

Barnesville City Council

Regular Meeting

November 14, 2022

Mayor Rick called this regular meeting to order at 7:00 p.m. Member's present were Council members Tonya Stokka, Don Goedke, Scott Bauer, Alyssa Bergman and Brad Field. Absent was Council member Dawn Stuvland. Others in attendance were Interim City Administrator John Chattin, City Attorney Charles Ramstad with Ramstad, Skoyles & Winters, City Clerk Jeri Reep, EDA Director Karen Lauer, Finance Director Laurie Schell, TEC Manager Guy Swenson, Ambulance Manger Scott Nelson, Public Works Supt. Charlie Revering, Police Chief Joel Voxland, Jim Nelson with Lake Agassiz Habitat for Humanity, and Michael Stein with the Record Review.

Mayor Rick asked if there were any additions or corrections to the agenda. Interim City Administrator John Chattin stated that the only addition to the agenda was to add the discussion of setting a special council meeting to select finalist for the City Administrator position.

11-14-22-01 Motion by Mrs. Stokka and second by Mr. Goedkte to approve the agenda, with the addition of the discussion of setting a special council meeting to select finalists for the City Administrator position. Motion carried.

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

11-14-22-02 Motion by Mrs. Bergman and second by Mrs. Stokka 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 October 10, 2022.
2. Approval of the minutes of the special meeting held on October 14, 2022.
3. Approval of the minutes of the special meeting held on October 21, 2022.
4. Approval of department head reports.
5. Approval of check numbers 90715 -92901 and EFT payments for a total of \$697,000.11.
6. Approval of payment request from T.F. Powers in the amount of \$62,254.95.
7. Approval of the Amendment to the 2022 Internet budget.
8. Approval of the Amendment to the 2022 Water budget.
9. Approval of the transfer from the Telephone fund to the Cable TV fund.
10. Approval of the Humboldt Township Maintenance Agreement.

Mayor Rick stated the next item on the agenda was the boards and commissions 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/Council members announcements.

Mayor Rick stated that he attended the elected official meeting this past month.

Mayor Rick stated the next item on the agenda was the Lake Agassiz Habitat for Humanity.

Executive Director Jim Nelson with the Lake Agassiz Habitat for Humanity next discussed with council members their program. Mr. Nelson informed council members that Lake Agassiz Habitat for Humanity plans to build additional 2 homes in Barnesville the next few years. The first home will start construction in the spring, 2023 on the NW part of town. The house built will be for Julia Olgerison and her family. Lake Agassiz Habitat was founded in June 1991. Lake Agassiz Habitat is asking for a financial assistance in the amount of \$5,000 from the City of Barnesville. Council members had no questions for Mr. Nelson.

Mayor Rick stated the next item on the agenda was the 2nd reading of Ordinance 2022-07, an ordinance regarding water service rates.

Interim City Administrator John Chattin stated that no changes have been made to this Ordinance since the 1st reading.

11-14-22-03 Motion by Mrs. Bergman and second by Mr. Bauer to approve the 2nd reading of Ordinance 2022-07. Motion carried.

CITY OF BARNESVILLE

ORDINANCE NO. 2022-07

AN ORDINANCE AMENDING CHAPTER 8-01, SEC. 2-107 OF THE MUNICIPAL CODE REGARDING THE WATER SERVICES RATES

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

CHAPTER 8-01, SECTION 2-107 is amended to read as follows:

Base Rate Charge: For each commercial/industrial connection, there shall be a base rate charge based on the size of the water meter as follows:

- I. 5/8-inch meter connection - \$ 17.75 month
- II. 1-inch meter connection - \$ 28.30 month
- III. 1.5- inch meter connection - \$ 41.41 month
- IV. 2 – inch meter connection - \$ 56.61 month
- V. 3- inch meter connection - \$ 70.76 month
- VI. 4-inch meter connection - \$84.91 month
- VII. Other sizes not listed shall be established by vote of the City Council.

PASSED AND ADOPTED by the Barnesville City Council this 14th day of November, 2022.

APPROVED:

Jason Rick, Mayor

ATTEST:

Jeri Reep, City Clerk

First Reading: October 10, 2022

Second Reading: November 14, 2022

Adopted: November 14, 2022

Publication: November 21, 2022

Mayor Rick stated the next item on the agenda was the Summary Ordinance for Ordinance 2022-07.

11-14-22-04 Motion by Mrs. Stokka and second by Mr. Bauer to approve the Summary Ordinance 2022-07. Motion carried.

TITLE AND SUMMARY OF ORDINANCE NO. 2022-07

The following Ordinance is hereby published by title and summary:

1. Title of Ordinance:

An Ordinance to Amend Chapter 8-01, Sec. 2-107 of the Municipal Code Regarding Water Service Rates.

2. Summary of Ordinance:

This ordinance sets the base rate charge for water meters.

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 14th day of November, 2022.

APPROVED:

Jason Rick, Mayor

ATTEST:

Jeri Reep, City Clerk

First Reading: October 10, 2022

Second Reading: November 14, 2022

Adopted: November 14, 2022

Published: November 21, 2022

Mayor Rick stated the next item on the agenda was the Resolution authorizing a property tax abatement program.

EDA Director Karen Lauer informed council members that this Resolution is for a two-year property tax abatement. Mrs. Lauer stated that this resolution extends the property tax abatement to December 31, 2024.

11-14-22-05 Motion by Mr. Goedkte and second by Mr. Bauer to approve the Resolution authorizing a property tax abatement program until December 31, 2024. Upon a roll call vote, the following voted aye: Council members Stokka, Goedkte, Bauer, Bergman and Field. The following were absent: Council member Stuvland. Motion carried.

**CITY OF BARNESVILLE
CLAY COUNTY, MINNESOTA
RESOLUTION AUTHORIZING A PROPERTY TAX ABATEMENT PROGRAM
RESOLUTION 11-14-22-05**

Whereas, Minnesota law (469.1813-469.1816) authorizes political subdivisions to grant property tax abatements for economic development purposes including:

- General economic development, such as increasing the property tax base or the number of jobs in the area;
- Providing access to services for residents such as housing; and

Whereas, the City of Barnesville received a request from the Clay County to join with the County and participate in a *“Two-year Residential Property Tax Abatement Program”* (hereinafter referred to as the *“Program”*); and

Whereas, it is the desire of the City of Barnesville to participate in the *“Program”* by abating its property taxes as allowed by Minnesota law; and

Whereas, as a condition precedent for a city to receive an abatement of Clay County residential property taxes, the participating City must approve its Authorizing Resolution no later than December 31, 2022.

Now, Therefore Be It Resolved, by the Barnesville City Council that The City of Barnesville does herein approve participation in the *“Program”* for new home construction for the period commencing January 1, 2023 and expiring December 31, 2024.

Be It Further Resolved, by the Barnesville City Council that the approved *“Program”* be fully compliant with Minnesota law 469.1813-469.1816 and subject to the following:

- A residential structure will qualify for the abatement if it is classified as 1a, 1b, 2a, 4a, 4b, 4bb, or 4d under Minnesota Statutes 273.13.
- The assessed value attributable to land and new residential structures shall be abated from property taxes, for two taxes payable years, corresponding to the first two years of full value assessment after construction has been completed, provided that no part of the structure was in existence prior to January 1, 2023 and construction of the structure is commenced prior to December 31, 2024. Construction is deemed to have been commenced if a proper building permit has been issued.
- For property classified as class 1a, 1b, 2a, 4b or 4bb the abatement is limited to the assessed value of the land and the new construction. For a property classified as class 4a or 4d, the abatement is limited to the assessed value of the new construction.
- The abatement shall not apply to any special assessments that are levied against the property.

PASSED, by the City Council of the City of Barnesville this 14th day of November, 2022.

Jason Rick
Mayor

Attest:

John Chattin
Interim City Administrator

- 1a Residential Homestead
- 1b Blind/Disabled Homestead
- 2a Homestead House, Garage and First Acres – Ag
- 4a Apartment 4+units
- 4b Residential non-homestead 1-3 units
 - Unclassified Manufactured Home
 - Ag non-homestead 2-3 units
- 4bb Residential non-homestead single unit
 - Ag non-homestead single unit

4d Qualifying low-income rental housing

Mayor Rick stated the next item on the agenda was the Resolution to canvas the election results.

11-14-22-06 Motion by Mrs. Stokka and second by Mrs. Bergman to approve the Resolution canvassing the November 8, 2022 election results. Upon a roll call vote, the following voted aye: Council members Stokka, Goedkte, Bauer, Bergman and Field. The following were absent: Council member Stuvland. Motion carried.

RESOLUTION No. 11-14-22-06
City of Barnesville
County of Clay
State of Minnesota

WHEREAS: an Amendment to the City Charter of the City of Barnesville held a Special Election on Tuesday, November 8, 2022 to vote for the following City Question 1.

Shall the Barnesville City Charter be amended to hold biennial City elections in November in each even-numbered year, instead of odd-numbered year, to coincide with Minnesota-wide elections: _____ Yes _____ No

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 Special Election held in and for the City of Barnesville on Tuesday, November 8, 2022 was in all respects duly held and the returns thereof have been duly canvassed, the votes cast at said election were:

	<u>WARD 1</u>	<u>WARD 2</u>	<u>WARD 3</u>	<u>TOTAL</u>
Yes	322	235	270	827
No	23	35	12	70

Passed and adopted by the Council of the City of Barnesville, Clay County, State of Minnesota this 14th day of November, 2022

Jason Rick, Mayor

Attest:

Jeri Reep, City Clerk

Mayor Rick stated the next item on the agenda was the work from home policy.

Interim City Administrator John Chatting provided council members a Working-from-Home policy. Mr. Chattin stated that working from home is hard to work with a small staff, does not work well with our staff. Council member Stokka stated that she would like to see a case-by-case basis. Interim City Administrator John Chattin provided the following for the working from home policy: The City does not schedule regular or ongoing work-from-home hours. The current inclement weather policy allows for working from home when travel is, or expected to become, hazardous. Additionally, if medical issues make it difficult to work in the office environment, the City Administrator may allow working from home during a convalescent period.

11-14-22-07 Motion by Mrs. Stokka and second by Mr. Field to approve the Working-from-Home Policy as presented. Motion carried.

Mayor Rick stated the next item on the agenda was the medallion bricks/pavers discussion.

Interim City Administrator John Chattin informed council members that part of the Highway 9/ Front Street reconstruction project are new sidewalks from Main Ave to 2nd Ave. North. The majority of bricks are crumbling and cannot be reused. The cost of ordering new bricks with the inscriptions is excessive. The EDA, Main Street and Personnel & Finance Committee have reviewed, and recommend that stamped concrete be used instead of replacing medallions and bricks. A change order will be necessary to address this change after bids are received by the MnDOT.

11-14-22-08 Motion by Mr. Bauer and second by Mrs. Bergman to approve that stamped concrete be used instead of replacing the medallions and bricks for the Highway 9/Front Street project in 2023. Motion carried.

Mayor Rick stated the next item on the agenda was to set a meeting date to select the finalists for the City Administrator position. There are two meetings already scheduled for Monday, December 5, 2022, the Police, Fire and Ambulance meeting at 5:00 p.m. and the Planning and Zoning meeting at 6:30 p.m. The Planning Commission has requested that their meeting time be changed to 6:00 p.m. The City Council could hold a special meeting at 7:30 p.m. to select finalists.

11-14-22-09 Motion by Mrs. Stokka and second by Mr. Goedtke to approve holding a special City Council meeting on Monday, December 5, 2022 at 7:30 p.m. to select finalists for the City Administrator position. Motion carried.

Mayor Rick stated the next item on the agenda was the Moore Engineering engineer change and project updates.

Mr. Kent Ritterman and Mr. Andrew Aakre with Moore Engineering next approached the council. Mr. Aakre will be the city's new contact from Moore Engineering. Mr. Aakre next discussed the Highway 9 project. The bid opening for the Highway 9 project is set for Friday, November 18th.

Mayor Rick stated the next item on the agenda was the sanitary sewer study.

Public Works Supt. Charlie Revering discussed the sanitary sewer lines in the city. One of the options for the sanitary sewer is to add 1 block to connect manholes #20 to manhole #54. Another option would be to replace the sanitary sewer from manhole #20 approximately 3 blocks west to manhole #50. This option was presented to avoid tying in PVC pipe to older clay sanitary. City Engineer Andrew Aakre stated that the city could get a price from the lowest bidder for the Front Street project, get an estimate for the three blocks.

Mayor Rick stated the next item on the agenda was the MN Board of Peace Officer standards and training review.

Interim City Administrator John Chattin stated that this is a letter notifying the City that the POST Board Standards Coordinator conducted a review at the Police Dept. and the department passed the review.

Mayor Rick stated the next item on the agenda was the 2023 Giving Hearts Day project.

EDA Director Karen Lauer informed council members that the 2023 Giving Hearts Day project will be the former Barnesville American Legion building as the fundraiser project. Giving Hearts Day will be celebrated on Thursday, February 9th.

Mayor Rick adjourned the meeting at 7:50 p.m.

Submitted by:

Jeri Reep
City Clerk

Attest:

Jason Rick
Mayor