

**Barnesville City Council
Regular Meeting
October 12, 2020**

Mayor Rick called this regular meeting to order at 7:00 p.m. Members present were Council members Scott Bauer, Tonya Stokka, Dawn Stuvland, Alyssa Bergman, Don Goedtke, 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, Mike Kurkowski with NWS, Dan Hanson with Moore Engineering, Brent Berg, Dan Swenson, and Michael Stein with the Record Review.

Mayor Rick asked if there were any additions or corrections to the agenda. City Administrator Mike Rietz stated there were two additions: to add the Outdoor Channel and Sportsman Channel Agreement renewals, and the separation agreement with Public Works Superintendent. Donald Williams.

10-12-20-01 Motion by Mrs. Stokka and second by Mr. Goedtke to approve the agenda, with the following additions: adding the Outdoor Channel and Sportsman Channel Agreement renewals, and the separation agreement with Public Works Superintendent. Donald Williams. Motion carried.

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

10-12-20-02 Motion by Mrs. Stokka and second by Mrs. Bergman 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 September 14, 2020.
2. Approval of the department head reports.
3. Approval of check numbers 89083 – 898183 and EFT payments for a total of \$1,399,763.99.
4. Approval of the 3rd quarter transfers.
5. Approval to hire Missy Palmer as a Liquor Store Clerk at \$10.00 per hour.
6. Approval of the amendment to Task Order #3 with Moore Engineering for a lump sum of \$4,950.00.
7. Approval of pay request #3 from Sellin Brothers in the amount of \$510,074.47.
8. Approval of pay request #4 from Dirt Dynamics in the amount of \$353,456.08.
9. Approval of the Charitable gambling permit for the Barnesville Fire Dept-Dec.10, 2020.

Mayor Rick stated the next item on the agenda was the boards and commissions. Board 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 present to be heard. There were none.

Mayor Rick stated the next item on the agenda was the variance request for a garage setback at 220 5th Ave. SE.

City Administrator Mike Rietz informed council members that Dan Swenson has requested a variance from the requirement that where a garage entrance faces onto a street, that the minimum setback will be 18 feet. For the garage he wants to build, the structure will be 11 feet from the right-of-way. The variance would increase the likelihood that vehicles parked in the driveway would obstruct the sidewalk. With this being a 44-foot wide lot, the Planning Commission thought that some flexibility is warranted. This variance is recommended by the Planning Commission.

10-12-20-03 Motion by Mrs. Stuvland and second by Mr. Goedtke to approve the variance at 220 5th Ave SE, for Dan Swenson. Motion carried.

Mayor Rick stated the next item on the agenda was the variance request and CUP for a garage at 620 5th Ave NW.

City Administrator Mike Rietz informed council members that this request for a variance is to allow a detached garage to extend 6 feet in front of the house, and to allow the total accessory square feet to exceed the 2500 sq. feet maximum by 418 sq. ft., and to approve a CUP to allow the accessory square footage to exceed the ground coverage of the dwelling. The Planning Commission recommends approval of this variance and CUP.

10-12-20-04 Motion by Mr. Field and second by Mrs. Stokka to approve the variance and CUP request at 620 5th Ave NW, for Brent & Vanessa Berg. Motion carried.

Mayor Rick stated the next item on the agenda was the Preliminary and Final Plat for Ermas Garden 2nd Addition.

City Administrator Mike Rietz informed council members that this is the plat for the property the City is buying for the proposed new liquor store. This plat identifies that property and it also includes the previously unplatted land in the SE corner of the plat that was previously unplatted. This dedicates an extension of the 8th Ave right-of-way. The Planning Commission recommends approval of this plat.

10-12-20-05 Motion by Mrs. Stuvland and second by Mr. Goedtke to approve the Preliminary and Final Plat for Ermas Garden 2nd Addition as presented. Motion carried.

Mayor Rick stated the next item on the agenda was the Softball Field Crow's nest project.

City Administrator Mike Rietz stated that Scheels has funding available for this project, which is a 50% grant. Because half of the project is being funded with grant funds, it makes sense for the water and sewer lines to be run to the building. Mike Kurkowski with NWS has indicated that he would donate \$4,000 of his labor for the project. With the grant funds, the local cost would be \$8700.00, and with NWS donation, brings the remaining cost to \$4,700.00 for the City. Staff has

put \$6,700.00 in the recommendation in case NWS labor donation is calculated differently under the grant.

10-12-20-06 Motion by Mr. Goedtke and second by Mrs. Stokka to approve the City to serve as the fiscal agent for the Crow's Nest project at Blue Eagle Park, up to \$6,700.00 in matching funds for the project. Motion carried.

Mayor Rick stated the next item on the agenda was the Resolution declaring cost to be assessed, and ordering preparation of proposed assessment for the Del Acres Third Addition.

City Engineer Dan Hanson informed council members that this Resolution is the first step in declaring the cost to be assessed and ordering preparation of proposed assessment for the Del Acres Third Addition.

10-12-20-07 Motion by Mr. Bauer and second by Mrs. Stokka 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 nay: none. Motion carried.

**City of Barnesville
Clay County, Minnesota
Resolution No. 10-12-20-07**

Resolution Declaring Cost to be Assessed, and Ordering Preparation of Proposed Assessment

WHEREAS, a contract has been let for Improvement No. 2020-1, the improvement of Del Acres Gilbertson Third Addition by the installation of utilities, paving and grading and the contract price for such improvement is \$1,860,164.50, and the expenses incurred or to be incurred in the making of such improvement amount to \$476,545 so that the total cost of the improvement will be \$2,336,709.50.

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

1. The portion of the cost of such improvement to be paid by the city is hereby declared to be \$0.00 and the portion of the cost to be assessed against benefited property owners is declared to be \$2,336,709.50.
2. Assessments shall be payable in equal annual installments extending over a period of 20 years, the first of the installments to be payable in conjunction with the property's tax payment schedule and shall bear interest at the rate of 3.30% percent per annum.
3. The City Administrator, with the assistance of the City Engineer (consulting engineer), shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece or parcel of land within the district affected, without regard to cash valuation, as provided by law, and he/she shall file a copy of such proposed assessment in his/her office for public inspection.
4. The clerk shall upon the completion of such proposed assessment, notify the council thereof.

Adopted by the council this 12th day of October, 2020.

Jason Rick, Mayor

Michael Rietz, City Administrator

Mayor Rick stated the next item on the agenda was the Change Order #5 for the Del Acres Gilbertson 3rd Addition.

City Engineer Dan Hanson discussed with council members this change order. This is adding gravel to the turn around by the lift station, in the amount of \$19,103.58, and also changes the completion date to July 3, 2021.

10-12-20-08 Motion by Mrs. Stokka and second by Mrs. Stuvland to approve the Change Order #5 for the Del Acres Gilbertson Third Addition. Motion carried.

Mayor Rick stated the next item on the agenda was the Shop Local Proclamation.

EDA Director Karen Lauer stated this proclamation is from the Business Committee, and urging people to shop local.

10-12-20-09 Motion by Mr. Goedtke and second by Mrs. Stokka to approve the Mayor's Proclamation. Motion carried.

CITY OF BARNESVILLE

COUNTY OF CLAY

MAYOR'S PROCLAMATION

Now is the Time to Shop Local Proclamation

WHEREAS, the government of Barnesville, Minnesota celebrates our local small businesses and the contributions they make to our local economy and community; according to the United States Small Business Administration, there are 30.7 million small businesses in the United States, they represent 99.7 percent of all firms with paid employees in the United States, are responsible for 64.9 percent of net new jobs created from 2000 to 2018; and

WHEREAS, small businesses employ 47.3 percent of the employees in the private sector in the United States; and

WHEREAS, 62 percent of U.S. small businesses reported that they need to see consumer spending return to pre-COVID levels by the end of 2020 in order to stay in business; and

WHEREAS, 65 percent of U.S. small business owners said it would be most helpful to their businesses to have their “regulars” return and start making purchases again; and

WHEREAS, three-quarters of U.S. consumers are currently looking for ways to Shop Local and support their community; and

WHEREAS, Barnesville, Minnesota supports our local businesses that create jobs, boost our local economy, and preserve our communities;

THEREFORE, BE IT RESOLVED, I, Jason Rick, Mayor of the City of Barnesville, Minnesota do hereby proclaim:

NOW IS THE TIME TO SHOP LOCAL

And urge the residents of our community to support small businesses and merchants now and throughout the year.

Signed this 12th day of October, 2020

Jason Rick, Mayor

Mayor Rick stated the next item on the agenda was the Building Official contract.

City Attorney Lucas Croaker informed council members that two council members have open building permits at this time, there is no conflict of interest on this item for those council members. City Administrator Mike Rietz stated that the Personnel & Finance committee recommend giving our present Building Official a 90-day written notice of the City’s desire to discontinue the contract.

10-12-20-10 Motion by Mrs. Stokka and second by Mr. Goedtke to approve the notice of our 90-day written notice to Mr. Sid Fossan to terminate our contract for building official duties. Council member Stuvland stated council members should be aware if there are any issues. Council member Goedtke stated that building officials often receive complaints about them. Council member Stokka questioned if there was a performance issue with the building inspector. She questioned if the city wants someone to be more flexible with the building codes. Council member Field stated that the city wants a building official that with work and foster relationships, representing the City, that that just enforce the code. Mayor Rick stated that some building contractors won’t come to Barnesville to build, because of our current building inspector. After much discussion, motion carried.

Mayor Rick stated the next item on the agenda was the Social Media policy.

City Attorney Lucas Croaker informed council members that the City should have a Social Media Policy. City Administrator Mike Rietz stated that the Personnel and Finance portfolio recommend approval of this policy.

10-12-20-11 Motion by Mrs. Stokka and second by Mrs. Stuvland to approve the Social media Policy as presented. Motion carried.

Mayor Rick stated the next item on the agenda was the Outdoor Chanel and Sportsman Channel agreement renewals.

TEC Manager Guy Swenson informed council members that these two renewals are both for 5-year agreements. Staff recommends renewing these agreements.

10-12-20-12 Motion by Mrs. Stuvland and second by Mr. Bauer to approve the 5-year renewal for the Outdoor Channel and the Sportsman Channel 2020 agreements. Motion carried.

Mayor Rick stated the next item on the agenda was the Rural Cities and County meeting. Mayor Rick encouraged members to attend.

Mayor Rick stated the next item on the agenda was the closed session on the separation agreement with Public Works Supt. Don Williams.

10-12-20-13 Motion by Mr. Bauer and second by Mrs. Bergman to go into a closed session at 7:56 p.m. regarding the separation agreement with Don Williams. Motion carried.

10-12-20-14 Motion by Mr. Bauer and second by Mrs. Bergman to re-open the meeting at 8:30. Motion carried.

10-12-20-15 Motion by Mrs. Stokka and second by Mrs. Stuvland to approve the Separation Agreement with Don Williams. Motion carried.

Mayor Rick adjourned the meeting at 8:35 p.m.

Submitted by:

Attest:

Jeri Reep
City Clerk

Jason Rick
Mayor