

**CITY OF STARBUCK
REGULAR CITY COUNCIL MEETING
APRIL 8, 2024
6:30 P.M.**

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

MINUTES – Approved 5/13/24

PUBLIC HEARINGS:

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, Taffe, Christensen, Baukol and Gorder present. Absent – None.

II. CONSENT AGENDA

3. Approve Agenda
4. Approve Claims for Payment
5. Approve minutes from previous meeting(s)
 - a) Council Meeting – March 11, 2024
 - b) Public Hearing – March 11,2024. Single Family Well & Septic #27-0590-600.
 - c) Public Hearing – March 11,2024. Variance for Construction of a 25’ Lighthouse on South Side of Starbuck Marina in a Flood Plain Area.
 - d) Public Hearing – March 11,2024. CUP for Construction of a 25’ Lighthouse & 8’ to 10’ Path on the South Side of the Starbuck Marina located in the Shoreland District.

Motion by Taffe; second by Gorder to approve the consent agenda as amended to include agenda item #26 for a subdivision hearing and item #27 accepting the resignation letter from Charleen Drewes. **Motion carried (4-0).**

III. ANYONE BEFORE COUNCIL

6. David Meyer - CDS
 - a) Presentation of the 2023 Audit Results
Mr. Meyer presented each council member with the financial statements, management letter and power point presentation for the 2023 audit. Mr. Meyer gave the council a summary of his involvement with the audit and proceeded to give an overview of the yearly audit. All funds are in a strong financial position. The largest portion of the general fund receipts are from property taxes. There is a \$56k restricted fund balance for the lighthouse fund and \$1.8mm in unrestricted cash. The largest cost of disbursements in 2023 was for public safety. The water and sewer funds increased their cash balances partially due to a MnDot reimbursement of \$140k and an insurance reimbursement for wastewater plant roof. Mr. Meyer reminded the council the debt service numbers do not include debt from the 2020 road project as the numbers have not been finalized. Mr. Meyer thanked the city for making this a successful 2023 audit.

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7. Matt Swanson - TIGRIS
- a) Marina Treatment for Invasive Species
- Matt Swanson from TIGRIS addressed the council regarding treatment of Starry Stonewort and Eurasian Milfoil. Mr. Swanson gave the council a brief summary of his professional experience and recommendations for chemical treatment of the Starbuck Marina. The recommendation for treatment of Starry Stonewort, which is very hard to control, was Cutrine Plus which has a chelated copper base. The new recommended treatment for Eurasian Milfoil is ProcellaCOR which has been used with great success. There have been quick results, and it is possible that treatment would only need to be done every two to three years. Mike Stai, Minnewaska Lake Association, stressed the importance of consistent treatment and mentioned the grant available from Pope County that would possibly cover 80% of the treatment.
- The cost estimate for the 2.7 marina acres, at a 4.5' depth was \$3,600 for the ProcellaCOR and \$1,900 for Cutrine Plus. There would also be a cost of approximately \$780 to \$970 for a pre and post survey of the marina.
- Those leasing space in the Starbuck Marina will be notified at least two weeks before treatment.
- Motion by Gorder; second by Tafe** to approve TIGRIS applying chemical treatments in the marina for Starry Stonewort and Eurasian Milfoil and to send out letters to those with marina leases to inform them of treatments two weeks before the treatments occur.
- Motion carried (4-0).**
8. Nick Koos
- a) 2020 Road Project
- Nick Koos, Widseth, told the council he would like to meet in a work session, along with Larry Van Hout to resolve a few questions before the final numbers for the 2020 road project is complete. A work session will be scheduled in April.

IV. PERSONNEL REPORTS

9. Mayor
- a) Lighthouse Update
- Mayor Swenson told the council that the city is waiting for final approval from Pope County land and resource management and the DNR to start on construction of the lighthouse on the south side of the Starbuck marina.
- b) MnDOT/Pope County Engineers – Speed Limits/Signage/Crosswalks/Path Access.
- Mayor Swenson let the council know he was meeting with MnDOT on April 24th to Discuss a change in speed limits as well as signage, crosswalks, and path access.
10. Police Department
- a) Monthly Report
- Police Chief Johnsrud told the council there had been 175 calls for service in March. He said the new police squad has been delivered and is in Alexandria for tint and graphics to be applied.

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11. Water/Sewer
a) Snow Removal – Discussion on Replacing Cutting Edge on Plow or Buying a New Blade
Will be discussed as part of item #25 under new business.

Water/Sewer Superintendent Randy Peterson told the council that the new marina docks built in 2023 have been installed. They are in the process of building 24 new docks for 2024 and hope to have them ready for concrete to be poured before the end of April.

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

13. City Clerk/Treasurer
a) Waiting on New Projector Bid from Info Link
Clerk/Treasurer Kerkvliet let the council know we are still waiting on the bid for one projector from Info-Link.

b) Zielsdorf Auction Results
Clerk/Treasurer Kerkvliet let the council know the results of the city vehicles sold at the Zielsdorf auction. After a 7% commission fee, the Fire Dept. will receive \$20,642.28 and the general fund will receive \$4,875.50.

V. COMMITTEE REPORTS

14. Planning & Zoning
a)
b)
15. Airport Committee – Tom Beuckens
a)
16. Streets and Parks
17. Community Center

VI. OLD BUSINESS

18.
19.

VII. NEW BUSINESS

20. Accept the results of the 2023 Audit as Presented by CDS.
Motion by Gorder; second by Taffe to approve the 2023 audit results as presented by CDS. **Motion carried (4-0).**
21. Resolution #2024-09 - Approve Donation from Beachside RV Park towards the Starbuck Multi Use Path.
Motion by Gorder; second by Taffe to approve the \$5,000 donation from Beachside RV Park for the Starbuck multi use path. **Motion carried (4-0).**

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22. Resolution #2024-10 - Approve Donation from Joanne Holten to the Starbuck Police Dept. in Memory of Jerry Holten.
Motion by Taffe; second by Christensen to approve the \$100 donation from Joanne Holten to the Starbuck Police Dept. in memory of Jerry Holten. **Motion carried (4-0).**
23. Approve Steve McComas to do a Pre and Post Survey of the Starbuck Marina for Invasive Species at a Cost of \$780.
Motion by Gorder; second by Taffe to approve Steve McComas to do a pre and post survey of the Starbuck marina at a cost of \$780. **Motion carried (4-0).**
24. Resolution #2024-11 – Authorization to Execute MnDOT Grant Agreement for Airport Improvement.
Motion by Taffe; second by Baukol to authorize the execution of MnDOT grant agreement #1056535, state project #A6103-23, for the Starbuck Airports purchase of a 2024 John Deere 325G Track Loader and a 2023 78" Prime Brush Cutter at a 10% cost to the city of \$7,600. **Motion carried (4-0).**
25. Discuss Snow Removal Request from Pope/Douglas Solid Waste for New Recycling Site.
Motion by Swenson; second by Christensen to ask Pope/Douglas solid waste to hire a private contractor for snow removal. **Motion carried (4-0).**
26. Approve Public Hearing for Subdivision of Parcel #27-0086-000.
Motion by Taffe; second by Gorder to approve a public hearing for subdivision of parcel #27-0086-000 at the May council meeting. **Motion carried (4-0).**
27. Accept Resignation of Administrative Assistant Charleen Drewes and Approve Advertising for a Replacement.
Motion by Gorder; second by Taffe to approve the resignation of Charleen Drewes, with thanks for her contributions to the city, and approve advertising for a new Administrative Assistant. **Motion carried (4-0).**

VIII. CLOSED MEETING

- IX. ADJOURNMENT - Motion by Gorder to adjourn meeting at 8:01pm. Motion carries (4-0).**

Submitted by,
Joan Kerkvliet
City Clerk/Treasurer