

City of Clarkfield

Agenda

7:00 PM Regular Council Meeting

Tuesday, April 16, 2024

City Hall Meeting Room

904 10th Avenue – Clarkfield, MN 56223

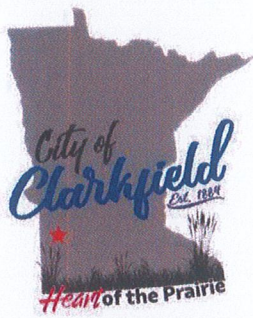
Access via Zoom: <https://us02web.zoom.us/j/81699260346>

1. CALL THE REGULAR COUNCIL MEETING TO ORDER
2. PLEDGE OF ALLEGIANCE
3. APPROVAL OF AGENDA
4. APPROVAL OF MINUTES
 - a. 4/2/2024
5. INVOICES PAYABLE
6. REPORTS OF COMMITTEES AND CITY STAFF
 - a. Mayor's Report
 - b. Councilmembers' Reports
 - c. Care Center Administrator's Report – Ashley Nicholson
 - d. City Administrator's Report – Jonathan Pierce
7. PUBLIC COMMENTS
8. DISCUSSION ITEMS
 - a. MnDOT Light Pole Change Order
 - b. Care Center discussion
 - c. Pool Fundraising discussion
 - d. Garage door discussion
9. ACTION ITEMS
 - a. Firemen's Relief Offsite Permit
 - b. Lawn Mower Procurement Approval
10. ADJOURN

The public is strongly encouraged to submit WRITTEN testimony/comments to info@clarkfield.org. Written comments may be submitted up until 4 p.m. the day of the meeting to be included as part of the public record for that meeting.

Reminder – Addressing the Council: Those wishing to speak should wait to be acknowledged by the Mayor & comments should be on the topic being discussed. Public Comment time frame is limited to 3 minutes per individual. Data Privacy Rules and Open Meeting Laws are in effect and personal attacks will not be allowed.

The City of Clarkfield is an equal opportunity employer and provider.



City of Clarkfield

Agenda

7:00 PM Regular Council Meeting

Tuesday, April 2nd, 2024

City Hall Meeting Room

904 10th Avenue – Clarkfield, MN 56223

A regular meeting of the Clarkfield City Council was called to order at 7pm. Council in Attendance: Darrin Johnson, Kevin Kaatz, Craig Giles, Paul Anspach, Josh Hanson.

City Staff: Jonathan Pierce, Troy Bruflat

Citizens: Kelly Montoya, Scott Kuhlman, Dale Stringer Jr., Hazel Hanson, Jennifer Hurst, Cherry Heisner.

CALL THE REGULAR COUNCIL MEETING TO ORDER

1. APPROVAL OF AGENDA

Motion to approve Anspach, 2nd by Kaatz.

Yes- Hanson, Anspach, Giles, Kaatz, Johnson

No-

Motion Passes

2. APPROVAL OF MINUTES

A. 3-19-2024

Motion to approve Giles, 2nd by Hanson.

Yes- Hanson, Anspach, Giles, Kaatz, Johnson

No-

Motion Passes

3. INVOICES PAYABLE

- Paul asked a question about the Computers & Beyond invoice. Jon & Darrin explained that Computers & Beyond provide the phone service for the office and the library.

-Paul asked Troy about the cost of curb paint.

-Paul asked about cold storage doors invoice from Troys Electric. Troy explained that they helped replace the doors at the EMS building.

Motion to approve Anspach, 2nd by Hanson.

Yes- Hanson, Anspach, Giles, Kaatz, Johnson

No-

Motion Passes

4. REPORTS OF COMMITTEES AND CITY STAFF

A. Mayor's Report

none

B. Councilmembers' Reports

none

C. Public Works Director's Report - Troy Bruflat

SNOW!

Silversmith

Between \$1,234 - \$1,542 per year and then there is some extra cost for the setup and data collections. Bollig has offered to assist us in the collections incorporating it into future projects. There is a informational video in the link below.
<https://youtu.be/ur0UJI--awk>

Water Treatment Plant

Construction continues, the timeline for completion has already been pushed back due to availability and the engineers from Tonka have not been able to get here due to the snow.

There was an emergency repair that needed to be done at well 5. We took this opportunity to make some repairs that are not included in the scope of the water treatment plant project but KHC was able to assist us.

MDH came and took some samples for coliform bacteria after there were some complaints on social media. The tests all came back negative.

- *Darrin to be clear tap water isn't sterile. Troy - Correct how often to we test? Every 3 months for the state about once per week in house. Troy - Weve had to increase in testing with all of the changes currently happening.*

Mowers

Per the depreciation schedule for equipment, we are looking at replacing the mowers. Kesteloot quoted us to replace the mowers with grasshoppers with a trade difference of \$18,600. John Deere quoted us with a trade difference of \$17,000. I reached out to bad boy mowers from Granite falls and did not hear back. I also got a estimate from AgPlus in Canby that was a trade difference of \$8,015.63. This is for Ferris Mowers of equal size.

Streets

Dunnicks Construction is getting us a bid for the street work, they will break it down into 3 separate estimates for each block that needs repair.

HWY 67 update

I attended the preconstruction meeting with MNDOT and R and G Construction. Construction is set to begin in May. The plan is to start with the work in highway 59 and the railroad tracks. When they complete that area, then move from west to the east down Highway 67. They will relocate the city utilities first and then proceed to the road work. There was also talk of leaving the sidewalks in as long as possible so there will be continued access to the business fronts.

- *Troy on the 15th I have a meeting with MnDOT about landscaping the overflow pond. Darrin asked what we could do with the overflow area. Troy some trees maybe some picnic tables.*
- *Paul - I think we should include the neighbors like Pati.*
- *Troy we have spoken with Pati about trees and stuff.*
- *Troy said that there is a MnDOT meeting on the 15th at 10AM Darrin is there actually an agenda with a public comments section or is it just free flow conversation?*
- *Troy asked about the proposal for the mowers the Council and Troy openly discussed the options. The consensus being that he should follow up on the Ferris Mowers*
- *Darrin asked about the city clean up day, Jon said that it was on Saturday Apr 27th. Discussed some of the issues we had last year including people leaving stuff the night before and restrictions on what they will and won't take.*

D. City Administrator's Report – Jonathan Pierce

- Complaints:

No complaints received

- *No "official complaints" because I have been getting a lot of complaints about the water quality all week long. I want to reiterate that while the iron and magnesium levels are higher the water is still being treated and is safe to drink.*
- The Local Board of Appeal and Equalization meeting is in two weeks before the next meeting. I sent the public notice to the advocate tribune last week.
- I have approved pay increases for Dave Menk and Tammy Thostenson in accordance with the city's personnel policy. Dave Menk reached his fifth anniversary with the city on March 18th, while Tammy Thostenson's third anniversary was on March 29th. As per the policy, both employees are eligible for 1-step salary increases. This will take effect on the pay period starting on April 1st.
- I am looking into the Demo Loan & Redevelopment Grant available from MN Department of Employment & Economic Development. I would like to look into hiring a grant writer to help me apply for this grant.
- *We spoke about this grant/loan program last year and since then Steffan from SCS approached me about buying the laundromat to replace it with a new plumbing shop on the corner.*
Darrin there were some stipulations around the city having to own a property in order to be eligible for this program. Jon – that's true but if we have a confirmed commercial buyer lined up we don't have to take the loan we can apply for the grant instead. I emailed the lady at the state about this and she said that it was still open. I was thinking about emailing Gail from Widseth about this to see if she would be able to write the grant for me Darrin yeah that makes sense find out how much it will cost because Widseth was pretty expensive for the engineering fees before. Jon - Scott does Bollig have any grant writers available? Not really probably should call UMVRDC. Paul – Who owns it currently? Jon – Mary Johnson owns it.
- I will be putting out another notice in the newsletter regarding the rental ordinance as well as another round of direct letters. I also have Janice Nelson looking into how to enforce the ordinance if I don't get any responses again.
- Kudos to Troy & Public Works for their exceptional efforts last week.
- *Darrin asked about the issues we were having with the account inputs. Jon – still working on it. Darrin spoke about the budget and the auditing process and what had happened with Banyon in the past.*
- *Paul suggested that maybe more hydrant flushes would help them with the water quality at least for some people at the ends. Troy - its worth a shot.*

5. PUBLIC COMMENTS

none

6. DISCUSSION ITEMS

A. Water Treatment Plant / Lead Service Lines – Scott Kuhlman

A. Now that the Contractor is able to access the internal portion of the filter, we're able to get a better view of condition and construction of the filter – there may be some contract adjustments related to this, eventually (possibility of upcoming change order(s))

B. Pay Application #2 - \$57,195.70

1. Motion to approve Contractor's Pay Application #2

2. Work is now 8% complete (based on contract \$ earned)

C. Schedule / Contract Dates

1. There is a plan for upcoming Change Order #1 to adjust these contract dates, to account for the substantial delay in being able to award the contract. We want to get some timelines from suppliers before drafting this Change Order.

2. Substantial Completion – September 30, 2024

3. Ready for Final Payment – December 2, 2024

II. MnDOT TH 67 Project

A. We have been working on reviewing contractor's submittals

- *Jon asked if pay application #2 is going to qualify for DEED/SCDP dollars or will that all be on the city ? Scott - I'm not sure but I don't think any of that qualifies for that.*

Motion to approve pay application #2 for \$57,195.70. Kaatz, Anspach

Yes- Hanson, Anspach, Giles, Kaatz, Johnson

No-

Motion Passes

III. MDH Lead Service Line Inventory Technical Assistance Grant Program

A. MDH Work Order for Bollig to begin work assisting with preparing the LSL inventory was received last Thursday

B. Now that we are authorized to begin, initial steps will be:

1. Collect and scan in plans/documents/records; review for city-owned portion of service line material classification
2. Prepare mailer for residents with two options for classifying the privately-owned portion of the service line – either fill out a short questionnaire and take a picture, or schedule a time for a Bollig person to come and look at it
3. We will compile the information and submit to MDH by the July 15 deadline

B. Utility Reader Replacement Discussion

Jon - I contacted Banyon Data Systems regarding the costs for switching to the new Neptune utility reader. They let me know that there would be a one-time fee of **\$2,295.00** and the annual fee would go from the current **\$395.00** per year to **\$595.00** per year.

Given the quote from Ferguson for \$13,961.75 that brings our total cost to **\$16,256.75**.

The annual fee for Banyon would go up \$200 in January of 2025.

The \$1,761.75 annual fee from Ferguson is about the same as we are paying now anyways and would be charged annually on the date that our new service goes live. We currently have **\$20,769.20** in Capital Outlay split between the Water, Sewer, and Storm Sewer funds that could be used to cover the expense of the new system.

- *I spoke with Karen Olson, and she reiterated that if we accept this new reader today we most likely won't have to pay until it goes live in October.*
- *Dale asked about the deal Clarkfield had with Porter and what the plan is regarding that. The Council discussed openly what to do with Porter. Jon I will talk to Karen about this.*

Motion to accept Ferguson Waters new utility readers Anspach, 2nd by Hanson

Yes- Hanson, Anspach, Giles, Kaatz, Johnson

No-

Motion Passes

7. ACTION ITEMS

8. ADJOURN

Motion Anspach, 2nd by Kaatz

Yes- Hanson, Anspach, Giles, Kaatz, Johnson

No-

Motion Passes

Meeting was closed at 7:51 PM

CITY OF CLARKFIELD

04/12/24 11:53 AM

Page 1

Payments

Current Period: April 2024

Payment Batch 041024 AP CC

\$3,171.35

Refer	0 DAWSON CO-OP CREDIT UNION	Ck# 051608 4/10/2024	
Cash Payment	E 100-41500-43200 Communications	HOT SPOT	\$55.84
Invoice			
Cash Payment	E 100-41500-42000 Supplies	COFFEE	\$44.99
Invoice			
Cash Payment	E 100-43100-42000 Supplies	INK REPLACEMENT DRUM	\$61.98
Invoice			
Cash Payment	E 100-41500-42000 Supplies	10 BOXES OF TISSUE	\$25.00
Invoice			
Cash Payment	E 100-41500-43900 Contracted Services	UB MAILING	\$518.02
Invoice			
Cash Payment	E 100-41700-43200 Communications	ZOOM	\$59.84
Invoice			
Cash Payment	E 100-41410-42000 Supplies	BASKET FOR ELECTION SLIPS	\$13.09
Invoice			
Cash Payment	E 100-41410-43340 Meals & Lodging	LUNCH FOR ELECTION JUDGES	\$59.11
Invoice			
Cash Payment	E 100-41500-42000 Supplies	1099 TAX FORMS	\$21.47
Invoice			
Cash Payment	E 100-43100-43340 Meals & Lodging	PARKING FOR TROYS TRAINING IN ST. CLOUD	\$6.50
Invoice			
Cash Payment	E 100-41410-43340 Meals & Lodging	SUPPER FOR ELECTION JUDGES	\$40.59
Invoice			
Cash Payment	E 100-41410-43340 Meals & Lodging	BEVERAGES FOR ELECTION JUDGES	\$11.06
Invoice			
Cash Payment	E 100-43100-43340 Meals & Lodging	PARKING FOR TROYS TRAINING IN ST. CLOUD	\$7.50
Invoice			
Cash Payment	E 100-43100-43340 Meals & Lodging	COUNTRY INN HOTEL FOR TROYS TRAINING	\$241.02
Invoice			
Cash Payment	E 100-43100-43340 Meals & Lodging	MEAL FOR TROY	\$37.28
Invoice			
Cash Payment	E 100-41500-42000 Supplies	RECEIPT BOOKS	\$126.84
Invoice			
Cash Payment	E 100-41500-42000 Supplies	SPRING STRIP	\$29.99
Invoice			
Cash Payment	E 100-41500-42000 Supplies	STAPLER AND STAPES	\$20.44
Invoice			
Cash Payment	E 100-41500-42000 Supplies	BOX CUTTERS	\$15.99
Invoice			
Cash Payment	E 260-00000-49100 Library Reserves	SET OF BOOKS	\$22.11
Invoice			
Cash Payment	E 260-00000-42000 Supplies	STORAGE BOXES	\$28.30
Invoice			
Cash Payment	E 260-00000-43271 Programs & Activities	PROGRAM FOR STORY TIME	\$14.98
Invoice			
Cash Payment	E 260-00000-49100 Library Reserves	2 BLACK TONER CARTRIDGES	\$187.54
Invoice			

CITY OF CLARKFIELD

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Page 2

Payments

Current Period: April 2024

Cash Payment Invoice	E 260-00000-49100 Library Reserves	TONER YELLOW, MAGENTA, CYAN	\$367.37		
Cash Payment Invoice	E 260-00000-43270 Library Books	BOOKS	\$17.99		
Cash Payment Invoice	E 260-00000-43271 Programs & Activities	PROGRAM ACTIVITIES	\$71.97		
Cash Payment Invoice	E 260-00000-43272 DVDs	DVDS	\$160.71		
Cash Payment Invoice	E 260-00000-49100 Library Reserves	STORYBOOKS	\$53.93		
Cash Payment Invoice	E 100-41700-42000 Supplies	ALPHABET SIGNS	\$533.59		
Cash Payment Invoice	E 100-41500-42000 Supplies	RUBBER THESHOD FOR DOOR	\$27.99		
Cash Payment Invoice	E 100-45100-42000 Supplies	2 BOXES JUMBO TAILET PAPER ROLLS, 3 BOXES MULTIFOLD HAND PAPER TOWELS	\$273.32		
Cash Payment Invoice	E 100-41500-42000 Supplies	OFFICE STICKY NOTES	\$15.00		
Transaction Date	4/10/2024	Checking	10151	Total	\$3,171.35

Fund Summary

	10151 Checking	
100 General Fund	\$2,246.45	
260 Library	\$924.90	
	<u>\$3,171.35</u>	

Pre-Written Check	\$3,171.35
Checks to be Generated by the Computer	\$0.00
Total	<u>\$3,171.35</u>

CITY OF CLARKFIELD

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Page 1

Payments

Current Period: April 2024

Payments Batch 041224 AP FD \$2,211.91

Refer	0 ALEXANDRIA TECH & COMM COLL	-			
Cash Payment	E 200-00000-42070 Training	LP BURN TRAINING			\$1,750.00
Invoice	00150460				
Transaction Date	4/12/2024	Fire Dept Checking	10170	Total	\$1,750.00
Refer	0 Consumers Cooperative Oil Co.	-			
Cash Payment	E 200-00000-42120 Fuel & Lubricants	FUEL			\$288.42
Invoice	938315-4.24				
Cash Payment	E 200-00000-43370 Maintenance & Repai	FUEL			\$2.78
Invoice	938315-4.24				
Transaction Date	4/12/2024	Fire Dept Checking	10170	Total	\$291.20
Refer	0 Frontier Communications	-			
Cash Payment	E 200-00000-43200 Communications	FD (x1674)			\$142.71
Invoice					
Transaction Date	4/12/2024	Fire Dept Checking	10170	Total	\$142.71
Refer	0 YMC PROPERTY & PUBLIC SERVI	-			
Cash Payment	E 200-00000-43950 Property Taxes	32-004-3030			\$28.00
Invoice					
Transaction Date	4/12/2024	Fire Dept Checking	10170	Total	\$28.00

Fund Summary

	10170 Fire Dept Checking	
200 Fire Department		\$2,211.91
		\$2,211.91

Pre-Written Check	\$0.00
Checks to be Generated by the Computer	\$2,211.91
Total	\$2,211.91

Payments

Current Period: April 2024

Payments Batch 041224 AP GF

\$37,150.42

Refer 0 A&B BUSINESS SOLUTIONS

Cash Payment	E 100-41500-43900	Contracted Services	CONTACCT	\$45.18
Invoice IN1147052				

Transaction Date	4/12/2024	Checking	10151	Total	\$45.18
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Refer 0 CLARKFIELD ACE HOME AND HAR

Cash Payment	E 100-43100-42000	Supplies	DE-ICER, RUBBER STOPPER	\$7.22
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Invoice 3573

Cash Payment	E 100-43100-42000	Supplies	LAWN & LEAF 39 & 55 GAL BAGS	\$23.58
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Invoice 3549

Cash Payment	E 100-43100-42000	Supplies	SHOP TOWELS, POWER STEERING FLUID, OILDRI, DISPOSABLE GLOVES	\$87.94
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Invoice 3552

Cash Payment	E 100-43100-42000	Supplies	TRANSMISSION FLUID, TOWELS	\$29.97
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Invoice 3557

Cash Payment	E 100-43100-42000	Supplies	GOJO HAND CLEANER	\$13.99
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Invoice 3555

Cash Payment	E 260-00000-42000	Supplies	LIB FILER	\$6.59
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Invoice 3548

Cash Payment	E 100-43100-42000	Supplies	CITY BLDG FILER	\$6.59
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Invoice 3548

Transaction Date	4/12/2024	Checking	10151	Total	\$175.88
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Refer 0 COMPUTERS & BEYOND

Cash Payment	E 260-00000-43200	Communications	LIBRARY 4-1-24 PHONE	\$16.07
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Invoice 23549

Transaction Date	4/12/2024	Checking	10151	Total	\$16.07
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Refer 0 Consumers Cooperative Oil Co.

Cash Payment	E 100-43100-42120	Fuel & Lubricants	FUEL	\$767.06
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Invoice 938218 4.24

Transaction Date	4/12/2024	Checking	10151	Total	\$767.06
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Refer 0 Frontier Communications

Cash Payment	E 100-41700-43200	Communications	City Hall (x4796/4815) (9022)	\$141.21
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Invoice

Cash Payment	E 602-00000-43200	Communications	WWTP (x4917)	\$94.56
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Invoice

Cash Payment	E 601-00000-43200	Communications	WPT (x7268)	\$94.56
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Invoice

Cash Payment	E 100-41500-43200	Communications	Office Internet x(9022)	\$84.99
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Invoice

Cash Payment	E 100-43100-43200	Communications	Shop Internet (x 9021)	\$59.99
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Invoice

Cash Payment	E 100-41500-43200	Communications	Internet IP (x9023)	\$59.99
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Invoice

Transaction Date	4/12/2024	Checking	10151	Total	\$535.30
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Refer 0 Ingram Library Services

Cash Payment	E 260-00000-43270	Library Books	BOOKS	\$129.79
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Invoice 81232900

Cash Payment	E 260-00000-43270	Library Books	BOOKS	\$362.60
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Invoice 81176506

CITY OF CLARKFIELD

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Payments

Current Period: April 2024

Cash Payment	E 260-00000-43270	Library Books	BOOKD		\$72.50
Invoice 81176505					
Transaction Date	4/12/2024	Checking	10151	Total	\$564.89
Refer	0 League Of Minnesota Cities				
Cash Payment	E 100-43100-42070	Training	SAFETY GROUP TRAINING		\$680.63
Invoice 401936					
Transaction Date	4/12/2024	Checking	10151	Total	\$680.63
Refer	0 MENARDS-MARSHALL				
Cash Payment	E 100-41500-42000	Supplies	SHELFING		\$268.00
Invoice 21283					
Cash Payment	E 601-00000-43370	Maintenance & Repai	WINDOW FOR WELL HOUSE		\$199.99
Invoice 21283					
Transaction Date	4/12/2024	Checking	10151	Total	\$467.99
Refer	0 Nelson Oyen Torvik				
Cash Payment	E 100-41500-43000	Professional Services	GENERAL MATTERS		\$1,587.65
Invoice 4 -1 -24					
Transaction Date	4/12/2024	Checking	10151	Total	\$1,587.65
Refer	0 RUNNINGS SUPPLY				
Cash Payment	E 100-43100-43700	Uniform Allowance	TROY CLOTHING - JEANS		\$59.99
Invoice 5764524					
Transaction Date	4/12/2024	Checking	10151	Total	\$59.99
Refer	0 Team Laboratory Chemical Corp.				
Cash Payment	E 602-00000-43900	Contracted Services	PONDS BACTERIA TREATMENT		\$5,654.00
Invoice INV0040281					
Transaction Date	4/12/2024	Checking	10151	Total	\$5,654.00
Refer	0 YMC FINANCE & ADMINISTRATION				
Cash Payment	E 100-42100-43900	Contracted Services	1ST QTR 2024 CLARKFIELD DEPUTY		\$24,180.00
Invoice 4152					
Transaction Date	4/12/2024	Checking	10151	Total	\$24,180.00
Refer	0 YMC PROPERTY & PUBLIC SERVI				
Cash Payment	E 100-41500-43950	Property Taxes	32-410-0111		\$28.00
Invoice					
Cash Payment	E 100-41500-43950	Property Taxes	32-009-2061 & 32- 009-2460		\$56.00
Invoice					
Cash Payment	E 100-41500-43950	Property Taxes	32-004-3060 & 3070, 32-412-0907, 05-009-3011		\$1,210.00
Invoice					
Cash Payment	E 100-41500-43950	Property Taxes	05-004-1020		\$0.40
Invoice					
Cash Payment	E 600-00000-43950	Property Taxes	32-999-0032		\$1,035.38
Invoice					
Cash Payment	E 601-00000-43950	Property Taxes	05-016-2030, 32-410-0110, 05-009-3030		\$86.00
Invoice					
Transaction Date	4/12/2024	Checking	10151	Total	\$2,415.78

CITY OF CLARKFIELD
Payments

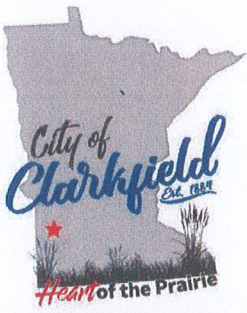
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Page 3

Current Period: April 2024

Fund Summary

	10151 Checking
100 General Fund	\$29,398.38
260 Library	\$587.55
600 Storm Sewer	\$1,035.38
601 Water	\$380.55
602 Sewer	\$5,748.56
	<hr/>
	\$37,150.42

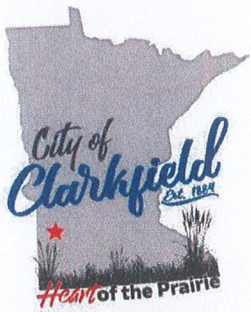
Pre-Written Check	\$0.00
Checks to be Generated by the Computer	\$37,150.42
Total	<hr/>
	\$37,150.42



812 10th Avenue, Suite 1
PO Box 278
Clarkfield, Minnesota 56223
info@clarkfield.org
Phone: 320.669.4435

To: *Clarkfield City Council*
From: *City Administrator- Jonathan Pierce*
Subject: *City Administration Report*
Date: *April 16th, 2024*

- Complaints:
No complaints received
- MnDOT will be having a public meeting about the HWY 67 project on Thursday April 18th from 4 - 6 PM here in the City Hall.
- Troy and I will be attending a League Safety and Loss Control workshop in St. Cloud on April 23rd.
- The Municipal Clerks And Finance Officers Association (MCFOA) offers the Minnesota Municipal Clerks Institute (MMCI or Institute) in May of each year. The MMCI is a three-year continuing education program leading to professional accreditation. Each year the Institute consists of a required five-day, 40-hour curriculum, for a total of 120 hours of programming over the three-year period. This year it is from May 6th to the 10th. There is currently a waiting list for this year so if I am unable to participate this year I would like to reserve a spot for next year.
- The LMC 2024 Annual Conference is being held in Rochester on June 26th – 28th. If we register before May 3rd we save \$200 per attendee.



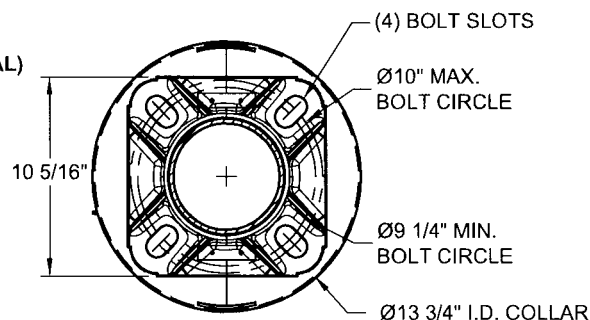
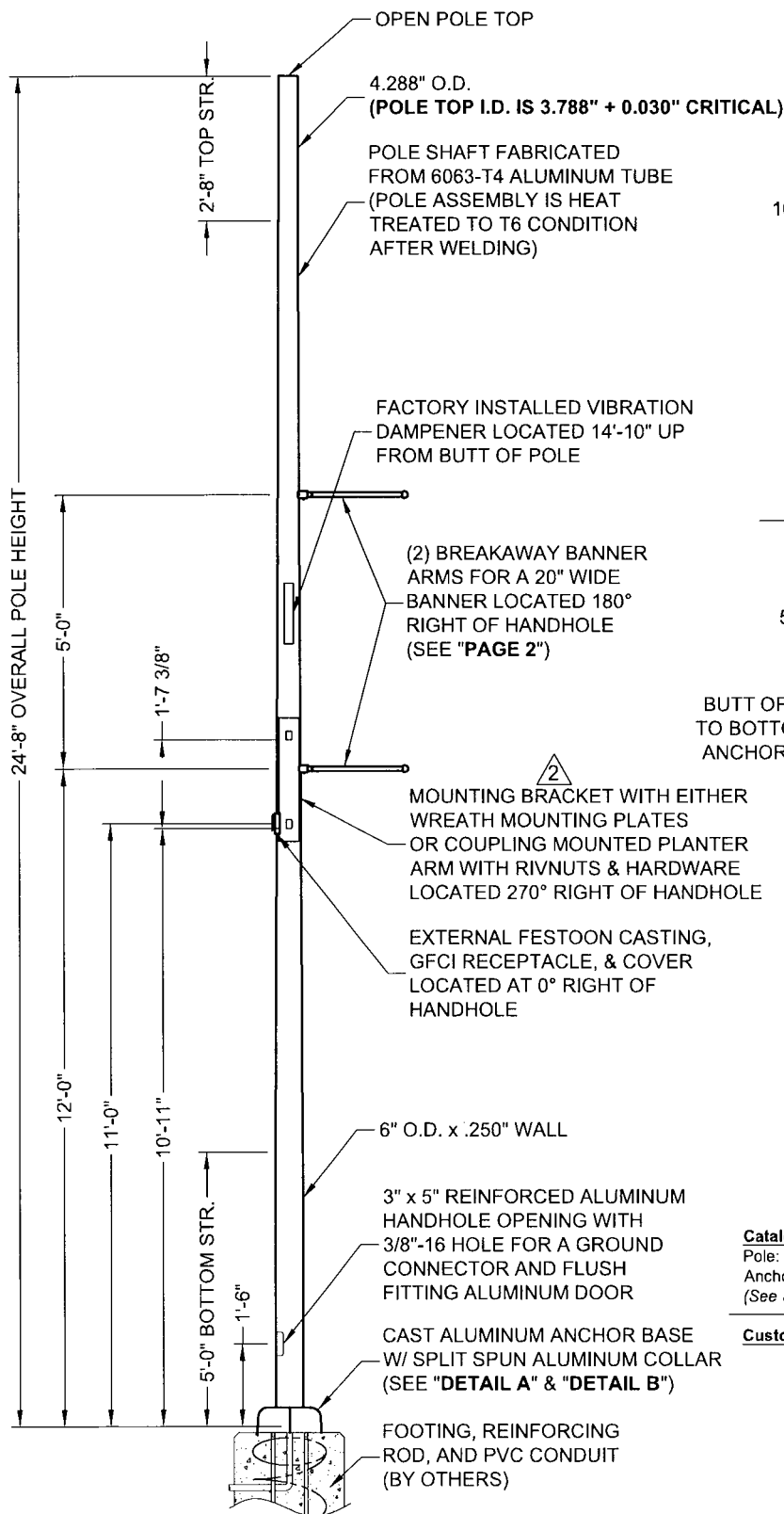
812 10th Avenue, Suite 1
PO Box 278
Clarkfield, Minnesota 56223
info@clarkfield.org
Phone: 320.669.4435

CITY COUNCIL AGENDA ITEM

Subject	MnDOT Light Pole
From	City Administrator – Jonathan Pierce
Meeting Date	April 16 th , 2024

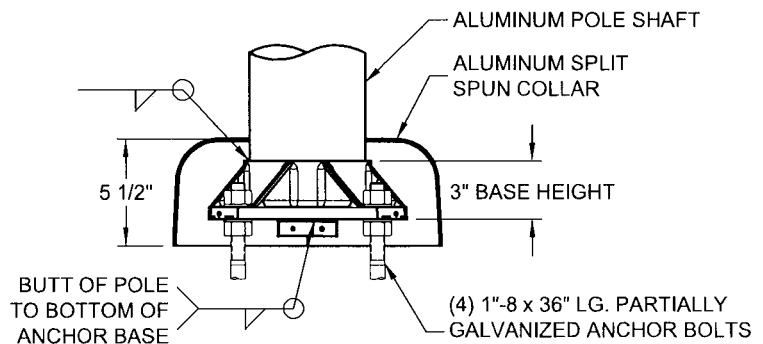
Paul Jurek from Bollig emailed me last week letting me know that he had been speaking with Troy as well as Alan Setrum from MnDOT about adding planter brackets and reinforcements to the light pole that weren't included in the original bid. They currently estimate the additional costs at **\$28,053**.

Paul said he is waiting for an answer for how much of the cost will be on the city as well as what is included with that price bracket, reinforcement, and the basket.



DETAIL B

DO NOT USE TO SET ANCHOR BOLTS
CONTACT CUSTOMER SERVICE FOR TEMPLATE



DETAIL A

POLE RATING (PER AASHTO 2013):
3-SEC GUST WIND SPEED: 90 MPH MAX
EPA (LUMINAIRE): 0.78 SQ. FT. MAX
WEIGHT (LUMINAIRE): 21 LBS MAX
EPA (ARM): 2.57 SQ. FT. MAX
WEIGHT (ARM): 17 LBS MAX
ARM (BY OTHERS)

Catalog #'s:
Pole: AORTA 25 60J INV VDA GFI (2)BA SC WR/PLT PROV RAL9005TXT BAA RFD336900
Anchor Bolts: LEX1 ABSET DOM RFD336900
(See Sheet 3 for Composite)

Customer Signature & Date:

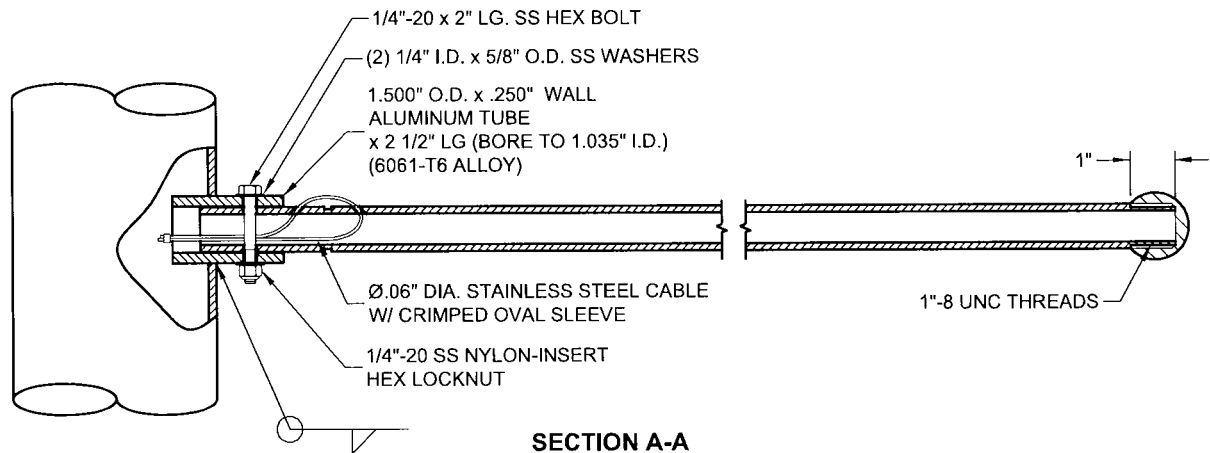
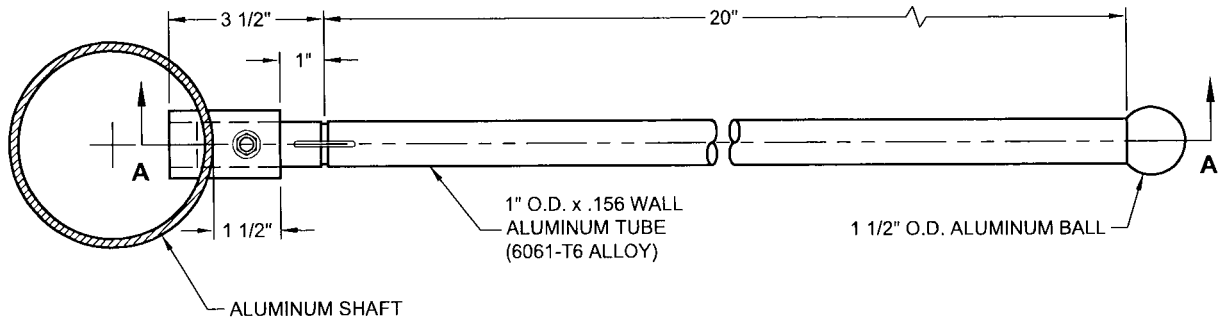
DO NOT SCALE

HOLOPHANE
LEADER IN LIGHTING SOLUTIONS
214 OAKWOOD AVE.
NEWARK, OHIO 43055

****CONFIDENTIAL****

The information contained in this drawing is privileged and confidential, and may be protected from disclosure. Please be aware that any use or dissemination of this drawing may be subject to legal restriction or sanction.

TITLE: S ANCHOR BASE ALUMINUM POLE		QTY: 14	RFD336900
MODEL NO.: (A41563C)		OWN BY: KPS/MAB	
MATERIAL: ALUMINUM ALLOY		CHK'D BY:	
FINISH: POWDER PAINT - RAL9005 TEXT JET BLACK		APPR BY: KGB	
PROJECT: MNDOT SP #8706-89 TH 67		DATE: 03-25-24	PAGE: 1 / 3
SOLD TO:		DWG NO: TSG014335	
SHIP TO: CLARKFIELD, MINNESOTA			
P.O. NO: 2043-23-18568-2			
REP: BRANDON SMITH			
REV	DATE	REVISION DESCRIPTION	BY
1	04/01/24	REVISED NOTE	KGB
2	05/10/23	ADDED BANNER ARMS & SHT 3 ASSY	KPS



SECTION A-A

DO NOT SCALE



TITLE: S SGL BREAKAWAY BANNER ARM TYPE A
 MODEL NO.: (A41563C)
 MATERIAL: ALUMINUM ALLOY
 FINISH: POWDER PAINT - RAL9005 TEXT JET BLACK
 PROJECT: MNDOT SP #8706-89 TH 67
 SOLD TO:
 SHIP TO: CLARKFIELD, MINNESOTA
 P.O. NO: 2043-23-18568-2
 REP: BRANDON SMITH

QTY: 28
 DWN BY: KPS/MAB
 CHK'D BY:
 APPR BY: KGB
 DATE: 03-25-24
 DWG NO:

RFD336900

****CONFIDENTIAL****

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△				
△				
△				
REV	DATE	REVISION DESCRIPTION	BY	2 / 3

TSG014335
 PAGE:

Round Tapered Pole

(Pole Specs on Sheet 1)

Cyclone M533 Roadway Arm

Max Weight: 17 LBS, Max EPA: 2.57 Ft²

for Single fixture

Autobahn ATB2 Series Luminaire

Max Weight: 21 LBS, Max EPA: 0.78 Ft²

P601 Performance Package -

3000 Series CCT -

Multivolt 120-277V -

Roadway Type III Distribution -

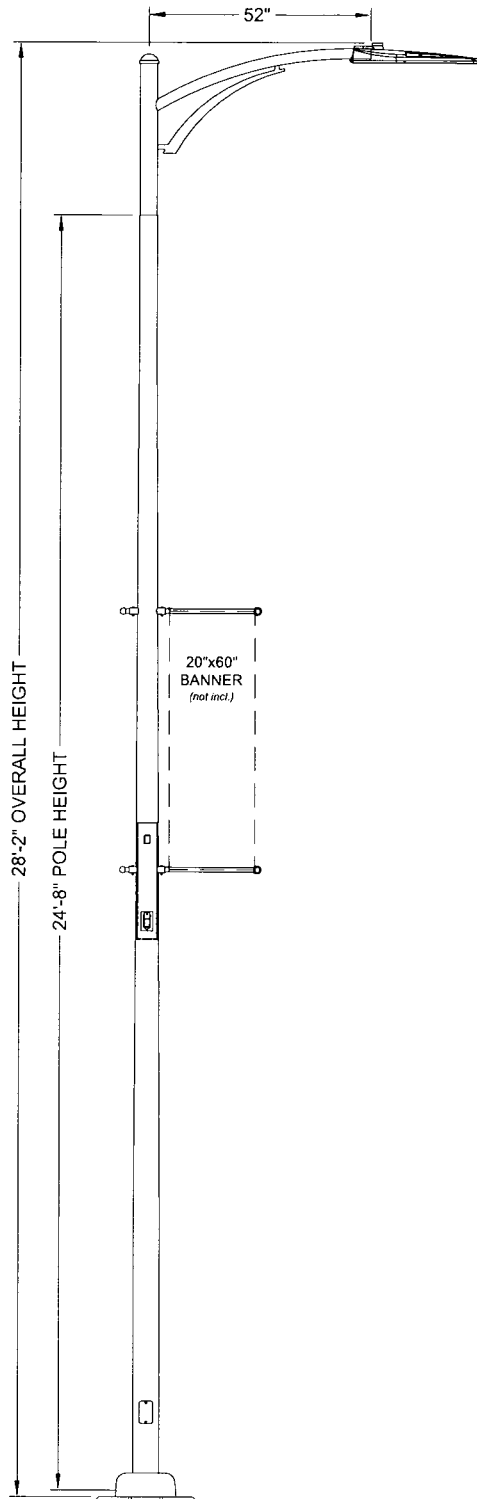
7-pin Photocontrol Receptacle -

Shorting Cap -

Finish: Black -

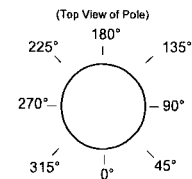
Adjustable Output -

BAA Qualified -



ACCESSORY ORIENTATION DATA

Description	Height (from AFG)	Orientation
Banner Arms	12'-0" & 17'-0"	180°
Receptacle	11'-0"	0°



(HAND HOLE)

ORIENTATION

NOTES:

All dimensions are considered to be "on center" unless otherwise noted.

CUSTOMER NOTES:

1. CUSTOMER SHALL VERIFY ACCESSORY LOCATION IN TABLE ABOVE AND PROVIDE PRIOR TO PRODUCTION. MAY BE ROTATED IN VIEW.
2. LOADING DATA PROVIDED BASED ON ASSEMBLY SHOWN. ANY CHANGES TO WEIGHT/EPA SHALL BE VERIFIED BY HOLOPHANE ENGINEERING.
3. **ANCHORAGE DETAIL PROVIDED FOR VISUAL ONLY - DO NOT USE TO SET ANCHOR BOLTS.**
4. SIGNED APPROVAL TO ACCOMPANY PO.

Catalog #'s:

Pole: AORTA 25 60J INV VDA GFI (2)BA SC WR/PLT PROV RAL9005TXT BAA RFD336900

Anchor Bolts: LEX1 ABSET DOM RFD336900

Roadway Arm: M533-C1-IN40-BK-TX

Fixture: ATB2 P601 MVOLT R3 3K BK P7 AO SH BAA RFD344182

(Pole Specs on Sht. 1)

Customer Signature & Date:

DO NOT SCALE


HOLOPHANE
LEADER IN LIGHTING SOLUTIONS
214 OAKWOOD AVE.
NEWARK, OHIO 43055

CONFIDENTIAL

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TITLE:		QTY:	
S ASSEMBLY		DOWN BY:	
MODEL NO.: (A41563C)		KPS/MAB	
MATERIAL: ALUMINUM ALLOY		CHK'D BY:	
FINISH: POWDER PAINT - RAL9005 TEXT JET BLACK		APPR BY:	
PROJECT: MNDOT SP #8706-89 TH 67		KGB	
SOLD TO:		DATE:	
SHIP TO: CLARKFIELD, MINNESOTA		03-25-24	
P.O. NO: 2043-23-18568-2		DWG NO:	
REP: BRANDON SMITH		TSG014335	
REV		PAGE:	
DATE		3 / 3	
REVISION DESCRIPTION			
BY			

RFD336900

LG230 Application to Conduct Off-Site Gambling**No Fee****ORGANIZATION INFORMATION**

Organization Name: Clarkfield Firemens Relief Association License Number: 02530

Address: Po Box 157 City: Clarkfield, MN Zip: 56223

Chief Executive Officer (CEO) Name: Jeremiah Jahn Daytime Phone: 320-305-9253

Gambling Manager Name: Troy Brufelt Daytime Phone: 612-968-4424

GAMBLING ACTIVITY

Twelve off-site events are allowed each calendar year not to exceed a total of 36 days.

From 10 / 12 / 24 to 10 / 27 / 24

Check the type of games that will be conducted:



Raffle



Pull-Tabs



Bingo



Tipboards



Paddlewheel

GAMBLING PREMISES

Name of location where gambling activity will be conducted: ~~1205~~ 15th Ave Clarkfield EMS Building

Street address and City (or township): 1205 15th Ave Zip: 56223 County: Yellow Med

- Do not use a post office box.
- If no street address, write in road designations (example: 3 miles east of Hwy. 63 on County Road 42).

Does your organization own the gambling premises?



Yes If yes, a lease is not required.



No If no, the lease agreement below must be completed, and signed by the lessor.

LEASE AGREEMENT FOR OFF-SITE ACTIVITY (a lease agreement is not required for raffles)

Rent to be paid for the leased area: \$ _____ (if none, write "0")

All obligations and agreements between the organization and the lessor are listed below or attached.

- Any attachments must be dated and signed by both the lessor and lessee.
- This lease and any attachments is the total and only agreement between the lessor and the organization conducting lawful gambling activities.
- Other terms, if any:

Lessor's Signature: _____ Date: _____

Print Lessor's Name: _____

CONTINUE TO PAGE 2

LG230 Application to Conduct Off-Site Gambling

6/15 Page 2 of 2

Acknowledgment by Local Unit of Government: Approval by Resolution

CITY APPROVAL for a gambling premises located within city limits	COUNTY APPROVAL for a gambling premises located in a township
City Name: _____	County Name: _____
Date Approved by City Council: _____	Date Approved by County Board: _____
Resolution Number: _____ (If none, attach meeting minutes.)	Resolution Number: _____ (If none, attach meeting minutes.)
Signature of City Personnel: _____	Signature of County Personnel: _____
Title: _____ Date Signed: _____	Title: _____ Date Signed: _____
<div style="border: 1px solid black; padding: 10px; text-align: center;">Local unit of government must sign.</div>	TOWNSHIP NAME: _____ Complete below only if required by the county. On behalf of the township, I acknowledge that the organization is applying to conduct gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minnesota Statutes 349.213, Subd. 2.) Print Township Name: _____ Signature of Township Officer: _____ Title: _____ Date Signed: _____

CHIEF EXECUTIVE OFFICER (CEO) ACKNOWLEDGMENT

The person signing this application must be your organization's CEO and have their name on file with the Gambling Control Board. If the CEO has changed and the current CEO has not filed a LG200B Organization Officers Affidavit with the Gambling Control Board, he or she must do so at this time.

I have read this application, and all information is true, accurate, and complete and, if applicable, agree to the lease terms as stated in this application.

Signature of CEO (must be CEO's signature; designee may not sign)

Date

Mail or fax to:

Minnesota Gambling Control Board
Suite 300 South
1711 West County Road B
Roseville, MN 55113
Fax: 651-639-4032

No attachments required.

Questions? Contact a Licensing Specialist at 651-539-1900.

This publication will be made available in alternative format (i.e. large print, braille) upon request.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process your organization's application.

Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public.

If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public.

Private data about your organization are available to: Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor; national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.