

**SAUK CENTRE CITY COUNCIL
REGULAR MEETING
WEDNESDAY, MAY 16, 2012**

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

The Sauk Centre City Council met in a Regular Meeting on Wednesday, May 16, 2012 at 6:30 p.m. in the City Hall Council Chambers pursuant to due notice being given thereof. Present were Council Members Al Coenen, Keith Johnson, Acting Mayor Warren Stone and Mike Olson. Also present were City Administrator Vicki Willer, Police Chief Bryon Friedrichs, City Planner Sarah Morton, City Engineer Yapp and Administrative Assistant Nicki Vogt. Acting Mayor Stone presided thereat. Mayor Rykken was absent.

2. APPROVAL OF AGENDA

By general consent, the agenda was approved with the addition of 7j and 7k.

3. APPROVAL OF MINUTES

By general consent, the May 2, 2012 Regular Meeting Minutes were approved with changes.

4. PUBLIC OPEN FORUM

None.

5. PUBLIC HEARINGS

None.

6. REPORTS/PRESENTATIONS

- a. Police Chief Friedrichs reported that there were 264 ICRs and 281 Warnings in April for a total of 545.
- b. The EDA met for their regular meeting on Tuesday, May 8th. Their primary focus was to meet with Consultant Heidi Peper regarding structuring Economic Development Packaging for a proposed business expansion.

The EDA approved moving forward with her work on the proposal. Two members of the EDA will be meeting with her again, along with the Developer and Sauk Centre Opportunities on May 24th to further discuss the proposal.

- c. The Operations Committee (Council Members Coenen and Johnson) met on Thursday, May 10, 2012 regarding the following items:
 1. Public Works Cold Storage Plans – See 7g.
 2. Public Works 2012 Projects – See 7h and 7i.
 3. Park Department Mower Purchase – See 7f.
 4. Centre Street Parking Proposal – See 8a.
 5. City Hall Maintenance
 6. Storm Sewer-Beltline Road

7. ACTION ITEMS

- a. Every year by June 30th, Liquor Licenses are up for renewal. All of the applicants have the appropriate paperwork (Application, Liquor Liability and Workman’s Comp) completed and have paid the fee. Listed below are the Liquor Licensees and License Number that the City has assigned:

	LICENSEE	LICENSE #
*	Next Door Bar & Lounge (On-Sale, Off-Sale & Sunday)	2012-12
*	The Palmer House (On-Sale & Sunday)	2012-13
*	West Side Liquor (Off-Sale)	2012-14
*	American Legion Post 67 (Club & Sunday)	2012-15
*	Sauk Centre Country Club (Club & Sunday)	2012-16
*	Hartmann's Moonshine Shoppe (Off-Sale)	2012-17
*	River’s Edge Dining & Lounge (On-Sale & Sunday)	2012-18
*	Gerard’s Restaurant & Banquet (On-Sale & Sunday)	2012-19
*	Bear Trap (On-Sale, Off-Sale & Sunday)	2012-20
*	Mustang Bar (On-Sale, Off-Sale & Sunday)	2012-21
*	Red Carpet Bar & Grill (On-Sale, Off-Sale & Sunday)	2012-22
*	M & M’s Corner Bar (On-Sale, Off-Sale & Sunday)	2012-23
*	Wal-Mart Stores, Inc. (Off-Sale)	2012-24
*	JT's Pub and Grill (On-Sale, Off-Sale & Sunday)	2012-25
*	Palace Bar & Grill (On-Sale, Off-Sale & Sunday)	2012-26

A motion was made by Johnson and was seconded by Olson to approve the renewal of the Liquor Licenses effective July 1, 2012 and expiring June 30, 2013. A vote being recorded as follows: For: Council Members Johnson, Olson, Coenen and Acting Mayor Stone. Against: None. Absent: Mayor Rykken. The motion passed.

- b. 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 (Application and Workman’s Comp) completed and have paid the fee. Listed below are the On/Off Sale 3.2 Beer Licensees and License Number:

	LICENSEE	LICENSE #
*	Pizza Hut	2012-27
*	Jitters Java Café (3.2 Beer & Wine)	2012-28
*	Coborn’s	2012-29

A motion was made by Council Member Johnson and was seconded by Council Member Olson to approve the renewal of the On/Off Sale 3.2 Beer Licenses, effective July 1, 2012 and expiring June 30, 2013. A vote being recorded as follows: For: Council Members Johnson, Olson, Coenen and Acting Mayor Stone. Against: None. Absent: Mayor Rykken. The motion passed.

- c. Every year by June 30th, Cigarette Licenses are up for renewal. To date, all of the applicants have the appropriate paperwork (Application and Workman’s Comp)

completed and have paid the fee. Listed below are the Cigarette Licensees and License Number that the City has:

LICENSEE	LICENSE #
*Next Door Bar & Lounge	2012-30
*West Side Liquor	2012-31
* Hartmann's Moonshine Shoppe	2012-32
*Bear Trap	2012-33
*Mustang Bar	2012-34
*M&M's Corner Bar	2012-35
*Coborn's	2012-36
*Sauk Centre Fleet Supply	2012-37
*Schaefer's Market	2012-38
*Holiday/Kranz Super Stop	2012-39
*Casey's General Store	2012-40
*Northstar of Sauk Centre	2012-41
*Wal-Mart Stores, Inc.	2012-42
*Truckers Inn	2012-43
*J.T.'s Pub & Grill	2012-44
*Gas Mart of Sauk Centre	2012-45
*Family Dollar	2012-46

A motion was made by Council Member Johnson and was seconded by Council Member Olson to approve the renewals of the Cigarette Licenses effective July 1, 2012 and expiring June 30, 2012. A vote being recorded as follows: For: Council Members Johnson, Olson, Coenen and Acting Mayor Stone. Against: None. Absent: Mayor Rykken. The motion passed.

- d. An application was submitted by Palace Bar & Grill of Sauk Centre, LLC to sell cigarettes. The appropriate paperwork (Application and Workman's Comp) has been completed and the fee has been paid.

A motion was made by Council Member Olson and was seconded by Council Member Johnson to approve the Cigarette License of Palace Bar & Grill of Sauk Centre, LLC. A vote being recorded as follows: For: Council Members Olson, Johnson, Coenen and Acting Mayor Stone. Against: None. Absent: Mayor Rykken. The motion passed.

- e. At the Council's April 18, 2012 meeting, they approved advertising for bids for the 2012-2013 Storm Water Project. The City accepted sealed bids until 11:00 a.m. on Friday, May 11, 2012 at which time they were opened and read aloud. The City received 10 bids with the results for the base bid as follows:

Duininck, Inc.	\$3,046,224.75
Riley Bros. Construction, Inc.	\$3,217,890.02
Quam Construction Co., Inc.	\$3,229,891.51
R.L. Larson Excavating, Inc.	\$2,535,789.63

Chad Monson Excavating, LLC	\$2,833,081.69
Breitbach Construction Co.	\$2,823,608.74
Kuechle Underground, Inc.	\$2,667,024.80
Geislinger & Sons	\$3,515,416.40
J.R. Ferche, Inc.	\$3,056,908.01
Larson Excavating Contractors	\$2,649,133.72

Council Member Coenen introduced Resolution 2012-30, Resolution Accepting Bid for the 2012-2013 4th Street Storm Water Project. The motion was seconded by Acting Mayor Stone. A vote being recorded as follows: For: Council Member Coenen, Acting Mayor Stone and Council Members Johnson and Olson. Against: None. Absent: Mayor Rykken. The motion passed.

- f. According to the City's Capital Improvement Plan and prior meetings with the Operations Committee, staff solicited quotes through the State Bid Process for the purchase of a zero turn lawn mower. The following units are available through the State Bid:

Model	Motor	Deck	Warranty	Suspension	Price	Mulch Kit
JD 997Z	31 HP Diesel	60" SD	3 yrs. or 1,500 hrs.	No	\$14,188.00	\$295.00
Ferris 152500Z	24 HP Diesel	61" SD	2 yrs. & 3 yrs. motor	Yes - 4 Wheel	\$10,879.00	\$208.00
Kubota ZD326S	26 HP Diesel	60" SD	2 yrs.	No	\$11,440.00	\$236.00
Toro Pro 7000Z	25 HP Diesel	60" SD	4 yrs. Or 1,200 hrs.	No	\$12,519.00	\$294.00
JD 960Z	34 HP Gas - Kawasaki Air Cool	60 "	3 yrs. or 1,500 hrs.	No	\$11,842.00	\$295.00
JD 950Z	31 HP Gas - Air Cool	60"	3 yrs. or 1,500 hrs.	No	\$10,360.00	\$295.00
Kubota ZG332	32.5 HP Gas- Lig. Cool	60"	2 yrs.	No	\$11,112.00	\$236.00
Ferris 153100Z	32 HP Gas - Briggs Big Block	61"	2 yrs. & 3 yrs. motor	Yes - 4 Wheel	\$10,199.00	\$208.00
Toro 6000Z	34 HP Gas- Kohler Air Cool	60"	3 yrs. Or, 1,200 hours	No	\$10,719.00	\$294.00

The Operations Committee met with staff and also previewed the equipment which was demo'd onsite and recommends that the City purchase the Ferris Diesel powered mower.

Fiscal Impact:

The City has budgeted in the current year \$25,000 for Equipment Purchases and has \$10,266.00 in the sinking fund for Equipment Purchases. In addition, the City would offer for sale the John Deere tractor style mower with attachments to offset costs.

A motion was made by Council Member Coenen and was seconded by Council Member Olson to approve Resolution No. 2012-31, Resolution Accepting Quote for Purchase of Mower and authorize the John Deere Tractor Style with attachments for sale through the online bidding process. A vote being recorded as follows: For: Council Members Coenen, Olson, Johnson and Acting Mayor Stone. Against: None. Absent: Mayor Rykken. The motion passed.

- g. While obtaining quotes to determine a range for the cost of the proposed cold storage building, it became evident that too many variables exist. It has been recommended by staff that plans and specs be drafted for the building so that an “apples to apples” comparison is made in the bid process.

A range of \$500-\$900 has been quoted.

A motion was made by Council Member Coenen and was seconded by Council Member Olson to approve the purchase of plans/specs for the Cold Storage Building. A vote being recorded as follows: For: Council Members Coenen, Olson, Johnson and Acting Mayor Stone. Against: None. Absent: Mayor Rykken. The motion passed.

- h. During the budgeting process, the City budgeted \$100,000 for 2012 Street Maintenance Projects to include Mill and Overlay, Seal coating, and Crack filling.

Streets have been prioritized that would most benefit from seal coating in 2012, which total approximately 45,000 square yards. It is recommended that the City proceed with an advertisement for 50,000 square yards which could include some additional parking areas:

Daybreak Lane
Morningview Court
East River Circle
East River Boulevard
Heritage Lane
4th Street N (Heritage to 71)
Birchdale (Old 112)
Lakeshore Drive (East of Main)
Lakeridge Drive
Alleys (Behind Meads and behind Ungers)

The bid would be requested on a per square yard basis so that the roads could be added or deleted based on the bid cost.

Council Member Olson introduced Resolution No. 2012-32, Resolution Approving Plans and Seeking Quotes for 2012 Sealcoat Project. The motion was seconded by Council Member Johnson. A vote being recorded as follows: For: Council Members Olson, Johnson, Coenen and Acting Mayor Stone. Against: None. Absent: Mayor Rykken. The motion passed.

- i. During the budgeting process, the City budgeted \$100,000 in 2012 Street Maintenance Projects to include Mill & Overlay, Seal coating and Crack filling.

The roads slated for seal coating as follows would be crack filled prior to seal coating:

Daybreak Lane
Morningview Court
East River Circle
East River Boulevard
Heritage Lane
4th St. N. (Heritage to 71)
Birchdale (Old 112)
Lakeshore Dr. (East of Main)
Lakeridge Dr.
Alleys (Behind Meads and behind Ungers)

Additional areas will be added based on the per lineal foot cost bid.

The Operations Committee recommended the City request bids on 15,000 lineal feet.

Council Member Johnson introduced Resolution 2012-33, Resolution Approving Plans Seeking Quotes for 2012 Crack fill Project. The motion was seconded by Council Member Olson. A vote being recorded as follows: For: Council Members Johnson, Olson, Coenen and Acting Mayor Stone. Against: None. Absent: Mayor Rykken. The motion passed.

- j. Due to pending integration with CentraCare and the formation of CentraCare Sauk Centre, the City Council determined to appoint Joe Uphus to the Hospital Board for 6 months from January 1 to June 30, 2012. Because the integration has been delayed, the Board has requested that Uphus be appointed to serve beyond the June 30th date and to have his term expire commensurate with the integration rather than a specific date.

A motion was made by Council Member Olson and was seconded by Council Member Coenen to continue the appointment of Joe Uphus to the Hospital Board to expire commensurate with the integration of CentraCare. A vote being recorded as follows: For: Council Members Olson, Coenen, Johnson and Acting Mayor Stone. Against: None. Absent: Mayor Rykken. The motion passed.

- k. The Council was provided with a Memorandum from Northland Securities explaining the need to approve a modification to TIF District 1-11. This was the newly formed District in 2009. Due to legislative changes, the budget needs to be amended. In creation of the Plan, reimbursement dollars for creation of the district was included as “other” income. The new rules do not allow for reimbursements to the district. Therefore, the line item needs to be removed from the revenue side. The expense side is also reduced the same amount (\$5,148.00).

Council Member Johnson introduced Resolution No. 2012-35, Resolution Approving Modification of the Tax Increment Financing Plan for Tax Increment Financing (Economic Development) District No. 1-11. The motion was seconded by Council Member Olson. A vote being recorded as follows: For: Council Members Johnson, Olson, Coenen and Acting Mayor Stone. Against: None. Absent: Mayor Rykken. The motion passed.

8. UNFINISHED BUSINESS

None.

9. NEW BUSINESS

- a. The Operations Committee reviewed the request to limit parking on the east side of Centre Street from 8th to 10th and it is their recommendation that no change be made to the existing parking lot.
- b. Data has been collected pending a meeting with the Policy Committee on the outdoor liquor request.
- c. Strategic Planning Meeting – July 18th at 5:00 p.m.
- d. Discussion regarding the City Billboard.
- e. In an effort to clarify the property boundaries with Riverview Manor so they can proceed with the parking lot project, staff has met with the Riverview Manor Board. Following Policy Committee Review, a recommendation to the City Council to authorize the City and Riverview Manor (HRA) to “Swap Deeds” will be obtained.

10. CONSENT AGENDA

The Council then considered the following consent agenda:

- a. Schedule of Claims – Total of unpaid claims \$92,786.28 and paid claims of \$3,964.23 for a total of \$96,750.51.
- b. List of April checks totaling \$336,681.50 (Check No. 032575 through Check No. 032668 and No. 1520E through No. 1543E and 3 ACH Payroll Transfers).
- c. Resolution No. 2012-34, Resolution Accepting Contributions. The contribution totaled \$220.00 from the Men’s Card Playing Group to be used for the Senior Center

and \$5,000.00 from the Sauk Centre Youth Hockey Association to be used for the Civic Arena.

- d. Request from Kathy Nelson DBA Red Carpet for a Temporary Extension of Premise Permit for a 1st Year Anniversary on May 26, 2012 from 2 p.m. until 1 a.m.
- e. Request from Tina Rohde DBA Mustang Bar and Eric Hellerman DBA Next Door Bar & Lounge VII, LLC for a Temporary Extension of Premise Permit for a Dueling DJ's on June 16, 2012.
- f. Request from Tina Rohde DBA Mustang Bar and Eric Hellerman DBA Next Door Bar & Lounge VII, LLC for a Temporary Extension of Premise Permit for a fundraising benefit for Ken Stepan on July 22, 2012.
- g. Request from Melanie Roering DBA M&M Corner Bar for a Temporary Extension of Premise Permit for an outdoor band on June 23, 2012 from 8:30 to 12:30 a.m.

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

11. INFORMATION ITEMS

- a. Middle Sauk Water Festival at Melrose Park on May 17, 2012.
- b. Municipal League Meeting on May 15th at Stearns County Service Center West in Waite Park.
- c. Dustin VonWahlde has advanced to Step 5 (\$22.85) of the Union Pay Scale effective May 15th, 2012. He has been with the City since March 23, 2008.
- d. Travel Channel, LLC filmed Ghost Adventures at the Library/Historical Society on Monday May 7th. The City signed a Release Agreement to do so.

12. ADJOURNMENT

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

With no further business to come before the Council, Acting Mayor Stone adjourned the meeting.

Respectfully submitted,

Acting Mayor Warren Stone

City Administrator Vicki M. Willer