

CITY OF STARBUCK
REGULAR CITY COUNCIL MEETING
SEPTEMBER 9, 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 10/15/24

PUBLIC HEARINGS

I. CALL THE MEETING TO ORDER

1. Call to Order & Pledge of Allegiance - Meeting was called to order by Mayor Swenson at 6:30 PM.
2. Roll Call – Swenson, Gorder, Taffe, Baukol, Christensen. **All Present.**

II. CONSENT AGENDA

3. Approve Agenda
4. Approve Claims for Payment
5. Approve minutes from previous meeting(s)
 - a) Public Hearing – To Amend the Floodplain Ordinance
 - b) Public Hearing – Final Assessments for the 2020 Complete Streets Project
 - c) Council Meeting – August 12, 2024

Motion by Taffe; second by Gorder to Approve the Consent Agenda as Presented. **Motion carried 5-0.**

III. ANYONE BEFORE COUNCIL

6. Nick Koos - Widseth

Nick Koos told the council that Widseth plans to finish up with the data collection needed for the GIS Water and Sewer Mapping within the next month. He also anticipates that we should be hearing back from the USDA on the PPL request for the Water Treatment Plant within the next couple of months.

7. Mathias Briard, Starbuck Locker Reconstruction Plans –117 E 5th St

- a) Requesting City to Consider Vacating Dedicated ROW
 - a. Mathias Briard presented his request to the Council, seeking the vacation the .24-acre tract of land that includes platted 6,736 sq ft Dedicated ROW on Block 59 and approximately 4,032 sq ft tract of city owned land, PID# 27-0685-000 (per the Certificate of Survey prepared by Stoeckel Jahner Land Surveying). Mr. Briard explained that he plans to rebuild the Starbuck Locker after a fire devastatingly overtook the building on July 6, 2024. The original building was partially built over the block 59 platted Dedicated ROW in 1915 (Starbuck Creamery), and Mr. Briard stated that he intends to build a 150' by 80' new facility that would slightly expand the original building footprint. Mr. Briard is seeking the additional 4,032 (approx.) tract of city-owned land located adjacent to the southern boundary of the platted 33' by 200' wide Dedicated ROW to provide more green space on the property with no intentions of building south of the platted Dedicated ROW. On September 3rd, the Planning and Zoning Commission approved recommendation to approve Mr. Briard's request as presented with the condition that the Public Works and Public Safety Departments comments

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are considered. Randy Peterson, Water/Sewer Superintendent, and Doug Noyes, Starbuck Fire Chief, expressed concerns with the City giving up the additional 4,032 sq ft tract of city owned land, PID# 27-0685-000, as it would reduce the width of the already narrow gravel E Depot Lane that would minimize the emergency vehicle and snowplow accessibility. The Zoning Ordinance currently states that building structures in the Commercial Zoning District can be built up to the property line. Although Mr. Briard does not intend to extend his building or place any permanent structures past the requested Block 59 Dedicated ROW, the City would need to be mindful of the Commercial Zoning set-back standards while reaching a decision. After discussion, to avoid reconstruction delays, the Council set an October 15th public hearing to consider a proposed street vacation of dedicated ROW between 117 E 5th St and E Depot Lane on Block 59 (by Resolution No. 2024-22). The Council could possibly consider the sale of the additional 4,032 sq ft tract of city owned land, PID# 27-0685-000, at a later meeting.

8. **Wade Jakobson – 400 East Broadway**

a) **City Transfer Station/Brush Site Availability**

Wade Jakobson was not in attendance of the meeting, but Mayor Swenson provided a brief statement on this topic informing the public that the city transfer station/ landfill remains available for city residents to dispose of brush, yard waste, and tree limbs free of charge. There was recently a misunderstanding amongst city staff, and Mayor Swenson clarified that City residents will still need to check out the key for the locked transfer station gate at the city office (during office hours). There is a \$4.50 per cubic yard fee imposed for Commercial Use and Out-of-Town residents that must be paid while checking out the key at the City Office.

IV. PERSONNEL REPORTS

9. **Mayor**

a) **Update on the Lighthouse Project**

Mayor Swenson provided a brief update stating that the Starbuck Marina Lighthouse will be installed over the weekend of September 20th.

b) **Kayak Rental Program Launch**

The Rent.Fun Self-Service will be installed on Thursday, September 12th and will be available for the public to rent out for \$15 per hour. The City has contracted to receive 35-percent of the profit proceeds after the estimated payback period of about 3 years.

c) **Starry Stonewort 2nd Chemical Treatment Scheduled for September 16th**

Mayor Swenson stated that weather permitting, TIGRUS Aquatic Services plans to be onsite to apply the second chemical treatment for Starry Stonewort at the Starbuck Marina on Monday, September 16th. TIGRIS Aquatic Services, LLC applied aquatic herbicides and algaecides to the Starbuck Marina, targeting both Starry Stonewort and Eurasian Watermilfoil on July 15, 2024. A post-treatment survey completed on August 12th indicated that the Eurasian Watermilfoil (EWM) responded well, and no further treatments would be necessary this year. TIGRUS did however recommend that a second treatment application would be needed in mid-September to control the Starry Stonewort (SSW) presence in the Marina. The Council was provided with a copy of the letter that was mailed out to all boat slip holders on August 27th informing them of the treatment schedule.

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10. **Police Department - Chief Johnsrud did not attend the meeting.**

- a) Monthly Report

11. **Water/Sewer – Randy Peterson Water/Sewer Superintendent**

- a) No Updates

12. **Fire Department – Chief Doug Noyes**

- a) Monthly Report

Chief Noyes told the council that the fire department ordered the containment system for the fill station that should be delivered within the next week. The SFD Relief Association also reimbursed the City in the amount of \$989 to cover the cost for two heat cameras that were just delivered. Chief Noyes reported that the department was awarded \$5,000 from a MnDNR 50-50 Grant for a skid unit. To date, the Fire Department has received \$10,000 total in grant funding (\$5,000 MnDNR & \$5,000 Sonsteng Grant), so Chief Noyes stated that is going to start looking for quotes for a new skid with plans to get one ordered soon.

13. **City Clerk/Treasurer**

- a) City Clean-up Day – Saturday, September 28th from 9 AM to 12 PM

V. COMMITTEE REPORTS

14. **Planning & Zoning**

- a) Cannabis Business Regulations Ordinance – Public Hearing on October 1, 2024.

The Planning and Zoning Commission will be holding a Public hearing on October 1st at 9:05am to gather public input on the zoning/land use of the ordinance. This would regulate The model ordinance was adopted by the Minnesota Office of Cannabis Management for cities to use and revise as needed. The Planning Commission will then make its recommendations including additional language/additions to the City Council for a later meeting.

15.

16. **Airport Committee – Tom Beuckens, Airport Manger**

- a) Tom Beuckens informed the council that there has been some interest in possible putting up a private hangar at the airport. The Airport Commission met within the past weeks and plans and encouraged the private party to submit more details to the airport commission so that they would have something to bring before the city council for final approval and recommendations. Beuckens plans to look into potential state funding for capital improvements such as infrastructure necessary to accommodate additional hangars. Beuckens will update the council with more details on this potential project as it becomes available.

17. **Streets and Parks**

18. **Community Center**

Deputy Clerk Holten informed the council that Infolink plans to replace the projectors in the Community Center by the end of October, so that will be a huge improvement. The council approved this project proposal totaling \$14,567.96 at the May 13, 2024, Regular Meeting.

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VI. OLD BUSINESS

- 19.
- 20.

VII. NEW BUSINESS

- 21. Approve 2024 Interfund Transfers for 2013A and 2017A Bonds per Spreadsheet.
Motion by Gorder; second by Taffe to approve the 2024 Interfund transfers for 2013A and 2017A Bonds per Spreadsheet. **Motion carried 5-0.**

- 22. Schedule Special Meeting to Approve Preliminary General Fund Budget, 2025 Levy, and Review 2020 Road Project Assessment Deferral Applications.
Motion by Christensen; second by Taffe to Schedule a Special Council Meeting for 12:00 PM on Thursday, September 19th. **Motion carried 5-0.**

- 23. Approve Truth in Taxation Hearing for 6:35pm at the December Council Meeting on 12/09/24.
Motion by Taffe; second by Gorder to Approve a Truth in Taxation Hearing for 6:35pm at the December Council Meeting on December 9, 2024. **Motion carried 5-0.**

- 24. Approval for the City to NOT Waive Liability Coverage for 2025 through the League of Insurance Trust.
Motion by Gorder; second by Taffe to approve not waiving liability limits for the 2025 insurance renewal through the League of MN Cities Insurance Trust. **Motion carried 5-0.**

- 25. Discuss Memorial Bench for Peder Baukol in the City Park.
Timmie Baukol submitted a request to install a granite bench on a marble pad near the picnic shelter located near City Beach to honor the memory of her late husband, Peder Baukol. There are currently two memorial benches located along the shoreline bordering the north beach parking lot, so this would provide an additional seating area for the public. The Baukol family provided a spec drawing of the bench with laser engravings to the council to honor Peder's memory. If approved, the Baukol Family anticipates that the bench would be ready to be installed by late Spring 2025. Deputy Clerk Holten stated that the Planning Commission reviewed and approved the request as presented at their September 3rd meeting.
Motion by Gorder; second by Taffe to approve the request to install a bench in the city park in Memory of Peder Baukol. **Motion carried 5-0.**

- 26. Discuss Proposal for Web Cam at Sunset Marina.
Ted Razink, owner/operator of Sunset Marina, was present and spoke before the council to explain his proposal for a web cam at the Sunset Marina located in the City Park near the Sunset Marina. This web cam would be livestreamed via YouTube and would provide the public access to view Lake Minnewaska and the Starbuck Beach from virtually anywhere. This one-of-a-kind view will allow for our community, lake enthusiasts, and visitors to see all the shore's weather as it happens. Mr. Razink intends to install fiber optics for the camera and will pay for the camera installation, but he is asking the City to pay for trenching in electricity up to the pole for the camera. The Messner Electric quote to add power to the pole came to \$575 for the trenching and electricity work. There was an optional outdoor outlet added on the quote for \$385.51 but the council chose not to proceed with that. Councilmember

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Christensen voiced concerns with the City dedicating money for a private business for this purpose when the City-owned Starbuck Marina at Hobo Park could also benefit from installing cameras of their own to help deter burglaries and/or vandalism.

Motion by Gorder; second by Taffe to approve the proposal for a web cam at Sunset Marina and the request for the City to cover electricity installation costs per the Messner Electric Quote in the amount of \$575.00. **Motion carried 5-0.**

27. Approve Resolution #2024-20 – Accept Donation from Shalom Lutheran Church for 2024 National Night Out.
Motion by Christensen; second by Taffe to approve Resolution #2024-20 accepting the donation from Shalom Lutheran Church for 2024 National Night Out. **Motion carried 5-0.**
27. Approve Resolution #2024-21 – Accept Donation to the Starbuck Police Department from Pope County HELP Council for the Kids Safety Camp.
Motion by Gorder; second by Taffe to approve Resolution #2024-21 accepting the donation from Pope County HELP Council for the Kids Safety Camp. **Motion carried 5-0.**
28. Discuss West Central Initiative Request for Donation.
West Central Initiative submitted a request for a City donation to support WCI work in economic, community and workforce development in Starbuck and the nine-county region that they serve. After a brief discussion on potential city contribution amounts, **the council tabled the discussion** until the September 19th Special City Council Meeting as it relates to the 2025 General Fund Budget.
29. Discuss Western Prairie Human Services Request to Waive the Community Center Rental Fee for a Dementia Skills Workshop on October 25th, 2024.
Motion by Swenson; second by Taffe to waive the Community Center Rental Fee for a Dementia Skills Workshop on October 25th, 2024. **Motion carried 5-0.**
30. Approve Resolution to Call a Public Hearing to Discuss the Vacation of Dedicated ROW located on Block 59 Lots 3-6 (Starbuck Locker)
Motion by Swenson; second by Taffe to approve Resolution #2024-22 to call for a October 15th public hearing for a proposed street vacation of dedicated ROW between 117 E 5th St and E Depot Lane on Block 59. **Motion carried 5-0.**
31. Discuss Proposal for an AED at the City Beach.
Beach Supervisor Linda Hoffmann has an active discussion with the Minnewaska Lake Association (MLA) on a request for support to install an Automated External Defibrillator (AED) at the Starbuck City Beach. The AED Package Proposal from American AED came to \$3,098 per AED. This cost includes a 1-year AED Management subscription and virtual training class for the AED for users, but there is currently a sale that brings that cost down over \$800 totaling approximately \$2,105 if purchased through the month of September. Mike Stai, President of the MLA, anticipates that the board will decide on the MLA financial support for an AED at their September 18th Meeting.
Motion by Christensen; second by Taffe to table this item for further discussion at the September 19th Special City Council Meeting. **Motion carried 5-0.**

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32. Discuss HRA Development Proposal

Nick Koos, with Wiseth, provided the council a cost estimate for the proposed Pope County HRA Development Project at the Evergreen Mobile Home Park on Parcel # 27-0582-002 and 27-0582-03). Mayor Swenson stated that the HRA is requesting that the City cover the water and sewer costs, totaling approximately \$380,192, for the development that would provide 17 new homes in Starbuck.

Motion by Gorder; second by Taffe to table this item for further discussion at the September 19th Special City Council Meeting. **Motion carried 5-0.**

33. Discuss Tennis Court/Pickleball Renovation

Deputy Clerk Holten shared an email from Linda Hoffmann, Starbuck Chamber Board Member, that showcased result from a Facebook survey that she recently posted on the Chamber's page asking for public input for thoughts on reconfiguring the Starbuck Lakeshore Park tennis courts to include pickleball courts. There were 223 votes as of September 6th with resulting in 144 votes (64%) wanting a mix of 2-3 pickleball courts and 1 tennis court, 57 votes (25%) said all pickleball courts, 16 votes (7%) said keep as tennis courts and refurbished them, and 6 votes (2%) said keep the weeds and cracks. She is asking for the Council to consider this and city-budgeted contributions to help make improvements to the city park to add attractions for all to enjoy and noted that there are minimal attractions available for kids 10 and under. Kris Goracke sent Deputy Clerk Holten an email regarding a Blue Cross Blue Sheild Fitness Court Grant that requires a city official to submit an inquiry to request further information to potentially help cover some of the costs of a tennis/pickleball court renovation.

Motion by Taffe, second by Christensen to approve Deputy Clerk Holten and Kris Goracke to pursue and obtain information on the BCBS Fitness Court Grant Opportunity.

Motion carried 5-0.

VIII. ADJOURNMENT. Motion by Gorder to adjourn the meeting at 7:24 pm. **Motion carried 5-0.**

Submitted by,

Tiffany Holten

Deputy City Clerk