

**Barnesville City Council**  
**Regular Meeting**  
**May 13, 2019**

City Administrator Mike Rietz stated that with Mayor Prim and Acting Mayor Field being absent from the meeting tonight, that council members present will need to elect someone to chair the meeting tonight.

Council members elected Don Goedtke to chair the meeting.

Chair Goedtke called this regular meeting to order at 7:06 p.m. Members present were Council members Don Goedtke, Scott Bauer, Tonya Stokka, and Dawn Stuvland. Absent was Mayor Prim and Council member Brad Field. Others in attendance were City Administrator Mike Rietz, Lukas Croaker with Ohnstad Twitchell, City Clerk Jeri Reep, EDA Director Karen Lauer, Police Chief Dean Ernst, Finance Director Laurie Schell, Public Works Supt. Don Williams, Ambulance Manager Scott Nelson, Dan Hanson with Moore Engineering, Mike Kurkowski with NWS, Alyssa Bergman, Jay Rehder, Mark Kava, Mary Reedy with CliftonLaronAllen,,Noah Knudson, Zackary Shepherd with NDSU Engineering, and Michael Stein with the Record Review.

Chair Goedtke asked if there were any additions or corrections to the agenda. City Administrator Mike Rietz stated the only addition to the agenda was an update on the Blue Eagle raft project.

**05-13-19-01** Motion by Mrs. Stokka and second by Mr. Bauer to approve the agenda with the addition of the Blue Eagle raft project update. Motion carried.

Chair Goedtke stated the next item on the agenda was the consent agenda.

**05-13-19-02** Motion by Mr. Bauer and second by Mrs. Stokka 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 8, 2019.
2. Approval of the department head reports.
3. Approval of check numbers 86376-86485 and EFT payments for a total of \$438,746.27.
4. Approval of the appointment of Aubree Martinez to the EDA Board with term expiring 12/31/2021.
5. Approval of travel for TEC Manager Guy Swenson to MRES Laramie River Station Tour-August 27-28, 2019.
6. Approval of appointment of Adam Hutton the Park Board.
7. Approval of the following seasonal Public Works employees: George Ericson at \$10.25 per hour, Alyssa Allen at \$10.25 per hour, Charlie Aakre at \$10.25 per hour, Grant Inniger @ \$10.00 per hour, Jack Trowbridge at \$10.00 per hour, Al Kertscher at \$12.75 per hour, Harry Opsahl at \$11.50 per hour, Ted Vigel at \$12.00 per hour and David Bialke at \$14.50 per hour.

Chair Goedtke stated the next item on the agenda was the board and commission reports.

Board members reported on the boards and commissions they serve on.

Chair Goedtke stated the next item on the agenda was the public forum. Chair Goedtke asked if there were any citizens present to be heard. There were none.

Chair Goedtke stated the next item on the agenda was the open City Council position for Ward 2.

City Administrator Mike Rietz stated that we had received one application for the open Ward 2 Council seat. Alyssa Bergman submitted a letter of interest for Ward 2 council position. This item was also discussed at the Personnel & Finance committee.

**05-13-19-03** Motion by Mrs. Stokka and second by Mrs. Stuvland to approve the Resolution appointing Alyssa Bergman to the City Council. Upon a roll call vote, the following voted aye: Council members Stokka, Goedtke, Stuvland, and Bauer. The following were absent: Council member Field. Motion carried.

**City of Barnesville  
County of Clay  
State of Minnesota  
Resolution No. 05-13-19-03**

**RESOLUTION APPOINTING ALYSSA BERGMAN TO THE CITY COUNCIL OF THE  
CITY OF BARNESVILLE, MINNESOTA**

WHEREAS, Barnesville City Council ward two Member David Brown has tendered his resignation from the Barnesville City Council; and

WHEREAS, the Barnesville City Council has officially accepted David Brown's resignation effective April 30, 2019 ; and

WHEREAS, there now exists a vacancy in ward two (2) of the City Council's membership; and

WHEREAS, Chapter 3, Section 8 of the Barnesville City Charter provides in relevant part that, "Whenever a vacancy occurs in any of the elective offices, specifically provided in this Charter, such vacancies shall be filled by a resolution of the Council."; and

WHEREAS, the City Council of the City of Barnesville, MN has reviewed the qualifications of Alyssa Bergman and desires to appoint her to the City Council to fill the vacancy in ward two (2).

NOW THEREFORE, be it resolved by the City Council of the City of Barnesville that Alyssa Bergman is hereby appointed to fill the vacant position in ward 2 effective immediately. Alyssa Bergman shall take the oath of office upon the approval of this resolution and shall have all the powers and authority as any other member of the Barnesville City Council.

PASSED by the Barnesville City Council this 13th day of May, 2019.

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Bradley L. Field, Acting Mayor

ATTEST:

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Michael Rietz, City Administrator

City Administrator Mike Rietz administered the oath of office to Alyssa Bergman. Mrs. Bergman took her chair on the City Council.

Chair Goedtker stated the next item on the agenda was the Blue Eagle Lake raft project. Mr. Noah Knudson and Zackary Shepherd with the NDSU Engineering dept. discussed with council members the raft project that the NDSU Engineering department is working on. The size of the raft is 10 x 10 with a fixed anchor. The engineering department is working on the planning, budgeting and all the details of the raft. Council members had no further questions.

Chair Goedtker stated the next item on the agenda was the update on the property at 508 6<sup>th</sup> Street NW.

City Administrator Mike Rietz stated that he has spoken to Randy Kartchner for an update on the property at 508 6<sup>th</sup> Street NW. They are taping the interior and will be painting soon. According to our Building Inspector, the interior bracing and other roof work that they did raised the roof by 5 inches. They have signed a contract to have the garage built, and to do the grading of the lot. Council members had no further questions.

Chair Goedtke stated the next item on the agenda was the 2018 audit presentation.

Ms. Mary Reedy with CliftonLarsonAllen next approached the council. Ms. Reedy discussed with council members the 2018 annual audit. Ms. Reedy stated that there were three material weakness: segregation of duties, audit adjustments, and auditor drafts financial statements and notes. A Minnesota Legal Compliance there were seven areas, the Tax increment financing-district modifications. There were no unusual transactions noted. The General Fund has 306 days available in the general fund. The MN Office of the State Auditor recommends no less than 5 months of operating expenditures for the General Fund. The city is on target as of December 31, 2018. The transfers of about \$761,000 from proprietary funds in the current year compared to about \$850,000.00 in the prior year. The General Fund had an increase of approximately \$136,000 (after transfers) leaving approximately 10 months of expenditures in total Fund Balance. Most enterprise funds are able to support the General Fund operations to keep taxes low. Electric and Telephone continue to transfer significant amounts to the General Fund while maintaining positive change in net position. All major funds are covering depreciation. All enterprise funds besides the Ambulance have positive flow from operations. The Municipal Liquor has a positive cash flow for 2017 and 2018. The financial statements and the required State Auditor Reporting Form will be submitted to the applicable state agency before the June 30, 2019 deadline. Chair Goedtke asked council members if they had any questions for Ms. Reedy. Council had no further questions.

**05-13-19-04** Motion by Mrs. Stokka and second by Mr. Bauer to accept the 2018 audit report as presented by CliftonLarsonAllen. Motion carried.

Chair Goedtke stated the next item on the agenda was the KC's liquor request for the Clay County Fair.

City Administrator Mike Rietz stated that this is a liquor request for the Knights of Columbus to serve alcohol at the Clay County Fair. Mr. Mark Kava with the Knights of Columbus stated that the KC's will hold a beer garden at the fair. Mr. Jay Rehder with the Clay County Fair Association, stated that the Fair Board would like to hold this beer garden this year, that a fence would be built north of the grandstand, and will only be open during the grandstand events. The Fair Association will have private security for this temporary liquor license.

**05-13-19-05** Motion by Mr. Bauer and second by Mrs. Stokka to approve the Knights of Columbus liquor license for July 12-13, 2019 at the Clay County Fair. Motion carried.

Chair Goedtke stated the next item on the agenda was the mosquito spraying discussion.

City Administrator Mike Rietz stated at the February regular meeting; we had a resident express concern with our mosquito spraying operations. The Public Works committee discussed this issue, and is recommending that we continue spraying using the same chemical that we have used in the past, but will spray in a way that is more mindful of not impacting butterflies or pollinators. Staff is recommending to spray late enough in the day to avoid butterflies and other similar insects at risk. The recommendation from the committee is that protection of human health related to mosquito borne illnesses like West Nile disease will remain our top priority, but will adjust our operations to do what we can to limit the impact on monarchs and other day flying insects.

**05-13-19-06** Motion by Mrs. Stokka and second by Mr. Goedtke to authorize staff to spray for mosquitoes in the early morning hours. Motion carried.

Chair Goedtke stated the next item on the agenda was the Cup for a shed at 1003 3<sup>rd</sup> Ave. NE.

City Administrator Mike Rietz stated this CUP request is for a 20' x 16' accessory building that would result in the total accessory space on the lot exceeding the ground coverage of the dwelling. The proposed shed keeps the total amount of accessory space within the requirement. However, the CUP is required because the proposed shed takes the amount of total accessory space to 1514 sq. ft and that is 141 sq. ft. larger than the 1373 sq. ft. ground coverage of the dwelling. The Planning Commission recommends approval of the CUP with conditions set forth in the CUP.

**05-13-19-07** Motion by Mrs. Stokka and second by Mr. Bauer to approve the CUP at 1003 3<sup>rd</sup> Ave NE, Parcel No. 50.745.0040, with the conditions set forth in the CUP. Motion carried.

Chair Goedtke stated the next item on the agenda was the Petition for Local Improvements.

City Administrator Mike Rietz stated that this Petition for Improvements is from Shane Berndt for the replacement of their sewer service line at 208 6<sup>th</sup> Ave NW. Mr. Berndt has a failing sanitary sewer service line, and in the past, we have helped residents out by replacing the line, and assessing the cost to the property.

**05-13-19-08** Motion by Mr. Bauer and second by Mrs. Stokka to approve the Petition for Improvements for Shane Berndt at 208 6<sup>th</sup> Ave NW. Motion carried.

**05-13-19-09** Motion by Mrs. Stokka and second by Mrs. Stuvland to approve Westlund Excavating to replace the sewer service at 208 6<sup>th</sup> Ave NW in the amount of \$7,190.00.

Motion amended by Mrs. Stokka and second by Mrs. Stuvland to approve the Westlund Excavating to complete the work, contingent upon the homeowner signing the Waiver of irregularity and Appeal. Motion carried.

Chair Goedtker stated the next item on the agenda was the task order for the Waste Water Pond #2.

City Engineer Dan Hanson next approached the council and stated that this task order is for the Wastewater Lagoon Cell #2 for reconstruction. This will allow staff to begin the design for the pond to present to the MPCA for review.

**05-13-19-10** Motion by Mrs. Stokka and second by Mrs. Stuvland to approve Task Order No. 3 with Moore Engineering for the Wastewater Treatment Improvements. Motion carried.

Chair Goedtker stated the next item on the agenda was the purchase of a new motor grader.

City Administrator Mike Rietz stated that Public Works Director Don Williams is seeking to replace our motor grader. This is an unbudgeted expense of \$24,500 after the sale of the existing unit. The present grader is a 1978 Champion 715 motor grader. The grader staff would like to purchase a 1989 John Deere 772BH motor grader in the amount of \$34,000.00, with a trade in of our 1978 Champion 715 motor grader.

**05-13-19-11** Motion by Mrs. Stokka and second by Mrs. Bergman to approve the purchase of a 1989 John Deere 772BH motor grader in the amount of \$34,000.00, and a trade in of our 1978 Champion 715 motor grader. Motion carried.

Chair Goedtker stated the next item on the agenda was the update on the TA Trail Grant award.

City Administrator Mike Rietz informed council members that the Barnesville State Highway 9 Trail and Streetscape Improvement Plan Project, submitted for District 4 Transportation Alternative (TA) funds, has been selected to receive funding. The funding will be for 80 percent of the project, with a limit of \$300,000.00. The funding will be available during the fiscal year 2023.

Chair Goedtker stated the next item on the agenda was the MPCA Stipulation Agreement.

City Engineer Dan Hanson informed council members that the City has completed the requirements described in the MPCA October 31, 2017 Stipulation Agreement. The MPCA staff has determined that the requirements contained in the Stipulation Agreement have been completed.

Chair Goedtker stated that there was nothing new to report for the priority session.

Chair Goedtker adjourned the meeting at 8:35 p.m.

Submitted by:

Attest:

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Jeri Reep, City Clerk

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Donald Goedke, Chair

