

Barnesville City Council
Regular Meeting
May 14, 2018

Mayor Prim called this regular meeting to order at 7:00 p.m. Members present were Council members Tonya Stokka, David Brown, Scott Bauer. Absent was Council members Brad Field, Betty Strom and Don Goedtke. Others in attendance were City Administrator Mike Rietz, Chris McShane with Ohnstad Twitchell, City Clerk Jeri Reep, EDA Director Karen Lauer, Police Chief Dean Ernst, Finance Director Laurie Schell, Ambulance Manager Scott Nelson, Public Works Supt. Trevor Moen, Scott Kolbinger with KLJ Engineering, and Michael Stein with the Record Review.

Mayor Prim called on Miranda Wendlandt with CliftonLarsonAllen. Ms. Wendlandt discussed with council members the 2017 annual audit. Ms. Wendlandt stated that there were three material weakness: segregation of duties, audit adjustments/restatement, and auditor drafts financial statements and notes. A Minnesota legal compliance was the claims and disbursements of delegation of authority to make EFT's. Ms. Wendlandt stated that this has already been corrected.

Council member Don Goedtke arrived at 7:06 p.m.

Ms. Wendlandt stated that there were no unusual transactions noted. The transfers of about \$850,000 from proprietary funds in the current year, compared to about \$766,000 in the prior year. The General Fund had an increase of approximately \$74,000 leaving approximately 10 months of expenditures in the total Fund Balance. Most enterprise funds are able to support the General Fund and keep taxes low. The electric and telephone funds continue to transfer significant amounts to the General Fund while maintaining a positive change in net position. All major funds are covering depreciation. All enterprise funds besides the Ambulance and Sanitation have positive cash flow from operations. The Municipal Liquor store had a positive cash flow for 2017. Ms. Wendlandt stated that the required State Auditor report form will be submitted to the state agency before the deadline of June 30, 2018. Mayor Prim asked council members if they had any questions for Ms. Wendlandt. Council members had no further questions for Ms. Wendlandt.

05-14-18-01 Motion by Mrs. Stokka and second by Mr. Bauer to approve the 2017 audit report as presented. Motion carried.

Mayor Prim next asked if there were any additions or corrections to the agenda. City Administrator Mike Rietz stated the only addition to the agenda was the lot merge request in the Del Acres Gilbertson 2nd Addition.

05-14-18-02 Motion by Mr. Brown and second by Mr. Goedtke to approve the agenda as presented with the addition of the lot merge request in the Del Acres Gilbertson 2nd Addition. Motion carried.

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

05-14-18-03 Motion by Mr. Goedtke and second by Mr. Brown to approve the consent agenda as presented. Motion carried. The following items were on the consent agenda.

1. Approval of the minutes of the regular meeting held on April 9, 2018.
2. Approval of the minutes of the special meeting held on April 30, 2018.
3. Approval of department head reports.
4. Approval of check numbers 84940 – 85058 and EFT payments for a total of \$668,562.98.
5. Approval to hire Kevin Klevberg as part-time Liquor store clerk at \$9.75 per hour.
6. Approval to hire Ted Vigen as part-time mower at \$11.50 per hour.
7. Approval to appoint William Linebaugh to the TEC Board with term ending January 2021.
8. Approval of the Alliance Communications Big-4 retransmission increase survey results.
9. Information of the Barnesville power supply mix.
10. Approval of the lot merge request-Del Acres Gilbertson 2nd Addition, Block 7, Lot 1, Parcel 50.236.0360 and Lot 2, Parcel 50.236.0370.

Mayor Prim stated the next item on the agenda was the boards and commission reports. Council members reported on the boards and commissions they serve 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. There were none.

Mayor Prim stated the next item on the agenda was the Conditional Use Permit for an electronic sign.

City Administrator Mike Rietz informed council members that St. James Church is replacing their sign. This sign will display church service information electronically. The sign fits within all aspects of the code requirements. The Planning Commission approves the sign with conditions set forth in the CUP.

05-14-18-04 Motion by Mr. Goedtke and second by Mrs. Stokka to approve the CUP for a sign at 201 3rd Street SE, with the conditions set forth in the CUP. Motion carried.

Mayor Prim stated the next item on the agenda was the bids for the Waste Water Treatment Plant.

Mr. Scott Kolbinger with KLJ Engineering informed council members that bids were opened on May 2nd for the Waste Water Treatment Plant. Two bids were received and were checked for mathematical accuracy and no discrepancies were found. The low bidder is Hough, Inc with a base bid of \$46,468.00. The other bid received was from Sellin Brothers, Inc. in the amount of \$83,980.00. Mr. Kolbinger stated that the State health department has not reviewed the plan yet.

05-14-18-05 Motion by Mr. Bauer and second by Mrs. Stokka to approve the bid from Hough, Inc. in the amount of \$46,468.00, contingent upon approval from the Minnesota Department of Health for the Waste Water Treatment Plant. Motion carried.

Mayor Prim stated the next item on the agenda was the 1st reading of Ordinance 2018-02.

City Administrator Mike Rietz informed council members that this Ordinance changes the language in the Planned Unit Development (PUD) section of the Code to allow PUDs on parcels of a half-acre or larger. The Planning Commission approves this Ordinance change.

05-14-18-06 Motion by Mr. Goedtke and second by Mr. Bauer to approve the 1st reading of Ordinance 2018-02. Motion carried.

**CITY OF BARNESVILLE
ORDINANCE NO. 2018-02**

**AN ORDINANCE TO AMEND AND REENACT CHAPTER 7-02, SEC. 7-0213, SUBD. 1
REGARDING PLANNED UNIT DEVELOPMENT.**

NOW THEREFORE, BE IT ORDAINED by the City Council of the City of Barnesville as follows:

SECTION 1. Chapter 7-02 of the Municipal Code of the City of Barnesville is hereby amended and reenacted to read as follows:

SEC. 7-0213. PLANNED UNIT DEVELOPMENT (PUD)

Subd. 1. The area of land to be developed shall not be less than ~~five (5)~~ one-half (1/2) acres

PASSED AND ADOPTED by the Barnesville City Council this 11th day of June, 2018.

APPROVED:

Eugene Prim
Mayor

ATTEST:

Jeri Reep
City Clerk

First Reading: May 14, 2018
Second Reading: June 11, 2018
Adopted: June 11, 2018
Published: June 18, 2018

Mayor Prim stated the next item on the agenda was the Resolution decertifying parcels in the TIF District 1-1.

City Administrator Mike Rietz informed council members that this Resolution will decertify five parcels in the TIF District 1-1. This TIF District was established for the Heartland Subdivision.

05-14-18-07 Motion by Mrs. Stokka and second by Mr. Brown to approve the Resolution decertifying Parcels in TIF District 1-1. Upon a roll call vote, the following voted aye: Council member Stokka, Goedtke, Brown and Bauer. The following were absent: Council members Strom and Field. Motion carried.

**CITY OF BARNESVILLE
CLAY COUNTY, MINNESOTA**

RESOLUTION NO. 05-14-18-07

**RESOLUTION APPROVING THE ELIMINATION OF PARCELS FROM
TAX INCREMENT FINANCING DISTRICT NO. 1-1 WITHIN
REDEVELOPMENT PROJECT NO. 1 OF THE CITY OF BARNESVILLE.**

WHEREAS, on July 8, 1996, the City of Barnesville (the "City") created its Tax Increment Financing District No. 1-1 (the "TIF District") within its Redevelopment Project No. 1 (the "Project") by approval of a tax increment financing plan (the "TIF Plan") for the TIF District; and

WHEREAS, the Barnesville Economic Development Authority (the "EDA") is the administrative authority for the TIF District; and

WHEREAS, the following property, by property identification number, was included in the TIF District:

50.335.0060
50.335.0130
50.335.0180
50.335.0480
50.335.0500

WHEREAS, the City desires by this resolution to amend the TIF Plan to remove the above-described parcel from the TIF District, thereby reducing the size thereof; and

WHEREAS, the total current net tax capacity of the parcel to be eliminated from the TIF District equals or exceeds the original net tax capacity and, therefore this amendment to the TIF Plan is accomplished pursuant to *Minnesota Statutes, Section 469.175, Subdivision 4, clause (e)(2)(A)*.

NOW THEREFORE, BE IT RESOLVED by the City that the TIF Plan for the TIF District is hereby amended to remove the described parcel and the City Administrator is authorized and directed to notify the County Auditor thereof pursuant to *Minnesota Statutes, Section 469.175, Subdivision 4, clause (e)*.

NOW THEREFORE, BE IT FURTHER RESOLVED by the City as follows:

1. The tax increment financing plan (the "TIF Plan") for the TIF District is hereby modified to remove the Parcel from the TIF District, effective for taxes payable in 2019.

2. Upon approval of a similar resolution by the EDA, staff are authorized and directed to file a copy of this resolution with the County Auditor of Clay County along with instructions to adjust the records for the TIF District accordingly.

ADOPTED: May 14, 2018

ATTEST:

Eugene Prim, Mayor

Michael Rietz, City Administrator

(Seal)

Mayor Prim stated the next item on the agenda was the NBC Universal pre-commitment model.

City Administrator Mike Rietz stated that this contract expires on December 31, 2018. NCTC is requesting all members that receive NBCU programming to sign the pre-commitment model. Staff recommends joining the NBCU Universal pre-commitment model.

05-14-18-08 Motion by Mr. Goedtke and second by Mr. Brown to approve the NBC Universal pre-commitment model. Motion carried.

Mayor Prim stated the next item on the agenda was the closed session to discuss potential litigation regarding the sanitary sewer connections in the Del Acres Gilbertson 2nd Addition.

05-14-18-09 Motion by Mr. Brown and second by Mr. Bauer to petition the council to go into a closed session regarding a possible litigation regarding the sanitary sewer connections in the Del Acres Gilbertson 2nd Addition at 7:37 p.m. Motion carried.

05-14-18-10 Motion by Mrs. Stokka and second by Mr. Brown to re-open the meeting at 8:02 p.m. Motion Carried.

Mayor Prim adjourned the meeting at 8:03 p.m.

Submitted by:

Attest:

Jeri Reep
City Clerk

Eugene Prim
Mayor