

**SAUK CENTRE CITY COUNCIL
REGULAR MEETING
WEDNESDAY, JUNE 15, 2022**

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

The Sauk Centre City Council met in a Regular Meeting on Wednesday, June 15, 2022 at 6:30 p.m. due notice being given thereof. Present were Mayor Warren Stone, Council Members Diane Kelly, Joe Fuechtmann, Shalon Wilber and Heidi Leach. Also present were Engineer Keith Yapp, Public Works Supervisor Ben Clink, Police Chief Bryon Friedrichs and City Planner Sarah Morton. Mayor Stone presided thereat.

2. APPROVAL OF AGENDA

A motion was made by Council Member Kelly and was seconded by Council Member Fuechtmann to approve the agenda with changes. A vote being recorded as follows: For: Council Members Kelly, Fuechtmann, Leach, Wilber and Mayor Stone. Against: None. The motion passed.

3. APPROVAL OF MINUTES

A motion was made by Council Member Leach and was seconded by Council Member Wilber to approve the June 1, 2022 Regular Meeting Minutes as presented. A vote being recorded as follows: For: Council Members Leach, Wilber, Kelly, Fuechtmann and Mayor Stone. Against: none. The motion passed.

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

Linda Polipnick Goens – 416 North Oak Street, Sauk Centre. Ms. Goens stated that she lives near the hospital. Due to the hospital project/expansion, she feels like she is being pushed out of her neighborhood. The hospital should have relocated into the country where they would have more room. Lights from those using the parking lot shine into her house. There are cars parked up and down both sides of the road. She sometimes can't get into her driveway. She is requesting that the City put up no parking signs and that the area residents are considered when allowing expansions.

5. PUBLIC HEARINGS

None.

6. REPORTS/PRESENTATIONS

a. Removed from agenda.

b. Public Works Director Ben Clink updated the Council on the following:

- Met with insurance adjustor regarding the May storms. Will soon receive quotes for necessary repairs for damages.
- All sprinkler systems are up and running for the season.
- Tree planting in progress – 65 trees in total.
- We are in the final year of the EAB grant (3 year grant).
- Splash pad had some minor repairs made and it has been up and running since Memorial Day without issue. County completed inspection.

- Mowing and trimming completed on a weekly basis.
- Front park fountain has been cleaned, painted, and is now operational.
- Campground shelter/bathroom is now in use. A small retaining wall will be installed within the week. Once complete final seeding will be complete.
- Pothole filling has been worked on for the last three weeks.
- Gravel maintenance complete. Dust control sprayed on gravel roads.
- Class 5 brought into alleyways that needed to be leveled and bladed.
- 2022 crack filling project complete.
- Sealcoating to be complete June 16, 2022.
- Radar signs arrived and will be installed.
- Sidewalk inspections are being complete in the remaining areas of the City. Once complete, letters will be sent to the affected homeowners.

c. City Planner Morton updated the Council on the Planning Commissions June meeting:

- Centre Properties Variance Request – see 7a.
- First Lutheran Church Variance Request – See 7b.
- April and May Building Permit Reports

d. City Engineer Yapp updated the Council on the following projects:

2020 Project:

- One driveway with concrete issues. Property is under warrant. Contractor will go out and inspect to decide whether it will need to be replaced or how to move forward.

Arrowsmith Project:

- Fair amount of damage this spring due to erosion and sediment – repair work has since been completed.
- Paving will be June 16. Caribou will be closed for paving.

South Industrial Park

- Grading work is in progress
- Working with contractors to maintain dust management
- Pipe crews will arrive June 16 to start putting in more pipe

2022 Project

- Pay request – See 7d

Meyer Property

- Aerial flying of the parcel for topography to take place on June 17.

e. Joe Vogel, Advocate for Health, presented the following data regarding the potential installation of outdoor AEDs within the City:

- AED Smart Monitored Cabinet features.

- Benefits of AED smart monitoring include tracking, monitoring, and alerts.
- AED smart monitoring annual subscription includes 27/7 full service emergency monitoring center, tracking of AED pad and battery expirations with pre-emptive reminders for replacement, first year of monitoring services included in package price, additional years subscription price at \$395.00/year. Coborn's is installing a smart cabinet and is asking that the City pay for the \$395.00 monitoring fee.
- Review of smart cabinet specifications.
- Review of add-on items.
- Review of existing Smart Monitoring locations – 112 locations as of May 2022 with 24 pending installations.
- Investment per cabinet is \$7,195.00, annual monitoring \$395.00, replacement pad (2 year expiration) \$85.00, Replacement battery (4 years expiration).

7. ACTION ITEMS

- a. At the June 14, 2022 Planning Commission meeting, the Commission acting as the Board of Adjustment considered an application submitted by Jason Borgerding of Centre Properties LLC for a variance from the RROW setback requirement on Ash Street N. and recommended Council approval. The property is located at 209 US Hwy 71 N. The request was for a setback of ten feet from the RROW where twenty-five feet is required.

Approval would allow him to remove the office portion from his building and construct a larger addition with overhead doors facing Ash Street. The small existing portion of the structure to be removed and replaced with an approximate 70' X 70' L-shaped addition.



A motion was made by Council Member Wilber and was seconded by Council Member Fuechtmann to approve Resolution No. 2022-53, Resolution Granting Variance to Centre

Properties, LLC. A vote being recorded as follows: For: Council Members Wilber, Fuechtmann, Leach, Kelly and Mayor Stone. Against: None. The motion passed.

- b. At the June 14, 2022 Planning Commission meeting, the Commission acting as the Board of Adjustment, considered an application submitted by First Lutheran Church of Sauk Centre for a variance from the maximum allowed percentage of 40% of dynamic display area allowed on a sign and recommended Council approval. The property is located at 304 Elm St. South. The request is to allow 18 square feet of display where 9.6 feet would be allowed by Ordinance.

First Lutheran Church of Sauk Centre has proposed to replace a portion of the existing sign with a dynamic sign keeping within the existing size. The overall size of the sign is not proposed to be enlarged, just the sign portion to be converted to dynamic display.

The Commission recommended Council approval with the following conditions:

- Only 1 contiguous dynamic display area allowed
- Message to change no more frequently than every 1.6 seconds
- Message cannot be flashing
- Message cannot be brighter than necessary for clear and adequate visibility
- Shall not be of such intensity or brilliance to impair vision of motor vehicle with average eyesight
- Shall not interfere with official traffic sign signal or device

A motion was made by Council Member Kelly and was seconded by Council Member Leach to approve Resolution No. 2022-54, Resolution No. 2022-54, Resolution Granting Variance to First Lutheran Church of Sauk Centre. A vote being recorded as follows: For: Council Members Kelly, Leach, Fuechtmann, Wilber and Mayor Stone. Against: None. The motion passed.

- c. The City has advertised on multiple occasions to fill a position on the HRA Board.

Lori Arends has applied for the position; however, her residence is outside the City limits. The City Code does allow the appointment of members to Committees and Boards as follows:

§ 32.01 GENERAL REQUIREMENTS.

All membership positions of the city's committees, commissions and boards must be filled with persons who are residents of the city and eligible to vote in its general and special elections; provided, however, that residency and voting eligibility requirements may be waived upon due consideration of the City Council in cases involving lack of interest or availability of potential appointees who meet residency and voting eligibility requirements. (Ord. 642, passed 4-6-2005)

Because the HRA serves an area outside the limits of the City, the Council may want to consider the appointment.

A motion was made by Council Member Kelly and was seconded by Council Member Wilber to approve appointment of Lori Arends to the HRA Board of Sauk Centre. A vote being recorded as follows: For: Council Members Kelly, Wilber, Leach, Fuechtmann and Mayor Stone. Against: None. The motion passed.

- d. The second pay application has been received from C&L Excavating for the 2022 Street Project (2nd Street):

1.	Original Contract	\$6,495,562.69
2.	Change Order (reduce size of project)	(1,821,101.67)
3.	Revised Contract Amount	\$4,674,461.02
4.	Completed to Date	\$1,165,130.62
5.	Material on Hand	0.00
6.	Amount Earned	\$1,165,130.62
7.	Less Retainage 5%	(58,256.53)
8.	Less Previously Paid	\$325,125.83
9.	Amount Due	\$781,727.26

A motion was made by Council Member Fuechtmann and was seconded by Council Member Kelly to approve Pay Request No. 2 to C&L Excavating for \$781,727.26. A vote being recorded as follows: For: Council Members Fuechtmann, Kelly, Leach, Wilber and Mayor Stone. Against: None. The motion passed.

- e. At the June 1, 2022 meeting the Council accepted a Grant from MN Dot Aeronautics to update the fueling system and to convert it to be chip reader compliant.

Because of the time frame that had elapsed from the application date in November of 2021 to current, the prices for the project increased. MN Dot was provided with an updated quote for the project and have increased the grant award.

The new revised project cost is for a total of \$54,086.74 with a State share of \$37,860.72. The City share is \$16,226.02 which will be covered with Airport revenues.

A motion was made by Council Member Leach and was seconded by Council Member Wilber to approve the revised grant award for fueling system project. A vote being recorded as follows: For: Council Members Leach, Wilber, Kelly, Fuechtmann and Mayor Stone. Against: None. The motion passed.

- f. MN Dot has submitted the Grant Agreements for Maintenance and Operation of the Sauk Centre Municipal Airport for Fiscal 2022 and 2023.

Fiscal 2022 \$11,991.50 (reduced due to portion allocated to Hanger Door Updates)
Fiscal 2023 \$23,983.00

A motion was made by Council Member Wilber and was seconded by Council Member Kelly to approve Resolution No. 2022-55, Resolution Accepting State Grant for Airport Maintenance and Operation. A vote being recorded as follows: For: Council Members Wilber, Kelly, Leach, Fuechtmann and Mayor Stone. Against: None. The motion passed.

- g. At the June 1, 2022 meeting the Council authorized the City to proceed with the potential acquisition of RROW at the intersection of 8th St. S. and Getty Street.



The proposal is for the City to purchase 15 feet across the north end of the property at \$2,90 per square foot for a total of \$5,655. The seller will then purchase 38' from the north end of the adjacent property to the south which will include the driveway to the property and square off the lot.

The legal descriptions to be drafted by a licensed surveyor.

A motion was made by Council Member Wilber and was seconded by Council Member Leach to approve Resolution No. 2022-57, Resolution Authorizing Lot Split and Execution of Closing Documents and Resolution No. 2022-58, Resolution Authorizing Lot Split. A

vote being recorded as follows: For: Council Members Wilber, Leach, Kelly, Fuechtmann and Mayor Stone. Against: None. The motion passed.

8. UNFINISHED BUSINESS

None.

9. NEW BUSINESS

- a. MN Association of Small Cities – Annual cost of \$2,249.75 – Information Only
- b. City Hall front steps – by general consent, request staff to go out for bids and send to Operations Committee for their review/recommendation

10. CONSENT AGENDA

The Council considered the following Consent Agenda Items:

a.	Schedule of Claims - Unpaid Claims	\$995,345.39
	Paid Claims	<u>\$515.25</u>
	Total	<u>\$995,860.64</u>

b.	May Checks	Paid Claims/Payroll	<u>\$1,152,836.33</u>
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- c. Resolution No. 2022-58, Resolution Accepting Contributions.

Men’s Card Playing Group	\$136.60	Senior Center
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A motion was made by Council Member Kelly and was seconded by Council Member Fuechtmann to approve the Consent Agenda as presented. A vote being recorded as follows: For: Council Members Kelly, Fuechtmann, Leach, Wilber and Mayor Stone. Against: None. The motion passed.

The council thanked the Men’s Card Playing Group for their donation.

11. INFORMATIONAL ITEMS

- a. LMC Dues Increase 3.5%
- b. Longevity increase – 15 years – 1% - Sergeant Jensen.

12. ADJOURNMENT

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

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

Respectfully submitted,

Mayor Warren Stone

City Administrator Vicki Willer