

Barnesville City Council

Regular Meeting

May 13, 2024

Mayor Rick called this regular meeting to order at 7:00 p.m. Member's present were Council members Tonya Stokka, Don Goedtke, Dawn Stuvland, Scott Bauer, Alyssa Bergman, and Brad Field. Others in attendance were City Administrator Jeremy Cossette, City Attorney Charles Ramstad, EDA Director Karen Lauer, Finance Director Laurie Schell, Public Works Director Charlie Revering, Miranda Wendlandt with CliftonLarsonAllen, Rebecca Peterson with West Central Initiative, Eric Newell with West Central Initiative, Tonya Heiden, Tammy Grommesh, Cenex Board Chair Greg Anderson, Josh Kadrmas, 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 accept the resignation of Police Officer Chris Olson.

05-13-24-01 Motion by Mrs. Stuvland and second by Mrs. Bergman to approve the agenda as presented, with the addition of the resignation of Police Officer Chris Olson. Motion carried.

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

05-13-24-02 Motion by Mrs. Stokka and second by Mr. Bauer to accept 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 April 8, 2024.
2. Approval of the department head reports.
3. Approval of check numbers 94887 – 95004 and EFT payments for a total of \$795,682.75
4. Approval of asphalt work quote from FM Asphalt and Santana Concrete, not to exceed \$56,000.00.
5. Approval of Organizational Chart change
6. Approval of Event Center cleaning agreement with Kristi Hjelseth
7. Approval of updated financial policy-purchasing policy
8. Approval of resignation of Water Technician Travis Olson
9. Approval of leave without pay for Billing Clerk Shana Cihak
10. Approval to hire Taia Albertson, Delbert Peterson, Mya Askegard, and Deborah Gackle as seasonal Clubhouse attendants.
11. Approval to hire Claire Render as Golf Course beverage cart driver
12. Approval Humboldt Township and Barnesville Township Road Maintenance Agreement
13. Approval of FFA Signage
14. Approval to hire Briah Johnson as a paramedic.

15. Approval of lot split-Darrel Thomas, Parcel No. 50.900.0230
16. Accept the resignation of Police Officer Chris Olson

Mayor Rick stated the next item on the agenda was the board and commissions reports.

Council members reported on the boards and commissions they serve on.

Mayor Rick stated that there was a good turnout for the Fire Dept. open house on April 13th. The Adopt a Hydrant winners were announced on Facebook Live., Olson Pools in Hawley donated to the Barnesville Fire Dept. There were 16 fire calls this past month.

Council member Stokka reported that the Community Education board needs someone in the city limits to serve on the board.

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 Water Technician Travis Olson for his years of service to the Water Department and City.

Mayor Rick stated the next item on the agenda was the West Central Initiative presentation.

Ms. Rebecca Peterson with West Central Initiative approached the council. Ms. Peterson thanked the council for their support over the years. There presently are three board members from Clay County, including Eric Newell from Barnesville. The Start a Ripple campaign has just kicked off with a goal to raise \$1,000,000 by June 30, 2024. Two grant rounds have just closed and WCI will be opening a Promise Grant Round through DEED soon. There has been \$339,000 distributed through the Barnesville Area Community Fund grants. Council members had no questions for Ms. Peterson.

Mayor Rick stated the next item on the agenda was the 2023 audit report with CliftonLarsonAllen.

Ms. Miranda Wendlandt with CliftonLarsonAllen approached the council. Ms. Wendlandt discussed the 2023 audit. The primary responsibility is to provide an opinion of the fairness of presentation of the financial statements. There were no unusual transactions noted. There is a new standard for 2023, GASB96, this did not have a material impact on the financial statements. Three material weaknesses were found: lack of segregation of duties, audit adjustments including restatement of prior year balances, and auditor drafts financial statements and notes. Seven areas were tested for the Minnesota legal compliance, two compliance findings noted. Contracting and bid law, need to solicit bids by public notice and

public indebtedness, should levy 105% of the principal and interest payments due. The MN Office of the State Auditor recommends no less than 5 months of operating expenditures for the General Fund, as of December 31, 2023, the city is slightly under for the General Fund, but overall, on target as of December 31, 2023. The Liquor fund gross profit is at 22%. The financial statements and required state auditor reporting form will be submitted to the applicable state agencies before the June 30, 2024, deadline. The upcoming new GASB standards is the GASB 101, compensated absences, effective December 31, 2024. Mayor Rick asked if there were any questions about the audit. There were no questions.

Mayor Rick stated the next item on the agenda was the Development Agreement with Cenex.

City Administrator Jeremy Cossette informed council members that there has been discussion held on improving 2nd Street NW for the additional traffic with the new Cenex. It was discussed with Cenex about the different possibilities and timeframes that the city would have to do to complete a feasibility study. Cenex agreed that they didn't have time to complete the feasibility study timeframe and they agreed that the cost of the improvements would be more than likely their sole responsibility. City Attorney Charles Ramstad has prepared a Developers Agreement between the City and Farmers Cooperative Oil Company. The Personnel and Finance Committee along with the Public Works Committees have reviewed and recommend approval of the agreement.

05-13-24-03 Motion by Mr. Field and seconded by Mr. Bauer to approve the Development Agreement between the City and Farmers Cooperative Oil Company. Motion carried.

Mayor Rick stated the next item on the agenda was the 4th Avenue NE pipe lining.

Public Works Director Charlie Revering informed council members that the sewer from the Northeast section of town has flowed around the north side, via a pipe on the walking path on 5th Ave NE. This 8" VCP pipe is very shallow and flat, so the rated flows are around 300 GPM in this section. Moore Engineering conducted a sanitary sewer study to determine the feasibility of upsizing the pipes or rerouting the sewer in the area. There are 3 blocks of Vitriified Clay Pipe which are outdated and could use updating. There is \$150,00.00 budgeted for this project to be relined with Cure in Place Pipe. Staff received three proposals for this project and recommend the quote from Drain Services for \$156,825 to reline 935 feet of the sewer main.

05-13-24-04 Motion by Mrs. Stokka and second by Mr. Goedtke to approve the quote from Drain Services for \$156,825.00 for the 4th Ave NE pipelining project. Motion carried.

Mayor Rick stated the next item on the agenda was the resolution for MN DOT Cooperative Agreement for Highway 9 landscaping project.

EDA Director Karen Lauer informed council members that as a part of the Highway 9 reconstruction project, planter bed areas were incorporated into the amenity zone areas on

both the east and west sides of the Highway 9, between Main Avenue and 2nd Avenue North. Earlier this year, Public Works Director Charlie Revering made an application for funding assistance to MnDOT through this program. The next step in the process is for the City Council to pass a Resolution authorizing the Mayor and the City Administrator to sign the final Cooperative Agreement with MnDOT which will allow the city to order the trees and plants through Thompson Greenery, with the costs to be covered by MnDOT. The estimated cost is around \$12,000.00.

05-13-24-05 Motion by Mrs. Stokka and second by Mrs. Stuvland to approve the Resolution approving the City of Barnesville enter into MnDOT agreement with the State of Minnesota, Department of Transportation. Upon a roll call vote, the following voted aye: Council members Stokka, Goedtke, Stuvland, Bauer, Bergman and Field. Motion carried.

CITY OF BARNESVILLE

COUNTY OF CLAY

STATE OF MINNESOTA

RESOLUTION NO. 05-13-24-05

**RESOLUTION APPROVING CITY OF BARNESVILLE ENTER INTO MNDOT
AGREEMENT WITH THE STATE OF MINNESOTA,
DEPARTMENT OF TRANSPORTATION**

IT IS RESOLVED that the City of Barnesville enter into an Agreement with the State of Minnesota, Department of Transportation for the following purposes:

To provide for payment by the State to the City for the acquisition of landscape materials to be placed adjacent to Trunk Highway 9 between Main Avenue and 2nd Ave North, State Project No., pending.

IT IS FURTHER RESOLVED that the Mayor and the City Administrator are authorized to execute the Agreement and any amendments to the Agreement.

ADOPTED this 13th day May 2024

SIGNED:

Jason Rick, Mayor

ATTEST:

Jeremy Cossette, City Administrator

Mayor Rick adjourned the meeting at 7:36 p.m.

Submitted by:

Attest:

Karen Lauer

EDA Director

Jason Rick

Mayor