

**SAUK CENTRE CITY COUNCIL
REGULAR MEETING
WEDNESDAY, JULY 1, 2015**

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

The Sauk Centre City Council met in a Regular Meeting on Wednesday, July 1, 2015 at 6:30 p.m. in the City Hall Council Chambers pursuant to due notice being given thereof. Present were Council Members Keith Johnson, Dave Thomas, Diane Kelly, Heidi Leach and Mayor Warren Stone. Also present were City Administrator Vicki Willer, City Planner Sarah Morton, Administrative Assistant Nicki Vogt, City Engineer Keith Yapp and Public Works Supervisor Matt Zinniel. Mayor Stone presided thereat.

2. APPROVAL OF AGENDA

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

3. APPROVAL OF MINUTES

A motion was made by Council Member Kelly and was seconded by Council Member Thomas to approve the June 17, 2015 Regular Meeting as presented. A vote being recorded as follows: For: Council Members Kelly, Thomas, Johnson, Leach and Mayor Stone. Against: None. The motion passed.

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

None.

5. PUBLIC HEARINGS

None.

6. REPORTS/PRESENTATIONS

a. The funding plan for the Beltline/Centre St. Project is to issue a bond that includes two components.

1. Street Reconstruction Bond
2. Improvement (Special Assessment Bond)

At the June 3, 2015 City Council meeting the Council held a Public Hearing to consider adopting a Street Reconstruction Plan as a precedent to the issuance of the Street Reconstruction Bond. The City also previously conducted a public hearing on the Improvement of Centre Street and adopted a Resolution Ordering the Improvement.

Northland Securities representative George Eilertson presented the Council with the Finance Plan Summary, reviewing the Recommended Terms, Related Considerations and Total Issue Sources and Uses.

In addition to the Resolution to Approve the Sale of the Bonds, it was recommended that the City enter into a Municipal Advisor's Agreement with Northland Securities.

See 7a.

7. ACTION ITEMS

a. See 6a.

A motion was made by Council Member Johnson and was seconded by Council Member Kelly to approve Resolution No. 2015-42, Resolution Providing for the Competitive Negotiated Sale of \$1,510,000 General Obligation Bonds, Series 2015A as well as approve the Municipal Advisor's Agreement with Northland Securities. A vote being recorded as follows: For: Council Members Johnson, Kelly, Thomas, Leach and Mayor Stone. Against: None. The motion passed.

b. At the City Council meeting on May 20, 2015, the City Council held a public hearing to consider the request for annexation of a one acre parcel on the west limit of the City. The City Council failed to adopt the Ordinance at that meeting.

The applicant is requesting that the Ordinance be again considered for adoption. He is seeking municipal water and sewer for future new home construction which requires the property to be within the City limits.

The property in question is the plat of Rieland's Addition and is legally described as Lot 1, Block 1, Rieland's Addition and is located at 290 Minnette Road.

- At the public hearing, residents in the neighborhood expressed concern that if approved the City would use this annexation as a springboard to continue annexing other properties in the neighborhood.
- There was a concern that the annexation was not along a section line to maintain City boundary symmetry.
- There was a concern that the property already had an accessory building on it without a primary residence.
- There was concern that the existing building did not meet City zoning requirements.

The applicant does not suggest or encourage the City to use this action as a precedent to continue annexing other properties in the area.

The City has annexed property in the past including the most recent annexations in 2014 that although are larger parcels are single parcels and not along section lines. If the City wishes to restrict annexations to section lines it should adopt a Policy for guidance in the future.

The detached accessory building on the property would be legally existing non-conforming as the City Code does require the primary use on a residential lot to be a dwelling unit and the building is larger than permitted over the counter for new structures.

It was verified that the building does meet all City setbacks with ample residual property to construct a conforming residential dwelling unit.

The Council was presented with the following options:

1. No Motion and the Agenda moves on to next item.
2. Introduce Motion to Approve. If it gets a second, then a vote.
3. Introduce Motion to Deny. If it gets a second, then a vote.

A motion was made by Council Member Leach and was seconded by Council Member Thomas to approve Ordinance No. 759, Annexing Land into the City. A vote being recorded as follows: For: Council Members Leach, Thomas, Johnson, Kelly and Mayor Stone. Against: None. The motion passed.

- c. The City's K-9 squad was totaled in an accident on June 6, 2015.

The League of Minnesota Cities Insurance Trust has offered a settlement to the City for the value of the car, any equipment damaged, and the cost of refitting the existing equipment into a new squad.

The squad that was damaged was the 2011 Crown Vic. This style squad is no longer available. This was an owned squad vs. a leased squad.

Chief Friedrichs has sought out a suitable vehicle through the State Bid. He has located a vehicle that would be available immediately if the City Council authorizes him to do so. The vehicle is part of a fleet being shipped to another City that has stated it would wait for one of its new squads to allow Sauk Centre immediate delivery of one it has on order. (Current date of delivery for a new order is September).

The Finance Committee met prior to the Council meeting and recommended purchase of a 2016 police Interceptor utility vehicle. The proposed purchase price is \$26,994.00.

Police Chief Friedrichs recommended approval and noted that the purchase would be made with forfeiture dollars.

A motion was made by Council Member Kelly and was seconded by Council Member Thomas to approve the purchase of a 2016 Police Interceptor. A vote being recorded as follows: For: Council Members Kelly, Thomas, Johnson, Leach and Mayor Stone. Against: None. The motion passed.

8. UNFINISHED BUSINESS

- a. At the City Council meeting on June 20, 2015, the City Council tabled action on the request for the vacation of a part of the road right of way of Tenth Street located west of Beltline Road.

This was brought back before the Council to continue discussion with the option to take action on the request.

The proposal is to vacate the last 200' of the public right of way of 10th Street S. where it abuts the City limit. This right of way is the legal recorded access for a parcel of record to the south and west, for freeway billboard access and also abuts property in the township that is currently farmland. Although this is the legal right of way as recorded, the road "as travelled" cuts the corner across private property. If that "as travelled" roadway was ever eliminated in the future, the physical roadway could be legally constructed in the existing right of way. Action by the City to vacate the right of way would create a "landlocked" parcel.

This right of way has been in existence for many years but was relocated slightly north from its previous location in 2013 due to a non-conforming structure that did not meet setbacks.

The owner of the property on which the right of way exists has petitioned that it be vacated. He proposes to build a home on the property with the possibility of a lot split for a second future home.

Considerations include:

- If the private "as travelled" drive is eliminated in the future, how will the "landlocked" parcel of record and the highway billboard easement be accessed?
- If the abutting farmland develops in the future to residential or commercial, will there be the ability to "loop" municipal utilities and roadways through the property? (More than one access would be required as length of cul-du-sacs is limited by Ordinance.)
- If the City concurs that the right of way should be vacated, will the owner of the parcel where the "as travelled" portion of the roadway exists be required to grant a formal easement and if so, should it be a public easement for future road access and utilities?

A motion was made by Council Member Thomas and was seconded by Council Member Johnson to deny Resolution No. 2015-40, Resolution Vacating a Portion of Tenth Street South. A vote being recorded as follows: For: Council Members Thomas, Johnson, Leach, Kelly and Mayor Stone. Against: None. The motion passed.

- b. The Operations Committee (Kelly and Johnson) attended a meeting of the Big Sauk Lake Association on June 20, 2015 where they discussed the 2016 Plan for the spraying of Curlyleaf Pondweed.

BSLA has contracted with RMB who has conducted a survey of the lake on June 23. They expect a report back within thirty days and have scheduled a meeting for July 25 to review the results. A Budget will be developed based on the results of the survey; however it will ultimately be limited to what the DNR will permit in 2016.

With a meeting date of July 25, it won't be possible to present the Plan and Budget to the City Council prior to July 31 as the next Council meeting would be August 5. Staff asked

that either the Operations Committee be granted the authority to review and approve the budget request at the July 25 meeting of the BSLA or that the City Council allow for an later date to consider the Plan and Budget for ultimate presentation to the Sauk River Watershed District.

A motion was made by Council Member Thomas and was seconded by Council Member Leach to extend approval date until the second meeting in August. A vote being recorded as follows: For: Council Members Thomas, Leach, Johnson, Kelly and Mayor Stone. Against: None. The motion passed.

c. City Engineer Yapp reported on the Beltline/Centre Street Project as follows:

- Removal have taken place on the Beltline portion of the project
- Traffic control is in place
- Pipe crews will arrive Monday, July 6, 2015

Yapp then stated that a landowner has requested wider entrances to his business as well as a surmountable curb on the east side of the road. It was the general consent of the Council not to allow a surmountable curb on the east side of the road and if any other changes are made on the west side of the road, it will be at the landowner's expense.

9. NEW BUSINESS

a. Staff review of the 2016 budget has begun. Department Heads will be given budget worksheets for compilation of budget numbers during the first two weeks of July. Those numbers will then be compiled and presented to the Finance Committee the first week of August.

The Council is expected to meet in a budget workshop with formal approval of the preliminary budget for certification to the County on September 16, 2016.

b. The City will be converting to a new accounting Software as of January 1, 2016. The software will modernize the system and will save approximately \$1,000/year in costs.

10. CONSENT AGENDA

The Council considered the following Consent Agenda items:

a. Schedule of Claims -	Unpaid Claims	\$347,007.41
	Paid Claims	<u>\$1,101.27</u>
	Total	<u>\$348,108.68</u>

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

11. INFORMATIONAL ITEMS

None.

12. ADJOURNMENT

A motion was made by Council Member Thomas and was seconded by Council Member Leach to adjourn the meeting. A vote being recorded as follows: For: Council Members Thomas, Leach, Johnson, Kelly 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