

**CITY OF BARNUM
REGULAR CITY COUNCIL MEETING
May 12 2014, 6:00 P.M.
Barnum City Office, Barnum, Minnesota**

The May 12, 2014 regular meeting of the Barnum City Council was called to order at 6:00 p.m. by Mayor Jason Goodwin.

ROLL CALL:

Mayor: Jason Goodwin, Councilors: Dale Riihiluoma, Darrel Berry, Lori Berglund and Pat Oman

Absent: None

Employees Present: Bernadine Reed (City Administrator), Rose Anthony (Liquor Store Manager) Kris Asperheim (Deputy Clerk) and Brett Collier (Public Works Supervisor)

Others Present: Tracey Breitreutz; Deb Medlin, Wipfli; Eddie Pelkie and two High School Girls

APPROVAL OF AGENDA:

A motion was made by Riihiluoma, seconded by Oman and unanimously carried to approve the agenda with additions of F3, H1, H2, L6, L7 and L8.

APPROVAL OF CONSENT AGENDA:

A motion was made by Goodwin, seconded by Riihiluoma and unanimously carried to approve the consent agenda as submitted.

1. April 14, 2014 Regular Meeting Minutes
2. April 24, 2014 Special Meeting Minutes
3. Approval of Accounts Payable (#5833 - #5896 – 115,323.62)
4. April Liquor Sales Report
5. April Financial Reports
6. Donation Request from Barnum Community Center Car Show sponsorship of \$100.00

GUESTS:

Deb Medlin, Wipfli; Ms. Medlin presented the 2013 City Audit of all city funds. All present were given an opportunity to ask questions.

Tracey Breitreutz; Mr. Breitreutz inquired about parking an enclosed trailer in the former Northview Bank parking lot. Discussion occurred that the requested location is not secure and could result in damage to the trailer. The Council advised him that it would be in his best interest to locate a private location for parking his trailer.

May 12, 2014

REQUESTS AND COMMUNICATIONS:

- Acknowledgement of a thank you for the donation to Barnum Post Prom.

COMMITTEE REPORTS:

- Public Works; Councilor Oman gave a review of the last Public Works Committee meeting held with the Fair Board. Discussion took place about the Fairs current and past due water bill, events that take place at the Fair Grounds and the Liquor Store being able to set up and sell on the Fair Grounds at events. The City Attorney is working on the Liquor Stores ability to set up and sell at the Fair and the Fair Board will be invited to attend a Committee Meeting or a Council Meeting to further discuss the water bill situation.
- Administration; the new POS system was discussed for the Liquor Store, Goodwin and Oman attended the Liquor Store staff meeting to obtain an update on how new procedures are going.

ORDINANCES AND RESOLUTIONS:

- 2014-04; Gambling Exempt Permit; **a motion was made by Goodwin, seconded by Oman and unanimously carried to adopt Resolution 2014-04 acknowledging an application for authorizing an exemption from a lawful gambling license for the Wrenshall Fire Department Relief.**

REPORTS OF DEPARTMENTS AND COMMITTEES:

ZONING REPORT:

A written report was presented from the Zoning Department since the last Council meeting.

- A building permit was issued for a remodel on Carlton St.
- A building permit was issued for an Occupancy change on Front St.
- Northview Bank will be installing 'in' and 'out' signs to direct the flow of traffic into their parking lot/drive up. No permit is required from the City and they are working with Carlton County on setbacks as both entrances are on County roads.
- The Zoning draft from ARDC was reviewed at the last Planning Commission meeting, there will be one more meeting before the public open house anticipated in June.
- The next Planning Commission meeting will be Thursday, May 29th, 2014 @ 5:00pm.

UTILITIES/MAINTENANCE REPORT:

Collier gave an overview of the Utilities/Maintenance Department since the last council meeting.

- The recirc pump was shut off at the base of the water tower.

- The cl2 pump was replaced.
- Discharging has begun at the sewer ponds.
- The parks and campgrounds are in the process of being picked up and cleaned.
- The well at Hanging Horn Public Access continues to be flushed and another water sample will be taken.
- Several picnic tables have been replaced.
- Measured and marked the sites at Bear Lake Campground.
- Carlton County continues to street sweep.
- New shelving was installed at the Liquor Store.
- The pump out of the old Fire Dept. grass rig was installed into the City pickup truck.
- Collier would like to hire summer help again. **A motion was made by Berglund, seconded by Riihiluoma and unanimously carried to hire Caleb Montgomery and John Zymslony for part time summer help.**

LIQUOR REPORT:

Anthony gave an overview of the Liquor Store since the last Council Meeting. In addition to the routine activities required each month:

- Anthony attended a Fair Board meeting, how to accomplish setting up a bar at the Fair Grounds for weddings and other events was discussed. The City Attorney will continue to research.
- Anthony continues to work on the worksheets for switching over to the new POS system.
- Anthony would like to hire event staff for Spring Fever Days this year. **A motion was made by Oman, seconded by Berry and unanimously carried to authorize Anthony to hire event staff from other Municipals in the area.**
- **A motion was made by Riihiluoma, seconded by Berglund and unanimously carried to accept Hollie Hischer's resignation letter.**
- There were 2 machine games, 15 boxes behind the bar and 32 meat raffle boards for a rent of \$1,806.70.

OLD BUSINESS:

- Former Bank Building Remodeling Bids; a preliminary draft was reviewed of the changes to the building, modifications will be a full wall with a locking door and window for the reception desk area. Staff will acquire the combination for the night drop safe in the basement.
- Visitor's Bureau Discussion; Tabled
- Internal Control Policy for the Liquor Store; **A motion was made by Oman, seconded by Goodwin and unanimously carried to adopt the City of Barnum Municipal Liquor Store Internal Control Policy as submitted.**

NEW BUSINESS:

- Building Permit Fee Recommendation; a motion was made by Riihiluoma, seconded by Berglund and unanimously carried to accept the recommendation from the Planning Commission to add accessory structures under the flat rate building permit fees and change the plan review fee from 65% to 40%.
- Snow Removal Ordinance Modification Recommendation; A motion was made by Goodwin, seconded by Berry and unanimously carried to accept the recommendation from the Planning Commission to adopt the changed to Ordinance No. 118 as submitted.
- Sign Retroreflectivity Policy; A motion was made by Oman, seconded by Riihiluoma and unanimously carried to adopt the presented Sign Retroreflectivity Policy.
- Former Hanson Property Update; Carlton County will be removing the structures on the property when all the permits are gathered.
- Request from Barnum Senior Citizen's group for a \$500.00 donation; Tabled with a request that a member from the group attends a meeting for request clarification.
- Eller Property Discussion; Discussion of interest in her property and garage. A market analysis was request prior to meeting with Ms. Eller to discuss a sale price.
- Vacant Building Discussion; Oman presented his thoughts on the vacant buildings in town and a desire to obtain vacant property. A meeting will be scheduled with Wendy Pickard and the Administrative Committee to discuss the old Lumber Yard property.
- Carlton Street Road Construction Sign; Oman would like Collier to verify that the Road Closed sign on Carlton Street is in the proper location as he feels it is too close to the intersection.

SET NEXT MEETING DATE:

- Regular Meeting – June 9, 2014 @ 6:00pm
- Planning Commission Meeting – May 29th, 2014 @ 5:00pm

A motion was made by Riihiluoma, seconded by Berglund and unanimously carried to adjourn the meeting at 8:00p.m.

[seal]

Mayor Jason Goodwin

ATTEST:

City Administrator Bernadine Reed

May 12, 2014

Recording Secretary, Kris Asperheim

May 12, 2014