



**CITY OF CLARKFIELD MINUTES**  
**7:00 PM Regular Meeting**  
**Tuesday, December 19, 2017**  
**City Hall Meeting Room**  
**906 10<sup>th</sup> Ave**  
**Clarkfield, MN 56223**

**Present: Mayor Stringer III, Councilmember Bruflat, Councilmember Fritz, Councilmember Dale Stringer Jr, Councilmember Kaupang, Amanda Luepke – City Administrator, Dustin Kramer – Public Works Director, Brain Bollig, Scott Kuhlman, Char Anspach, Leo Kuehl, Jana Suckow, Marica Flattum, Hazel Hanson**

**1) Pledge of Allegiance**

**2) Approval of Agenda:** Motion to Approve the Agenda by Councilmember Fritz, 2<sup>nd</sup> by Councilmember Kaupang. Motion carried with all in favor.

**a) Addition to the Agenda: Action Items 8J - Consideration to Approve Filling Station Liquor License**

**3) Approval of Minutes:** Motion to Approve the Minutes Councilmember Bruflat, 2<sup>nd</sup> by Councilmember Fritz. Motion carried with all in favor.

**4) Invoices Payable:** Motion to Approve to the Invoices Payable by Councilmember Bruflat, 2<sup>nd</sup> by Councilmember Stringer Jr. Motion carried all in favor.

**5) Public Comments**

**a) Emily Bruflat addressed the Council regarding the last council member stating she felt there were some inappropriate comments made. Bruflat asked how a councilmember should handle the situation if they feel the inappropriate comments are being made. Luepke stated the councilmember should address the Mayor with the concern and request action. Bruflat stated that Luepke does an excellent job as the Administrator and there were public comments made that counteracted the fact of what the Administrator is doing.**

**6) Committee/Staff Reports**

**a) Bollig Inc. –** Brian Bollig and Scott Kuhlman approached the Council regarding the last workshop that was held December 6, 2017 and seek action regarding the addition to some storm sewer concerns to the PER. Motion to add the addition storm sewer concerns to the PER by Councilmember Fritz, 2<sup>nd</sup> by Kaupang. Motion carried with all in favor.

**b) Public Works Director Report –** Public Works Director, Dustin Kramer approached the council regarding activities within the public works department. The new payloader was delivered. The department is looking at a newer plow truck being delivered in January. The invoice is with the current bills to be approved. The department is working on getting an apartment cleaned up and painted for rental. Kramer has been working on year end and planning for next year. There was a hydrant repair at Lions Park and the sidewalk will not get poured until the Spring. One application has been received for the part-time public works position.

**c) City Administrator Report –** There was a work session held on December 6, 2017 with Bollig Inc regarding the infrastructure project. We are moving closer to getting the MN Basic Code adopted; in which a public hearing was held before the council meeting for the zoning ordinances. Employees reviews are being conducted and presented to council in a closed session at the next council meeting. The city was competitive in the preliminary application for the small cities development program, so the RDC will be submitting the full application in February. The city sent out a survey regarding the old school building. We received 94 surveys back with 39 surveys against saving the school and 55 surveys in favor of saving the school; of which 47 were wanting to save more than just the west gym. Luepke presented three quotes for a new printer. Motion made by Councilmember Bruflat to accept A & B Solutions quote, 2<sup>nd</sup> by Councilmember Kaupang.

**7) Discussion Items**

- a) **Bee Hives** – Anspach is seeking to place 2 to 3 hives bee hives on his property located at 505 11<sup>th</sup> Ave. Luepke was directed to research ordinances.
- b) **2018 Council Committees** – Luepke presented the council a survey to rank the interest of which committees the councilmembers would like to serve on.

**8) Action Items**

- a) **Consideration to Approve Policy of City Council Meetings:** Motion by Councilmember Bruflat, 2<sup>nd</sup> by Mayor Stringer III. Motion carried with all in favor.
- b) **Consideration to Approve Rules of Order for Clarkfield City Council:** Motion by Councilmember Bruflat, 2<sup>nd</sup> by Mayor Stringer III. Motion carried with all in favor.
- c) **Consideration to Approve Snowbird Policy:** Motion by Councilmember Stringer Jr, 2<sup>nd</sup> by Mayor Stringer III. Motion carried with all in favor.
- d) **Consideration to Adopt Resolution Defeasance 120417:** Motion by Mayor Stringer III, 2<sup>nd</sup> by Councilmember Kaupang. Motion carried with all in favor.
- e) **Consideration to Adopt Resolution 20171218 – Final Budget:** Motion by Mayor Stringer III, 2<sup>nd</sup> by Councilmember Bruflat. Motion carried. Councilmember Stringer Jr opposed.
- f) **Consideration to Adopt Resolution 20171218A – MN Basic Code:** Motion by Councilmember Fritz, 2<sup>nd</sup> by Mayor Stringer III. Motion carried with all in favor.
- g) **Consideration to Adopt Resolution 20171218B – Utility Rates:** Motion by Mayor Stringer III, 2<sup>nd</sup> by Councilmember Bruflat. Motion carried with all in favor.
- h) **Consideration to Adopt Resolution 20171218C – Assessments:** Motion by Councilmember Bruflat, 2<sup>nd</sup> Councilmember Fritz. Motion carried with all in favor.
- i) **Consideration to Adopt Resolution 20171218D – Collateral:** Motion by Councilmember Bruflat, 2<sup>nd</sup> by Councilmember Kaupang. Motion carried. Mayor Stringer III and Councilmember Stringer Jr opposing.
- j) **Consideration to Approve Filling Station Liquor License Renewal:** Motion by Councilmember Fritz, 2<sup>nd</sup> by Mayor Stringer III. Motion carried with all in favor.

- 9) Adjourn** – Motion to Adjourn at 8:28 PM by Mayor Stringer III, 2<sup>nd</sup> by Councilmember Kaupang. Motion carried with all in favor.

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**Reminder – Addressing the Council: Those wishing to speak should wait to be acknowledged by the Mayor & comments should be on the topic being discussed. Data Privacy Rules and Open Meeting Laws can be violated by discussion of employee performance at a public meeting and finally, personal attacks of anybody will not be tolerated.**

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