

**CITY OF STARBUCK**  
**REGULAR CITY COUNCIL MEETING**  
**May 13, 2019**  
**6:30 P.M.**

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

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**MINUTES - DRAFT**

***PUBLIC HEARINGS***

*Proposed Improvements of the Wastewater System*  
*Opened at 6:34pm. Closed at 6:45*

**I. CALL THE MEETING TO ORDER**

1. Call to order & Pledge of Allegiance
2. Roll Call

**II. CONSENT AGENDA**

3. Approve Agenda
4. Approve Claims for Payment
5. Approve of minutes from previous meeting(s)
  - a) Council Meeting - April 8, 2019

**Motion by Razink; second by Spychalla** to approve the consent agenda as amended. **Motion carried (4-0).**

**III. ANYONE BEFORE COUNCIL**

Brian Bausman - MnDOT - 2020 Project Update

Mr. Bausman, MnDot Project Mgr., gave the Council an update on the status of the 2020 Road Project. He stated that the project plan was 60% complete and he had preliminary cost estimates (not including water & sanitary utilities) of the Cities cost, which came in at \$536K. He emphasized this is an estimate and the plan would be 90% complete in July. He also talked about the schedule going forward and stated that MnDOT had determined the detour routes and would be repaving 3 blocks, one on 1st St, one on John St., and one on Abercrombie, to prepare for this.

6. Nick Koos/Larry Van Hout - WSN
  - a) Various Projects

Mr. Van Hout stated that the proposed pedestrian/bike trail on the west side of the Hwy 29 by the new Beachside RV Park would be permit able. Mayor Swenson stated he is looking into funding sources. Mr. Van Hout also said he has looked into new water/sewer utilities on 1st St. This has been a problem area in the past and since MnDot will be repaving this block as part of their detour, now would be a good time to do this. He gave a cost estimate of \$120K. The Council will discuss this further at a work session. Mr. Van Hout said a response to the Riley Bros 5th and John St. letter has gone out. They have so far not received a response from Riley's and will try to set up a meeting to resolve the outstanding issues.

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---

7. Jen Haugen - Fire Dept Auxiliary  
a) Approval for Heritage Days Street Dance  
Jen Haugen asked the City permission to hold the Fire Dept Auxiliary street dance on Friday night, July 5th, behind the Community Building as was done last year. Music will be from 8:30 pm to midnight.

**Motion by Razink; second by Thompson** to allow the Fire Dept Auxiliary to hold a street dance behind the Community Center on Friday Night, July 5, 2019. **Motion carried (4-0).**

**IV. PERSONNEL REPORTS**

8. Mayor  
a) GWFC (Study Club) - Building Shade Pergola for Beach  
Mayor Swenson let the Council know that the GWFS wanted to have a shade pergola built for the beach. This would be a structure that could be moved off the beach with a forklift in the fall.

**Motion by Spychalla; second by Razink** to allow the GWFC to built a shade pergola for use on the City Beach.. **Motion carried (4-0).**

- b) Comprehensive Plan Update  
Mayor Swenson reminded the Council that WSN had proposed to finish the Comprehensive Plan for the City at a cost of \$11,270. West Central Initiative had given us a grant for \$7,500 last year to be matched by the Clerk's salary to complete the plan. Councilman Razink wondered if the New Clerk would be able to take this on at a later date. This will be discussed more in a work session.
- c) New P&Z Committee Member  
Mayor Swenson let the Council know that Richard Anderson was willing to serve on the Planning & Zoning Committee.

**Motion by Thompson; second by Spychalla** to approve the nomination of Richard Anderson to be on the Planning & Zoning Committee. **Motion carried (4-0).**

9. Police  
a) Heritage Days - Outside Agency Assistance  
Chief Johnsrud requested outside assistance be approved for help with the street dance and parade over Heritage Days weekend as he no longer has enough part time officers to cove the events. The rate would be somewhere between \$28 and \$30 per hour. The Council decided to discuss this further with the Chief at a work session.
- b)
10. Water/Sewer  
a) Great Plains Structures - Water Tower Restoration  
Water/Sewer Superintendent Peterson told the Council he had received a bid of \$58,420 from Great Plains Structures to reseal interior wall seams of the large water tower. This will be discussed at a work session.

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b) Waste Water Plant Inspection

Water/Sewer Superintendent Peterson told the Council there had been a MCPA inspection of the Wastewater Plant and they had made a few recommendations that we had to implement. This has been completed at a cost of approximately \$5K.

11. Streets/Parks

12. City Clerk/Treasurer

a) Clean-Up Day June 1st - Establish limits/costs

Treasurer Kerkvliet let the Council know the annual Clean-Up day was set for Saturday, June 1st from 9am to 12pm. The Council discussed new limits for the cleanup this year. It was decided to charge \$15 for each trailer load. Cars and pickup loads would remain free. There would also be a limit of one TV, one Appliance and one Mattress Set, as well as a limit of four tires.

b) Approve Transfer of Funds from Gen. Fund to the Fire Fund for 2019 Fire Contract

c) Approve Transfer of Funds from the Fire Fund to the General Fund for 2019 Rent

**Motion by Razink; second by Thompson** to approve the transfer of funds both a & b above. The transfer from the General Fund to the Fire Fund for the 2019 Fire contract of \$48,388.58. Also, \$29,700.00 from the Fire Fund to General Fund for 2019 Building Rent **Motion carried (4-0).**

d) Approve Hobo Park Staff and Beach Supervisor for 2019

**Motion by Spychalla; second by Taffe** to approve the hire of Dallas Paulson, Bruce Gilbertson, Maribeth Noyes, and Greg Kerkvliet as Hobo Park Staff for 2019. Linda Hoffman will be the Beach Supervisor for 2019 and she will hire the lifeguards.

**Motion carried (4-0).**

**V. COMMITTEE REPORTS**

13. Planning Commission

14. Airport Committee

a)

15. Streets and Parks

a) Dallas would like to name the streets in Hobo Park

**Motion by Razink; second by Spychalla** to approve the purchase of street signs for Hobo Park at an approximate cost of \$350. Hobo Park Manager Dallas Paulson will have the street names approved by the Council before the signs are purchased.

**Motion carried (4-0).**

b )

16. Community Center

17. Chamber of Commerce

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a) Approve Gambling Permit for Chamber Event at VFW - 11/30/19

**Motion by Razink; second by Thompson** to approve the Gambling Permit for the Starbuck Chamber event at the VFW on 11/30/19. **Motion carried (4-0).**

**VI. OLD BUSINESS**

18. Depot Society - Will City Open/Close Bathrooms.

**Motion by Taffe; second by Razink** to approve the purchase of two Wi-Fi locks for the Depot bathrooms that are used by the public for the summer. This will include the purchase of a Wi-Fi Booster and a Controller at the aprox. cost of \$350.00.  
**Motion carried (4-0).**

**VII. NEW BUSINESS**

19. Resolution 2019-07 - Airport Maintenance & Operations Grant

**Motion by Spychalla; second by Razink** to approve the Dept of Transportation Airport Maintenance and Operation Grant for the State Fiscal Year 2020 and 2021. This grant enables the City to be reimbursed for a percentage of qualified airport expenses. **Motion carried (4-0).**

20. Approve Permit for Steve Espelien to sell Plants/Flowers-303 Main St

**Motion by Razink; second by Thompson** to approve the Permit for Steve Espelien to sell Plants/Flowers from May to June of 2019 **Motion carried (4-0).**

21. Resolution 2019-08 - Broadband Support

**Motion by Razink; second by Spychalla** to approve the Resolution for Broadband support for Pope County and the City of Starbuck. **Motion carried (4-0).**

22. Resolution 2019-09 - Zero Dollar Permit to Construct-Parcel 27-0694-000  
Resolution 2019-10 - Zero Dollar Permit to Construct-Parcel 27-0487-000

**Motion by Thompson; second by Taffe** to approve the Resolutions 2019-09 and 2019-10 to allow MnDot to access the right of way of the above parcels without payment to the City for the 2020 Road Project. **Motion carried (4-0).**

**VIII. CLOSED MEETING**

23.  
24.

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**IX. ADJOURNMENT**

**Motion by Razink; second by Spychalla** to adjourn the meeting at 8:10pm. **Motion carried (4-0).**

Respectfully Submitted By:

*Joan Kerkyllet*  
*City Treasurer/Acting City Clerk*