

**Barnesville City Council**  
**Regular Meeting**  
**September 9, 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, Don Goedtke, Alyssa Bergman and 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, Ambulance Manager Scott Nelson, Charlie Revering with NWS, Dara Lee with Clay County HRA, Eric Newell and Holly Fuglie with Stoneridge Software, Jason Rick, and Michael Stein with the Record Review.

Mayor Prim asked if there were any additions or corrections to the agenda. City Administrator Mike Rietz stated the only addition to the agenda was the West Central Initiative presentation.

**09-09-19-01** Motion by Mr. Goedtke and second by Mrs. Stuvland to approve the agenda as presented, with the addition of the West Central Initiative presentation. Motion carried.

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

**09-09-19-02** Motion by Mrs. Stuvland and second by Mr. Bauer 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 August 12, 2019.
2. Approval of department head reports.
3. Approval of check numbers 86909-87048 and EFT payments in the amount of \$542,083.03.
4. Approval to hire Brandon Moeness as Liquor Store Clerk at \$9.86 per hour.
5. Approval of the revised request for consent to Levy for the Clay County HRA amount of \$5,260.00.
6. Approval of TEC Manager Guy Swenson to attend the 2019 Interstate Telcom Consulting Client Seminar-Nov. 20-21, 2019.
7. Appointment of absentee ballot board.

Mayor Prim stated the next item on the agenda was the board and commission reports. Board 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 he was going to move an agenda item on the agenda, and stated the next item on the agenda would be the proposed parking lot discussion.

City Administrator Mike Rietz informed council members that Stoneridge Software is proposing a parking lot next to the Barnesville Area Clinic's parking lot. Stoneridge Software is asking the City to participate in the cost, and then the public can park there after 5:00 p.m. when Stoneridge is not using the parking lot. Staff recommends a 25% cost share, for the amount of \$5,357.00. Personnel & Finance portfolio discussed this at their meeting. Mr. Eric Newell with Stoneridge Software stated that they are leasing the land from Lake Region, and this would provide parking for the employees.

**09-09-19-03** Motion by Mr. Field and second by Mr. Goedtke to approve the 25% cost share in paving the parking lot next to the Lake Region Healthcare Clinic in the amount of \$5,357.00. Motion carried.

Mayor Prim stated the next item on the agenda was the Resolution for the 2020 preliminary levy.

City Administrator Mike Rietz discussed with council members the 2020 levy and budget. The proposed levy is a 9.95% increase, the levy amount may be decreased, but not increased. City Administrator Rietz discussed the proposed increases in the budget. The Streets and Parks budget was to include the addition of a full-time position for Public Works. There is \$165,000.00 in the budget for a new Public Works building. In the Streets budget, staff included \$160,000 for a replacement of the loader. Park Department was increased to adding 14 sites to Wagner Campground. In the Police Department, staff included \$3,000 to reflect the increased cost of the vehicles. Also included in the proposed budget is \$250 for council members to purchase a tablet that could be used to deliver packets, which would reduce the paper costs. City Administrator Rietz asked if council members had any questions. There were no other questions.

**09-09-19-04** Motion by Mr. Field and second by Mrs. Bergman to approve the 2020 preliminary levy resolution. Upon a roll call vote, the following voted aye: Council members Stokka, Goedtke, Stuvland, Bauer, Bergman and Field. Motion carried.

**2020 LEVY RESOLUTION – PRELIMINARY  
CITY OF BARNESVILLE  
COUNTY OF CLAY  
STATE OF MINNESOTA  
RESOLUTION NO. 09-09-19-04**

**BE IT RESOLVED, That the following sums be, and hereby are levied upon the taxable property in the City of Barnesville, County of Clay, State of Minnesota for payable in the year 2020, for the following purposes to-wit:**

	FINAL	PRELIM
	2019	2020
General Fund - General	316,500	389,160
General Fund - Police/Amb	0	0
General Fund - Admin	0	0
General Fund - Parks	345,453	343,425
General Fund - Streets	0	0
General Fund - Ambulance	63,420	76,511
Total Levy for Operations	<u>725,373</u>	<u>809,096</u>
2010A GO Bond Refinanced (Fund 315)	30,000	30,000
2005A/2012 GO Bond Debt Service (Fund 312)	0	0
2013-1 INFRA IMPROVE DIST (Fund 317)	11,000	6,500
2006/2012Del Acres Gilbertson Pre-Levy (Fund 314)	0	0
2011/2012 CSAH (Fund 316)	30,000	30,000
Total Levy for Debt	<u>71,000</u>	<u>66,500</u>
TOTAL LEVY	<u>796,373</u>	<u>875,596</u>
Before Tax Capacity	105.00%	109.95%
After Tax Capacity	5.00%	9.95%

Adopted this 9<sup>th</sup> day of September, 2019

Approved this 9<sup>th</sup> day of September, 2019

FINAL NUMBER FOR  
BUDGET  
RESOLUTION  
10,377,620

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Eugene Prim  
Mayor

ATTEST:

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Michael Rietz  
City Administrator

**09-09-19-05** Motion by Mr. Bauer and second by Mr. Goedtke to approve the 2020 preliminary budget resolution. Upon a roll call vote, the following voted aye: Council members Stokka, Goedtke, Stuvland, Bauer, Bergman and Field. Motion carried.

CITY OF BARNESVILLE  
CLAY COUNTY, MINNESOTA  
PRELIMINARY 2020 BUDGET  
RESOLUTION 09-09-19-05

BE IT RESOLVED that the City of Barnesville, Minnesota is required to maintain a budget for its fiscal operations.

BE IT FURTHER RESOLVED that the City of Barnesville, Minnesota has the legal authority to use its taxation authorities to levy necessary funds to operate the city.

BE IT FURTHER RESOLVED that the City of Barnesville, Minnesota is continually monitoring its budget and develops a fiscal budget based on the calendar year.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Barnesville that 2020 Preliminary Budget be adopted.

I. 2020 Budget \$10,377,620

Adopted this 9th day of September, 2019

Approved this 9th day of September, 2019

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Eugene Prim  
Mayor

Attest:

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Michael Rietz  
City Administrator

Mayor Prim stated the next item on the agenda was the dump truck purchase.

City Administrator Mike Rietz informed council members that Public Works Supt. Don Williams has located a dump truck he would like to purchase in the amount of \$49,500, contingent on a positive evaluation from an independent mechanic, as recommended by Personnel and Finance portfolio. This is a former MN DOT truck located at Inter Grove heights.

**09-09-19-06** Motion by Mr. Goedtke and second by Mrs. Stuvland to authorize Public Works Supt. Don Williams to purchase the 2007 International dump truck from I-State Truck Center in the amount of \$49,500.00, contingent on a positive evaluation from an independent mechanic. Motion carried.

Mayor Prim stated the next item on the agenda was the 2<sup>nd</sup> Reading of Ordinance 2019-02, an Ordinance on Open Burning.

City Administrator Mike Rietz discussed the revisions in this Ordinance since the First Reading. The Liquor, Buildings and Ordinances committee recommend approval of this Ordinance.

**09-09-19-07** Motion by Mr. Goedtke and second by Mr. Bauer to approve the 2<sup>nd</sup> reading of Ordinance 2019-02. Motion carried.

**CITY OF BARNESVILLE  
ORDINANCE NO. 2019-02**

**AN ORDINANCE AMENDING CHAPTER 6-04, SECTION 6-0401 OF THE  
MUNICIPAL CODE REGARDING OPEN BURNING.**

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

CHAPTER 6-04, SECTION 6-0401, **Subd. 4 Exceptions** is amended as follows:

**D.** Recreational fires are defined as the burning of wood materials other than rubbish or treated lumber where fuel being burned consists of a total fuel area of less than 3 feet in diameter and less than 2 feet in height and are not contained in an incinerator, outdoor fireplace or barbecue pit and covered with a spark arrester and with a total fuel area of 3 feet or less in diameter and 2 feet in height. Materials prohibited from being burned include, but are not limited to; treated lumber, plastic, rubbish, household waste, etc. Recreational fires are permitted under the following conditions: a 50 25 foot clearance is maintained from any structure, fence, deck, fuel tank, or combustible material or property line is maintained, buckets, shovels or garden hoses are readily available, and the fire is constantly attended, and a special permit is issued by the Fire Warden or duly authorized agent. It is unlawful to allow campfires except in pits conforming to the specifics above located in designated campgrounds. Fires that are found

to not be in conformance with this section may be ordered to be extinguished by the Police Department.

PASSED AND ADOPTED by the Barnesville City Council this 9th day of September, 2019.

APPROVED:

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Eugene Prim, Mayor

ATTEST:

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Jeri Reep, City Clerk

First Reading: August 12, 2019  
Second Reading: September 9, 2019  
Adopted: September 9, 2019  
Publication: September 16, 2019

Mayor Prim stated the next item on the agenda was the approval of Summary Ordinance 2019-02.

**09-09-19-08** Motion by Mrs. Stuvland and second by Mr. Bauer to approve the Summary Ordinance 2019-02. Motion carried.

**TITLE AND SUMMARY OF ORDINANCE NO. 2019-02**

The following Ordinance is hereby published by title and summary:

**1. Title of Ordinance:**

An Ordinance Amending Chapter 6-04, Section 6-0401 of the Municipal Code Regarding Open Burning

**2. Summary of Ordinance:**

This ordinance changes the clearance required for recreational fires from 50 feet to 20 feet and creates a new section regulating burning in incinerators, outdoor fireplaces, portable fire pits and barbeque pits, allowing a clearance of 15 feet for these items.

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 9<sup>th</sup> day of September, 2019.

APPROVED:

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Eugene Prim, Mayor

ATTEST:

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Jeri Reep, City Clerk

First Reading: August 12, 2019  
Second Reading: September 9, 2019  
Adopted: September 9, 2019  
Published: September 16, 2019

Mayor Prim stated the next item on the agenda was the Council Liaison for the 2023 Front Street project.

City Administrator Mike Rietz informed council members that the MNDOT is starting to ramp up their efforts for the Front Street project in 2023. Staff believes that it may be a good idea to have a Council member appointed as a liaison to the project. Mayor Prim asked council members if they are interested in a Council liaison for this project, to let City Administrator Mike Rietz know.

Mayor Prim stated the next item on the agenda was the Resolution to appoint election judges.

**09-09-19-09** Motion by Mr. Bauer and second by Mrs. Berman to approve the Resolution to appoint election judges. Upon a roll call vote, the following voted aye: Council members Stokka, Goedtke, Stuvland, Bauer, Bergman, and Field. The following voted nay: none. Motion carried.

**CITY OF BARNESVILLE  
CLAY COUNTY, MINNESOTA  
RESOLUTION NO. 09-09-19-  
CITY OF BARNESVILLE OF CLAY COUNTY, MINNESOTA  
APPOINTING ELECTION JUDGES  
FOR THE ELECTION OF  
NOVEMBER 5, 2019**

WHEREAS: a General Election will be held on November 5, 2019; 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 General Election of 2019, with the understanding that amendments may be necessary to the appointments in order to fill vacancies and meet party splits.

Judges: Carolyn Gabel, Mary Ann Scheffler, Betty Bodine, Janna Cayler, Cheryl Harris, Dar Hines, Marlene Schell, Betty Ishaug, Joan Kritzberger, Judy Friesen, Mary Iverson and head judge Jeri Reep.

Adopted by the City Council of the City of Barnesville this 9th day of September, 2019

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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 County roundtable.

City Administrator Mike Rietz informed council members of the County Roundtable meeting, and the LMC Regional meetings, and asked to let staff know if anyone is interested in attending.

Ambulance Manager Scott Nelson informed council members of the grant the Ambulance Dept. had received. The FM Community Fund Grant and the Barnesville Community Fund provided funds to provide funds to purchase the LUCAS 2 for the department, and stated that he would be approaching another group to ask for funds for the remaining funds.

Mayor Prim stated the next item on the agenda was the West Central Initiative update.

Ms. Samantha VanWechel-Meyer with West Central Initiative next approached council members and discussed the work they have done in Barnesville and Clay County. West Central Initiative is asking the City for donations of \$1,700 in 2020, \$1,850 in 2021, and \$2,000 in 2022. Ms. VanWechel-Meyer thanked the City for their support over the years. Council members had no further questions.

Mayor Prim adjourned the meeting at 7:34 p.m.

Submitted by:

Attest:

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Jeri Reep  
City Clerk

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Eugene Prim  
Mayor