

**Barnesville City Council
Regular Meeting
September 14, 2020**

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

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, Public Works Supt. Don Williams, Charlie Revering with NWS, Dan Hanson with Moore Engineering, 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 the only addition was a request for a CUP extension.

09-14-20-01 Motion by Mrs. Stokka and second by Mr. Goedtke to approve the agenda as presented, with the addition of the CUP extension request. Motion carried.

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

09-14-20-02 Motion by Mrs. Stokka and second by Mrs. Bergman to accept the consent agenda. Motion carried. The following items were on the consent agenda:

1. Approval of the minutes of the regular meeting held on August 10, 2020.
2. Approval of the minutes of the special meeting held on August 25, 2020.
3. Approval of the department head reports.
4. Approval of check numbers 88956-89075 and EFT payments for a total of \$1,081,049.54.
5. Approval of the resignation of Seasonal Public Works employee Timothy Wells
6. Approval of pay request No. 2 from Sellin Brothers in the amount of \$288,099.37.
7. Approval of pay request No. 3 from Dirt Dynamics in the amount of \$493,102.59.

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 Resolution adopting the Preliminary 2021 levy.

City Administrator Mike Rietz discussed the 2021 Preliminary Levy and Budget with council members. Mr. Rietz stated that the proposed levy is at 9.68% increase. The levy can be reduced, but not increased for the final levy amount. The impact of this increase is approximately \$45.00 on a \$200,000 home. Included in this levy is an addition of a new full-time position in Public Works. The other increase is in personnel in the Ambulance Dept. This is to fund another part-time position of 36 hours per week. Council members had no further questions.

09-14-20-03 Motion by Mr. Field and second by Mrs. Stokka to approve the 20201 Levy 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.

20121 PRELIMINARY LEVY RESOLUTION
 CITY OF BARNESVILLE
 COUNTY OF CLAY, STATE OF MINNESOTA
 RESOLUTION NO. 09-14-20-03

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 2021, for the following purposes to-wit:

	FINAL 2020	PRELIM 2021
General Fund – General	353,056	360,000
General Fund - Police/Amb	0	0
General Fund - Admin	0	0
General Fund - Parks	338,925	408,161
General Fund - Streets	0	0
General Fund - Ambulance	77,727	96,000
Total Levy for Operations	769,708	864,161
2010A GO Bond Refinanced (Fund 315)	30,000	25,000
2005A/2012 GO Bond Debt Service (Fund 312)	0	0
2013-1 INFRA IMPROVE DIST (Fund 317)	6,500	0
2006/2012Del Acres Gilbertson (Fund 314)	0	0
2011/2012 Front St. (Fund 316)	30,000	28,000
Total Levy for Debt	66,500	53,000
TOTAL LEVY	836,208	917,161

Before Tax Capacity	105.00%	109.68%
After Tax Capacity	5.00%	9.68%

Adopted this 14th day of September, 2020

Approved this 14th day of September 2020

Jason Rick, Mayor

Michael Rietz, City Administrator

Mayor Rick stated the next item on the agenda was the 2021 budget resolution.

09-14-20-04 Motion by Mrs. Bergman and second by Mr. Goedtke to approve the 2021 budget 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
COUNTY OF CLAY
STATE OF MINNESOTA
RESOLUTION NO. 09-14-20-04
PRELIMINARY BUDGET RESOLUTION

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 FUTHER 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 2021 Preliminary Budget be adopted.

I. 2021 Preliminary Budget \$ 10,722,099

Adopted this 14th day of September, 2020.

Jason Rick
Mayor

Attest: _____
Michael Rietz
City Administrator

Mayor Rick stated the next item on the agenda was the bike trail Change Order No. 6

City Engineer Dan Hanson next discussed the bike trail Change Order. Mr. Hanson stated that on August 14th, we experienced a heavy rainfall, which was a 25-year event of water in the timeframe. Mayor Rick stated that he had received calls from homeowners in that area, concerned about the rising water in their yards. This Change Order would be to have a couple small ponds created next to the Bike path in the amount of \$21,709. These would provide temporary storage for water during large rain events, keeping the water as much as possible in the city right-of-way, in the area of our storm inlets, instead of ponding in the adjacent back yards. This cost is eligible for the wheelage tax funding that we are also using for the polymer project on 13th Street. Council member Stokka stated that this would be at no cost to the budget, and the wheelage tax funding would cover these costs, we are making an effort to make this area better.

09-14-20-05 Motion by Mr. Field and second by Mrs. Stokka to approve the Change Order No. 6 in the amount of \$21,709.00, with the funding from the wheelage tax funds. Motion carried.

Mayor Rick stated the next item on the agenda was the Liquor Store purchase.

City Administrator Mike Rietz informed council members that this is a Purchase Agreement with Keith Ernst for the purchase of land for a new liquor store. Mr. Ernst has given his verbal acceptance of the agreement. Approval of this agreement would allow for platting to occur in October, with the closing in November. Council member Field stated that he serves on the task force, he endorses buying this property, but does not mean that we will build a new liquor store at this time.

09-14-20-06 Motion by Mr. Goedtke and second by Mr. Field to approve the Purchase Agreement with Keith Ernst and Debora Egge for a land purchase: A portion of Lot 2, Block 1, Ermas Garden Subdivision, City of Barnesville, County of Clay, in the amount of \$93,315.30, calculated as 23,927 square feet at the rate of \$3.90 per square foot. Motion carried.

Mayor Rick stated the next item on the agenda was the Resolution on use of the CRF Funds.

City Administrator Mike Rietz informed council members that this Resolution approves the expenditures purchased due to the Coronavirus through the end of August.

09-14-20-07 Motion by Mr. Goedtke and second by Mrs. Stuvland to approve the CARES Funds 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. 09-14-20-07
RESOLUTION ALLOCATING CORONAVIRUS AID, RELIEF AND ECONOMIC SECURITY
ACT FUNDS (KNOWN AS THE CARES ACT FUNDS) TO LOCAL GOVERNMENT
ACTIVITIES**

WHEREAS, on March 27, 2020 the President of the United States signed into law the Coronavirus Aid, Relief and Economic Security Act (Known as the CARES Act) that was passed by the U.S. Congress in response to the COVID-19 Pandemic Outbreak; and,

WHEREAS, The CARES Act included \$339.8 Billion in relief under the COVID-19 pandemic in the United States dedicated for State and Local Governments; and,

WHEREAS, on June 25, 2020 the Governor of the State of Minnesota by Executive Order under the current Emergency allowed for the distribution of \$841 million in CARES Act Funds to counties and cities within the State of Minnesota in accordance with the U.S. Treasury Guidance based on a per-capita basis; and,

WHEREAS, the City of Barnesville has received \$200,857 in CARES Act Funding allocation; and,

WHEREAS, the CARES Act allows local governmental units to expend funds on costs that are necessary expenditures related to the COVID-19 public health emergency; and,

WHEREAS, the CARES Act allows local governmental units to expend funds on costs that were not included in the most recently adopted budget as of March 27, 2020, or were budgeted for but have been incurred for a substantially different use from what was intended as a result of the COVID-19 public health emergency; and,

WHEREAS, the CARES Act allows local governmental units to expend funds on costs that were incurred during the covered period of March 1, 2020 – November 15, 2020.

NOW, THEREFORE, BE IT RESOLVED that the Barnesville City Council allocates \$43,804.58 of CARES Act Funds for the period ending August 31, 2020 for costs as follows:

Administrative expenses	\$ 3779.00
Economic Support	\$18,144.17
Facilitating Distance Learning	\$ 1,698.76
Improving Telework Capabilities	\$11,307.01
Personal Protective Equipment	\$ 1,237.78
Public Health Expenses	\$ 4,837.86
Small Business Assistance	\$ 2,800.00

ADOPTED: September 14, 2020

ATTEST:

Jason Rick, Mayor

Michael Rietz, City Administrator

Mayor Rick stated the next item on the agenda was the CARES funding for Home Based Businesses.

City Administrator Mike Rietz informed council members that this is CARES funding to home-based businesses within the city limits, in the amount of \$3,000 for sole proprietors and \$10,000 for businesses with 2 or more non-family employees where the operation of the business is the primary income of the owner. This program would use the same guidelines and benefit amounts as Clay County.

09-14-20-08 Motion by Mr. Goedtke and second by Mr. Bauer to approve the CARES funding for Home Based Businesses, with a deadline of October 8, 2020. Motion carried.

09-14-20-09 Motion by Mr. Field and seconded by Mrs. Stokka to authorize City Administrator Mike Rietz and EDA Director Karen Lauer to review the applications for the CARES funding for Home Based Businesses, and dispense the funds immediately upon approval of application. Motion carried.

Mayor Rick stated the next item on the agenda was the purchase of chairs for the Council Chambers.

City Administrator Mike Reitz stated that this quote is for new chairs for the City Council Chambers, public seating in the Council Chambers, and 2 office chairs. Mr. Rietz stated that he has talked to our Auditors, and this purchase would be CARES eligible for funding. Personnel and Finance Portfolio recommend the purchase of the chairs.

09-14-20-10 Motion by Mr. Bauer and second by Mrs. Bergman to approve the purchase of new chairs for the City Council Chambers and two staff chairs, with the funding from the CARES Act Funding in the amount of \$5,458.60. Motion carried.

Mayor Rick stated the next item on the agenda was the CUP deadline extension request.

City Administrator Mike Rietz informed council members that Chad Jegtvig has asked for an extension on his CUP Permit. Mr. Jegtvig was asking for a deadline extension to November 1, 2020. Mr. Jegtvig received his CUP at the June regular meeting.

09-14-20-11 Motion by Mr. Field and second by Mrs. Stuvland to approve the CUP Permit extension until November 1, 2020 for Mr. Chad Jegtvig. Motion carried.

Mayor Rick stated the next item on the agenda was the Resolution adopting the Clay County Hazard Mitigation plan.

City Administrator Mike Rietz informed council members stated that this Resolution is by the Disaster Mitigation Act of 2000.

09-14-20-12 Motion by Mrs. Bergman and second by Mrs. Stokka to approve the Resolution of the Adoption of the Clay County All-Hazard Mitigation Plan. 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.

**RESOLUTION OF THE CITY OF BARNESVILLE
RESOLUTION 09-14-20-12
ADOPTION OF THE
CLAY COUNTY ALL-HAZARD MITIGATION PLAN**

WHEREAS, the City of BARNESVILLE has participated in the hazard mitigation planning process as established under the Disaster Mitigation Act of 2000, and

WHEREAS, the Act establishes a framework for the development of a multi-jurisdictional County Hazard Mitigation Plan; and

WHEREAS, the Act as part of the planning process requires public involvement and local coordination among neighboring local units of government and businesses; and

WHEREAS, the CLAY County Plan includes a risk assessment including past hazards, hazards that threaten the County, an estimate of structures at risk, a general description of land uses and development trends; and

WHEREAS, the CLAY County Plan includes a mitigation strategy including goals and objectives and an action plan identifying specific mitigation projects and costs; and

WHEREAS, the CLAY County Plan includes a maintenance or implementation process including plan updates, integration of the plan into other planning documents and how CLAY County will maintain public participation and coordination; and

WHEREAS, the Plan has been shared with the Minnesota Division of Homeland Security and Emergency Management and the Federal Emergency Management Agency for review and comment; and

WHEREAS, the CLAY County All-Hazard Mitigation Plan will make the county and participating jurisdictions eligible to receive FEMA hazard mitigation assistance grants; and
WHEREAS, this is a multi-jurisdictional Plan and cities that participated in the planning process may choose to also adopt the County Plan.

NOW THEREFORE BE IT RESOLVED that the City of BARNSESVILLE supports the hazard mitigation planning effort and wishes to adopt the CLAY County All-Hazard Mitigation Plan.

This Resolution was declared duly passed and adopted and was signed by the Mayor and attested to by the City Clerk this 14th day of September, 2020

Jason Rick, Mayor

Attest:

Jeri Reep, City Clerk

Mayor Rick stated the next item on the agenda was the Resolution in Support of Telecommuter Forward Certification.

City Administrator Mike Rietz stated that this Resolution is to apply for certification as a Telecommuter Forward Community. Cities must adopt a resolution that includes a statement of support and commitment to promote telecommuting.

09-14-20-13 Motion by Mr. Bauer and second by Mrs. Stokka to approve the Resolution in support of telecommuting opportunities and telecommuter forward certification. 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. 09-14-20-13
RESOLUTION
IN SUPPORT OF TELECOMMUTING OPPORTUNITIES
AND
TELECOMMUTER FORWARD CERTIFICATION**

AT A MEETING OF THE CITY OF BARNESVILLE HELD ON SEPTEMBER 14, 2020,

**RESOLUTION - IN SUPPORT OF TELECOMMUTING OPPORTUNITIES AND
TELECOMMUTER FORWARD! CERTIFICATION;**

WHEREAS, City of Barnesville supports and commits to promote the availability of telecommuting options;

WHEREAS, City of Barnesville hereby appoints the **Executive Director of the Barnesville Economic Development Authority** as the single point of contact for coordinating telecommuting opportunities within City of Barnesville including the following responsibilities:

1. Coordination and partnership with broadband providers, realtors, economic development professionals, employers, employees, and other telecommuting stakeholders.
2. Collaboration with broadband providers and employers to identify, develop, and market telecommuter-capable broadband packages.
3. Communication and partnership with broadband providers and economic development professionals to develop common goals.
4. Promotion of telecommuter-friendly workspaces, such as business incubators with telecommuting spaces, if such a workspace has been established in the political subdivision at the time the political subdivision adopts the resolution.
5. Familiarity with broadband mapping tools and other state-level resources.
6. Maintaining regular communication with the state broadband office.
7. Making regular reports to the City of Barnesville.

NOW, THEREFORE, BE IT HEREBY PROCLAIMED by the City of Barnesville to support telecommuting opportunities for the City of Barnesville in its application for Telecommuter Forward! Community certification.

Dated: September 14, 2020

ATTEST:

Jason Rick, Mayor

Michael Rietz, City Administrator

Mayor Rick stated the next item on the agenda was the Scripps Network pre-commitment model.

TEC Board Manager Guy Swenson informed council members that Scripps is currently in negotiations with the NCTC, joining the PCM lets Scripps know that we elect to have the NCTC to negotiate the rate on our behalf.

09-14-20-14 Motion by Mrs. Stokka and second by Mrs. Bergman to authorize TEC Manager Guy Swenson to execute the NCTC-Scripps Pre-Commitment Model (PCM). Motion carried.

Mayor Rick stated the next item on the agenda was the NFL agreement.

TEC Manager Guy Swenson stated that this agreement is for 2 years for the NFL Agreement. The first year the rate is unchanged from the 2020 rate. Staff recommends signing the 2-year NFL renewal.

09-14-20-15 Motion by Mrs. Stokka and second by Mr. Bauer to authorize TEC Manger Guy Swenson to execute the NCTC-NFL Network Agreement. Motion carried.

Mayor Rick stated the next item on the agenda was the Trinity Broadcasting Network Renewal.

TEC Manager Guy Swenson informed council members that the Trinity Broadcasting Network is a 5-year renewal. This is a no cost channel and remains a no cost channel in the new agreement.

09-14-20-16 Motion by Mrs. Stokka and second by Mr. Goedtke to approve and authorize TEC Manager Guy Swenson to execute the NCTC-Trinity Broadcasting 5-year agreement. Motion carried.

Mayor Rick stated the next item on the agenda was the discussion of the continuation electronic meetings.

Mayor Rick stated he is ready to get back to the Council Chambers for council meetings. Council member Stokka stated that the virtual meetings work, but misses not being in person. Council member Goedke stated he would like to hold in person meetings. Council member Stuvland and Bauer stated they are fine either way. Council member Field suggested meeting in person at the Old City Hall, and comply with guidelines. Mayor Rick stated that the October council meeting would be held at the Old City Hall meeting room, unless we need to meet virtual again.

Mayor Rick next thanked the community for their support to name the City of Barnesville the KVRR Town of the Year!

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

Submitted by:

Attest:

Jeri Reep
City Clerk

Jason Rick
Mayor

