



City of Clarkfield

MINUTES

4:00 PM Regular Council Meeting

Tuesday, July 7, 2020

City Hall Meeting Room

904 10th 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 7, 2020, in the City Hall Meeting Room. Councilmembers present: Mayor Fritz, Councilmember Stringer, Councilmember Giles, Councilmember Kaupang and Councilmember Hedman. Staff/Boards present: Clarissa Hadler – Interim City Administrator, Chris Webb – City Administrator, Admin. Assistant Mariah Skjefte.

1. CALL THE REGULAR COUNCIL MEETING TO ORDER

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. **No Minutes were approved**

5. INVOICES PAYABLE - Motion by Stringer, Second by Giles to approve the Invoices Payable. Hedman – Yes, Kaupang – Yes, Giles – Yes, Stringer – Yes, Fritz – Yes. Motion passes.

6. PUBLIC COMMENTS – Naomi Peterson made comments: welcoming Chris as new administrator, mosquito spraying, asking about city banners, meal fundraiser benefit at the charter school.

7. REPORTS OF COMMITTEES AND CITY STAFF

A. **Mayor's Report** – Mayor Fritz reported about the COVID related money that the town is receiving. \$61,000 will be coming to the city. How the money can be used by the city.

B. **Councilmembers' Reports** – No Reports.

C. **Public Works Director Report – Troy Bruflat** – PW Director Bruflat provided information regarding the pool, payloader trade-in, water tower project update.

a. **Payloader Trade-in** – Bruflat requested a motion to decide with payloader to trade in for. Motion by Stringer, Second by Kaupang to allow PW staff to trade in current payloader for the Case. Hedman - Yes, Kaupang - Yes, Giles - Yes, Stringer - Yes, Fritz - Yes. Motion passes.

D. **City Administrator Report – Chris Webb** – Webb provided a summary of his report to Council, including the audit, pool, meeting with the school district. Working with Clarissa on the transition plan. Meeting with PGP.

8. NEW BUSINESS

- A. **EDA Café Resolution** – City Council discussed the resolution and what course of action the city could take in regards to the city café. Motion by Hedman, Second by Fritz to approve the café resolution as stated. Hedman - Yes, Kaupang - Abstain, Giles - Abstain, Stringer - Abstain, Fritz - Yes. Motion failed.
 - B. **Council Wages Resolution** – No discussion. Will be brought up again at the July 21st meeting.
 - C. **Water Tower Colors** – City Council requests that the city water tower colors should be maintained the same colors and the block lettering should also remain the same.
 - D. **Covid Preparation Plan Final Approval** - Motion by Stringer, Second by Hedman to approve the city's COVID Preparation Plan. Hedman - Yes, Kaupang - Yes, Giles - Yes, Stringer - Yes, Fritz - Yes. Motion passes.
 - E. **Infrastructure Project Update** - Project Manager, Scott Kuhlman provided the council with an update on the infrastructure project coming up. Motion by Hedman, Second by Giles to award bid of the Infrastructure project to Crow River Construction. Hedman – Yes, Kaupang – Yes, Giles – Yes, Stringer – Yes, Fritz – Yes. Motion passes. Motion by Stringer, Second by Kaupang to accept the PSIG resolution. Hedman – Yes, Kaupang – Yes, Giles – Yes, Stringer – Yes, Fritz – Yes. Motion passes.
 - F. **Adding New City Administrator to all city accounts** – Motion by Hedman, Second by Stringer to add Chris Webb to all city accounts as a signor. Hedman – Yes, Kaupang – Yes, Giles – Yes, Stringer – Yes, Fritz – Yes. Motion passes.
- 9. ADJOURN** - Motion by Hedman, Second by Fritz to adjourn. Hedman – Yes, Kaupang – Yes, Giles – Yes, Stringer – Yes, Fritz – Yes. Motion passes. Meeting adjourned.