

**Barnesville City Council  
Regular Meeting  
November 8, 2021**

Mayor Rick called this regular meeting to order at 7:00 p.m. Member's present were Council members Tonya Stokka, Alyssa Bergman, Dawn Stuvland, Scott Bauer, and Don Goedtke. Absent was Council member Brad Field. Others in attendance were City Administrator Brenda Andrews, Katheryn DelZoppo with Ohnstad Twichell, City Clerk Jeri Reep, TEC Manager Guy Swenson, EDA Director Karen Lauer, Finance Director Laurie Schell, Public Works Supt. Charlie Revering, Police Chief Joel Voxland, Ambulance Manger Scott Nelson, Dan Hanson with Moore Engineering, Trace Hooker, Todd Hagen with Ehlers & Associates, and Michael Stein with Barnesville Record Review.

Mayor Rick asked if there were any additions or corrections to the agenda. City Administrator Brenda Andrews stated that there was one addition-approval of a massage therapist license for Erica Jesz.

**11-08-21-01** Motion by Mrs. Stokka and second by Mr. Bauer to approve the agenda as presented, with the addition of the approval of the massage therapist license for Erica Jesz. Motion carried.

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

**11-08-21-02** 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 council minutes from the regular meeting on October 11, 2021.
2. Approval of council minutes from the special meeting held on October 4, 2021.
3. Approval of department head reports.
4. Approval of check numbers 91259 – 91364 and EFT payments for a total of \$919,811.44.
5. Set Truth-in-Taxation date of December 13, 2021.
6. Approval of reclassification of some employees, the following employees changed to exempt employees: Bailey Thompson, Randi Trowbridge, Jeri Reep, and Laurie Schell.
7. Approval of Liquor Store manager position-Liquor Store Manager Randi Trowbridge to full time status, exempt status, effective October 25, 2021.
8. Approval of Police Dept. budget amendment, adding \$16,000 to account 42100-580-101 for 2021.
9. Approval of Building Official services agreement with Stonehenge Enterprises.
10. Approval of pay request No. 7 to Dirt Dynamic in the amount of \$109,199.25,
11. Approval of the 2022 Pro-Turf agreement.
12. Approval of travel for TEC Manager Guy Swenson to Mid-West Electric Consumers Association annual meeting.
13. Approval of the 2022-2024 RibbonCare support services agreement.
14. Approval of the Bobcat purchase trade-in.
15. Approval of Barnesville School District request for free internet.
16. Approval to hire Victoria Lau as Volunteer EMT.
17. Approval of Massage Therapist License for Erica Jesz.

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

Mayor Rick stated the next item on the agenda was the Mayor and Council member announcements. Mayor Rick discussed the attendance of council members at portfolio meetings and the importance of attending the meetings.

Mayor Rick stated the next item on the agenda was the Pre-Sale report for the Communication System Revenue Refunding Bonds, Series 2022A.

Mr. Todd Hagen next discussed with council members the approximately \$3,215,000 Communication System Revenue Refunding Bonds, Series 2022A. Mr. Hagen stated that the 2014A Bonds were issued to finance the cost of upgrading the City's existing broadband communication system infrastructure from copper to fiber-optic. Interest rates on the obligations proposed to be refunded are 2.5% to 4.60%. The refunding is expected to reduce debt service expenses by approximately \$415,131 over the next 13 years. The Bonds do not count against the City's general obligation debt capacity limit of 3% of market value. The Bonds are being issued for a term of 13 years. Principal on the Bonds will be due on December 1, in the years 2022 through 2034. Interest is payable every six months beginning June 1, 2022. The Series 204A Bonds were not rated. At this time, requesting a bond rating for this issue is not being considered primarily for cost considerations. Ehlers recommends that the City establish a pricing committee to review proposals and select the purchaser for the sale of the Bonds on or about February 3, 2022. The estimated closing date is March 16, 2022. Council members had no questions for Mr. Hagen.

**11-08-21-03** Motion by Mr. Bauer and second by Mrs. Stokka to approve the Resolution for the \$3,215,000 Communication System Revenue Refunding Bonds. Upon a roll call vote, the following voted aye: Council members Stokka, Goedtke, Stuvland, Bauer and Bergman. The following were absent: Council member Field. Motion carried.

**CITY OF BARNESVILLE  
COUNTY OF CLAY  
STATE OF MINNESOTA  
RESOLUTION NO. 11-08-21-03**

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

Resolution Providing for the Sale of  
**Approximately \$3,215,000 Communication System Revenue Refunding Bonds, Series  
2022A**

- 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 fully registered Communication System Revenue Refunding Bonds, Series 2022A in the aggregate principal amount of approximately \$3,215,000 (the "Bonds"), to provide for a current refunding of the City's outstanding Communications System Revenue Refunding Bonds, Series 2014A for an interest cost savings and General Obligation Equipment Certificates, Series 2017A to extend maturities to better match the resources available for their payment; and
- B. WHEREAS, the City has retained Ehlers & Associates, Inc., in Roseville, Minnesota ("Ehlers"), as its independent municipal advisor for the Bonds and is therefore authorized to solicit proposals for the sale of the Bonds in accordance with the terms set forth in the pre-sale report; and

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

1. Authorizations. The City Council hereby authorizes Ehlers to structure the terms of the Bonds, provided that the final maturity shall be no later than December 1, 2034. The City Council authorizes the mayor (or City Council member designated by the mayor) and City Administrator (the "Pricing Committee") to review proposals, select the purchaser and take any other appropriate action with respect to the Bonds. Ehlers is further authorized to negotiate the sale of the Bonds with the selected purchaser.
2. Parameters. The Pricing Committee is authorized to execute a bond purchase agreement with the selected purchaser for the sale of the Bonds (the "Bond Purchase Agreement"), provided that, based on information provided by Ehlers, the true interest cost of the Bonds will produce at least a 3% Net PV Benefit; the stated principal amount of the Bonds does not exceed \$3,255,000; and the underwriter's discount on the Bonds does not exceed 2% of the par amount thereof.
3. Meeting; Ratify Acceptance of Bond Purchase Agreement; Award Bond Sale. The City Council shall meet at 7:00 p.m. on February 8, 2022 or another date set by City staff, to ratify the acceptance of the Bond Purchase Agreement, to award the sale of the Bonds and to take any other appropriate action with respect to the Bonds.
4. Official Statement. In connection with said sale, the officers or employees of the City are hereby authorized to cooperate with Ehlers and the preparer of the official statement for the Bonds and to execute and deliver the official statement on behalf of the City upon its completion.

The motion for the adoption of the foregoing resolution was duly seconded by Council Member Stokka and, after full discussion thereof and upon a vote being taken thereon, the following Council Members voted in favor thereof: Council members Stokka, Goedke, Stuvland, Bauer and Bergman.

The following Council Members were absent: Council member Field and the following voted against the same: none. Whereupon said resolution was declared duly passed and adopted.

Dated this 8<sup>th</sup> day of November, 2021.

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Jason Rick, Mayor

Attest:

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Brenda Andrews  
City Administrator

Mayor Rick stated the next item on the agenda was the 2<sup>nd</sup> reading of Ordinance 2021-05, an Ordinance to amend the Official Zoning map.

City Administrator Brenda Andrews stated that this is the 2<sup>nd</sup> reading of Ordinance 2021-05, an Ordinance to amend the Official Zoning Map.

**11-08-21-04** Motion by Mrs. Stokka and second by Mr. Goedtke to approve the 2<sup>nd</sup> reading of Ordinance 2021-05, an Ordinance to Amend the Official Zoning map of the city. Motion carried.

**CITY OF BARNESVILLE  
ORDINANCE NO. 2021-05  
AN ORDINANCE TO AMEND THE OFFICIAL ZONING MAP OF THE CITY OF  
BARNESVILLE**

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

SECTION 1. The Official Zoning Map of the City of Barnesville is amended to change Parcel 50.250.0290 (1<sup>st</sup> RY ADD, Lot 003, Block 006, SubdivisionCd 50250), located at 403 Front Street North, City of Barnesville, from C-2 Commercial District to R-2 Urban Residential District.

SECTION 2. EFFECTIVE DATE. This ordinance shall take effect upon publication in accordance with the Barnesville City Charter.

PASSED by the City Council of Barnesville, Minnesota the 8<sup>th</sup> day of November, 2021.

APPROVED:

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Jason Rick, Mayor

ATTEST:

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Jeri Reep, City Clerk

First Reading: October 11, 2021  
Second Reading: November 8, 2021  
Adopted: November 8, 2021  
Published: November 15, 2021

Mayor Rick stated the next item on the agenda was the Summary Ordinance 2021-05.

**11-08-21-05** Motion by Mrs. Stokka and second by Mr. Goedtke to approve the Summary Ordinance 2021-05. Motion carried.

#### TITLE AND SUMMARY OF ORDINANCE NO. 2021- 05

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.

**2. Summary of Ordinance:**

SECTION 1. The Official Zoning Map of the City of Barnesville is amended to change Parcel 50.250.0290 (1<sup>st</sup> RY ADD, Lot 003, Block 006, Subdivision Cd 50250), located at 403 Front Street North, City of Barnesville, from C-2 Commercial District to R-2 Urban Residential District.

**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 8<sup>th</sup> day of November, 2021.

APPROVED:

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Jason Rick, Mayor

ATTEST:

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Jeri Reep, City Clerk

Mayor Rick stated the next item on the agenda was the approval of a Variance for Trace Hooker at 307 2<sup>nd</sup> Street NW.

EDA Director Karen Lauer stated that Trace Hooker has requested a Variance to reduce the required rear yard setback by 18 inches for a new home to be constructed on their property after the existing home is demolished in 2022. The 18” variance being proposed meets the three-factor variance test for reasonableness, uniqueness and essential character. The Planning Commission recommends approval of this variance, with the conditions set forth in the variance.

**11-08-21-06** Motion by Mrs. Stuvland and second by Mr. Bauer to approve the Variance request for Tract Hooker at 307 2<sup>nd</sup> Street NW, with the conditions set forth in the variance. Motion carried.

Mayor Rick stated the next item on the agenda was the petition for improvements at 310 4<sup>th</sup> Street NE.

Public Works Supt. Charlie Revering informed council members that the problem for Marcy Koski stated this spring, at 310 4<sup>th</sup> Street NE for the replacement of water service, curb and sidewalk replacement. The cost for the replacement is \$6,680.00. Marcy Koski has asked for a petition for improvements for this property.

**11-08-21-07** Motion by Mr. Goedkte and second by Mrs. Stokka to approve the petition for improvements at 310 4<sup>th</sup> Street NE. Motion carried.

Mayor Rick stated the next item on the agenda was the Salvage Yard clean-up.

Mayor Rick stated that Ottertail Railroad hired a third party to clean up the area at the south end of town near the train tracks used to abandon junk. The third party removed materials and abandoned machinery, but did not finish the project. There still is a shed, debris, trees, tall grasses, and weeds that are unsightly when entering or exiting the city. The EDA has identified the project as vital to the community and is partnering with this green space project. The EDA will be allocating some funds towards the green space project. Mayor Rick stated that this is for information only, and no action is needed.

Mayor Rick stated the next item on the agenda was the public hearing for the Assessment hearing for Improvement No. 2021-01, for the Commercial Condo Phase II.

**11-08-21-08** Motion by Mr. Goedtke and second by Mrs. Bergman to open the public hearing for the assessment hearing for Improvement No. 2021-01, for the Commercial Condo Phase II at 7:32 p.m. Motion carried.

Mr. Dan Hanson stated that this project is for the installation of utilities, paving and grading to support the new Del Acres Gilbertson 3<sup>rd</sup> Addition. The properties receiving a direct benefit to be assessed are: the Commercial Condo Phase II-abutting platted properties, stormwater pond-contributing watershed area, and 4<sup>th</sup> Ave-parcels perpendicular to roadway on north and south side. On June 8,2021 four sealed bids were received, with the award going to Key Contracting in the amount of \$349,380.75. The term is 15 years, with a 3% interest rate. Mayor Rick asked if there were any questions. There were no questions.

**11-08-21-09** Motion by Mr. Bauer and second by Mrs. Bergman to close the public hearing at 7:43 p.m. Motion carried.

Mayor Rick stated the next item on the agenda was the resolution adopting assessments for the Improvement No. 2021-01.

**11-08-21-10** Motion by Mrs. Stokka and second by Mr. Goedtke to approve the resolution adopting assessments for the Improvement No. 2021-01. Upon a roll call vote, the following voted aye: Council members Stokka, Goedtke, Stuvland, Bauer, and Bergman. The following were absent: Council member Field. Motion carried.

**CITY OF BARNESVILLE  
COUNTY OF CLAY  
STATE OF MINNESOTA  
RESOLUTION NO. 11-08-21-10  
RESOLUTION ADOPTING ASSESSMENT  
IMPROVEMENT NO. 2021-01**

**WHEREAS**, pursuant to proper notice duly given as required by law, the council has met and heard and passed upon all objections to the proposed assessment for Improvement No. 2021-01, the improvement of the Commercial Park Fifth Addition by the construction of utilities, paving and grading to support the proposed development along with the construction of a stormwater pond to be located on Lot 1, Block 2 of Barnesville Commercial Park 2<sup>nd</sup> Addition,

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

1. Such proposed assessment, a copy of which is attached hereto and made a part hereof, is hereby accepted and shall constitute the special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefited by the proposed improvement in the amount of the assessment levied against it.
2. Such assessment shall be payable in equal annual installments extending over a period of 15 years, the first of the installments to be payable in conjunction with the parcel's property tax payment schedule beginning the following year and shall bear interest at the rate of 3.00 percent per annum from the date of certification to the county.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the county auditor, pay the whole of the assessment on such property with no interest having accrued. An owner may at any time thereafter, pay to Clay County the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the succeeding year.
4. The clerk shall forthwith transmit a certified duplicate of this assessment to the county auditor to be extended on the property tax lists of the county. Such assessments shall be collected and paid over in the same manner as other municipal taxes.

Adopted by the council this 8th day of November 2021.

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Jason Rick, Mayor

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Jeri Reep, City Clerk

Mayor Rick stated the next item on the agenda was the discussion of laptop computers for the City Council members.

City Administrator Brenda Andrews provided council members with a quote from DigiCom Technologies for laptop computers for council members. Ms. Andrews stated that the laptop computers are available now, and funds are available.

**11-08-21-11** Motion by Mr. Bauer and second by Mr. Goedtke to approve the purchase of laptop computers for the Mayor and City Council members, and to replace the laptops as needed. Motion carried.

Mayor Rick stated the next item on the agenda was the TEC budget amendment.

TEC Manager Guy Swenson stated that due to supply chain issues, the two Ford pickups ordered in May 2021 will not arrive in 2021. Due to the delays for the pickup delivery, staff is requesting budget amendments for the telephone, broadband and electric funds.

**11-08-21-12** Motion by Mrs. Stuvland and second by Mr. Bauer to approve the telephone, broadband, and electric budget amendments as presented. Motion carried.

Mayor Rick stated the next item on the agenda was the election results resolution.

**11-08-21-13** Motion by Mrs. Bergman and second by Mrs. Stuvland to approve the 2021 election results resolution. Upon a roll call vote, the following voted aye: Council members Stokka, Goedtke, Stuvland, Bauer, and Bergman. The following were absent: Council member Field. Motion carried.

RESOLUTION No. 11-08-21-13  
City of Barnesville  
County of Clay  
State of Minnesota

**WHEREAS:** a City/School Election was held on Tuesday, November 2, 2021 to vote for a mayor for a two-year term and a Council Member for Wards 1, 2, and 3 for a four-year term. The official returns of the judges of election were presented:

**WHEREAS:** said returns were duly examined, approved and placed on file in the Office of the City Clerk.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Barnesville that it is hereby found, determined and declared that the General Election held in and for the City of Barnesville on Tuesday, November 2, 2021 was in all respects duly held and the returns thereof have been duly canvassed, the votes cast at said election were:

**Mayor-two-year term**

<b>MAYOR</b>	<b>WARD 1</b>	<b>WARD 2</b>	<b>WARD 3</b>	<b>TOTAL</b>
Jason Rick	106	43	59	208
Write-in	4	7	7	18

**WARD 1**

**For the office of City Council-four-year term**

Scott Bauer	106	106
Write-in	3	3

**WARD 2**

**For the office of City Council-four-year term**

Donald Goedtke	52	52
Write-in	1	1

**WARD 3**

**For the office of City Council-four-year term:**

Tonya J. Stokka	57	57
Write-in	5	5

**School District 146**

**School Board Members**

<b><u>Name</u></b>	<b><u>WARD 1</u></b>	<b><u>WARD 2</u></b>	<b><u>WARD 3</u></b>	<b><u>TOTAL</u></b>
Marla Field	95	40	57	192
Andrew Maier	84	42	45	171
Crystal Henderson	66	28	42	136
Janelle Afrasiab	54	18	33	105
Jacob Thompson	70	44	28	142
Write-in	4	4	10	18

**Passed and adopted** by the Council of the City of Barnesville, Clay County, State of Minnesota this 8th day of November, 2021

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Jason Rick, Mayor

Attest:

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Jeri Reep, City Clerk

Mayor Rick adjourned the meeting at 7:55 p.m.

Submitted by:

Attest:

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Jeri Reep  
City Clerk

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Jason Rick  
Mayor