

**SAUK CENTRE CITY COUNCIL
REGULAR MEETING
WEDNESDAY, JUNE 19, 2019**

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

The Sauk Centre City Council met in a Regular Meeting on Wednesday, June 19, 2019 at 6:30 p.m. in the City Hall Council Chambers pursuant to due notice being given thereof. Present were Council Members Joe Fuechtmann, David Thomas, Heidi Leach and Mayor Warren Stone. Also present was City Administrator Vicki Willer, City Planner Sarah Morton, Police Chief Bryon Friedrichs and City Engineer Chuck Boser. Mayor Stone presided thereat. Council Member Kelly was absent.

2. APPROVAL OF AGENDA

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

3. APPROVAL OF MINUTES

A motion was made by Council Member Thomas and was seconded by Council Member Leach to approve the June 5, 2019 Regular Meeting Minutes as presented. A vote being recorded as follows: For: Council Members Thomas, Leach, Fuechtmann and Mayor Stone. Against: None. Absent: Council Member Kelly. The motion passed.

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

None.

5. PUBLIC HEARINGS

None.

6. REPORTS/PRESENTATIONS/AWARDS

- a. Police Chief Friedrichs presented the May 2019 Police Report stating that there were 628 ICRs and 221 Verbal Warnings for a monthly total of 849.
- b. City Administrator Willer presented the Public Works Department Report as follows:
 - Completed pothole filling –33 tons of asphalt were used
 - Flashing crosswalk signs ordered with delivery expected early July
 - Crosswalk painting will begin late June
 - 10th Street Repair – See 7b
 - Completed storm sewer inlet/outlet cleaning
 - Splash pad was closed to complete concrete sealing and shelter cleaning
 - Weed spraying is being completed
 - EAB Treatment will begin June 20th
 - New garage door installed on the airport courtesy car building

- Airport storm pond repairs complete
- Hangars are now at full capacity
- Fuel pump circuit board replaced and in working order

c. City Planner Morton presented the Planning Commission Report as follows:

- Public Hearing – Variance – See 7a

7. ACTION ITEMS

a. On May 10th an application was received from Taran T. Engle for a variance from the City Code where, if approved, would allow for the construction of an addition to an existing detached accessory structure on his property located at:

1725 Sinclair Lewis Avenue
Sauk Centre, MN 56378

If granted, the variance would allow a 780 square foot addition to an existing detached accessory structure that is 572 square feet. The variance would allow a combined total of 1,462 square feet square feet of detached accessory structures in the single family (R-1) zoning district where 1,200 square feet is allowed.

The south and west property line setbacks and lot area requirements will be met by the proposal including setbacks and impervious coverage maximums. The variance requested is from City Code Section 156.022 (c):

SECTION 156.022 ACCESSORY STRUCTURES.

(C) On parcels occupied by dwelling units no attached garage or accessory structure shall exceed 1,200 square feet in area. No accessory structure shall be constructed on a parcel without a principal structure.

Currently there are two detached accessory structures located on the property.

Detached #1	572 sq. ft
Detached #2 (small garden shed)	<u>110 sq. ft</u>
Total Existing	682 sq. ft
Total Allowed per Ordinance	1,200 sq. ft
Total Requested	1,462 sq. ft

The Planning Commission recommended Council approval.

A motion was made by Council Member Fuecthmann and was seconded by Council Member Thomas to approve Resolution No. 2019-37, Granting Variance. A vote being recorded as follows: For: Council Members Fuechtmann, Thomas, Leach and Mayor Stone. Against: None. Absent: Council Member Kelly. The motion passed.

- b. For several years, Tenth Street South from Beltline Road to Centre Street has been deteriorating due to groundwater seepage up through the pavement. The roadway is now in a condition that it cannot be repaired via “pothole or patching”.

It has been recommended that the City mill off the pavement for an approximate 250 feet length. Project curb line to curb line. Total estimated cost \$2,292.50.

Eighth Street has been reverted to gravel and due to that, staff is proposing a 1.5-inch overlay with tack coat for 70 feet to patch in order to keep in good condition until Highway 71 project begins. Estimated cost of \$3,300.

A motion was made by Council Member Leach and was seconded by Council Member Fuechtmann to approve projects as stated above. A vote being recorded as follows: For: Council Members Leach, Fuecthmann, Thomas and Mayor Stone. Against: None. Absent: Council Member Kelly. The motion passed.

- c. At the time that the City removed Ash trees due to the EAB infestation, the City contracted with a portable sawmill operator to debark the larger lots and cut them into lumber.

This rough sawn lumber has been stacked inside since that time. The Department is requesting that the City Council approve the sale of the lumber. The funds would reimburse the City for costs incurred to date for the project.

The lumber would be advertised for sale by competitive bidding as required by law.

Council Member Fuechtmann introduced Resolution No. 2019-38, Resolution Authorizing Sale of Excess Materials (Lumber). The motion was seconded by Council Member Thomas. A vote being recorded as follows: For: Council Members Fuechtmann, Thomas, Leach and Mayor Stone. Against: None. Absent: Council Member Kelly. The motion passed.

- d. Timothy J. Duvall has submitted his resignation from the Sauk Centre Ambulance Department effective June 16, 2019.

He has accepted a full-time position with another service.

A motion was made by Council Member Thomas and was seconded by Council Member Leach to approve the resignation of Timothy J. Duvall from the Ambulance Department. A vote being recorded as follows: For: Council Members Thomas, Leach, Fuecthmann and Mayor Stone. Against: None. Absent: Council Member Kelly. The motion passed.

- e. According to prior Council approval, the City advertised for individuals interested in serving on the Fire Department.

A Committee of the Department interviewed interested candidates with the following recommendation for appointment:

Peter L. Norgren
Jose' M. Diaz
Bryant J. Ostendorf

In addition, the Committee recommends the following be placed on a waiting list for a possible future appointment.

Nicholas D. Wheeler
Neal R. Rhode
Dan J. Borgmann

A motion was made by Council Member Leach and was seconded by Council Member Thomas to appoint the above noted individuals, pending successful background and training requirements. A vote being recorded as follows: For: Council Members Leach, Thomas, Fuechtmann and Mayor Stone. Against: None. Absent: Council Member Kelly. The motion passed.

- f. The Sauk Centre Youth Baseball Association has been working toward replacing the lighting at the Jaycee Park Baseball Field.

They are proposing a solution and are requesting approval of the City to proceed with the following:

SCPUC	Electrical updates prior to transformer
BEAM Electric	Electrical Labor after transformer
BEAM Electric	Lights
Baseball Association	Sockets
CES (Central Equip)	Lift

A motion was made by Council Member Thomas and was seconded by Council Member Fuechtmann to approve the lighting project proposal at Jaycee Park. A vote being recorded as follows: For: Council Members Thomas, Fuechtmann, Leach and Mayor Stone. Against: None. Absent: Council Member Kelly. The motion passed.

8. UNFINISHED BUSINESS

- a. City Engineer Chuck Boser updated the Council on the North Project as follows:

- Elm Street utilities and curb and gutter completed
- Elm Street sidewalk in construction
- Oak Street utilities completed
- Oak Street services under construction
- Hospital corner main utilities completed

Getty Street:

- Will be re-grading the pond

9. NEW BUSINESS

None.

10. CONSENT AGENDA

The Council considered the following Consent Agenda Items:

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|----|----------------------|---------------|---------------------|
| a. | Schedule of Claims - | Unpaid Claims | \$183,120.05 |
| | | Paid Claims | \$0.00 |
| | | Total | <u>\$183,120.05</u> |
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- | | | | |
|----|------------|---------------------|---------------------|
| b. | May Checks | Paid Claims/Payroll | <u>\$297,793.47</u> |
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- c. Request from James Metcalf, representing the American Legion Post 67, Application & Permit for a 4-Day Temporary On-Sale Liquor License during the Stearns County Fair from August 1-4, 2019. Fee and Certificate of Insurance are being provided. Last meeting approval was for 3.2 beer, but has since changed their minds for strong beer.
- d. Request from James Metcalf, representing the American Legion Post 67, has submitted an Application & Permit for a 1-Day Temporary On-Sale Liquor License during the BAM in the Sinclair Lewis Park on August 15, 2019. Fee and Certificate of Insurance are being provided.

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

11. INFORMATIONAL ITEMS

- a. No Council Meeting July 3, 2019.

12. ADJOURNMENT

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