

**SAUK CENTRE CITY COUNCIL  
REGULAR MEETING  
WEDNESDAY, MAY 1, 2019**

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

The Sauk Centre City Council met in a Regular Meeting on Wednesday, May 1, 2019 at 6:30 p.m. in the City Hall Council Chambers pursuant to due notice being given thereof. Present were Council Members Diane Kelly, Joe Fuechtmann, David Thomas, Heidi Leach and Mayor Warren Stone. Also present was City Administrator Vicki Willer, Public Works Supervisor Ben Clink, Administrative Assistant Nicki Vogt, City Planner Sarah Morton, Police Chief Bryon Friedrichs and City Engineer Keith Yapp. Mayor Stone presided thereat.

**2. APPROVAL OF AGENDA**

A motion was made by Council Member Thomas 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, Thomas and Mayor Stone. Against: None. The motion passed.

**3. APPROVAL OF MINUTES**

A motion was made by Council Member Kelly and was seconded by Council Member Fuechtmann to approve the April 15, 2019 Board of Review and Equalization Meeting Minutes and the April 17, 2019 Regular Meeting Minutes, with changes. A vote being recorded as follows: For: Council Members Kelly, Fuechtmann, Leach, Thomas and Mayor Stone. Against: None. The motion passed.

**4. PUBLIC OPEN FORUM (Comments Limited to 3 Minutes)**

Kelly Lemke of Lemke Local Appraisals stated that she was previously an Appraiser for Stearns County (9 years). She has since opened her own business. Her work includes assessments for cities and townships. She is qualified to assess all types of properties in MN. She asked that the Council consider hiring her for a one-time flat fee for the term of her contract.

Pat Athmann. Mr. Athmann is a new Sauk Centre resident. He has an issue with a local business who has his personal number on their website. He has visited this establishment and asked them to change the number, but they have not done so. His request was that the City not issue their liquor license until this issue has been resolved.

**5. PUBLIC HEARINGS**

None.

**6. REPORTS/PRESENTATIONS/AWARDS**

- a. A representative of Clifton Larson Allen, Mary Reedy, reported on the 2018 audit. She thanked the City of Sauk Centre and the City Council for allowing them to perform the audit and she then stated that she reviewed the audit with the Finance Committee prior to the meeting. The City of Sauk Centre was issued a clean audit report. She then discussed the following:

- Required Communications
- City's Audit Results
- Cash and Investment Balances
- Fund Balances
- Comparative Governmental Revenues
- Governmental Fund Revenues
- Comparative Expenditures for Governmental Funds
- Governmental Fund Expenditures

See 7a.

b. The EDA met on Wednesday, May 1<sup>st</sup> and discussed the following:

- Waiting for Declaration and Covenants to arrive for the Railroad Property Townhomes. Preliminary and final plat will come in near future.
- A Counteroffer was received on the Cates Estates property. Developers plan is to build 6 units on the property.
- Mainstreeter Apartments have requested to execute their Option Agreement. See 7h.

## **7. ACTION ITEMS**

a. See 6a.

A motion was made by Council Member Leach and was seconded by Council Member Thomas to accept the Final 2018 Audited Financial Statements. A vote being recorded as follows: For: Council Members Leach, Thomas, Kelly, Fuechtmann and Mayor Stone. Against: None. The motion passed.

b. Ben Clink and Nicki Vogt conducted interviews for the Public Works Seasonal Position and are recommending that Jacob Borgerding be appointed to the position effective May 20, 2019. He would begin at Step One of the seasonal pay scale.

A motion was made by Council Member Kelly and was seconded by Council Member Fuechtmann to approve hiring Jacob Borgerding for the Public Works Seasonal Position. A vote being recorded as follows: For: Council Members Kelly, Fuechtmann, Leach, Thomas and Mayor Stone. Against: None. The motion passed.

c. Brianna Senst submitted her resignation from the Sauk Centre Ambulance Department, effective immediately.

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

- d. Stearns County requested to sell Lot 11, Block 13, Robbin’s & Mendenhall’s Addition in Sauk Centre. The property is located at 625 Getty Street. The City previously condemned and removed the structures on the property.

The proposed sale price beginning bid is \$2,000.00.

Special Assessments for the 4<sup>th</sup> and Getty Street Project in 2012 are outstanding. The principal outstanding is \$3,756.37.

In addition, there are outstanding lot maintenance costs of \$806.89 and Hazardous Cleanup costs of \$8,947.38, all of which were paid by the City in prior years through the General Fund.

Of the above, the Getty Street Assessment is outstanding to be paid by the City as part of the 2012A Improvement Bond.

The Council discussed the following:

1. Determine whether or not to purchase the lot or offer for sale.
2. Determine which, if any, of the assessments should be recertified for collection. Staff recommends that the Getty Street Assessment be re-certified due to outstanding bond payment costs.

A motion was made by Council Member Leah and was seconded by Council Member Thomas not to purchase the property and to recertify \$3,756.37. A vote being recorded as follows: For: Council members Thomas, Fuechtmann, Kelly, Leach and Mayor Stone. Against: None. The motion passed.

- e. Pursuant to prior approval by Resolution of the City Council, quotes were sought for the City’s 2019 Crackfilling project. Crackfilling to include all roads in the Industrial Park and all roads east of the Sauk River. Quotes are as follows:

<b><u>FIRM NAME</u></b>	<b><u>BID AMOUNT</u></b>
Midwest Asphalt Maintenance, LLC	\$8,700.00
Astech Corp.	\$11,500.00
Northwest Asphalt & Maintenance	\$15,000.00

Council Member Kelly introduced Resolution No. 2019-25, Resolution Accepting Bid (Midwest Asphalt Maintenance, LLC) and Authorizing Execution of Contract for Crackfilling Project. The motion was seconded by Council Member Fuecthmann. A vote being recorded as follows: For: Council Members Kelly, Fuecthmann, Leach, Thomas and Mayor Stone. Against: None. The motion passed.

- f. Pursuant to prior approval by Resolution of the City Council, quotes were sought for the City’s 2019 Reclamation and Overlay project to include 4<sup>th</sup> Street N, Birch St. S. and the Splash Pad Parking Lot.

<u>FIRM NAME</u>	<u>BID AMOUNT</u>
Astech Corp.	\$175,892.50
<b>Central Specialties, Inc.</b>	<b>\$101,949.00</b>
Duininck, Inc.	\$139,789.00
Ferguson Asphalt Paving, Inc.	\$147,838.50
Knife River	\$133,575.00
Mark Lee Excavating, Inc.	\$105,039.00
MN Paving & Materials	\$164,882.25
Riley Bros Construction, Inc.	\$107,105.10

In addition to the bid amount, the City has the option to add additional work at the same rate per ton for various patching work in the City.

Council Member Thomas introduced Resolution No. 2019-26, Resolution Accepting Bid (Central Specialties) and Authorizing Execution of Contract for Reclamation and Overlay Project. The motion was seconded by Council Member Leach. A vote being recorded as follows: For: Council Members Thomas, Leach, Kelly, Fuechtmann and Mayor Stone. Against: None. The motion passed.

- g. As part of ongoing MnDot Aeronautics participation in maintenance of the Sauk Centre Municipal Airport, the City is eligible for grant funds where MnDot reimburses the City for costs associated with Airport Maintenance and Operations.

The Council was presented with the Grant Agreement between MnDot and the City, once approved, would qualify the City for reimbursement of 75% of costs up to \$23,983 per year for each fiscal year.

Council Member Thomas introduced Resolution No. 2019-27, Authorization to Execute MN Department of Transportation Airport Maintenance and Operation Grant Contract. The motion was seconded by Council Member Kelly. A vote being recorded as follows: For: Council Members Thomas, Kelly, Leach, Fuechtmann and Mayor Stone. Against: None. The motion passed.

- h. Sauk Centre Multi Family, LLC (Mainstreeter Apartments) has proposed to exercise its option to purchase Lot 2, Block 1, W.H. Cates Estates 1<sup>st</sup> Addition from the City. The purchase option is \$1.00. The assessments for the property were included in the Abatement Contract for the original development of the apartment building.

The development of the property into 24 townhomes would occur following an addition to the existing apartment complex which is scheduled for Spring 2020.

Council Member Leach introduced Resolution No. 2019-28, Resolution Authorizing Execution of Closing Documents. The motion was seconded by Council Member Fuechtmann. A vote being recorded as follows: For: Council Members Leach, Fuechtmann, Kelly, Thomas and Mayor Stone. Against: None. The motion passed.

**8. UNFINISHED BUSINESS**

- a. Council Member Leach volunteered to serve on the Safe Routes to School Committee.
- b. The Draft Airport Zoning update has been sent to MnDOT Aeronautics for review. Once a response is received, a public meeting will be scheduled.
- c. The Red Schoolhouse Committee will be meeting with representatives from the Fair Board on May 11, 2019.
- d. Estimates for crosswalk signals for the corner by the Post Office as well as the Dam crosswalk will be presented at the May 15<sup>th</sup> Council Meeting for approval.
- e. City Engineer Yapp provided the following update for the North Project:
  - Streets have been reclaimed
  - Curb/gutter is in the process of removal
  - Pipework will begin the week of May 6<sup>th</sup>

**9. NEW BUSINESS**

- a. Due to the passing of Roy Walz, Planning Commission and Public Utilities Commission Member, vacancies now exist.

It was the general consent of the Council to advertise for the Planning Commission and Public Utilities Commission vacancies.

**10. CONSENT AGENDA**

The Council considered the following Consent Agenda Items:

a.	Schedule of Claims -	Unpaid Claims	\$95,043.19
		Paid Claims	<u>\$15,196.00</u>
		Total	<u>\$110,239.19</u>

- b. Request from the downtown bars (Mustang, Next Door, American Pub & Eatery & Corner Bar) for a Temporary Extension of Premise Permit and road closure for a Sinclair Lewis Days Street Dance on July 20, 2019. The road closure request is a one block area from Main Street (Stoptlights) to Oak Street. Eric Hellermann plans to close the road at 8:00 A.M. for Car show and street dance and re-open at 3:00 A.M. following clean-up. The fenced area will be from the Palmer House across to Geyerman’s and at the intersection of Oak Street.

The Car Show/Street Dance/Road Closure Permit Application will be sent to Jodi Teich at the County after Council approval.

- c. Request from Eric Hellermann to reserve the East half of the Sinclair Lewis Parking Lot from 8 a.m. to 4 p.m. for the car show and also to close Oak St. to City Hall Parking Lot, & Use of City Hall Parking Lot. – Saturday, July 20, 8 a.m. to 4 p.m.

- d. Request from Eric Hellermann dba Next Door Bar & Lounge VIII, LLC for Temporary Extension of Premise Permits for a 10<sup>th</sup> Anniversary Party with music on August 3, 2019 in the back parking lots (Next Door's & Food Shelf's) from 6:00 p.m. – 3 a.m.
- e. Request from Jeff Quistorff representing the Sauk Centre Lions for a road closure for a Soap Box Derby on Sunday, July 21, 2019 from 11:00 a.m. until 5:00 p.m. (3<sup>rd</sup> Street North from Ash Street to Birch Street)
- f. Request from James Felling representing the Oscar Jacobson American Legion 0417 Little Sauk has submitted an Application & Permit for a 2-Day Temporary On-Sale Liquor License at the Stearns County Fairgrounds for June 7 & 8, 2019 for an event for the Eagles Healing Nest. Fee and Certificate of Insurance have been provided.
- g. Gambling Application for Exempt Permit request from Sauk Centre Parish Volunteer Team of Catholic United Financial #26 for bingo and a raffle on November 8, 2019 at Holy Family School Cafeteria.
- h. Gambling Application for Exempt Permit request from Sauk Centre Parish Volunteer Team of Catholic United Financial #26 for bingo and a raffle on November 22, 2019 at Holy Family School Cafeteria.

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

## **11. INFORMATIONAL ITEMS**

- a. Middle Sauk Water Festival – 9:00 a.m. May 14 – Sinclair Lewis Campground
- b. Rental Ordinance Informational Meeting – 6:00 p.m. May 8 – City Hall
- c. Emerald Ash Borer Informational Meeting – 6:00 p.m. May 9 – City Hall

## **12. CLOSED SESSION**

Mayor Warren Stone closed the Public Meeting at 7:20 and convened the City Council members along with City Administrator Willer in Closed Session.

Willer presented a Counter Offer on the Getty Street Assessment Appeal submitted by the Thorson's Attorney. The City Council authorized Willer to reply with a counter adjustment.

Mayor Stone reconvened the Public Meeting and announced that a counter offer has been authorized.

## **13. ADJOURNMENT**

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

With no further business to come before the Council, Mayor Stone adjourned the meeting at 7:30 p.m.

Respectfully submitted,

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Mayor Warren Stone

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City Administrator Vicki Willer