

**CITY OF STARBUCK  
REGULAR CITY COUNCIL MEETING  
AUGUST 12, 2024  
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 9/09/2024*

***PUBLIC HEARINGS:***

*6:35 – Hearing to on Amended Floodplain Ordinance*

*6:40 – Hearing on Final Assessments for the 2020 Complete Streets Project*

**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 and Baukol present. Absent – Gorder

**II. CONSENT AGENDA**

3. Approve Agenda
4. Approve Claims for Payment
5. Approve Minutes from previous meeting(s)
  - a) Public Hearing – Subdivision of PID #27-0409-001
  - b) Council Meeting – July 8, 2024

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

-Meeting closed for public hearings at 6:35pm.

-Regular meeting reopened at 8:14pm.

**III. ANYONE BEFORE COUNCIL**

6. Larry Van Hout/Nick Koos - Widseth
  - a) 2020 Road Project  
Mr. Van Hout and Mr. Koos facilitated the public hearing for the 2020 Complete Streets Project.
7. Rick Schira – West Central Initiative – Rescheduled for the September meeting.
8. Steve McComas – Blue Water Science
  - a) Survey Results from Marina Treatment for Invasive Species  
Steve Nelson from the Minnewaska Lake Assoc. spoke for Mr. McComas. Mr. Nelson told the council Eurasian Milfoil in the marina had responded well to the first treatment and no more treatments would be needed this year. The Lake Assoc. is doing one more treatment for Starry Stonewort this year and they would like to see the city do one more treatment in the marina at the same time. They hope to have this done in the next four weeks. Post survey results should be done soon.

**CITY OF STARBUCK  
REGULAR CITY COUNCIL MEETING  
AUGUST 12, 2024  
6:30 P.M.**

---

**IV. PERSONNEL REPORTS**

9. Mayor  
a) Lighthouse Update  
The mayor told the council that the dirt work for the lighthouse had been completed by Ferguson and he is hoping the concrete pad will be poured sometime this week.
10. Police Department – Chief Johnsrud did not attend the meeting.  
a) Monthly Report
11. Fire Department  
a) Monthly Report  
Chief Noyes would like approval from the council to purchase a fill station from Alex Air Apparatus at a cost of \$16,329.  
**Motion by Christensen; second by Baukol** to approve the purchase of a Fill Station from Alex Air Apparatus at a cost of \$16,329. **Motion carried (3-0).**
12. Water/Sewer Department  
a) Present Starbuck GIS Utility Interactive Mapping Proposal from Widseth  
Since the water shut offs have been mapped as part of a state funded lead pipe program, Randy would like Widseth to map fire hydrants, gate valves, manholes, catch basins etc. so the city can have a complete digital map of these utilities. The cost estimate for this project is \$18,350.  
**Motion by Taffe; second by Christensen** to approve proceeding with this GIS mapping project at an estimated cost of \$18,350. **Motion carried (3-0).**
- b) Present Electric Pump Quote for New Pump for Lift Station #4  
Randy told the council that a new pump and rails would be needed soon for Lift Station #4. A bid was received from Electric Pump (EP) as follows: Submersible Pump - \$10,450.00  
Rails and Installation - \$11,200. The purchase was tabled at this time.
- Randy Peterson talked to Ferguson Paving about doing some additional tarring work while they were in town. The price estimates were \$3,100 for additional work on the east side of town, \$4,600 for work on the west side, \$1,800 for the alley off Abercrombie between Broadway and 7<sup>th</sup>.  
There is also work needed to build up the road at 8 ½ street to help prevent wash outs. We have no quote at this time. Randy feels these are very good prices and we will have no mobilization fees as they are already doing work in town.  
**Motion by Christensen; second by Taffe** to approve proceeding with the additional paving project including \$3,100 for the east side, \$4,600 for the west side, \$1,800 for the alley off Abercrombie and 8 ½ street with no cost estimate currently available. **Motion carried (3-0).**
13. City Clerk/Treasurer  
a) Utility Billing Software, UBmax, Transitioning to gWorks.  
Clerk/Treasurer Kerkvliet told the council that UBMax, the current utility billing software, had

**CITY OF STARBUCK**  
**REGULAR CITY COUNCIL MEETING**  
**AUGUST 12, 2024**  
**6:30 P.M.**

---

been sold to gWorks and would no longer be supported as of March 2025. Quotes were obtained from three different companies and the first year costs would be as follows: gWorks - \$6,330, Black Mountain Software - \$16,425 and BS&A Software - \$13,000.

**Motion by Taffe; second by Baukol** to approve using gWorks as the city's utility billing software at a first year cost of \$6,300. **Motion carried (3-0).**

b) Budget Comparison Reports – 2nd Qtr. 2024

Clerk/Treasurer Kerkvliet told the council the 2<sup>nd</sup> qtr. budget comparison reports were in their packets and to come to her with any questions. The 2025 budget process will start in the next couple of weeks.

Kerkvliet told the council she will be on vacation for the next council meeting and Deputy Clerk Holten will take her place for the September meeting. She also asked the council to congratulate Deputy Clerk Holten for receiving her Minnesota Certified Municipal Clerk certification.

**V. COMMITTEE REPORTS**

14. Planning & Zoning  
a)

15. Airport Committee – Tom Beuckens  
a)

16. Streets and Parks

17. Community Center

**VI. OLD BUSINESS**

18.

19.

**VII. NEW BUSINESS**

20. Approve Resolution #2024-15 – Adopting Assessments for the 2020 Complete Streets Project.  
**Motion by Taffe; second by Christensen** to approve resolution #2024-15 adopting assessments for the 2020 complete streets project. **Motion carried (3-0).**

21. Discuss Approval of the Newly Revised Floodplain Ordinance.  
**Motion by Swenson; second by Taffe** to approve adopting the revised 2024 floodplain ordinance for the city of Starbuck. **Motion carried (4-0).**

22. Request from Minnewaska Showstoppers to be their Fiscal Agent for Possible Brang Grants.  
**Motion by Taffe; second by Christensen** to approve acting as the fiscal agent for Minnewaska Showstoppers Brang grants. **Motion carried (3-0).**

23. Proposal for Live Camera at Sunset Marina. – Tabled for a future meeting.

24. Approve Resolution #2024-16 - Approve Donation from Harvey & Dianne Pederson to the Starbuck Fire Department.  
**Motion by Taffe; second by Christensen** to approve resolution #2024-16 accepting the donation from Harvey & Dianne Peterson to the Starbuck Fire Dept. **Motion carried (3-0).**

**CITY OF STARBUCK  
REGULAR CITY COUNCIL MEETING  
AUGUST 12, 2024  
6:30 P.M.**

---

25. Approve Resolution #2024-17 - Accept Donations to the Police Department for the Starbuck Bicycle Safety Rodeo - \$ 1,150.00 Total from Various Donors  
**Motion by Christensen; second by Taffe** to approve resolution #2024-17 accepting the donations totaling \$1,150 to the Bike Rodeo. **Motion carried (3-0).**
26. Approve Resolution #2024-18 – Resolution Accepting 2024 Donations from the Brang Foundation.  
**Motion by Taffe; second by Christensen** to approve resolution #2024-18 accepting the 2024 donations from the Brang Foundation. **Motion carried (3-0).**
27. Approve Resolution #2024-19 – Resolution Accepting Donations to the Police Department For the Starbuck Kids Safety Camp - \$ 8,425.50 Total from Various Donors  
**Motion by Christensen; second by Taffe** to approve resolution #2024-19 accepting the donations to the police department totaling \$8,425.50 for the Starbuck Kids Safety Camp. **Motion carried (3-0).**
28. Potential Starbuck Clean-up Day – Saturday, Sept 28<sup>th</sup>  
**Motion by Taffe; second by Christensen** to approve scheduling a clean- up day for Starbuck residents on Saturday, Sept. 28th. **Motion carried (3-0).**

VIII. CLOSED MEETING - None

IX. ADJOURNMENT - Motion by Christensen to adjourn meeting at 8:50pm. **Motion carries (3-0)**

Submitted by,  
*Joan Kerkvliet*  
City Clerk/Treasurer