

Barnesville City Council

Regular Meeting

September 11, 2023

Mayor Rick called this regular meeting to order at 7:00 p.m. Member's present were Council members Tonya Stokka, Don Goedke, Dawn Stuvland, Scott Bauer, Alyssa Bergman and Brad Field. Others in attendance were City Administrator Jeremy Cossette, City Attorney Charles Ramstad, City Clerk Jeri Reep, EDA Director Karen Lauer, Public Works Director Charlie Revering, Finance Director Laurie Schell, Police Chief Joel Voxland, TEC Manager Guy Swenson, Ambulance Manger Scott Nelson, Liquor Store Manager Randi Trowbridge, Kristi Hastings with Pemberton, Sorlie, Ruger & Kershner, Justin Sorum with Clay County, and Michael Stein with the Record Review.

Mayor Rick asked if there were any additions or corrections to the agenda. City Administrator Jeremy Cossette stated that the riser step at the Food Pantry has been removed from the Change Order 8-30, in the amount of \$385.00, and to add discussion of the priority session meeting at the October 9th regular meeting.

09-11-23-01 Motion by Mrs. Stokka and second by Mrs. Stuvland to approve the agenda as presented, with the revised change to Change Order 8-30, and adding discussion of a priority session meeting at the October 9, 2023, meeting. Motion carried.

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

09-11-23-02 Motion by Mrs. Stokka and second by Mrs. Stuvland to approve the consent agenda, Motion carried. The following items were on the consent addition:

1. Approval of the minutes of the regular meeting held on August 14, 2023
2. Approval of the department head reports.
3. Approval of check numbers 93846 – 94107 and EFT payments for a total of \$624,598.68.
4. Approval of the portfolio meeting pay rates.
5. Approval of the THC Edible sales at the Barnesville Liquor Store
6. Approval of the Adopt-a-Hydrant Program
7. Approval of Change Order 8-30, with the elimination of the riser step at the Food Pantry in the amount of \$385.00.
8. Approval of travel for Elation Training-October 3-4, 2023, Finance Director Laurie Schell, Billing Clerk Shana Cihak, and Customer Service Representative Holly Aberle.
9. Approval of the 2023-2024 Energy Assistance Vendor Agreement.

10. Approval to hire David Werth as Seasonal Part-time Clubhouse Attendant

11. Approval of the Agreement of Special Assessment and Waiver of irregularity and Appeal-
Conner John, 311 5th Street NE.

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. City Administrator Jeremy Cossette reported that the plumbing permit was received on August 29th, 2023, for the Barnesville Event Center.

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 Members announcements.

Mayor Rick stated that on September 15th, volunteers will be working at the Habitat home being built if any council members want to help.

Mayor Rick welcomed Telephone Technician Dillan Budd to the City staff.

Mayor Rick thanked EDA Director Karen Lauer, Main Street Director Bailey Thompson, Public Works Supt. Charlie Revering, and City Administrator Jeremy Cossette for the information for the MN Senate Tour that was held in Barnesville.

Mayor Rick stated the next item on the agenda was the discussion of the 4 way stop on 2nd Ave SE and Front Street.

Mr. Justin Sorum with Clay County discussed with council members the 4 way stop on 2nd Ave SE and Front Street. Mr. Sorenson stated that at the May 2020 council meeting, staff attended the City Council meeting and discussed moving the stop signs. MN DOT and Clay County have agreed to remove the stop signs after the construction of the Hwy 9 project was complete. The stop signs will be taken down on September 20, 2023.

Council member Don Goedke stated that he did not see the purpose of removing the stop signs at this location.

There were no other comments or questions.

Mayor Rick stated the next item on the agenda was the resolution adopting the Preliminary 2024 levy.

City Administrator Jeremy Cossette discussed the 2024 preliminary levy and budget with council members. The preliminary levy is \$1,249,150 with an after-tax capacity of 15.02%. The preliminary levy can be decreased, but it cannot be increased.

09-11-23-03 Motion by Mr. Field and second by Mr. Bauer to approve the 2024 preliminary 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.

2024 PRELIMINARY LEVY RESOLUTION

RESOLUTION NO. 09-11-23-03

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 2024, for the following purposes to-wit:

	FINAL	Preliminary
	2023	2024
General Fund - General	416,000	435,000
General Fund - Buildings & Grounds	-	90,000
General Fund - Police	90,000	90,000
General Fund - Parks	280,000	269,150
General Fund - Streets	95,000	120,000
General Fund - Ambulance	150,000	190,000
Total Levy for Operations	1,031,000	1,194,150
2020A Del/Gilbertson (Fund 319)	25,000	25,000
2011/2012 Front St. (Fund 316)	30,000	30,000
Total Levy for Debt	55,000	55,000
TOTAL LEVY	1,086,000	1,249,150
Before Tax Capacity	109.99%	115.02%
After Tax Capacity	9.99%	15.02%

Adopted this 11th day of September, 2023

Approved this 11th day of September, 2023

Jason Rick
Mayor

FINAL NUMBER FOR
BUDGET

RESOLUTION

12,224,045

ATTEST:

Jeremy Cossette
City Administrator

Mayor Rick stated the next item on the agenda was the resolution adopting the Preliminary 2024 Budget.

09-11-23-04 Motion by Mrs. Stuvland and second by Mrs. Bergman to approve the 2024 preliminary 2024 Budget. 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. 09-11-23-04
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 the 2024 Preliminary Budget be adopted.

I. 2024 Preliminary Budget \$ 12,224,045

Adopted this 11th day of September 2023

Approved this 11th date of September 2023.

Jason Rick
Mayor

Attest: _____
Jeremy Cossette
City Administrator

Mayor Rick stated the next item on the agenda was the approval of the CUP for the Barnesville VFW Post 4628.

City Administrator Jeremy Cossette informed council members that the VFW Post 4628 is requesting a CUP to install an electronic sign board to the parking lot at 202 Front Street. This lot is owned by Ronald Salber and has agreed to this LED sign within his property. This sign will replace the moveable sign currently at this location. City Administrator Cossette stated that a public hearing was held, and the Planning and Zoning recommend approval of the CUP with the conditions set forth in the CUP.

09-11-23-05 Motion by Mrs. Bergman and second by Mrs. Stokka to approve the CUP at 202 Front Street, Lot 13 and 14, Block 34, Barnesville Original Townsite. Motion carried.

Mayor Rick stated the next item on the agenda was the approval of the easement at 105 Front Street North.

City Administrator Jeremy Cossette informed council members that Terry Schritz is asking for a permanent access easement to his office building at 105 Front Street North. The building does not have adequate ADA accessibility. Staff recommends approval of this permanent access easement.

09-11-23-06 Motion by Mrs. Stuvland and second by Mrs. Stokka to approve the permanent access easement at 105 Front Street North, Great Northern Addition, Blk 3, Lots 1 and 2. Motion carried.

Mayor Rick stated the next item on the agenda was the resolution and assessment hearing for Front Street/Hwy 9 project.

City Administrator Jeremy Cossette stated that this resolution is declaring the cost to be assessed and ordering preparation of proposed assessment for the Hwy 9/Front Street reconstruction project.

09-11-23-07 Motion by Mrs. Stokka and second by Mrs. Stuvland to approve the resolution declaring the cost to be assessed and ordering preparation of proposed assessment for the Hwy 9/ Front Street reconstruction. 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 DECLARING COST TO BE ASSESSED AND ORDERING
PREPARTION OF PROPOSED ASSESSMENT FOR THE HWY 9/FRONT STREET
RECONSTRUCTION PROJECT**

RESOLUTION NO. 09-11-23-07

WHEREAS, a contract has been let for the State of Minnesota: Department of Transportation Contract No. 1051249A01 (Hwy 9/Front Street Reconstruction Project”) the reconstruction costs are estimated to be \$7,598,086.60

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

1. The estimated portion of the cost of such improvement to be paid by the City is hereby declared to be \$1,655,612.09 and the estimated portion of the cost to be assessed against benefited property owners is declared to be \$566,000.00.
2. Assessments shall be payable in equal annual installments extending over a period of 20 years, the first of the installments to be payable on or before the first Monday in January

2024, and shall bear interest at the rate of 5.27 percent per annum from the date of the adoption of the assessment resolution.

3. 3. The City Administrator, with the assistance of the City 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. 4. The City Administrator shall upon the completion of such proposed assessment, notify the council thereof.

ADOPTED.

Dated: September 11, 2023

APPROVED:

Jason Rick
Mayor

ATTEST:

Jeri Reep
City Clerk

Mayor Rick stated the next item on the agenda was the 1st reading of Ordinance 2023-09, and ordinance amending the City Code.

City Administrator Jeremy Cossette stated that the Planning Commission had discussion on recommending an ordinance change that would remove the requirement of a CUP for commercial fences within the C-3 zone. There would still need approval from the Development Control Board as stated in the Declaration of Commercial Standards and Protective Covenants for the Commercial Park.

09-11-23-08 Motion by Mr. Bauer and second by Mrs. Bergman to approve the 1st reading of Ordinance 2023-09. Motion carried.

ORDINANCE NUMBER 2023-09

CITY OF BARNESVILLE, MINNESOTA

AN ORDINANCE AMENDING THE BARNESVILLE CITY CODE

The Council of the City of Barnesville, Minnesota does ordain:

Title VII, Chapter 7-08, Section 7-0801, Subd. 6. C. of the Barnesville City Code is hereby amended to read as follows:

C. Except in the C-3 Zone, all commercial and industrial fences shall require a Conditional Use Permit.

This ordinance is adopted by affirmative vote of _____ of the six (6) Ward Representatives of the City Council, constituting a majority of the Ward Representatives.

Approved by Mayor this 9th day of October, 2023.

Jason Rick, Mayor

ATTEST:

Jeri Reep, City Clerk

First Reading :_September 11, 2023

Second Reading: October 9, 2023

This ordinance is effective thirty (30) days after publication.

Published once in the official newspaper of the City of Barnesville on October 16, 2023

Mayor Rick stated the next item on the agenda was the update for the Barnesville Event Center.

City Administrator Jeremy Cossette stated that we have received all the required permits.

Mayor Rick stated the next item on the agenda was the priority session meeting. Mayor Rick stated that this will be held on Monday, October 9th, at 6:30 p.m. Mayor Rick asked council members to each bring two long term, and two short term goals to this meeting.

Mayor Rick next called on Ms. Kristi Hastings with Pemberton, Sorlie, Ruger & Kershner. Ms.Hastings stated due to attorney client privildge to discuss pending or threatened litigation, the meeting would need to be a closed session.

09-11-23-09 Motion by Mrs. Bergman and second by Mrs. Stuvland to close the meeting at 7:32 p.m. Motion carried.

09-11-23-10 Motion by Mrs. Stokka and second by Mr. Goedtke to adjourn the meeting at 7:45 p.m. Motion carried.

Submitted by:

Attest:

Jeri Reep
City Clerk

Jason Rick
Mayor

