

**CITY OF STARBUCK
REGULAR CITY COUNCIL MEETING
FEBRUARY 11, 2019
6:30 P.M.**

Mayor:	Gary Swenson	Acting City Clerk:	Joan Kerkvliet
Councilors:	Ted Razink	Treasurer:	Joan Kerkvliet
	Mark Thompson	Police Chief:	Mitch Johnsrud
	Tom Spychalla		
	Chris Taffe		

APPROVED - 3/11/19

PUBLIC HEARINGS

None

I. CALL THE MEETING TO ORDER

1. Call to order & Pledge of Allegiance
Mayor Swenson called the February 11, 2019 regular City Council meeting to order at 6:28 p.m. with recitation of the Pledge of Allegiance.
2. Roll Call
Council Present: Mayor Swenson; Councilors Taffe, Thompson, and Spychalla.
Absent: Councilor Razink

Staff Present: Treasurer Kerkvliet

II. CONSENT AGENDA

3. Approve Agenda
4. Approve Claims for Payment
5. Approve of minutes from previous meeting(s)
 - a) Council Meeting - January 14, 2019

Motion by Thompson; second by Spychalla to approve the consent agenda as presented. **Motion carried (3-0).**

III. ANYONE BEFORE COUNCIL

6. Open
 - a)
7. Nick Koos - WSN
 - a) 5th & John St Update
Larry Van Hout addressed the Council for WSN. He stated a letter had been received from Riley Bros dated 1/23/19 asking for \$100,778.65 as a Final Claim for Lost Time & Rock. WSN responded with a letter dated 1/25/19 asking for clarification on the amount, as well as information requested earlier from Riley Bros. that is needed to close out the project. WSN is waiting for a response. Mr. Van Hout also stated he was working with MnDOT on determining detours, as well as sewer/water alignments for the 2020 road project.

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IV. PERSONNEL REPORTS

8. Mayor
- a) Planning & Zoning Vacancies
Mayor Swenson told the Council Tom Asmus would be willing to fill the vacancy on the Planning & Zoning committee. **Motion by Taffe; second by Spychalla** to approve appointing Tom Asmus to the P&Z committee. **Motion carried (3-0)**.
- b) 2020 Amenities Group Meeting Update
Mayor Swenson let the Council know that MnDOT needs more time to get ready for the next amenities meeting for the 2020 road project. They will let us know when they ready for that meeting.
- c) Comprehensive Plan Update
Mayor Swenson is working with West Central Initiative (WCI) on options to complete the Comprehensive Plan for Starbuck. The City has received a \$7,500 grant from WCI towards completion of this plan. WSN will give the City a bid on what it would cost for them to complete the project.
9. Police
- a) Purchase of Security Cameras
The council discussed the purchase of (8) security cameras, along with a (5) year warranty, and a hard drive for the Community Center and Police Department. The cost would be \$1,787.80 and Dalen Gosseling from Starbuck Telephone would help with the installation. **Motion by Taffe; second by Spychalla** to approve the purchase and installation of (8) security cameras for the Community Center and Police Dept. **Motion carried (3-0)**.
- b) Credit Cards for Full Time Officers
Council discussed issuing credit cards with a \$1,500 limit to the (3) full time police officers Franks, Guenther, and Wasiloski. Receipts for all purchases must be given to Chief Johnsrud for reconciliation with the credit card bill. **Motion by Spychalla, second by Taffe** to approve credit cards for officers Franks, Guenther, and Wasiloski with a \$1,500 limit. **Motion carried (3-0)**.
10. Water/Sewer
- a) GPS the City in 2021 - Minnesota Rural Water/WSN
Not discussed at this time.
- b) Bio Solids Report Completed
Mayor Swenson thanked Randy Peterson on a well done and complete Bio Solids report submitted to the state. Mayor Swenson congratulated Treasurer Kerkvliet on completion of the Minnesota Certified Municipal Clerk (MCMC) certification program.
11. Streets/Parks
12. City Clerk/Treasurer
- a) Clerk Position

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Treasurer Kerkvliet stated that (8) applications had been received for the open City Clerk position. The personnel committee will be reviewing applications and setting up interviews with qualified candidates. Treasurer Kerkvliet also let the council know that Conway, Deuth, & Schmiesing are planning on presenting 2018 Audit results at the March council meeting.

b)

V. COMMITTEE REPORTS

13. Planning Commission

a)

14. Airport Committee

a) Security Cameras for the Airport

Tom Beuckens asked the Council for approval to purchase security cameras for the airport at a cost of \$299.00. He will get a quote for installation and expects the estimate to be around \$500.00. Once we receive installation costs, the city will work with Bolten & Menk to submit for a 90/10 airport grant. **Motion by Spychalla; second by Thompson** to approve purchase of security cameras and installation of those cameras at the Starbuck Airport. **Motion carried (3-0).**

15. Streets and Parks

16. Community Center

17. Chamber of Commerce

VI. OLD BUSINESS

18. Resolution 2019-01: Designating 2019 Annual Appointments

Motion by Thompson; second by Taffe to approve Resolution 2019-01 Designating 2019 Annual Appointments. **Motion carried (3-0) in a roll call vote. Taffe-Yea, Spychalla - Yea, Thompson - Yea. Razink is Absent.**

VII. NEW BUSINESS

19. Resolution 2019-02: Encroachment Permit - 205 West 1st St

Council discussed approving an Encroachment Permit for a shed on the Chester Hoberg property at 205 W. 1st St. This shed is a couple feet beyond his property line in an alley that is plotted, but not used, by the City of Starbuck. The permit would let the shed stay in place and be maintained, but never enlarged. If approved, the permit will be filed with Pope County. **Motion by Thompson; second by Spychalla** to approve the Resolution 2019-02, Encroachment Permit for a shed at 205 W 1st St. **Motion carried (3-0).**

20. Northern Natural Gas -Possible Land Purchase

Treasurer Kerkvliet told the Council that City Attorney Michael Cass had suggested that the City see if Northern Natural Gas would be interested in purchasing the 52' of City land they are now using north of the Water Plant (next to parcel #27-0595-000) instead of doing a land swap as previously discussed. The Council directed Kerkvliet to have Attorney Cass look into this further.

21.

VIII. CLOSED MEETING

22. Contract Discussion - 5th & John St. - Not Necessary

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23. Personnel Discussion - **Meeting closed at 6:59 and reopened at 7:09pm.**

IX. ADJOURNMENT:

Motion by Spsychalla; second by Thompson to adjourn meeting at 7:10pm. Motion carried (3-0).

Respectfully Submitted By:

Joan Kerkvliet
Acting City Clerk