



City of Clarkfield

Agenda

7:00 PM Regular Council Meeting

Tuesday, January 21, 2020

City Hall Meeting Room

904 10th Avenue – Clarkfield, MN 56223

A regular meeting of the City of Clarkfield was called to order by Mayor Hendrickson at 7:00 PM, Tuesday, January 21, 2020, in the City Hall Meeting Room. Councilmembers present: Mayor Hendrickson, Councilmember Fritz, Councilmember Hedman, Councilmember Kaupang, and Councilmember Stringer Jr. Staff/Boards present: Amanda Luepke – City Administrator, Justin Boldt – Care Center Executive Director, Troy Bruflat – Public Works Foreman/Director. Also, in attendance: various 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, 2nd by Councilmember Hedman. Motion carried with all in favor.
 - a. **Addition to Discussion Item 8A – Quotes for Sweeper for Skid Steer**
 - b. **Deletion of Action Item 9B – Attorney-Client Privilege – Minnesota Statute 13D.05**
4. **APPROVAL OF MINUTES:** Motion to approve minutes by Councilmember Kaupang, 2nd by Councilmember Stringer Jr. Motion carried with all in favor.
 - a. **Consideration to Approve Minutes from Special Meeting conducted on 1.2.2019**
 - b. **Consideration to Approve Minutes from Regular Meeting conducted on 1.7.2019**
5. **INVOICES PAYABLE:** Motion to approve invoices payable by Councilmember Stringer Jr, 2nd by Councilmember Fritz. Motion carried with all in favor.
 - a. Fund 100 General Fund \$3,541.40
 - b. Fund 200 Fire Department \$357.14
 - c. Fund 250 Pool \$53.71
 - d. Fund 270 Old School \$780.60
 - e. Fund 335 TIF \$138,972.50
 - f. Fund 400 Infrastructure \$3,045.25
 - g. Fund 601 Water \$1,688.19
 - h. Fund 602 Sewer \$1,692.74
6. **PUBLIC COMMENTS:**
 - a. **Joan Longhenry** approached the council to discuss the gym. She stated that there is a group of individuals wanting to save the west gym. She informed the council the group bought as many items as possible from the auction in order to save the gym. She stated the group of individuals do not want the gym to be city-owned or affect taxes. The group just wants a chance.
 - b. **Naomi Peterson** approached the council and shared something from Bill Steinman. She also expressed concern for the sweatshirts handed out at the Care Center’s Christmas party, the city office closing at 12:30 PM on Fridays, the EDA agendas not being posted, and the electronic sign needs updating. She also read aloud comments from the Clarkfield High School Friends Facebook page regarding saving the west gym.
 - c. **Dave Warren** approached the council regarding what types of activities could happen in the west gym if saved.
 - d. **Benny Aquirre** approached the council and stated that bettering the community is a good thing. He is in favor if the gym was purchased privately rather than affecting taxes.

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

- e. **Jean Lynner** approached the council understanding the concern for taxes. The group of individuals doesn't want the responsibility of the gym to land on the city or county. She also listed ideas for activities and expressed interest to have time and have the opportunity to buy the facility as the facility has so many options.
- f. **Virginia Wilson** approached the council asking for sixty days to put together a plan to purchase.

7. REPORTS OF COMMITTEES AND CITY STAFF

- a. **Mayor's Report:** Mayor Hendrickson reported that he attended the QPAI meeting for the Care Center regarding quality. He also reported that the City of Clarkfield did not received the border-to-border grant funding for broadband. Yellow Medicine County is in the bottom ten counties in the state for reliable broadband. It is a two-year grant cycle so there may be another chance. There are \$23M given out in grants and \$70M was requested.
- b. **Councilmember's Report:** Councilmember Kaupang did not have anything to report. Councilmember Stringer Jr thanked the group of individuals for their work towards saving the old gym. Councilmember Fritz did not have anything to report. Councilmember Hedman did not have anything to report.
- c. **Care Center Report – Justin Boldt, Care Center Executive Director:** Boldt approached the council. Boldt handed out the Public Housing Assessment System Score Report for Interim Rule. The report reflects 10 out of 25 for management, which is based on census of the facility. Boldt is addressing the concern and will report back to the city council. The financials were presented. The case mix score is at .89. The goal is to be closer to 1.0 as the money received per resident decreases the lower the score is. Boldt reported that the escrow account is \$15,012.16. There was a profit in the amount of \$34,833.40 for the month of November for the Care Center and Home Health Care lost \$24,616.07. It was reported that the state survey team was on-site and had 6-7 concerns. Home Health Care operates out of two offices and are moving to one office at Valhalla. It was reported that employee retention rate is 88.8% and the current resident census is at 31.
- d. **City Administrator Report – Amanda Luepke, City Administrator:** Luepke reported that there were no formal complaints submitted. Olson Sanitation is proposing a new garbage pickup day. The proposal is switching garbage pickup day from Wednesday to Tuesday effective March 1, 2020. This information will be communicated on the water bills and in the newsletter. Luepke referenced the attached audit engagement letter. The auditors are expected to begin the audit on April 20, 2020 and they will issue their reports no later than June 30, 2020. The audit service will not exceed \$22,000. The auditors were on-site Monday, January 13, 2020 to conduct pre-audit interviews and collect reports.

8. DISCUSSION ITEMS

- a. **Quotes for Sweeper for Skid Steer:** Bruflat approached the council regarding quotes for a sweeper attachment:
 - i. **\$2,500 – RDO (used)**
 - ii. **\$4,100 – Equipment Connection (new)**
 - iii. **\$5,000 – Titan (new)**
 - iv. **\$5,800 – Kibble (new)**
 - v. **\$6,400 – Kibble (new)**

The council requested more information and pictures at the next council meeting.

9. ACTIONS ITEMS

- a. **Consideration to Approve Change Order – Frattalone:** Motion to approve by Mayor Hendrickson, 2nd by Councilmember Hedman. Motion carries with Councilmember Stringer Jr and Councilmember Kaupang opposing.

~~b. **Closed Meeting – Attorney Client Privilege – Minnesota Statue 13D.05**~~

- 10. **ADJOURNMENT:** Motion to adjourn at 7:52 PM by Councilmember Hedman, 2nd by Councilmember Fritz. Motion carries 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.