

**SAUK CENTRE CITY COUNCIL
REGULAR MEETING
WEDNESDAY, JANUARY 3, 2007 – 6:30 P.M.**

1. CALL TO ORDER/ ROLL CALL/ PLEDGE OF ALLEGIANCE

The Sauk Centre City Council met in a Regular Meeting on Wednesday, January 3, 2007 at 6:30 p.m. at the City Hall Council Chambers pursuant to due notice being given thereof. Present were Mayor Brad Kirckof, Council Members Al Coenen, David Thomas and Keith Johnson. Also present were City Administrator/Clerk Vicki Willer, Public Works Director Butch Wessel and Office Assistant Nicki Vogt. Mayor Kirckof presided thereat.

- a.b. City Administrator/Clerk Willer conducted the swearing in of new Council Members David Thomas, Keith Johnson and new Mayor Brad Kirckof.
- c. City Administrator/Clerk Willer presented Resolution No. 2007-01, Resolution Declaring a Vacancy of a Council Position. At the 2006 General Election, Kirckof received the highest number of votes for the position of Mayor, thus causing a Council vacancy.

A motion was made by Council Member Thomas and seconded by Council Member Johnson to adopt Resolution No. 2007-01, Resolution Declaring a Vacancy of a Council Member Position. A vote being recorded as follows: For: Council Members Thomas, Johnson, Coenen and Mayor Kirckof. Against: None. The motion passed.

- d. City Administrator/Clerk Willer noted that the following submitted nomination forms to be considered for the Council Member position:
- Warren Stone
 - Gary Nelson
 - Alice Karakas
 - Mike Felling.

Each candidate was given a chance to present the reasons why they feel they should be appointed to the vacant position.

Warren Stone stated that in the Mayoral race he received almost 600 votes which told him that people are interested in his service and he did not want to let those people down. He also stated that he was born and raised in Sauk Centre, he was a former Council Member, served on the School Board and he will be very committed to this position.

Council Member Coenen questioned Stone as to how long he served on the Council and Stone responded that when he served, Sauk Centre was a statutory City and the terms were for 3 years.

Gary Nelson stated that he stands by everything he stated in the Sauk Centre Herald and thanked the Council for the opportunity.

Alice Karakas stated that she was a previous Campground Manager of the Sinclair Lewis Campground and that she has been involved in government for 30 years serving on many Boards, etc. She then stated that she is fascinated with City government and that it is mandatory that the Council is responsible for their actions. Some key elements she noted were that she feels that the Sinclair Lewis Campground is a key asset to our community along with the historic district and she would like to see more people doing their business within that district. She stated that she believes she can handle being on the Council of the City of Sauk Centre.

Mike Felling stated that he is an old fashioned Sauk Centre boy and he loves the City. He then stated has some expertise in City government and he does not have a hidden agenda.

City Administrator/Clerk Willer then noted that Michael Meyer approached her and stated that he was not aware that he needed to fill out a nomination form and would still like to be considered for the Council Member vacancy.

After discussion, the Council chose to allow Mr. Meyer to speak.

Mike Meyer stated that he has been a resident of Sauk Centre since 2002. He has been involved in politics in Melrose as he attended their Council meetings. He also attended some Sauk Centre City Council meetings when Wal-Mart was being discussed and he feels that Wal-Mart will hurt the historic downtown district. He then stated that he stands by the articles in the Sauk Centre Herald and he will do what he can to make things right for the citizens of Sauk Centre.

- e. Mayor Kirckof stated that he is proud to see that so many people were interested in the Council Member vacancy which shows that people are concerned. He then called for a nomination of one of the above nominees to fill the vacant Council Member Position. Council Member Johnson nominated Warren Stone. Mayor Kirckof then called three times for any more nominations. None additional were nominated.

Council Member Thomas introduced Resolution No. 2007-02, Resolution Appointing a New Council Member (Warren Stone) for the Vacant Position. The motion was seconded by Council Member Johnson. A vote being recorded as follows: For: Council Members Thomas, Johnson, Coenen and Mayor Rykken. Against: None. The motion passed.

- f. City Administrator/Clerk Willer conducted the swearing in of new Council Member Warren Stone.

2. APPROVAL OF AGENDA

The agenda was approved by general consent.

3. APPROVAL OF MINUTES

The Council's December 20, 2006 Regular meeting minutes were approved by general consent.

4. PUBLIC OPEN FORUM

None. Mayor Kirckof stated that the purpose of the Public Open Forum is an opportunity for citizens to bring up concerns or questions to the Council and each person is allowed 3 minutes to speak.

5. PUBLIC HEARINGS

None.

6. REPORTS/PRESENTATIONS

- a. City Administrator/Clerk Willer stated that on December 26, 2006 the Safety Committee met and reviewed the City of Sauk Centre and Public Utilities Commission Company and Personal Vehicle Safety Policy that was drafted by Marty Sunderman and Wendy Drobny. The Safety Committee will review the policy once again on February 1, 2007 and the Policy Committee will also be given a copy to review which will then be presented to the City Council and Public Utilities Commission for adoption.

She then stated that the Safety Committee meets on a monthly basis and the term of Karen Jennissen expired on December 31, 2006. Wendy Drobny has been attending the Safety Committee meetings since February 2006 and the Committee is recommending appointment of Wendy Drobny for the expired position until her position with the City is determined.

A motion was made by Council Member Stone and seconded by Council Member Johnson to appoint Wendy Drobny to the Safety Committee on a temporary basis. A vote being recorded as follows: For: Council Members Stone, Johnson, Thomas, Coenen and Mayor Kirckof. Against: None. The motion passed.

7. ACTION ITEMS

- a. City Administrator/Clerk Willer presented Resolution No. 2007-03, Resolution Adopting Rules of Order for Council Meetings. She stated that the meetings will be the first and third Wednesday of each month at 6:30 p.m.

A motion was made by Council Member Thomas and seconded by Council Member Johnson to adopt Resolution No. 2007-03, Resolution Adopting Rules of

Order for Council Meetings. A vote being recorded as follows: For: Council Members Thomas, Johnson, Coenen, Stone and Mayor Kirckof. Against: None. The motion passed.

Council Member Johnson stated that he would still like the opportunity to move action items around when they coincide with reports/presentations.

b. Mayor Kirckof submitted the following 2007 appointments:

Acting Mayor	David Thomas
City Engineer	BWK
Hospital Board Liaison	Brad Kirckof
HRA Board Liaison	David Thomas
Library Board Liaison	Warren Stone
Park Board Liaison	Keith Johnson
Planning Commission	Al Coenen
EDA – 1 (Expires 2008)	Warren Stone
EDA – 2 (Expires 2012)	David Thomas
Senior Center Liaison	Al Coenen
Airport Commission (Expires 2008)	Keith Johnson
Policy/Planning Committee	Brad Kirckof and Warren Stone
Operations Committee	Al Coenen and Keith Johnson
Personnel/Finance Committee	Brad Kirckof and David Thomas
Official Newspaper	Sauk Centre Herald
Depositories	First National Bank – Sauk Centre First State Bank – Sauk Centre Central MN Federal Credit Union
Fire Chief	Keith Polipnick
1 st Assistant	Jon Egan
2 nd Assistant	Mike Sunderman
Secretary/Treasurer	John Metcalf
Training/Safety Officer	David Deters

Council Member Stone introduced Resolution No. 2004-04, Appointing Council Members to Serve on Various Boards and Commissions and Also Making Annual Appointments. The motion was seconded by Council Member Johnson. A vote being recorded as follows: For: Council Members Stone, Johnson, Thomas and Mayor Kirckof. Against: Council Member Coenen. The motion passed.

Council Member Coenen stated that he sees a conflict with having newly elected official and City Employee David Thomas serve on such a large number of committees/boards and Mayor Kirckof responded that Thomas comes with a lot of experience as he serves on the PUC.

c. City Administrator/Clerk Willer stated that a preliminary draft of the Fee Schedule was presented to the Council at their last meeting which included the

current fees as well as the proposed changes for 2007. She then presented Resolution 2007-05, Resolution Establishing Fee Schedule for Fiscal Year 2007.

City Administrator/Clerk suggested the following changes:

	<u>Original</u>	<u>Proposed</u>
No Parking 2a.m. – 7a.m – Ordinance #801.01	\$15.00	\$20.00
Time Limit Zone – Ordinance #802.02	\$15.00	\$20.00
48 Hour Parking – Ordinance #802.05	\$15.00	\$20.00
Other Parking Violations – Ordinance #802	\$25.00	\$20.00

Council Member Coenen stated that he feels the ambulance fees are too high.

Council Member Stone pointed out that the Firearms & Dangerous Weapon fee was the same as the Littering fee and stated that he feels the Firearms & Dangerous Weapon fee should be raised to \$100.00.

Chief Metcalf stated that the fee could be raised, but in all likelihood they would follow state statute.

After discussion, the Council decided to raise the Firearm & Dangerous Weapon fee to \$100.00.

A motion was made by Council Member Johnson and seconded by Council Member Stone to adopt Resolution No. 2007-05, Resolution Establishing Fee Schedule for Fiscal Year 2007 with changes. A vote being recorded as follows: For: Council Members Johnson, Stone, Coenen, Thomas and Mayor Kirckof. Against: None. The motion passed.

d. City Administrator/Clerk Willer stated that the Council must give authorization for the Mayor, City Administrator/Clerk and Deputy Clerk to execute a Corporate Authorization Resolution for the following financial institutions:

1. First National Bank – Sauk Centre
2. First State Bank – Sauk Centre
3. Central Minnesota Federal Credit Union

Council Member Thomas made a motion authorizing the Mayor, City Administrator/Clerk and Deputy Clerk to execute the Corporate Authorization Resolutions. The motion was seconded by Council Member Johnson. A vote being recorded as follows: For: Council Members Thomas, Johnson, Coenen, Stone and Mayor Kirckof. Against: None. The motion passed.

e. It was noted that this year July 4, 2007 falls on the first Wednesday of July which the City Council Meeting would fall on.

Mayor Kirckof suggested conducting the meeting July 5, 2007. By general consent, the July 4, 2007 Council Meeting is re-scheduled to July 5, 2007.

- f. See 6a above.

8. UNFINISHED BUSINESS

None.

9. NEW BUSINESS

None.

10. CONSENT AGENDA

The Council then considered the following consent agenda:

- a. The City received a discount of \$231.75 from the First National Bank for ordering check blanks.

Mayor Kirckof noted that the City received a donation of \$75,000 from the Fire Relief Association.

City Administrator/Clerk Willer noted that the City received a \$30,000 donation from the Youth Hockey Association.

11. INFORMATIONAL ITEMS

- a. The steps for calling a snow emergency are as follows:

1. Public Works Director or Mayor call a Snow Emergency.
2. Contact PD (PD will contact towing companies).
3. Contact Public Works employees.
4. Police Department or staff completes the following:
 - a. Put notice on City website
 - b. Send group e-mail to SCTV, KASM, KSTP, Mayor and Council Members.
 - c. Call KIKV.
 - d. Change message on voicemail.

Mayor Kirckof stated that the ticket serves as notice to the citizens and that the ticket is not enforceable for 2 hours after it is issued.

It was noted that there are 3 ways a snow emergency ends, which are as follows:

1. Snow is removed from street curb to curb.
2. When snow emergency is withdrawn.
3. 24 hours after issuance.

12. COUNCIL COMMENTS

Mayor Kirckof stated that Council Comments allows Council Members to raise any concerns that they may have.

Council Member Coenen congratulated the new Council Members and urged them to obtain copies of revenue, expense, audit and thoroughly review.

Council Member Johnson thanked the Citizens of Sauk Centre and stated that he will try not to let them down.

Mayor Kirckof stated that he will do his best to try to keep the Council and citizens informed.

13. ADJOURNMENT

With no further business to come before the Council, Mayor Kirckof adjourned the meeting at 7:35 p.m.

Respectfully Submitted,

Mayor Brad A Kirckof

City Administrator/Clerk Vicki Willer