

**SAUK CENTRE CITY COUNCIL
REGULAR MEETING
WEDNESDAY, JUNE 3, 2009 – 6:30 P.M.**

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

The Sauk Centre City Council met in a Regular Meeting on Wednesday, June 3, 2009 at 6:30 p.m. in the City Hall Council Chambers pursuant to due notice being given thereof. Present were Council Members David Thomas, Keith Johnson and Warren Stone. Also present were City Administrator Vicki Willer, Police Chief Bryon Friedrichs, City Planner Sarah Morton, Public Works Director Butch Wessel, Engineer Swanson with Bonestroo and Administrative Assistant Nicki Vogt. Council Member Thomas presided thereat. Mayor Kirckof and Council Member Coenen were absent.

2. APPROVAL OF AGENDA

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

3. APPROVAL OF MINUTES

The Council's May 30, 2009 Regular Meeting Minutes were approved as presented.

4. PUBLIC OPEN FORUM

None.

5. PUBLIC HEARINGS

None.

6. REPORTS/PRESENTATIONS

- a. Centre Point Energy Representative Jim Zilka presented Fire Chief Polipnick and Police Chief Friedrichs with a check in the amount of \$2,000 for two matching grant applications for their Community Partnership Grant Program.

Mr. Zilka stated that there were 108 applicants and 64 of those applicants received awards.

The funds will be used for radio communication equipment (\$1,250) for the Police Department and for a gas detector unit (\$750) for the Fire Department.

Council Member Thomas thanked Center Point Energy for their contribution.

- b. The Park Board met on Tuesday, June 2, 2009 at 5:00 p.m. and discussed the following:

- Several monthly campers were present and spoke during the public open forum requesting that the City allow them to reserve their monthly sites prior to January 2nd. No action was taken.
- The Park Board reaffirmed that the remaining funds (\$6,750) that were allocated to the Jaycee Park in the 2008 CIP are still available for use in 2009 for project improvements in conjunction with the Little League Association.
- Vandalism has recently been an issue in the parks.
- PW staff was asked to assist with determining the location of an adequate aquifer in Morning View Park.
- Discussion on hosting a rummage sale at the arena.
- Discussion on Emerald Ash Borer.

7. ACTION ITEMS

a. Every year by June 30 liquor licenses are up for renewal. To date, all of the applicants have completed the appropriate paperwork (application, liquor liability and workman’s comp) and have paid the appropriate fee. Listed below are the liquor licensees and license number:

- Next Door Bar & Lounge (On Sale, Off Sale & Sunday) 2009-13
- Sportsman’s Bar (On-Sale, Off Sale & Sunday) 2009-14
- The Palmer House (On Sale & Sunday) 2009-15
- West Side Liquor (Off Sale) 2009-16
- American Legion Post 67 (Club & Sunday) 2009-17
- Sauk Centre Country Club (Clun & Sunday) 2009-18
- The Moonshine Shoppe (Off Sale) 2009-19
- River’s Edge Dining & Lounge (On Sale & Sunday) 2009-20
- Gerard’s Restaurant & Banquet (On Sale & Sunday) 2009-21
- Bear Trap (On Sale, Off Sale & Sunday) 2009-22
- Mustang Bar (On Sale, Off Sale & Sunday) 2009-23
- Red Carpet Bar & Grill (On Sale, Off Sale & Sunday) 2009-24
- M&M’s Corner Bar (On Sale, Off Sale & Sunday) 2009-25
- Wal-Mart Stores, Inc. (Off Sale) 2009-26

Chief Friedrichs stated that he completed all of the background checks and they all came back without negative remarks. He also noted that one bar had issues with after hour patrons and that bar has received a verbal warning.

A motion was made by Council Member Johnson and was seconded by Council Member Stone to approve the renewal of the above liquor licenses effective July 1, 2009 and expiring June 30, 2010. A vote being recorded as follows: For: Council Members Johnson, Stone and Thomas. Against: None. Absent: Council Member Coenen and Mayor Kirckof. The motion passed.

- b. Every year by June 30th On and Off Sale 3.2 beer licenses are up for renewal. To date, all of the applicants have completed the appropriate paperwork (application and workman's comp) and have paid the fee. Listed below are the On & Off Sale 3.2 beer licensees and their license number:

- Pizza Hut 2009-27
- Jitters Java Café (3.2 Beer & Wine) 2009-28
- Coborn's 2009-29

A motion was made by Council Member Stone and was seconded by Council Member Johnson to approve the renewal of the On/Off Sale 3.2 Beer Licenses effective July 1, 2009 and expiring June 30, 2010. A vote being recorded as follows: For: Council Members Stone, Johnson and Thomas. Against: None. Absent: Council Member Coenen and Mayor Kirckof. The motion passed.

- c. Every year by June 30th cigarette licenses are up for renewal. To date, all of the applicants have completed the appropriate paperwork (application and workman's comp) and have paid the fee. Listed below are the cigarette licensees and their license number:

- Next Door Bar & Lounge 2009-30
- West Side Liquor 2009-31
- The Moonshine Shoppe 2009-32
- Bear Trap 2009-33
- Mustang Bar 2009-34
- M&M's Corner Bar 2009-35
- Coborn's 2009-36
- Sauk Centre Fleet Supply 2009-37
- Food-N-Fuel 2009-38
- Schaefer's Market 2009-39
- Holiday/Kranz Super Stop 2009-40
- Casey's General Store 2009-41
- Northstar of Sauk Centre 2009-42
- Wal-Mart Stores, Inc. 2009-43
- Truckers Inn 2009-44

A motion was made by Council Member Johnson and was seconded by Council Member Stone to approve the renewal of the cigarette licenses effective July 1, 2009 and expiring June 30, 2010. A vote being recorded as follows: For: Council Members Johnson, Stone and Thomas. Against: None. Absent: Council Member Coenen and Mayor Kirckof. The motion passed.

- d. At the May 6, 2009 City Council meeting the Council approved Resolution No. 2009-24 which authorized staff to seek quotes for the 2009 crackfilling project.

Quotes were received until 1:00 p.m. on Thursday, May 28, 2009 at which time they were publicly opened.

The following quotes were received:

- Northwest Asphalt \$17,554.22 1 year warranty
- Bargaen \$13,672.08 3 year warranty
- Astech \$11,578.30 1 year warranty

It was noted that Astech did not follow the bid specifications.

A motion was made by Council Member Johnson and was seconded by Council Member Stone to adopt Resolution No. 2009-28, Resolution Accepting Quote for 2009 Street and Airport Crack Fill Maintenance, awarding the bid to Bargaen, Inc. because they more closely followed the bid specifications laid out by the City and also offered a 3 year warranty. A vote being recorded as follows: For: Council Members Johnson, Stone and Thomas. Against: None. Absent: Council Member Coenen and Mayor Kirckof. The motion passed.

- e. On May 6, 2009 the City Council approved Resolution No. 2009-21 Approving Plans and Authorizing Advertisement for Bids for the 2009 T-Hangar Project. Bids were advertised and opened on June 1, 2009.

The bids consisted of the base bid which is the construction of the hangar itself. Alternate No. 1 is to raise the building height two feet with 16' doors rather than 14' doors and Alternate No. 2 is to offer remote controls for the doors.

Funds available through the FAA to cover 95% of the project include:

2008 Funds	\$43,517
2009 Funds	\$150,000
Morris Funds	<u>\$102,500</u>
	\$296,017

2010 Funds \$150,000 available after October 1, 2009

Staff's recommendation is to choose Alternate No. 1.

A motion was made by Council Member Stone and was seconded by Council Member Johnson to approve Resolution No. 2009-29, Resolution Authorizing Grant Application and Execution and Accepting Bid for 2009 Airport T-Hangar Project Contingent Upon Successful Execution of Grant, awarding the bid to Breitbach Construction and choosing Alternate No. 1. A vote being recorded as follows: For: Council Members Stone, Johnson and Thomas. Against: None. Absent: Council Member Coenen and Mayor Kirckof. The motion passed.

- f. On May 6, 2009 the City Council approved Resolution No. 2009-13 Authorizing the City to enter into an Agreement with the City of Morris accepting a transfer of entitlement funds whereby Sauk Centre could use Federal funds allocated to Morris for Airport projects in the current year with Sauk Centre's allocations given to the City of Morris for their future project.

The amount approved was up to \$100,000. The City of Morris has now indicated that \$102,500 will be available and has requested that Sauk Centre accept funds up to that amount.

Council Member Johnson introduced Resolution 2009-30, Approving an Amendment to the Agreement for Transfer of Entitlement for Federal Airport Funding from the City of Morris, Minnesota. The motion was seconded by Council Member Stone. A vote being recorded as follows: For: Council Members Johnson, Stone and Thomas. Against: None. Absent: Council Member Coenen and Mayor Kirckof. The motion passed.

- g. At the May 6, 2009 Council meeting the Council approved soliciting quotes for the completion of TIF reports for the City's eight TIF districts. Quotes were received as follows:

Abdo Eick & Meyers	\$3,000
Ehlers & Associates	\$7,045

A motion was made by Council Member Stone and was seconded by Council Member Johnson to appoint Abdo Eick & Meyers to perform TIF reporting services for the City of Sauk Centre. A vote being recorded as follows: For: Council Members Stone, Johnson and Thomas. Against: None. Absent: Council Member Coenen and Mayor Kirckof. The motion passed.

- h. Nicole Quistorff has completed and returned a Temporary On Sale Beer License Application for a softball tournament to be held July 18-19 at the Towerview Ball Field. This tournament is being held in conjunction with Sinclair Lewis Days. Ms. Quistorff has completed the 3.2 On Sale Beer License Application, Hosting A Tournament Application and she has paid the fee and provided Liquor Liability Insurance.

A motion was made by Council Member Johnson and was seconded by Council Member Thomas to approve the Temporary 3.2 On Sale Beer License for a softball tournament to be held July 18-19 in conjunction with Sinclair Lewis Days. A vote being recorded as follows: For: Council Members Johnson, Thomas and Stone. Against: None. Absent: Council Member Coenen and Mayor Kirckof. The motion passed.

- i. See 6a.

Council Member Johnson introduced Resolution No. 2009-31, Resolution Accepting Grant Contribution. The motion was seconded by Council Member Stone. A vote being recorded as follows: For: Council Members Johnson, Stone and Thomas. Against: None. Absent: Council Member Coenen and Mayor Kirckof. The motion passed.

- j. On April 1, 2009 the City Council approved the engineering proposal with Bonestroo through the bidding process for the Airport T-Hangar Project at a cost of \$8,000.

The next phase (construction engineering Task 5) for the project includes contract administration and resident project representation which includes inspection and project closeout. This portion of the contract should be considered for approval with awarding the contract. This proposal would be billed hourly, as used, not to exceed \$14,500.

The City can choose how much or how little we use the service based on available city staff time.

A motion was made by Council Member Stone and was seconded by Council Member Johnson to accept proposal for Task 5 (construction) of Engineering Proposal dated March 26, 2009. A vote being recorded as follows: For: Council Members Stone, Johnson and Thomas. Against: None. Absent: Council Member Coenen and Mayor Kirckof. The motion passed.

8. UNFINISHED BUSINESS

- a. City Planner Morton stated that the Windmill Moratorium is currently in the research phase. She has received input from the PUC and the Ordinance should be ready for adoption this fall.

9. NEW BUSINESS

- a. The Policy/Planning Committee will review the procedure/timeline for nuisance violations.

10. CONSENT AGENDA

The Council then considered the following consent agenda:

- a. Schedule of Claims – Total of unpaid claims \$65,130.57 and paid claims \$4,464.88 for a total of \$69,595.45.
- b. Resolution No. 2009-32, Resolution Accepting Contributions. The contributions totaled \$275.00 from the Men’s Card Playing Group to be used for the Senior Center and ECM Publishers, Inc. contributed \$425.00 to be used towards the Fire Department, \$250.00 to be used for Sauk Centre Senior Dining and \$100.00 to be used for the Sauk Centre Senior Center.

- c. An Assembly Permit request from Father James Statz for a Chorpus Christi Procession to be held on June 14, 2009 at Our Lady of Angels. About 200-300 people are expected to attend. The procession will be from Our Lady of Angels Church down to Ash Street to St. Paul's Church and back down Birch Street.

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

Council Member Thomas thanked the Men's Card Playing Group and ECM Publishers for their contribution.

11. INFORMATION ITEMS

- a. According to the union contract with Teamsters Local 320 Police Unit, the following officers have advanced to the next step:

Gary Nelson	May 18, 2009	Step 7	\$23.60
Dustin VonWahlde	May 15, 2009	Step 2	\$20.44

12. ADJOURNMENT

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

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

Respectfully submitted,

Mayor Brad A. Kirckof

City Administrator Vicki M. Willer