

**CITY OF STARBUCK  
REGULAR CITY COUNCIL MEETING  
DECEMBER 11, 2023  
6:30 P.M.**

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<b>Mayor:</b>	<b>Gary Swenson</b>	<b>City Clerk/Treasurer:</b>	Joan Kerkvliet
<b>Councilors:</b>	<b>Steve Gorder</b>	<b>Police Chief:</b>	Mitch Johnsrud
	<b>Chris Taffe</b>		
	<b>Mary Baukol</b>		
	<b>Dane Christensen</b>		

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**MINUTES – Approved 1/8/2024**

***PUBLIC HEARINGS***

*6:35 – Truth in Taxation Hearing*

**I. CALL THE MEETING TO ORDER**

1. Call to Order & Pledge of Allegiance - Meeting was called to order by Mayor Swenson at 6:30pm.
2. Roll Call - Swenson, Gorder, Taffe, Christensen, and Baukol Present. Absent - None.

**II. CONSENT AGENDA**

3. Approve Agenda
4. Approve Claims for Payment
5. Approve minutes from previous meeting(s)
  - a) Council Meeting – November 13, 2023
  - b) Public Hearing – Subdivision of Parcel #27-0625-001
  - c) Public Hearing – Beachside RV Park – Non-Compliance with Conditional Use Permit (CUP).
  - d) Special Meeting – November 27, 2023

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

**Meeting was closed at 6:35pm for the Truth in Taxation Hearing.  
Regular meeting was reopened at 6:40pm.**

**III. ANYONE BEFORE COUNCIL**

6. Nick Koos - Widseth
  - a) 2020 Road ProjectMr. Koos did not attend the meeting, but told Clerk/Treasurer Kerkvliet that Widseth is questioning a few of MnDOT's charges for the 2020 Road Project. This has communicated to MnDOT and he will keep the council informed.
7. Roger Aaberg
  - a) Adopt a Shelter ProgramMr. Aaberg could not make the meeting and will reschedule for a later date.
8. Derek Bluhm
  - a) Discuss a Revised CUPMr. Bluhm gave the council an outline of his revised CUP proposal. He also provided a map detailing the areas he referenced in his proposal. He told the council for personal reasons he did not want to combine the parcels he wants included as Beachside RV Park

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into one parcel. He proposes to put a 4' chain link fence behind the bus garage and work with the neighbor on PID #27-0580-008 to put up the type of fence requested. Mayor Swenson asked Mr. Bluhm if he was planning to pay the \$15,000 still owed the city for the Multi Use Trail. Mr. Bluhm stated he wanted to meet with the state to voice some safety concerns first. A public hearing will be held in January for further discussion.

**IV. PERSONNEL REPORTS**

9. Mayor  
a)  
b)

10. Police Department  
a) Monthly Report  
Chief Johnsrud told the council there had been 159 calls for service in November. He said a one-year SRO contract had been sent to the school and approval was expected later this month. Chief Johnsrud also said he had been approached by a resident asking if the no parking sign by the bakery could be taken down now that the bakery was closed. The council asked that the owner be contacted to see if there were any objections to that.

11. Water/Sewer  
a) Quote for New Floats for the New Docks in Marina  
Water/Sewer Superintendent Randy Peterson told the council that he had received two quotes for the purchase of floats for the new docks in the marina. The lowest quote was from Glacial Lakes Recreation for a total of \$18,456 plus any applicable taxes.  
**Motion by Taffe; second by Gorder** to approve the purchase of 48 floats for the new marina docks at a cost of \$18,456 plus tax. **Motion carried (4-0).**  
Mr. Peterson also told the council that a new lift station, water pump and rails would probably be needed next year for a cost of \$19,100.  
Keith Kirkwold should be starting on the new roof at the Wastewater Plant after Christmas.

12. Fire Department  
a) Chief Noyes – Monthly Update  
Chief Noyes did not attend the meeting.

13. City Clerk/Treasurer  
a) LED Lighting Replacement Project  
Clerk/Treasurer Kerkvliet let the council know the LED lighting replacement project had been completed. The cost of the project after rebates was \$18,631. The new lights should provide an annual savings of around \$6,700.  
Ms. Kerkvliet also let the council know that the last deep cleaning of the kitchen was done in 2017. A quote from ServiceMaster was received for \$3,344.  
**Motion by Taffe; second by Gorder** to approve ServiceMaster to deep clean the kitchen at a cost of \$3,344. **Motion carried (4-0).**

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**V. COMMITTEE REPORTS**

14. Planning & Zoning
- a) Accept Resignation of Commissioner Richard Anderson effective 12/31/2023. The council thanked Mr. Anderson for his work on the Planning & Zoning Committee over the last four and a half years.
- b) Appointed Michelle Knutson, Bonnie Rasche, and Brett Bowser to New Three-Year Terms on the Planning & Zoning Committee Beginning 1/01/2024.  
**Motion by Taffe; second by Gorder** to approve resignation of Mr. Anderson from Planning & Zoning and appoint Knutson, Rasche, and Bowser to a new term starting 1-1-2024. **Motion carried (4-0).**
15. Airport Committee
16. Streets and Parks
17. Community Center

**VI. OLD BUSINESS**

18.  
19.

**VII. NEW BUSINESS**

20. Discuss/Approve Public Hearing for a Revised CUP for Beachside RV Park.  
**Motion by Swenson; second by Gorder** to approve a public hearing for a revised CUP at the January 8, 2024 cancel meeting. **Motion carried (4-0).**
21. Approve Resolution 2023-39 - Approve Final 2023 Tax Levy Payable in 2024.  
**Motion by Gorder; second by Taffe** to approve the final tax levy of 5% payable in 2024.  
**Motion carried (4-0).**
22. Approve Resolution 2023-40 – Designating Precinct & Polling Place for 2024.  
**Motion by Taffe; second by Gorder** to approve the community center at 307 E. 5th St. as the designated polling place for 2024. **Motion carried (4-0).**
23. Discuss/Approve Resolution 2023-41 - Fee Schedule for 2024.  
**Motion by Gorder; second by Christensen** to approve the revised fee schedule for 2024 as presented. **Motion carried (4-0).**
24. Approve 2024 Budget.  
**Motion by Gorder; second by Taffe** to approve the final 2024 budget as presented.  
**Motion carried (4-0).**
25. Discuss Renaming Sick Pay to Earned Sick and Safe Time (ESST) to comply with State Requirements.  
**Motion by Taffe; second by Gorder** to approve changing sick time to Earned Sick and Safe Time (ESST) for all employees. **Motion carried (4-0).**

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26. Approve Glacial Hills Elementary's Plan to Improve Holly Skogen Park.  
**Motion by Gorder; second by Taffe** to approve Glacial Hills Elementary's plan to improve Holly Skogen Park. **Motion carried (4-0).**
27. Approve Liquor Licenses for 2024. Blair's Pub & Grub, Waters Edge, Minnewaska Liquor, VFW, Casey's 3.2, The Tavern and Old Firehall Brewing Co.  
**Motion by Taffe; second by Gorder** to approve the 2024 Liquor License for Blair's Pub and Grub, Waters Edge, Minnewaska Liquor, VFW, Casey's 3.2, The Tavern and the Old Firehall Brewing Co. **Motion carried (3-0). Baukol - Abstained.**
28. Schedule Year End Meeting on December 28<sup>th</sup> to Approve Final 2024 Bills.  
Council agreed to schedule a special meeting at noon on December 28<sup>th</sup> to approve year-end bills.
29. Approve Wellhead Protection Program Evaluation.  
**Motion by Gorder; second by Taffe** to approve the wellhead protection evaluation from the state. **Motion carried (4-0).**
30. Approve Starbuck Men's Veterans Auxiliary's Gambling Permit for Raffles to be held on 5/24/2024 and 8/30/2024 at the Starbuck VFW.  
**Motion by Gorder; second by Taffe** to approve the gambling permit for the Starbuck Men's Veterans Auxiliary raffles to be held on 5/24/24 and 8/30/24 at the Starbuck VFW. **Motion carried (4-0).**

**VIII. CLOSED MEETING - None**

**IX. ADJOURNMENT**

**Motion by Gorder** to adjourn meeting at 7:32pm. **Motion carried (4-0)**

Submitted by,  
*Joan Kerkvliet*  
City Clerk/Treasurer