

AMENDED
SAUK CENTRE CITY COUNCIL
REGULAR MEETING
WEDNESDAY, MARCH 7, 2012 – 6:30 P.M.

AGENDA

1. Call to Order/Roll Call/Pledge of Allegiance
2. Approval of Agenda
3. Approval of Minutes
 - a. February 15, 2012 Regular Meeting (P. 1-9)
4. Public Open Forum (Comments Limited to 3 Minutes)
5. Public Hearings
6. Reports/Presentations
 - a. *Presentation "Heroes Among Us"*
 - b. Operations Committee Report (P. 10)
7. Action Items
 - a. HRA Appointment for Unexpired Term (P. 11-12)
 - b. Resolution 2012-14, Approving Sale of Forfeited Vehicles (P. 13-14)
 - c. Approve REU Rate for Storm Water Utility (P. 15-16)
 - d. ~~Memorandum of Understanding – Teamsters Local 320 (P. 17)~~
 - e. Approve Step Increase – Police Secretary (P. 18-19)
 - f. Resolution 2012-15 Approving Gambling Premise Permit for S.C. Cons. Club (P. 20-22)
 - g. Resolution 2012-16 Reestablishing Precinct and Polling Place (P. 23-27)
 - h. Approve Re Classification of Property as Non-Conservation (P. 28-29)
8. Unfinished Business
 - a. Set Workshop Time/Date for 4th Street Project (P. 30)
9. New Business
 - a. Investments Review & Recommendations – Finance Committee (P. 31)
10. Consent Agenda (P. 32-36)
 - a. List of Checks
 - b. Resolution No. 2012-17 Accepting Contribution
 - c. Temporary Off Premise Liquor Permit Application – Gerard's
11. Informational Items (P. 37-42)
 - a. Update - Selection of Airport Consultant
 - b. Legislative Conference – State Capital
 - c. Notice of Public Hearing for New Licenses – 3.2, Wine, Set Ups – Eagles
 - d. Committee and Board Appointments
 - e. Fire Service Final Assessment Calculations
 - f. Industrial Stormwater Sampling and Monitoring Training
12. Adjournment

**SAUK CENTRE CITY COUNCIL
REGULAR MEETING
WEDNESDAY, MARCH 7, 2012**

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

The Sauk Centre City Council met in a Regular Meeting on Wednesday, March 7, 2012 at 6:30 p.m. in the City Hall Council Chambers pursuant to due notice being given thereof. Present were Mayor Dennis Rykken, Council Members Al Coenen, Keith Johnson, Warren Stone and Mike Olson. Also present were City Administrator Vicki Willer, City Engineer Keith Yapp and City Planner Sarah Morton. Mayor Rykken presided thereat.

2. APPROVAL OF AGENDA

By general consent, the Agenda was approved with changes.

3. APPROVAL OF MINUTES

By general consent, the February 15, 2012 Regular Meeting Minutes were approved with changes.

4. PUBLIC OPEN FORUM

Council Member Coenen removed himself from the Council.

Al Coenen – 427 Pendergrast St. Mr. Coenen stated that he has been a member of the Sauk Centre City Council for 8 years. He expressed his dissatisfaction with the 2012 Board and Committee appointments adding that he feels too much power is vested in two members.

5. PUBLIC HEARINGS

None.

6. REPORTS/PRESENTATIONS

- a. Jackie Spoden-Bolz of Community Connection presented Mercedes Eke and Kali Arzen with a "Heroes Among Us" Plaque along with \$50 in Chamber Bucks for their efforts in saving the lives of two Sauk Centre residents.

Mayor Rykken also thanked Mercedes and Kali for their heroic efforts.

- b. The Operations Committee, consisting of Council Member Coenen and Council Member Johnson, met on Tuesday, March 6th to discuss the following:

- Preliminary quotes have been received for carpeting in the Library.
- The Public Works Cold Storage was budgeted ½ in 2012 and ½ in 2013; however, it may be feasible to complete in 2012.
- Replacement of Ambulance Rig 563. A proposal will come before the Council at the March 21, 2012 Regular Meeting.
- 2012 Sealcoating Projects. 2012 Mill and Overlay Projects. 2012 Stormwater Project. These items will be prioritized and more information will come before the Council at a future meeting.

- Proposed upgrades to the 2004 Server. This item was budgeted for in 2012.
- Arena in-floor heat.
- Stormwater Utility.
- Potential change in John Wiese Ford sidewalk.

7. ACTION ITEMS

- a. Mike Felling submitted a nomination form to complete the unexpired HRA Board position left by Gwen Kranz. This term expires March 31, 2016.

A motion was made by Council Member Stone and was seconded by Council Member Johnson to appoint Mike Felling to the HRA Board for the remaining term left by Gwen Kranz, effective March 7, 2012 and expiring March 31, 2016. A vote being recorded as follows: For: Council Members Stone, Johnson, Olson, Coenen and Mayor Rykken. Against: None. The motion passed.

- b. At the February 1, 2012 City Council meeting, the Council approved advertising the following vehicles for sale through the Department of Administration's website to be sold by online bidding. The vehicles were offered for sale with bids closing on February 21, 2012. The high bids for the vehicles are as follows:

2000 Chevy Malibu	Blake Flaten	\$670.00
1998 Ford F150	Chad Hanson	<u>\$4,225.00</u>
		\$4,895.00

Council Member Johnson introduced Resolution No. 2012-14, Resolution Accepting Bids and Authorizing Sale of Various Excess City Vehicles. The motion was seconded by Council Member Stone. A vote being recorded as follows: For: Council Members Johnson, Stone, Coenen, Olson and Mayor Rykken. Against: none. The motion passed.

- c. In preparation for the Public Meeting regarding the potential Stormwater Utility meeting on March 21, 2012, a public information piece is being prepared for distribution to inform the public of the purpose of the Utility and the intended uses and benefits.

Prior to publication of the piece, a rate per REU (Residential Equivalent Unit) should be established so that the information is as complete as possible so that residents can be informed of his or her potential costs.

A budget has been developed to support a range of fees. This budget also shows how much could potentially be generated for various projects.

City Engineer Yapp reviewed the Stormwater Utility Budget Handout with the Council, which gave them several scenarios to choose from. He amended the REU calculation by removing the City properties which raised the \$4.07 column to approximately \$4.30.

Yapp also noted that a study from 2007 of 100 Cities showed the average REU of \$3.50.

The purpose of selecting an REU at this meeting is to set the rate to be used in calculations for the public information piece.

A motion was made by Council Member Olson and was seconded by Council Member Johnson to approve rate per REU of \$4.30 for Stormwater Utility for publication in an informational brochure. A vote being recorded as follows: For: Council Members Olson, Johnson and Stone. Against: Council Member Coenen. Abstain: Mayor Rykken. The motion passed.

d. Removed from agenda.

e. Police Secretary Melissa Kleinschmidt has been with the City for four years as of March 17, 2012. Police Chief Friedrichs is recommending that she be awarded a Step Increase from Step 4 to Step 5. The Council was presented with an excerpt of her annual review.

A motion was made by Council Member Stone and was seconded by Council Member Olson to award a Step Increase from Step 4 to Step 5 (\$19.05) for Police Secretary Melissa Kleinschmidt effective March 17, 2012. A vote being recorded as follows: For: Council Members Stone, Olson, Coenen, Johnson and Mayor Rykken. Against: None. The motion passed.

f. The Sauk Centre Conservation Club submitted a Gambling Premise Permit (Bingo). The site is for the Sinclair Lewis Eagles #3847. This permit is for a seven month period from May 1, 2012 through December 31, 2012, which renews every year in January.

Council Member Johnson introduced Resolution No. 2012-15, Resolution Approving Gambling Premises Permits for the Sauk Centre Conservation Club. The motion was seconded by Council Member Olson. A vote being recorded as follows: For: Council Members Johnson, Olson, Stone, Coenen and Mayor Rykken. Against: None. The motion passed.

g. As part of the 2012 Redistricting process following the 2010 census, the City must re-establish precinct boundaries and polling places.

Because Sauk Centre has one precinct with the polling place remaining at Sauk Centre City Hall, the action requested is merely a formality confirming this.

Sauk Centre is located within Legislative District 12B, State Senate District 12 and the 7th Federal Congressional District.

Stearns County Board of Commissioners is conducting a Public Hearing on March 27th to consider redistricting the County Commissioner District.

Council Member Stone introduced Resolution No. 2012-16, Resolution Re-establishing Precincts and Polling Places. The motion was seconded by Council Member Olson. A

vote being recorded as follows: For: Council Members Stone, Olson, Coenen, Johnson and Mayor Rykken. Against: None. The motion passed.

- h. The City has received a request from Stearns County to approve the classification of a parcel that is currently tax-forfeited as non-conservation (available for sale). This will then allow the County to put the land up for sale on public auction.

This parcel was previously offered for sale and did not sell so will it will be re-offered at a reduced appraised value of \$22,500. The parcel is as follows:

94.57883.0000 926 Sinclair Lewis Avenue

If sold, the City will receive 10% of proceeds from the sale.

A motion was made by Council Member Stone and was seconded by Council Member Olson to approve the re-classification of Parcel 94.57882.0000 at 926 Sinclair Lewis Avenue to non-conservation to allow for a public sale by auction. A vote being recorded as follows: For: Council Members Stone, Olson, Coenen, Johnson and Mayor Rykken. Against: None. The motion passed.

8. UNFINISHED BUSINESS

- a. Review of the 4th Street Stormwater Project is recommended to take place in a workshop setting by the Council. Plans will be provided to the Council prior to the workshop to give time to review the plans in detail.

By general consent, the workshop will be held on March 28th at 4:00 p.m.

9. NEW BUSINESS

- a. The City's current investments should be periodically reviewed by the City Council (They are provided with monthly and quarterly reports).

The Finance Committee should review more in detail and provide recommendations. Due to interest rates currently available for renewal of certain investments, it is timely to conduct this review.

A motion was made by Council Member Stone and was seconded by Council Member Johnson to send this item to the Finance Committee for detailed investment review and recommendations. A vote being recorded as follows: For: Council Members Stone, Johnson, Olson, Coenen and Mayor Rykken. Against: None. The motion passed.

10. CONSENT AGENDA

The Council then considered the following consent agenda:

- a. Schedule of Claims – Total of unpaid claims \$113,296.93 and paid claims of \$19,413.82 for a total of \$132,710.75.

- b. Resolution No: 2012-17, Resolution Accepting Contribution. The contribution totaled \$265 from the Men's Card Playing Group to be used for the Senior Center and \$600 from the Sauk Centre Conservation Club to be used for the Shade Tree Fund.
- c. Gerard's Dining and Banquet is requesting a temporary Off Premise Liquor Permit to utilize their On-Sale Liquor License at Ladies Night Out at the Civic Arena on April 26, 2012.

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

The Council thanked the Men's Card Playing Group and the Conservation Club for their donations.

11. INFORMATION ITEMS

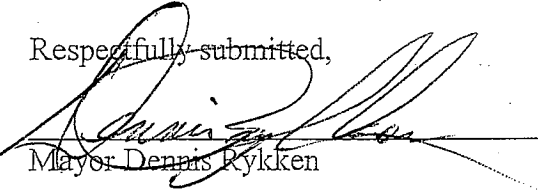
- a. The deadline for selection of an Airport Consultant is March 7th at 2:00 p.m.
- b. Legislative Conference – State Capital.
- c. Notice of Public Hearing for new Licenses – 3.2, Wine, Set-Ups: Eagles.
- d. 2012 Committee and Board Appointments.
- e. 2012 Final Fire Service Assessment Calculations.
- f. Industrial Stormwater Sampling and Monitoring Training – June 5, 2012. \$75.

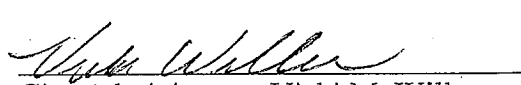
12. ADJOURNMENT

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

With no further business to come before the Council, Mayor Rykken adjourned the meeting at 7:18 p.m.

Respectfully submitted,


Mayor Dennis Rykken


City Administrator Vicki M. Willer