



# City of Clarkfield

## MINUTES

4:00 PM Regular Council Meeting

Tuesday, August 18, 2020

City Hall Meeting Room

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

A regular city council meeting of the City of Clarkfield was called to order by Mayor Fritz at 7:00 PM, Tuesday, August 18, 2020, in the City Hall Meeting Room. Councilmembers present: Mayor Fritz, Councilmember Stringer, Councilmember Giles, Councilmember Kaupang and *Councilmember Hedman was present via zoom*. Staff/Boards present: Chris Webb – City Administrator, Admin. Assistant Mariah Skjefte.

**1. CALL THE REGULAR COUNCIL MEETING TO ORDER – 6:59 pm**

**2. PLEDGE OF ALLEGIANCE**

**3. APPROVAL OF AGENDA**

Motion by Stringer, Second by Kaupang to approve the agenda with stated changes. Hedman – Yes, Kaupang – Yes, Giles – Yes, Stringer – Yes, Fritz – Yes. Motion passes.

**4. APPROVAL OF MINUTES**

a. **8.4.2020**

Wage Scale discussion to be edited to include discussion of a temp worker.

Motion by Kaupang, Second by Stringer to approve the minutes with changes. Hedman – Yes, Kaupang – Yes, Giles – Yes, Stringer – Yes, Fritz – Yes. Motion passes.

**5. INVOICES PAYABLE**

Questions on invoices: None

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

**6. PUBLIC COMMENTS –**

- a. Daryl Toft: Raising concerns about potential conflict of interests.
- b. Naomi Peterson: Thanks for the branch clean up after the storm.

**7. REPORTS OF COMMITTEES AND CITY STAFF**

A. **Mayor's Report** - COVID and infrastructure project updates.

B. **Councilmembers' Reports**

C. **County Commissioner Report - Gary Johnson**

a. Discussing COVID-19 situation, as well as a bulk food distribution. That could take place in Clarkfield later in September. To be set up on Friday, September 18<sup>th</sup>. Looking for volunteers and the go ahead to set this up in the future. Answering questions about the YMC COVID CARES Act Relief Grant application. Storm damage and follow up with County working together with the local cities to help with clean up. Talking about CODE RED and the state declaring the storm damage as a state disaster, could lead to reimbursements some storm damage clean up expenses.

D. **Care Center Director's Report - Justin Boldt:** A written report.

Also discussed the COVID testing machine that the center was given by the federal government. New fiscal year coming up on October 1<sup>st</sup>.

E. **City Administrator Report - Chris Webb:** A written report.

**8. NEW BUSINESS**

F. **Water Tower Tele-Communications Policy** – Council discussed the issues and what is currently on the water tower and if those entities would be grandfathered in? City Administrator said that council could vote on that tonight. How would the city go about enforcing this policy and when would equipment move back over to the water tower from the grain elevator in town.

Motion by Giles to grandfather in existing entities that already had equipment on the water tower. Second by Kaupang. Hedman - Yes, Kaupang - Yes, Giles - Yes, Stringer - Yes, Fritz - Yes. Motion passes.

Motion by Hedman to approve the application policy and subsequent application. Second by Stringer. Hedman - Yes, Kaupang - Yes, Giles - Yes, Stringer - Yes, Fritz - Yes. Motion passes.

G. **LTD Broadband Proposal** – Corey from LTD Broadband made a proposal to the city so that LTD could install equipment on the city water tower in exchange for internet services provided to all city owned buildings.

Motion by Stringer for the city to enter into a lease agreement with LTD Broadband. No second was offered.

Consensus from the council that the proposal would be tabled until the next meeting.

H. **ReneSola Power Proposal** – Eric Jensen made a proposal to the city council about starting a subscription with his company to receive a rebate from Excel Energy for the city power usage. Multiple questions from the council about the program, timetable, giving notice on ending the agreement, any buy-in amount, subscription fee, and other items.

Consensus from the council that the proposal would be tabled until the next meeting.

I. **2019 City Audit Presentation** – Conway, Deuth & Schmiesing, PLLP conducted the 2019 city audit.

J. **City Council Meeting Room Upgrades** – Received 2 new bids from A&B solutions on the technology upgrade. Wall mount option verses a mobile option. In addition to the computer man bid that was received.

Motion by Stringer, Second by Kaupang to award bid to A&B Business Solutions for the wall mounted unit. Hedman - Abstain, Kaupang - Yes, Giles - Yes, Stringer - Yes, Fritz - Yes. Motion passes.

K. **CARES Act Distribution** – Council discussed the option of transferring money to the local EDA to be disbursed as grants to local businesses and non-profits.

Motion by Kaupang, Second by Hedman to pass the resolution authoring the transfer of \$37,000 to the Clarkfield EDA in order to provide grants to local businesses and non-profits that have been affected by COVID-19. Hedman - Yes, Kaupang - Yes, Giles - Yes, Stringer - Yes, Fritz - Yes. Motion passes.

J. **General Fund Transfers** – 4 transfers that were completed in the 2019 year, but never were officially approved by the city council. Council discussed why these happened without approval, and how it could be fixed in the future so that it doesn't happen again. Perhaps the personnel committee could investigate possible future action with future employees and similar actions.

Motion by Hedman, Second by Kaupang to approve the resolution retroactively approving the below stated transfers. Hedman - Yes, Kaupang - Yes, Giles - No, Stringer - No, Fritz - Yes. Motion passes.

9. **ADJOURN** - Motion by Stringer, Second by Kaupang to adjourn. Hedman – Yes, Kaupang – Yes, Giles – Yes, Stringer – Yes, Fritz – Yes. Motion passes. Meeting adjourned at 8:57 pm.