

Barnesville City Council
Regular Meeting
June 10, 2019

Mayor Prim called this regular meeting to order at 7:00 p.m. Members present were Council members Scott Bauer, Tonya Stokka, Dawn Stuvland, Alyssa Bergman, and Brad Field. Absent was council member Don Goedtke. 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, Charlie Revering with NWS, Sam Jones with MRES, Norton Bergman, Missy Klemin, Kate Storhaug with Aging Program Developer for the Dancing Sky Area Agency on Aging, Gay Fankhanel, and Michael Stein with the Record Review.

Mayor Prim thanked the council members and staff for all of their assistance during his medical absence.

Mayor Prim asked if there were any additions or corrections to the agenda. City Administrator Mike Rietz stated the only additions to the agenda were the KC's Liquor license request for Potato Days, approval of soil borings on 13th Street, and a distributed generation workbook update.

06-10-19-01 Motion by Mrs. Stokka and second by Mr. Bauer to approve the agenda as presented, with the following additions: the KC's Liquor license request for Potato Days, approval of soil borings on 13th Street, and a distributed generation workbook update. Motion carried.

Council member Goedtke arrived at 7:02 p.m.

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

06-10-19-02 Motion by Mr. Bauer and second by Mrs. Stokka 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 May 13,2019.
2. Approval of the department head reports.
3. Approval of check numbers 86496 – 86598 and EFT payments for a total of \$633,586.90.
4. Approval of the amendment to the Personnel Policy, Section 16.
5. Approval of the purchase of a Toro Greensmaster 3150 in the amount of \$33,649.39.
6. Appointment of Council member Alyssa Bergman to the Liquor, Buildings and Ordinances committee, Public Works Committee, TEC Advisory Board, and the Joint Powers Board of Adjustment.
7. Approval of the KC's liquor request for Potato Days, August 24-25, 2019.

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

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

Mayor Prim next called on TEC Manager Guy Swenson. Mr. Swenson introduced Mr. Sam Jones with MRES. Mr. Jones stated that MRES is happy to serve the City for electrical services.

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 public hearing for the Annexation of 13th Street and 2nd reading of the Ordinance.

06-10-19-03 Motion by Mrs. Stokka and second by Mr. Goedtke to open the public hearing at 7:10 p.m. Motion carried.

City Administrator Mike Rietz stated the next step in the process of annexing the land along the East city limits that contains 13th Street, Humboldt Township and the adjacent properties received mailed notices of this public hearing. Once the public hearing is complete, the Ordinance needs to be adopted, which takes action annexing the property. Mr. Rietz asked if there were any questions or comments. There were none.

06-10-19-04 Motion by Mrs. Stokka and second by Mr. Bauer to close the public hearing at 7:13 p.m. Motion carried.

06-10-19-05 Motion by Mr. Goedtke and second by Mrs. Stuvland to approve the 2nd reading of Ordinance 2019-01. Motion carried.

ORDINANCE NO. 2019-01

AN ORDINANCE OF THE CITY OF BARNESVILLE ANNEXING LAND LOCATED IN CLAY COUNTY, MINNESOTA, TO THE CITY OF BARNESVILLE, CLAY COUNTY, MINNESOTA, PURSUANT TO MINN. STAT. § 414.033, SUBD. 2(1) PERMITTING ANNEXATION BY ORDINANCE.

WHEREAS, the City of Barnesville (the “City”) has purchased a parcel of land containing a road known as 13th Street, which abuts the municipal boundaries of the City; and

WHEREAS, under state law, the City has the right to annex land that is owned by the municipality into the City, and the City has authority to annex such property.

NOW, THEREFORE, THE CITY OF BARNESVILLE DOES HEREBY ORDAIN:

Section 1. That the unincorporated land legally described in Exhibit A, which is attached hereto and incorporated herein by reference, located in the Southwest Quarter of Section 29, Township 137 North, Range 45 West, Clay County, Minnesota; is land that is owned by the City of Barnesville; is land that abuts the municipal corporate limits of the City and the area to be annexed is 120 acres or less; and is land that is not presently served by public wastewater facilities.

Section 2. That the City desires to annex the land legally described in Exhibit A for purposes of immediately redeveloping the land for additional urban or suburban commercial uses.

Section 3. That the City of Barnesville has, or will, hold a public hearing pursuant to Minn. Stat. § 414.033, subd. 2b, on **June 10, 2019**, following thirty (30) days' written notice by certified mail to the town affected by the annexation and to all landowners within and contiguous to the area to be annexed, legally described in Exhibit A.

Section 4. That the corporate limits of the City of Barnesville are hereby extended to include the land legally described in Exhibit A, containing approximately 4.14 acres, and the same is hereby annexed to be included within the City of Barnesville, Clay County, Minnesota.

Section 5. That the population of the area legally described in Exhibit A, and hereby annexed is 0.

Section 6. That the land to be annexed is a road and is not subject to property taxes.

Section 7. That the City Administrator of the City of Barnesville is hereby authorized and directed to file a copy of this Ordinance with the Minnesota Office of Administrative Hearings Municipal Boundary Adjustments Office, the Minnesota Secretary of State, and the Clay County Auditor, and the Humboldt Township Clerk.

Section 8. That this Ordinance shall be in full force and effect and final upon the date this Ordinance is approved by the Minnesota Office of Administrative Hearings.

Passed and adopted this 10th day of June, 2019.

Eugene Prim, Mayor

ATTEST:

Jeri Reep, City Clerk

First Reading: April 8, 2019
Second Reading: June 10, 2019
Adopted: June 10, 2019
Published: June 17, 2019

Mayor Prim stated the next item on the agenda was to approve the Summary Ordinance 2019-01.

06-10-19-06 Motion by Mr. Bauer and second by Mrs. Stokka to approve the Summary Ordinance 2019-01. Motion carried.

TITLE AND SUMMARY OF ORDINANCE NO. 2019-01

The following Ordinance is hereby published by title and summary:

1. Title of Ordinance:

An Ordinance of the City of Barnesville Annexing Land Located in Clay County, Minnesota, to the City of Barnesville, Clay County, Minnesota, Pursuant to Minn. Stat. §414.033, Subd. 2(1) Permitting Annexation By Ordinance.

2. Summary of Ordinance:

This ordinance annexes 4.14 acres of land surrounding 13th St. SE between 2nd Ave. SE and 9th Ave. SE.

This Ordinance shall take effect upon publication in accordance with the Barnesville City Charter.

3. Availability of Ordinance:

A complete, printed copy of this Ordinance is available for inspection by any person during regular business hours in the office of the City Clerk, Barnesville City Hall, 102 Front Street North, Barnesville, Minnesota.

This Ordinance was passed by the City Council of the City of Barnesville on the 10th day of June, 2019.

APPROVED:

Eugene Prim, Mayor

ATTEST:

Jeri Reep, City Clerk

First Reading: April 8, 2019
Second Reading: June 10, 2019
Adopted: June 10, 2019
Published: June 17, 2019

Mayor Prim stated the next item on the agenda was the approval of the soil borings on 13th Street.

City Administrator Mike Rietz stated that he has spoken to the City Engineer, and the estimated cost for soil boring on 13th Street would be \$2500.00 - \$4000.00. Four soil borings would be necessary.

06-10-19-07 Motion by Mr. Field and second by Mrs. Stokka to approve the soil borings on 13th Street, not to exceed \$4,000.00. Motion carried.

Mayor Prim stated the next item on the agenda was the update at 508 6th Street NW.

City Administrator Mike Rietz updated council members on the property at 508 6th Street NW. A lot of progress has been made, and Mr. Rietz discussed the improvements. Mr. Kartchner is confident that he will be able to meet the July deadline.

Mayor Prim stated the next item on the agenda was the HELPERS discussion.

Kate Storhaug; with Aging Program Developer for the Dancing Sky Area Agency on Aging and Missy Klemin with HELPERS next approached council members and gave a presentation on efforts on making Barnesville a dementia friendly community, and programs they offer. HELPERS is one of the city's for a statewide recognition of dementia. Mayor Prim thanked HELPERS for attending tonight's meeting.

Mayor Prim stated the next item on the agenda was the Utility Service Partners Service line program.

Ms. Ashley Shiwarski with Utility Service Partners next approached the council members. Ms. Shiwarski discussed their program to council members. The program is endorsed by the National League of Cities. There is no cost or liability for the city to participate in their program. This program provides residents an affordable solution that covers cost of repairs to water and sewer lines for which the homeowner is responsible for. Their company offers three different programs to choose from, a sewer line warranty, a water line warranty and an internal plumbing warranty. Council members had no further questions.

06-10-19-08 Motion by Mr. Field and second by Mr. Bauer to authorize staff to sign the Utility Service Partners Service Line Warranty program agreement. Motion carried.

Mayor Prim stated the next item on the agenda was the Variance application at 203 9th Street SE. Council member Bergman recused herself from the council chair due to a conflict of interest in this item.

City Administrator Mike Rietz informed council members that this variance request is to approve a 12 sq. ft. variance to the 1600 sq. ft. accessory building ground coverage limitation for a shed at 203 9th St SE. The Planning Commission is recommending a variance, but a much smaller one that was requested by the variance.

06-10-19-09 Motion by Mr. Field and second by Mr. Bauer to approve the variance at 203 9th Ave SE. The following voted aye: Motion carried.

Council member Bergman returned to her council chair.

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

City Administrator Mike Rietz stated that the parcels are a part of the Heartland housing TIF district. Lots in this TIF district are eligible for 14 years of tax increment from the year that the house was built.

06-10-19-10 Motion by Mr. Goedtke and second by Mrs. Bergman to approve the Resolution approving the elimination of Parcels from TIF District No. 1, within the redevelopment project No. 1 of the City. Upon a roll call vote, the following voted aye: Council members Stokka, Goedtke, Stuvland, Bauer, Bergman and Field. The following were absent. None. Motion carried.

**CITY OF BARNESVILLE
CLAY COUNTY, MINNESOTA
RESOLUTION NO. 06-10-19-10
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:

50.335.0110
50.335.0160
50.335.0230
50.335.0400
50.335.0460
50.335.0470

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 2020.
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: June 10, 2019

ATTEST:

Eugene Prim, Mayor

Michael Rietz, City Administrator

(Seal)

Mayor Prim stated the next item on the agenda was the EDA Annual report.

EDA Director Karen Lauer next approached council members and presented the EDA Annual report that is required per MN Statute. Mrs. Lauer thanked council members for their support of the EDA program. Mrs. Lauer discussed the 2019 highlights and accomplishments of the Barnesville EDA. Mrs. Lauer discussed the mission and purpose of the EDA program, areas of focus, the goals and accomplishments of 2018, along with the 2019 goals. Council members had no further questions for Mrs. Lauer.

Mayor Prim stated the next item on the agenda was the Old City Hall acoustic evaluation.

City Administrator Mike Rietz informed council members that we have received a grant to pay for a study for the acoustic evaluation at the Old City Hall. The grant is from the Minnesota Historical Society to provide us with recommendations for modification of the space because MHS has indicated that the cloud ceiling that was installed does not meet historical guidelines. If we are awarded the grant, we would be able to start construction January 2020.

06-10-19-11 Motion by Mrs. Stokka and second by Mrs. Stuvland to authorize staff to proceed with the grant for the Old City Hall from the Minnesota Historical Society. Motion carried.

Mayor Prim stated the next item on the agenda was the resolution declaring Potato Days a community wide festival.

06-10-19-12 Motion by Mrs. Stokka and second by Mrs. Bergman to approve the Resolution declaring Potato Days a community wide festival. Upon a roll call vote, the following voted aye: Council members Stokka, Goedtke, Stuvland, Bauer, Bergman and Field. The following were absent: none. Motion carried.

**CITY OF BARNESVILLE
COUNTY OF CLAY
STATE OF MINNESOTA**

**RESOLUTION DECLARING BARNESVILLE
POTATO DAYS A COMMUNITY-WIDE FESTIVAL**

RESOLUTION NO. 06-10-19-12

WHEREAS, Barnesville Potato Days is an annual festival occurring in the City of Barnesville; and

WHEREAS, Barnesville Potato Days involves activities and entertainment that involve not only the Barnesville community but surrounding communities; and

WHEREAS, Barnesville Potato Days will occur on August 23rd through August 24th, 2019; and

WHEREAS, the Barnesville City Council desires to promote Potato Days and encourage local businesses to participate in Barnesville Potato Days; and

WHEREAS, it is necessary to designate Potato Days as a community festival to enable and authorize the City of Barnesville to grant community festival special event liquor licenses pursuant to Section 5.33 of the Barnesville City Code; and

WHEREAS, the Barnesville City Council desires to formally recognize Potato Days as a community-wide festival.

NOW, THEREFORE, BE IT RESOLVED, that Barnesville Potato Days is hereby designated a community-wide festival.

BE IT FURTHER RESOLVED that the dates of August 23rd through August 24th, 2019 are designated as dates during which the City of Barnesville may issue special event community-wide festival licenses.

Dated: June 10, 2019

APPROVED:

Eugene Prim
Mayor

ATTEST:

Jeri Reep
City Clerk

Mayor Prim stated the next item on the agenda was the distributed generation workbook update. TEC Manager Guy Swenson updated council members on the distributed generation workbook update, and stated the current forms needs to be modified by June 17, 2019. Mr. Swenson stated that this is informational only, and no action needs to be taken by council members.

Mayor Prim stated the next item on the agenda was the priority session update. Mayor Prim stated there is nothing new to report at this time.

Mayor Prim adjourned the meeting at 8:31 p.m.

Submitted by:

Attest:

Jeri Reep
City Clerk

Eugene Prim
Mayor

