

**SAUK CENTRE CITY COUNCIL  
REGULAR MEETING  
WEDNESDAY, MARCH 4, 2020**

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

The Sauk Centre City Council met in a Regular Meeting on Wednesday, March 4, 2020 at 6:30 p.m. in the City Hall Council Chambers pursuant to due notice being given thereof. Present were Council Members Joe Fuechtmann, Heidi Leach, Diane Kelly, Keith Johnson and Mayor Warren Stone. Also present was City Administrator Vicki Willer, City Planner Sarah Morton, Administrative Assistant Nicki Vogt, Public Works Supervisor Ben Clink and City Engineer Keith Chuck Boser. 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, Johnson and Mayor Stone. Against: None. The motion passed.

**3. APPROVAL OF MINUTES**

A motion was made by Council Member Johnson and was seconded by Council Member Leach to approve the February 19, 2020 Regular Meeting Minutes. A vote being recorded as follows: For: Council Members Johnson, Leach, Kelly, Fuechtmann and Mayor Stone. Against: None. The motion passed.

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

None.

**5. PUBLIC HEARINGS- 3.2 OFF-SALE LICENSE**

a. Mayor Stone opened the Public Hearing and read the Public Hearing Procedure.

Coborn's Incorporated, located at 214 12<sup>th</sup> Street, has requested a 3.2 Off-Sale License at this location. Granting of this license would authorize the owner of the establishment to sell 3.2 off-sale liquor. New liquor locations within the City require that a Public Hearing be held by the City Council to hear comments regarding the proposal before the license can be granted.

A legal advertisement was published notifying the public that a Hearing is scheduled on March 4, 2020 at 6:30 p.m. or shortly thereafter. The license to be effective March 15, 2020.

The following has been received:

- City Application
- \$100.00 public hearing fee
- \$100.00 Liquor License Fee
- A Completed Background Check
- Form 9011- Certificate for a 3.2 Liquor License (State)
- Workers Compensation documents

Mayor Stone called for persons to speak in favor or opposition. None spoke. See 7a.

## **6. REPORTS/PRESENTATIONS**

- a. The EDA met on March 4<sup>th</sup> to consider an application from Felling Trailers for the creation of a TIF District for the construction of a paint and finish building. This building to be located on the former racetrack property. The EDA recommended Council approval.
- b. The Park Board met on March 4<sup>th</sup> and discussed the following:
  - Recommend Council approval authorizing contract for beach installation – see 7e
  - Discussed kayak rental in Sinclair Lewis Park and reviewed a draft Waiver of Liability
  - Received notice that the Otto Bremer Grant was denied for the ninja park. Due to this, the Park Board recommend that the park now be a 2021 project to allow for continued fundraising
  - Park Board members will begin the process of updating the Master Park Plan

## **7. ACTION ITEMS**

- a. See 5a.

Council Member Kelly introduced Resolution No. 2020-21, Resolution Approving the Application of Coborn’s Incorporated for a new 3.2 Off-Sale Liquor License to be located at 214 12<sup>th</sup> St. The motion was seconded by Council Member Fuechtmann. A vote being recorded as follows: For: Council Members Kelly, Fuechtmann, Leach, Johnson and Mayor Stone. Against: None. The motion passed.

- b. The Council considered the following HRA appointment:

HRA Board – 1 position to be appointed for a 5 year term. The term of Diane Leukam expires on March 31, 2020. The following have submitted nominations:

### **Diane Leukam**

A motion was made by Council Member Leach and was seconded by Council Member Kelly to appoint Diane Luekam to the position of the HRA Board for a five year term, effective April 1, 2020 and ending March 31, 2025. A vote being recorded as follows: For: Council Members Leach, Kelly, Johnson, Fuechtmann and Mayor Stone. Against: None. The motion passed.

A motion was made by Council Member Leach and was seconded by Council Member Kelly to appoint Council Member Johnson to board vacancies left by Dave Thomas (excluding the Acting Mayor position). A vote being recorded as follows: For: Council Members Leach, Kelly, Fuechtmann and Mayor Stone. Against: None. Abstain: Council Member Johnson. The motion passed.

- c. Mary Bertrand submitted her resignation from the Sauk Centre Ambulance Service, effective March 31, 2020. Bertrand has been with the City as an EMT since February 10, 2004.

A motion was made by Council Member Johnson and was seconded by Council Member Fuechtmann to accept the resignation of Mary Bertrand from the Sauk Centre Ambulance Service, effective March 31, 2020. A vote being recorded as follows: For: Council Members Johnson, Fuechtmann, Leach, Kelly and Mayor Stone. Against: None. The motion passed.

- d. Due to the infestation of Emerald Ash Borer in the City, the Public Works Department has been removing trees in the City boulevards and on City property. The next step is to have all the stumps ground, which historically has been contracted out.

At the present time, the cost to remove the stumps needing removal now is approximately \$4,000. For approximately \$7,000 the City could purchase its own Skidloader Mounted stump grinder. A portion of the purchase could be funded by the Emerald Ash Borer Grant the City received from the Mn Department of Ag. The City would continue to use the grinder throughout the duration of the tree removal project and could then potentially keep it or sell it.

A quote was obtained from the State Bid with Farm Rite of Long Prairie as the bid holder.

The quoted price for a Bobcat SC 60 Stump Grinder that is an attachment for both the Skidloader and Toolcat is \$7,061.92.



The Park Board is recommending the purchase.

Council Member Fuechtmann introduced Resolution No. 2020-23, Resolution Authorizing Purchase of Stump Grinder. The motion was seconded by Council Member Kelly. A vote

being recorded as follows: For: Council Members Fuechtmann, Kelly, Leach, Johnson and Mayor Stone. Against: None. The motion passed.

- e. At the February 5, 2020 City Council meeting, the Council approved Resolution 2020-15 Authorizing Solicitation of Quotes for the Beach Improvement Project.

Public Works Supervisor requested quotes from individuals know to perform such work and has presented the following for approval:

<b>Bidder</b>	<b>Amount</b>
Craig Tschida	\$15,247
Ilggen Excavating, Inc.	\$20,057
A&H Concrete	\$17,995
Mid Minnesota Excavating, LLC	\$15,720

The Park Board is recommending approval to proceed with low bidder, Craig Tschida.

Council Member Leach introduced Resolution No. 2020-24, Resolution Authorizing Beach Improvement Project. The motion was seconded by Council Member Fuechtmann. A vote being recorded as follows: For: Council Members Leach, Fuechtmann, Johnson, Kelly and Mayor Stone. Against: None. The motion passed.

- f. In December of 2019 the City Council approved year end interfund transfers. At that time, it was noted that some interest allocation would occur to change the amounts slightly.

Those interest adjustments have been made resulting in a change to two accounts.

In addition, one Open Invoice remains on the Airport Entrance Road Fund so the fund was not closed as anticipated.

As a result of the above, staff is requesting that the Council approve the amended Year End Transfers:

	<b>Approved</b>	<b>Amended</b>
Airport Runway Project Fund	\$46,478.42	\$46,506.08
Getty Street Project Fund	\$44,274.57	\$45,974.88
Airport Entrance Road	\$8,691.48	0

Council Member Johnson introduced Resolution No. 2020-25, Resolution Authorizing Year End Interfund Transfers. The motion was seconded by Council Member Kelly. A vote being recorded as follows: For: Council Members Johnson, Kelly, Fuechtmann, Leach and Mayor Stone. Against: None. The motion passed.

- g. Scott Adamietz has been working as a Probationary EMT with the Sauk Centre Ambulance Service since October of 2019.

Ambulance Director Struffert is recommending that Adamietz be advanced from a Probationary EMT to an EMT-B level 1 effective March 5, 2020.

Scott has exceeded the minimum patient contacts needed to advance to the next step.

A motion was made by Council Member Fuechtmann and was seconded by Council Member Leach to approve the advancement of Scott Adamietz to EMT B Level 1 effective March 5, 2020. A vote being recorded as follows: For: Council Members Fuechtmann, Leach, Johnson, Kelly and Mayor Stone. Against: None. The motion passed.

**8. UNFINISHED BUSINESS**

- a. City Engineer Boser stated that they are putting final touches on the bid package for the Elm St. N. and Lake Street project. Bid opening is scheduled for March 26<sup>th</sup>.

A petition has been received by owners living on Lake St. N. and Elm St. N. requesting elimination of the sidewalk from the project.

By general consent, the sidewalks will remain in the project plans as the Council feels that it is important to keep the sidewalk for safety, growth and walkability in the area.

**9. NEW BUSINESS**

None.

**10. CONSENT AGENDA**

The Council considered the following Consent Agenda Items:

- a. Schedule of Claims -

Unpaid Claims	\$50,074.76
Paid Claims	<u>\$0.00</u>
Total	<u>\$50,074.76</u>
  
- b. Resolution No. 2020-26, Resolution Accepting Contributions. The contributions are as follows:

The Men’s Card Playing Group	\$164.43	Senior Center
MN Dark House & Angling Association	\$500.00	Fire Dept.
Ice Oval	\$500.00	Fire Dept.
MN Dark House & Angling Association	\$500.00	Amb. Dept.

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

The Council thanked the Men’s Card Playing Group, MN Dark House & Angling Assn and Ice Oval for their donation.

**11. INFORMATIONAL ITEMS**

- a. Charter Line-Up Changes
  
- b. Hazardous mitigation goals for Stearns County Plan. This plan identifies different things that have been identified as public safety improvements in the City.

**12. ADJOURNMENT**

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

With no further business to come before the Council, Mayor Stone adjourned the meeting at 7:00 p.m.

Respectfully submitted,

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Mayor Warren Stone

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City Administrator Vicki Willer