

**SAUK CENTRE CITY COUNCIL  
REGULAR MEETING  
WEDNESDAY, MAY 2, 2018**

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

The Sauk Centre City Council met in a Regular Meeting on Wednesday, May 2, 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, Dave Thomas and Mayor Warren Stone. Also present was City Administrator Vicki Willer, Police Chief Bryon Friedrichs, Public Works Supervisor Matt Zinniel, Administrative Assistant Nicki Vogt, City Planner Sarah Morton and City Engineers Keith Yapp and Chuck Boser. Mayor Stone presided thereat.

**2. APPROVAL OF AGENDA**

A motion was made by Council Member Thomas and was seconded by Council Member Kelly to approve the agenda, with the addition of 7g. A vote being recorded as follows: For: Council Members Thomas, Kelly and Mayor Stone. Against: None. Absent: Council Members Johnson and Leach. The motion passed.

**3. APPROVAL OF MINUTES**

A motion was made by Council Member Kelly and was seconded by Council Member Thomas to approve the April 16, 2018 Board of Appeal and Equalization Minutes and the April 18, 2018 Regular Meeting Minutes as presented. A vote being recorded as follows: For: Council Members Kelly, Thomas and Mayor Stone. Against: None. Absent: Council Members Johnson and Leach. The motion passed.

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

None.

**5. PUBLIC HEARINGS**

None.

**6. REPORTS/PRESENTATIONS**

- a. The Park Board met on Tuesday, May 1<sup>st</sup> and discussed the following:
- Heard a presentation regarding the proposed Community Garden. Proposed location is the old outdoor ice skating rink.
  - Heard a presentation regarding the relocation of the Little Red Schoolhouse building.
  - Heard a presentation regarding the dog park.
- b. The EDA met on Wednesday, March 2<sup>nd</sup> and discussed the following:
- Heard the Chamber of Commerce and Sauk Centre Opportunities updates.
  - Reviewed the TIF Development Agreement
  - Potential sale of the 59 acres (Unger Property)
  - Discussed marketing of the Information Center property

**7. ACTION ITEMS**

- a. According to prior Council action, Bids were advertised and obtained for the 2018 Improvement Project. Bids were publicly opened on April 5, 2018.

The council reviewed a letter from Stantec and bid tabulation which provided further detail.

The low Bidder on the Project was Breitbach Construction Co. with a Base Bid of \$3,200,203.28. This compares to the Engineer’s Estimate of \$3,500,000.00 (8% under estimate). These Bids have been reviewed and found to be in order.

<b><u>FIRM NAME</u></b>	<b><u>BID AMOUNT</u></b>
Breitbach Construction Company	\$3,200,203.28
C&L Excavating Inc.	\$3,428,222.70
Latour Construction, Inc.	\$3,538,685.00
Larson Excavating Contractors, Inc.	\$3,548,331.25
Central Specialties, Inc.	\$3,587,364.52
Keuchle Underground, Inc.	\$3,602,927.40
J.R. Ferche, Inc.	\$3,684,754.60
Douglas – Kerr Underground, LLC	\$3,744,854.19
RL Larson Excavating, Inc.	\$4,026,764.08
Northdale Construction Company, Inc.	\$4,262,148.04
Duininck Inc.	\$4,334,323.06
Quam Construction Company, Inc.	\$4,994,544.20

Council Member Kelly introduced Resolution No. 2018-33, Resolution Accepting Bid for the 2018-2019 Street and Utility Construction Project. The motion was seconded by Council Member Thomas. A vote being recorded as follows: For: Council Members Kelly, Thomas and Mayor Stone. Against: None. Absent: Council Members Johnson and Leach. The motion passed.

- b. According to prior Council action, Bids were advertised and obtained for the 2018 Getty Street Improvement Project. Bids were publicly opened on April 19, 2018.

The Council reviewed a letter from Stantec and bid tabulation which provided further detail.

Low	Molitor Excavating Inc.	\$301,894.00
#2	Central Specialties Inc.	\$311,555.50
#3	C&L Excavating Inc.	\$317,446.85
#4	Riley Bros Construction Inc.	\$321,643.10
#5	Kuechle Underground Inc.	\$329,836.90
#6	Ferguson Brothers	\$331,128.81
#7	Land Pride Construction Inc.	\$334,972.92
#8	Mark Lee Excavating Inc.	\$343,092.50
#9	J.R. Ferche Inc.	\$357,649.05

The lowest responsible bidder for the project is Molitor Excavating at \$301,894.00. The Engineer's estimate was \$300,000.00 (.6% over estimate).

Council Member Thomas introduced Resolution No. 2018-38, Resolution Accepting Bid for 2018 Getty Street Reconstruction Project. The motion was seconded by council Member Thomas. A vote being recorded as follows: For: Council Members Thomas, Kelly and Mayor Stone. Against: None. Absent: Council Members Johnson and Leach. The motion passed.

- c. According to prior Council action, quotes were advertised and obtained for the 2018 Sealcoating Project. Quotes were received until May 1, 2018 at 10:00 a.m.

Astech, Inc.	\$82,125.00
Caldwell Asphalt	\$118,567.00
Asphalt Preservation	\$124,110.00

Council Member Thomas introduced Resolution No. 2018-39, Resolution Accepting Quote for 2018 Sealcoating Project. The motion was seconded by Council Member Kelly. A vote being recorded as follows: For: Council Members Thomas, Kelly and Mayor Stone. Against: None. Absent: Council Members Johnson and Leach. The motion passed.

- d. The Sauk Centre Area Chamber has requested uses of various City parking lots, parks, and streets for Sinclair Lewis Days as follows:
1. Turtle Races/Kiddie & Pet Parade/Mixed Nuts- Family Comedy Show/Hula Hoop with Hope/Music in Band Shell & Food Vendors – Close Park Road & Use of Boat Landing, SL Park & SL Parking Lot – Wed., July 18 –5:00 p.m. to 8:00 p.m.
  2. Amazing Race Medallion Hunt – Civic Arena Parking Lot – Friday, July 20 – 3:00 p.m.
  3. DJ on Trailer by Shelter for Kids/Band in Band Shell for Adults w/beer garden provided by American Legion/Pontoon & Boat Parade – Close Park Road & Use of SL Park – Friday, July 20 – 7:00 p.m. to Dusk.
  4. Food Vendors – Use SL Parking Lot - Friday, July 20 – 7:00 p.m. to Dusk.
  5. Fireworks - Close Park Road & Boat Landing for Fireworks Permit - Fri., July 20 – 6:00 p.m. to dusk. (Map attached regarding Fireworks).
  6. Crazy Days – Use of Downtown Sidewalks for Crazy Days Sale, Sat. July 21.
  7. Craft Fair/Family Fun Festival – Close Park Rd & Use of SL Park & Parking Lot – Sat., July 21, 7:30 a.m. to 4 p.m.

8. Chip Timed 5K & 1 Mile Run – Start/Finish by Splash Pad – Use of Trail & Splash Pad Shelter, Close 1 Lane on Hickman Drive & Lake View Drive – Sat., July 21, 8 a.m. and 10 a.m.
9. Approval of Parade Road – Industrial Park – SL Ave.- Elm – 6<sup>th</sup> – Getty St – 10<sup>th</sup> to Civic Arena Parking Lot - Sat, July 21, 7:00 p.m. – Rain Date is Sunday, July 22, 2 p.m.
10. Car Show – Close SL Ave. (Main to Oak) Oak St. to City Hall Parking Lot, Use of City Hall Parking Lot. – Saturday, July 21, 8 a.m. to 3 p.m.

A motion was made by Council Member Thomas and was seconded by Council Member Kelly to approve the uses requested by the Sauk Centre Area Chamber of Commerce. A vote being recorded as follows: For: Council Members Thomas, Kelly and Mayor Stone. Against: None. Absent: Council Members Johnson and Leach. The motion passed.

- e. At a prior meeting, Jim Umhoefer, presented a proposal along with a letter of support from Friends of the Library to change the name of the Library from Sauk Centre Public Library to The Sinclair Lewis Library.

The request for the change is due the upcoming anniversary date of the publication of Main Street by Sinclair Lewis.

Council Member Kelly introduced Resolution No. 2018-40, Resolution Approving Name Change of the Sauk Centre Public Library. The motion was seconded by Council member Thomas. A vote being recorded as follows: For: Council Members Kelly, Thomas and Mayor Stone. Against: None. Absent: Council Members Johnson and Leach. The motion passed.

A formal dedication of the new name will be held at the library.

- f. The Police Department is in possession of two vehicles. They have made multiple attempts to release to the owners with no success.

2000 Mitsubishi Eclipse.	VIN #4A3AC44G5YE130264
2002 Mercury Marquis	VIN #2MEFM75W52X624576

The Department has been in possession of the vehicles for greater than 180 days and is now seeking approval to declare them abandoned so they may be disposed of.

Council Member Thomas introduced Resolution No. 2018-41, Resolution Declaring Property Abandoned. The motion was seconded by Council Member Kelly. A vote being recorded as follows: For: Council Members Thomas, Kelly and Mayor Stone. Against: None. Absent: Council Members Johnson and Leach. The motion passed.

- g. According to prior Council action, Bids were advertised and obtained for the 2018 Airport Entrance Road Improvement Project. Bids were publicly opened on May 2, 2018.

The bid tabulation provides further detail.

Mark Lee Excavating, Inc.	\$76,727.00
Central Specialties, Inc.	\$77,447.00
Tri-City Paving, Inc.	\$87,882.00
Harddrives, Inc.	\$91,268.00
Duininck, Inc.	\$109,906.05
Knife River Corporation	\$109,993.50

The lowest responsible bidder for the project is Mark Lee Excavating at \$76,727.00. The Engineer's estimate was \$124,000.

Council Member Kelly introduced Resolution No. 2018-42, Resolution Accepting Bid for 2018 Airport Entrance Road. The motion was seconded by Council Member Thomas. A vote being recorded as follows: For: Council Members Kelly, Thomas and Mayor Stone. Against: None. Absent: Council Members Johnson and Leach. The motion passed.

#### **8. UNFINISHED BUSINESS**

- a. The Contract for Development for the Felling Trailers Corporate Office Project has been reviewed by the City Attorney, EDA and Felling Trailers. Final Council Approval will be requested at the May 16<sup>th</sup> Council Meeting.

#### **9. NEW BUSINESS**

- a. The Sub-Committee for the Sauk Centre Community Foundation that is proposing to develop a Community Garden presented a proposal to the Park Board at their May 1<sup>st</sup> meeting. Action will be requested at the May 16<sup>th</sup> meeting.
- b. The City has an Ordinance governing the frequency of garage sales on residential property.

*(7) **GARAGE SALE** means the temporary sale of home-crafted items and used household goods by the owner, resident and/or neighbors of a property. Garage sales include estate, rummage, basement, yard, porch or similar sales conducted at a residentially zoned and/or used property permitted no more than 6 times per year for periods exceeding no more than 3 days each.*

The Ordinance allows up to six sales a year for a maximum of 18 days. There have been several complaints regarding the number of sales that are allowed citing that over the three-month period of summer there are sales at some homes every other weekend.

The purpose of the regulation is to maintain the residential quality of a neighborhood. Frequent garage sales involve excess traffic, noise, etc. and those in excess of six per year are considered a commercial retail use. In addition, some residences are selling new items rather than "used handcrafted or household goods" which by itself violates the Ordinance.

It has been requested that the City amend and enforce a new Ordinance further limiting the number of sales per year. By general consent, this was sent to the Planning Commission for their review/recommendation.

**10. CONSENT AGENDA**

The Council considered the following Consent Agenda Items:

- |    |                    |               |                    |
|----|--------------------|---------------|--------------------|
| a. | Schedule of Claims | Unpaid Claims | \$93,988.63        |
|    |                    | Paid Claims   | <u>\$310.00</u>    |
|    |                    | Total         | <u>\$94,298.63</u> |
- b. Gambling Application for Exempt Permit request from Sauk Centre Area Chamber of Commerce for a raffle on July 20, 2018 at Sinclair Lewis Park.

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

**11. INFORMATIONAL ITEMS**

- a. Middle Sauk Water Festival - May 17<sup>th</sup> at the Sauk River Park in Melrose.
- b. Scrap Metal Recycling Day – May 26<sup>th</sup> from 12-8 at the Arena Parking Lot
- c. Hazardous Waste Recycling Day – June 13<sup>th</sup> from 9-1 in the Arena Parking Lot.
- d. The Aquatic Weed Management Permit was approved for 10 acres of navigation lanes. The Council was provided with the map and permit.

**12. ADJOURNMENT**

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

With no further business to come before the Council, Mayor Stone adjourned the meeting at 6:50 p.m.

Respectfully submitted,

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Mayor Warren Stone

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City Administrator Vicki Willer