

**CITY OF STARBUCK
REGULAR CITY COUNCIL MEETING
MARCH 13, 2023
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 4/10/23

PUBLIC HEARINGS

None

I. CALL THE MEETING TO ORDER

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

II. CONSENT AGENDA

3. Approve Agenda
4. Approve Claims for Payment
5. Approve minutes from previous meeting(s)
 - a) Council Meeting – February 13, 2023

Motion by Taffe; second by Christensen to approve the consent agenda as presented.
Motion carried (3-0).

III. ANYONE BEFORE COUNCIL

6. Kari Steinbeisser - CDS
 - a) Presentation of 2022 Audit Results
Ms. Steinbeisser presented each council member with the financial statements, management letters and a power point presentation for the 2022 audit. Ms. Steinbeisser reminded the council that the city uses cash basis accounting and proceeded to give a summary of the yearly audit. The recommendation is for the General Fund to have reserves to cover five months of expenses. When adjusted for grant money not spent, the city's General Fund has ten months of expenses in reserve which compares to 2021. The largest cost increases in 2022 were in Public Safety and Public Works. The Water and Sewer Funds are both in a strong cash position and able to cover operating costs and debt payments. The Marina and Hobo Park funds are also in a good position and were helped by the grants received from Pope County for the removal of Starry Stonewort. The city is covering their debt service obligations with \$424,758 due in 2023. Ms. Steinbeisser thanked the staff for making this a successful 2022 audit. With no further questions the council thanked Ms. Steinbeisser for her presentation.
7. Larry Van Hout/Nick Koos - Widseth
 - a) 2020 Road Project
Mr. Van Hout said they are still waiting on the final cost approval from MnDOT on the road project. A final payment amount of \$28,986 to R&R Excavating for the lift Station was presented for approval.

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Motion by Taffe; second by Baukol to approve the final payment of \$28,986 to R&R Excavating for the completed Lift Station project. **Motion carried (3-0).**

- b) Project to Replace Lighthouse in Marina
Mr. Van Hout told the council Braun will be here next week to do soil borings at the future lighthouse location. These are required before the project can proceed.

IV. PERSONNEL REPORTS

- 8. Mayor
 - a) Mayor Swenson stated the bike Tour of Minnesota will be coming through Starbuck on June 21st and 22nd. They are expecting two hundred plus cyclists.
 - b) The Norwegian group Valdres Samband will be in Starbuck June 22-24. They will be based at Fron Church and will also tour the depot.

- 9. Police
 - a) Monthly Report/2022 Annual Report
Chief Johnsrud stated there had been 165 calls for service in February which is down a little from last month.
Chief Johnsrud presented a PowerPoint presentation to the council summarizing the calls for 2022 and comparing the volume to prior years. The council thanked the police department for their work in 2022.

- 10. Water/Sewer
 - a) Mr. Peterson let the council know that the payloader was down for a week during the last big storm due to a failed speed sensor. He thanked White Bear Township for letting the city use their grader to help with snow removal. He has also ordered new LED Headlights for the plow truck. The pump at the main lift station has quit and cannot be repaired. The city does have a replacement pump on hand to be installed.

- 11. Fire Department
 - a)
 - b)

- 12. City Clerk/Treasurer
 - a) Tiffany – 2nd Year of MMCI Institute May 8-12
Clerk/Treasurer Kerkvliet informed the council that Deputy Clerk Holten will be attending the 2nd year of the MN Municipal Clerk’s Institute May 8-12. This is a three-year program resulting in MMCI certification.
 - b)

V. COMMITTEE REPORTS

- 13. Planning Commission
 - a) Recommendation on Tom/Judy Cory Fence Issue from February

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Planning and Zoning recommended that no changes needed to be made to the neighbor's fence's north of Cory's alley. The permit's for 27-0502-000 and 27-0501- 000 were approved before the fence ordinance was in place.

- 14. Airport Committee
- 15. Streets and Parks
- 16. Community Center

VI. OLD BUSINESS

- 17. Vehicle Noise Ordinance Sign for Hwy 114 Ordered and Received
Two signs have been received at a cost of \$300. The public works dept. will be installing these.
- 18.

VII. NEW BUSINESS

- 19. Approve Interfund Transfers for Fire Dept Rent of \$29,700 and the 2023 City of Starbuck Fire Contract Payment of \$64,063.99.
Motion by Taffe; second by Christensen to approve the interfund transfers for Fire Dept. rent of \$29,700 and the 2023 City of Starbuck fire contract payment of \$64,063.99. **Motion carried (3-0).**
- 20. Approve Resolution #2023-06 – Resolution Designating the 2023 Precinct and Polling Place for the City of Starbuck.
Motion by Taffe; second by Baukol designating the 2023 precinct and polling place for the City of Starbuck. **Motion carried (3-0).**
- 21. Approve Resolution #2023-07 - Resolution to Contract with a Council Member.
Motion by Christensen; second by Baukol to approve contracting with a council member for work done at Precision Auto Body. **Motion carried (3-0).** (Swenson, Christensen & Baukol) **Taffe Abstained.**

VIII. CLOSED MEETING

- 22.

- IX. ADJOURNMENT - Motion by Swenson** to adjourn meeting at 7:25pm. **Motion carried (4-0)**

Submitted by,
Joan Kerkvliet
City Clerk/Treasurer