

**SAUK CENTRE CITY COUNCIL
REGULAR MEETING
WEDNESDAY, FEBRUARY 17, 2021**

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

The Sauk Centre City Council met in a Regular Meeting on Wednesday, February 17, 2021 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 Leach and was seconded by Council Member Fuechtmann to approve the agenda, with additions. A vote being recorded as follows: For: Council Members Leach, Fuechtmann, Wilber, Kelly 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 February 3, 2021 Regular Meeting Minutes. A vote being recorded as follows: For: Council Members Wilber, Kelly, Fuechtmann, Leach and Mayor Stone. Against: None. The motion passed.

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

None.

5. PUBLIC HEARINGS

None.

6. REPORTS/PRESENTATIONS

- a. Police Chief Friedrichs presented the January Police Report stating that there were 138 Verbal Warnings and 465 ICRs for a total of 603.

Chief Friedrichs then presented the 2020 Annual Report. In 2020 the PD made 36 DWI arrests which is down from 2019. Eight out of those 36 were under the influence of a controlled substance. Chief Friedrichs then reviewed the following statistics for 2020:

- Burglary - 12
- Domestic Assault – 15
- Theft – 94
- Robbery – 0
- Assault – 7
- Sexual Assault – 3
- Arson – 0
- Traffic violations
- Accident totals – 83

- Assist for other agencies – 334
- Warrants – 32
- Paraphernalia & Marijuana possession – 74
- Controlled substance charges – 39
- Canine deployments – Sonny assisted with 51 drug arrests
- Misc. calls for service and proactive contacts
- PD calls for service, including calls per hour, calls per day and calls per month
- Training – 265 hours
- Forfeiture – retained \$6,603.16

- b. Assistant Ambulance Director Deschene thanked his staff/crew for their hard work and dedication during the Covid-19 pandemic.

The Council reviewed the following:

- 2020 total calls/runs of 902, which was a decrease from the 2019 total of 911
- 2020 total calls by month.
- 2020 total transported patients.
- Sauk Centre Centracare is the main destination hospital for a majority of the calls.
- Average patient age.
- Runs by City/Township with Sauk Centre holding the majority of the runs.
- Overview of special event details – decrease from previous years due to Covid
- Overview of Mutual aid

The department had 738 total billed calls, totaling \$897,337.80 being billed out. The total amount collected in 2019 was \$546,834.58.

The Department is requesting that the Council approve Adjustments/Write-Offs in the amount of \$268,933.60. See 7a.

- c. Fire Chief Moritz presented the 2020 Fire Department Annual Report. He stated that there were a total of 114 calls in 2020, in comparison to 122 in 2019. The department billed out \$16,795, received \$2,580 (2019) and \$10,955 (2020), collections/write-offs of \$3,835, leaving \$4,490 unpaid. The department received a total of \$60,325 in grants/reimbursements/donations in 2020.

- d. Visit Sauk Centre Director Pam Borgmann stated that due to Covid, their main goal was to decrease expenses as well as support the hotel/motel industry with advertising focused mainly in Minnesota. She also reported the following:

- Hours were reduced to four hours per week, working from home.
- Explore MN Tourism changed grant funding to include state advertising
- Placed print ads in several MN publishing
- Updated meeting guide
- Coupon for Berg's Barn and also included in Welcome Packets
- Received \$2,540 from CARES Act

- Reimbursed \$2,473 from the City
 - Received donation from Getty Wind Farm
 - First Annual Sno-Down races on Sauk Lake in January 2020
 - Supported guided tour of historic sites and murals
 - Review of social media followers
 - Summer concerts scheduled
 - Book bench painting to begin February
- e. Public Works Director Clink provided the Council with the monthly activity report of the department:
- Received donation for bottle filling fountain to be used at arena
 - Two pieces of glass are in need of replacement at the arena – did have spare replacement pieces available
 - Ice maintenance is ongoing
 - Schedule at arena is full
 - Gas leak found and repaired at arena
 - Working on plans for summer street projects
 - Second round of sidewalk snow removal inspections complete
 - Repaired and repainted 20 picnic tables
 - Ash tree removal is ongoing – 35 trees remain to be removed
 - Prep has begun on equipment for spring/summer
- f. City Planner Morton updated the Council on the February 9, 2021 Planning Commission Meeting:
- Public Hearing to rezone – see 7b.
 - January Building Permit Report

7. ACTION ITEMS

- a. As a follow-up to the Ambulance Department Report, they are requesting approval for the required adjustments to billing – see 6b.

A motion was made by Council Member Wilber and was seconded by Council Member Fuechtmann to approve Ambulance Department Billing Adjustments of \$238,933.60 for 2020. A vote being recorded as follows: For: Council Members Wilber, Fuechtmann, Leach, Kelly and Mayor Stone. Against: None. The motion passed.

- b. At its meeting on February 9, 2021, the Planning Commission held a public hearing to consider an Amendment to the Zoning Map to rezone the City property at the intersection of T.H. 71 South and State Highway 28 to Industrial/Commercial.

The City purchased the property for Industrial Commercial purposes and has recently applied for a grant to allow for the Development. As part of the grant process, the City must ensure that the property is properly zoned for its intended purpose.

If the City is awarded the grant, development including installation of roadways and utilities could occur as soon as the Fall of 2021. If the grant is not awarded, the City will continue to rent the land for Ag purposes until a prospective business is secured.

The Planning Commission recommends that the City approve the Zoning Map Amendment.

A motion was made by Council Member Kelly and was seconded by Council Member Leach to approve Ordinance No. 801, An Ordinance of the City of Sauk Centre Amending the Official Zoning Map of the City as Outlined in Section 156.036 of the City Code. A vote being recorded as follows: For: Council Members Kelly, Leach, Fuechtmann, Wilber and Mayor Stone. Against: None. The motion passed.

- c. At its meeting on February 4, 2021, the Joint Airport Zoning Board met and passed a Resolution Adopting the Airport Zoning Ordinance for the Sauk Centre Municipal Airport.

The purpose of the Airport Zoning Ordinance is to manage the height and placement of structures and uses with the Airport Safety Zone. The Airport Safety Zone is 5,000 feet from the runway surfaces in all directions

The previous Airport Zoning Ordinance was adopted in 1979. This new Ordinance updates the maps and provides for additional governances mandated by MnDot Aeronautics and the FAA.

The next step in the process is for the City, Township, and County to incorporate the Joint Airport Zoning Ordinance into their respective Codes.

A motion was made by Council Member Kelly and was seconded by Council Member Wilber to approve Ordinance No. 799, An Ordinance Regulating and Restricting the Height of Structures and Objects of Natural Growth, and otherwise Regulating the use of Property in the Vicinity of The Sauk Centre Municipal Airport. A vote being recorded as follows: For: Council Members Kelly, Wilber, Leach, Fuechtmann and Mayor Stone. Against: None. The motion passed.

- d. MN Statute allows for Summary Publication of lengthy Ordinances when the title of the Ordinance clearing indicates the content.

It is requested that the City Council approve the Summary Publication of the Airport Zoning Ordinance 799.

A motion was made by Council Member Leach and was seconded by Council Member Fuechtmann to approve Ordinance No. 800, An Ordinance Summarizing Ordinance 799 Regulating and Restricting the Height of Structures and Objects of Natural Growth, and Otherwise Regulating the use of Property in the Vicinity of the Sauk Centre Municipal Airport. A vote being recorded as follows: For: Council Members Leach, Fuechtmann, Wilber, Kelly and Mayor Stone. Against: None. The motion passed.

- e. With the upcoming resignation of a full-time patrol officer, a position will become vacant.

The Police Department recently held interviews and have created a hiring list for future positions. The Department is recommending that Eric Grabmeier be appointed to fill the position.

Grabmeier has worked for the Sauk Centre Police Department as a part time officer since May 20, 2020. He is currently on Step 1 of the Union Pay Scale. His date to advance to Step 2 will be based upon when he completes 2080 hours from his original start date.

A motion was made by Council Member Kelly and was seconded by Council Member Fuechtmann to approve the appointment of Eric Grabmeier to fill the upcoming Patrol Officer Position. A vote being recorded as follows: For: Council Members Kelly, Fuechtmann, Leach, Wilber and Mayor Stone. Against: None. The motion passed.

- f. Ambulance Director Kathy Struffert has requesting that the City Council appoint Richard White as a Probationary EMT effective with his successful passage of the National Registry Exam. He has taken the exam and is awaiting results.

He has been attending the EMT initial class through Mid-Minnesota EMS since August and has been doing patient ride-a-longs and has surpassed the required number of patient contacts.

A motion was made by Council Member Leach and was seconded by Council Member Wilber to approve appointment of Richard White as Probationary EMT effective with successful passage of National Registry Exam. A vote being recorded as follows: For: Council Members Leach, Wilber, Kelly, Fuechtmann and Mayor Stone. Against: None. The motion passed.

8. UNFINISHED BUSINESS

- a. The updated Special Assessment Policy has been sent to the Policy Committee for review.
- b. Letter from MN Employment and Economic Development (DEED) regarding BDPI Grant informing the City that the Grant has been approved in the amount of \$1,320,48.00 for use at Unger Ag Land development.

9. NEW BUSINESS

- a. The Local Board of Appeal Meeting has been scheduled for April 12, 2021, at 1:00 p.m. The meeting was scheduled at City Hall.

With the County employees continuing to work from home due to concerns with COVID, their staff will attend the meeting virtually. The City can attend virtually as well as members of the public.

If the City wants to attend fully virtual, we must let the County know so it can be printed on the notices.

1. Option One: County Virtual – City In Person – Public Either
2. Option Two: All Virtual

By general consent, the Council will proceed with Option One.

10. CONSENT AGENDA

The Council considered the following Consent Agenda Items:

a.	Schedule of Claims - Unpaid Claims	\$204,032.79
	Paid Claims	\$0.00
	Total	<u>\$204,032.79</u>
b.	List of Checks	\$1,284,686.17

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

11. INFORMATIONAL ITEMS

- a. Hazardous Waste Collection – June 16, 2021 – 10:00 a.m. – 2:00 p.m. Sauk Centre Civic Arena Parking Lot

12. ADJOURNMENT

A motion was made by Council Member Kelly and was seconded by Council Member Leach to adjourn the meeting. A vote being recorded as follows: For: Council Members Kelly, Leach, 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