

**SAUK CENTRE CITY COUNCIL
REGULAR MEETING
WEDNESDAY, JUNE 16, 2021**

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

The Sauk Centre City Council met in a Regular Meeting on Wednesday, June 16, 2021 at 6:30 p.m. due notice being given thereof. Present were Council Members Diane Kelly, Shalon Wilber, Heidi Leach and Joe Fuechtmann. Also present was Engineer Keith Yapp, Police Sergeant Joe Jensen, City Administrator Willer, Public Works Director Ben Clink and City Planner Sarah Morton. Mayor Stone was absent. Acting Mayor Leach presided thereat.

2. APPROVAL OF AGENDA

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

3. APPROVAL OF MINUTES

A motion was made by Council Member Wilber and was seconded by Council Member Fuechtmann to approve the June 2, 2021 Regular Meeting Minutes as presented. A vote being recorded as follows: For: Council Members Wilber, Fuechtmann, Kelly and Acting Mayor Leach. Against: None. Absent: Mayor Stone. The motion passed.

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

Kris Sievert – 731 Country Club Road.

- Asked that the language be changed from “substantial development” to “sold to outside entity” as she feels “substantial development” cannot be quantified whereas “sold to outside entity” is sold.
- Noted that, in her opinion, Mr. Klick’s property in Glenwood will begin to have a problem with parking in the marina area.

Ellie Scott Meyer – 625 Lakeshore Dr.

- When they purchased the property, they felt that they lived in a residential area. Since then, a home is now serving as a AirBNB property which has caused traffic to increase
- More boat slips will impact lake traffic
- She doesn’t want people from Minneapolis in her neighborhood

Amy Dumond Kottke – 867 Lakeshore Dr.

- At a previous meeting, over 20 e-mails were read in opposition to the Golf Course proposal
- The proposal has been tabled for 6 months by the Planning Commission
- She feels this proposal changes the character of the neighborhood
- She feels the proposal does not enhance, better or add to the neighborhood
- What are the requirement for bathroom, screening, trash?
- Feels increased traffic and marina on Lakeshore Dr. will be detrimental to the neighborhood

Ron Bergemann – 829 Lakeshore Dr.

- If approved, how will the proposal enhance Sauk Centre?
- If approved, how will the proposal enhance the neighborhood?

Cindy Nelson – 40743 Sauk Lake Rd.

- Purchased their property for the atmosphere of “Lake Country” and an addition of a marina will negatively impact boat traffic
- Does not want a Valleyfair atmosphere

Katie Determan – 851 Lakeshore Dr.

- Bought their home 15 years ago with the hopes of raising their family
- The neighborhood is not designed for increased traffic

Sarah Coltvet – 875 Lakeshore Dr.

- Open and welcome to visitor’s who come to Sauk Centre, but does have concerns about increasing the level of business of her neighborhood on a permanent neighborhood
- Feels this has been a long and convoluted process and is hoping that it wasn’t rushed
- Has there been an environmental study?

Ed Sievert – 731 Country Club Rd.

- Questioned if the Council attended any Planning Commission meetings that were held regarding this proposal
- Has site Development Agreement been signed by Mr. Klick Revocable Trust?
- Read that shoreline overlay district has been amended. If this is correct, how has it been amended?
- Area to be rezoned to R-2 – is that going to encroach on the shoreline overlay district?
- Why were the people in attendance at the previous Planning Commission meeting not allowed to speak?
- Is the Council approving a PUD or a residential PUD?

5. PUBLIC HEARINGS

None.

6. REPORTS/PRESENTATIONS

- a. Sergeant Jensen presented the May 2021 Police Report stating that there were 247 Verbal Warnings and 617 ICRs for a total of 864.

Jensen also reported the following:

- Second new squad is up and running
- Received ammunition for new Glock handguns
- K9 Sonny busy with several high-profile arrests

- b. City Planner Morton presented the June 8 and June 15 Planning Commission Meetings:

- Public Hearing for CUP – See 7d

- Discussion of Old Course proposal – See 7c
- Public Hearing regarding Centracare Variance – See 7e

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

- 2020 CIP
 - Punch list items have been complete
 - Working hard to keep seeding watered during the drought conditions
 - Paving to begin the week of June 21
- Interpretive Center Site
 - Bid opening set for June 17th at 10 a.m.
- South Industrial Park
 - Working on designs
 - Working on permitting for wetlands
- 2020 Feasibility Report
 - Will be presented to the Council at a July meeting

d. Public Works Supervisor Ben Clink reported on the monthly activities of the department:

- Pothole patching complete
- Sewer manholes have been patched around
- Storm sewer on 8th Street repaired
- Curb lines are being sprayed for weeds
- Crosswalks have been painted white
- Sidewalks in areas south of Sinclair Lewis Avenue and east of Highway 71 have been inspected and notices have been sent to the property owners whose sidewalk need repair or need to be replaced. Contractor tentatively plans to complete the work late July.
- Street sweeping is being completed as needed
- Splash Pad has been working well. The Splash Pad passed Stearns County inspection. All three feature pumps were rebuilt which has improved pressure. Chemical lines replaced.
- Installation of equipment at the Fitness Park has been complete. Electrical work, sprinkler system and safety surfacing will begin soon. Once surfacing is complete, the black dirt and grass seeding will begin.
- Outdoor rink is level and construction on the new boards will begin within the week.
- New fish clean station is up and running. Working on establishing grass around the exterior.
- Installed new water fountain bottle filler in Sinclair Lewis Park with one to follow at Jaycee Park.
- Two dock extensions for the day-use dock have arrived. One has been installed with the other to be installed soon.
- Small repairs have been made in Sinclair Lewis Campground, to include toilets, shower handles, fans and small electrical items.

- Little Red Schoolhouse has been set on its foundation. Within the week block work will be complete and from that point steps and floors will be installed to make it useable.
- Planted 60 trees and are watered on a weekly basis.
- Several dry-floor rentals at the arena.

7. ACTION ITEMS

a. The Chamber has requested uses of various City parking lots, parks, and streets for Sinclair Lewis Days.

1. Amazing Race Medallion Hunt – Civic Arena Parking Lot – Friday, July 16 – 3:00 p.m.
2. DJ on Trailer by Shelter for Kids/Band in Band Shell for Adults w/beer garden provided by American Legion/Pontoon & Boat Parade – Close Park Road & Use of SL Park – Friday, July 16 – 5:00 p.m. to Dusk.
3. Food Vendors – Use SL Parking Lot - Friday, July 16 – 5:00 p.m. to Dusk.
4. Fireworks - Close Park Road & Boat Landing for Fireworks Permit - Fri., July 16 – 6:00 p.m. to dusk. (Map attached regarding Fireworks).
5. Crazy Days – Use of Downtown Sidewalks for Crazy Days Sale, Sat. July 17.
6. Craft Fair/Family Fun Festival – Close Park Rd & Use of SL Park & Parking Lot – Sat., July 17, 7:30 a.m. to 4 p.m.
7. Chip Timed 5K & 1 Mile Run – Start/Finish by swings & playground equipment – Use of Trail & Close 1 Lane on Hickman Drive & Lake View Drive – Sat., July 17, 8 a.m. and 10 a.m.
8. Approval of Parade Road – Industrial Park – SL Ave.- Elm – 6th – Getty St – 10th to Civic Arena Parking Lot - Sat, July 17, 7:00 p.m.

A motion was made by Council Member Kelly and was seconded by Council Member Wilber to approve the uses as requested above, including road closures and parade route. A vote being recorded as follows: For: Council Members Kelly, Wilber, Fuechtmann and Acting Mayor Leach. Against: None. Absent: Mayor Stone. The motion passed.

b. The City, Big Sauk Lake Association and the Sauk River Watershed have worked together over many years to control Curly Leaf Pondweed in Sauk Lake. Curly Leaf Pondweed is an invasive species. Funding for this project was collected by Special Assessment by the Watershed as the Weed Harvester Project. The project has since transitioned to spraying vs. harvesting. The funding is held by the Watershed. Each year BSLA submits a Plan and budget to the City for ratification and then to the Watershed for inclusion in the next year's budget.

The City has been approached by BSLA to consider utilizing some of the funds in the Invasive Species Fund for management of common carp in the lake. They have retained Tony Havranek of WSB to prepare an “Integrated Pest Management Planning and Implementation for Big Sauk Lake” proposal.

This proposal would include obtaining necessary permits, complete electrofishing surveys, implant tags in some carp, complete surveys of where the carp are going and coordinate fishing crews to net the carp. The surveys will tell what the density of the carp are in Sauk Lake to determine the scope of the problem.

This initial phase to be conducted in 2021 would require a budget amendment of \$17,461. BSLA is working on obtaining some grant funding to help defray some of the cost. The balance to be paid through the Invasive Species Fund. The proposed 2022 budget would come before the Council at a future date.

Because the 2021 spray budget was approved in 2020, they are requesting to amend the 2021 budget to include this proposal so work can begin right away.

Representative Tony Havranek, Director of Fisheries and Ecology for WSB was present and reviewed the following with the Council regarding common carp management:

- Common carp are well distributed across the country and are listed as an invasive species.
- He works on developing long term strategies for common carp management to improve water quality, fisheries and ecological integrity.
- This project proposes to calculate how many carp are in Big Sauk Lake and how many could be in the lake without affecting water quality.
- This project is a one year project to begin late summer, early fall 2021. They will start with electrofishing.
- Looking to train Big Sauk Volunteers to complete some surveys or mapping which will save budget for other project activities.
- Towards the end of 2021 a management plan will be prepared
- The initial budget is set for data collection for the long term plan.

A motion was made by Council Member Kelly and was seconded by Council Member Fuechtmann to recommend that the Invasive Species Project proceed and that the SRWD amend its 2021 budget to include a Carp Study in the amount of \$17,461. A vote being recorded as follows: For: Council Members Kelly, Fuechtmann, Wilber and Acting Mayor Leach. Against: None. Absent: Mayor Stone. The motion passed.

- c. Steve Klick, as the owner of the Old Course in Sauk Centre, applied for a Conditional Use Permit to allow a Mixed Use Planned Unit Development on the course and the adjoining lakefront property. The Planning Commission held a Public Hearing in January of 2021 and took action on the request at its June 8, 2021 regular meeting.

An Ordinance has been drafted which details what will be allowed and certain Performance Measures that must be met.

- Residential Uses (Single Family, Two Family, Multi Family)
- Parks, recreational areas and equipment.
- Essential Services (sewer/water/storm ponds etc.)
- Public or Semi-Public recreational buildings.
- Low Intensity Recreational Related Commercial Uses
- Retail Specialty and Gift Shops – Clubhouse
- Restaurant, bar, food service – Clubhouse
- Meeting rooms, conference rooms, special events – Clubhouse
- Pro Shop/Clothing Sales – Clubhouse
- Sports Courts, tennis, pickle ball
- Golf Course Clubhouse
- Outdoor skating, cross country, snow shoeing
- Kayaking, paddle boarding, fishing, pontoon and boat rentals
- Boat Docking System with Rental Slips and related required parking
- Parking Lots

In a mixed use zoning district, the underlying zoning district remains and governs what can be done in the district. In the case of this PUD, the underlying zoning district is R-1 and R-2 residential. Other standards including shoreland overlay also prevail. The shoreland overlay is measured as 1,000 feet from the shoreline.

In addition to the residential uses, this PUD overlay allows some commercial uses which are outlined in the Ordinance (gift shop, restaurant, bar, meeting and conference room, special event venues, short term rentals, boat dock).

The boat docking system includes several performance measures that must be met. Approval of this Ordinance would allow 12 boat slips to be installed. These slips are intended to be released to residents or others who wish to keep their boat on the lake. After the initial 12, more slips can be added as residential units are constructed, up to a maximum of 60. The maximum of 60 was proposed after meeting on-site with the DNR as they are the entity that would give that final permit.

There has been much concern about the impact to the lake, including safety and water quality. Because it is located in a bay, the dock itself won't protrude into the lake further than a line drawn between the two neighboring properties. This "string test" reveals that a dock would protrude approximately 225 feet into the lake prior to crossing the string test line.

According to a DNR study, on any given busy weekend, 10% of a homeowners boats are on the lake, which would make it reasonable to conclude that 10% of the boats on the docking system would be on the lake on the same busy weekend. Using that study, once the system is completely installed, 6 boats would be on the lake. If doubled to 12, Sauk Lake would still not reach its maximum boat density.

Regarding traffic and pedestrian conflicts, all things will be considered as future proposals would come before the Council. Trails, sidewalks or a linear park could provide options to pedestrians to curtail walking on the street. Any future improvement of Lakeshore Drive should consider pedestrian and vehicular movement in the plans.

Additional requests for approval as the project move forward on the golf course could delve into the details of each individual project. These details are governed by the City Code, State of MN Shorelands and other regulatory agencies.

Regarding the concern of the loss of the neighborhood and the desire to stay the same, the City can work to minimize the impact of that change.

This proposal has been downsized many times in the past 6 months. The Planning Commission has worked to balance the concerns of the public as well as the rights of the owner and is now recommending approval of this amendment to the zoning map.

The Council was presented with the proposed Ordinance 803, amending the official zoning map by establishing an overlay district.

After the Planning Commission meeting, Mr. Klick has commented on the following:

- Asked that “in the existing clubhouse” be removed to allow him to have other uses on the property.
- Agreed to keep short term rentals on the interior of the golf course no closer than 400 feet from the perimeter boundaries.
- The boat launch area is not a public use boat launch.
- Would like the ability to install a swimming pool, which is allowed in residential currently

City Administrator Willer touched on the following questions/comments that were asked/discussed during the Public Open Forum:

- Question regarding whether or not the Shoreland District has been amended: that is not something the City is able to amend. The Shoreland District is a DNR regulation, which is 1,000 feet from the shoreline.
- Question regarding the verbiage of “boat slips can be added as substantially completed” and to change it to the requirement of “until the unit is sold”: Cannot be easily regulated as the City will not know when the building is sold. Substantial completion is related to the building code. You will find that verbiage in many economic development contracts.
- Question regarding whether Steve Klick or Steve Trust is the applicant: Steve Klick is the applicant. The permit would be issued to the legal owner of the property, which is Steve Klick.
- Concerns regarding infrastructure in the area: Public Policy is that when a developer installs new infrastructure within development, it is the responsibility of the developer. If/when the development proceeds, Klick would have WAC/SAC

(water/sewer access charges) and his deferred assessment would be triggered to be paid.

- Will the neighborhood infrastructure be able to handle the improvements: most of the sewer/water will go south down toward Country Club Road/end of Elm Street and under Main Street. Potentially, if he were to develop the northeast corner of the property, it may go into the Lakeshore Dr. system, but that would be minimal.
- Traffic/street concerns and how they would be handled: would be appropriate for the City to require Klick to install trails/parks/walkways/crosswalks, etc.
- Where would parking be for the people who rent the boat slips: City code requires 1 to 3 ratio for parking stalls which would mean that the Developer would have to require a parking space for every 3 boat slips.
- If not approved, what is the recourse?: The Council should not vote on anything out of fear of being sued or not sued. It was recommended to follow code and apply the code. If denied, developer has the right to reapply, sell, donate, change to another use, plat (225 houses would fit on course, according to density), etc.

A motion was made by Council Member Kelly to deny. The motion was seconded by Acting Mayor Leach. A vote being recorded as follows: For: Council Member Kelly and Acting Mayor Leach. Against: Council Members Fuechtmann and Wilber. Absent: Mayor Stone. The motion to deny failed.

A motion was made by Council Member Wilber to remand to the Planning Commission to review the docking system. Motion failed due to lack of second.

A motion was made by Council Member Fuechtmann to table action on this item until the July 7 Regular Meeting where all Council Members are in attendance. The motion was seconded by Acting Mayor Leach. A vote being recorded as follows: For: Council Member Fuechtmann, Acting Mayor Leach and Council Member Wilber. Against: Council Member Kelly. Absent: Mayor Stone. The motion passed.

d. Isaac Winters has proposed to construct a boat self-storage facility on property owned by Nancy Winters at 138 T.H. 71 North. The Planning Commission held a public hearing on the request at its June 8, 2021 regular meeting. The Commission recommends approval of the request based upon the following findings and conditions:

1. The procedural aspects of the Public Hearing had been met. The application, publication of the Hearing Notice and the mailing requirements had all been met;
2. The request is consistent with the City's Comprehensive Plan which promotes the use and additional development of underutilized property. The Comprehensive Plan also promotes the establishment of commercial businesses that do not currently exist within the City.
3. The Sauk Centre Zoning Ordinance currently considers self-storage facilities an appropriate Conditional Use in the C-2 Zoning District. (Section 156.047)
4. The land area, setback, shoreland, floodplain and wetland requirements shall be met.

5. The proposed use, with conditions, would be compatible with the surrounding vicinity, which is commercial in nature and mainly served by the motoring public.
6. No evidence has been submitted that would indicate a depreciation of property values in the surrounding area as a result of the proposal. The use and additional development of the underutilized property may actually increase those values.
7. The proposal will not create excessive requirements for public facilities such as sewer, water, and electricity as these services are currently available to the property.

The recommendation includes the following conditions:

1. Applicant shall reduce erosion and stormwater runoff onto neighboring properties, by installing gutters and down spouts directed away from adjoining properties.
2. All lighting used for exterior illuminate (including off-street parking area) shall be shaded or diffused so as to reflect the lights away from adjoining property and away from abutting traffic flow.
3. Fencing shall not exceed a height of 8 feet, unless a higher fence is deemed necessary as part of the conditional use permit.

The Council was presented with a map of the location and artists rendering of the building.

A motion was made by Council Member Kelly and was seconded by Council Member Fuechtmann to approve Resolution No. 2021-54, Resolution Granting CUP for Isaac Winters. A vote being recorded as follows: For: Council Members Kelly, Fuechtmann, Wilber and Acting Mayor Leach. Against: None. Absent: Mayor Stone. The motion passed.

- e. CentraCare, Sauk Centre submitted an application for a variance from the required setback from the Road Right of Way which, if approved, would allow the construction of an addition to the existing nursing home 425 Elm St. N.

The Planning Commission held a public hearing on June 15, 2021 and is recommending approval as it will not adversely affect the health welfare and safety and will not be detrimental to properties in the neighborhood.

Centracare is intending to build an addition on the end of the nursing home approximately at the same setback as currently exists. Proposal is to make all rooms single use rooms.

- 28 feet 7 inches from the road right of way of 4th Street
- 28 foot variance from the 30 foot setback from Oak Street
- Variance to allow additional impervious surface (up to 80%)

Conditions:

- Applicant will coordinate with City staff and City engineer regarding the stormwater management plan
- Shaded or diffused lighting be required

A motion was made by Council Member Kelly and was seconded by Council Member Fuechtmann to approve Resolution No. 2021-55 Centracare Variance. A vote being recorded as follows: For: Council Members Kelly, Fuechtmann, Wilber and Acting Mayor Leach. Against: None. Absent: Mayor Stone. The motion passed.

- f. The American Rescue Plan approved by the Federal Government in March of 2021 includes provisions for funding to local governments. The City of Sauk Centre is eligible to receive a portion of this federal funding. As such it must comply with all Federal and State Requirements for requesting, receiving, spending and reporting the use of the funds.

The first step is for the City to request the funds. It is anticipated the City will receive approximately \$475,000 over a two year period. The City must spend the funds in accordance with the ARP Guidelines or return them.

Resolution 2021-56 formally authorizes the submittal of the application for funding.

A motion was made by Acting Mayor Leach and was seconded by Council Member Wilber to approve Resolution No. 2021-56, Authorizing application to ARP. A vote being recorded as follows: For: Acting Mayor Leach and Council Members Wilber, Fuechtmann and Kelly. Against: None. Absent: Acting Mayor Stone. The motion passed.

8. UNFINISHED BUSINESS

- a. Information Center Project Bid Opening – June 7, 2020 – 4:45 p.m.

9. NEW BUSINESS

None.

10. CONSENT AGENDA

The Council considered the following Consent Agenda Items:

- | | | | |
|----|--|---------------------|---------------------|
| a. | Schedule of Claims - | Unpaid Claims | \$190,473.53 |
| | | Paid Claims | <u>\$199.90</u> |
| | | Total | <u>\$190,673.43</u> |
| | | | |
| b. | May Checks | Paid Claims/Payroll | <u>\$556,607.12</u> |
| | | | |
| c. | Gambling Application for Exempt Permit request from Sauk Centre Lions Club for pull-tabs and a raffle on July 28 - 31, 2021 at Stearns County Fair. | | |
| | | | |
| d. | Request from Jeff Quistorff representing the Sauk Centre Lions for a <u>road closure for a Soap Box Derby</u> on Sunday, July 18, 2021 from 11:00 a.m. until 5:00 p.m. (<u>3rd Street North from Ash Street to Birch Street and Birch Street from 4th Street N. to 2nd Street N.</u>) | | |

- e. Request from James Metcalf, representing the American Legion Post 67, has submitted an Application & Permit for a 1-Day Temporary On-Sale Liquor License for the Beer Garden during Sinclair Lewis Days in the Sinclair Lewis Park on July 16, 2021. Fee and Certificate of Insurance are being provided.
- f. Request from James Metcalf, representing the American Legion Post 67, has submitted an Application & Permit for a 4-Day Temporary On-Sale Liquor License during the Stearns County Fair from July 28-31, 2021. Fee and Certificate of Insurance are being provided.
- g. Request from Scott Kowski, representing the American Legion Post 67, has submitted an Application & Permit for a 1-Day Temporary On-Sale Liquor License during the Stearns County Fair for August 1, 2021. Fee and Certificate of Insurance are being provided.

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

11. INFORMATIONAL ITEMS

None.

12. ADJOURNMENT

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

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

Respectfully submitted,

Mayor Warren Stone

City Administrator Vicki Willer