



# City of Clarkfield

## Minutes

7:00 PM Regular Council Meeting

Tuesday, April 9, 2019

City Hall Meeting Room

904 10<sup>th</sup> Avenue – Clarkfield, MN 56223

A regular meeting of the City of Clarkfield was called to order by Mayor Hendrickson at 7:00 PM, Tuesday, April 9, 2019, in the City Hall Meeting Room. Councilmembers present: Mayor Hendrickson, Councilmember Fritz, Councilmember Hedman, Councilmember Kaupang, and Councilmember Dale Stringer Jr. Staff present: Amanda Luepke – City Administrator, Troy Bruflat – Public Works Foreman/Director. Also, in attendance: city residents.

1. **CALL THE REGULAR COUNCIL MEETING TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **APPROVAL OF AGENDA:** Motion to approve the agenda by Councilmember Fritz; 2<sup>nd</sup> by Councilmember Stringer Jr. Motion carried with all in favor.
  - a. **Luepke requested an addition to the agenda under Item 7 – LMC Safety & Loss Control Meeting Update – Councilmember Fritz.**
4. **APPROVAL OF MINUTES:** Motion to approve minutes from the Regular meeting by Councilmember Stringer Jr; 2<sup>nd</sup> by Councilmember Hedman. Motion carried with all in favor.
  - a. **Consideration to Approve Minutes from Regular Meeting conducted on 3.19.2019**
5. **INVOICES PAYABLE:** Motion to approve invoices payable by Councilmember Fritz, 2<sup>nd</sup> by Councilmember Kaupang. Motion carried with all in favor.
  - a. **Payment Batch 3.28.2019 General Fund**
  - b. **Payment Batch 3.28.2019 Fire Department**
  - c. **Payment Batch 3.28.2019 Library**
  - d. **Payment Batch 4.3.2019 General Fund**
  - e. **Payment Batch 4.3.2019 Fire Department**
  - f. **Payment Batch 4.3.2019 Library**
6. **PUBLIC COMMENTS:**
  - a. **Leo Kuehl** addressed the council regarding concern for the infrastructure project and that he feels the decision was premature. Kuehl presented an article from Advocate Tribune written by the League of Minnesota Cities regarding street funding.
  - b. **Dale Stringer III** addressed the council regarding how to streets are proposed to be finished. The concern is that the City of Echo voted to patch and reseal and Clarkfield should have considered the same in order to save money.
7. **REPORTS OF COMMITTEES AND CITY STAFF**
  - a. **LMC Safety & Loss Control Meeting Update – Councilmember Fritz:** Councilmember Fritz presented a written report regarding the training she attended. Fritz attended the LMC Safety & Loss Control meeting in Redwood Falls on April 3, 2019. Some highlights Fritz stated were some ADA compliances concerns, updated to Silica, and information on small cells.
  - b. **Old School Taskforce Meeting Update – Councilmember Stringer Jr and Councilmember Hedman:** Councilmember Stringer Jr updated the council regarding the old school taskforce meeting from March 19, 2019. The taskforce met with Contegrity regarding the bid proposal timeline. The taskforce also discussed funding through the state bonding committee.
  - c. **Ordinance Committee Update – Councilmember Stringer Jr and Councilmember Fritz:** Councilmember Stringer Jr and Councilmember Fritz gave updates regarding the committee meeting that was held April

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4, 2019. The main focus is cleaning up residential properties, along with removing junk and abandoned vehicles.

- d. **Broadband Day at the Capital – Mayor Hendrickson:** Mayor Hendrickson gave an update regarding the recently attended Broadband Day at the Capital on April 3, 2019. There was a great presentation from our legislators that support the \$70M Border-to-Border grant funding which would give funding for two years. The Senate is proposing \$30M funding for the Border-to-Border grant program and allows one year of funding. The city was represented to Senator Dahms and Representative Swedzinski in the afternoon.
- e. **Public Works Report – Troy Bruflat, Public Works Foreman/Director:** Bruflat approached the council regarding the public works activities. The department started sweeping streets and repaired a hydraulic line on the sweeper. The department also cleaned out the wading pool and started scaping the sides for new paint. Bruflat discussed a structural issue with the big pool with the council. Bruflat presented the council with repairs with the city shop that he would like to be addressed in the budget in the future. Bruflat implemented a ladder inspection form to be completed monthly, along with a confined entry form that the department will use. The department started flushing hydrants and reported that on average the city makes 60,000 to 100,000 galloons per day and the ponds receive near 1,000,000 gallons of water from ground water that leaks into the sewer lines. The department started cleaning up the parks. Bruflat presented the budget for repainting the outside of the city hall meeting room building.
- f. **City Administrator Report – Amanda Luepke, City Administrator:** Luepke reported that the city office is in full swing of the audit and gave the council a reminder that the audit is scheduled for the week of April 29, 2019. The city-side cleanup day is scheduled for May 4, 2019. Luepke presented information to the council regarding the recent attendance to the MCFOA conference. Luepke reported that Normania township updated their fire contract and added two sections to the contract. Luepke updated the council regarding the recent attendance of the Mayor and herself to the Rally to End Domestic Violence event hosted by Yellow Medicine County on March 27, 2019. Luepke reported information about Broadband Day at the Capital. She stated that the applications received last year for the Border-to-Border grant program totaled \$50M, so the Senate’s budget proposal does not cover all the applications nor new applicants. The ordinance committee meeting was held on April 4, 2019 and in addition to cleaning up residential properties and moving out vehicles, the committee discussed a process to deliver and fine violators of the ordinances. Property owners will now have 14-days before being fined if the violation is not corrected. Each notice will give another 14-days to correct the violation, but each notice will have a fine of \$75.

## 8. DISCUSSION ITEMS

- a. **Adopt and Publish Small Cell Facility Aesthetic Standards:** Luepke presented information regarding Small Cell Facility Aesthetic Standards. The deadline for cities to adopt and publish aesthetic requirements from small cell wireless facilities in April 15, 2019. Luepke included requirements for review in order for the council to take action. There was no discussion regarding changes to the requirements presented.

## 9. ACTIONS ITEMS

- a. **Consideration to Approve Resolution 2019\_0402 – Donations:** Motion to approve by Councilmember Kaupang; 2<sup>nd</sup> by Councilmember Stringer Jr. Motion carried with all in favor.
- b. **Consideration to Approve Stormwater Recommendation – Bollig Inc:** Motion to approve the recommendation with adding the date of the first easement by Councilmember Fritz; 2<sup>nd</sup> by Councilmember Hedman. Motion carried with all in favor.
- c. **Consideration to Approve Small Cell Facility Aesthetic Standards:** Motion to approve by Councilmember Hedman; 2<sup>nd</sup> by Councilmember Kaupang. Motion carried with all in favor.

10. **ADJOURNMENT:** Motion to adjourn at 7:42 PM by Councilmember Stringer Jr; 2<sup>nd</sup> by Councilmember Hedman.

Respectfully Submitted By: Amanda Luepke, City Administrator

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