

**Barnesville City Council**  
**Regular Meeting**  
**May 11, 2020**

Via Teleconference as authorized by  
Minn. Stat. 13D.021, subd. 1(4)

Mayor Rick called this regular meeting to order at 7:01 p.m. Members present were Council members Scott Bauer, Dawn Stuvland, Don Goedtke, Tonya Stokka, Alyssa Bergman, and Brad Field. Others in attendance were City Administrator Mike Rietz, Lucas Croaker with Ohnstad Twitchell, City Clerk Jeri Reep, TEC Manager Guy Swenson, EDA Director Karen Lauer, Police Chief Dean Ernst, Finance Director Laurie Schell, Public Works Supt. Don Williams, Ambulance Manger Scott Nelson, Charlie Revering with NWS, Dan Hanson with Moore Engineering, Todd Hagen with Ehlers & Associates, Miranda Wendlandt with CliftonLarsonAllen, and Michael Stein with the Record Review.

Mayor Rick thanked City Administrator Mike Rietz, Public Works Director, and EDA Director Karen Lauer for opening the Recycling Center.

Mayor Rick asked if there were any additions or corrections to the agenda. City Administrator Mike Rietz stated that there were no additions.

**05-11-20-01** Motion by Mr. Goedke and second by Mrs. Stokka to approve the agenda as presented. Motion carried.

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

**05-11-20-02** Motion by Mr.Goedtek and second by Mrs. Bergman 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 13, 2020.
2. Approval of the minutes of the special meeting held on April 16, 2020.
3. Approval of the department head reports.
4. Approval of check numbers 88449-88539 and EFT payments for a total of \$737,868.32.
5. Approval of the lot merge request, block 1, Lot 11, Parcel 50.235.0110, with Block 1, Lot 12, Parcel 50.235.0120.
6. Approval to hire Tim Wells as seasonal part-time employee.
7. Approval to hire Jack Trowbridge, Harold Opsahl, Brandon Moeness, Al Kertscher, John Hoffbeck, George Ericson, Alyssa Allena nd Kevin Herr as seasonal part-time employees.

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

Mayor Rick stated the next item on the agenda was the 2019 audit report.

Ms. Miranda Wendlandt with CliftonLarsonAllen next discussed the 2019 audit with council members. Ms. Wendlandt stated that there was no unusual transaction in 2019. There were three material weaknesses: segregation of duties, audit adjustments/prior period restatement, and auditor drafts financial statements and notes. 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, 2019. The Liquor Store has a 23% gross profit for the year. The financial statements and the required State Auditor Reporting form will be submitted to the applicable state agency before June 30, 2020. Ms. Wenderlandt asked council members if they had any questions for her. There were no questions. Council member Brad Field thanked City Administrator Mike Rietz and Finance Director Laurie Schell for their work on the audit.

**05-11-20-03** Motion by Mr. Field and second by Mrs. Stuvland to accept the 2019 audit report from CliftonLarsonAllen. Motion carried.

Mayor Rick stated the next item on the agenda was the Resolution approving the Bond Sale Pre-sale Report for the Del Acres Gilbertson 3<sup>rd</sup> Addition.

Mr. Todd Hagen with Ehlers & Associates informed council members that this Resolution authorizes the sale of bonds to fund the construction of the Del Acres Gilbertson 3<sup>rd</sup> Subdivision. Mr. Hagen stated that the bonds would be for 20 years, and the City has an A+ rating.

**05-11-20-04** Motion by Mrs. Stokka and second by Mr. Goedtke to approve the Resolution Providing for the Sale of \$2,560,000 General Obligation Improvement Bonds, Series 2020B. 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  
COUNTY OF CLAY  
STATE OF MINNESOTA  
Resolution No. 05-11-20-04**

Council Member Stokka introduced the following resolution and moved its adoption:

**Resolution Providing for the Sale of  
\$2,560,000 General Obligation Improvement Bonds, Series 2020B**

A. **WHEREAS**, the City Council of the City of Barnesville, Minnesota has heretofore determined that it is necessary and expedient to issue the City's \$2,560,000 General Obligation Improvement Bonds, Series 2020B (the "Bonds"), to finance the construction of

the 2020 Del Acres Gilbertson 3rd addition residential subdivision street and utility improvements in the City; and

- B. **WHEREAS**, the City has retained Ehlers & Associates, Inc., in Roseville, Minnesota ("Ehlers"), as its independent municipal advisor for the Bonds in accordance with Minnesota Statutes, Section 475.60, Subdivision 2(9);

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Barnesville, Minnesota, as follows:

1. Authorization; Findings. The City Council hereby authorizes Ehlers to assist the City for the sale of the Bonds.
2. Meeting; Proposal Opening. The City Council shall meet at 7:00 p.m. on June 8, 2020, for the purpose of considering proposals for and awarding the sale of the Bonds.
3. Official Statement. In connection with said sale, the officers or employees of the City are hereby authorized to cooperate with Ehlers and participate in the preparation of an official statement for the Bonds and to execute and deliver it on behalf of the City upon its completion.

The motion for the adoption of the foregoing resolution was duly seconded by City Council Member Goedtke and, after full discussion thereof and upon a vote being taken thereon, the following City Council Members voted in favor thereof: Stokka, Goedtke, Stuvland, Bauer, Bergman, and Field. and the following voted against the same: none.

Whereupon said resolution was declared duly passed and adopted.

Dated this 11<sup>th</sup> day of May, 2020.

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Jeri Reep, City Clerk

Mayor Rick stated the next item on the agenda was the Stop signs at Main Ave and Front Street.

City Administrator Mike Rietz informed council members that he has met with the County and MN DOT regarding the 2023 Front Street project. The DOT is looking into the possibility of making the intersection at Main Ave and Front Street a 4-way stop in conjunction. In order to do this, it is likely that the intersection at 2<sup>nd</sup> Ave. SE and Front Street would then become a 2-way stop. City Administrator Mike Rietz stated that this is an information only at this time, and no action is needed.

Mayor Rick stated the next item on the agenda was the Preliminary and Final Plats for the Barnesville School Addition.

City Administrator Mike Rietz informed council members that the School District has submitted a Preliminary and Final Plat that takes the area that is the current location of the High School, a section of 4<sup>th</sup> Street SE, and the block where they plan to build an expansion and Plats it into one large lot. The Planning Commission recommends approval of the Plats for the School Addition.

**05-11-20-05** Motion by Mr. Field and second by Mrs. Stokka to approve the Preliminary and Final Plat for the Barnesville School District, all of the contingencies in the motion that was approved on July 30, 2018, vacating a section of 4<sup>th</sup> Street SE have been satisfied. Motion carried.

Mayor Rick stated the next item on the agenda was the revised CUP for the PUD in the Commercial Park.

City Administrator Mike Rietz informed council members that when the lots in the Commercial Condo development were initially drawn, the side lots lines were not established at 90-degree angles in relation to the front and rear lot lines. Some of the lots have since been merged to create larger lots and with the additional space were able to deal with the problem. The Planning Commission recommends approval of the amendment of the PUD Standards that are referred to in the CUP that was approved for this development. This amendment consists of a change to the side setbacks for certain lots.

**05-11-20-06** Motion by Mr. Field and second by Mrs. Stokka to approve the CUP for the Barnesville EDA for the Planned Unit Development for the property described as the Barnesville Commercial Park 4<sup>th</sup> Addition, with the conditions set forth in the CUP. Motion carried.

Mayor Rick stated the next item on the agenda was the 2<sup>nd</sup> Reading of Ordinance 2020-09.

**05-11-20-07** Motion by Mr. Bauer and second by Mrs. Stokka to approve the 2<sup>nd</sup> reading of Ordinance 2020-09. Motion carried.

ORDINANCE NO. 2020-09

AN ORDINANCE TO AMEND THE OFFICIAL ZONING MAP OF THE CITY OF BARNESVILLE, MINNESOTA, AS ADOPTED IN SECTION 7-0201 OF THE BARNESVILLE CITY CODE.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BARNESVILLE, MINNESOTA:

SECTION 1. Amendment. The Official Zoning Map of the City of Barnesville, Minnesota, as adopted in Section 7-0201 of the Barnesville City Code (the Barnesville Zoning Map), is hereby amended as follows:

The following listed parcels is hereby rezoned from R-1 (Single Family Residential District) to R-2 (Urban Residential District):

Del Acres Gilbertson 3rd Addition Block 1, Lots 1-4, Block 2 Lots 1-4 & 15-18  
and the north half of Block 3 Lot 6

The following listed parcels is hereby rezoned from R-2 (Urban Residential District) to R-1 (Single Family Residential District):

Portions of Block 3 lots 15 & 16.

SECTION 2. Amendment of Zoning Map. The proper City Officials are hereby authorized to amend and change the Barnesville Zoning Map to correspond thereto.

SECTION 3. Effective Date. This ordinance shall take effect upon publication in accordance with the Barnesville City Charter.

PASSED by the City Council of the City of Barnesville this 11<sup>th</sup> day of May, 2020.

APPROVED BY:

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Jason Rick, Mayor

ATTEST:

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Jeri Reep, City Clerk

First Consideration: April 13, 2020  
Second Consideration: May 11, 2020  
Approved: May 11, 2020  
Date of Publication: May 18, 2020

Mayor Rick stated the next item on the agenda was the Summary Ordinance 2020-09.

**05-11-20-08** Motion by Mr. Goedtke and second by Mrs. Stokka to approve the Summary Ordinance 2020-09. Motion carried.

**TITLE AND SUMMARY OF ORDINANCE NO. 2020-09**

The following Ordinance is hereby published by title and summary:

**1. Title of Ordinance:**

An Ordinance to Amend the Official Zoning Map of the City of Barnesville, Minnesota, as Adopted in Section 7-0201 of the Barnesville City Code.

**2. Summary of Ordinance:**

The following listed parcels is hereby rezoned from R-1 (Single Family Residential District) to R-2 (Urban Residential District): Del Acres Gilbertson 3rd Addition Block 1, Lots 1-4, Block 2 Lots 1-4 & 15-18 and the north half of Block 3 Lot 6

The following listed parcels is hereby rezoned from R-2 (Urban Residential District) to R-1 (Single Family Residential District): Portions of Block 3 lots 15 & 16.

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 11<sup>th</sup> day of May, 2020.

APPROVED:

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Jason Rick, Mayor

ATTEST:

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Jeri Reep, City Clerk

First Reading: April 13, 2020  
Second Reading: May 11, 2020  
Adopted: May 11, 2020  
Published: May 18, 2020

Mayor Rick stated the next item on the agenda was the Resolution accepting the Sewer Lagoon bid.

City Engineer Dan Hanson informed council members that he has contacted the PFA and they said Barnesville could rebid the project without having to go through the IUP process again in the plans are approved by the MPCA prior to the end of June. This may be a bit of a challenge, as the MPCA could take between 6 and 8 months for their review process.

City Administrator Mike Rietz stated that the City Engineer and Personnel and Finance committee approve Change Order #1, which is to remove the bid item No. 7-Biosolids-remove and dispose Off Site and replaces it with the stockpiling of the biosolids on site per the MPCA approved standards. and recommend to award the contract for the Sewer Lagoon project to Sellin Brothers.

**05-11-20-09** Motion by Mr. Field and second by Mrs. Bergman to award the contract for the Sewer Lagoon project to Sellin Brothers and approve Change Order #1. Upon a roll call vote, the following voted aye: Council member Stokka, Goedkte, Stuvland, Bauer, Berman and Field. The following voted nay: none. Motion carried.

**City of Barnesville**  
**County of Clay, State of Minnesota**  
**Resolution No. 05-11-20-09**  
**Resolution Accepting Bid**

WHEREAS, pursuant to an advertisement for bids for the Secondary Cell #2 Reconstruction; Wastewater Treatment System Improvements Project, bids were received, opened, and tabulated according to the law, and the following bids were received complying with the advertisement:

Sellin Brothers, Inc.:                   \$1,387,235.00 (Base Bid)     \$192,480.00 (Alternate A)

AND WHEREAS, it appears that Sellin Brothers, Inc. is the lowest responsible bidder,

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF BARNESVILLE, MINNESOTA:

The Mayor and City Administrator are hereby authorized and directed to enter into a contract with Sellin Brothers, Inc. of Hawley, MN in the name of the City of Hawley for the improvement of the Secondary Cell #2 Reconstruction; Wastewater Treatment System Improvements Project according to the plans and specifications therefor approved by the city council and on file in the office of the City Administrator contingent upon the City of Barnesville successfully securing complete project financing through the Minnesota Public Facilities Authority Clean Water Revolving Loan Fund.

The City Administrator is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next lowest bidder shall be retained until a contract has been signed.

Adopted by the city council this 11th day of May, 2020.

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Jason Rick, Mayor

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Michael Rietz, City Administrator

Mayor Rick stated the next item on the agenda was the Change Order #2 for the Bike Trail Project.

City Engineer Dan Hanson informed council members that this change order is a deduct on the project. This is to address the cost of removing more topsoil on the bike trail project. This comes with some additional cost, however, the reason this is a deduct is that we are using material that is being excavated out of the Del Acres Gilbertson portion of the project for the base material for the trail. This avoids the cost of hauling material in from elsewhere and results in the cost going down.

**05-11-20-10** Motion by Mr. Goedtke and second by Mrs. Bergman to approve the Change Order #2 for the Bike Trail Project. Motion carried.

Mayor Rick stated the next item on the agenda was the 13<sup>th</sup> Street improvements.

City Administrator Mike Rietz informed council members that Public Works Supt. Don Williams has put together a detailed listing the cost for the 13<sup>th</sup> Street roadwork costs, without asphalt. This cost is within the \$54,390 that was budgeted for this project.

**05-11-20-11** Motion by Mr. Goedtke and second by Mrs. Stokka to approve the expenses for the 13<sup>th</sup> Street project at an estimated total cost of \$45,362.00, as presented. Council member Bauer questioned if there was any Class 5 in this price. Public Works Supt. Don Williams stated that the project will start the second week of June. Motion carried.

Mayor Rick stated the next item on the agenda was the bridge replacement at the Golf Course.

City Administrator Mike Rietz informed council members that the Golf Course bridge between the green on hole #1 and the #2 tee has one leg that is in very bad shape. Jerdee Bridge Company looked at the bridge. They are recommending that the bridge be replaced. Their bid is \$34,500, which includes installation of the bridge and addition of rip-rap to avoid erosion. We are waiting for a price from another company that provides a bridge as a kit, and we would assemble it and install it. The estimated cost is \$40,000.00, plus labor costs. The Park Board and Personnel and Finance committee recommend replacement of the bridge, not to exceed \$35,000.00.

**05-11-20-12** Motion by Mr. Goedtke and second by Mrs. Stokka to approve the replacement of the Golf Course bridge, not to exceed \$35,000.00. Motion carried.

Mayor Rick stated the next item on the agenda was the reallocation of Revolving Fund dollars for emergency loan fund.

EDA Director Karen Lauer stated that she has been working closely with business needs in the community. A significant amount of the assets in the Revolving Loan Fund have been donated by the City of Barnesville. To maintain donor intent, West Central Initiative has indicated that in order to move \$50,000 from the Revolving Loan Fund to this new fund, that the City of Barnesville would need to authorize this reallocation. The intent of the EDA that this new Emergency Loan Fund would be overseen by the EDA Board of Directors with specific guidelines and application materials to be developed over the next two weeks. Funds could be used by businesses for financial need stemming from the pandemic. If funds remained in the Emergency Loan Fund, they would be transferred back to the Revolving Loan Fund.

**05-11-20-13** Motion by Mrs. Bergman and second by Mr. Bauer to authorize staff to reallocate \$50,000 from the Revolving Loan Fund to the EDA Emergency Loan Fund. Motion carried.

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

City Administrator Mike Rietz stated that this is an annual resolution approving the elimination of parcels from TIF District No. 1-1.

**05-11-20-14** Motion by Mr. Bauer and second by Mrs. Stuvland to approve the following Resolution. Upon a roll call vote, the following voted aye: Council members Stokka, Goedtke, Stuvland, Bauer, Bergman and Field. The following voted against: none. Motion carried.

**CITY OF BARNESVILLE  
CLAY COUNTY, MINNESOTA  
RESOLUTION NO. 05-11-20-14**

**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:

50.335.0030
50.335.0050
50.335.0120
50.335.0140
50.335.0170
50.335.0380
50.335.0420
50.335.0490

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 2021.
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 11, 2020

ATTEST:

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Jason Rick, Mayor

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Michael Rietz, City Administrator

Mayor Rick stated the next item on the agenda was the Keep America Connected pledge extension.

TEC Manager Guy Swenson informed council members that Government officials and policymakers have expressed concern over the ability of Americans to stay connected during the COVID 19 epidemic. If we take this pledge, the City will not be able to disconnect electric services as well as internet services. Staff recommends that we take the “Keep America Connected” Pledge to June 30, 2020.

**05-11-20-15** Motion by Mr. Bauer and second by Mrs. Stuvland to extend our “Keep America Connected” pledge to June 30, 2020. Motion carried.

Mayor Rick adjourned the meeting at 8:56 p.m.

Submitted by:

Attest:

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Jeri Reep  
City Clerk

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Jason Rick  
Mayor