

CITY OF STARBUCK
REGULAR CITY COUNCIL MEETING
MAY 13, 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 6/10/2024

PUBLIC HEARINGS:

6:35 – Hearing to Subdivide Parcel #27-0086-000

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 – April 8, 2024

Motion by Gorder; second by Baukol to approve the consent agenda as presented. Motion carried (4-0).

6:35 - Meeting closed for a Public Hearing

6:36 - Meeting reopened after Public Hearing

III. ANYONE BEFORE COUNCIL

6. Nick Koos - Widseth
 - a) 2020 Road Project Assessments
Nick Koos let the council know there would be a delay in finalizing assessments while we look into the Small Cities Grant and verify there was not a duplicate payment made to a vendor. The city may want to have a special meeting to finalize assessments once the investigation is complete.
 - b) 2025 Drinking Water Revolving Fund Priority List
Mr. Koos let the council know that a project list has been submitted for inclusion on the 2025 drinking water revolving fund priority list for possible funding. This includes the water storage tank rehab project as well as updates to the water treatment plant which is now 30 years old. The city has no obligation to proceed with the projects if funding is available, but would not be eligible for funding if the projects are not on the list.
7. Teresa Timmerman – **Did not attend meeting.**
 - a) Discuss Issues with Starbuck Business

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8. Jen Haugen
a) Approval for a Meat Raffle at the Starbuck VFW on May 25th to Benefit Scott Johnshoy. **Motion by Christensen; second by Baukol** to approve the Starbuck Fire Dept. Auxiliary to have a meat raffle and horse races on May25, 2024 to benefit Scott Johnshoy. **Motion carried (4-0).**

IV. PERSONNEL REPORTS

9. Mayor
a) MnDOT/Pope County Engineers – Speed Limits/Signage/Crosswalks/Path Access
Mayor Swenson told the council he had met with MnDOT's Traffic Engineer regarding extending a lower speed limit going in/out of town, adding a crosswalk and signage from the Multi Use Trail to the beach, plus adding blinking lights at the crosswalk. MnDOT is reviewing the request.
b) Lighthouse Update
Mayor Swenson stated that the DNR and Pope County Land Management are still holding up the project due to a small wetland area on the project site. They are currently verifying mitigation credits the city would purchase from Ferguson Brothers that are needed to complete the project. Mayor Swenson said we do have permission to put in the concrete pad and the Meyer family has been given the approval to start the lighthouse construction process.
10. Police Department
a) Monthly Report
Chief Johnsrud was in Washington DC for the Josh Owen Memorial.
11. Water/Sewer
a) Purchase of Side-by-Side UTV for Hobo Park and to Pull the Water Trailer.
Randy Peterson, Water/Sewer Superintendent, presented the council with numerous bids for the purchase of a side x side for city use. There are currently no extra city vehicles for summer help to use for mowing or trimming, and the side x side would also be used for Hobo Park and to pull the water trailer used to take care of flowers and trees around the city. Mr. Peterson told the council his choice would be a 2023 Defender from Ollie's Service in Alexandria. There was a significant discount given for taking the 2023 model.
Motion by Gorder; second by Baukol to approve the purchase of a 2023 Defender side x side from Ollie's Service in Alexandria for a price of \$13,899. **Motion carried (4-0).**
12. Fire Department
a) Approval of a Temporary Liquor License for the Heritage Days Street Dance July 5th.
Motion by Taffe; second by Gorder to approve a temporary liquor license for the Starbuck Fire Departments street dance on July 5th. **Motion carried (4-0).**
b) Approval of a Raffle for the SFD, Conducted by the SFD Auxiliary, with Drawing on July 5th.
Motion by Taffe; second by Gorder to approve a raffle, conducted by the SFD Auxiliary, with a drawing on July 5th. **Motion carried (4-0).**

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13. City Clerk/Treasurer

a) Budget Comparison Reports – 1st Qtr. 2024

Clerk/Treasurer Kerkvliet presented the council with the 1st Qtr. budget comparison reports. Everything for the 1st Qtr. is close to budget. She encouraged the council members to come to her with any questions they may have.

b) Approve Tiffany Holten as a signer on the Payroll Account to allow for Backup of Payroll Processing Function.

Motion by Gorder; second by Taffe to approve Tiffany Holten as a signer on the Payroll Account to allow for backup of the payroll function. **Motion carried (4-0).**

V. COMMITTEE REPORTS

14. Planning & Zoning

a)

b)

15. Airport Committee – Tom Beuckens

a) Tom Beuckens told the council the new loader and cutter had been delivered to the airport. The loader is too tall to fit in the current storage shed at the airport. A solution will need to be discussed. The grant forms for reimbursement to the city of 90% of the cost have been sent to the state.

16. Streets and Parks

17. Community Center

VI. OLD BUSINESS

18. 410 E. 7th St. – Request to Make Alley Accessible from both sides.

Motion by Swenson; second by Gorder to deny the request to make the alley accessible from both sides at this time. **Motion carried (5-0).**

A solution to the storage problem at 410 E. 7th St. has been found.

19. Discuss The Bid from Info-Link for One New Projector in the Community Center.

Motion by Gorder; second by Baukol to approve the bid from Info-Link to purchase and install two new projectors in the community center at a cost of \$14,567.96. **Motion carried (4-0).**

VII. NEW BUSINESS

20. Discuss Approving the Subdivision of Parcel #27-0086-00.

Motion by Taffe; second by Gorder to approve the subdivision of Parcel #27-0086-00. **Motion carried (4-0).**

21. Approve Lawful Gambling Permit for the Starbuck Chamber - Music Bingo-VFW-June 7th

Motion by Gorder; second by Taffe to approve the lawful gambling permit for the Starbuck Chamber for music bingo at the VFW on June 7th. **Motion carried (4-0).**

22. Approval to Appoint Cody Blevins to the Open Position on the Planning & Zoning Committee.

Motion by Taffe; second by Christensen to approve the appointment of Cody Blevins to the open position on the Planning & Zoning committee. **Motion carried (4-0).**

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23. Rescind Resignation of Charlene Drewes and Approve Remaining in the Administrative Assistant Position for the City.
Motion by Gorder; second by Taffe to approve rescinding the resignation of Charleen Drewes and approve her continuing as the Administrative Assistant for the City of Starbuck. **Motion carried (4-0)**.
24. Approve Resolution #2024-12 Declaring Cost to be Assessed and Ordering Preparation of Proposed Assessment. **RESOLUTION ON HOLD**
25. Approve Resolution #2024-13 Approving a Public Hearing on Proposed Assessments for the 2020 Road Project. **RESOLUTION ON HOLD**
26. Approve Resolution #2024-14 Accepting the Donation from the Glenwood Rotary Club's Cash Bash.
Motion by Taffe; second by Gorder to accept the donation of \$3,300 by the Glenwood Rotary for the city park. **Motion carried (4-0)**.

VIII. CLOSED MEETING

- IX. ADJOURNMENT - Motion by Gorder to adjourn meeting at 7:12pm. Motion carries (4-0).**

Submitted by,
Joan Kerkvliet
City Clerk/Treasurer