

**SAUK CENTRE CITY COUNCIL
REGULAR MEETING
WEDNESDAY, APRIL 7, 2010**

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

The Sauk Centre City Council met in a Regular Meeting on Wednesday, April 7, 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, Ambulance Director Struffert and Administrative Assistant Nicki Vogt. Mayor Kirckof presided thereat.

2. APPROVAL OF AGENDA

A motion was made Council Member Stone and was seconded by Council member Thomas to approve the agenda with changes. 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

The March 17, 2010 Regular Meeting Minutes and March 17, 2010 Special Meeting Minutes were approved as presented.

4. PUBLIC OPEN FORUM

Ron Wolter, 232 Walnut Street, Sauk Centre, MN 56378. Mr. Wolter stated that he admired the Council for serving, especially during the existing economic times. With that said, he asked that they change their minds regarding selling the Interpretive Center Property stating that once the property is sold, it is gone forever.

Roberta Olson, 960 Lilac Drive, Sauk Centre, MN 56378. Ms Olson stated that she is the current President of the Sinclair Lewis Foundation, which she has been a part of for 25 years. She is opposed to the Council's decision of selling the property. She stated that this property as it currently exists brings many tourists and scholars into the Original Main Street. She proceeded to explain the history of the property and stated that once the property is sold, it is gone forever. She also noted that if the Sinclair Lewis Interpretive Center closes, all of the materials will go to Stearns County. She asked the Council to reconsider selling this property.

Jeff Haumaker, 13 7th Street South, Sauk Centre, MN 56378. Mr. Haumaker stated that Sinclair Lewis and the existing green space that this property has is a good thing for Sauk Centre and is part of the City's legacy.

Dennis Rykken, 815 4th Street South, Sauk Centre, MN 56378. Mr. Rykken stated that he is in favor of the Council's decision to sell the property. He proceeded to recollect the history of the property beginning in the 1960's to the present day stating that the City has provided totally free space including maintenance and utilities to a single non-profit organization for the last 40 years.

Bill McDonald, 532 Main Street, Sauk Centre, MN 56378. Mr. McDonald has been a resident of Sauk Centre for 50 years and is a past Vice President of the Sinclair Lewis Foundation. He feels

that few communities have a beautiful gateway to their City like Sauk Centre has with the property in question. He is opposed to selling the property.

Tom Mayer, 30 Anjo Drive, Sauk Centre, MN 56378. Mr. Mayer stated that he is present as a resident and taxpayer of the City of Sauk Centre. He supports the Council's decision to sell the property and appreciates the Council's effort to control the budget. He encouraged the Council to put together a good program in where all parties meet and come up with a resolution together. He feels the Chamber of Commerce and Sinclair Lewis Foundation should be located somewhere on Main Street.

Ted Spanier, 405 Ash Street, Sauk Centre, MN 56378. Mr. Spanier is a past Council and EDA member and is in favor of the Council's decision to sell the property. He feels the City should be doing all they can to get more businesses in town.

Steve Donnay, Waterview Road, Sauk Centre, MN 56378. Mr. Donnay served on the EDA for 30 years and is also a member of Sauk Centre Opportunities. He believes all parties can work together to come up with a resolution. He feels that the City needs to market the property for the best benefit to all community members. The tax benefit of the sale would come at a good time for the City and School District.

Betty Keenan, 1016 State Road, Sauk Centre, MN 56378. Mr. Kuehnen stated that she is opposed to selling the property.

5. PUBLIC HEARINGS

None.

6. REPORTS/PRESENTATIONS

a. The Park Board met on Tuesday, April 6 and discussed the following:

- A representative from the Sauk River Watershed District presented a proposal to place a rain garden in Sinclair Lewis Park.
- A motion was approved to rent the vacant seasonal sites to monthly/weekly campers until the vacancy is filled by a seasonal camper.
- Several refund requests were denied due to non-emergency.
- A motion was approved to solicit quotes for a watering system in Brown's Park and Morning View Park and for paving the Campground Road Extension.

b. The Operations Committee met on Tuesday, April 6 and discussed the following:

- Discussion to purchase a 2010 ambulance. See 7g.
- Discussion to replace the JD 1435 Mower.
- Proposal to cost share sealcoat – County 186 (12th street). See 7f.
- Discussion regarding paving the Sinclair Lewis Campground new road.
- Proposal to hire engineer to draft plans for 9th Street sidewalk repair. See 7i.
- Proposal to correct the handicap accessible ramp at the southeast corner of Main Street and Sinclair Lewis Avenue.

7. ACTION ITEMS

- a. The Policy Committee has been working on updates to the Alcohol Ordinance. The Council voted on whether to allow alcohol outdoors at their March 3, 2010 meeting. This proposal is the final draft.

City Administrator reviewed minor revisions. This draft was reviewed by the City Attorney.

A motion was made by Council Member Stone and was seconded by Council Member Thomas to approve Ordinance No. 689 Amending Section 113 of the Sauk Centre City Code Governing Alcohol, leaving §113.02 (8) as is with events as proposed and no more than 3 event authorizations for 2 day events not to exceed 3 total events per year. A vote being recorded as follows: For: Council Members Stone, Thomas, Johnson, Coenen and Mayor Kirckof. Against: None. The motion passed.

- b. Council Member Johnson introduced Ordinance No. 690, Authorizing Summary Publication or Ordinance 689. 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.
- c. The City has reached a tentative agreement with Catholic Charities for the use of the Senior Center for Senior Dining. The agreement includes language that the City would be reimbursed for bathroom cleaning, carpet cleaning and garbage services that exceed what is currently paid. The amount of reimbursement for one month is approximately \$225. The initial amount estimated to be cost neutral to the City was \$300 but further analyses of the costs found that \$225 would be an acceptable amount.

A final agreement will be proposed by the Policy Committee to the Council on April 21 which will include scheduling hours, terms of use, periods of review and renewal or termination provisions.

Senior Dining is expected to start serving at the Senior Center location on May 3, 2010 if the Council approves the final agreement.

It was the general consent of the Council to allow staff to move forward and send this to the Policy Committee for their review.

- d. A motion was made by Council Member Stone and was seconded by Council Member Thomas to hold a Special Meeting with the City Council/Hospital Board for May 5, 2010 at 5 p.m. A vote being recorded as follows: For: Council Members Stone, Thomas, Johnson, Coenen and Mayor Kirckof. Against: None. The motion passed.
- e. The handicap accessible ramp at the southeast corner of Main Street and Sinclair Lewis Avenue does not meet current accessibility standards. City Engineer Yapp reviewed and

provided specifications for correcting the ramp. The City has funds budgeted within the 2010 sidewalk budget to complete the project.

The cost of the project was estimated at \$2,000 but City Administrator Willer stated that she feels the project can come in for less with local contractors.

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

- f. Stearns County has contacted the City with a request to cost share in the County's proposed sealcoat of County Road 186 (12th Street) from the Main Street stoplight east to City limits.

The City cost shared with the County on the project when it was initially constructed in 2003. The City is responsible for the area outside of the center 24' of the roadway. The estimated cost to the City is \$5,500 and the City has \$100,000 budgeted for improvements in 2010.

A motion was made by Council Member Johnson and was seconded by Council Member Thomas to approve to cost share the seal coat project on County Road 186 from the Main Street stoplight to the City limits. A vote being recorded as follows: For: Council Members Johnson, Thomas, Stone, Coenen and Mayor Kirckof. Against: None. The motion passed.

- g. The Ambulance Department is requesting approval to purchase an ambulance to replace the existing rig 563 which is a van style rig. Ambulance Director Struffert stated that Ford will no longer be making a diesel ambulance after 2010 so they would like to purchase one before they are discontinued.

Fiscal impact: They purchased the prior rig in house with no outside financing. The Department's cash balance at the end of 2009 was \$49,539 with \$56,774 in Accounts Receivable for a total of \$106,313. The department has no debt.

Mayor Kirckof and Council Member Coenen stated that they are opposed to the purchase due to the current financial situation of the City.

A motion was made by Council Member Coenen and was seconded by Council Member Stone to deny the Ambulance Departments request to purchase a new rig. A vote being recorded as follows: For: Council Members Coenen, Stone and Mayor Kirckof. Against: Council Members Thomas and Johnson. The motion passed.

- h. The City budgeted \$8,000 for the Parks Department to hire a seasonal employee to assist with park related maintenance for the summer season. Duties would primarily include mowing, debris removal and general grounds maintenance.

With the Public Works Director's move to part time, the Park Foreman's available hours for park maintenance has been reduced. This in addition to the retirement of Tom Sills who filled in hours mowing in the parks in the past has prompted the request that the City consider hiring a seasonal park maintenance employee that would encumber one half of the budgeted amount.

The City could approach prior seasonal employees to determine interest in returning or could advertise for the position. Final appointment would be made by the Council at a future meeting. The Personnel Committee has varying opinions on the proposal.

The fiscal impact would be 12 weeks at 40 hours per week at \$8.00 an hour which would total approximately \$4,000 for the season in total costs.

A motion was made by Council Member Coenen and was seconded by Council Member Stone to offer 1 seasonal position to a prior employee and/or advertise for this position at a cost not to exceed \$4,000. A vote being recorded as follows: For: Council Members Coenen, Stone, Thomas, Johnson and Mayor Kirckof. Against: None. The motion passed.

- i. The Operations Committee previously recommended that the City proceed with the replacement and improvement of the sidewalk adjacent to 9th Street between Ash Street South and the public school.

City Engineer Yapp can provide an estimate of what it would cost to have the plans and quantities drawn up and the City could then use those plans to solicit quotes for the project. Absent having plans professionally drafted, staff could obtain estimates from various contractors; however, each contractor may propose to do the work differently.

The Engineer's estimate is \$17,000 with the cost to draft plans being \$2,200.

A motion was made by Council Member Stone and was seconded by Council Member Thomas not to proceed with the project. A vote being recorded as follows: For: Council Member Stone. Against: Council Members Thomas, Johnson, Coenen and Mayor Kirckof. The motion failed due to lack of majority vote.

Police Chief Friedrichs stated that his department patrols this area daily and they see kids being pushed into the street. The City has been fortunate not to have an accident to date but he feels it needs to be replaced due to safety issues.

A motion was made by Council Member Thomas and was seconded by Council Member Johnson to hire Bonestroo to draft plans for sidewalk replacement on 9th Street from Ash Street to the public school. A vote being recorded as follows: For: Council Members Thomas, Johnson, Coenen and Mayor Kirckof. Against: Council Member Stone. The motion passed.

- j. Removed from agenda.
- k. The City has several investments that are up for renewal as follows:

First State Bank	CD 45383	\$151,533.29	Renew 1 year
First State Bank	CD 45384	\$250,000.00	Renew 2 year
First State Bank	NEW	\$225,000.00	

(New CD from 4M fund \$155,000, Morgan Stanley \$20,000, Checking \$50,000)

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MN National Bank	CD 32710	\$254,935.38	Renew
MN National Bank	CD 32711	\$256,150.00	Renew
MN National Bank	New	\$150,000.00	

(From High Yield Savings)

Central MN FCU	NEW	\$150,000.00	9 months
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(From High Yield Savings)

A motion was made by Council Member Thomas and was seconded by Council Member Stone to authorize completion of the investment transactions as outlined. A vote being recorded as follows: For: Council Members Thomas, Stone, Johnson, Coenen and Mayor Kirckof. Against: None. The motion passed.

- l. At the March 17, 2010 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 bid closing on April 1, 2010. The high bids for the vehicles are as follows:

2004 Yamaha Grizzly	\$3,575
2000 Ford Escort	\$2,300
1994 Mazda Protégé	\$ 840

It was noted that since bidding ended, the high bidder for the 2004 Yamaha Grizzly has withdrawn his bid. This item will be offered to the next highest bidder (\$3,550) and come to the Council at a future meeting.

Council Member Johnson introduced Resolution No. 2010-18, Resolution Accepting Bids and Authorizing Sale of various Excess City Vehicles with the removal of the Yamaha Grizzly. 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.

- m. Ambulance Director Struffert is recommending that Monique Woida be appointed to regular EMT status effective April 9, 2010 dependent on successful completion of DOT driving course. Monique has met the requirement for patient contacts during her probationary period. (Certification for DOT driving is on April 9, 2010).

A motion was made by Council Member Stone and was seconded by Council Member Coenen to appoint Monique Woida to full EMT status at Step One effective April 9, 2010 contingent upon passing the DOT driving course. A vote being recorded as follows: For: Council Members Stone, Coenen, Johnson, Thomas and Mayor Kirckof. Against: None. The motion passed.

- n. Rick Kleinschmidt has submitted his resignation from the Fire Department effective April 12, 2010. Mr. Kleinschmidt has been with the Fire Department for 32 years.

A motion was made by Council Member Stone and was seconded by Council Member Coenen to accept the resignation of Rick Kleinschmidt as volunteer firefighter. A vote being recorded as follows: For: Council Members Stone, Coenen, Thomas, Johnson and Mayor Kirckof. Against: none. The motion passed.

The Council thanked Mr. Kleinschmidt for his 32 years of service on the department and noted that he was once awarded MN Firefighter of the Year award.

- o. Fire Chief Polipnick is recommending that Derek Essler and Andrea Kerfeld both be appointed as firefighters effective April 12, 2010. Derek and Andrea both have completed firefighter 1 training.

A motion was made by Council Member Johnson and was seconded by Council Member Thomas to appoint Derek Essler and Andrea Kerfeld as firefighters with the Sauk Centre Fire Department effective April 12, 2010. A vote being recorded as follows: For: Council Members Johnson, Thomas, Stone, Coenen and Mayor Kirckof. Against: None. The motion passed.

This will bring the department to a total of 30 members.

8. UNFINISHED BUSINESS

- a. The Council was presented with an updated list of costs for the Little League Field at Jaycee Park.

9. NEW BUSINESS

- a. The Park Board is recommending that staff solicit quotes for watering systems in Brown's Park and Morningview Park and the Campground Road Extension.
- b. A Committee is working on a Downtown Beautification proposal in which they wish to hang flowers baskets on light poles. Currently they are seeking donations, volunteers, etc.

10. CONSENT AGENDA

The Council then considered the following consent agenda:

- a. Schedule of Claims – Total of unpaid claims \$96,750.67 and paid claims of \$6,538.57 for a total of \$103,289.24.

- b. Resolution No. 2010-19, Resolution Accepting Contributions. The contributions totaled \$310 from the Men’s Card Playing Group to be used for the Senior Center and \$200 from the Stearns Electric Association Trust – Operation Round Up to be used for the Ambulance Department.

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

Mayor Kirckof thanked the Men’s Card Playing Group and Stearns Electric Association Trust – Operation Round Up for their donations.

11. INFORMATION ITEMS

- a. The Census Bureau has scheduled four days of training on April 27-30, 2010 from 8:00 a.m. to 5:00 p.m. in the Council Chambers.
- b. Correspondence from the Great River Regional Library regarding restructuring.
- c. Several pieces of correspondence regarding the sale of the Interpretive Center property.
- d. Correspondence was received from Tom Moore, President of the St. Cloud Area Economic Development Partnership inviting participation at one of their meetings to implement a regional Comprehensive Economic Development Strategy (CEDS).
- e. The City was named Tree City USA for 2009
- f. The Council was reminded that the Board of Appeal meeting will be held in May.

12. ADJOURNMENT

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

With no further business to come before the Council, Mayor Kirckof adjourned the meeting at 8:45 p.m.

Respectfully submitted,

Mayor Brad A. Kirckof

City Administrator Vicki M. Willer