

**SAUK CENTRE CITY COUNCIL
REGULAR MEETING
WEDNESDAY, APRIL 1, 2009 – 6:30 P.M.**

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

The Sauk Centre City Council met in a Regular Meeting on Wednesday, April 1, 2009 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, Public Works Director Butch Wessel, Police Chief Bryon Friedrichs, City Engineer Yapp of Bonestroo and Administrative Assistant Nicki Vogt. Mayor Kirckof presided thereat.

2. APPROVAL OF AGENDA

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

3. APPROVAL OF MINUTES

None.

4. PUBLIC OPEN FORUM

None.

5. PUBLIC HEARINGS

None.

6. REPORTS/PRESENTATIONS

- a. Stearns County Attorney Janelle Kendall was present and reported on the 2008 prosecution report for the City of Sauk Centre. There were a total of 298 Misdemeanors and 25 Gross Misdemeanors in 2008.

The contract with the County includes adults criminal and juvenile investigative legal advice for all members of Stearns County law enforcement agencies. Eight attorneys carry cell phones 24 hours a day, 7 days a week for law enforcement legal advice as need.

In 2008-2009 they provided 55 hours of law enforcement training opportunities and legal updates at no cost to all members of the Sauk Centre Police Department and they have scheduled an additional 24 hours of training through May 2009. Additionally, they assist victims of crime as allowed by law through personal help, referrals and restitution collection

Kendall then noted that in 2008 one adult was admitted to the Diversion Program; however, they were not successful. Three juveniles were admitted to the program and all of them successfully completed the program.

- b. City Administrator Willer presented the Council with the R.I.V.E.R. (Residents Improving Valuable Environmental Resources) Award which was presented to the City on March 23, 2009 by the Sauk River Watershed (SRWD) Board Members.

The City was selected to receive this award by the SRWD for its contribution in helping to improve water quality with the construction of the salt storage facility which will reduce the risks of salt leaching and/or eroding into Sauk River.

- c. With the recent snow melt and rains in the vicinity of the watershed that drains into Sauk Lake, the lake level rose approximately 4 feet from it's winter level causing some flooding along the lake. There was additional flooding along the river as well.

City staff including the Public Works Department, Police Department, Fire Department and PUC staff monitored levels and responded to the call for sandbagging some vulnerable areas.

The water flooding issue worked as a test of the City's Emergency Operations Plan.

Mayor Kirckof thanked Chief Friedrichs, Public Works Director Wessel, Fire Chief Polipnick and PUC Superintendent Marty Sunderman and their staff for their efforts.

- d. On March 23, 2009 the City sponsored the Jose Cole Circus at the Civic Arena. Ticket sales totaled \$3,501. Advance sales were down but sales at the door were up. 347 tickets for admission were taken in addition to many children under the age of 2 who were admitted free.

7. ACTION ITEMS

- a. The HRA Board term of Robert Polipnick has expired. The length of the term is for 5 years. Mr. Polipnick has submitted his nomination for this Board.

A motion was made by Council Member Coenen and was seconded by Council Member Thomas to appoint Robert Polipnick to the position on the HRA Board for a 5 year term effective April 1, 2009 and ending March 31, 2014. The motion was seconded by Council Member Thomas. A vote being recorded as follows: For: Council Members Coenen, Thomas, Johnson, Stone and Mayor Kirckof. Against: None. The motion passed.

b. Chamber Director Cindy Uhlenkamp requested the use of the Sinclair Lewis Park for the 2009 Sinclair Lewis Days festivities that will be held the week of July 12-18. She requested approval of the following items:

- Approval of the annual crazy days sidewalk sale on Saturday, July 18, 2009
- Approval of temporary road closure on Park Road during the craft sale on July 18, 2009 and the fireworks on July 17, 2009.
- Parade Permit Application which will be held on July 18, 2009 from 7:00 p.m. to 9:00 p.m. The parade route and detour route will be the same as 2008.
- Application for display of fireworks/pyrotechnic special effects, a check, proof of insurance and site map for the fireworks display on Friday, July 17, 2009 in the Sinclair Lewis Park.

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

Mayor Kirckof felt that the Chamber of Commerce may want to consider extending the parade route for next year.

c. The sixth annual Middle Sauk Water Festival will be held in Sinclair Lewis Park on Wednesday, May 13, 2009. In case of rain, it would be held on Thursday, May 14th, 2009. The festival is co-sponsored by the cities of Sauk Centre and Melrose and the Sauk River Watershed District. The kick-off will start at 9:25 a.m. and should end at approximately 1:45 p.m.

The Public Works Department will set up for the event on Tuesday, May 12th, 2009 and the Police Department will aid in traffic control and patrolling the park more frequently the night before the event so that there is no damage or vandalism done to the tents that are set up.

A temporary closure of Park Road is needed from 7:00 – 3:00 on the day of the festival with barricades on Park Road and Main Street, Park Road and Oak Street and Park Road and Hickman Drive (may possibly be placed over more by the lake access parking area so that the public can still have access to the lake).

Volunteers are needed to serve food, pop, cleanup, etc. The Public Works Department will assist as well as other City employees. The Council may attend and show support for the City.

A motion was made by Council Member Johnson and was seconded by Council Member Thomas to acknowledge the park usage for the 2009 Middle Sauk Water Festival on Wednesday, May 13, 2009 (May 14 if inclement weather) and to

approve the temporary road closure on the day of the festival. A vote being recorded as follows: For: Council Members Johnson, Thomas, Stone, Coenen and Mayor Kirckof. Against: none. The motion passed.

- d. At the March 16, 2009 Airport Commission meeting they recommended that the Council approve moving forward with the T-Hangar construction project.

The Council was presented with the City Engineer's proposal for the project which takes the City through the bidding of the project at a cost payable to the engineer of \$8,000. When bids come in, the Council must decide whether or not to proceed with the project.

By the end of 2009 there should be a total of \$343,517 funds available for the project which would leave a small deficit that could be carried forward.

A motion was made by Council Member Thomas and was seconded by Council Member Stone to authorize Bonestroo to proceed with the bidding process of the 11 Unit T-Hangar project. A vote being recorded as follows: For: Council Members Thomas, Stone, Johnson, Coenen and Mayor Kirckof. Against: None. The motion passed.

- e. Bourbon Street Restaurant and Lounge has closed leaving the liquor license still tied to them which is due to expire on June 30, 2009. Their insurance has expired which initiates the license revocation process. Staff has sent a letter to Bourbon Street asking them to voluntarily relinquish their license and they have declined to do so.

City Administrator Willer recommended that the Council set a Public Hearing for the May 6, 2009 Council meeting to begin the license revocation process. She stated that the lessor feels confident that a new lessee will be in place prior to the license period of July 1, 2009.

A motion was made by Council Member Johnson and was seconded by Council Member Thomas to set a Public Hearing for May 6, 2009. A vote being recorded as follows: For: Council Members Johnson, Thomas, Stone, Coenen and Mayor Kirckof. Against: None. The motion passed.

8. UNFINISHED BUSINESS

- a. An amended 2009 expense and revenue budget will be proposed for adoption at the April 15, 2009 meeting after all Council Members have had the opportunity to review.
- b. With the rains the week of March 16, 2009 the roof over the Police Department leaked into the patrol room and hallway. A budget amount to seal the wall outside the Administrator's office to prevent water from seeping into blocks and down into the Police Department was included in the proposed 2009 budget. This

budgeted amount has not been proposed to be removed as a part of the revised budget.

Staff is currently seeking quotes to have the wall sealed and will present them to the Council at a future meeting.

- c. During the revision/adoption of the 2009 Fee Schedule, the Council agreed to a rate of \$60/hour for the Hockey Association for ice rental to be supplemented by donation so the total amount received from the Association would be \$50,000. This amount would keep the arena in operation without going into deficit.

Staff has corresponded back and forth with the Hockey Association and they are now asking for more information as to the costs of operating the arena during ice time and dry floor time because they are not comfortable with \$50,000.

The Hockey Association will be attending the April 7, 2009 Park Board meeting to further discussions.

9. NEW BUSINESS

- a. Administrator Willer has presented a proposal to the Finance Committee on the potential refunding (refinancing) of seven of the City's Public Improvement Bonds. Savings of over \$100,000 could be realized through interest rate deductions.

Northland Securities will bring forth additional details for review by the Finance Committee and the Council.

- b. Staff will be completing updates to the City Code as it relates to Transient Merchants. Once complete, a draft will be forwarded to the Policy Committee for review.

10. CONSENT AGENDA

The Council then considered the following consent agenda:

- a. Schedule of Claims – Total of unpaid claims \$28,059.39 and paid claims of \$3,269.59 for a total of \$31,328.98.
- b. Resolution No. 2009-15 amending Resolution 2009-14 Accepting Contribution from Sauk Centre Youth Hockey.

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

11. INFORMATIONAL ITEMS

- a. See 7e above.
- b. Information presented to the Council regarding legislation on administrative fines. If this would pass, the Council could pass an Ordinance regarding administrative fines.
- c. Information presented to the Council regarding legislation on liquor. If this would pass, the City may allow individuals who rent City property to dispense alcohol to social guests when there is no sale involved. The City could impose its own restrictions.
- d. A bean bag tournament will be held at the Civic Arena on May 2nd, 2009.
- e. The Board of Review will be held on Monday, April 20, 2009 at 1:00 p.m. in the Council Chambers for the purpose of reviewing and correcting the 2009 assessment of said City taxes payable in the year 2010. At least 3 Council members must be present.
- f. Information presented to the Council regarding loss control workshops.
- g. December 11, 2008 and March 17, 2009 Safety Committee meeting minutes.
- h. Stearns County is asking that Sauk Centre arrange to have 3-4 community volunteers to assist during the collection of household hazardous waste. The requirement is that individuals be 18 years of age or older and are able to assist in lifting, carrying and handling containers that are brought to the collection.

City Engineer Yapp stated that most of the economic stimulus dollars are geared toward transportation related projects and the City of Sauk Centre does not have anything that meets that criteria; however, we may benefit from the completion of some project which would then move forward the Highway 71 project.

12. ADJOURNMENT

A motion was made by Council Member Thomas and was seconded by Council Member Stone to adjourn the meeting. A vote being recorded as follows: For: Council Members Thomas, Stone, 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 7:45 p.m.

Respectfully Submitted,

Mayor Brad A. Kirckof

City Administrator Vicki M. Willer