



City of Clarkfield

MINUTES

4:00 PM Regular Council Meeting

Tuesday, August 4, 2020

City Hall Meeting Room

904 10th 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 4, 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** – 6:59 pm
2. **PLEDGE OF ALLEGIANCE**
3. **APPROVAL OF AGENDA**
 - a. **7.21.2020 Minutes Added**
 - b. **Library Report Added**

Motion by Hedman, 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. **6.16.2020** – Changes made and minutes to be reapproved. Homecare typo was changed and pool season long rates only to be changed, not daily rates.

Motion by Kaupang, Second by Stringer to approve the minutes with changes. Hedman – Yes, Kaupang – Yes, Giles – Yes, Stringer – Yes, Fritz – Yes. Motion passes.
 - b. **7.21.2020** – Motion by Hedman, Second by Stringer approve the minutes. Hedman – Yes, Kaupang – Yes, Giles – Yes, Stringer – Yes, Fritz – Yes. Motion passes.
5. **INVOICES PAYABLE** - Motion by Hedman, 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: Asking the council about the running of the café and the situation with the daycare building and the city CD's that secured a loan for that building.
 - b. Naomi Peterson: Asked about local bike trainings. Attending city council meetings, sample ballot for the fall election, and interactions with city staff.
7. **REPORTS OF COMMITTEES AND CITY STAFF**
 - A. **Mayor's Report** – Questions about ordinances for the ordinance committee to follow up with.
 - B. **Councilmembers' Reports**
 - a. Councilmember Hedman commented on the café report and EDA items.
 - b. Councilmember Stringer commented on care center committee meeting. PERA items.
 - C. **Public Works Director Report – Justin Boldt:** A written report.
 - D. **City Administrator Report – Chris Webb:** A written report.
 - E. **Library Board Report** – Hazel: A written report.

8. NEW BUSINESS

- F. **2020 & 2021 UMRDC Prairie Waters Membership Presentation** – Motion by Kaupang, Second by Stringer to approve the 2020 & 2021 memberships. Hedman - Yes, Kaupang - Yes, Giles - Yes, Stringer - Yes, Fritz - Yes. Motion passes.
 - G. **City Social Media Policy** – Motion by Hedman, Second by Kaupang to adopt a city social media policy with the addition of the café Facebook page. Hedman - Yes, Kaupang - Yes, Giles - Yes, Stringer - Yes, Fritz - Yes. Motion passes.
 - H. **Technology Upgrade Bids** – Only one bid was received by city staff. City Council directed city staff to attain additional bids and to bring this to the next scheduled meeting.
 - I. **2019 City Audit Presentation** – Conway, Deuth & Schmiesing, PLLP conducted the 2019 city audit.
 - J. **Infrastructure Update – Jeff VanBuren** – Jeff provided the city council with an update on the infrastructure project. The bids and how to make up that money in the process. Motion by Hedman, Second by Kaupang to apply for additional funds from Rural Development. Hedman - Yes, Kaupang - Yes, Giles - Yes, Stringer - Yes, Fritz - Yes. Motion passes.
- 9. City Council entered a closed session at 9:24 PM.** Motion by Hedman, Second by Stringer 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 9:41 PM. Motion by Stringer, Second by Hedman to reopen the meeting. Hedman – Yes, Kaupang – Yes, Giles – Yes, Stringer – Yes, Fritz – Yes. Motion passes.
- 10. ADJOURN** - Motion by Kaupang, Second by Hedman to adjourn. Hedman – Yes, Kaupang – Yes, Giles – Yes, Stringer – Yes, Fritz – Yes. Motion passes. Meeting adjourned at 9:43 pm.