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| A close up of a sign  Description generated with very high confidence | City of Clarkfield  **Agenda**  **7:00 PM Regular Council Meeting**  **Tuesday, December 19th , 2023**  **City Hall Meeting Room**  **904 10th Avenue – Clarkfield, MN 56223** |  |

A regular meeting of the Clarkfield City Council was called to order at 7:00 PM

Council in attendance Darrin Johnson, Kevin Kaatz, Josh Hanson, Craig Giles, Paul Anspach.

City Staff: Jonathan Pierce

Public: Dale Stringer, Jennifer Hurst, Sue Fritz, Hazel Hanson.

1. **CALL THE REGULAR COUNCIL MEETING TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **APPROVAL OF AGENDA**

Motion Josh, 2nd by Kaatz

Yes – Anspach, Hanson, Giles, Kaatz, Johnson

No –

Motion Passes

1. **APPROVAL OF MINUTES**
   1. 11/21/2023
   2. 11/28/2023
   3. 12/05/2023

Motion approve all of the minutes Anspach, 2nd by Kaatz

Yes – Anspach, Hanson, Giles, Kaatz, Johnson

No –

Motion Passes

1. **INVOICES PAYABLE**

Darrin brought up invoices being billed to the correct accounts.

Motion Hanson, 2nd by Giles

Yes – Anspach, Hanson, Giles, Kaatz, Johnson

No –

Motion Passes

1. **REPORTS OF COMMITTEES AND CITY STAFF**
   1. Mayor’s Report
   2. Councilmembers’ Reports
   3. Clarkfield Care Center Report
   4. City Administrator’s Report – Jonathan Pierce

•Complaints: One official complaint.

Forwarded the complaint to Sheriff’s Office.

•I have been working on adding the new Earned Sick & Safe Time language to the cities personnel policy.

•Started working on getting the 2024 Budget uploaded to Banyon so we can get more functionality out of the software next year.

•As some of you may know my wife is pregnant. She is due on January 22nd. I plan to take a couple weeks off to help my wife and new son get settled in. I may also do some hybrid work from home stuff as needed for a while after that depending on how much of my help she needs.

Darrin just keep us up to date when she goes to the doctor.

If a meeting lands on a day during my two weeks off I would be willing to come in for the meeting.

1. **PUBLIC COMMENTS**

No comments

1. **DISCUSSION ITEMS**
   1. Personnel Policy Update: Earned Sick & Safe Time

Effective Jan. 1, 2024, Minnesota’s earned sick and safe time law requires employers to provide paid leave to employees who work in the state. An employee is anyone who works at least 80 hours in a year for an employer in Minnesota but does not include independent contractors. Temporary and part-time employees are covered under the law. Employers must provide each employee in Minnesota with at least 1 hour of ESST for every 30 hours worked, with the ability to accumulate at least 48 hours of ESST each year.

I have included a copy of our personnel policy with the added language for Earned Sick & Safe Time.

Johnson asked questions about the differences between ESST and our current sick leave policy.

Anspach asked if we could pass this and if it doesn’t work out we could get rid of it later?

Pierce – No this is a state law that was passed we’re trying to decide how we want to implement it.

* 1. Widseth Engineering City Office & Library Proposal

Explained the study that Widseth would like to perform in order to have a drawn out plan in case there is ever a grant or extra dollars around that could be used to improve the city offices.

Johnson -$9000 sounds like a lot of money to have a blueprint drawn up.

Hanson – especially if we already know that none of the interior walls are load bearing.

Pierce- maybe be better off putting that money into the contractor to do the work.

Hanson – Oh easily.

* 1. Public Safety Aid

The 2023 omnibus tax bill included $210 million in one-time public safety aid that will be distributed on Dec. 26, 2023, to cities across the state. Unlike local government aid, this aid cannot be used for general purposes, but instead must be used to “provide public safety.”

That $210 million was divided on a per capita basis. Clarkfield with a population of 832 has a 0.02% share of the aid dollars which equals $36,408.00

Proposed use of Dollars

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Public Safety Money | Cameras | AEDs | Key Box | FD Turnout Gear |
| $ 36,408.00 | $ 10,000.00 | $ 4,500.00 | $ 200.00 | $ 21,708.00 |

Motion to accept proposed use of public safety dollars Kaatz, 2nd by Johnson

Yes – Anspach, Hanson, Giles, Kaatz, Johnson

No –

Motion Passes

1. **ACTION ITEMS**
   1. Personnel Policy Update

Motion to approve Kaatz, 2nd by Hanson

Yes – Hanson, Giles, Kaatz, Johnson

Abstain - Anspach

Motion Passes

* 1. Yellow Medicine County 2024 Prosecution Services Agreement

Motion to approve contract Anspach, 2nd by Hanson

Yes – Anspach, Hanson, Giles, Kaatz, Johnson

No –

Motion Passes

* 1. Liquor License Renewal – Jerry’s Bar & Grill

Motion to renew liquor license Kaatz, 2nd by Hanson

Yes – Anspach, Hanson, Giles, Kaatz, Johnson

No –

Motion Passes

1. **ADJOURN**

Motion to adjourn Anspach, 2nd by Hanson.

Yes – Anspach, Hanson, Giles, Kaatz, Johnson

No –

Meeting adjourned at 7:31