

**CITY OF BARRETT**  
**PO BOX 155**  
**BARRETT, MINNESOTA 56311**  
*www.barrettmn.com*  
*Email - barrett@runestone.net*  
**320-528-2440 Phone**  
**320-528-6639 Fax**

**MAYOR:** *Michelle Jenson*

**CLERK / TREASURER:** *Marita Rhude*

**COUNCIL MEMBERS:**

*Katie Hauglie*

*Aaron Ray*

*Mike Moss*

*Susie Sieben*

=====

**Barrett City Council Meeting Agenda**  
**Monday, February 10, 2025**  
**5:00 p.m. Regular Meeting**  
**Barrett City Office**

Call to Order

Visitor Comments

Additions to Agenda/Approval of Agenda

Approval of minutes

1. Barrett Lake Association – Rick Lock
2. Insurance Liability Coverage Waiver
3. Approve Township Fire Contracts
4. Unfinished Business Update

Maintenance Update – Jason Wendt

Clerk Update - Marita Rhude

Donation Resolution

Approval of Bills

**Barrett City Council Meeting Minutes**  
**Monday, January 13, 2025**  
**5:00 p.m.**  
**Barrett City Office**

**Present:** Mayor-Michelle Jenson; Council-Aaron Ray, Katie Hauglie, Susie Sieben, Mike Moss; Clerk/Treasurer-Marita Rhude; Guests-Shawn Riley

**Absent:** Public Works Superintendent-Jason Wendt

Mayor Jenson called the meeting to order at 5:00 p.m.

The Oath of Office was taken to Mayor Michelle Jenson and Councilmembers Susie Sieben and Mike Moss.

Ray made a motion to approve the agenda as presented, seconded by Moss. MCU

Sieben made a motion to approve the December 9, 2024, regular city council meeting minutes, seconded by Hauglie. MCU

Hauglie made a motion to approve the annual appointments: Justin Anderson for City Attorney, Star Bank as Official Depository, Grant County Herald as Official Newspaper, Sieben as Deputy Mayor, Ray as Deputy Clerk/Treasurer, Jenson and Hauglie as check signers, Jenson, and Hauglie as personnel committee, seconded by Moss. MCU

Sieben made a motion to set the regular council meeting date as the second Monday of the month at 5:00 p.m. with the next legal business day as the alternative date if the 2<sup>nd</sup> Monday falls on a legal holiday, seconded by Ray. MCU

The council discussed snow removal on private sidewalks within town.

Sieben made a motion to approve the Pay Equity Report as presented, seconded by Moss. MCU

Hauglie made a motion to approve a 3-year contract with the Grant County Sheriff's Department for 2025-\$43,813.09. The agreement will remain open for negotiation for the years 2026 and 2027 not to exceed a 3% increase, seconded by Sieben. MCU

Sieben made a motion to pay bills in the amount of \$28,022.54, Check #20476 to Check #20507, seconded by Moss. MCU

Ray made a motion to adjourn at 5:16 p.m., seconded by Moss. MCU

Respectfully Submitted: \_\_\_\_\_ Marita Rhude, Clerk/Treasurer

Approved by: \_\_\_\_\_ Michelle Jenson, Mayor



LIABILITY COVERAGE WAIVER FORM

Members who obtain liability coverage through the League of Minnesota Cities Insurance Trust (LMCIT) must complete and return this form to LMCIT before their effective date of coverage. Email completed form to your city's underwriter, to pstech@lmc.org, or fax to 651.281.1298.

Members who obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. The decision to waive or not waive the statutory tort limits must be made annually by the member's governing body, in consultation with its attorney if necessary. The decision has the following effects:

- If the member does not waive the statutory tort limits, an individual claimant could recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits would apply regardless of whether the member purchases the optional LMCIT excess liability coverage.
If the member waives the statutory tort limits and does not purchase excess liability coverage, a single claimant could recover up to \$2,000,000 for a single occurrence (under the waive option, the tort cap liability limits are only waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is \$2,000,000). The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.
If the member waives the statutory tort limits and purchases excess liability coverage, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

LMCIT Member Name: \_\_\_\_\_

Check one:

[ ] The member DOES NOT WAIVE the monetary limits on municipal tort liability established by Minn. Stat. § 466.04.

[ ] The member WAIVES the monetary limits on municipal tort liability established by Minn. Stat. § 466.04, to the extent of the limits of the liability coverage obtained from LMCIT.

Date of member's governing body meeting: \_\_\_\_\_

Signature: \_\_\_\_\_

Position: \_\_\_\_\_

Receipts

	2023 Actual	2023 Budget	2024 as of 2/3/2025	2024 Budget	2025 Proposed Budget	Percent Change
<b>225: Fire Operating</b>						
<b>Intergovernmental Revenues (Igr)</b>						
State Igr	\$2,000.00	\$0.00	\$1,752.00	\$0.00	\$0.00	N/A
State Aid - Other	\$2,000.00	\$0.00	\$1,752.00	\$0.00	\$0.00	N/A
Total State Igr						
<b>Charges For Services</b>						
<b>Public Safety</b>						
Fire Township Contracts	\$11,899.45	\$16,074.00	\$21,228.35	\$16,224.00	\$20,559.00	26.72
Total Public Safety	\$11,899.45	\$16,074.00	\$21,228.35	\$16,224.00	\$20,559.00	26.72
<b>Miscellaneous Revenues</b>						
Contributions and Donations from Private Sources	\$7,500.00	\$850.00	\$170.00	\$850.00	\$0.00	-100.00
Other Revenues	\$4.26	\$0.00	\$1,402.75	\$0.00	\$0.00	N/A
Total Other Miscellaneous Revenues	\$7,504.26	\$850.00	\$1,572.75	\$850.00	\$0.00	-100.00
<b>Other Financing Sources</b>						
<b>Inter Fund Transfers In</b>						
Transfer From Governmental Fund	\$16,074.00	\$16,074.00	\$16,224.00	\$24,224.00	\$20,559.00	-15.13
Total Inter Fund Transfers In	\$16,074.00	\$16,074.00	\$16,224.00	\$24,224.00	\$20,559.00	-15.13
<b>Receipts Total</b>	<b>\$37,477.71</b>	<b>\$32,998.00</b>	<b>\$40,777.10</b>	<b>\$41,298.00</b>	<b>\$41,118.00</b>	<b>-0.44</b>

Disbursements

225: Fire Operating

Public Safety

Fire

Fire Fighting

Wages and Salaries

Employer Contributions for Retirement: FICA Contributions

Employer Paid Insurance: Life

Employer Paid Insurance: Medicare

Worker's Compensation: Insurance Premiums

Operating Supplies

Gasoline

Repair and Maintenance Supplies

Small Tools and Minor Equipment

Training

Telephone

Communications: Radio Units

Insurance: Property & Liability

Utility Services: Electric Utilities

Utility Services: Gas Utilities

Repairs and Maintenance - Contractual

Miscellaneous: Dues and Subscriptions

Miscellaneous

Misc.-Fire Prevention

Capital Outlay

Debt Service: Bond Principal

Debt Service: Bond Interest

Total Fire

Disbursements Total

	2023 Actual	2023 Budget	2024 as of 2/3/2025	2024 Budget	2025 Proposed Budget	Percent Change
	\$1,200.00	\$1,200.00	\$1,291.80	\$1,200.00	\$1,200.00	0.00
	\$74.40	\$75.00	\$148.80	\$75.00	\$75.00	0.00
	\$126.00	\$130.00	\$156.00	\$130.00	\$175.00	34.62
	\$17.40	\$18.00	\$34.80	\$18.00	\$18.00	0.00
	\$1,922.40	\$1,850.00	\$1,538.10	\$2,000.00	\$1,925.00	-3.75
	\$884.72	\$750.00	\$826.36	\$750.00	\$800.00	6.67
	\$403.06	\$550.00	\$562.68	\$550.00	\$700.00	27.27
	\$4,090.97	\$500.00	\$4,028.22	\$500.00	\$4,000.00	700.00
	\$6,333.09	\$5,000.00	\$4,723.98	\$5,000.00	\$5,000.00	0.00
	\$6,150.00	\$2,000.00	\$3,664.00	\$2,000.00	\$3,500.00	75.00
	\$891.81	\$925.00	\$891.29	\$925.00	\$925.00	0.00
	\$0.00	\$2,500.00	\$0.00	\$2,500.00	\$1,500.00	-40.00
	\$3,406.00	\$2,600.00	\$3,713.00	\$3,500.00	\$4,000.00	14.29
	\$1,825.07	\$1,900.00	\$1,857.44	\$1,900.00	\$1,900.00	0.00
	\$2,924.23	\$2,750.00	\$1,787.14	\$2,850.00	\$3,000.00	5.26
	\$9,792.32	\$2,000.00	\$2,985.51	\$2,000.00	\$3,000.00	50.00
	\$611.00	\$900.00	\$612.50	\$900.00	\$900.00	0.00
	\$1,877.77	\$1,000.00	\$700.00	\$1,000.00	\$1,000.00	0.00
	\$0.00	\$500.00	\$97.99	\$500.00	\$500.00	0.00
	\$2,110.68	\$5,000.00	\$13,252.87	\$13,000.00	\$7,000.00	-46.15
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	\$44,640.92	\$32,148.00	\$42,872.48	\$41,298.00	\$41,118.00	-0.44
	\$44,640.92	\$32,148.00	\$42,872.48	\$41,298.00	\$41,118.00	-0.44

**CITY OF BARRETT**  
**PO BOX 155**  
**310 2<sup>nd</sup> Street**  
**BARRETT, MINNESOTA 56311**  
**www.barrettmn.com**  
**Email - barrett@runestone.net**  
**320-528-2440 Phone**  
**320-528-6639 Fax**

**MAYOR:** Michelle Jenson

**CLERK / TREASURER:** Marita Rhude

**COUNCIL MEMBERS:**

Katie Hauglie

Tim Lasch

Aaron Ray

Susie Sieben

---

TO: Lien Township  
FROM: Marita Rhude  
DATE: 2-11-25  
RE: 2025 Fire Contract & 2025 Fire Department Budget

Enclosed is the 2025 Barrett Fire Department Budget and a copy of your 3-year Fire Contract.

As you can see in 2024 expenses exceeded income by \$2,095.38. Lien Township's second half payment for 2023 arrived in 2024, so if you take that out of the income for 2024, expenses exceeded income by \$6,694.93. The budget called for \$2,500 for Communication, which is not represented in the above numbers. So, with the \$6,694.93 budget shortfall and the \$2,500 Communication funds, it leaves us with a negative budget balance of \$9,194.93.

The Barrett City Council in 2024 voted to use \$5,083.41 of the reserve funds to offset the budget shortfall for 2023 (as shown below).

The Barrett City Council on February 10<sup>th</sup> voted to not put \$2,500 in reserves for Communications for 2024 and to use reserve funds of \$5,941.95 to help offset the shortfall. This still leaves a negative balance of \$752.98.

Below are the reserves for the Fire Department as of now.

**Current Reserves for Fire Department**

Equipment	2015-\$2,764.89; 2017-\$3,700	<b>Total-\$6,464.89</b>
Turn Out Gear	2016-\$2,500; 2017-\$2,500 2018-\$5,000	<b>Total-\$10,000</b>
Communications	2016-\$7,140.21; 2017-\$6,485.35; 2018-\$2,500; 2019-\$4,237.19; 2020-\$8,971.43; 2021-\$2,500; 2022-\$2,500; 2023-\$2,500.00	<b>Total-\$36,834.18</b>
Reserves	2022 - \$11,025.36 2023- (\$5,083.41) 2024- (\$5,941.95	<b>Total-\$ -0-</b>

“The City of Barrett is an Equal Opportunity Provider and Employer.”

In 2024 four new sets of turnout gear were purchased. The Fire Department needs to purchase a tanker truck with a pump and has been applying for grant funds to do so. If a grant is not secured, we will need to explore loan/grant opportunities. Truck repairs are an ongoing expense as our fleet of vehicles is getting older requiring more costly maintenance.

If you have any questions about any of the information provided feel free to contact me at 320-528-2440. Thanks!

“The City of Barrett is an Equal Opportunity Provider and Employer.”

Date Range : 1/14/2025 To 2/10/2025

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
02/10/2025	PERA	PERA payment	1698	\$1,268.59	100-41425-101- 100-41425-121- 100-43001-101- 100-43001-121- 601-49401-101- 601-49401-121- 602-49451-101- 602-49451-121- 100-41110-100-	Clerk Clerk Public Works Public Works Water Fund Expenses Water Fund Expenses Sewer Fund Expenses Sewer Fund Expenses Council/Town Board	\$290.20 \$334.85 \$101.59 \$117.22 \$98.60 \$113.77 \$98.60 \$113.77 (\$0.01)
02/10/2025	MN Department of Revenue, Sales Tax	January 2025 Sales Tax	1699	\$1,077.00	601-49401-439-110 603-49501-439-110 603-49501-439-110	Water Fund Expenses Garbage Fund Expenses Garbage Fund Expenses	\$164.00 \$182.00 \$731.00
02/10/2025	EFTPS	EFTPS payment	1700	\$1,896.05	100-41425-101- 100-41425-122- 100-41425-135- 100-43001-101- 100-43001-122- 100-43001-135- 601-49401-101- 601-49401-122- 601-49401-135- 602-49451-101- 602-49451-122- 602-49451-135- 100-41110-100-	Clerk Clerk Clerk Public Works Public Works Public Works Water Fund Expenses Water Fund Expenses Water Fund Expenses Sewer Fund Expenses Sewer Fund Expenses Sewer Fund Expenses Council/Town Board	\$586.10 \$256.47 \$59.98 \$220.57 \$95.00 \$22.22 \$214.09 \$92.21 \$21.57 \$214.09 \$92.21 \$21.57 (\$0.03)
02/10/2025	Amazon Capital Services	printer & printer cable, vacuum clean bags	1701	\$133.77	100-41901-240- 100-41901-211-	Other General Government Other General Government	\$128.98 \$4.79
02/10/2025	Auto Value Elbow Lake	windshield wash/blad	1702	\$6.58	602-49451-227- 100-41901-211-	Sewer Fund Expenses Other General Government	\$3.29 \$3.29
02/10/2025	Brian D. Koehn, CPA, PLLC	Audit 2024	1703	\$500.00			

Date Range : 1/14/2025 To 2/10/2025

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
02/10/2025	Core & Main	6" pipe support	1704	\$185.00	100-41530-301-601-49401-227-	Accounting Water Fund Expenses	\$500.00 \$185.00
02/10/2025	Culligan Water of Elbow Lake	Bottled water/cc water softner	1705	\$58.00	100-45209-211-100-41901-495-	Community Center Other General Government	\$15.00 \$43.00
02/10/2025	Engebretson & Sons Disposal	January canister rent	1706	\$316.00	603-49501-384-	Garbage Fund Expenses	\$316.00
02/10/2025	Glenwood State Bank	credit card bill - Post toner, web domain renewal	1707	\$370.55	100-41901-312-100-41901-201-	Other General Government Other General Government	\$174.98 \$195.57
02/10/2025	Gopher State One Call	Locate tickets annual fee	1708	\$50.00	100-41901-495-	Other General Government	\$50.00
02/10/2025	Grant County Lumber	Wastewater - torch	1709	\$18.99	601-49401-240-	Water Fund Expenses	\$18.99
02/10/2025	Haley Oil Company	LP Gas	1710	\$1,229.03	100-41976-383-225-42220-383-100-41971-383-601-49401-383-	City Office Fire Fighting Community Center Water Fund Expenses	\$234.76 \$709.70 \$179.66 \$104.91
02/10/2025	Grant County Herald	Legal	1711	\$47.00	100-41901-351-	Other General Government	\$47.00
02/10/2025	League of MN Cities	Mayor training	1712	\$350.00	100-41310-310-	Mayor	\$350.00
02/10/2025	MN PEIP	Health Insurance	1713	\$1,140.82	100-41425-131-	Clerk	\$1,140.82

Date Range : 1/14/2025 To 2/10/2025

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
02/10/2025	Runestone Telecom Association	Phone/Internet	1714	\$229.97	100-45209-321- 225-42220-321- 100-41901-321-	Community Center Fire Fighting Other General Government	\$73.31 \$73.31 \$83.35
02/10/2025	Star Bank (HSA Account)	HSA Money	1715	\$961.68	100-41425-101- 601-49401-134- 602-49451-134- 100-43001-134- 100-41425-134-	Clerk Water Fund Expenses Sewer Fund Expenses Public Works Clerk	\$240.00 \$220.84 \$220.83 \$220.83 \$59.18
<b>Total For Selected Claims</b>				<b>\$9,839.03</b>			<b>\$9,839.03</b>

<b>Aaron A Ray</b>	<b>City Council/Town Board</b>	<b>Date</b>
<b>Katie Hauglie</b>	<b>City Council/Town Board</b>	<b>Date</b>
<b>Susie Sieben</b>	<b>City Council/Town Board</b>	<b>Date</b>
<b>Tim Lasch</b>	<b>City Council/Town Board</b>	<b>Date</b>