

APPROVED

CITY OF STARBUCK, MINNESOTA

MINUTES OF REGULAR CITY COUNCIL MEETING

Monday, February 8, 2016

The City of Starbuck Regular City Council Meeting was held on Monday, February 8, 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: Razink, Swensrud, and Gorder, Katzenmeyer as well as City Clerk, Andrew Langholz and City Treasurer, Joan Kerkvliet; absent: none. Quorum is present.

CONSENT AGENDA

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

ANYONE BEFORE THE COUNCIL

Nick Koos from WSN highlighted changes to the Storm Water Management Ordinance. The Council will take additional time to review the document and will then host a public hearing to update the ordinance in the future.

Cody Rogahn and Lori Vaadeland from the Pope County HRA/EDA stated that their Board is willing to agree with the compromise that the Council presented to them. The compromise would be to save the trailer court site and the southern 50 feet of the old county garage site for future development. This would increase the site from 3 buildable acres to 3.75 buildable acres, which should be sufficient for a hotel similar to the size of the GrandStay in Glenwood, MN. The Council and the Pope County HRA/EDA decided they would set up a meeting to negotiate a purchase price for the land.

Mayor Swenson closed the regular council meeting at 6:43 for a public hearing on a conditional use permit for the proposed Holly Ridge addition.

Mayor Swenson reopened the regular council meeting at 6:49.

- **Motion - Razink: Approve the Conditional Use Permit for the Holly Ridge addition. Second - Swensrud. Motion carried.**

PERSONNEL REPORTS

Police Chief, Mitch Johnsrud stated that the City had 221 calls for service for the previous month. Chief Johnsrud then highlighted several incidents which occurred in Starbuck. He also presented several charts and explained trends that have been occurring in the previous three years.

Randy Peterson, the Water/Wastewater Superintendent stated that the City of Starbuck will be receiving the MPCA 2015 Operators Award again this year. He also requested that the Council approve his request to go to training in March 2016.

- **Motion - Razink: Allow Randy Peterson to attend training in March 2016. Second - Gorder. Motion carried.**

City Clerk, Andrew Langholz requested that he and Treasurer, Joan Kerkvliet be allowed to attend an annual training session for City Clerks and Chief Financial Officers in March 2016.

- **Motion - Gorder: Allow Andrew Langholz and Joan Kerkvliet to attend training in March 2016. Second - Swensrud. Motion carried.**

COMMITTEE REPORTS

OLD BUSINESS

Mayor Swenson stated that action should be taken regarding the possibility of allowing the kitchen in the community center to be rented out. A discussion was held among the Council and they decided to offer a trial period.

- **Motion - Katzenmeyer: Approve kitchen rental in the community center with a payment upfront for two months to cover the damage deposit at a rate of \$60 for a half day and \$100 for the full day. Second - Razink. Motion carried.**

NEW BUSINESS

Mayor Swenson stated that the City needs to update its data access policy. He asked Mr. Langholz to elaborate on the matter. Mr. Langholz stated that there are two policies, one for members of the public, and one for data subjects. The two that were presented are model policies created by the Commissioner of Administration and that they have been tailored to fit Starbuck, MN.

- **Motion - Gorder: Approve Resolution 2016-06 to adopt the new data access policy. Second - Katzenmeyer. Motion carried.**

Discussion on whether or not to allow the VFW to have a Sunday liquor license was held.

- **Motion - Katzenmeyer: Approve Sunday liquor license for the VFW. Second - Gorder. Motion carried.**

The Council discussed the Hobo Park Manager position, the current Manager is retiring and the position will need to be filled. Mr. Langholz will set up a meeting with the two Hobo Park employees and the Personnel Committee to discuss the position moving forward.

- **Motion - Katzenmeyer: Approve the transfer of funds out of the Brang Foundation Fund in the amount of \$2,750.00 to cover donations used for the Beach Supervisor (\$2,500) and the Bike Rodeo (\$250). Second - Gorder. Motion carried.**
- **Motion - Gorder: Approve the transfer of funds from the Hobo Park Fund to the Sewer Fund, when the final 2015 numbers are available, to bring the fund to a positive balance for 2015. Second - Swensrud. Motion carried.**

Andrew Langholz presented the 2016-17 Maintenance & Operation contract to the City Council. He stated that the dollar amount and percentage of reimbursement remained the same; however, reporting would need to be completed quarterly instead of on an annual basis.

- **Motion - Razink: Approve Resolution 2016-07 and sign the 2016-17 airport maintenance and operation contract. Second - Gorder. Motion carried.**

Mayor Swenson presented Resolution 2016-04 which amends Resolution 2015-23: 2016 Fee Schedule. The amendment would lower the Data Request Search fee from \$25 per hour to \$22 per hour.

- **Motion - Gorder: Approve Resolution 2016-04 which amends Resolution 2015-23: 2016 Fee Schedule. Second - Katzenmeyer. Motion carried.**

Mayor Swenson presented Resolution 2016-05 which appoints Eagle Insurance Agency as the City's provider and states that Bob Hendrickson is the City's agent.

- **Motion - Katzenmeyer: Approve Resolution 2016-05. Second - Razink. Motion carried.**

Councilmember Razink stated that he had received correspondence from the Glacial Ridge Hospital requesting a \$16,000 donation for maintaining and updating an ambulance in Starbuck. The Council discussed the matter and it was stated that in 2012 the former Council only paid half of the donation and since that time the City has not made any payments for this service. The Council decided that having an ambulance in Starbuck would greatly increase response time and potentially save lives. The Council added one stipulation, which is that the Glacial Ridge Hospital must send an invoice quarterly in order for the City to pay.

- **Motion - Katzenmeyer: Approve a quarterly payment of \$4,000.00 to the Glacial Ridge Hospital to maintain and upgrade an ambulance in Starbuck. Second - Razink. Motion carried.**

ADJOURN

- **Motion - Katzenmeyer: Adjourn at 7:50 pm. Second - Gorder. Motion carried.**

Respectfully Submitted,

Andrew Langholz

City Clerk