



CITY OF CLARKFIELD MINUTES
7:00 PM Regular Meeting
Tuesday, May 1, 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, Tuesday, May 1, 2018, in the City Hall Meeting Room. Councilmember present: Mayor Stringer III, Councilmember Fritz, Councilmember Kaupang, Councilmember Bruflat, and Councilmember Stringer Jr. Staff present: Amanda Luepke – City Administrator, Dustin Kramer – Public Works Director. Also in attendance were Kyle Klausung, Chris Knoll, Brain Bollig, Scott Kuhleman, Shari McNamara, Mark Roisen, Marcia Flattum, Jana Suckow, Hazel Hanson, Leo Kuhl, George Rysdahl, and Karla Fischer.

1) Pledge of Allegiance

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

3) Approval of Minutes: Motion to approve minutes from Regular Council meeting dated Monday, April 16, 2018 and Special Council meeting dated Tuesday, April 17, 2018 by Councilmember Bruflat; 2nd by Councilmember Fritz. Motion carried with all in favor.

4) Invoices Payable

a) Unapproved Bill: Motion to approve invoices payable by Councilmember Bruflat; 2nd by Councilmember Kaupang. Motion carried with all in favor.

5) Public Comments:

- a)** George Rysdahl addressed the council regarding the child care center and why the city purchased concrete in a neighboring community. Luepke answered that the child care board wanted to keep purchases as local as possible.
- b)** Leo Kuehl addressed the council regarding the child care center financing situation. Luepke answered that is something the child care board has worked on but financing has been secured.
- c)** Councilmember Stringer Jr reported to the council the recent vandalism of the old school building of broken windows on the ground level floor. The County used Sentence to Serve to board up all the damaged windows, along with installing cameras.
- d)** Luepke presented a letter from Kenneth Ulrich regarding the recent letter about junk vehicles on his property. The letter stated that he does not have any junk vehicles on the property, but classic cars. All the vehicles also have an excess value of \$1,000.00. He requested the city council to allow him to continue his business. The city council stated laid out his options. 1) license the vehicles as classic cars; 2) place the vehicles inside; or 3) build a fence to conceal the vehicles.

6) Committee/Staff Reports

a) Bollig Inc Report: Brain Bollig presented to the city council regarding the ineligible cost for the upcoming infrastructure project. The city's application for funding as has submitted to the National office in Washington D.C. The original proposal for the ineligible costs were \$6.87M; Bollig proposed cutting the project for affordability reasons to \$2M. Councilmember Bruflat motioned to decrease the cost for ineligible expenses to \$2M, 2nd by Councilmember Kaupang. Motion carried with all in favor. The proposal to decrease includes saving the curbs and utilize the reclaim option for the streets.

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- b) **Care Center Report:** Shari McNamara and Mark Roisen approached the city council regarding the nurse block program. The program currently strictly in Granite Falls, though there is interest in Clarkfield. The program is ran by a non-profit organization utilizing volunteers. The organization started with ten people wanting to help seniors' complete daily activities. The program currently has 175 people receiving services and 75 volunteers. The city council approved the program starting Clarkfield. McNamara reported that the month of March saw a profit of \$8,432.52 and occupancy was at 73.21%. The case mix score is still low at .83. Home Health Care lost money for the month of March in the amount of \$357.00. Together, the Care Center and Home Health Care are at a positive of \$91,239.00 and budgeted at \$89,426.00.
- c) **City Administrator Report:** Luepke reported to the council that the office has received one complaint regarding a damaged mailbox from the plow during the last snow storm. Councilmember Fritz motioned to replace the mailbox pole and to work with the public works department on an agreement on replacement; 2nd by Councilmember Bruflat. Motion carried with all in favor. Luepke asked the council about the plans for main street beautification this summer. The council discussed having just banners, having flags or flower baskets. Luepke was directed to researched costs to flags, but plan on just hanging the banners this summer. Luepke let the council know that the audit was pushed back to May 14, 2018. Luepke and the Mayor met with Rural Development regarding the funding package for the infrastructure project. The old school taskforce met on Monday, April 23, 2018 to discuss the memorandum of understanding between the county and city. A reminder was given regarding city wide clean up.

7) Discussion Items

- a) **Review of Care Center Management Request for Proposal:** The city council discussed the management contract proposals. Ecumen served Clarkfield for a long time and has done a good job, but they have been losing a lot of good staff and a change is needed. Ecumen is multi-state while Minnewaska is smaller and focuses on rural communities. Clarkfield has an aging population and though the Care Center has won awards in the past, the community needs a management company that provides community health services. The council feels that Minnewaska would get us to our goals faster with the focus on small rural communities. The council cannot ignore the in-house difficulties and does not want the care center to go away as it is a vital part of Clarkfield.

8) Action Items

- a) **Consideration to Approve Resolution 20180501 – Donations:** Motion to approve resolution 20180501 by Councilmember Stringer Jr; 2nd by Councilmember Bruflat. Motion carried with all in favor.
 - b) **Consideration to Approve Care Center Management Contract:** Motion to approve management contract with Minnewaska Health Services by Councilmember Stringer Jr; 2nd by Mayor Stringer III. Motion passed with a vote 4 to 1, with Councilmember Bruflat absenting.
- 9) **Adjourn:** Motion to adjourn at 8:28 PM by Councilmember Kaupang; 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.

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