

Barnesville City Council
Regular Meeting
January 14, 2019

Acting Mayor Field called this regular meeting to order at 7:00 p.m. Members present were Council members Don Goedtke, David Brown, Scott Bauer, Tonya Stokka, Dawn Stuvland and Brad Field. Absent was Mayor Prim. Others in attendance were City Administrator Mike Rietz, Lukas Croaker with Ohnstad Twitchell, City Clerk Jeri Reep, TEC Manager Guy Swenson, EDA Director Karen Lauer, Police Chief Dean Ernst, Finance Director Laurie Schell, Dan Hanson with Moore Engineering, Shane Raw, Paula Thimijon, Charlie Revering with NWS, Randy Kartcher, and Lavonne Reading with the Record Review.

Acting Mayor Field asked if there were any additions or corrections to the agenda. City Administrator Mike Rietz stated there were two additions, to approve the Rod & Gun gambling permit, and to remove Wells Fargo Bank from the list of depositories.

01-14-19-01 Motion by Mrs. Stokka and second by Mrs. Stuvland to approve the agenda as presented with the additions of approving the Rod & Gun gambling permit, and to remove Wells Fargo Bank from the list of depositories. Motion carried.

Acting Mayor Field stated the next item on the agenda was the consent agenda.

01-14-19-02 Motion by Mr. Goedtke 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 December 10, 2018.
2. Approval of the minutes of the special meeting held on December 17, 2018.
3. Approval of department head reports.
4. Approval of check numbers 82331 -86073 and EFT payments for a total of \$1,571,089.05.
5. Approval of 4th quarter transfers
6. Approval to hire Don Williams as Public Works Supt at \$70,000 per year.
7. Appoint Margaret Follingstad to the EDA Board of Directors for a six-year term.
8. Designate the official depositories-Midwest Bank, MN Municipal Money Market Funds, Ehlers Investment Partners.
9. Designate the Barnesville Record Review as the official City Newspaper.
10. Approval to hire Madison Lafayette as part-time skating rink attendant at \$9.86 per hour.

Acting Mayor Field stated the next item on the agenda was the board and commission reports. Council members reported on the boards and commissions they serve on.

Acting Mayor Field stated the next item on the agenda was the Public Forum. Mr. Field asked if there were any citizens present to be heard. There were none.

Acting Mayor Field stated the next item on the agenda was to approve the Development Agreement with Handy Randy Construction for 508 6th Street NW.

City Administrator Mike Rietz discuss the Development Agreement with Handy Randy's Construction for the rehab project at 508 6th Street NW. This agreement was developed by the City Attorney and has been reviewed with Randy Kartchner, and finds the terms of this agreement acceptable. The agreement also includes language that the \$4,400 in fines that have been assessed to the property will be repaid to Randy once he pays them with the taxes and the July 30, 2019 deadline is met. The remaining \$10,000 in fines that are outstanding and according to the agreement, the City will not assess those fines to the property unless Randy is determined to be in breach of the agreement.

01-14-19-03 Motion by Mr. Bauer and second by Mr. Goedtke to approve the Development Agreement with Handy Randy's Construction at 508 6th Street NW. Motion carried.

Acting Mayor Field stated the next item on the agenda was the CUP for a moved building at 508 6th Street NW.

City Administrator Mike Rietz stated the Planning Commission is recommending the approval of the CUP for a moved building at 508 6th Street NW, with conditions. The Planning Commission held a public hearing on this CUP on January 7, 2019.

01-14-19-04 Motion by Mrs. Stuvland and second by Mr. Bauer to approve the CUP at 508 6th Street NW, with the conditions set forth in the CUP. Motion carried.

Acting Mayor Field stated the next item on the agenda was the revised CUP for the PUD for the Commercial Condo project.

City Administrator Mike Rietz informed council members that the reason for this revision is that the EDA was approached by a developer that was interested in buying property next to the Bolgrean Construction building. This required the PUD to be shifted to the east along 4th Ave NE. Staff also revised the PUD Standards to indicate which parcels those standards applied to, so that it was clear that the new parcel to the west of the PUD was not subject to those parcels. The Planning Commission is recommending approval of this CUP.

01-14-19-05 Motion by Mr. Bauer and second by Mr. Brown to approve the CUP for the Planned Unit Development as revised for the Barnesville EDA, with the conditions set forth in the CUP. Motion carried.

Acting Mayor Field stated the next item on the agenda was the revised preliminary and final plats for the Barnesville Commercial Park 4th Addition.

City Administrator Mike Rietz stated that this plat is being revised to move the PUD to the east and add Lot 7 to Block 3. Lot 7 is the parcel that the developer is purchasing. The plats conform to the proposed standards and meet the requirements of the City's Subdivision Ordinance in terms of form and content. The Planning Commission is recommending approval.

01-14-19-06 Motion by Mrs. Stokka and second by Mr. Bauer to approve the revised Preliminary and Final Plats for the Barnesville Commercial Park 4th Addition. Motion carried.

Acting Mayor Field stated the next item on the agenda was the resolution approving Plans and specs for the Commercial Condo Project.

City Administrator Mike Rietz informed council members that this is the next step in the development process for the EDA's Commercial Condo project. City Engineer Dan Hanson stated that this change will be a savings for the City.

01-14-19-07 Motion by Mrs. Stokka and second by Mr. Bauer to approve the Resolution approving plans and Specifications and Ordering Advertisement for Bids for the Barnesville Commercial Park 4th Addition. Upon a roll call vote, the following voted aye: Council members Stokka, Goedtke, Stuvland, Bauer, Brown and Field. The following voted nay: none. Motion carried.

**CITY OF BARNESVILLE
CLAY COUNTY, MINNESOTA
RESOLUTION NO. 01-10-19-07**

Resolution Approving Plans and Specifications and Ordering Advertisement for Bids

1. WHEREAS, pursuant to a resolution of the council adopted December 10, 2018, Dan Hanson of Moore Engineering has prepared plans and specifications for Improvement No. 2019-01 regarding the installation of water and sanitary sewer to the Planned Unit Development within Barnesville Commercial Park 4th Addition and has presented such plans and specifications to the council for approval;

BE IT RESOLVED BY THE CITY COUNCIL OF Barnesville, Minnesota:

1. Such plans and specifications, a copy of which is attached hereto and made a part hereof, are hereby approved.

2. The city clerk shall prepare and cause to be inserted in the official paper and in a trade paper an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published for a minimum of 3 weeks, shall specify the work to be done, shall state that bids will be received by the clerk until 10:00 a.m. on February 11, 2019, at which time they will be publicly opened in the council chambers of the city hall by the city administrator and engineer, will then be tabulated, and will be considered by the council at 7:00 p.m. on February 11, 2019, in the council chambers of the city hall. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the council on the issue of responsibility. No bids will be considered unless sealed and filed with the clerk and accompanied by a cash deposit, cashier's check, bid bond or certified check payable to the clerk for 5% percent of the amount of such bid.

Adopted by the council this 14th day of January, 2019.

Brad Field, Acting Mayor

Jeri Reep, City Clerk

Acting Mayor Field stated the next item on the agenda was the Resolution Committing Fund Balance for Specific purposes.

City Administrator Mike Rietz informed council members that this a resolution that is adopted every year designating certain carry-over funds in the General Fund for specific purposes.

01-14-19-08 Motion by Mr. Brown and second by Mrs. Stuvland to adopt the Resolution to Committing Fund Balance for Specific Purposes. Upon a roll call vote, the following voted aye: Council members Stokka, Goedtke, Stuvland, Bauer, Brown and Field. The following voted nay: none. Motion carried.

**City of Barnesville
County of Clay
State of Minnesota
RESOLUTION No. 01-14-19-08
COMMITTING FUND BALANCE
FOR SPECIFIC PURPOSES**

WHEREAS, the City Council of the City of Barnesville, Minnesota, does hereby find as follows:

WHEREAS, the Governmental Accounting Standards Board's Statement No. 54 defines committed fund balance as amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the Council,

WHEREAS, Council action is required before year end to formalize the commitment of fund balance to specified purposes,

WHEREAS, those committed amounts cannot be used for any other purpose unless the City removes or changes the specified use by taking the same type of action it employed to previously commit those amounts.

NOW, THEREFORE, BE IT HEREBY PROCLAIMED by the City, that the specific portions of fund balance in the identified funds are committed as follows:

Committed

<u>Fund</u>	<u>Description - Fund</u>	<u>Purpose</u>	<u>Amount</u>
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General – 101	Maintenance – 101	Seal Coating in 2019	\$100,000
Park Board	Capital projects - 225	To finance future playground equipment.	\$ 16,825.23
Equipment Replacement	Police	To purchase squad in 2019	\$16,000
	Streets	To purchase dump truck in 2019	\$30,000

ADOPTED this 14th day of January, 2019

Bradley Field, Acting Mayor

Jeri Reep, City Clerk

Acting Mayor Field stated the next item on the agenda was the Resolution for a revised 2019 Budget.

City Administrator Mike Rietz informed council members that a corrected 2019 budget resolution was necessary due to an error in the previous resolution adopted. The impact of this change results in the budgeted surplus for the Broadband Fund decreasing to \$646 and the dollar figure in this resolution changing from \$10,072,322 to \$10,142,504. There is no other impact on the budget due to this change.

01-14-19-09 Motion by Mr. Field and second by Mrs. Stokka to approve the revised budget resolution. Upon a roll call vote, the following voted aye: Council members Stokka, Goedke, Stuvland, Bauer, Brown and Field. The following voted nay: none. Motion carried.

CITY OF BARNESVILLE
CLAY COUNTY, MINNESOTA
FINAL 2019 BUDGET
REVISED RESOLUTION 1-14-19-09

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 2019 Final Budget be adopted.

I. 2019 Budget \$10,142,504

Adopted this 14th day of January, 2019.

Approved this 14th day of January, 2019

Bradley Field
Acting Mayor

Attest:

Michael Rietz
City Administrator

Acting Mayor Field stated the next item on the agenda was the distribution system operations and maintenance agreement.

TEC Manager Guy Swenson informed council members that the MRES has modified the Distribution System Operations Maintenance Agreement regarding the annual pricing, number of linemen, rating of the lineman, and work hours of the personnel. MRES will provide a 3-year projection every year for budgeting purposes for the City. Mr. Swenson stated that the start date for MRES will be April 22, 2019.

01-14-19-10 Motion by Mrs. Stokka and second by Mr. Brown to approve the MRES Distribution System Operations & Maintenance Agreement as presented. Motion carried.

Acting Mayor Field stated the next item on the agenda was the priority session discussion. Mr. Field stated that there was nothing new at this time.

Acting Mayor Field stated the next item on the agenda was the LMC 2019 Legislative Conference. City Administrator Mike Rietz stated that he will be attending.

Acting Mayor Field stated the next item on the agenda was the Clay County Joint Powers Intergovernmental Retreat.

City Administrator Mike Rietz stated that he would be attending the meeting.

Acting Mayor Field adjourned the meeting at 7:39 p.m.

Submitted by:

Attest:

Jeri Reep
City Clerk

Bradley Field
Acting Mayor