

**SAUK CENTRE CITY COUNCIL  
REGULAR MEETING  
WEDNESDAY, MARCH 21, 2018**

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

The Sauk Centre City Council met in a Regular Meeting on Wednesday, March 21, 2018 at 6:30 p.m. in the City Hall Council Chambers pursuant to due notice being given thereof. Present were Council Members Diane Kelly, Heidi Leach, Dave Thomas, Keith Johnson and Mayor Warren Stone. Also present was City Administrator Vicki Willer, Police Chief Bryon Friedrichs, Administrative Assistant Nicki Vogt and City Engineer Chuck Boser. Mayor Stone presided thereat.

**2. APPROVAL OF AGENDA**

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

**3. APPROVAL OF MINUTES**

A motion was made by Council Member Thomas and was seconded by Council Member Kelly to approve the March 7, 2018 Regular Meeting Minutes, as presented. A vote being recorded as follows: For: Council Members Thomas, Kelly, Johnson, Leach 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. Sinclair Lewis Foundation representative Jim Umhoefer was present and asked that the Council consider their request to change the name of the Bryant Library to Sinclair Lewis Library. 2020 will be the 100<sup>th</sup> anniversary of Sinclair Lewis book "Main Street" and they would like to honor him by naming the library after him.

The Council stated that they would take action regarding this request at a future meeting.

- b. Police Chief Friedrichs presented the February Police Report stating that there were 223 Verbal Warnings and 525 ICRs for a total of 748.
- c. The Airport Commission met on March 14<sup>th</sup> and discussed the following:
- Welcomed new Member, Joe DiVietro
  - Received update on the 2017 runway project
  - Reviewed plans for the airport entrance road paving

- Discussed potential project to update the airport zoning ordinance – waiting for funding
- Reviewed failure history of the new fuel pumps for the airport fueling system. Bolton Menk will be looking into it further

## **7. ACTION ITEMS**

- a. The City has been working with MnDot for various cooperative ventures. The City's Master Partnership Contract with MnDot has expired. A new contract was presented to the Council for their review and approval.

This Agreement sets out parameters on what services or products MnDot can provide to the City and details how billing and reimbursement will occur. It also clarifies responsibilities and liability that result out of any cooperative venture.

Currently, the City is looking at purchasing oil for patching through MnDot to get the State pricing.

Council Member Leach introduced Resolution No. 2018-13, Entering into Master Agreement with MN Department of Transportation. The motion was seconded by Council Member Thomas. A vote being recorded as follows: For: Council Members Leach, Thomas, Johnson, Kelly and Mayor Stone. Against: None. The motion passed.

- b. The Council considered appointment to the Convention & Visitor's Bureau for a three year term effective March 21, 2018 and expiring December 31, 2020. Annette Hinnenkamp submitted a nomination.

A motion was made by Council Member Johnson and was seconded by Council Member Kelly to appoint Annette Hinnenkamp to the Convention and Visitor's Bureau effective March 21, 2018 and expiring December 31, 2020. A vote being recorded as follows: For: Council Members Johnson, Kelly, Thomas, Leach and Mayor Stone. Against: None. The motion passed.

- c. Harold and Pat Read, Campground Attendants for the 2013-2016 camping seasons, have applied to return to the position for the 2018 season.

The Park Board recommends that the Reads be offered the position. The rate of pay the Reads received in 2016 was \$11,000, plus a campsite, which is what the Board is recommending they be paid for 2018.

One change to the duties includes removing care of the Sinclair Lewis Park Restrooms on weekdays and adding testing the Splash Park water and cleaning the Splash Park restrooms on weekends and Holidays.

A motion was made by Council Member Kelly and was seconded by Council Member Leach to approve the appointment of Harold and Pat Read as Campground Attendants for 2018 at a pay rate of \$11,000 for the season. A vote being recorded as follows: For:

Council Members Kelly, Leach, Johnson, Thomas and Mayor Stone. Against: None. The motion passed.

- d. Keith Sorenson has worked at the Arena since 1995. Sorenson submitted his resignation, effective the end of the season.

A motion was made by Council Member Johnson and was seconded by Council Member Thomas to accept the resignation of Keith Sorenson. A vote being recorded as follows: For: Council Members Johnson, Thomas, Leach, Kelly and Mayor Stone. Against: None. The motion passed.

The Council thanked Sorenson for his dedication and years of service.

- e. The City discussed adding concrete to the cold storage building in 2017, at which time quotes were received for the project. The request was not approved, but was suggested it be reconsidered for 2018.

The quotes at the time were:

AH Concrete	\$24,000
Schmiesing Concrete	\$39,500 (\$2,500 discount if City does grading)

An additional quote for hooking up water/sewer to the building was also obtained for \$4,604.90, which is not under consideration at this time. Instead, an area for a future utility room will be left without concrete.

It was the general consent of the Council to send this to the Operations Committee for their review/recommendation.

- f. Removed from agenda.
- g. City Engineer Chuck Boser gave the final plan presentation for the Getty Street Project, as follows:

- Project location
- Layout of new Getty Street/Highway 71 intersection
- Bid date – April 19<sup>th</sup>
- Cost estimate - \$295,000

Council Member Thomas introduced Resolution No. 2018-13, Resolution Approving Plans and Specifications and Ordering Advertisements for Bids for 2018 Public Improvement Project – Getty Street, to Class 5 instead of pave the driveway. The motion was seconded by Council Member Kelly. A vote being recorded as follows: For: Council Members Thomas, Kelly, Johnson, Leach and Mayor Stone.

- h. The City of Sauk Centre, through the Sauk Centre Public Utility, is a member of Missouri River Energy Services (MRES) and Western Minnesota Municipal Power Agency (WMMPA). As a member, the City is entitled to representation.

Council Member Leach introduced Resolution No.'s 2018-16 and 2018-17, designating Paul Hoeschen and David Thomas as authorized representatives for the City of Sauk Centre membership and the Missouri Basin Municipal Power Agency. A vote being recorded as follows: For: Council Members Thomas, Kelly, Leach and Mayor Stone. Against: None. Abstain: Council Member Thomas. The motion passed.

**8. UNFINISHED BUSINESS**

- a. City Engineer Chuck Boser updated the Council on the Hospital Area Street Project stating that bid opening is set for April 5<sup>th</sup>. He also stated that a citizen, Jeremy Sunderman, would like to have exposed aggregate. It was the general consent of the Council to approve, if it will be less expensive than the original plan.

Citizens have asked that their trees be saved, if possible. It was the general consent of the Council to review trees on an individual basis.

**9. NEW BUSINESS**

- a. The following projects were sent to the Operations Committee for their consideration:

- 2018 Mill and Overlay Project
- Campground pavement
- Replacement of T45 Tractor

**10. CONSENT AGENDA**

The Council considered the following Consent Agenda Items:

a.	Schedule of Claims	Unpaid Claims	\$84,802.04
		Paid Claims	<u>\$0.00</u>
		Total	<u>\$84,802.04</u>

b.	February Checks		<u>\$459,802.26</u>
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- c. Resolution No. 2018-18, Resolution Accepting Contributions. The contributions were as follows:

Mary Peterson	\$100.00	Ambulance Department
Coborn's, Inc.	\$647.00	Ambulance Department
Coborn's Employees	\$8.00	Ambulance Department
Dennis & Shirley Schirmers	\$5.00	Ambulance Department

- d. Resolution No. 2018-19, Resolution Approving an Off-Site Gambling Permit for Community Connections of Sauk Centre. This permit allows for a raffle to be held on June 22, 2018 at the Stearns County Fairgrounds.

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

The Council thanked Mary Peterson, Coborn's Inc., Coborn's employees and Dennis and Shirley Schirmers for their donations.

**11. INFORMATIONAL ITEMS**

- a. According to the Public Works Union Contract, Andrew Rousslange will advance to Step 7 of the pay scale, effective with his anniversary date of March 21, 2018.

**12. ADJOURNMENT**

A motion was made by Council Member Thomas and was seconded by Council Member Leach to adjourn the meeting. A vote being recorded as follows: For: Council Members Thomas, 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 at 7:20 p.m.

Respectfully submitted,

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Mayor Warren Stone

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City Administrator Vicki Willer