



City of Clarkfield

Minutes

7:00 PM Regular Council Meeting

Tuesday, September 3, 2019

City Hall Meeting Room

904 10th Avenue – Clarkfield, MN 56223

1. **CALL THE REGULAR COUNCIL MEETING TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **APPROVAL OF AGENDA:** Motion to approve the agenda by Councilmember Fritz, 2nd by Councilmember Kaupang. Motion carried with all in favor.
 - a. **Amendment to Agenda: Move Discussion Item 8C to 8A**
4. **APPROVAL OF MINUTES:** Motion to approve the minutes by Councilmember Hedman, 2nd by Councilmember Stringer Jr. Motion carried with all in favor.
 - a. **Consideration to Approve Minutes from Regular Meeting conducted on 8.20.2019**
5. **INVOICES PAYABLE**
6. **PUBLIC COMMENTS**
7. **REPORTS OF COMMITTEES AND CITY STAFF**
 - a. **Mayor's Report:** Mayor Hendrickson presented a letter to the city council from the League of MN Cities recognizing Representative Swedzinski as the Legislator of Distinction for 2019. The letter was enclosed in the city council agenda packet for review.
 - b. **Councilmember's Report:** Councilmember Kaupang reported on the budget committee meeting which took place before the city council meeting and further discussion will occur under discussion items on the agenda. Councilmember Stringer Jr reported attendance of the old school asbestos bid opening that was conducted at the Yellow Medicine Government Center. Discussion will occur under discussion items on agenda.
 - c. **Public Works Report – Troy Bruflat, Public Works Foreman/Director:** Bruflat approached the city council to report that Thein Well conducted the annual well inspections. Well #5 needs a visual inspection and Well #6 will have a visual inspection in 2020. Dakota Pump also conducted an annual inspection on the lift stations at the pond. There was a hair line crack discovered and it will cost \$4,065 to replace. The department has been trimming trees in the right of ways and boulevards to make room for the plows while conducting snow removal. It was reported that the pool will need repairs before it can reopen in 2020. The concrete will need to be replaced at the deep end of the pool. Bruflat presented the skid loader quote the department is recommending. The quote was included in the agenda packet for review and is on the agenda as an action item. The attachments will be second-hand. Bruflat reported that he attended the MN Dot ADA access walk along Highway 67. It was reported that new LED lights were installed in the North Park shelter house.
 - d. **City Administrator Report – Amanda Luepke, City Administrator:** Luepke presented the administrator's report to the city council. There were no formal complaints submitted to the city office. Luepke gave a café update to the city council. The café committee recommended keeping the café opened under the current structure with new manager, Natasha Lynne. The EDA approved the contract with Lynne at their last meeting. There was discussion regarding trying to form a cooperative to own and operate the business. The EDA is trying to get the cooperative formed by December 31, 2019. This has been communicated with the state auditor's office and attorney. There was discussion regarding the Boyd contract for sewer services. There will be another meeting scheduled between the two councils to continue negotiating. MN Dot will be hosting an open house at the Clarkfield Café on September 17,

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2019 for residents and business owners to learn about the Highway 67 project that is slated to begin 2023. There was a pre-bid conference held on August 22 which was mandatory to attend for anyone interested in bidding on the asbestos contract. The budget committee met on August 15, 2019 to review the General Fund budget, along with the water, sewer and storm sewer budgets. The committee met before the city council meeting to review the fire department, pool and library budget. There will be discussion on the preliminary levy during discussion items on the agenda. Luepke notified the city council that she was appointed to the Upper Minnesota Valley Regional Development Commission. Luepke reminded the city council about the upcoming League of MN Cities regional meeting in Benson, MN.

8. DISCUSSION ITEMS

- a. **Asbestos Bid Discussion:** Janel Timm approached the city council regarding the asbestos bid opening.
 - i. EECO Midwest = \$269,272.00
 - ii. Sterling Systems = \$320,206.00
 - iii. MAAC Inc = \$263,272.00
 - iv. Titan Environmental = \$272,000.00
 - v. Environbate = \$448,250.00
 - vi. VCI = \$257,300.00
 - vii. Mavo Systems = \$418,450.00

The County Board meet on September 3, 2019 for a special meeting to take action to approving the VCI bid for the asbestos removal. The start date will be September 23, 2019 and completion date is slated for October 24, 2019. Luepke presented the estimated cost of the overall project which reflects the project at \$449,125.00 for the city's portion of the project. Luepke presented the financing scenarios which would impact the tax payers. The annual impact is estimated around \$45,000. This is an action item on the agenda.

- b. **Solar Garden Presentation Discussion:** Luepke asked for feedback and discussion relating to the solar garden presentation from the August 20, 2019. Councilmember Kaupang expressed concerned as the panels lose 1% of energy each year. The inverters will also need to be replaced after 20 years. Other concerns that were brought up were how are the panels disposed of, along with being an eye sore in the community and technology advancing so quickly. The city would not be interested in owning a garden within the community but would like to explore a subscription service with a garden in another community.
- c. **Preliminary Budget Discussion:** Luepke presented the 2020 preliminary proposed budget and levy request to the city council. The General Fund request is set at \$386,146.00 which includes all department request, along with an increase to the Administration Budget to cover the building inspector fee. The Debt request is set at \$45,000.00 to cover the potential bond for the old school project. The overall preliminary levy request is \$431,146.00.

9. ACTIONS ITEMS

- a. **Consideration to Approve Skid Loader Purchase:** Motion to approve by Councilmember Kaupang, 2nd by Councilmember Fritz. Motion carried with all in favor.
- b. **Consideration to Approve Asbestos Bid and Demolition Contract:** Motion to approve by Councilmember Hedman, 2nd by Councilmember Fritz. Councilmember Stringer Jr voted against. Motion carried.

10. **ADJOURNMENT:** Motion to adjourn at 7:53 PM by Councilmember Stringer Jr, 2nd by Councilmember Kaupang. Motion carried with all in favor.

Respectively Submitted By: Amanda Luepke, City Administrator

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