

**SAUK CENTRE CITY COUNCIL  
REGULAR MEETING  
WEDNESDAY, JANUARY 21, 2009 – 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 21, 2009 at 6:30 p.m. in the City Hall Council Chambers pursuant to due notice being given thereof. Present were Mayor Brad Kirckof, Council Members David Thomas, Keith Johnson, Warren Stone and Al Coenen. Also present were City Administrator Vicki Willer, City Planner Sarah Morton, Police Chief Bryon Friedrichs, Public Works Director Butch Wessel, City Engineer Keith Yapp of Bonestroo and Administrative Assistant Nicki Vogt. Mayor Kirckof presided thereat.

**2. APPROVAL OF AGENDA**

The agenda was approved with additions.

**3. APPROVAL OF MINUTES**

The Council's January 7, 2009 Special Meeting Minutes and January 7, 2009 Regular Meeting Minutes were approved as presented.

**4. PUBLIC OPEN FORUM**

None.

**5. PUBLIC HEARINGS**

None.

**6. REPORTS/PRESENTATIONS**

- a. Police Chief Friedrichs stated that there were 448 call in December 2008 in comparison to 346 in December 2007.

The total 2008 call breakdown is as follows:

104 Alarm	74 Administration
27 Gun Permit	19 Assault
159 Assist Other Agency	24 Burglary
17 Civil Matter	22 Disorderly Conduct
69 Dog Call	6 Control Substance
38 Paraphernalia	17 Felony
34 Harassment	22 Hit/Run
73 Juvenile	23 Underage
133 Medical	32 Misdemeanor
18 Open Door/Window	90 Accidents
196 Suspicious Activities	138 Theft
22 Unwanted Persons	38 Verbal Disputes
2291 Verbal Warnings	72 Welfare Checks

Chief Friedrichs commended his officers for their work ethic and dedication to the department. He stated that his officers are very proactive which leads to good arrests. The total calls may be higher when compared to other comparable sized cities; however, this is due to the fact that the City of Sauk Centre has three highways.

Chief Friedrichs encouraged citizens to be proactive and call the Police Department if they see any suspicious activity.

Mayor Kirckof stated that the Council appreciates the dedication of the Sauk Centre Police Department.

- b. City Planner Morton reported on the January 13, 2009 Planning Commission meeting as follows:
- Council Representative Stone was sworn in.
  - The following 2008 Year End Reports were presented: Building Official Payment, Land Use Request Log, Building/Zoning Permit History, Zoning Permit Summary and Housing Unit Growth.
  - A citizen contacted staff inquiring about a possible Ordinance for vermin extermination. Staff checked with the LMC and 2 neighboring cities and there are no existing Ordinances relating to vermin extermination.

- c. Public Works Director Wessel reported on the January 20, 2009 Airport Commission meeting as follows:
- Tom Wenker was elected Chairperson and Joe Uphus was elected Vice Chairperson.
  - Central Planes asked to install a pad to be placed under their water tank.
  - Dale Swanson with Bonestroo stated that the sub-contractor will fix the off set problem and once that is complete the project can be finalized.
  - Discussion on T-Hangar project. Nancy Nistler of the FAA informed Swanson and PWD Wessel that the City currently has \$110,000 worth of funding and will have \$190,000 by April 2009. The 2010 funding year started in October of 2009 at which time the City should have another \$150,000. No action was taken at this time.
  - Gerald Schurman's land rental rate was set at \$50.00/acre.

The Council asked that PWD Wessel enforce a preventative fuel spillage plan for crop spraying.

- d. City Administrator Willer reported on the January 9, 2009 EDA meeting as follows:
- Allan Coenen was issued the Oath of Office.

- EDA meetings are moved from 12:00 to 11:00 a.m. on the Friday after the first Council meeting of the month.
  - Bob Douvier was elected President, Dave Thomas was elected Vice President and Terry Schreiner was elected secretary.
  - The EDA advertisement was approved for the Visitor's Guide.
  - General discussion was held on potential projects that the EDA could be involved in. Members are to bring ideas to the February meeting.
- e. Council Member Stone reported on the January 15, 2009 CVB meeting stating that they started the year with a total of \$17,000 in funding. A majority of their money is spent on advertising and memberships. All money is made by the 3% lodging tax.

## **7. ACTION ITEMS**

- a. The Council considered the Planning Commission appointment:

Planning Commission: 1 position to be appointed for a 3 year term. The Planning Commission consists of 5 members of whom 3 are appointed by the City Council from among the residents of Sauk Centre, 1 member will be appointed from the City Council and 1 member from the Public Utilities Commission or staff. The term of Michael Bick expired December 31, 2008. The following have submitted nominations:

Paul Kane  
Joseph Heinen

Mayor Kirckof stated that he feels both candidates are well qualified for this position.

A motion was made by Council Member Stone and was seconded by Council Member Thomas to appoint Paul Kane as Planning Commission member for a 3 year term effective January 1, 2009 and expiring December 31, 2011. A vote being recorded as follows: For: Council Members Stone, Thomas, Johnson, Coenen and Mayor Kirckof. Against: None. The motion passed.

- b. The Policy and Planning Committee along with the City Attorney has reviewed the proposed curfew Ordinance. When the City Code was codified in 2007 the section dealing with curfews was omitted.

Council Member Johnson introduced Ordinance No. 672, An Ordinance of the City of Sauk Centre Adding Section 132 Imposing a Curfew. The motion was seconded by Council Member Thomas. A vote being recorded as follows: For: Council Members Johnson, Thomas, Stone, Coenen and Mayor Kirckof. Against: None. The motion passed.

Council Member Johnson introduced Ordinance No. 673, An Ordinance of the City of Sauk Centre Authorizing Summary Publication of Ordinance No. 672 Adding Section 132 to the Sauk Centre City Code, Which Section Relates to the Imposition of a Curfew. The motion was seconded by Council Member Stone. A vote being recorded as follows: For: Council Members Johnson, Stone, Thomas, Coenen and Mayor Kirckof. Against: None. The motion passed.

- c. It has been recommended that the City adopt an Ordinance governing “jake braking” of trucks going through town. A draft Ordinance governing engine braking has been drafted and reviewed by the Policy and Planning Committee along with the City Attorney.

Council Member Coenen introduced Resolution No. 674, An Ordinance of the City of Sauk Centre Adding Section 70.10 Prohibiting Excessive Vehicle Noise. The motion was seconded by Council Member Johnson. A vote being recorded as follows: For: Council Members Coenen, Johnson, Stone, Thomas and Mayor Kirckof. Against: None. The motion passed.

Council Member Coenen introduced Resolution No. 675, An Ordinance of the City of Sauk Centre Authorizing Summary Publication of Ordinance 674 Adding Section 70.10 to the Sauk Centre City Code Which Section Relates to Prohibiting Excessive Vehicle Noise (Jake Braking). The motion was seconded by Council Member Stone. A vote being recorded as follows: For: Council Members Coenen, Stone, Johnson, Thomas and Mayor Kirckof. Against: None. The motion passed.

It was noted that signage will need to be placed and must be approved by MNDOT. The approximate cost per sign is \$85.

- d. It has been recommended that the City adopt an Ordinance regulating skateboarding and inline skating around the downtown area. The Policy and Planning Committee along with the City Attorney have reviewed the proposed Ordinance.

Council Member Stone introduced Ordinance No. 676, An Ordinance of the City of Sauk Centre Adding Section 70.25 Regulating the Use of Skateboards and Inline Skates within the City. The motion was seconded by Council Member Thomas. A vote being recorded as follows: For: Council Members Stone, Thomas, Johnson, Coenen and Mayor Kirckof. Against: None. The motion passed.

## **8. UNFINISHED BUSINESS**

- a. A Committee consisting of Public Works Director Wessel, City Administrator Willer, Council Members Stone and Coenen and PUC Superintendent Sunderman met and reviewed the Engineering Services proposals with the recommendation as follows:

- Bolten Menc
- Bonestroo
- SEH
- Ulteg
- WSB

It was the general consent of the Council to interview the above Engineering proposals on February 13<sup>th</sup> at 10:00 a.m. at City Hall.

- b. During the assessment process for Ash and Pine Street questions arose regarding the current assessment policy. The Policy and Planning Committee will be reviewing the policy for possible amendments.

### **9. NEW BUSINESS**

- a. Due to the State of MN/City of Sauk Centre current financial state, Mayor Kirckof feels that the City needs to be prepared for possible LGA cuts. He would like the finance committee to meet and look at options/possible recommendations to the Council to find a way to offset those costs.

It was the general consent of the Council to have the Finance Committee discuss possible cuts.

- b. Council Member Stone stated that the Main Street Press building located near Wal-Mart is an eye sore and is also not secure or safe. It was the general consent of the Council that staff make contact with the current owners to get input as to their intentions with the building.

### **10. CONSENT AGENDA**

The Council then considered the following consent agenda:

- a. Schedule of Claims – Total of unpaid claims \$1,390,727.68 and paid claims of \$7,340.60 for a total of \$1,398,068.28.
- b. List of December checks totaling \$399,888.19 (Check No. 12277 through Check No. 12293).
- c. Gambling Application for Exempt Permit request from Holy Family School for a raffle on March 22, 2009.

A motion was made by Council Member Stone and was seconded by Council Member Thomas to approve the Consent Agenda. A vote being recorded as follows: For: Council Members Stone, Thomas, Johnson, Coenen and Mayor Kirckof. Against: None. The motion passed.

**11. INFORMATIONAL ITEMS**

- a. The Ambulance Department applied for reimbursement from Central Stearns County EMS for 2 infant car seats and car seat covers and have received \$700.
- b. City Administrator Willer has executed a contract with Lifeline Screening for the use of the Mezzanine Level of the Civic Arena on January 12, 2009.
- c. Letter from Seasonal Site #67 Camper which has been forwarded to the Park Board for their review.
- d. Christmas lights electrical usage will increase from \$250 to \$800.
- e. The annual audit process has begun. The auditors from Larson Allen spent the day on January 13 conducting preliminary work.  
  
They will be back in the office the first week of March conducting field work. We expect a final audit report three months ahead of last year.
- f. The annual Fire Service Area Assessment meeting is on February 24, 2009 at 7:30 p.m. at the Sauk Centre City Hall.
- g. We have received the opinion from the Attorney General's office that the property owned by the County Agricultural Society is not exempt from special assessments.

Notice has been given to the Fair Board which will start the timeline process for a potential appeal.

**12. ADJOURNMENT**

A motion was made by Council Member Stone and was seconded by Council Member Thomas to adjourn the meeting. A vote being recorded as follows: For: Council Members Stone, Thomas, Johnson, Coenen and Mayor Kirckof. Against: None. The motion passed.

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

Respectfully Submitted,

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Mayor Brad A. Kirckof

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City Administrator Vicki M. Willer