



CITY OF CLARKFIELD MINUTES
7:00 PM Regular Meeting
Monday, April 16, 2018
City Hall Meeting Room
904 10th Ave
Clarkfield, MN 56223

A regular meeting of the Clarkfield City Council was called to order by Mayor Stringer III at 7:00 PM, Monday, April 16, 2018, in the City Hall Meeting Room. Councilmember present: Mayor Stringer III, Councilmember Fritz, Councilmember Kaupang, Councilmember Brufat, and Councilmember Stringer Jr. Staff present: Amanda Luepke – City Administrator, Dustin Kramer – Public Works Director. Also in attendance were Paul Anspach, Hazel Hanson, Jana Suckow, Marcia Flattum, Chris Knoll, John Dettloff, Amy Korzenowski, Shari McNamara, Karla Fischer, and Katie Kaatz.

1) Pledge of Allegiance

2) Approval of Agenda: Motion to approve the agenda by Mayor Stringer III; 2nd by Councilmember Stringer Jr. Motion carried with all in favor.

3) Approval of Minutes: Motion to approve the minutes from the April 3, 2018 Regular Meeting by Councilmember Fritz; 2nd by Councilmember Kaupang. Motion carried with all in favor.

4) Invoices Payable: Motion to approve invoices payable by Councilmember Fritz; 2nd by Councilmember Stringer Jr. Motion carried with all in favor.

5) Public Comments

a) Katie Kaatz approached the city council regarding Cardinal Days. The Prairie Cardinals are requesting additional camping for the softball tournament. The city will allow for additional camping and will mark temporary spots.

6) Committee/Staff Reports

a) **Ecumen Community Presentation:** Amy Korzenowski and Shari McNamara approached the city council for the community presentation of services. Ecumen has been serving the Clarkfield Care Center for 30 years and it recognized as a top 25 non-profits in the United States. They have the ability to provide several skill set and support to the care center. They have continued to work through the financial situation.

b) **Minnewaska Community Health Services Community Presentation:** Chris Knoll and John Dettloff approached the city council for the community presentation of services. The presented that Minnewaska Community Health Services is also a non-profit but much smaller. They are out of Starbuck, MN and turned their nursing home around and feel confident they could do the same for Clarkfield.

c) **Public Works Director Report:** Kramer approached the city council regarding the public works department. It was reported that the department attended a mosquito control conference and began searching for a mosquito sprayer. It was also reported that they needed to rebuild a pump and have been working with R & G/PGP project. There was discussion on the purchase of an additional gate valve on the Boyd force main. Councilmember Fritz motioned to spend \$970 on additional valves; 2nd by Council Kaupang. Motion carried with all in favor. It was reported that there may be some damage to property due to the weight of snow.

d) **City Administrator Report:** Luepke reported that there were no complaints submitted and the office staff is still working on the city audit. It was also reported that the violation letters regarding junk vehicles and public nuisances are being sent out. There was an issue with the water bills last month and through investigation we found out that our system was set up incorrectly so the garbage was not able to attach to the bills. The office is working through these issues to correct for next month.

7) Discussion Items

- a) **Review of Care Center Management Request for Proposal:** The city council tabled the discussion to the May 1, 2018 regular city council meeting. Luepke was directed to also place an action item on the May 1, 2018 regular city council meeting agenda.

8) Action Items

- a) **Consideration to Adopt Conflict of Interest Policy:** Motion to adopt conflict of interest policy by Councilmember Fritz; 2nd by Councilmember Kaupang. Motion carried with all in favor.
- b) **Consideration to Approve Required License Fulfillment Wage Increase:** Motion to approve wage increase for required license fulfillment by Councilmember Kaupang; 2nd by Councilmember Fritz. Motion carried with all in favor.

- 9) **Adjourn:** Motion to adjourn the regular city council meeting at 8:39 PM by Mayor Stringer III; 2nd by Councilmember Stringer Jr. Motion carried with all in favor.

Reminder – Addressing the Council: Those wishing to speak should wait to be acknowledged by the Mayor & comments should be on the topic being discussed. Public Comment time frame is limited to 3 minutes per individual. 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.

The City of Clarkfield is an equal opportunity employer and provider.