

**SAUK CENTRE CITY COUNCIL
REGULAR MEETING
WEDNESDAY, MARCH 17, 2010**

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

The Sauk Centre City Council met in a Regular Meeting on Wednesday, March 17, 2010 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, City Engineer Yapp, Public Works Director Wessel, Police Chief Friedrichs, Assistant Ambulance Director Deschene and Administrative Assistant Nicki Vogt. Mayor Kirckof presided thereat.

2. APPROVAL OF AGENDA

A motion was made Council Member Johnson and was seconded by Council Member Thomas to approve the agenda with the addition of 7j, Bowfishing Tournament. A vote being recorded as follows: For: Council Members Johnson, Thomas, Stone, Coenen and Mayor Kirckof. Against: None. The motion passed.

3. APPROVAL OF MINUTES

The March 3, 2010 Regular Meeting Minutes were approved as presented.

4. PUBLIC OPEN FORUM

Chad Hoeschen, 221 Maple Street, Sauk Centre, MN 56378. Mr. Hoeschen stated that he is present on behalf of the Bowfishing Tournament. See 7j.

5. PUBLIC HEARINGS

None.

6. REPORTS/PRESENTATIONS

- a. Stearns County Attorney Janelle Kendall was present and reported on the 2009 prosecution report for the City of Sauk Centre. There were a total of 227 Misdemeanors and 20 Gross Misdemeanors in 2009.

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. The rate for 2010-2011 is \$27,500.

In Sauk Centre there were 3 adults who initially qualified for diversion; however, one adult failed to attend the intake meeting and was referred to court. The two other adults were admitted to diversion and are pending disposition. There were seven juveniles in Sauk Centre that initially qualified for diversion. Four were admitted and three have successfully completed the program so far. These participants completed 56 hours of community service as part of their programs.

Kendall commended the Sauk Centre Police Department for being very responsive and good at follow-up.

- b. Police Chief Friedrichs stated that there were a total of 456 calls in February 2010. There were 227 ICR's and 229 Warnings.
- c. City Planner Morton reported on the March 9, 2010 Planning Commission meeting as follows:
 - Recommend Council approval of CUP for Valley Forge Veteran's Village – See Action Item 7a.
 - February Building Permit report.
 - Discussion on Interim Use Permits.
- d. The EDA met on Thursday, March 11, 2010 for their regularly scheduled meeting. They received a market study report on the property owned by the City at the Highway 71 and I94 interchange which is known as the Interpretive Center. See Action item 7c.

7. ACTION ITEMS

- a. At the Planning Commission's March 9th meeting they recommended Council approval of Resolution No. 2010-16 Approving a Conditional Use Permit for James and Shari Jauss. The approval is for the board and lodging and physical components for the proposed Valley Forge Village in Sauk Centre (former Home School).

The proposal will allow a State licensed residential facility serving 17 or more persons. The actual occupancy will be determined by the State Fire Marshal and is anticipated to be between 200 and 500.

The property will be utilized to provide self-sustaining transitional housing with a wellness program including education, job training, modern small scale naturally grown sustainable agriculture, church masses and services, wellness therapy, counseling, equine therapy and outdoor recreational uses such as nature trails, picnic area, softball, soccer, volleyball, etc.

There will be a minimum of 150+ jobs created once the facility is operating at optimum capacity.

The facility will be a national model for transitional housing, therapy and job training for our nation's veterans and their families that suffer from the silent wounds of war.

Stone stated that no comments were received and no one attended the Planning Commission meeting so he feels the community feels neutral regarding this project.

Applicant James Jauss stated that they are looking to serve their first client in May. Their staff will secure the facilities with standby from the City, if needed. Their hope is that this facility will become a national model.

Council Member Johnson introduced Resolution No. 2010-16, Resolution Approving a Conditional Use Permit Request of James A. & Shari L. Jauss. 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.

- b. It was the general consent of the Council authorizing staff to draft a letter of support for the Valley Forge Veterans Village indicating the support of the community and the City of Sauk Centre for the project.
- c. The EDA met on Thursday, March 11, 2010 to receive a report and made a recommendation to the City Council regarding the disposition of the Information Center property at the intersection of Highway 71 and Interstate 94.

The EDA reviewed the cost to the City each year it remains under public ownership and weighed that against the value of having the property as park type space.

The EDA felt that stipulations on time frame for development and type of facility should be developed.

The EDA has recommended that the City make the property available for sale for \$1,000,000 with the expectation that the property would remain on the market for approximately two years. This marketing could take place initially on the DEED website with some signage until such time as the market picks up and then could be actively marketed.

The recommendation was that the property be marketed as one piece without subdivision. The property is currently 4.1 acres. Approximately one half acre would be retained for future intersection and for right of way. Total marketed area would be 3.6 acres. Use of the property would remain as is until negotiated.

Council Member Coenen stated that he is against marketing the property because he feels it is a part of the city's identity as it currently sits.

Possible stipulations mentioned were that the property must be developed within one year of purchase and that the property must generate tax base.

A motion was made by Council Member Stone and was seconded by Council Member Thomas to approve marketing of the Information Center property and send to the Policy Committee for development of stipulations. A vote being recorded as follows: For: Council Members Stone, Thomas, Johnson and Mayor Kirckof. Against: Council Member Coenen. The motion passed.

- d. The Sauk Centre Public Utility is proposing to bury the overhead electric lines in the alley from First State Bank to 2nd Street. They are requesting that the City grant them

permission to bury their lines within the public alley located in Block 13 of the original townsite.

City Administrator Willer stated that the PUC will restore anything that they dig up. They will complete the work this summer. Two street lights will be removed so that is an issue the Council will need to address at a later date.

A motion was made by Council Member Johnson and was seconded by Council Member Stone to authorize execution of the Underground Electric Transmission Line Installation Agreement. A vote being recorded as follows: For: Council Members Johnson, Stone, Thomas, Coenen and Mayor Kirckof. Against: None. The motion passed.

e. The Sauk Centre Police Department has three forfeited vehicles cleared for sale as follows:

- 2004 Yamaha Grizzly
- 2000 Ford Escort
- 1994 Mazda Protégé

Police Chief Friedrichs stated that all will be available for viewing.

Council Member Johnson introduced Resolution No. 2010-17, Declaring Property as Excess and Authorizing For Sale. 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.

f. The HRA has 1 open position to be appointed for a five year term.

A motion was made by Council Member Stone and was seconded by Council Member Coenen to appoint Mary Lou Schaefer to the open HRA position for a five year term effective April 1, 2010 and ending March 31, 2015. A vote being recorded as follows: For: Council Members Stone, Coenen, Thomas, Johnson and Mayor Kirckof. Against: None. The motion passed.

g. The Sauk Centre Ambulance Department is requesting authorization to pursue hiring a license EMT to serve on the Ambulance Service. A licensed EMT has expressed interest in serving on the Department. If references and a background check come back clear a request will come before the Council to appoint.

A motion was made by Council Member Coenen and was seconded by Council Member Thomas to authorize the Sauk Centre Ambulance Department to pursue hiring a licensed EMT. A vote being recorded as follows: Council Members Coenen, Thomas, Johnson, Stone and Mayor Kirckof. Against: None. The motion passed.

h. City Administrator Willer has been with the City for four years as of February 21, 2010.

Mayor Kirckof thanked the Council for their feedback and stated that Mrs. Willer's overall rating is superior and he thanked her for her service. He is recommending that she advance a pay step retroactive to February 21, 2010. This is a budgeted item.

A motion was made by Council Member Stone and was seconded by Council Member Thomas to approve advancement a pay/step for City Administrator Willer retroactive to February 21, 2010. A vote being recorded as follows: For: Council Members Stone, Thomas, Johnson, Coenen and Mayor Kirckof. Against: None. The motion passed.

- i. Police Secretary Melissa Kleinschmidt has been with the City for two years as of March 17, 2010 and Police Chief Friedrichs is recommending that she advance to Step 3 on the pay scale.

A motion was made by Council Member Coenen and was seconded by Council Member Thomas to award a step increase from Step 2 to Step 3 for Police Secretary Melissa Kleinschmidt. A vote being recorded as follows: For: Council Members Coenen, Thomas, Johnson, Stone and Mayor Kirckof. Against: None. The motion passed.

- j. Big Jim's Resort is proposing to conduct a Bowfishing Tournament on May 22, 2010. The tournament will be conducted on the waters of Sauk Lake so jurisdiction over the permit rests with the Stearns County Sheriff's Department. Prior to having the permit, the neighboring cities and townships must consent to the proposal.

The event will be conducted out of Big Jim's Resort on the north side of the narrows with boat launching across from Highway 71 at the public access.

People will be able to sign up to shoot carp with a bow from a boat. The event will begin on Friday evening with a meal followed by boat inspections. Fishing begins at 9:00 p.m. and runs until 6:00 a.m. Weigh in is 7:00 a.m.

No activities are proposed within the City.

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

8. UNFINISHED BUSINESS

None.

9. NEW BUSINESS

The Council was presented with a synopsis regarding the proposed use of the Senior Center for the Senior Dining Program which has been at the Legion for 30 years.

A motion was made by Council Member Coenen and was seconded by Council Member Stone to authorize the Policy Committee to draft an Agreement with Senior Dining for the use of the

Senior Center for dining services with a final agreement to come back for Council approval. A vote being recorded as follows: For: Council Members Coenen, Stone, Thomas, Johnson and Mayor Kirckof. Against: None. The motion passed.

10. CONSENT AGENDA

The Council then considered the following consent agenda:

- a. Schedule of Claims – Total of unpaid claims \$29,250.72 and paid claims of \$5,479.45 for a total of \$34,730.17.
- b. List of February checks totaling \$346,560.46.
- c. Gambling Application for Exempt Permit request from St. Paul's Catholic Aid Council #108 for a raffle on September 19, 2010 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 s follows: For: Council Members Thomas, Johnson, Stone, Coenen and Mayor Kirckof. Against: None. The motion passed.

11. INFORMATION ITEMS

- a. City Administrator Willer and Mayor Kirckof have executed the following Civic Arena Rental Agreements:
 - Midwest Machinery – March 23-24, 2010
 - James Neigel Firearms – April 9-11, 2010
 - Sauk Centre Herald/Ladies Night Out – April 22, 2010
- b. The Sauk Centre Public Utilities received a Certificate of Commendation for outstanding operation, maintenance and management of the wastewater treatment system.
- c. March 11, 2010 Safety Committee Meeting Minutes.

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 7:40 p.m.

Respectfully submitted,

Mayor Brad A. Kirckof

City Administrator Vicki M. Willer