



MINUTES

REGULAR MEETING – CLARKFIELD CITY COUNCIL Tuesday, December 5, 2017 – 7:00 PM City Hall Meeting Room

Mayor: Dale Stringer III

Council Members: Emily Bruflat, Jerry Kaupang, Dale Stringer Jr., Sue Fritz

Staff Present: Amanda Luepke – City Administrator, Dustin Kramer – Public Works

Director, Dave Smith – Fire Chief, Shari McNamara

Others Present: Paul Anspach, Bill Riley, Jeff Lobdell, Jana Suckow, Marcia Flattum, George Rysdahl, Bob Schlenner, Wendy Kimmer, Julie Londgren, Stacy Jacobson, Karla Fischer, Kathy Kittleson, Glenn Jorgenson, Jeff Bailey, Deb Hegna, John Velde, Virginia Wilson, Jean Lynner, Todd Tennis, John Lynner, Lois Lynner, Gary Hoffman, Nikki Melbstead, Jaime Preuss, Greg Koepp, Sandy Koepp, Tracy Strand, Steve Hubbard, David Warner, Francis Stabb, Tasha Martin, Kyle Klausung

1.0 Call the Taxation in Truth Hearing to Order

1.1 The final levy is set at \$384,750.00; a decrease of 1.07%

2.0 Close the Taxation in Truth Hearing

3.0 Call to Order the Regular Meeting

4.0 Pledge of Allegiance

5.0 Citizen Comments

5.1 Paul Anspach introduced Bill Riley to the Council in regard to having bee hives on Anspach's property. Anspach is seeking permission to have bee hives on his property as there is no ordinance on this. The bees will be fenced in and Anspach is not collecting monies for use of the property. There would be two to three hives on property. The University of Minnesota is an advocate for urban areas for bee hives. There are rules governing all aspects of managing bee hives and there have been no issues reported. The liability will be responsibility of the property owner. Luepke stated she will place this item on the next agenda as a discussion item. Anspach also addressed the council in regard to the sheriff's department being on property after midnight.

5.2 George Risdahl addressed the council about the care center and the west gym. The care center has money in the bank. The west gym survey stated doing the project like Appleton and Milan. The City has nothing to do with the school and the City of Appleton spent a lot of money on repairs to their school building.

5.3 Wendy Kimmer addressed the council on the care center stating her mother is currently at the care center so she has a personal interest in the facility. Kimmer's concern is what will ensure the care center is not negatively impacted of the sale of the care center.

5.4 Jeff Lobdell addressed the council on the school and care center. Lobdell is not in support of saving any portion of the school. The cost of maintaining and operating the school are not sustainable. Lobdell stated monies should be put into the current city hall building for an addition and updates. Lobdell asked if there was any response received from the request for proposal sent for a new management company. Luepke responded that they received one communication back regarding an ownership change, not a management contract. Lobdell stated he was not opposed to putting the care center on the tax levy in order to keep the care center operating.

5.5 Bob Schneller addressed the council regarding the school and care center. Schneller addressed his concern on the survey being one-sided. He asked why things are going out the door with new council and administration. Schneller suggested we step back and re-evaluate our community.

6.0 Council Liaison Updates

6.1 EDA (Councilmember Fritz & Councilmember Bruflat) – Bruflat reported that Jennifer Schuler has resigned from the EDA and thanked her hard work and support for the past 10 years. The EDA had an interested party in the café and the EDA gave them some resources on additional funding options. The EDA finalized and approved the budget for 2018.

7.0 Consent Agenda

*The following items are considered non-controversial by staff and are recommended to be read and passed in one motion. Any council person, staff, citizen, or meeting attendee can request one or more items be pulled from the Consent Agenda; the item will be pulled and addressed immediately after the passage of the Consent Agenda; otherwise, the following items will be passed in one motion: **Motion to approve the consent agenda by Councilmember Kaupang, 2nd Stringer Jr. Motion carried with all in favor.***

- 7.1 Consideration of additions to the agenda
- 7.2 Consideration to approve the bills
- 7.3 Consideration to approve the Minutes from December 5, 2017
- 7.4 Consideration to adopt resolution 20171205 – changes on account
- 7.5 Consideration to adopt resolution 20171205A – final levy

8.0 Considerations of items removed from the Consent Agenda

9.0 Reports

- 9.1 Care Center Administrator Report – McNamara approached the Council to give an update to the council. McNamara reported that a new Home Care director was hired and starts full time on Monday, December 11, 2017. On December 3, 2017, the Care Center hosted the Prairie Cardinal – Afternoon with Santa event. The Care Center is having a Christmas Craft Fair on December 7, 2017 from 1:00 pm to 7:00 pm. On December 20, 2017, the Care Center is having a volunteer Christmas party and the resident Christmas party on December 21, 2017. On December 22, 2017, the Care Center is hosting a Christmas Open House. McNamara reported that the Care Center was included as one of America’s best nursing homes. The quality indicators for the Care Center increased over 2 points. The case-mix score decreased to under 1.0. Home Care was low about \$7,000, but looking overall the facility is sitting at a positive \$26,000. McNamara would like to explore the option of implementing a clinic in the west side of the Care Center building.
- 9.2 Fire Chief Report – Chief Smith approached the council regarding an update with the fire department. The department held trainings, had fire calls, attended the regional fire meeting. The department is looking at attending the officers school and wanting to conduct a fire burn training in the Spring. In November, the department held elections and officials stayed the same for the upcoming year. Dave Smith remains the Chief, Troy Bruflat remains 1st assistant, Eric Jahn remains 2nd assistant and Chad Fischer remains secretary. Motion by Councilmember Bruflat to approve the fire department officials, 2nd by Fritz. Motion carried with all in favor. The fire department accepted one resignation, Michael Weber. The fire department is looking to add Zach Hendrickson. The grass rig project is now complete. The new rescue truck is in production and is scheduled to arrive by the end of the year.
- 9.3 City Administrator Report – Luepke addressed the council reminding them about the work session Wednesday, December 6, 2017 at 3:00 pm with Bollig Inc. Motion to approve changing the regular council meeting from Tuesday, December 19 to Monday, December 18, 2017 at 7:00 pm by Mayor Stringer III, 2nd by Stringer Jr. Motion carried with all in favor. The public hearing for zoning ordinances will be Monday, December 18, 2017 at 6:00 pm. Luepke will begin conducting employees’ reviews and is requesting a 2% COLA increase. Springstead conducted wage analysis in 2015 and the base wage has not been increased since. Luepke presented a new agenda format suggested from the League of MN Cities training from the last council meeting.

10.0 Old Business

- 10.1 Consideration to approve public works part time job description. Councilmember Fritz caught an error from a recent change when the new public works director was hired. Luepke stated that will be updated. Motion to approve the part time job description by Councilmember Fritz, 2nd by Mayor Stringer III. Motion carried with all in favor.

11.0 New Business

12.0 Adjourn Meeting

Motion to adjourn by Councilmember Bruflat, 2nd Kaupang. Motion carried with all in favor.

