

**SAUK CENTRE CITY COUNCIL
REGULAR MEETING
WEDNESDAY, MAY 15, 2013**

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

The Sauk Centre City Council met in a Regular Meeting on Wednesday, May 15, 2013 at 6:30 p.m. in the City Hall Council Chambers pursuant to due notice being given thereof. Present were Council Members Keith Johnson, Warren Stone, Mike Olson, Dave Thomas and Mayor Kirckof. Also present were City Administrator Vicki Willer, City Planner Sarah Morton, Police Chief Bryon Friedrichs, Ambulance Director Kathy Struffert and Administrative Assistant Nicki Vogt. Mayor Kirckof presided thereat.

2. APPROVAL OF AGENDA

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

3. APPROVAL OF MINUTES

A motion was made by Council Member Stone and was seconded by Council Member Thomas to approve the May 1, 2013 Regular Meeting Minutes with changes. A vote being recorded as follows: For: Council Members Stone, Thomas, Johnson, Olson and Mayor Kirckof. Against: None. The motion passed.

A motion was made by Council Member Stone and was seconded by Council Member Johnson to approve the May 6, 2013 Special Board of Equalization Minutes as presented. A vote being recorded as follows: For: Council Members Stone, Johnson, Olson and Thomas. Against: None. Abstain: Mayor Kirckof. The motion passed.

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

None.

5. PUBLIC HEARINGS

Mayor Kirckof opened the Public Hearing and read the Public Hearing procedure.

a. Vacation of Easement.

The City Council called for a Public Hearing to hear a request for the vacation of a utility easement by Joel and Emily Dunn on April 17, 2013 after which all required publications and notifications were made. The property address is 1010 and 1018 Lakeshore Drive.

Joel and Emily Dunn are the owners of Lots 3 & 4, Block One of W.H. Cates Lakeridge Addition. They propose to construct a home straddling the property line of two properties which will be “bunched” into one parcel. At the time of the platting of the property, a five foot utility easement was dedicated along all property lines within the

plat to allow for the installation of utilities such as water, electric, cable television, etc. This easement will not be needed due to the proposed home construction.

No public comments have been received.

Mayor Kirckof called for persons to speak in favor or opposition.

Joel Dunn, 10377 Andrews Drive. Mr. Dunn stated that he is the property owner and he is in favor. His plan is to build a new home.

Mayor Kirckof called for additional persons to speak in favor or opposition. None additional spoke.

Mayor Kirckof closed the Public Hearing at 6:37 p.m.

b. New Liquor License – Four Seas, Inc.

Four Seas, Inc. dba Four Seas Buffet located at 1314 Timberlane Drive, has requested a 3.2 Beer and Wine License at this location. Granting of the license would authorize the owner of the establishment to serve Sake (Rice Wine) as part of its menu, which falls under the 3.2 Beer and Wine license authority. New liquor locations within the City require that a Public Hearing be held by the City Council to hear comments regarding the proposal before the license can be granted.

A legal advertisement was published notifying the public that a Public Hearing is scheduled on May 15, 2013 at 6:30 p.m. or shortly thereafter. The request is that the license become effective commensurate with the next renewal cycle on July 1, 2013. The following has been completed and received:

- City Application for new 3.2 Beer and Wine Liquor License
- \$100.00 Public Hearing Fee
- Certificate of Insurance Liability
- Workers Compensation documents
- Liquor License annual fee for July 1, 2013 to June 30, 2014

A background check has been completed.

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

Mayor Kirckof closed the Public Hearing at 6:40 p.m.

6. REPORTS/PRESENTATIONS

- a. A representative of Clifton Larson Allen reported on the 2012 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 Cash and Investment Balances, Fund Balances, Comparative Governmental Revenues, Governmental Fund Revenues for Years ending December 31, 2011 and December 31, 2012, Comparative Expenditures for Governmental Funds and Governmental Fund Expenditures for years ending December 31, 2011 and December 31, 2012.

- b. Jim Zilka of Centerpoint Energy presented Police Chief Bryon Friedrichs with a \$1,900 award to be used towards the purchase of a mobile laptop to be used in a squad car. Zilka stated that this program has been active for 10 years and they have made one million dollars in contributions since the start towards police, fire and emergency services.

The Council thanked Centerpoint Energy for their donation.

- c. Police Chief Friedrichs reported that in April there were 259 Verbal Warnings and 304 ICRs for a total of 563, which is an increase from the April 2012 total of 545.

- d. City Planner Morton reported on the May 14th Planning Commission Report as follows:

- Two Public Hearings were held. See 7d.
- April Monthly Building Reports.
- Update on Urban Farming/Chickens
- Scrap Metal Days May 17-18
- Stearns County Hazardous Waste Mobile Schedule
- GTS Workshops
- Stearns County Waste Water Management Plan Amendment Notice of Public Hearing

- e. The Park Board met on Tuesday, May 7th and discussed the following:

- Received introduction to Campground Attendants
- Recommended approval of Co-Campground Attendant. See 7k
- Heard updates on the Splash Pad
- Revisited Baseball Association Updates to Field and Concession Stands
- Discussed updates to campground restrooms
- Discussed alternative campground internet options
- Sledding hill property has been obtained
- Discussed 2013 Capital Project
- Received campground rental update

- f. The Airport Commission met on Wednesday, May 8th and discussed the following:

- MnDot Aeronautics grant opportunity for AD building upgrades
- Finalized fueling ladder purchase
- Reviewed Sinclair Lewis Days Fly-In activities
- Reviewed airport obstructions

- Discussed upgrades to Arrival Departure Building (A/D Building)
- g. A meeting was held between the City's representatives from Bolton Menk (Kevin Carlson and Marcus Watson), Tracy Schmidt from the FAA, Cathy Huebsh from MnDot Aeronautics and City Staff.

The purpose of this meeting was to review and receive input from the FAA on the aviation forecasts prepared as a result of the Airport Survey recently conducted. These forecasts will be used as we move forward with the updates to the Master Plan and ALP (Airport Layout Plan). Input sought included:

- a. Agency concurrence on use of aviation forecasts for Master Planning.
- b. Agency input on facility requirements (runway length, width, RPZ zones)
- c. Agency input on initial alternatives to be evaluated.

A full meeting of the MPAG group is scheduled for May 14, 2013 at noon at City Hall.

7. ACTION ITEMS

- a. See 6a.

Council Member Johnson introduced Resolution No. 2013-26, Resolution Accepting 2012 Annual Audit. The motion was seconded by Council Member Thomas. A vote being recorded as follows: For: Council Members Johnson, Thomas, Stone, Olson and Mayor Kirckof. Against: None. The motion passed.

- b. See 5a.

Council Member Stone introduced Resolution No. 2013-27, Resolution Approving Utility Easement Vacation. The motion was seconded by Council Member Thomas. A vote being recorded as follows: For: Council Members Stone, Thomas, Olson, Johnson and Mayor Kirckof. Against: None. The motion passed.

Staff will send this to Stearns County for recording purposes.

- c. See 5b.

Council Member Thomas introduced Resolution No. 2013-28, Resolution Approving the Application of Four Seas, Inc. DBA Four Seas Buffet for a New 3.2 Beer and Wine Liquor License to be Located at 1314 Timberlane Drive. The motion was seconded by Council Member Johnson. A vote being recorded as follows: For: Council Members Thomas, Johnson, Olson, Stone and Mayor Kirckof. Against: None. The motion passed.

- d. LeRoy Moritz is the owner of property at 1010 10th St. S. which is currently zoned R-1 (Residential 1 and 2 family). The property abuts property zoned I/C (Industrial Commercial). Moritz is requesting that his property be included in the I/C Zoning District. Inclusion in the I/C Zoning District would allow for the addition onto an

existing building for warehouse/storage purposes. The property is immediately adjacent to the I/C District.

The Planning Commission (Board of Adjustment) held a public hearing on the request on May 14 and is recommending Council approval.

Council Member Johnson introduced Ordinance No. 738, An Ordinance of the City of Sauk Centre Amending the Official Zoning Map of the City as outlined in Section 156.035 of the City Code. The motion was seconded by Council Member Stone. A vote being recorded as follows: For: Council Members Johnson, Stone, Olson, Thomas and Mayor Kirckof. Against: None. The motion passed.

e. Removed from agenda.

f. At the City Council's regular meeting on April 17, 2013, staff was directed to secure quotes for a mill and overlay on Centre Street, Prospect Street and High Street. Requests for quotes were advertised with courtesy copies of the request mailed to local firms known to provide this service.

Quotes were received and opened on Thursday, May 9, 2013. 9 quotes were received as follows:

<u>FIRM NAME</u>	<u>BID AMOUNT</u>
Monson Corp.	\$ 86,409.25
Central Specialties	\$ 79,453.30
Harddrives	\$ 96,699.88
Dunnick, Inc.	\$114,204.00
Mark Lee Excavating	\$ 87,438.00
Riley Bros. Construction	\$ 74,164.16
Tri-City Paving	\$ 90,192.00
Knife River	\$ 88,587.60
Anderson Bros. Construction	\$ 84,979.21

The budget for the annual mill and overlay project is \$100,000.00. Due to the favorable bidding numbers, it is recommended that the project be expanded by an additional 165' to the intersection of Railroad Avenue. This 165' or 595' SY would add approximately ten percent to the milling and asphalt costs. Willer explained that research was done to expand the project further in the same vicinity to take advantage of the pricing, however, the critical projects were located outside the area and with some other unexpected expenses in the Department suggested that the budget not be entirely exhausted for the mill and overlay.

The Operation Committee reviewed the proposal and recommend that the project be extended and that the City enter into a contract with Riley Brothers to complete the work.

Council Member Johnson introduced Resolution No. 2013-29, Resolution Accepting Bid for 2013 Mill and Overlay Improvement Project. The motion was seconded by Council Member Stone. A vote being recorded as follows: For: Council Members Johnson, Stone, Olson, Thomas and Mayor Kirckof. Against: None. The motion passed.

- g. Bids were opened for the proposed purchase of a Plow Truck/Body for the Street Department to replace the 1994 Plow Truck. All bids were according to the State Bid with specifications as near comparable as possible. The exception is that Maney International is currently building a Demo Unit with slightly different specifications and I State has a 2012 Demo with higher specs they are offering at a discounted rate of approximately \$10,000.

<u>FIRM NAME</u>	<u>MODEL</u>	<u>BID AMOUNT</u>
Maney International	2014 International 7400	\$80,204.91
Maney International	2014 International 7400 Demo	\$83,534.00
Boyer Motors	2014 International 7400	\$78,734.12
Rihm Kenworth	2014 Kenworth T400	\$91,173.59
Nuss Truck	2014 Mack	\$88,343.11
I State	2014 Freightliner 108SD	\$79,222.00
I State	2012 Freightliner 108SD Demo	\$78,810.00
I State (spec'd like 2012)	2014 Freightliner 108SD	\$83,536.60
Bert's Truck Equipment	Crysteel RC 750 (with adds)	\$81,062.47
Towmaster Truck Equip.	Towmaster 106-Edge RC	\$85,705.20
Towmaster Truck Equip.	Demo (on I State 2012 Freightliner)	\$78,810.00
Aspen EquipmentHenderson	1196-SA	\$100,063.86

The Operations Committee (Johnson and Thomas) met on Thursday, May 9, 2013, and are recommending that the 2012 Freightliner Demo with Towmaster Body be purchased for a total of \$157,620.00.

The Demo unit, although spec'd higher than the City typically would, still comes in at a lower cost and includes the hardox sides in the box, stainless steel components, larger motor and a backup camera. The Demo unit will come with a new warranty.

Kirckof questioned why the City would purchase an older model when a newer one could be obtained for approximately the same price. Tom Johnson, Street Foreman, explained that the Demo model is more truck with a larger motor, the stainless components, and a backup camera which are not part of the new model truck. Stone expressed concern that when the twenty years is up and it is time to replace this truck that the timeframe will be skewed because we have an older model truck and will throw off the rotation.

Council Member Stone introduced Resolution No. 2013-30, Resolution Accepting Bid and Authorizing Purchase of Plow Truck for the Sauk Centre Public Works Department. The motion was seconded by Council Member Thomas. A vote being recorded as follows: For: Council Members Stone, Thomas, Johnson, Olson and Mayor Kirckof. Against: None. The motion passed.

- h. The City's Lease Contract with Marco for copiers has expired. The City can continue to lease the existing units at the same rate or enter into a new lease for new equipment or purchase equipment. Because it is anticipated the costs would be reduced quotes were sought for new units under both a purchase or lease option.

Five companies provided quotes based on criteria the City provided.

		Model of Copier - Color	Cost per Page B/W	Cost per Page Color	5 Yr. Lease (60 Mos.)
Marco	1) Front Office	Konica Bizhub C454	0.00770	0.04840	\$169.22
	2) Upstairs	Konica Bizhub C454	0.00770	0.04840	\$169.22
	3.) Police	Konica Bizhub C364	0.00770	0.04840	\$147.06
Coordinated Bus. Svc.	1) Front Office	Sharp MX-5111N	0.00970	0.04900	\$169.55
	2) Upstairs	Sharp MX-5111N	0.00970	0.04900	\$169.65
	3.) Police	Sharp MX-3610N	0.01100	0.04900	\$137.61
Viking Office	1) Front Office	Konica Bizhub C454	0.00850	0.04960	\$204.11
	2) Upstairs	Konica Bizhub C454	0.00850	0.04960	\$204.11
	3.) Police	Konica Bizhub C364	0.00900	0.05500	\$151.94
Chader	1) Front Office	Copystar CS4550ci	0.00820	by fill	\$191.29
	2) Upstairs	Copystar CS4550ci	0.00820	by fill	\$190.29
	3.) Police	Copystar CS4550ci	0.00820	by fill	\$161.69
	Option #2	Copystar CS3550ci	0.00820	by fill	\$145.58
Metro Sales	1) Front Office	RICHO MPC-4502A	0.00950	0.05800	\$163.00
	2) Upstairs #1	RICHO MP-4502	0.00095	0.05800	\$159.00
	Option #2	RICHO MP-3502	0.00095	0.05800	\$138.00
	3.) Police	RICHO MP-3502	0.00950	0.05800	\$135.00
	Option #2	RICHO MP-2051	0.00950	0.05800	\$94.00

The Operations Committee is recommending the City contract with Marco based on the lowest cost per page for both black & white and color prints.

Council Member Thomas introduced Resolution No. 2013-31, Resolution Accepting Quote and Entering Into Lease for Copier Equipment. The motion was seconded by Council Member Johnson. A vote being recorded as follows: For: Council Members Thomas, Johnson, Olson, Stone and Mayor Kirckof. Against: None. The motion passed.

It was noted that the City will save \$254/month with the signing of the new lease.

- i. At the April 17, 2013 City Council 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 bids closing on Wednesday, May 15th. The high bids are as follows:

Vehicle	Bidder	Amount
2000 Chevrolet Silverado	Barry Rohweder	\$5,325.00
2002 Dodge Ram 2500	Robert Langerud	\$3,850.00
1997 ford Expedition	Tanya Friese	\$2,475.00
	TOTAL	\$11,650.00

Council Member Johnson introduced Resolution No. 2013-32, Resolution Accepting Bids and Authorizing Sale of Various Excess City Vehicles. The motion was seconded by Council Member Stone. A vote being recorded as follows: For: Council Members Johnson, Stone, Olson, Thomas and Mayor Kirckof. Against: None. The motion passed.

- j. At the February 6, 2013 meeting, the Council authorized the purchase of a one ton truck with dump body and plow to be purchased through the online bidding process. The Council set a cap for the purchase at \$17,500.

City staff has been monitoring the State Bid Online auction and placed bids on a 2002 Ford F350 with dump body and boss plow. The City was the successful bidder and purchased the vehicle for \$12,175.00

To finalize the transaction, the Council should authorize that the purchase fell within the parameters previously set and provide final authorization for its purchase.

Council Member Stone introduced Resolution No. 2013-33, Resolution Acknowledging Purchase of Vehicle for the Public Works Department. The motion was seconded by Council Member Johnson. A vote being recorded as follows: For: Council Members Stone, Johnson, Olson, Thomas and Mayor Kirckof. Against: None. The motion passed.

- k. At the April 3, 2013 meeting, the Council appointed Harold Read as the 2013 Campground Attendant. Mr. Read's spouse, Patricia, will be assisting him in carrying out the duties of the Campground attendant and as such, the Park Board is recommending that she be appointed as Co-Attendant. This will classify her as an employee for worker's compensation and liability insurance.

As with previous Campground Attendant teams, the pay would be split so there is no extra cost to the City.

A motion was made by Council Member Stone and was seconded by Council Member Johnson to appoint Patricia Read as the Co-Attendant for the Campground for 2013. A vote being recorded as follows: For: Council Members Stone, Johnson, Thomas, Olson and Mayor Kirckof. Against: None. The motion passed.

- l. The transfer of funds from St. Michaels Hospital to the City included the transfer of various Certificates of Deposit. Three certificates are currently held at the Central MN FCU.

In order for the CDs to transfer, the Credit Union must review the City's Investment Policy for conformance with its own policy.

After review, they are recommending two changes to our existing policy:

1. That Credit Unions be listed as "Type of Institution" eligible to receive investments.
2. That the National Credit Union Administration (NCUA) be listed in the collateralization section.

Those items have been inserted in the City's Investment Policy and are presented for adoption.

A motion was made by Council Member Thomas and was seconded by Council Member Stone to approve the amendment to the City of Sauk Centre Investment Policy. A vote being recorded as follows: For: Council Members Thomas, Stone, Olson, Johnson and Mayor Kirckof. Against: None. The motion passed.

- m. Ambulance Director Kathy Struffert is recommending that Blaine Kostreba be appointed as probationary EMT status. She has completed and passed the EMT Classes, has successfully passed the skills testing and the National Registry Test. She also has been actively taking ride-a-long shifts throughout their training.

A motion was made by Council Member Thomas and was seconded by Council Member Johnson to appoint Blaine Kostreba as a probationary EMT. A vote being recorded as follows: For: Council Members Thomas, Johnson, Olson, Stone and Mayor Kirckof. Against: None. The motion passed.

8. UNFINISHED BUSINESS

- a. City Engineer Yapp reported on Phase 1 and Phase 2 of the Storm Water Project.

9. NEW BUSINESS

- a. Troy Walter is the owner of property located at 725 8th Street. (adjacent to the Water Tower). Walter's brother Tim constructed a communication tower at this address in 2004.

On July 10, 2011, during the Summer Wind Storm, the tower toppled. Walters then put up a replacement tower. At the time of the storm the original tower was non-conforming because Ordinances had been adopted since its construction to restrict towers. Walters put up the replacement tower under the rule that if you obtain a permit to replace a non-conforming structure that has been damaged by storm that you may do so as long as the permit is obtained within 180 days of the event. (Walters initially put the replacement tower up prior to obtaining the permit; however he did obtain the proper permit when notified to do so.) The permit was obtained on September 26, 2011.

A neighborhood property owner objected to the replacement of the tower and appealed the issuance of the permit which was heard by the Planning Commission on January 10, 2012. The owner cited that it devalued his property and that once down the tower should not be allowed to be replaced.

Because the original tower went down in the storm the City is restricted from denying the permit because of the non-conforming law referenced above. The neighboring owner maintains that the exact tower wasn't replaced because it wasn't the same color and that it is taller. The color is alternately red and white where the old tower was gray.

The Planning Commission upheld the issuance of the permit and directed that the height be verified to assure the tower is not taller and that the tower be painted gray to match the original tower. City staff verified the height at a later date which indicated that the tower is not taller but two feet shorter than the old tower.

Because there is a one year timespan to complete work under a zoning permit, the deadline to get the work done was Sept. 26, 2012. As of the expiration date of the zoning permit in Sept. of 2012, the tower had not yet been painted. Because it had not been completed, the Planning Commission again revisited the issue on January 8, 2013 and directed that the owner be fined an administrative fee of \$100 and required that the tower be painted by May 15, 2013 or it will be taken down.

The owner is requesting a second extension from the City Council. The request is to allow more time for painting the tower. He is also requesting that the fine be waived.

July 10, 2011	Storm takes down the tower.
Sept. 26, 2011	Zoning Permit to replace the tower.
November 20, 2011	Neighbor Objection
January 10, 2012	Planning Commission hears appeal of permit
August 13, 2012	Staff verified height
Sept. 26, 2012	Zoning Permit expired
January 8, 2013	Planning Commission grants extension to May 15, 2013
May 9, 2013	Owner requests second extension
May 15, 2013	Council hears request

Willer explained that the original staff report referred to this request as an appeal when it is actually two parts; an extension and an appeal. The timing to paint the tower is an extension request. The requirement to pay the fine would be the appeal which the Council can choose to reduce or remove.

Tim Walter was present and stated that due to financial constraints and other circumstance related to the ultimate ownership of the home which was resolved this past week that they were not able to complete the project by the deadline date. He asked that the Council waive the fee and extend the date.

A motion was made by Council Member Stone and was seconded by Council Member Thomas to deny the extension request and uphold the Planning Commission recommendation on the amount of the fine. A vote being recorded as follows: For: Council Members Stone and Johnson. Against: Council Members Thomas, Kirckof and Olson. The motion failed due to lack of majority vote.

A motion was made by Council Member Thomas and was seconded by Council Member Olson to uphold payment of the \$100 and grant an extension of 30 days to paint the tower. A vote being recorded as follows: For: Council Members Thomas, Olson and Mayor Kirckof. Against: Council Members Stone and Johnson. The motion passed.

10. CONSENT AGENDA

The Council to consider the following Consent Agenda Items:

a. Schedule of Claims -	Unpaid Claims	\$110,759.52
	Paid Claims	<u>\$35,654.91</u>
	Total	<u>\$146,414.43</u>

b. April Checks	#1837E-1863E	<u>\$245,550.05</u>
	#033803-#033893	
	3 Payroll ACH	

c. Resolution No. 2013-34, Resolution Accepting Contributions. The contribution totaled \$246.63 from the Men’s Card Playing Group to be used for the Sauk Centre Senior Center and \$25.00 from Robert & Jeanette Stansbury to be used for the Sauk Centre Senior Center

d. Gambling Application for Exempt Permit Request from Holy Family School for a raffle on August 9, 2013 at Holy Family School.

e. Gambling Application for Exempt Permit Request from Sauk Centre Area Chamber of Commerce for a raffle on June 25, 2013 at Midwest Machinery Company.

f. An Assembly Permit request from Father James Statz for a Corpus Christi Procession to be held on June 2, 2013 at Our Lady of Angels. About 200 people are expected to attend. The procession will be from Our Lady of Angels Church down Ash Street to St. Paul’s Church and back down Birch Street.

g. Every year by June 30th, Liquor Licenses are up for renewal. To date, all of the applicants have the appropriate paperwork completed and fee paid. Listed below are the Liquor Licensees and License Number:

- Next Door Bar & Lounge (On-Sale, Off-Sale & Sunday)2013-13
- The Palmer House (On-Sale & Sunday) 2013-14
- West Side Liquor (Off-Sale) 2013-15

- American Legion Post 67 (Club & Sunday) 2013-16
- Sauk Centre Country Club (Club & Sunday) 2013-17
- Hartmann's Moonshine Shoppe (Off-Sale) 2013-18
- River's Edge Dining & Lounge (On-Sale & Sunday) 2013-19
- Bear Trap (On-Sale, Off-Sale & Sunday) 2013-20
- Mustang Bar (On-Sale, Off-Sale & Sunday) 2013-21
- Red Carpet Bar & Grill (On-Sale, Off-Sale & Sunday) 2013-22
- M & M's Corner Bar (On-Sale, Off-Sale & Sunday) 2013-23
- Wal-Mart Stores, Inc (Off-Sale) 2013-24
- J.T.'s Pub & Grill (On-Sale, Off-Sale & Sunday) 2013-25
- Palace Bar & Grill (On-Sale, Off-Sale & Sunday) 2013-26
- Palacio, Inc. (On-Sale & Sunday) 2013-27

h. Every year by June 30th, On/Off Sale 3.2 Beer Licenses are up for renewal. To date, all of the applicants have the appropriate paperwork completed and fee paid. Listed below are the On/Off Sale 3.2 Beer Licensees and License Number:

- Jitters Java Café (3.2 Beer & Wine) 2013-28
- Coborn's 2013-29

i. Every year by June 30th, Cigarette Licenses are up for renewal. To date all the of the applicants have the appropriate paperwork completed and fee paid. Listed below are the Cigarette Licensees and License Number:

- Next Door Bar & Lounge 2013-30
- West Side Liquor 2013-31
- The Moonshine Shoppe 2013-32
- Bear Trap 2013-33
- Mustang Bar 2013-34
- M & M's Corner Bar 2013-35
- Coborn's 2013-36
- Sauk Centre Fleet Supply 2013-37
- Holiday/Kranz Super Stop 2013-38
- Casey's General Store 2013-39
- Isaac's North Star, Inc. 2013-40
- Wal-Mart 2013-41
- Trucker's Inn Truck Stop 2013-42
- J.T.'s Pub and Grill 2013-43
- Gas Mart of Sauk Centre 2013-44
- Family Dollar, Inc. 2013-45
- Palace Bar & Grill 2013-45

j. Request from Jim Winters representing the American Legion Post 67, has submitted three Temporary 3.2 On-Sale Beer License Applications for:

- i. The term of two days on July 19, 2013 & July 21, 2013 for the Sinclair Lewis Days – DJ in the Park (July 19th) & Water Show (July 21st).
- ii. The term of five days, from July 31 thru August 4, 2013 for the Stearns County Fair.
- iii. The term of one day, on September 7, 2013 for the Grillin & Chillin.

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

11. INFORMATIONAL ITEMS

- a. The Stearns County Municipal League Meeting is scheduled for Tuesday, May 21st at 6:30 p.m. at Willow Creek Park Shelter in Kimball.

12. ADJOURNMENT

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

With no further business to come before the Council, Mayor Kirckof adjourned the meeting at 8:15 p.m.

Respectfully submitted,

Mayor Brad Kirckof

City Administrator Vicki Willer