

**SAUK CENTRE CITY COUNCIL  
REGULAR MEETING  
WEDNESDAY, MAY 2, 2012**

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

The Sauk Centre City Council met in a Regular Meeting on Wednesday, May 2, 2012 at 6:30 p.m. in the City Hall Council Chambers pursuant to due notice being given thereof. Present were Mayor Dennis Rykken, Council Members Al Coenen, Keith Johnson, Warren Stone and Mike Olson. Also present were City Administrator Vicki Willer, Police Chief Bryon Friedrichs, City Planner Sarah Morton and Administrative Assistant Nicki Vogt. Mayor Rykken presided thereat.

**2. APPROVAL OF AGENDA**

By general consent, the agenda was approved as presented.

**3. APPROVAL OF MINUTES**

By general consent, the April 18, 2012 Regular Meeting Minutes were approved as presented.

**4. PUBLIC OPEN FORUM**

Mel Roering (Corner Bar), Tina Rohde (Mustang Bar) and Eric Hellerman (Next Door Bar) stated that they feel the City issues liquor licenses like candy and that they should only be issued on a per-population basis. They feel their business has dropped considerably since the smoking ban. They requested the council decrease liquor license fees, allow drinking on outdoor patios and reduce police patrol.

**5. PUBLIC HEARINGS**

New On-Sale Intoxicating & Sunday Liquor License.

Mayor Rykken opened the Public Hearing at 6:45 p.m and read the public hearing procedure.

Palacio, Inc. DBA as El Palacio Mexican Restaurant has submitted the following for a new On-Sale Intoxicating & Sunday Liquor License:

- City Application for new On-Sale Intoxicating & Sunday Liquor License
- AGED form 9022 – On-Sale & Sunday Certification
- Paid the \$100 Hearing Fee
- Certificate of Insurance Liability
- Worker's Compensation documents
- Copy of Lease Agreement between landlord & Palacio, Inc.
- Liquor License annual license fee for July 1, 2012 to June 30, 2013

A background check has been complete. No comments in favor or against were received. Jane Knott with the Stearns County Health Department has been on site and reviewed the property.

Mayor Rykken called three times for persons to speak in favor or opposition. None spoke.

Mayor Rykken closed the Public Hearing at 6:50 p.m.

## **6. REPORTS/PRESENTATIONS**

a. The Park Board met on May 1<sup>st</sup> and discussed the following:

- Clarification of youth event.
- 1,000 Trees in 1,000 Days Committee will be meeting soon.
- Declined the Morningview Park Proposal based on the timeline and dollar amount attached to the proposal.
- Electric in the park was tabled.

## **7. ACTION ITEMS**

a. A resident of Hilltop Court has requested that the City consider restricting parking on Centre Street to one side of the street only. It has been suggested that parking not be allowed on the east side of the street from 8<sup>th</sup> Street to 10<sup>th</sup> Street.

The resident cited congestion and safety during Arena events such as Midwest Machinery, Gun Show, Ladies Night Out, etc. The resident stated that it is also an issue when there are hockey tournaments and games.

If approved, this would restrict parking on 515' (215 from 8<sup>th</sup> to Hilltop and 300 from Hilltop to 10<sup>th</sup>). 515' equates to approximately 27 parking spaces.

Centre Street is 38' wide which currently allows two way traffic at 10' each and two parking lanes at 9' each.

A motion was made by Coenen and was seconded by Stone to send this request to the Operations Committee for further review. A vote being recorded as follows: For: Council Members Coenen, Stone, Olson, Johnson and Mayor Rykken. Against: None. The motion passed.

b. Staff has received requests for the following traffic control signs:

1. Stop sign at South Oak Street and Park Road (northbound).
2. Dead End sign on Hilltop Court (Eastbound)

The locations were reviewed by staff and appear to be appropriate.

Council Member Coenen introduced Resolution No. 2012-27, Resolution Authorizing Installation of Traffic Control Signs. The motion was seconded by Council Member Stone. A vote being recorded as follows: For: Council Members Coenen, Stone, Olson and Mayor Rykken. Against: Council Member Johnson. The motion passed.

c. See 5a above.

Council Member Stone introduced Resolution No. 2012-28, Resolution Approving the Application of Palacio, Inc. DBA El Palacio Mexican Restaurant for a New On-Sale

Intoxicating and Sunday Liquor License to be located at 1140 Sinclair Lewis Avenue West, Suite 1, upon approval by the MN Dept. of Health. The motion was seconded by Council Member Johnson. A vote being recorded as follows: For: Council Members Stone, Johnson, Coenen, Olson and Mayor Rykken. Against: None. The motion passed.

- d. An application for transfer of an On-Sale, Off-Sale and Sunday Liquor License was received from Palace Bar & Grill of Sauk Centre, LLC DBA Palace Bar & Grill. The \$100 liquor license transfer fee and Worker's Compensation have been submitted and liquor liability will be forthcoming. The liquor license fee will be prorated between the buyer and the seller. The background check has been complete. The effective transfer date is May 19, 2012.

Council Member Olson introduced Resolution No. 2012-29, Resolution Approving the Application of Palace Bar & Grill of Sauk Centre, LLC DBA Palace Bar & Grill for a Transfer of an On-Sale, Off-Sale and Sunday Liquor License Located at 520 Sinclair Lewis Avenue. The motion was seconded by Council Member Johnson. A vote being recorded as follows: For: Council Members Olson, Johnson, Stone, Coenen and Mayor Rykken. Against: None. The motion passed.

- e. Monique Karels has resigned from her position as an EMT with the Sauk Centre Ambulance Service effective May 8, 2012. Ms. Karels has been with the City since November 24, 2009.

Mayor Rykken read a letter from Ambulance Director Struffert stating that Ms. Karels is leaving the department on good terms.

A motion was made by Council Member Stone and was seconded by Council Member Johnson to accept the resignation of Monique Karels. A vote being recorded as follows: For: Council Members Stone, Johnson, Coenen, Olson and Mayor Rykken. Against: None. The motion passed.

- f. City Planner Sarah Morton has reached her anniversary date with the City. A Performance Evaluation has been conducted and it has been determined that Sarah meets the performance standards necessary to qualify for advancement to the next step on the pay scale.

Staff recommends that Sarah advance from Step 3 to Step 4 (\$24.55) effective on her anniversary date of April 7, 2012.

A motion was made by Council Member Stone and was seconded by Council Member Johnson to approve advancement to Step 4 (\$24.55) of the non-union pay scale for City Planner Sarah Morton effective April 7, 2012. A vote being recorded as follows: For: Council Members Stone, Johnson, Coenen, Olson and Mayor Rykken. Against: None. The motion passed.

- g. On May 4, 2011, the City Council approved an updated Terms and Conditions of Accepting Airport Program Grants for future grant projects. These are the terms that the City must abide by when working on projects at the Airport whenever those projects involve grant funds.

Recently, we received a letter from the FAA informing us that an amended Agreement has been approved by the FAA and a request that the City approve the Amended Agreement.

A side by side comparison of the two Agreements has some differences as follows:

1. Advisory Circulars Updated list - This is an updated list of the Rules (Advisory Circulars).
2. New Grant Assurance –
  - a. Commercial Airports – Cannot taxi aircraft in certain areas.
  - b. Additional Veterans Preference Language
  - c. Restrictions on use of Airport Revenues
  - d. ALP Update Requirements
  - e. Land Disposal Guidelines
3. CCR Registration Requirement (Central Contractor Registration and Universal Identifier Requirements) The City already does this.
4. Single Audit Requirement – Federal Audit required if receipt of more than \$500,000 federal dollars in a fiscal year. City already does this.

A motion was made by Council Member Olson and was seconded by Council Member Johnson to approve the execution of Agreement of Terms and Conditions of Accepting Airport Improvement Grant dated April 2012. A vote being recorded as follows: For: Council Members Olson, Johnson, Stone, Coenen and Mayor Rykken. Against: None. The motion passed.

## **8. UNFINISHED BUSINESS**

None.

## **9. NEW BUSINESS**

- a. Staff has been working with representatives from the Youth Hockey Association on their proposal to have a Hairball concert at the Arena in October.
- b. In 2007 the City adopted a Pawn Shop Ordinance which included various fees, etc. Certain areas of this Ordinance appear to be more restrictive than that of other communities and staff is suggesting that the Ordinance be reviewed.

A motion was made by Council Member Stone and was seconded by Council Member Johnson to refer the Pawn Shop Ordinance to the Policy Committee for their review. A vote being recorded as follows: For: Council Members Stone, Johnson, Coenen, Olson and Mayor Rykken. Against: None. The motion passed.

## **10. CONSENT AGENDA**

The Council then considered the following consent agenda:

- a. Schedule of Claims – Total of unpaid claims \$84,017.63 and paid claims of \$1,905.90 for a total of \$85,923.53.

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

## **11. INFORMATION ITEMS**

- a. Jose Cole Circus – the Council was provided with a list of donors.
- b. Board of Review meeting is scheduled for May 7, 2012 at 1:00 p.m.
- c. A Strategic Planning Council Workshop is scheduled for May 16, 2012 at 5:00
- d. The Middle Sauk Water Festival is scheduled for May 17, 2012 in the Melrose Park
- e. Citywide Cleanup/Scrap Metal Day is scheduled for May 18-19, 2012 in the Civic arena Parking Lot.
- f. The Civic Arena Sale is scheduled for May 19, 2012.

## **12. ADJOURNMENT**

A motion was made by Council Member Johnson and was seconded by Council Member Stone to adjourn the meeting. A vote being recorded as follows: For: Council Members Johnson, Stone, Olson and Mayor Rykken. Against: Council Member Coenen. The motion passed.

With no further business to come before the Council, Mayor Rykken adjourned the meeting at 7:12 p.m.

Respectfully submitted,

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Mayor Dennis Rykken

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City Administrator Vicki M. Willer