



# City of Clarkfield

## MINUTES

4:00 PM Regular Council Meeting

Tuesday, July 21, 2020

City Hall Meeting Room

904 10<sup>th</sup> Avenue – Clarkfield, MN 56223

A special work session of the City of Clarkfield was called to order by Mayor Fritz at 7:00 PM, Tuesday, July 21, 2020, in the City Hall Meeting Room. Councilmembers present: Mayor Fritz, Councilmember Stringer, Councilmember Giles, Councilmember Kaupang and Councilmember Hedman. Staff/Boards present: Chris Webb – City Administrator, Admin. Assistant Mariah Skjefte.

1. **CALL THE REGULAR COUNCIL MEETING TO ORDER** – 6:58 pm
2. **PLEDGE OF ALLEGIANCE**
3. **APPROVAL OF AGENDA** – Motion by Hedman, Second by Kaupang to approve the agenda. Hedman – Yes, Kaupang – Yes, Giles – Yes, Stringer – Yes, Fritz – Yes. Motion passes.
4. **APPROVAL OF MINUTES**
  - a. **3.18.2020** – Resolution for signature power, switch number to 0318. Also, change name to address for signature power for Mariah to sign checks.
  - b. **3.23.2020** – Add Casey Namken to meeting attendance.
  - c. **6.16.2020** – Last paragraph of care center report typo. Change home to homecare. Listen to recording to clarify if pool rates are season or daily rates as well. Bring to next council meeting for reapproval.
  - d. **7.7.2020** – Clarify votes for failed café resolution.  
Motion by Hedman, Second by Kaupang to approve the minutes with changes. Hedman – Yes, Kaupang – Yes, Giles – Yes, Stringer – Yes, Fritz – Yes. Motion passes.
5. **INVOICES PAYABLE** - Motion by Kaupang, Second by Giles to approve the Invoices Payable. Hedman – Yes, Kaupang – Yes, Giles – Yes, Stringer – Yes, Fritz – Yes. Motion passes.
6. **PUBLIC COMMENTS** –
  - a. Daryl Toft: Asking Mayor Fritz about why she voted for specific resolutions during her time as a city councilmember. Childcare center questions.
  - b. Naomi Peterson: Asked about café expenses, Natasha’s wages as a manager, posting minutes from the EDA.
  - c. Dale Stringer III: Asking about cell phone reimbursement ideas.
7. **REPORTS OF COMMITTEES AND CITY STAFF**
  - A. **Mayor’s Report** – Mayor Fritz reported about a COVID webinar she attended.
  - B. **Councilmembers’ Reports**
    - a. Councilmember Stringer commented on renting city equipment and the fee schedule for public citizen’s use.
    - b. Councilmember Kaupang discussed the personnel meeting, COLA raises, and Mariah’s job description.
  - C. **Care Center Director Report** – Justin Boldt: A written report.
  - D. **City Administrator Report** – Chris Webb: A written report.

**8. NEW BUSINESS**

- E. **Council Wages Ordinance** – Motion by Hedman, Second by Kaupang to approve the city council wage ordinance. Hedman - Yes, Kaupang - Yes, Giles - Yes, Stringer - Yes, Fritz - Yes. Ordinance passes.
  - F. **Boyd WW Contract Discussion** – Motion by Kaupang, Second by Stringer Jr. to approve the Boyd Wastewater Contract Agreement. Hedman - Yes, Kaupang - Yes, Giles - Yes, Stringer - Yes, Fritz - Yes. Motion passes.
  - G. **2020 Wage Scale Amendment** – Motion by Kaupang, Second by Giles to approve the 2020 city wage scale amendment to include lifeguards wage scale. Hedman - Yes, Kaupang - Yes, Giles - Yes, Stringer - Yes, Fritz - Yes. Motion passes.
  - H. **City Website Work Proposal** - Motion by Kaupang, Second by Stringer Jr. to approve Clarissa Halder’s website work proposal. Hedman - Yes, Kaupang - Yes, Giles - Yes, Stringer - Yes, Fritz - Yes. Motion passes.
  - I. **City Ambulance Service Defibrillator Bids** – Motion by Giles, Second by Stringer Jr. to award the bid to Stryker in the amount of \$25,983. Hedman – Yes, Kaupang – Yes, Giles – Yes, Stringer – Yes, Fritz – Yes. Motion passes. The Stryker bid is for a brand-new unit, whereas the lower bid was for a refurbished unit. A preference for the new unit is desired by the ambulance service.
- 9. City Council entered a closed session at 8:03 PM.** Motion by Hedman, Second by Kaupang to enter a closed session. Hedman – Yes, Kaupang – Yes, Giles – Yes, Stringer – Yes, Fritz – Yes. Motion passes. City Council then went back into open session at 8:26 PM. Motion by Hedman, Second by Kaupang to reopen the meeting. Hedman – Yes, Kaupang – Yes, Giles – Yes, Stringer – Yes, Fritz – Yes. Motion passes.
- 10. ADJOURN** - Motion by Kaupang, Second by Stringer Jr. to adjourn. Hedman – Yes, Kaupang – Yes, Giles – Yes, Stringer – Yes, Fritz – Yes. Motion passes. Meeting adjourned.