

**SAUK CENTRE CITY COUNCIL
REGULAR MEETING
WEDNESDAY, JANUARY 6, 2020**

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

The Sauk Centre City Council met in a Regular Meeting on Wednesday, January 6, 2020 at 6:30 p.m. due notice being given thereof. Present were Council Members Diane Kelly, Shalon Wilber, Heidi Leach, Joe Fuechtmann and Mayor Warren Stone. Also present was City Administrator Vicki Willer. Mayor Stone presided thereat.

2. APPROVAL OF AGENDA

A motion was made by Council Member Kelly and was seconded by Council Member Fuechtmann to approve the agenda, with changes. A vote being recorded as follows: For: Council Members Kelly, Fuechtmann, Leach, Wilber and Mayor Stone. Against: None. The motion passed.

3. APPROVAL OF MINUTES

A motion was made by Council Member Wilber and was seconded by Council Member Kelly to approve the December 16, 2020 Regular Meeting Minutes as presented. A vote being recorded as follows: For: Council Members Wilber, Kelly and Mayor Stone. Against: None. Abstain: Council Members Leach and Fuechtmann. The motion passed.

4. PUBLIC OPEN FORUM (Comments Limited to 3 Minutes)

None.

5. PUBLIC HEARINGS

None.

6. REPORTS/PRESENTATIONS

None.

7. ACTION ITEMS

- a. Every calendar year the City Council must conduct an Annual meeting. The first regular meeting of the year is considered Sauk Centre's Annual Meeting. At the annual meeting the council must adopt Rules of Order and at a minimum appoint the Official Newspaper, Acting Mayor and Depository.

The first action of the City Council for the year is to adopt Rules of Order for the conduct of meetings.

Resolution No. 2021-01 adopts the Rules of Order. No changes are recommended.

A motion was made by Council Member Leach and was seconded by Council Member Kelly to approve Resolution No. 2021-01, adopting Rules of Order. A vote being recorded as follows: For: Council Members Leach, Kelly, Wilber, Fuechtmann and Mayor Stone. Against: None. The motion passed.

b. Mayor Stone submitted the following Mayoral Appointments for 2021:

Acting Mayor	<u>Heidi Leach</u>
Engineer	<u>Stantec</u>
City Attorney	<u>Pemberton Law</u>
Medical Director	<u>Dr. Mari Thomas</u>
HRA Board Liaison	<u>Shalon Wilber</u>
Park Board	<u>Warren Stone</u>
Planning Commission	<u>Warren Stone</u>
EDA (1) Expires 2026	<u>Heidi Leach</u>
(2) Expires 2024	<u>Joe Fuechtmann</u>
Senior Center Liaison	<u>Diane Kelly</u>
Airport Commission	<u>Shalon Wilber</u>
CVB Board	<u>Diane Kelly</u>
Policy/Planning Committee	<u>Joe Fuechtmann</u>
	<u>Shalon Wilber</u>
Operations Committee	<u>Shalon Wilber</u>
	<u>Diane Kelly</u>
Personnel/Finance Committee	<u>Warren Stone</u>
	<u>Heidi Leach</u>
Official Newspaper	<u>Sauk Centre Herald</u>
Depositories	<u>MN National Bank-Sauk Centre</u>
	<u>First State Bank-Sauk Centre</u>
	<u>Central MN Credit Union</u>
	<u>4M Fund</u>
	<u>Multi Bank Securities (MBS)</u>
	<u>Bremer Bank</u>
Official Signatories	<u>Vicki Willer</u>
	<u>Jacquelyn Kirckof</u>
	<u>Warren Stone</u>
Fire Chief	<u>Steve Moritz</u>
1 st Assistant	<u>Jeff Bromenshenkel</u>
2 nd Assistant	<u>Ben Clink</u>
Secretary/Treasurer	<u>Mike Anderson</u>
Training/Safety Officer	<u>Wayne Senst</u>

A motion was made by Council Member Wilber and was seconded by Council Member Kelly to approve Resolution No. 2021-02, Appointing Council Members to Serve on Various Boards and Commission and also Making Annual Appointments. A vote being recorded as follows: For: Council Members Wilber, Kelly, Leach, Fuechtmann and Mayor Stone. Against: None. The motion passed.

- c. Asmita Patel has submitted her resignation on the Convention and Visitor's Bureau Board. Her position expires December 31, 2022.

She has recommended that her manager of the hotel, Stephanie Knoebel, be appointed to the position. Knoebel has been given an application.

A motion was made by Council Member Fuechtmann and was seconded by Council Member Leach to accept the resignation of Asmita Patel from the CVB. A vote being recorded as follows: For: Council Members Fuechtmann, Leach, Kelly, Wilber and Mayor Stone. Against: None. The motion passed.

- d. Ambulance Director, Kathy Struffert presented for approval the advancement of one EMT for the Department to be effective January 7, 2021.

Joseph Akambase From Probationary EMT to EMT-B Level 1

A motion was made by Council Member Kelly and was seconded by Council Member Fuechtmann to approve EMT appointment of Joseph Akambase from Probationary EMT to EMT-B Level 1. A vote being recorded as follows: For: Council Members Kelly, Fuechtmann, Leach, Wilber and Mayor Stone. Against: None. The motion passed.

- e. Every three years the City is required to submit a Pay Equity Compliance Report to the State of Minnesota. The purpose of the report is to verify that the City does not have a discrepancy in pay between males and females given equal valued jobs.

The City of Sauk Centre is required to report by January 31, 2021 using December 31, 2020 wages.

Documentation presented to the Council shows the predicted pay line and the Compliance Report for the City. According to the Compliance Report, the City of Sauk Centre is in compliance with the State of Mn Pay Equity Act. The City passes the Statistical Analysis Test which indicates a 105% underpayment ratio. Passing is an underpayment ratio of greater than 80%. The percentage is derived by dividing the percent of males paid below the predicted pay line by the percent of females below the predicted pay line.

A motion was made by Council Member Wilber and was seconded by Council Member Leach to Approve and Authorize Submittal of Pay Equity Report. A vote being recorded as follows: For: Council Members Wilber, Leach, Fuechtmann, Kelly and Mayor Stone. Against: None. The motion passed.

- f. On December 7, 2020, the City received a letter from Mark F. Uphus on behalf of Sauk Centre Opportunities offering to donate to the City the Storm Pond in the Industrial Park. The Storm Pond was platted as part of the original development by Sauk Centre Opportunities in 1977 and the properties within the development among others drain to the pond.

City Staff reviewed the proposal and have raised a concern regarding the cost of cleaning and maintaining the pond and asked Sauk Centre Opportunities if they would cover the costs of a study so the City would have some answers prior to taking action. Sauk River Watershed had provided an estimate from their Engineer regarding costs to survey and probe the pond to determine the original condition of the pond so an estimate could be given as to potential costs. That original estimate was \$4,500 but is being updated to include sampling to determine types of soils in the pond and also to determine how much of the pond is actually wetland based on soil types.

According to the letter, Sauk Centre Opportunities has declined to cover those costs.

The City Council was presented with the following options:

1. Decline to accept the pond.
2. Pay for the study prior to taking action.
3. Accept the proposal as is.

A motion was made by Council Member Kelly and was seconded by Council Member Fuechtmann to decline acceptance of the pond. A vote being recorded as follows: For: Council Members Kelly, Fuechtmann, Leach, Wilber and Mayor Stone. Against: None. The motion passed.

8. UNFINISHED BUSINESS

- a. The following Board positions remain unfilled and have been advertised:

<u>BOARD/COMMISSION</u>	<u>POSITIONS</u>	<u>TERM</u>
HRA Board	1	5 Years
Park Board	2	2 Years
Planning Commission	1	1 Year (Unexpired)
CVB Board	1	2 Years (Unexpired)
Senior Center Board	1	2 Years (Unexpired)

9. NEW BUSINESS

None.

10. CONSENT AGENDA

The Council considered the following Consent Agenda Items:

a.	Schedule of Claims - Unpaid Claims	\$877,330.97
	Paid Claims (Dec. 31)	<u>\$48,378.55</u>
	Total	<u>\$925,709.52</u>

- b. Resolution No. 2021-03, Resolution Accepting Contributions.

Community Connection of Sauk Centre	\$500.00	Ambulance Dept.
Community Connection of Sauk Centre	\$500.00	Police Dept.
Community Connection of Sauk Centre	\$500.00	Fire Dept.

Fire Relief Association	\$48,000.00	Fire Dept.
Haddie Walter	Kids Blankets	Amb. Dept.
JoAnn & Larry Lawinger	Food & Snack Items	Amb. Dept.
Karen & Kurt Erickson & Sons	Face Shields	Amb. Dept.
Sauk Centre Conservation Club, Inc.	\$15,000.00	ParkDept.–Fish Clean
Sauk Centre Conservation Club, Inc.	\$10,000.00	Park Dept. – Dock
Black Oak Getty Foundation	\$15,000.00	Outdoor Skating Rink
Tim & Patty Lawinger	\$100.00	Fire Dept.
Terry & Helen Lassle	\$75.00	Senior Center

A motion was made by Wilber and was seconded by Fuechtmann to approve the Consent Agenda as presented. A vote being recorded as follows: For: Council Members Wilber, Fuechtmann, Leach, Kelly and Mayor Stone. Against: None. The motion passed.

The Council thanked those that donated.

11. INFORMATIONAL ITEMS

- a. Mn Dept of Transportation Aeronautics Board has issued a Commissioner’s Order Approving the Airport Zoning Ordinance. The next step is for the JAZB Board to approve and the City Council to adopt an Ordinance appending the Airport Zoning Ordinance into the City Code.
- b. 2021 Meeting Calendar for all Boards.
- c. Spectrum Channel Lineup changes.
- d. Central Minnesota Pond Racing (CMPR) - Snowmobile Races on Sauk Lake – January 23, 2021 - Public Access in Sinclair Lewis Park.

12. ADJOURNMENT

A motion was made by Council Member Leach and was seconded by Council Member Kelly to adjourn the meeting. A vote being recorded as follows: For: Council Members Leach, Kelly, Fuechtmann, Wilber and Mayor Stone. Against: None. The motion passed.

With no further business to come before the Council, Mayor Stone adjourned the meeting.

Respectfully submitted,

Mayor Warren Stone

City Administrator Vicki Willer