



CITY OF CLARKFIELD AGENDA
7:00 PM Regular Meeting
Tuesday, June 5, 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 15, 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, Dave Smith – Fire Chief. Also in attendance were Kyle Klausung, Shari McNamara, Naomi Peterson, Hazel Hanson, Craig Giles, Zach Hendrickson, Steve Lynner, Melinda Hedman.

1) Pledge of Allegiance

2) Approval of Agenda: Luepke asked the council to add Resolution 20180605a – Sidewalk Reimbursement Policy to Action Items (d). Councilmember Fritz asked the council to add hanging basket to Discussion Items (c). Motion to approve the agenda by Councilmember Bruflat, 2nd by Councilmember Kaupang. Motion carried with all in favor.

3) Approval of Minutes: Motion to approve minutes from Regular Council meeting dated Tuesday, May 15, 2015 by Councilmember Stringer Jr, 2nd by Councilmember Kaupang. Motion carried with all in favor.

4) Invoices Payable: Motion to approved invoices payables by Councilmember Fritz, 2nd by Councilmember Stringer Jr. Motion carried with all in favor.

5) Public Comments:

a) Dana Gohr addressed the council regarding parking the mobile food truck by the county recycle station. The council gave permission.

6) Committee/Staff Reports

- a) **Fire Chief Report:** Chief Smith reported the department has four calls including the Hanley Falls Elevator. Training with Minnesota West and the Ambulance is completed, along with 11 members completing the First Responder training. It was reported that there is no timeline on the Walter's property, but the department is working with the county for the best and most effective way to get the house down.
- b) **Library Report:** Hazel Hanson reported that the library will participate in the upcoming block party with a new game. The library is searching for fundraiser ideas and is planning to have their book sale during Cardinal Days. They are also implementing a story time event with the child care center's preschool class this summer. The library board will be meeting in July for budget purposes this year.
- c) **Care Center Report:** McNamara approached the council regarding the Clarkfield Care Center activities. They are hosting a community picnic on June 6, 2018. It was reported that the Interim Director of Nursing is also taken on the MDS Coordinator role, which will be combined into one position moving forward. The Care Center's occupancy has staying consistent to budget and the case mix score has slightly increased for the month of April. The Care Center and Home Health Care combined lost \$15,275.00 for the month of April, but year to date numbers were reported at \$75,964.00.
- d) **City Administrator Report:** Luepke reported that the city auditors completed the on-site visit. The 2017 Consumers Confidence Report is available online. There was notification about the report in the city's newsletter, as well as on the monthly utility bills. 2018 is an election year, and Luepke reported that the city is seeking elections judges. Chris Knoll with Minnewaska Health Services made a visit on-site to the Care Center to conduct a question and answer session with the staff. The meeting was positive. Luepke remember the council

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about upcoming dates. The community block party is set for June 12, 2018. The League of MN Cities Annual Conference is June 20-22. Luepke and Councilmember Fritz will both be attending the conference in St. Cloud. At the conference's annual dinner, the City of Clarkfield will be awarded the City of Excellence award in the category of population less than 5,000.

7) Discussion Items

- a) **Request for Ambulance Rate Increase:** Melinda Hedman addressed the council to discuss the rising expenses with medical supplies and the income for 2017 did not meet those rising expenses. The ambulance is requesting to increase rates 25%, which is comparative to our area services. The rate proposed would increase to \$1,250 per run and \$24 per loaded mile and would take effect July 1, 2018. They are also requesting to add \$100.00 for lift assist/no transport calls. The council will consider approving the request at the next council meeting.
- b) **Request for Well Hook-Up:** The council received a request to consider approving a well water plan located at 505 11th Avenue. The property owner was not able to be present at the meeting, so the council tabled the request in order to get questions answered.
- c) **Hanging Basket Request:** Councilmember Fritz addressed the council with a request from a citizen wanting to take over the hanging basket on main street this year. The request included that all expenses for the hanging baskets would be covered by the citizen but the city's public works department would need to maintain and water the baskets for the summer season. The council was in favor and formal action will be taken at the next council meeting.
- d)

8) Action Items

- a) **Consideration to Approve Garbage Exemption Form:** Motion to approve garbage exemption with bag service for property located at 609 12th Ave by Mayor Stringer III; 2nd by Councilmember Bruflat. Motion carried with all in favor.
 - b) **Consideration to Approve Resolution 20180605 – Donations:** Motion to approve donation from the Fire Relief Association by Councilmember Bruflat; 2nd by Councilmember Kaupang. Motion carried with all in favor.
 - c) **Consideration to Appoint EDA Board Member:** Motion to approve Brenda Risa to the Clarkfield Economic Development Authority board by Councilmember Fritz; 2nd by Councilmember Bruflat. Motion carried with all in favor.
 - d) **Consideration to Approve Resolution 20180605A – Sidewalk Reimbursement Program:** Motion to implement the sidewalk reimbursement program by Councilmember Bruflat; 2nd by Councilmember Stringer Jr. Motion carried with all in favor.
- 9) **Adjourn:** Motion to adjourn the council meeting at 8:08 PM by Councilmember Stringer Jr; 2nd by Councilmember Bruflat. Motion carried with all in favor.

Respectfully Submitted by Amanda Luepke, City Administrator

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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