



# City of Clarkfield

## Minutes

7:00 PM Regular Council Meeting

Tuesday, January 7, 2020

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, January 7, 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, Brain Bollig and Scott Kuhlman – Bollig Inc, 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, 2<sup>nd</sup> by Councilmember Hedman. Motion carried with all in favor.

**4. APPROVAL OF MINUTES:** Motion to approve the minutes by Councilmember Hedman, 2<sup>nd</sup> by Councilmember Kaupang. Motion carried with all in favor.

**a. Consideration to Approve Minutes from Regular Meeting conducted on 12.17.2019**

**5. INVOICES PAYABLE:** Motion to approve invoices payable by Councilmember Stringer Jr, 2<sup>nd</sup> by Councilmember Fritz. Motion carried with all in favor.

a. Fund 100 General Fund	\$6,439.61
b. Fund 200 Fire Department	\$93.58
c. Fund 260 Library	\$1,530.12
d. Fund 601 Water	\$3,246.07
e. Fund 602 Sewer	\$1,534.26

**6. PUBLIC COMMENTS:**

**a. Naomi Peterson** approached the city council to remind the council to use the microphones. Peterson also stated she was appreciative of the public comments being later in the special meeting on January 2, 2020. Peterson feels the decision for demolition of the west gym happened too quickly and stated she was concerned for the 4:00 PM start time of the special meeting. She suggested having an open house at the west gym. Peterson read aloud wages of city staff and commented that if the city council cut wages and amount of time worked, then the city could afford to keep the west gym.

**b. George Rysdahl** addressed the city council stating if they would have delayed the decision the city would have lost \$50K in actual cash. He stated the city needs to take down the west gym.

**c. Joan Longhenry** approached the city council to remind the council that there was a survey conducted to keep the west gym.

**7. REPORTS OF COMMITTEES AND CITY STAFF**

**a. Mayor's Report:** Mayor Hendrickson reported that he received an email from a concerned citizen regarding broadband and spoke highly of LTD Wireless. This company approached the city council last year and if the border to border grant does not go through, the city should explore this option.

**b. Councilmember's Report:** Councilmember Kaupang did not have anything to report. Councilmember Stringer Jr reported that he pitched the concern from the citizens to the county that the citizens want to save the gym. Councilmember Fritz did not have anything to report. Councilmember Hedman reported that she attended the county board meeting earlier in the day and the county is here for an update.

**c. Infrastructure Update – Brian Bollig, Bollig Inc.:** Bollig and Kuhlman approached the city council with an update for the infrastructure project. A new project schedule was handed out. The water tower project

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will be open for bids on January 28, 2020. We have received comments back from MPCA regarding the infrastructure improvement portion of the project. Bollig plans to proceed with American Legal Consul for geotechnical testing. Other items needed to be addressed are the unobtained easements. A map showing which two parcels are still needed was handed out. If the easements cannot be secured, the city will need to obtain an appraisal then would need go to court and request a quick take. The city would need to pay for the value of the property. Bollig suggested the city will the property owners until the end of January to sign the easements so the project does not get delayed. The design phase for the MnDot drainage permit is completed and we are waiting for cost participation. MnDot is recommending a capacity increase for drainage crossing HWY 67. Bollig suggested introducing a bill on behalf of the city for MnDot's new proposed size. He suggested the city write a letter to our legislatures to help offset the cost of the storm water issues.

- d. **Public Works Department Report – Troy Bruflat, Public Works Foreman/Director:** Bruflat approached the city council regarding the public works activities. A large portion of the department's time has been consumed with snow removal. A checklist was created for the city building monthly inspections. These monthly inspections will include cleaning the buildings, checking fire extinguishers, heating and cooling systems, and playground maintenance. The department has been conducting maintenance on the city water filter. The top three hatches are rusted, so they are being replaced with stainless steel hatches. Bruflat discussed some future options for the city's water depending on financing options. The holiday decorations were taken down. There is a road maintenance class conducted by the University of MN in March. Bruflat highlighted the department's accomplishments from 2019.
- e. **City Administrator Report – Amanda Luepke, City Administrator:** Luepke addressed the city council. There were no formal complaints submitted to the city office. Luepke notified the council that there was an error in the COLA increase approved of 1.7% and it should be 1.6%. Luepke has corrected the information. Luepke let the council know of upcoming League of MN Cities trainings. Luepke notified council that the office will be working on submitting the 2020 budget to the state auditor's office along with getting the annual report of outstanding indebtedness completed. Luepke stated the auditors will be on-site on Wednesday, January 8, 2020 to conduct pre-audit activities. Luepke reminded the council that the city office will be closed on January 20, 2020.

## 8. DISCUSSION ITEMS

- a. **Old School Update – Janel Timm, Yellow Medicine County:** Timm approached the council to provide an update to the old school building expenditures. A list of what has been paid and what is still pending to be paid was submitted to the council. The solid waste management tax was underestimated at \$5,000. There is an estimated 10,000 cubic yards hauled to the site and the tax is \$.60 per cubic yard. It is now projected to land around \$8,000. There are other line items that were over-estimated. There is a projected estimated \$10,000 savings from the projected budget submitted. There is discussion what items should be saved or auctioned. Timm notified the city council that sentence to serve will start to remove the boards from the blenchers to save.
- b. **Agenda Request – Daryle Toft:** Kevin Schroup, Toft's attorney, approached the city council with two main concerns. The main concern is the \$1M price tag for the demolition project for the old school and the perception of getting nothing in return. Schroup stated there is no contract in place and the city should not have to fund half the of the project. The citizens are looking to block the bond being sold or there will be a lawsuit. The second concern is the daycare center and that the property reverts back to the city. The debt on the building through Dawson Coop Credit Union and F & M Bank was also brought up as a concern and who is liable to pay. He also stated that there should have been conflict of interest paperwork on file. He warned that the city attorney will be contacted and there will be a letter sent.

## 9. ACTIONS ITEMS

- a. **Consideration to Approve Resolution 2020\_0107 – Establishing the 2020 Annual Designations:** Motion to approve as established in the work session by Councilmember Hedman, 2<sup>nd</sup> by Councilmember Kaupang. Motion carried with all in favor.
- b. **Consideration to Rescind Option Agreement – Kendra Lindblad:** Motion to rescind by Councilmember Stringer Jr, 2<sup>nd</sup> by Councilmember Fritz. Motion carried with all in favor.

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**10. ADJOURNMENT:** Motion to adjourn at 8:12 PM by Councilmember Kaupang, 2<sup>nd</sup> by Councilmember Hedman.  
Motion carried with all in favor.

**Respectively Submitted By: Amanda Luepke, City Administrator**