

**APPROVED**

**CITY OF STARBUCK, MINNESOTA**

**MINUTES OF REGULAR CITY COUNCIL MEETING**

**Tuesday, October 11, 2016**

The City of Starbuck Regular City Council Meeting was held on Tuesday, October 11, 2016 at 6:30 pm at the Starbuck Community Center located at 307 E 5th Street in Starbuck, MN.

Meeting called to order by Mayor Swenson. Pledge of Allegiance recited. Roll call. Present: Mayor Swenson; Council members: Katzenmeyer, Razink, Swensrud, and Gorder as well as City Clerk, Andrew Langholz and City Treasurer, Joan Kerkvliet; absent: none. Quorum is present.

**CONSENT AGENDA**

- **Motion - Gorder: Approve the consent agenda as amended. Second - Katzenmeyer. Motion carried by unanimous vote.**

**ANYONE BEFORE THE COUNCIL**

**PERSONNEL REPORTS**

Mayor Swenson said that the City received a quote to put a steel roof on the shelter at Hobo Park for \$2465, it was also noted that this cost would come from capital outlay from the Hobo Park budget. He also said that commitments have been made by local organizations to replace the playground equipment for Hobo Park. He said that there is a sale right now and that he is requesting the City make a down payment to ensure that the City receives the 45% off sale price.

- **Motion - Razink: Approve the quote for \$2465 to put the steel roof on the Hobo Park shelter and make a down payment for the playground equipment at Hobo Park. Second - Swensrud. Motion carried by unanimous vote.**

Chief Johnsrud stated that there were 308 calls for service in the previous month. Officer Ohren has been extremely busy at the day treatment center. Chief Johnsrud also said that he would be holding a Neighborhood Crime Watch meeting in the next month.

**Mayor Swenson Closed the Regular Council Meeting to hold a Public Hearing at 6:39**

**Mayor Swenson Reopened the Regular Council Meeting at 7:26**

City Clerk, Andrew Langholz said that he has turned in two proposals to MnDOT to allow golf carts on the Glacial Ridge Trail. MnDOT has elected to work with the City to allow golf carts to travel across the bridge south to the entrance of Lakeshore Park. From there golf carts would enter the park and take an alternative route to reach the north end of the beach. Mr. Langholz will continue to work with MnDOT and keep the Council updated. Mr. Langholz also said that he is working on a letter of intent that will be submitted for TAP funding in regards to the Starbuck 2020 Road Project. The City will be requesting \$400,000 in assistance which will go towards the addition of a bike path and applying the complete streets concept to the downtown area.

### **COMMITTEE REPORTS**

Mr. Langholz presented a recommendation from the Planning & Zoning Commission to approve a Grading, Filling, and Excavating permit which is referenced in our shore land ordinance. He said that this will accompany the Application for Planning & Zoning Consideration. The permit will also require the property owner to perform some leg work by getting permission from both the DNR and Pope County Soil & Water prior to the City issuing a permit.

- **Motion - Razink: Approve the Grading, Filling, & Excavating permit for use. Second - Swensrud. Motion carried by unanimous vote.**

### **OLD BUSINESS**

Mr. Langholz said that the City has received another quote for a mower from Midwest Machinery for two different John Deere mowers. The Council agreed that that they would like to remain with the Kubota lawn mower since the quote came in lower and for the ease of operation by have two of the same machine. The Council decided to table the final decision for purchasing the lawn mower until Randy Peterson received a quote for trading in our current mower.

### **NEW BUSINESS**

Mr. Langholz said that there was one blight citation that did not reach compliance and was abated. The abatement occurred on parcel 27-0275-000 for a dead tree. The total cost for the two citations and the abatement of the tree which was done by Rick Frass was \$700. The Ordinance also allows a 10% interest fee to be added to the assessment bringing the total to \$770, which will be sent to the County and placed on property taxes.

- **Motion - Swensrud: Approve the blight assessment of \$770 split over two years for parcel 27-0275-000. Second - Razink. Motion carried by unanimous vote.**

Mayor Swenson presented resolution 2016-28: Support of Participation of Local Unit of Government. This resolution is to show good faith with Pope County who would be sponsoring the Starbuck 2020 Road Project since Starbuck has a population under 5,000 and cannot receive the funding without a sponsoring agency.

- **Motion - Razink: Approve Resolution 2016-28: Support of Participation of Local Government Unit. Second - Gorder. Motion carried by unanimous vote.**

Mayor Swenson presented resolution 2016-29: Joint Powers Agreement with the West Central MN Drug & Violent Crime Task Force. Detroit Lakes would like to be added to the agreement and the City must pass a resolution along with all other agencies which would allow them to join the task force.

- **Motion - Gorder: Approve Resolution 2016-29: Joint Powers Agreement with the West Central MN Drug & Violent Crime Task Force. Second - Katzenmeyer. Motion carried by unanimous vote.**

Mayor Swenson presented the Council with a Liability Coverage - Waiver Form from the League of Minnesota Cities Insurance Trust. He said that the Council has traditionally chosen to not waive the monetary limits.

- **Motion - Gorder: Elect that Starbuck does not waive the monetary limits on municipal tort liability. Second - Razink. Motion carried by unanimous vote.**

City Clerk, Andrew Langholz said that he would like to send out liquor license renewal applications for 2017. He indicated that there were no changes from the previous two years in the number of establishments.

- **Motion - Razink: Approve liquor license renewals for 2017. Second - Gorder. Motion carried by unanimous vote.**

Mayor Swenson asked if the two parties had come to an agreement in regards to vacating the easement. Mr. Mozey's attorney, Scott Johnston said that the two parties have decided to work together to get Mr. Mozey's property surveyed and to hire a civil engineer to determine the turning radius that is needed to enter the garage. Mr. Bluhm (developer) and Mr. Mozey (neighboring property owner) asked that the Council table the vacation of the easement until more discussion can occur. They will inform the Council of the negotiations. Mayor Swenson said that he was pleased that the parties are willing to work with each other.

- **Motion - Gorder: Table the vacation of the easement to allow the parties to negotiate. Second - Swensrud. Motion carried by unanimous vote.**

Mr. Langholz presented a spreadsheet to the Council regarding a transfer of funds from Hobo Park to other funds, these funds include; water, sewer, storm sewer, police, and the parks department. He indicated that an annual transfer from Hobo Park to these funds would help show the true costs of operating Hobo Park. The Council said they would like to use this formula each year. The total transfer was \$37,500.

- **Motion - Katzenmeyer: Approve the transfer of funds from Hobo Park to other funds and use this formula going forward. Second - Gorder. Motion carried by unanimous vote.**

Mr. Langholz said he needed a motion to approve sending delinquent utility bills to the County to be assessed to the tax rolls.

- **Motion - Razink: Approve all accounts with a balance over 90 days delinquent to have the total assessed to the tax roll at a rate of 7% for one year. Second - Swensrud. Motion carried by unanimous vote.**
- **Motion - Katzenmeyer: Set the Truth & Taxation hearing for Monday, December 12, 2016 at 6:45 p.m. at the Starbuck Community Center. Second - Razink. Motion carried by unanimous vote.**

**Work Session set for Wednesday, November 30, 2016 at 6:30 p.m.**

#### **ADJOURN**

- **Motion - Katzenmeyer: Adjourn at 8:09 pm. Second - Swensrud. Motion carried by unanimous vote.**

Respectfully Submitted,

Andrew Langholz

City Clerk