

**CITY OF STARBUCK  
REGULAR CITY COUNCIL MEETING  
FEBRUARY 14, 2022  
6:30 P.M.**

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**Mayor:** Gary Swenson  
**Councilors:** Steve Gorder  
Chris Taffe  
Mary Baukol  
Jill Hansen

**City Clerk/Treasurer:** Joan Kerkvliet  
**Police Chief:** Mitch Johnsrud

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**MINUTES – Approved 3/14/2022**

***PUBLIC HEARINGS***

*6:35 Amendment to Ordinance 31.03 – City Council Salaries*

**I. CALL THE MEETING TO ORDER**

1. Call to order & Pledge of Allegiance - Meeting was called to order by Mayor Swenson at 6:29pm.
2. Roll Call - Swenson, Taffe, Gorder, Hansen and Baukol Present

**II. CONSENT AGENDA**

3. Approve Agenda
4. Approve Claims for Payment
5. Approve minutes from previous meeting(s)
  - a) Council Meeting – January 10, 2022

**Motion by Taffe; second by Gorder** to approve the consent agenda as presented.  
**Motion carried (4-0).**

**III. ANYONE BEFORE COUNCIL**

6. Larry Van Hout/Nick Koos – Widseth
  - a) 2020 Road Project

Mr. Van Hout told the council Widseth will continue to work with MnDOT to complete issues from the 2020 road project. They have made MnDOT aware of the issue at Peddler Dan’s where the sidewalk is heaving. The goal is to have the project completed by late summer. Mr. Van Hout presented the council MnDOT change order #0031, in the amount of \$25,430.65, for approval. This was for a spring discovered at Moore St and an unknown underground utility at Abercrombie.

**Motion by Swenson; second by Gorder** to approve the consent agenda as presented. **Motion carried (4-0).**

- b) Comprehensive Plan

Mr. Van Haut asked the council if they were ready to adopt the Comprehensive Plan. The council discussed updating the plan with 2020 census information at an approximate cost of \$4,000 and decided against a revision. A resolution for the plan will need to be passed in March.

**Motion by Gorder; second by Hanses** to approve the Comprehensive Plan as presented with no updated census numbers. **Motion carried (4-0).**

- c)

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**IV. PERSONNEL REPORTS**

7. Mayor
- a) Blight  
Mayor Swenson told the council there has been an increase in the amount of blight complaints to the city. He would like to have the Planning & Zoning committee review the ordinance to see if they felt it should be revised. The council agreed with this approach.
- b) Charging Stations – Electric Vehicles  
Mayor Swenson told the council he is looking into funding for charging stations. With the tourist population in the summer, it would be a great option to offer.
8. Police
- a) Chief Johnsrud presented a PowerPoint presentation to the council summarizing the calls for 2021 and comparing the volume to prior years. The council thanked the police department for their work in 2021.
9. Water/Sewer
- a)
10. Fire Department
- a)
11. City Clerk/Treasurer
- a) 2021 Year End Budget Reports  
Clerk/Treasurer Kerkvliet presented the council with the year-end budget to actual reports. She informed the council there would be a full audit report presented by Conway, Deuth & Schmiesing in March.
- b) Minnesota Municipal Clerks Institute May 9-13, 2022 - Tiffany  
Clerk/Treasurer Kerkvliet asked the council to approve sending Deputy Clerk Tiffany Boysen to the Clerks Institute in May. This would be year one of a three-year program resulting in Tiffany receiving her MN Certified Municipal Clerk certification. **Motion by Gorder; second by Taffe** to approve sending Deputy Clerk Tiffany Boysen to the MN Municipal Clerks Institute May 9-13<sup>th</sup> 2022. **Motion carried (4-0).**

**V. COMMITTEE REPORTS**

12. Planning Commission
- a)
13. Airport Committee
14. Streets and Parks
15. Community Center

**VI. OLD BUSINESS**

16. Comprehensive Plan – Revise Census Data or Accept Current Plan.  
Addressed above in section 6A.
- 17.

**VII. NEW BUSINESS**

18. Approve Amended Ordinance #31.03 – City Council Salaries-Effective 1/1/2023.  
**Motion by Gorder; second by Hansen** to approve Amended Ordinance #31.03.  
**Motion carried (4-0)**

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19. Discuss Request by Jodee Lund-Glacial Hills Charter School, to bring Electrical Hook Up to Holly Skogen Park.  
The council decided to contact Ms. Lund and ask if she has considered solar lighting.
20. Discuss Approval of COVID Sick Time Policy – Effective 1/1/2022  
**Motion by Taffe; second by Hansen** to approve the COVID sick time policy effective 1/1/2022. **Motion carried (4-0)**
21. Approve Resolution #2022-03 – Elect the Standard Allowance Under the Revenue Loss Provision of the American Rescue Plan Act.  
**Motion by Gorder; second by Hansen** to approve Resolution #2022-03 electing the standard allowance under the revenue loss provision of the American Rescue Plan Act.  
**Motion carried (4-0)**
22. Approve Preliminary Subdivision Plat with Conditions – PID #27-0622-000-Matt/Jamie Katzenmeyer. Approve Public Hearing for the March meeting.  
**Motion by Gorder; second by Taffe** to approve Preliminary Subdivision Plat with Conditions (PID 27-0622-000) and hold a public hearing on this issue once a request to waive subdivision restrictions is received from the Katzenmeyer’s. **Motion carried (4-0)**
23. Extend the Local Emergency Declaration for COVID-19 through March 31, 2022.  
**Motion by Hansen; second by Taffe** to Extend the Local Emergency Declaration for COVID-19 through March 31, 2022, **Motion Carried (4-0)**.
24. Approve the 2022 Pay Equity Report for the State of Minnesota.  
**Motion by Gorder; second by Taffe** to approve submission of the 2022 Pay Equity Report to the state. **Motion carried (4-0)**

25.  
26.

**VIII. CLOSED MEETING**

- 27.

**IX. ADJOURNMENT - Motion by Gorder to adjourn meeting at 7:35pm. Motion carried (4-0)**