

**SAUK CENTRE CITY COUNCIL  
REGULAR MEETING  
WEDNESDAY, MARCH 18, 2020**

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

The Sauk Centre City Council met in a Regular Meeting on Wednesday, March 18, 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, Public Works Supervisor Ben Clink and Police Chief Bryon Friedrichs. 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 Leach and was seconded by Council Member Fuechtmann to approve the March 4, 2020 Regular Meeting Minutes as presented. A vote being recorded as follows: For: Council Members Leach, Fuechtmann, Johnson, Kelly 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 February 2020 report stating that there were 421 ICR and 158 Verbal Warnings for a monthly total of 579.

b. Public Works Supervisor Clink presented the Public Works Department report as follows:

- Inlet cleaned in the Industrial Park Stormwater Pond. Approximately 40 yards of material was removed
- Continue with Ash Tree removal in the road right of ways
- Ice was removed from Arena
- Live Barn has begun installation of video camera equipment in arena
- Completing general building maintenance at arena
- Took opportunity to fill potholes
- Four-in-one plow was received in February and is operational
- All storm sewers are currently operation
- Snow removal completed at Airport to allow for proper water runoff

- Prepping street sweeper for spring cleaning of streets
  - Planning process for 2020 sealcoat and crack fill projects.
- c. City Administrator Willer provided the Council with an update on the Public Utility Commission:
- Purchased a new lawnmower from Midwest Machinery
  - Approved bills incurred at a home on Maple Street. This cost was a result of the customer's service line breaking due to us installing the new water meter. The pipes were old so it split upon replacing the meter. We felt it was our responsibility to pay the damage because we are requiring home owners to install the new meters
  - Approved the hiring of summer help for this year
  - Gave an update on Justin Henrichs, he is improving daily
  - We will be seeking local bids to reside Warehouse #2
  - Auditors were here March 3-5<sup>th</sup>
- d. City Planner Morton presented the Planning Commission Report as follows:
- Two Public Hearings for Variance requests – See 7a and 7b
  - February 2020 Building Permit Summary Report – Total fee \$4,072.89
  - 2020 Building Permit Value - \$574,870.00

## **7. ACTION ITEMS**

- a. The Planning Commission, acting as the Board of Adjustment, conducted a public hearing on March 10, 2020 to consider a request for a variance from Brock Leagjeld, Magnificent Properties, LLC.

The Property is described as Lot 2, Block 1, Cates Estates 2<sup>nd</sup> Addition. The property address is 859 and 861 Cates Estates Drive.

The request is for a variance from the RROW allowing a 22-foot setback where 30 feet is required by Code, and a variance from the rear setback of 17 feet where 25 feet is required.

Approval of the request would allow for the construction of a twin home on the property as part of the Development. One twin home has been completed and another has been permitted. This would be the third and final twin home.

The reason for the request is due to the cul-de-sac protruding into the property which in turn makes the depth of the lot narrow. Approval of the variance would allow for the construction of the home.

The rear of the home is along the Main Street Trail. The only part of the home that would protrude into the rear setback is the rear porch. The front of the home is along the cul-de-sac. The front corner of the home would protrude into the setback as depicted by the arrows on the attached drawing survey.

The Planning Commission recommended the variance be granted at a setback sufficient to allow a minimum of twenty feet between this home and the neighboring home to the North.

Council Member Johnson introduced Resolution No. 2020-27, Resolution Approving Request for a Variance for Magnificent Properties, LLC. 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.

- b. The Planning Commission, acting as the Board of Adjustment, conducted a public hearing on March 10, 2020 to consider a request for a variance from Richard R. Moritz.

The property address is 410 Pendergast Street.

The request is to allow for a 1,980 square foot attached garage on a new dwelling unit proposed for the property.

The City's code currently limits the size of an attached garage to 1,200 square feet and also limits the cumulative amount of attached and detached garages or accessory buildings to 1,800 square feet.

The proposal exceeds both limits. The variance if approved would allow for the construction of the new home with a 1,980 square foot attached garage.

The applicant explained that the purpose for the larger attached garage was so all mowers, cars, collector cars, camper, boat, and dogs could be under one roof and stored indoors. The lot itself is oversized and would allow for the home to be set back further from the roadway to minimize its impact on the neighborhood. The garage would have three doors facing the street similar to other three car garages. The exposure to the street would be 45' of home and 45' of garage.

The Planning Commission recommends that variance be approved.

Council Member Leach introduced Resolution No. 2020-28, Resolution Approving Request for a Variance for Richard R. Moritz. The motion was seconded by Council Member Fuechtmann. A vote being recorded as follows: For: Council Members Leach, Fuechtmann, Kelly and Johnson. Against: None. Abstain: Mayor Stone. The motion passed.

- c. On February 19, 2020 the City Council approved Resolution 2020-18 Authorizing the solicitation of quotes for the proposed purchase of a Hot Mix Trailer.

Quotes were received following the use of demo models as follows:

<b>Vendor</b>	<b>Model</b>	<b>Price</b>
Stepp, Mfg.	Stepp SPHD-3.0	\$42,951.00
Laursen	Falcon 4T2B	\$41,978.00

Both models are based upon the Minnesota State Bid process.

The Public Works Department is requesting approval to purchase the Stepp Model because of some features on the Stepp that are not available on the Falcon:

- Oil jacketed hopper instead of air which will transfer heat better. This is the number one reason the Stepp is more expensive and a better unit.
- Lowest hopper height on the market for easier loading and better safety.
- Oil bath axles and hubs
- Made in Minnesota for easier parts and service.

Council Member Johnson introduced Resolution No. 2020-22, Resolution Awarding Bid for Hotmix Trailer. The motion was seconded by Council Member Leach. A vote being recorded as follows: For: Council Members Johnson, Leach, Fuechtmann, Kelly and Mayor Stone. Against: None. The motion passed.

- d. National Service Recognition Day is April 7, 2020. The Foster Grandparent Program in central Minnesota is run locally by Catholic Charities.

This year, nine volunteers served 3,723 hours volunteering at The Beacon Program, Holy Family School, Punkins and Monkeys Preschool and Sauk Centre Public Schools.

Myrna Bowman  
Anna Mae Deters  
Jan Durbin  
Judy Heinze  
Marilyn Uhlenkamp  
Pam McLellan  
Judy Reller  
Roberta Olson  
Judy Odegard

It was the general consent of the Council to recognize and thank the above volunteers for their service.

## **8. UNFINISHED BUSINESS**

- a. 2020 CIP – project is live on bidding website. Contractors are putting bids together. Bid opening March 26 at City Hall.

2018 CIP – construction activity to start back in May with concrete repair and turf adjustments. By mid-June project should be complete.

- b. Policy Committee – Snow Removal Bills. The Committee has not had opportunity to meet due to Presidential Primary Election and City Audit.

- c. Public Works Hiring Progress – Currently reviewing applications for interview selection. Goal is to have employment start date of May 1.
- d. Notice of Arbitration Award – SCPD Deductible Grievance denied

**9. NEW BUSINESS**

None.

**10. CONSENT AGENDA**

The Council considered the following Consent Agenda Items:

- |    |                                    |                     |
|----|------------------------------------|---------------------|
| a. | Schedule of Claims - Unpaid Claims | \$144,696.33        |
|    | Paid Claims                        | <u>\$150.00</u>     |
|    | Total                              | <u>\$144,846.33</u> |
- b. February Checks      Paid Claims/Payroll      \$604,118.39
  - c. Sauk Centre Conservation Club, Inc. is requesting that a premise permit be issued to them to conduct pull tab gambling at The Bear Trap located at 43356 County Road 112. Resolution 2020-29, Approving Gambling Premise Permit for the Sauk Centre Conservation Club, Inc.
  - d. Sauk Centre Area Chamber of Commerce has submitted an Application & Permit for a 1-Day Temporary On-Sale Liquor License at the Sauk Centre Civic Arena on September 26, 2020. Fee and Certificate of Insurance is being provided.

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

**11. INFORMATIONAL ITEMS**

- a. Local Board of Review and Equalization – April 13, 2020 1:00 p.m.
- b. Airport Joint Airport Zoning Board Public Hearing – March 26, 2020 6:00 p.m.
- c. Loss Control Meeting with League of Mn Cities Report
- d. Corona Virus Updates:
  - MN Department of Health and CDC provides most accurate and up to date information
  - City Hall is open and encouraging public to take care of everything online or via phone
  - Public Utility Commission is available via drive-through only
  - The Senior Centre is closed until further notice
  - Sinclair Lewis Library is closed until further notice

- Drivers testing at Arena has been cancelled for March 18 and 25
- Hockey Association Wine and Beer Tasting event reschedule to May 16<sup>th</sup>
- Chamber Purse Bingo and Spring Out event rescheduled to September 26<sup>th</sup>
- Gun Show is still up in the air at this moment – will know more the week of March 23<sup>rd</sup>
- The City has 65 high-risk personnel including police, fire and ambulance and the City is diligently working to keep them safe

## **12. ADJOURNMENT**

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

With no further business to come before the Council, Mayor Stone adjourned the meeting.

Respectfully submitted,

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Mayor Warren Stone

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City Administrator Vicki Willer