

**CITY OF STARBUCK
REGULAR CITY COUNCIL MEETING
OCTOBER 15, 2024
6:30 P.M.**

Mayor: Gary Swenson
Councilors: Steve Gorder
Chris Taffe
Mary Baukol
Dane Christensen

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

MINUTES – Approved 11/12/2024

PUBLIC HEARINGS:

6:35 – Consider Vacating a Dedicated ROW on Block 59 Between 117 E 5th St & E. Depot Ln.
for Construction of the Starbuck Locker Plant.

I. CALL THE MEETING TO ORDER

1. Call to Order & Pledge of Allegiance - Meeting was called to order by Mayor Swenson at 6:32 PM
2. Roll Call - Swenson, Gorder, Taffe, and Baukol- Present. Christensen - Absent

II. CONSENT AGENDA

3. Approve Agenda
4. Approve Claims for Payment
5. Approve Minutes from previous meeting(s)
 - a) Council Meeting - September 9, 2024
 - b) Special Meeting - September 19, 2024

Motion by Gorder; second by Taffe to Approve the Consent Agenda as Presented. Motion carried 3-0.

Meeting closed at 6:35pm for a Public Hearing.

Meeting reopened at 6:35pm.

III. ANYONE BEFORE COUNCIL

6. Nick Koos – Widseth – Did not attend meeting.
7. Mathias Briard - Starbuck Locker – Spoke during the Public Hearing.
 - a) **Motion by Gorder; second by Taffe** to Approve Resolution #2024-27 approving the vacation of a dedicated ROW located south of 117 E 5th St. and north of E. Depot Ln. **Motion carried 3-0.**
8. Rick Schira - West Central Initiative
Mr. Schira gave the council an overview of services available through West Central Initiative. He also provided packets with contact information, maps of West Central’s service area and economic activities they support. WCI does not levy tax dollars. They are a non- profit organization who depend on donations to continue their work. WCI provided the money for the new Welcome to Starbuck signs seen on the edge of town. The council told Mr. Schira the work done by WCI is greatly appreciated.
9. Mike Stai/Steve Nelson – Minnewaska Lake Assoc. – Donation of AED for City Beach
Steve Nelson told the council the Lake Assoc. would like to donate an AED for the north

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shelter by the city beach. The AED stand would be weatherproof, heated and there would be a camera for security. The city would agree to pay an annual maintenance fee of \$600.

Motion by Gorder; second by Taffe to Approve the Consent Agenda as Presented. **Motion carried 3-0.**

10. Kris Goracke – Long-Range City Park Plan Proposal

Ms. Goracke presented a proposal to the council for the future of the city park. She would like to see an ADA compliant park making it more assessable to all. This would include ideas such as a playground inclusive to all children, a pickleball court and other areas to make the park friendly to everyone. She would like to get together with the park committee to get some ideas and plan what we would like our park to look like in the future.

Motion by Taffe; second by Gorder to Approve the Consent Agenda as Presented. **Motion carried 3-0.**

11. Bruce Rieland – Condition of Property – Mr. Rieland did not attend meeting.

IV. PERSONNEL REPORTS

12. Mayor

a) Lighthouse Update – Proclamation of Appreciation

Mayor Swenson read a Proclamation of Appreciation for the work done by the descendants of Harold Meyer; Dennis Lawson, Jim Moffat, Geoff Moffat, and their families for volunteering to build the new lighthouse erected on September 20, 2024, on the south side of the Starbuck marina.

13.

b) City Development Update

Mayor Swenson gave an update on the potential development, in partnership with the HRA, for up to 17 new residences on the north side of town.

There is also the possibility of a new housing development on the football field of what is currently WIN Academy.

Police Department

a) Monthly Report – Chief Johnsrud did not attend the meeting

Chief Johnsrud's request for an MOA to move from salary to hourly during an officers' maternity leave will be discussed at a later date.

14. Fire Department

a) Purchase of Skid Unit from Great Plains Fire

Motion by Gorder; second by Taffe to approve the purchase of a 250-gallon skid unit from Great Plains Fire at a cost of \$38,350. **Motion carried 3-0.**

15. Water/Sewer Department

a) Lowry Manufacturing Quote for New Marina Docks - 2025

Motion by Taffe; second by Gorder to approve the purchase of twenty-four dock frames from Lowry Manufacturing for new marina docks at a cost of \$25,536. **Motion carried 3-0.**

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b) Quotes for New Payloader (if available)

Mr. Peterson told the council that three models of payloaders had been demo' d and the staff preferred the Case 621G Z Bar Loader. Quotes were presented for all loaders. As the current payloader is in good shape, the trade-in value was generous. The city would keep the current snowplow and have it attached to the new loader. This loader would be financed through Titan Machinery as a lease to buy option over six years with a \$1 buyout. The total cost will be \$154,010. The first payment of approximately \$30k is in the 2025 budget.

Motion by Gorder; second by Taffe to approve

16. City Clerk/Treasurer

a) General Election Day - November 5th – Polls Open from 7 AM – 8 PM

b) City Office Closed on Thursday October 24, 2024, for Training

c) City Office Closed November 11th – Veterans Day Holiday

d) November Regular City Council Meeting – Tuesday, November 12th

e) Budget Comparison Reports – 3rd Qtr. 2024

Clerk/Treasurer Kerkvliet presented the 3rd qtr. budget to actual comparison reports to the council. She encouraged the council to review and come to her with any questions they may have.

V. COMMITTEE REPORTS

17. Planning & Zoning

a)

18. Airport Committee – Tom Beuckens

a) Mayor Swenson told the council that the airport committee is looking at the possibility of building two new hangars at the airport.

19. Streets and Parks

20. Community Center

VI. OLD BUSINESS

21. Discuss AED Proposal for City Beach – See Steve Nelson's presentation in section #3 above.

22. Blue Cross Blue Shield Fitness Court Grant – City Funding Requirement \$130k

and does not Apply to Pickleball/Tennis Courts.

Deputy Clerk Holten contacted BCBS to discuss the fitness court grant and was told it could not be used to fund pickleball or tennis courts. The grant must be used to develop a fitness court and the contribution from the city would be \$130,000.

VII. NEW BUSINESS

23. Approve Sending Past Due Utilities to the Tax Rolls at 7% Interest.

Motion by Taffe; second by Gorder to send the past due utilities to the tax rolls with 7% interest. **Motion carried 3-0.**

24. Approve Resolution #2024-24 – Accept Donation from Dycast Specialties for 2024 National Night Out.

Motion by Gorder; second by Taffe to approve resolution #2024-24 accepting the donation of \$500.00 from Dycast Specialties for the 2024 Nation Night Out.

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Motion carried 3-0.

25. Approve Resolution #2024-25 – Accept Donation from Knutson Concessions for 2024 National Night Out.

Motion by Taffe; second by Baukol to approve resolution #2024-25 accepting the donation of \$50.00 from Knutson Concessions for the 2024 Nation Night Out.

Motion carried 3-0.

26. Approve Purchase of New Cannon Printer for the City Office.

Motion by Gorder; second by Baukol to approve the purchase of a Cannon imageRUNNER copier for the city office at a cost of \$3,037.74 with a per page cost of .0073 for b/w and .049 for color prints. **Motion carried 3-0.**

27. Approve Resolution 2024-26 – Accept Donation from Patricia and George Schmidt Towards Starbuck Marina Lighthouse Fund.

Motion by Gorder; second by Taffe to approve resolution #2024-26 accepting the donation of \$100.00 from Patricia & George Schmidt for the Starbuck lighthouse.

Motion carried 3-0.

28. Approve Election Judges for the General Election on November 5, 2024.

Motion by Taffe; second by Baukol to approve the election judges for the General Election on November 5, 2024. **Motion carried 3-0.**

29. Discuss Proposed Cannabis Ordinance.

Cody Blevins, on behalf of the P&Z committee, summarized what P&Z had compiled for the first draft of the Cannabis Ordinance for the City of Starbuck. The first draft has the city responsible for registration and compliance of this ordinance, zoning requirements were set, as well as deciding on an unlimited number of licenses available, dependent on P&Z and city council approval. Per the Pope County Administrator, the city should also have the option to have the county handle licensing and compliance as they do for tobacco licenses. The city is allowed to set the licenses available from 1 to an unlimited amount. There are a couple questions to be clarified by the City Attorney and then the draft ordinance will be cleaned up and gone over a second time by P&Z as well as the city council.

VIII. CLOSED MEETING - NONE

IX. ADJOURNMENT - Motion by Gorder to adjourn meeting at 8:00pm. Motion carries (3-0).

Submitted by,
Joan Kerkvliet
City Clerk/Treasurer