

Barnesville City Council

Regular Meeting

December 11, 2023

Mayor Rick called this regular meeting to order at 7:00 p.m. Member's present were Council members Tonya Stokka, Alyssa Bergman, Don Goedtke, and Brad Field. Absent were Council members Dawn Stuvland and Scott Bauer. 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, and Ley Bouchard with the Record Review.

Mayor Rick asked if there were any additions or corrections to the agenda. City Administrator Jeremy Cossette stated that the only addition was to add the Moore Engineering adjustment to the consent agenda. Mayor Rick stated he would like to move the approval of the Blue Eagle settling pond improvements on the consent agenda to the council business portion of the agenda.

12-11-23-01 Motion by Mrs. Stokka and second by Mrs. Bergman to approve the agenda as presented, with the addition of adding the Moore Engineering adjustment to the consent agenda and move the approval of the Blue Eagle settling pond improvements from the consent agenda to the council business portion of the agenda. Motion carried.

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

12-11-23-02 Motion by Mrs. Stokka and second by Mr. Goedtke to approve the consent agenda. Motion carried. The following items were on the consent agenda:

1. Approval of the minutes of the regular meeting held on November 13, 2023.
2. Approval of the department head reports.
3. Approval of check numbers 94054 – 94446 and EFT payments for a total of \$627,905.00.
4. Approval of the 2024 cigarette licenses
5. Approval of the 2024 liquor licenses
6. Approval of the 4th quarter transfers.
7. Approval of the 2024 annual cogeneration and small power production tariff filing
8. Approval of the Calix Essential Support renewal
9. Approval to hire Averil Whiteford as Ambulance Manger
10. Approval of River City Data contract

11. Approval of the 2023 public safety aid budget allocation
12. Approval of the on-call pay for the Public Works employees.
13. Approval of the Recycling Center Attendant unused vacation payout
14. Approval of travel for City Administrator Jeremy Cossette to attend the Ehlers MN Finance Seminar-February 1-2, 2024.
15. Approval of the Earned Sick and Safe time policy.
16. Approval of the employee benefits policy change-Article 4, Sec. 3-Separation
17. Approval of the Barnesville Event Center rental rates
18. Approval of the CliftonLarsonAllen agreement for GASB 96
19. Approval of the Moore Engineering adjustment

Mayor Rick stated the next item on the agenda was the boards and commission reports.

Board 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 thanked Ambulance Manager Scott Nelson for his years of service and welcomed Water Technician Andrew Olson.

Mayor Rick stated the next item on the agenda was the truth-in-taxation hearing.

City Administrator Jeremy Cossette presented the 2024 Truth in Taxation presentation. The proposed levy increase is at 7.46%. The tax rate is 6.78% less than 2023, due to a 14.74% increase in the tax base. Any increase in property taxes would be due to an increase in the property value. City Administrator Cossette discussed the General Fund revenues, along with the expenses. The electric fund transfers are tied to kwh sales and customer counts. Mayor Rick asked council members if they had any questions for City Administrator Cossette. There were no questions.

12-11-23-03 Motion by Mr. Goedtke and second by Mrs. Stokka to approve the 2024 levy resolution. Upon a roll call vote, the following voted aye: Council members Stokka, Goedtke, Bergman and Field. The following were absent: Council members Bauer and Stuvland. Motion carried.

2024 FINAL LEVY RESOLUTION

RESOLUTION NO. 12-11-23-03

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:

	2023	2024
General Fund - General	416,000	413,000
General Fund - Buildings & Grounds	-	80,000
General Fund - Police	90,000	90,000
General Fund - Parks	280,000	275,000
General Fund - Streets	95,000	94,000
General Fund - Ambulance	150,000	160,000
Total Levy for Operations	1,031,000	1,112,000
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	1,167,000
Before Tax Capacity	112.56%	107.46%
After Tax Capacity	12.56%	7.46%

Adopted this 11th day of December, 2023

Approved this 11th day of December, 2023

Jason Rick

Mayor

FINAL NUMBER FOR
BUDGET

RESOLUTION

12,248,101

ATTEST:

Jeremy Cossette

City Administrator

Mayor Rick stated the next item on the agenda was the 2024 budget resolution.

12-11-23-04 Motion by Mrs. Stokka and second by Mrs. Bergman to approve the 2024 budget resolution. Upon a roll call vote, the following voted aye: Council members Stokka, Goedtke, Bergman and Field. The following were absent: Council members Bauer and Stuvland. Motion carried.

COUNTY OF CLAY
STATE OF MINNESOTA
RESOLUTION NO. 12-11-23-04
FINAL 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 Final Budget be adopted.

I. 2024 Final Budget \$ 12,248,101

Adopted this 11th day of December 2023

Approved this 11th day of December 2023.

Jason Rick
Mayor

Attest: _____
Jeremy Cossette
City Administrator

Mayor Rick stated the next item on the agenda was the 2024 employee wages.

12-11-23-05 Motion by Mr. Field and second by Mrs. Bergman to approve the 2024 employee wages as presented in the 2024 budget. Motion carried.

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

EDA Director Karen Lauer discussed with council members the Giving Hearts Day program. This is the 6th year of participation in the program. The Community Fund Advisory Board selected three projects for 2024. The Barnesville Area Fire Department, Barnesville Friends of the Library, and the Barnesville FFA Alumni & Supporters. The funds raised will be split equally to support these three community projects. Giving Hearts Day is Thursday, February 8, 2024. The Giving Hearts Action Team is asking for a donation of \$2,000.00.

12-11-23-06 Motion by Mrs. Bergman and second by Mrs. Stokka to approve a \$2,000.00 donation to the Giving Hearts Day. Motion carried.

Mayor Rick stated the next item on the agenda was a motion to approve year end checks and payroll checks.

12-11-23-07 Motion by Mrs. Bergman and second by Mrs. Stokka to authorize Finance Director Laurie Schell to approve the year-end checks and payroll checks. Motion carried.

Mayor Rick stated the next item on the agenda was the resolution committing fund balance for specific purpose.

12-11-23-08 Motion by Mr. Field and second by Mr. Goedtke to approve the Resolution Committing Fund Balances for Specific Purpose. Upon a roll call vote, the following voted aye: Council members Stokka, Goedtke, Bergman and Field. The following were absent: Council members Bauer and Stuvland. Motion carried.

**City of Barnesville
County of Clay**

State of Minnesota

RESOLUTION No. 12-11-23-08

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 the fund balance in the identified funds are committed as follows:

<u>Fund</u>	<u>Description - Fund</u>	<u>Purpose</u>	<u>Amount</u>
General	Buildings & Grounds – 101	Public Works Shop 2025	\$175,000
General	Streets – 101	Loader 2025	\$45,000
General	Streets – 101	Sealcoating 2025	\$50,000
General	Streets - 101	Bobcat 2027	\$6,000
General	Street – 101	Dump Truck 2024	\$20,000
General	Street – 101	F350 Truck 2024	\$39,000
General	Police – 101	Squad 2025	\$29,000
Park Board	Parks-225	Future Playground equipment	\$25,594
EDA	EDA-226	Del Gilbertson 4 th Addition	70,351
EDA	EDA – 226	WCI Loans Repayment	23,175

ADOPTED this 11th day of December 2023

Jason Rick, Mayor

Jeremy Cossette, City Administrator

Mayor Rick stated the next item on the agenda was the resolution designating election polling place for 2024.

12-11-23-09 Motion by Mrs. Bergman and second by Mr. Goedtke to approve the Resolution designating the election polling place for 2024. Upon a roll call vote, the following voted aye: Council members Stokka, Goedtke, Bergman and Field. The following were absent: Council members Bauer and Stuvland. Motion carried.

**CITY OF BARNESVILLE
COUNTY OF CLAY
STATE OF MINNESOTA**

**RESOLUTION DESIGNATING POLLING PLACE
FOR THE CITY OF BARNESVILLE
RESOLUTION NO. 12-11-23-09**

WHEREAS, Minnesota Statutes, Section 204B.16, Subd. 1, Polling Place Designation, in the 2017 Minnesota State Election Laws, requires that the City of Barnesville must annually designate its polling place for each election precinct; and

WHEREAS, the City of Barnesville has three election wards for the entire City.

NOW THEREFORE BE IT RESOLVED, that the City of Barnesville City Council does hereby designate the Barnesville Senior Citizen Center, 501 2nd Ave NE as the polling place for Wards 1, 2, 3, for 2024.

Whereupon said resolution was declared passed and adopted this 11th day of December 2023.

Jason Rick, Mayor

Jeri Reep, City Clerk

Mayor Rick stated the next item on the agenda was the 2nd reading of Ordinance 2023-10., an ordinance relating to the fee schedule for the Police Department.

12-11-23-10 Motion by Mrs. Stokka and second by Mr. Goedtke to approve the 2nd Reading of Ordinance 2023-10. Motion carried.

ORDINANCE NUMBER 2023-10

CITY OF BARNESVILLE, MINNESOTA

AN ORDINANCE AMENDING THE BARNESVILLE CITY CODE

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

Sections 1-0904 and 8-01 of the Barnesville City Code are hereby amended to incorporate the attached Barnesville Police Department Fee Schedule.

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

Approved by Mayor this 11th day of December 2023.

Jason Rick, Mayor

ATTEST:

Jeri Reep, City Clerk

First Reading: November 13, 2023

Second Reading: December 11, 2023

Adopted: December 11, 2023

Published: December 18, 2023

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

Published once in the official newspaper of the City of Barnesville on December 18, 2023

Mayor Rick stated the next item on the agenda was the discussion of the Blue Eagle Settling Pond. Mayor Rick stated that Personnel and Finance portfolio approved up to \$50,000 for the project of the maintenance after spring runoff created a sandbar on the east side of the Blue Eagle settling pond. Mayor Rick would like to see this amount increased to \$65,000.00.

12-11-23-11 Motion by Mr. Goedtke and second by Mrs. Stokka to authorize up to \$65,000.00 for the maintenance at the Blue Eagle settling pond. Motion carried.

Mayor Rick stated the next item on the agenda was the closed session for the City Administrator performance review.

12-11-23-12 Motion by Mrs. Stokka and second by Mrs. Bergman to close the regular meeting at 7:32 p.m. for the performance review of the City Administrator. Motion carried.

12-11-23-13 Motion by Mrs. Bergman and second by Mrs. Stokka to open the meeting at 7:48 p.m. Motion carried.

Mayor Rick adjourned the meeting at 7:49 p.m.

Submitted by:

Attest:

Jeri Reep

City Clerk

Jason Rick

Mayor