



City of Clarkfield

Minutes

7:00 PM Regular Council Meeting

Tuesday, May 5, 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 Fritz at 7:00 PM, Tuesday, May 5, 2020, in the City Hall Meeting Room. Councilmembers present: Mayor Fritz, Councilmember Stringer, Councilmember Giles. Present via Zoom: Councilmember Hedman, Councilmember Kaupang. Staff/Boards present: Clarissa Hadler – Interim City Administrator, Mariah Skjefte

1. **CALL THE REGULAR COUNCIL MEETING TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **OATH OF OFFICE – GILES AND FRITZ** – oaths were read aloud by Giles and Fritz.
4. **APPROVAL OF AGENDA:** Hadler requested the removal of item 10.E. regarding the Care Center and add a new 10.E. County Update on Old School. Motion to approve the agenda by Councilmember Hedman, 2nd by Councilmember Stringer. Motion carried with all in favor.
5. **APPROVAL OF MINUTES (none)**
6. **INVOICES PAYABLE** – Councilmember Stringer requested clarification on 2 invoices, Hadler stated they were for the old school project. Motion by Stringer, Second by Kaupang to approve invoices payable. All in Favor, motion carries.
7. **PUBLIC COMMENTS** – Hadler read a statement submitted by Naomi Peterson regarding posting of the council and EDA agendas.
8. **REPORTS OF COMMITTEES AND CITY STAFF**
 - A. **Mayor's Report**
 - i. **Committee Appointments** – Mayor Fritz reviewed the committee changes she has made, placing Craig Giles on the Ordinance and Public Works Committees.
 - B. **Councilmembers' Reports** - none
 - C. **Deputy Report – Mike Jenson** – Deputy Jenson reviewed the crime data he has submitted to Council.
 - D. **Public Works Director Report** – Troy Bruflat – Bruflat reviewed his written report to Council, including repairs, boulevard trees, and upcoming work.
 - E. **Interim City Administrator Report – Clarissa Hadler** - Hadler reviewed her written report to Council, including the audit, city administrator search, newsletter content, and PERA legislation affecting the care center.
9. **PUBLIC HEARING**
 - A. **Community Facilities Loan – Scott Kuhlman of Bollig Engineering gave a detailed presentation about the Infrastructure project, a portion of which will be funded by a USDA Community Facilities Loan. Mayor Fritz opened the public hearing. No one submitted comments or spoke during the hearing.** Motion by Stringer, Second by Hedman to close the public hearing. All in Favor, motion carries.
10. **NEW BUSINESS**
 - A. **Authorization to Bid Infrastructure Improvements Contract** - Motion by Stringer, Second by Hedman to authorize Bollig to bid the Infrastructure Improvements Contract, upon concurrence from USDA Rural Development. All in Favor, motion carries.

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

- B. **SCDP Conflict of Interest** – Hadler explained the request from Laura Ostlie, UMRDC. Motion by Stringer, second by Kaupang to approve allowing the Handeland Chiropractic SCDP project to move forward despite the disclosed conflict of interest. All in favor, motion carries.
 - C. **COVID-19 “Touch Point”** – Council discussed a couple of the pending issues around the COVID-19, including parks, pool and campground. Staff will arrange a Parks & Rec Committee meeting to discuss further.
 - D. **Hadler Hours – Audit Week** – Hadler explained the week wasn’t as busy as she thought it might be, so we can just play it by ear.
 - E. **County Update regarding Old School Property** – Janel Timm, Yellow Medicine County, provided update on the work to be completed on the old school property prior to the auction.
- 11. ADJOURNMENT:** Motion to adjourn at 9:25 PM by Councilmember Stringer, 2nd by Councilmember Kaupang. Motion carried with all in favor.

Respectively Submitted By: Clarissa Hadler, Interim City Administrator

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