

**Barnesville City Council
Regular Meeting
December 11, 2017**

Mayor Prim called this regular meeting to order at 7:00 p.m. Members present were Council members Jason Rick, Larry Davis, Jr. Betty Strom, David Brown, Don Goedtke, and Brad Field. Others in attendance were City Administrator Mike Rietz, Chris McShane 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. Trevor Moen, Ambulance Manager Scott Nelson, Liquor Store Manager Randi Trowbridge, Sid Fossan, Kendra Ferencak with the Clay County HRA, Tonya Stokka, Scott Bauer, Nicholas Aadlund, Zeb Dickey and Michael Stein with the Record Review.

Mayor Prim next asked if there were any additions or corrections to the agenda. City Administrator Mike Rietz stated that there were no additional items for the agenda.

12-11-17-01 Motion by Mr. Rick and second by Mrs. Strom to approve the agenda as presented. Motion carried.

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

12-11-17-02 Motion by Mr. Rick and second by Mr. Brown to accept the consent agenda as presented. Council member Rick stated that a couple corrections in the Personnel and Finance minutes were necessary. Mr. Rick stated that he was not at the meeting, and that Scott Bauer was present, not Todd Bauer. Motion carried. The following items were on the consent agenda.

1. Approval of the minutes of the regular meeting held on November 13, 2017.
2. Department head reports.
3. Approval of check numbers 84415-84499 and EFT payments in the amount of \$381,708.71.
4. Approval of 2018 cigarette license for Barnesville Grocery, Barnesville C-Store, Farmers' Coop General Store, and DG Retail, LLC.
5. Approval of the 2018 Combination liquor license and Sunday liquor license for VFW Post 4628, American Legion Post 153, Ratzos' Pool Hall, and Purple Goose Endeavors.
6. Approval to hire Barry Schilling as Seasonal Public Works Employee at \$15.00 per hour.
7. Approval to accept the engagement letter for the 2017 audit by CliftonLarsonAllen.
8. Appoint Steve Mortenson and Brent Berg to the Planning Commission for a four-year term.

Mayor Prim 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 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 the next item on the agenda was the public hearing for the Small Cities Grant.

12-11-17-03 Motion by Mr. Davis and second by Mrs. Strom to open the public hearing for the Small Cities Program at 7:03 p.m. Motion carried.

Ms. Kendra Ferencak with the Clay County HRA next approached council members. Ms. Ferencak stated that the Small Cities Program requires a Public Hearing in the second year of the program. Council member Field questioned if we have enough funds for all the projects. Ms. Ferencak stated that the program has only spent about 50% of the funds. Council members had no further questions for Ms. Ferencak.

12-11-17-04 Motion by Mr. Davis and second by Mr. Goedtke to close the public hearing for the Small Cities Program at 7:05 p.m. Motion carried.

Mayor Prim stated the next item on the agenda was the property maintenance violations and CUP at 508 5th Street NW.

Property owner Nicholas Aadlund next informed council members that a purchase agreement has been signed, and the closing on the property was last week. The home has been sold contract for deed. The new owner of the property, Mr. Zeb Dickey stated that he intended to start working on the home as soon as possible.

12-11-17-05 Motion by Mrs. Strom and second by Mr. Rick to remove the \$6,000 in fines pending and the \$4,400 in fines from 2016 on the property.

Mrs. Strom stated she would like to amend her motion, second by Mr. Rick to amend his motion stating that the fines would be waived per pending recording at the Clay County Courthouse. Motion carried.

Mayor Prim stated the next item on the agenda was the discussion of the CUP at 508 5th Street NW.

City Administrator Mike Rietz stated that the CUP required the completion of the garage and driveway.

12-11-17-06 Motion by Mrs. Strom and second by Mr. Goedtke to grant an extension for the CUP at 508 5th Ave NW for one year. Motion carried.

Mayor Prim stated the next item on the agenda was the public hearing for the Liquor Store.

12-11-17-07 Motion by Mr. Davis and second by Mrs. Strom to open the public hearing on the Liquor Store operations at 7:19 p.m. Motion carried.

City Administrator Mike Rietz informed council members that according to State Statute, a municipal liquor store that has lost money two out of the last three years must hold a public hearing to consider the question of continuing to run the store. Mr. Rietz stated that after the hearing, council may choose to continue to operate the store or submit the question of the store operation to the voters at a future election.

Mayor Prim asked if there were any citizens present to be heard. There were none.

12-11-17-08 Motion by Mr. Davis and second by Mrs. Strom to close the public hearing for the Liquor Store operation at 7:21 p.m. Motion carried.

12-11-17-09 Motion by Mr. Davis and second by Mr. Goedtke to continue with the Liquor Store operations. Motion carried.

Mayor Prim stated the next item on the agenda was the Truth-in-Taxation presentation.

City Administrator Mike Rietz next discussed the 2018 tax levy with council members. Mr. Rietz stated that the proposed tax levy is an increase of 5% for 2018. This is a rate decrease of an estimated 8.7% due to an increase in the tax base. Mr. Rietz discussed the general fund revenues and expenses. The transfer into the General Fund from the Enterprise funds is \$6,564 more than last year. The transfers from the electric fund were less, and the transfer from telephone and broadband increased. The Enterprise funds will be transferring 87% net income into the General Fund. This is up from 85% in 2017.

Mayor Prim thanked City Administrator Mike Rietz and Finance Director Laurie Schell, along with Personnel & Finance committee members Brad Field and Jason Rick in preparing this budget.

Mayor Prim asked if there were any questions from the council. Council members had no questions for staff.

12-11-17-10 Motion by Mr. Rick and second by Mr. Field to approve the 2018 Levy Resolution. Upon a roll call vote, the following voted aye: Council members Rick, Goedtke, Strom, Davis, Brown and Field. The following voted nay: none. Motion carried.

CITY OF BARNESVILLE
CLAY COUNTY, MINNESOTA
2018 LEVY RESOLUTION
RESOLUTION NO. 12-11-17-10

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 2018, for the following purposes to-wit:

	FINAL 2017	FINAL 2018
General Fund - General	246,750	309,800
General Fund - Police/Amb	0	0
General Fund - Admin	0	0
General Fund - Parks	357,168	337,941
General Fund - Streets	0	0
General Fund - Ambulance	45,000	45,000
Total Levy for Operations	<u>648,918</u>	<u>692,741</u>
2010A GO Bond Refinanced (Fund 315)	30,000	20,000
2005A/2012 GO Bond Debt Service (Fund 312)	0	0
2013-1 INFRA IMPROVE DIST (Fund 317)	7,500	15,000
2006/2012Del Acres Gilbertson (Fund 314)	5,175	0
2011/2012 Front St. (Fund 316)	31,000	31,000
Total Levy for Debt	<u>73,675</u>	<u>66,000</u>
TOTAL LEVY	<u>722,593</u>	<u>758,741</u>
Before Tax Capacity	105.00%	105.00%
After Tax Capacity	5.00%	5.00%

Adopted this 11th day of December, 2017

Approved this 11th day of December 2017

FINAL NUMBER FOR
BUDGET
RESOLUTION
9,395,319

Eugene Prim
Mayor

ATTEST:

Michael Rietz
City Administrator

Mayor Prim stated the next item on the agenda was the 2018 Budget resolution.

12-11-17-11 Motion by Mr. Rick and second by Mr. Field to approve the 2018 Budget Resolution. Upon a roll call vote, the following voted aye: Council members Rick, Goedtke, Strom, Davis, Brown, and Field. The following voted nay: none. Motion carried.

CITY OF BARNESVILLE
CLAY COUNTY, MINNESOTA
2018 FINAL BUDGET
RESOLUTION 12-11-17-11

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 2018 Final Budget be adopted.

I. 2018 Budget \$9,395,319

Adopted this 11th day of December, 2017

Approved this 11th day of December, 2017

Eugene Prim
Mayor

Attest:

Michael Rietz
City Administrator

Mayor Prim stated the next item on the agenda was the 2018 employee wages.

12-11-17-12 Motion by Mr. Field and second by Mr. Rick to approve the 2018 employee wages. Motion carried.

Michael Rietz	\$47.20
Jeri Reep	30.83
Laurie Schell	27.95
Shana Cihak	22.67
Holly Aberle	14.00
Guy Swenson	38.96
Laurie Ernst	14.01
Ryan Beattie	26.42
Mark Pearson	28.04
Chris Olson	27.42
Jeff Tharldson	26.55
Jesse Atteberry	22.05
Dean Ernst	35.95
Shannon Jablonsky	15.00
Janice Rice	12.00
Trevor Moen	32.83
Paul Downing	16.11
Jared Hansen	16.00
Bill Braton	17.55
John Iverson	11.50
Joseph Schindler	10.53
Shane Durensky	24.30
Mike Pearson	29.42
Elliott Goheen	31.17
Kay Waller	12.90

Rogena Fronning	10.45
Lindsay Johnson	10.45
Randi Trowbridge	15.65
Sandra Schmidt	11.15
Melissa Vasfaret	10.45
Karen Lauer	32.31
Bailey Holzbauer	16.00
Scott Nelson	21.77
Pro Shop Manger	15.00

Mayor Prim stated the next item on the agenda was the Public Hearing and Resolution on Tax Abatement.

12-11-17-13 Motion by Mr. Rick and second by Mr. Goedtke to open the public hearing on Tax Abatement at 7:36 p.m. Motion carried.

City Administrator Mike Rietz informed council members that this Resolution establishes the tax abatements for the qualifying properties. This resolution approves an estimated tax abatement for the property that is eligible under the tax abatement program that was established in 2012 and extended in 2014. A public hearing is required prior to granting an abatement to a property. The final amount will be determined by Clay County.

12-11-17-14 Motion by Mr. Rick and second by Mr. Goedtke to close the public hearing on the tax abatement at 7:37 p.m. Motion carried.

12-11-17-15 Motion by Mr. Rick and second by Mr. Goedtke to approve the following Tax Abatement Resolution. Upon a roll call vote, the following voted aye: Council members Rick, Goedtke, Strom, Davis, Brown and Field. The following voted nay: None. Motion carried.

CITY OF BARNESVILLE
 CLAY COUNTY, MINNESOTA
 RESOLUTION AUTHORIZING A PROPERTY TAX ABATEMENT FOR QUALIFIED
 PROPERTY OWNERS
 RESOLUTION 12-11-17-15

WHEREAS, pursuant to proper notice duly given as required by law, the Mayor and Council met on December 11, 2017 and heard any and passed upon all objections to the proposed property tax abatements granted to properties located within the City of Barnesville.

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

1. Such proposed abatement, which applies to the properties described as 510 6th St. NW, Parcel No. 50.050.0100, 107 11th St. NE, Parcel No. 50.745.0110, 105 14th St. NE, Parcel No. 50.235.0150, 103 15th St. NE, Parcel No. 50.235.0290, 105 11th St. NE, Parcel No. 50.745.0120, 808 11th Ave. SE, Parcel No. 50.337.0020, 103 12th St. NE, Parcel No. 50.745.0210, 1001 9th St. SE, Parcel No. 50.337.0030, 408 5th St. NE, Parcel No. 50.675.0110 which qualifies with the program established by the Resolution 10-08-12-

22, is hereby accepted and shall constitute the estimated total abated value of \$16,613 for each of the two years of the abatement program.

2. The abatement for parcels described as 809 11th Ave SE Parcel No. 50.336.0020, 111 14th St. SE Parcel No. 50.235.0180, 102 14th St. NE Parcel No. 50.235.0190, 1004 3rd Ave NE Parcel No. 50.745.0070, 805 11th Ave. SE Parcel No. 50.336.0010, 105 15th St. NE Parcel No. 50.235.0280, 103 14th St. NE Parcel No. 50.235.0140, 101 14th St. NE Parcel No. 50.235.0130, 108 14th St. SE Parcel No. 50.235.0220, in the estimated amount of \$10,659 that was established by resolution of the City Council in November 2016 is hereby re-affirmed for the second year of abatement program for payment in 2018.

3. Abated taxes are to be refunded at the end of the year of which they were paid.

4. The abatement shall not apply to any special assessments that are levied against the property.

5. The Mayor and City Administrator are hereby authorized to sign any documents necessary to affect these abatements.

PASSED, by the City Council of the City of Barnesville this 11th day of December, 2017.

Eugene Prim
Mayor

Attest:

Jeri Reep
City Clerk

Mayor Prim stated the next item on the agenda was the agreement regarding the Building Official services.

City Administrator Mike Rietz stated that this agreement between the City and Sid Fossan for the building official services. This agreement is agreeing that we pay Mr. Fossan for 80% of the building permit revenue and 100% of the plan review fee, with a guaranteed minimum of \$13,750.00. The contract will be effective on February 1, 2018.

12-11-17-16 Motion by Mr. Rick and second by Mr. Goedtke to authorize staff to sign the agreement with Mr. Sid Fossan, dba Stonehenge Enterprises for Building Official services. Motion carried.

Mayor Prim stated the next item on the agenda was the 2nd reading of Ordinance 2017-07.

City Administrator Mike Rietz stated that that Personnel & Finance committee recommend approval of this Ordinance. The effective date will be February 1, 2018.

12-11-17-17 Motion by Mr. Rick and second by Mrs. Strom to approve the 2nd reading of Ordinance 2018-07. Motion carried.

**CITY OF BARNESVILLE
ORDINANCE NO. 2017-07**

**AN ORDINANCE AMENDING CHAPTER 3-01, SEC. 3-0101 - 3-0103 AND CHAPTER
8-01, SEC. 3-0102 OF THE MUNICIPAL CODE REGARDING BUILDING PERMIT
FEES.**

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

CHAPTER 3-01, SECTIONS 3-0101 through 3-0103 is amended to read as follows:

SEC. 3-0101. BUILDING CODE ADOPTED. The Minnesota State Building Code, established pursuant to Minnesota Statutes ~~16B.59 to 16B.75~~ 326B.101 to 326B.16, is hereby adopted as the Building Code for this jurisdiction. The Building Code is hereby adopted as if fully set out herein. One copy of said Code shall be marked "CITY OF BARNESVILLE-OFFICIAL COPY" and kept on file in the office of the City Administrator and open to inspection and use by the public. The Minnesota State Building Code includes ~~the following~~ Chapters 1300 through 1370 of Minnesota Rules:

~~1. Chapter 1300 – Minnesota Building Code.~~

~~2. Chapter 1301 – Building Official Certification.~~

~~3. Chapter 1302 – State Building Construction Approvals.~~

~~4. Chapter 1305 – Adoption of the 1994 Uniform Building Code,~~
~~including:~~

~~A. Appendix Chapter 3, Division I, Detention and
Correctional Facilities;~~

~~B. Chapter 12, Division II, Sound Transmission Control; and,~~

- ~~————— C. Chapter 29, Minimum Plumbing Fixtures.~~
- ~~————— 5. Chapter 1307 – Elevators and Related Devices.~~
- ~~————— 6. Chapter 1315 – Adoption of the 1003 National Electrical Code~~
- ~~————— 7. Chapter 1325 – Solar Energy Systems.~~
- ~~————— 8. Chapter 1330 – Fallout Shelters.~~
- ~~————— 9. Chapter 1335 – Floodproofing Regulations.~~
- ~~————— 10. Chapter 1340 – Facilities for the Handicapped.~~
- ~~————— 11. Chapter 1341 – Minnesota Accessibility Code.~~
- ~~————— 12. Chapter 1346 – Adoption of the 1991 Uniform Mechanical Code~~
- ~~————— 13. Chapter 1350 – Manufactured Homes.~~
- ~~————— 14. Chapter 1360 – Prefabricated Buildings.~~
- ~~————— 15. Chapter 1365 – Snow Loads.~~
- ~~————— 16. Chapter 1370 – Storm Shelters.~~
- ~~————— 17. Chapter 4715 – Minnesota Plumbing Code.~~
- ~~————— 18. Chapter 7670 – Minnesota Energy Code.~~

SEC. 3-0102. PERMITS AND FEES.

Subd. 1. The issuance of permits and the collection of fees shall be as authorized in Minnesota Statutes 326B.153 ~~46B.62~~, Subd. 1, and as provided for in Chapter 1 of the 1994 Uniform Building Code and Minnesota Rules Parts ~~1305.0106~~ 1300.0160 and ~~1305.0107~~.

Subd. 2. Permit Fees shall be assessed for work governed by the Building Code in accordance with rates set by consolidated ordinance of the Council and kept on file in the office of the City Administrator and open for inspection by the public. In addition, a surcharge fee shall be collected on all permits issued for work governed by the Building Code in accordance with Minnesota Statutes ~~46B.70~~ 326B.148.

(SEE SEC. 1-0904, FEES, RATES AND CHARGES SCHEDULE)

SEC. 3-0103. BUILDING PERMITS.

Subd. 1. Enforcement. Permits shall be issues and enforced by a Minnesota certified building official appointed by the City. Within the City, it is unlawful for any person to erect, construct, enlarge, alter, repair, move, improve, remove, convert, or demolish and building or structure, or any part or portion thereof, including, but not limited to, the plumbing, electrical, ventilating, heating or air conditioning systems therein, or cause the same to be done, without the payment of a fee and obtaining a separate building or mechanical permit for each such building, structure or mechanical components for the City.

Subd. 2. Permit Expiration. All construction shall be completed within ~~one year~~ six months from the date of issuance of the building permit or, where construction was begun unlawfully, the date that a building permit should have been issued. The ~~Council~~ Building Official may extend the time for completion upon written request of the permittee establishing that circumstances beyond his/her control prevented completion of the work for which the building permit was, or should have been, authorized.

Subd. 3. Penalty. Penalty for violation of the Section shall be \$25.00 for each day of violation. Payment of the penalties may be enforced by civil action. Penalty for commencing work prior to the issuance of a permit shall be payment of an investigation fee equal to and in addition to the required permit fees.

CHAPTER 8-01, SECTION 3-0102 is amended to read as follows:

~~EXTRACTED FROM THE 1985, 1988 AND 1991 UNIFORM BUILDING CODE NO. 3-A BUILDING PERMIT FEES.~~

TOTAL VALUATION	FEE
\$1.00 to \$500.00	\$15.00 <u>\$17.00</u>
\$501.00 to \$2,000.00	\$15 <u>\$17</u> or the first \$500.00 plus \$2.00 <u>\$2.25</u> for each additional \$100.00 or fraction thereof, to and including \$2,000.00;
\$2001.00 to \$25,000.00	\$45.00 <u>\$50.75</u> for the first \$2,000 plus \$9.00 <u>\$10.00</u> for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00;
\$25,00.001 to \$50,000.00	\$252.00 <u>\$280.75</u> for the first \$25,000.00 plus \$6.50 <u>\$7.25</u> for each additional \$1,000 or fraction thereof, to and including \$50,000;
\$50,001.00 to \$100,000.00	\$414.50 <u>\$462.00</u> for the first \$50,000.00 plus \$4.50 <u>\$5.00</u> for each additional \$1,000.00 or fraction thereof, to and including \$100,000.

\$100,001.00 to \$500,000.00 ~~\$639.50~~ \$712.00 for the first \$100,000.00 plus ~~\$3.50~~ \$4.00
for each additional \$1,000.00 or fraction thereof, to and
including 500,000;

\$500,001.00 to \$1,000,000.00 ~~\$2,039.50~~ \$2,312.00 for the first \$500,000.00 plus ~~\$3.00~~
\$3.50 for each additional \$1,000 or fraction thereof, to and
including \$1,000,000.00;

\$1,000,001.00 and up ~~\$3539.50~~ \$4,062.00 for the first \$1,000,000.00 plus ~~\$2.00~~
\$2.50 for each additional \$1,000.00 or fraction thereof.

Other Inspections and Fees:

1. Plan Review Fee 20% of the building permit fee.
1. Inspections outside of normal business hours. (Min. charge 2 hrs.) \$30.00/hr.
2. Reinspection fee \$30.00/hr.
3. Inspections for which no fee is specifically indicated (Min. charge one half hour) \$30.00/hr.
4. Additional plan review required by changes, additions or revisions to approved plans (Min. charge one half hour) \$30.00/hr.

MISCELLANEOUS FEES:

Mfg. Buildings, Houses or Structures moved in, Swimming Pools, Roofing, Windows, Furnaces and Signs	By value above
Moving Permits (to be obtained by Licensed Mover or Owner of the building or manufactured home)	\$50.00
Demolition Permits (Houses and detached buildings)	\$50.00
Re-Roof Permits	\$25.00
Furnace Permit (to be obtained on the replacement of a furnace when there is a change in the combustible fuel source)	\$25.00
Gas Piping Permit	\$25.00

PASSED AND ADOPTED by the Barnesville City council this 11th day of December, 2017.

Approved:

Eugene Prim
Mayor

Attest:

Jeri Reep
City Clerk

First Reading: November 13, 2017
Second Reading: December 11, 2017
Adopted: December 11, 2017
Published: December 18, 2017

Mayor Prim stated the next item on the agenda was the approval of Summary Ordinance 2017-07.

12-11-17-18 Motion by Mrs. Strom and second by Mr. Goedtke to approve the Summary Ordinance 2017-07. Motion carried.

TITLE AND SUMMARY OF ORDINANCE NO. 2017-07

The following Ordinance is hereby published by title and summary:

1. Title of Ordinance:

An Ordinance Amending Chapter 3-01, Sec. 3-0101 - 3-0103 and Chapter 8-01, Sec. 3-0102 of the Municipal Code Regarding Building Permit Fees

2. Summary of Ordinance:

This ordinance updates the language that adopts the State Building Code by reference and increases the building permit fee schedule to 80% of the fees contained in the 1994 Uniform Building Code fee schedule. It also creates a plan review fee of 20% of the building permit fee.

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 11th day of December, 2017.

APPROVED:

Eugene Prim, Mayor

ATTEST:

Jeri Reep, City Clerk

First Reading: November 13, 2017
Second Reading: December 11, 2017
Adopted: December 11, 2017
Published: December 18, 2017

Mayor Prim stated the next item on the agenda was the Resolution Committing Fund Balance for Specific Purposes.

City Administrator Mike Rietz stated that this is a yearly resolution that needs approval.

12-11-17-19 Motion by Mrs. Strom and second by Mr. Goedtke to approve the Resolution committing Fund Balance for Specific purposes. Upon a roll call vote, the following voted aye: Council members Rick, Goedtke, Strom, Davis, Brown, and Field. The following voted nay: none. Motion carried.

City of Barnesville
County of Clay
State of Minnesota
RESOLUTION No. 12-11-17-19
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>
General – 101	Maintenance – 101	Seal Coating in 2019	\$35,000
Park Board	Capital projects - 225	To finance future playground equipment.	\$ 16,545
Equipment Replacement	Streets	To purchase street sweeper in 2018	\$135,000
	Streets	To purchase dump truck in 2019	\$20,000
	Parks	To purchase mower in 2019	\$20,000

ADOPTED this 11th day of December, 2017

 Eugene Prim, Mayor

 Jeri Reep, City Clerk

Mayor Prim stated the next item on the agenda was the WACCO membership.

City Administrator Mike Rietz informed council members that staff is recommending to discontinue the City's membership in WACCO. The City has not participated in their programs for quite some time.

12-11-17-20 Motion by Mr. Davis and second by Mrs. Strom to cancel the WACCO membership effective January 1, 2018. Motion carried.

Mayor Prim stated the next item on the agenda was the Barnesville Telephone directory publisher.

Mayor Prim excused himself as Mayor, and turned the meeting over to Acting-Mayor Jason Rick.

TEC Manager Guy Swenson stated that he was directed to look into options to publish the telephone directory. Mr. Swenson stated that Pinnacle Publishing was contacted and asked to provide a proposal. Mr. Swenson stated the biggest change from Pinnacle and Record Review was the advertising commission. Mr. Swenson stated that the TEC Board recommends to enter into an agreement with Pinnacle Marketing Group for the 2019-2021 telephone directories. Council member Field stated that there was no need for action on this item at tonight's meeting.

Mr. Gene Prim with the Barnesville Record Review next approached council members and discussed some of the issues he sees with the city enter into an agreement with Pinnacle Marketing Group. Mr. Prim also discussed some of the advantages of keeping the publishing local. Mr. Prim asked that a courtesy call be made to the current provider in the future.

Acting-Mayor Rick asked if council members had any questions. Council member Brown asked if there were any local companies we can check with for publishing the directory. Council member Field stated he would like to see this item tabled to the January regular council meeting.

12-11-17-21 Motion by Mr. Field and second by Mr. Davis to table the Telephone Directory Publisher to the January regular council meeting. Council member Strom asked that representatives from Pinnacle Marketing Group and Barnesville Record Review be at the January meeting. Motion carried.

Mr. Gene Prim next resumed the council members as Mayor.

Mayor Prim stated the next item on the agenda was the live feed of City Council meeting on Channel 12.

TEC Manger Guy Swenson stated that Council member Betty Strom had requested the TEC Board to discuss the options available to stream the Council meeting live on City Cable Channel 12. Council member Strom stated that she has had requests to record council meetings and put the meetings on Channel 12. Mr. Swenson stated that he has met with Mr. Dan Reger on options available to record council meetings, the estimated cost would start at \$20,000.00. Council member Davis stated he thought the taxpayer money could be spent more wisely than recording meetings for Channel 12. Council member Field stated that the recording of council meetings could be looked at for the 2019 budget.

Mayor Prim stated the next item on the agenda was the Otter Tail Power maintenance service agreement.

TEC Manager Guy Swenson informed council members that staff has met with Otter Tail Power representatives to discuss our maintenance contract that is due to expire on May, 2019. Otter Tail Power is not interested in renewing the contract. The other item Otter Tail Power discussed was the option of Otter Tail to purchase our distribution system and customers. The main focus of the meeting was Otter Tail Power lack of interest in renewing the maintenance contract in 2019.

12-11-17-22 Motion by Mr. Goedtke and second by Mr. Rick to authorize staff to look at other alternatives to an electrical maintenance contract for the City. Motion carried.

Mayor Prim stated the next item on the agenda was the priority setting discussion follow-up. Mayor Prim stated that a new priority session will be held in the coming months, possibly late March.

City Administrator Mike Rietz stated that if any current or new council members would like to attend the League of Minnesota Cities leadership conference, to let staff know.

Mayor Prim stated the next item was to close the public meeting for consultation with the City Attorney regarding sanitary sewer connections in the Del Acres Gilbertson 2nd Addition.

12-11-17-23 Motion by Mr. Rick and second by Mrs. Strom to enter into closed session for consultation with the City Attorney regarding sanitary sewer connections in the Del Acres Gilbertson 2nd Addition. Motion carried and the meeting was closed at 8:35 p.m.

12-11-17-24 Motion by Mr. Goedtke and seconded by Mrs. Strom to move into open session. Motion carried and meeting was back in open session at 8:38 p.m.

12-11-17-25 Motion by Mr. Field and seconded by Mrs. Strom to approved the tolling agreement with KLJ as presented by the City Attorney. Motion carried.

12-11-17-26 Motion by Mr. Davis and seconded by Mrs. Strom to enter into closed session for the annual evaluation of City Administrator Mike Rietz. Motion carried and the meeting was closed at 8:45 p.m.

12-11-17-27 Motion Mr. Rick and seconded by Mrs. Strom to move into open session. Motion carried and the meeting was back in open session at 8:52 p.m.

Mayor Prim adjourned the meeting at 8:54 p.m.

Submitted by:

Attest:

Jeri Reep
City Clerk

Eugene Prim
Mayor