

**Barnesville City Council**  
**Regular Meeting**  
**July 14, 2014**

Mayor Gene Prim called this regular meeting to order at 7:00 p.m. Members present were Council members Betty Strom, Larry Davis, Jr, Don Goedtke, Jason Rick, Richard Sylvester and Cathy Enstad. Others in attendance were, City Administrator Mike Rietz, Sara Nyhus-Wear with Ohnstad Twichell, City Clerk Jeri Reep, Finance Director Laurie Schell, TEC Manager Guy Swenson, EDA Director Karen Lauer, Police Chief Dean Ernst, Dan Lubbsmeyer with People Service, Ambulance Manger Scott Nelson, Jon Pauna with KLJ Engineering, Travis Olson, Craig Herfindahl, Eric Newell, and Jacob Underlee with the Record Review.

Mayor Prim asked City Administrator Mike Rietz to take roll call.

Mayor Prim next asked if there were any corrections or additions to the agenda. City Administrator Mike Rietz stated that the only addition was to add the Roland Holm Pavilion sign approval for the parks.

**07-14-14-01** Motion by Mr. Davis and second by Mr. Sylvester to approve the agenda as presented, with the addition of the approval of the Roland Holm Pavilion sign. Motion carried.

Mayor Prim stated the next item on the agenda was the consent agenda.

**07-14-14-02** Motion by Mr. Davis and second by Mrs. Strom to approve the consent agenda. Motion carried. The following items were on the consent agenda:

1. Approval of the minutes of the regular meeting held on June 9, 2014.
2. Approval of department head reports
3. Approval of check numbers 77950 – 78158 in the amount of \$860,027.05 and EFT payments in the amount of \$264,936.85.
4. Approval of 2<sup>nd</sup> quarter transfers
5. Approval of the F-M Metro COG Associate Membership
6. Approval of the Old City Hall elevator project pay estimate #5 in the amount of \$21,142.25
7. Approval to hire Wayne Nosal as Seasonal Public Works at a rate of pay of \$14.00 per hour.
8. Approval to hire Alex Halverson as Pro Shop employee at a rate of pay of \$7.25 per hour.
9. Approval of interim Public Works Supt.rate of pay of \$20.69 per hour, retroactive to June 23, 2014.
10. Approval to allow Police Officer Jeff Tharladson to take the police squad car to his residence by the Golf Course.
11. Approval of travel for TEC Manager Guy Swenson to attend the 2014 Smart Grid Conference.
12. Approval of the Substation annual oil testing results
13. Approval to hire Zach Dent as part-time EMT

Mayor Prim stated the next item on the agenda was the board and commission reports.

Council members reported on the board and commissions they are on.

Mayor Prim stated the next item on the agenda was the public forum. Mayor Prim asked if there were any citizens present to be heard.

Mr. Craig Herfindahl next approached the council. Mr. Herfindahl stated that there are trees in the alley by his residence that are getting to be a mess. Mr. Herfindahl stated that there are three trees that he would like to see removed. Mayor Prim stated that the Public Works Dept. would look at the trees, and report back at the August regular meeting.

Mayor Prim stated the next item on the agenda was the variance and CUP request at 103 5<sup>th</sup> Ave. NE.

City Administrator Mike Rietz informed council members that the Planning Commission is recommending granting a variance to Rick Nicklay, 103 5<sup>th</sup> Ave. NE, to allow 2 accessory structures over 150 sq. ft. as long as the property is in compliance with the total square footage requirement by July 31, 2016. Mr. Nicklay will be under the 1400 square foot maximum.

**07-14-14-03** Motion by Mr. Davis and second by Mrs. Enstad to approve the variance request for Mr. Richard Nicklay, 103 5<sup>th</sup> Ave. NE as long as the property is in compliance with the total square footage requirement by July 31, 2016 with the following conditions:

1. The CUP is solely for the 12 x 16 shed.
2. The building must be made to be similar in design, materials and color to the primary structure and will be placed on a concrete slab and anchored.
3. Completion of this project is required by July 31, 2016.
4. This CUP is subject to all other zoning ordinances.
5. The City of Barnesville reserves the right to add, delete, or amend these conditions if health, safety of welfare considerations warrant. No action to add, alter, or amend conditions will occur except after mailed and published notice and a public hearing before the Planning Commission to consider such addition, deletion, or alteration of these conditions.
6. The applicant agrees to revocation of the conditional use permit upon verifiable evidence of violation of any of the terms and conditions listed herein. Said revocation of other violations not listed in the CUP will not occur except after mailed and published notice and a public hearing before the Planning Commission to establish a record of said violations and to give the petitioner a right to enter into the record any mitigating or contradicting evidence.

Motion carried.

Mayor Prim stated the next item on the agenda was the CUP request for Mr. Rick Nicklay.

City Administrator Mike Rietz informed council members that Rick Nicklay, 103 5<sup>th</sup> Ave. NE, requested a CUP be granted for this property. Mr. Rietz stated that when a building is moved onto a lot in town that is larger than 150 square feet, they are required to get a conditional use permit.

**07-14-14-04** Motion by Mr. Davis and second by Mr. Rick to approve the CUP request for Mr. Richard Nicklay, 103 5<sup>th</sup> Ave. NE with the following conditions: Motion carried.

1. The CUP is solely for the 12 x 16 shed.
2. The building must be made to be similar in design, materials and color to the primary structure and will be placed on a concrete slab and anchored.
3. Completion of this project is required by July 31, 2016.
4. This CUP is subject to all other zoning ordinances.
5. The City of Barnesville reserves the right to add, delete, or amend these conditions if health, safety of welfare considerations warrant. No action to add, alter, or amend conditions will occur except after mailed and published notice and a public hearing before the Planning Commission to consider such addition, deletion, or alteration of these conditions.
6. The applicant agrees to revocation of the conditional use permit upon verifiable evidence of violation of any of the terms and conditions listed herein. Said revocation of other violations not listed in the CUP will not occur except after mailed and published notice and a public hearing before the Planning Commission to establish a record of said violations and to give the petitioner a right to enter into the record any mitigating or contradicting evidence.

Motion carried.

Mayor Prim stated the next item on the agenda was the Stoneridge Software sign request.

City Administrator Mike Rietz stated that Stoneridge Software would like to place a sign on the Old City Hall to advertise their business. Mr. Rietz stated that Stoneridge Software is well below the maximum signage allowed by the sign ordinance. The total of 90.5 square feet is the requested sign by Stoneridge Software.

**07-14-14-05** Motion by Mr. Davis and second by Mr. Sylvester to approve the sign request from Stoneridge Software for the Old City Hall as presented. The following council members voted aye: Rick, Goedtke, Strom, Davis and Sylvester. The following council members voted nay: Enstad. Motion carried.

Mayor Prim stated the next item on the agenda was the franchise agreement with Xcel Energy.

City Administrator Mike Rietz stated that we have been waiting for a franchise agreement with Xcel Energy. Mr. Rietz recommended tabling this item until the August regular meeting.

**07-14-14-06** Motion by Mr. Rick and second by Mrs. Strom to table the Xcel Energy franchise agreement to the August regular meeting. Motion carried.

Mayor Prim stated the next item on the agenda was the soil testing quote at the wastewater treatment plant.

City Engineer Jon Pauna informed council members that proposals were received for geotechnical work at the waste water treatment facility. The geotechnical work stems from a visit by the MPCA this spring and deficiencies noted during their visit. The proposals received were: Northern Technologies-\$4,800.00, Midwest Testing-\$23,500.00 and Braun Intertec-\$54,454.00.

**07-14-14-07** Motion by Mr. Davis and second by Mr. Goedtke to approve the proposal from Northern Technologies in the amount of \$4,800.00 for geotechnical exploration and consulting service of the waste water treatment pond dikes. Motion carried.

Mayor Prim stated the next item on the agenda was the food pantry request.

City Administrator Mike Rietz stated the food pantry request was discussed at the Personnel and Finance committee, and the recommendation is that the city gets prices to repair the roof to include in the 2015 budget and allow the Food Pantry to use the extra space they have requested to fit their current needs. Mayor Prim stated that he would like to see water and sewer to the building. Mayor Prim stated that the building currently leaks in several locations.

**07-14-14-08** Motion by Mr. Sylvester, there was no second, to approve the request of the Food Pantry, to expand the space and to put water and sewer into the building. Council member Rick stated that bids should be received prior to putting a new roof on the building. Mr. Dan Lubbsmeyer with People Service stated that there is a water/sewer line from the Ambulance building to the Food Pantry. Council member Sylvester withdrew his motion.

**07-14-14-09** Motion by Mr. Sylvester and second by Mr. Goedtke to approve the expansion of the Food Pantry by 15 feet to the north and approximately 3 feet to the south of the building. Motion carried.

Mayor Prim asked staff to report back to the August regular meeting on roof repair, and water and sewer expansion for the Food Pantry.

Mayor Prim stated then next item on the agenda was the Public Works Superintendent position.

Council member Davis reported that the public works committee has conducted interviews for the Public Works Supt. position, and 2<sup>nd</sup> interviews are scheduled for the following week. Mr. Davis stated that they should have a recommendation at the August meeting.

Mayor Prim stated the next item on the agenda was the report on the TIF 1-5.

City Administrator Mike Rietz discussed the TIF 1-5 project, which is our pooled TIF District. In 2012 the council took action allowing the tax increment from TIF 1-5 to be pooled and used for other Qualified Housing Projects. As of July 10<sup>th</sup>, the cash balance of the Pooled TIF account

stands at just under \$20,000.00. Based on that balance, we expect to begin utilizing the Interfund Loan beginning in September of this year.

Mayor Prim stated the next item on the agenda was the resolution appointing election judges.

**07-14-14-10** Motion by Mr. Davis and second by Mr. Sylvester to approve the following election resolution. Upon a roll call vote, the following voted aye: Rick, Goedtke, Strom, Davis, Sylvester and Enstad. The following voted nay: none. Motion carried.

**CITY OF BARNESVILLE  
CLAY COUNTY, MINNESOTA**

**RESOLUTION NO. 07-14-14-10**

**CITY OF BARNESVILLE OF CLAY COUNTY, MINNESOTA  
APPOINTING ELECTION JUDGES  
FOR THE ELECTION OF  
AUGUST 12, 2014 AND NOVEMBER 4, 2014**

WHEREAS: a Primary Election will be held on August 12, 2014, and a General Election will be held on November 4, 2014 and

WHEREAS: MN Statute 204B, subd. 2, requires election judges for precincts in a Municipality be appointed by the governing body of the municipality; and

WHEREAS: the City of Barnesville has one voting precinct; and

WHEREAS: the following City of Barnesville residents have agreed to serve as election Judges and have met the qualifications established by the State of Minnesota.

NOW, THEREFORE, BE IT RESOLVED, that the City of Barnesville hereby appoints the following persons to serve as election judges for the Primary and General Election of 2014, with the understanding that amendments may be necessary to the appointments in order to fill vacancies and meet party splits.

Judges: Darlene Erickson, Maggie Willard, Carolyn Gabel, Mary Ann Scheffler, Judy Bjerketvedt, Betty Bodine, Janna Cayler, Cheryl Harris, Dar Hines, Vivian Montplaisir, Betty Ishaug, Karen Prim and Joan Kritzberger

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Adopted by the City Council of the City of Barnesville this 14<sup>th</sup> day of July, 2014.

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Eugene Prim  
Mayor

Attest:

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Jeri Reep  
City Clerk

Mayor Prim stated the next item on the agenda was the communities of distinction proposal.

Mayor Prim informed council members that he along with City Administrator Mike Rietz was contacted by a producer with Communities of Distinction which is an organization that produces a 5 minute profile of various communities. They would play this video on the Discovery Channel as well as a few other regional spots. The cost to do this is \$19,800.00. Council members took no action on this item.

Mayor Prim stated the next item on the agenda was the Roland Holm Pavilion sign.

City Administrator Mike Rietz stated that the recommendation of the Park Board was to place a sign on the pavilion at Blue Eagle Park honoring Roland Holm. The Lions Club has been asked, and they approve placement of this sign.

**07-14-14-11** Motion by Mr. Rick and second by Mrs. Strom to approve the placement of the Roland Holm pavilion sign at Blue Eagle Park honoring Roland Holm. Motion carried.

Mayor Prim stated he would like to hold a special meeting to discuss the 2015 priorities of the City. Mayor Prim set July 28, 2014 at 7:00 p.m. for this special meeting.

Meeting adjourned at 7:51 p.m.

Submitted by:

Attest:

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Jeri Reep  
City Clerk

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Eugene Prim  
Mayor