

**SAUK CENTRE CITY COUNCIL  
REGULAR MEETING  
WEDNESDAY, FEBRUARY 19, 2014**

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

The Sauk Centre City Council met in a Regular Meeting on Wednesday, February 19, 2014 at 6:30 p.m. in the City Hall Council Chambers pursuant to due notice being given thereof. Present were Council Members Keith Johnson, Dave Thomas, Warren Stone, Mike Olson and Mayor Kirckof. Also present were City Administrator Vicki Willer, Police Chief Bryon Friedrichs, City Engineer Keith Yapp, City Planner Sarah Morton and Administrative Assistant Nicki Vogt. Mayor Kirckof presided thereat.

**2. APPROVAL OF AGENDA**

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

**3. APPROVAL OF MINUTES**

A motion was made by Council Member Stone and was seconded by Council Member Thomas to approve the February 19, 2014 Regular Meeting Minutes as presented. A vote being recorded as follows: For: Council Members Stone, Thomas, Johnson, Olson and Mayor Kirckof. Against: None. The motion passed.

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

None.

**5. PUBLIC HEARINGS**

None.

**6. REPORTS/PRESENTATIONS**

- a. Stearns County Attorney Janelle Kendall reported on the 2013 Prosecution Report for the City of Sauk Centre. There were a total of 199 Misdemeanors and 21 Gross Misdemeanors in 2013.

The contract with the County includes adult criminal and juvenile investigative legal advice for all members of Stearns County law enforcement agencies. Their attorneys carry cell phones 24 hours a day, 7 days a week for law enforcement legal advice as needed.

In 2013 Stearns County provided 48.5 hours of law enforcement training opportunities and legal updates at no cost to all members of the Sauk Centre Police Department. Additionally, they assist victims of crime as allowed by law through personal help, referrals and restitution collection.

Kendall noted that in 2013 there were 6 participants in the diversion program.

- b. Police Chief Friedrichs reported that in January 2014 there were a total of 189 Verbal Warnings and 284 ICR's for a total of 473.
- c. The Planning Commission met on Tuesday, February 11, 2014 and discussed the following:
- New Board Member Mark Magnuson was sworn in.
  - Warren Stone was elected Chairperson
  - Diane Kelly was elected Vice-Chairperson
  - The Bylaws were adopted and meeting time was changed to 5:30 p.m.
  - 2013 year end reports were reviewed
  - Discussion of 2014 projects and goals which are to provide more education to contractors and enforce rules and regulations more than what has been done in the past.
- d. Great River Regional Librarian Dawn Shay reported that in 2013 there were a total of 96,111 items checked out. The library provides programs including "Escape Into Reading", "Dig Into Reading", "Beneath The Surface", etc. Programs offered are for all ages to enjoy and some of these programs are offered through the Clean Water, Land & Legacy Amendments.

## **7. ACTION ITEMS**

- a. The Chamber has requested uses of various City parking lots, parks, and streets for Sinclair Lewis Days as follows.
1. Lunch at City Hall – Wed., July 16 – 11:00 a.m. – 1:30 p.m.
  2. Turtle Races/Wacky Water Night– SL Park Parking Lot – Wed., July 16 – 5:30 p.m.
  3. Kiddie/Pet Parade/Concert – Close Park Road & Use of SL Park – Wed., July 16 –6:30 p.m. to 9:00 p.m.
  4. Fireworks/Music/Hot Dog Eating Contest – Close Park Road & Use of SL Park & Fireworks Permit - Fri., July 18 – 8:00 p.m. to dusk
  5. Crazy Days – Use of Downtown Sidewalks for Crazy Days Sale, Sat. July 19
  6. Craft Fair/Family Fun Festival – Close Park Rd & Use of SL Park – Sat., July 19, 7:30 a.m. to 3 p.m.
  7. Approval of Parade Road – State – 9<sup>th</sup> - Ash – 6<sup>th</sup> – Main – 10<sup>th</sup> - Sat, July 19, 7:00 p.m.
  8. Fly In Breakfast – Sauk Centre Airport – Sunday, July 20 – 8:00 a.m. – 1:00 p.m.
  9. Twin Cities River Rats Water Ski Show – SL Park – Sunday, July 20, 1:00 p.m.

A motion was made by Council Member Olson and was seconded by Council Member Stone to approve uses as requested, including the road closures and parade route. A vote being recorded as follows: For: Olson, Stone, Johnson, Thomas and Mayor Kirckof. Against: None. The motion passed.

- b. The Park Board, at its regular meeting on February 4, 2014, recommended that the City Council begin the process of advertising for quotes for the installation of a trail at the

Multi-Purpose Park. The trail would be designed and installed according to the approved amended Master Plan for the Multi-Purpose Park. The initial phase of the trail would be a circular trail around an open play area and will include a connection to the skateboard park, and a connection to the existing trail. A final connection to the parking lot at the north end of the Park and a connection to Park Lane will follow after completion of other elements of the park.

The estimated length of the new trail is 1,050 feet. The estimated cost is \$13,000.00. Project is to be bid on a lineal foot basis with the final price adjusted per actual footage constructed. The proposed funding is the Park Dedication Fund and the balance in that fund is \$46,000.

Council Member Thomas introduced Resolution No. 2014-09, Resolution Seeking Quotes for Installation of Park Trail. The motion was seconded by Council Member Stone. A vote being recorded as follows: For: Council Members Thomas, Stone, Olson, Johnson and Mayor Kirckof. Against: None. The motion passed.

- c. The Park Board, at its regular meeting on February 4, 2014, recommended that the City Council being the process of advertising for quotes for the installation of a sprinkler system at the Multi-Purpose Park. The initial phase of the sprinkler system would be the southern half of the park around and within the circular trail, around the basketball and skateboard areas and extending to the trail along the southern edge of the Park. The system to be designed to allow for extension northerly of the circular trail upon completion of other elements of the Park. The system would connect to the existing well supply with no additional well or city water needed.

The estimated cost of the system is \$11,000.00. The proposed funding is the Park Dedication Fund and the balance in that fund is \$46,000

Council Member Johnson introduced Resolution No. 2014-09, Resolution Seeking Quotes for Installation of Park Trail. The motion was seconded by Council Member Olson. A vote being recorded as follows: For: Council Members Johnson, Olson, Stone, Thomas and Mayor Kirckof. Against: None. The motion passed.

It was noted that the existing well will be utilized.

## **8. UNFINISHED BUSINESS**

- a. Previously (October 2, 2013 and November 20, 2013) the City Council was asked by the Sauk River Watershed District to enter into an agreement with the Watershed and the Sauk Lake Association that would lay out the parameters for the management of aquatic weeds in Sauk Lake with the funds remaining from the now retired Weed Harvester Project. The proposal is for the Watershed to retain the funds and amend the use of the funds from Mechanical Weed Harvesting to Chemical Treatment of Invasive Species. This Agreement lays out the roles of each entity.

The Council and the Lake Association both had questions that were referred to the Watershed's Legal Counsel. Those questions and answers were reviewed by SRWD

Employee Tara Ostendorf and SRWD Board Member Bob Mostad, along with the Agreement Proposal.

After thorough review, the Council asked that the following changes be made:

- Reserves must be spent before property owners are assessed
- A sunset clause must be applied
- If no agreement is reached, there will be no money spent.

If the City approves the agreement with the above amendments, the City and the Lake Association are asked to develop a Management Plan, coordinate permitting with the DNR and oversee and contract for weed control.

A motion was made by Council Member Thomas and was seconded by Council Member Olson to table action on this item until a new revised Agreement is available. A vote being recorded as follows: For: Council Members Thomas, Olson, Stone, Johnson and Mayor Kirckof. Against: None. The motion passed.

- b. At the City Council's Special Workshop meeting on February 5, 2014 the Council interviewed three candidates who requested to be considered the Insurance Agent for the City's Property and Liability coverage. At the conclusion of the meeting, no recommendation was made.

Staff asked for guidance so that letters can be sent out informing applicants of the status.

A motion was made by Council Member Stone and was seconded by Council Member Thomas to table action on this item until August meeting for year 2015. A vote being recorded as follows: For: Council Members Stone, Thomas, Johnson, Olson and Mayor Kirckof. Against: None. The motion passed.

**9. NEW BUSINESS**

None.

**10. CONSENT AGENDA**

The Council to consider the following Consent Agenda Items:

- |   |                 |                       |
|---|-----------------|-----------------------|
| a. Schedule of Claims -   | Unpaid Claims   | \$240,264.36          |
|   | Paid Claims     | <u>\$2,668.21</u>     |
|   | Total           | <u>\$242,932.57</u>   |
| b. January Checks   | #2092E-2114E    |                       |
|   | #034744-#034811 | <u>\$1,830,127.66</u> |
|   | 2 Payroll ACH   |                       |
| c. Gambling Application for Exempt Permit request from Holy Family School for a raffle on March 30, 2014 at Holy Family School. |                 |                       |

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

**11. INFORMATIONAL ITEMS**

- a. The annual Board of Review and Equalization meeting is scheduled for May 5, 2014 at 1:00 p.m. in the City Hall Council Chambers. Council Members Johnson and Stone are certified and must be in attendance.
- b. Hazardous Waste Collection is scheduled for June 14, 2014 from 9:00 a.m. to 1:00 p.m. at Bueckers City Sanitation.
- c. Notice of Public Hearing – Sauk River Watershed District Revised Management Plan on February 20, 2014 from 5:30 p.m. to 7:00 p.m. at the Melrose City Center.
- d. Loss Control Workshops.

**12. ADJOURNMENT**

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

With no further business to come before the Council, Mayor Kirckof adjourned the meeting at 7:55 p.m.

Respectfully submitted,

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Mayor Brad Kirckof

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City Administrator Vicki Willer