

**SAUK CENTRE CITY COUNCIL
REGULAR MEETING
WEDNESDAY, JULY 16, 2014**

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

The Sauk Centre City Council met in a Regular Meeting on Wednesday, July 16, 2014 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, Warren Stone and Mayor Kirckof. Also present were City Administrator Vicki Willer, City Planner Sarah Morton, City Engineer Keith Yapp, Police Chief Friedrichs, Ambulance Director Kathy Struffert and Administrative Assistant Nicki Vogt. Mayor Kirckof presided thereat. Council Member Olson was absent.

2. APPROVAL OF AGENDA

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

3. APPROVAL OF MINUTES

A motion was made by Council Member Stone and was seconded by Council Member Thomas to approve the July 2, 2014 Regular Meeting Minutes as presented. A vote being recorded as follows: For: Council Members Stone, Thomas, Johnson and Mayor Kirckof. Against: None. Absent: Council Member Olson. The motion passed.

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

Diane Kelly – 418 2nd St. S., Sauk Centre. Kelly asked that the Council consider the general public and neighborhoods when they allow Outdoor Liquor. She requested that for future events, the volume be turned down at 10 p.m.

5. PUBLIC HEARINGS – Vacation of RROW (State Road)

Mayor Kirckof opened the Public Hearing and read the Public Hearing Procedure.

City Attorney Mayer stated that MN State Legislature gives cities the authority to manage hazardous homes within City limits. He noted that after homeowner consent was given, the Police Chief, Fire Chief, Building Inspector and himself inspected the homes.

He presented the properties and the recommendations separately. Once a Resolution is approved, it will be served to the property owners at which time it gives them a time frame to repair or demolish. It was noted that if the City does any of the required work, the costs will be assessed to the property taxes. The property owner has 20 days to contest the Council's decision.

- a. 1. 508 2nd St. S. as follows:



6. REPORTS/PRESENTATIONS

- a. The EDA met on Wednesday, July 2 and discussed the following:

- Recommended Council approval of TIF and Abatement payments. See 7i.
- TIF District 1-1 modification public hearing will be held somewhere between September and October 2014.
- Update on railroad property purchase
- Update on Unger property

b. The Park Board met on Tuesday, July 1 and discussed the following:

- Recommended Council approval of bid for Multi-Purpose Park shelter
- Multi-Purpose Park property encroachment
- Discussion of naming rights criteria for the Multi-Purpose Park
- Baseball Association plan for Towerview Ballfields
- Sauk Centre Youth Hockey Association 5 year Arena improvement plan
- Campground inspection report

7. ACTION ITEMS

a. As part of the ongoing maintenance at the Airport, the City enters into an agreement with MNDOT Aeronautics where the City is eligible for reimbursement of operating expenses p to \$13,184 per year. The State Legislature appropriated additional funding for FY 2014 which is now being offered to airports in the form of an Amendment to the Grant Agreement. This Amendment changes the allowed reimbursement to \$14,502.40.

A motion was made by Council Member Stone and was seconded by Council Member Thomas to approve the Amendment to the Grant Agreement. A vote being recorded as follows: For: Council Members Stone, Thomas, Johnson, Olson and Mayor Kirckof. Against: None. The motion passed.

b. As a part of the ongoing improvements at the Multi-Purpose Park, bids were solicited for the construction of a shelter with restrooms. Bids were opened on June 12th and although complimentary solicitations were sent to 16 local contractors in addition to the advertisement. One bid was presented.

The Park Board reviewed the plans and they are recommending that the project be awarded to Arnzen Construction /St. Rosa Lumber with modifications from the original bid as follows:

Total Bid Package	\$102,802.28
Total with Addendum #1 Removals	\$94,802.28
Additional Deductions	
Ceiling Lining	(\$4,000.00)
Block	(\$3,600.00)
Final Recommended Bid	<u>\$87,202.28</u>

This final recommendation bring the total turn-key construction below the budgeted amount of \$90,000.

The Park Board is recommending Council approval.

Council Member Olson introduced Resolution No. 2014-52, Resolution Accepting Quote for Multi-Purpose Park Shelter with Restrooms. The motion was seconded by Council Member Thomas. A vote being recorded as follows: For: Council Members Olson, Thomas, Johnson, Stone and Mayor Kirckof. Against: None. The motion passed.

- c. The Police and Public Works Departments advertised various excess vehicles and equipment for public sale through the State of Minnesota Surplus Services Online Website.

	<u>Bidder</u>	<u>Amount</u>
1988 Dodge Pickup	Arnold Lovell	\$2,125.00
1993 Vemeer Wood Chipper	Alan Johnson	\$7,650.00
2003 John Deere 1435	Chad Junker	\$7,250.00
2002 LandPride Flex Mower	Sandra Arceneau	\$3,000.00
2000 Pontiac	Kurt Kalbrener	\$1,430.00
1994 Ford Explorer	Louis Janousek	\$ 315.00
1991 Chevrolet Cavalier	Michael Brown	\$ 258.00
2000 Pontiac Bonneville	Bill Dropik	\$ 140.00

Council Member Stone introduced Resolution No. 2014-53, Resolution Accepting Bids and Authorizing Sale of Various Excess City Vehicles. The motion was seconded by Council Member Thomas. A vote being recorded as follows: For: Council Members Stone, Thomas, Johnson, Olson and Mayor Kirckof. Against: None. The motion passed.

- d. According to the recently approved procedure for the sale of the Walnut Street Garage, the City conducted an auction which concluded on Friday, June 20, 2014.

The highest bid was received from Friedrichs Tire and Oil for \$52,500. Friedrichs has presented the required \$2,500 earnest money deposit.

Council Member Johnson introduced Resolution No. 2014-54, Resolution Accepting Bids and Authorizing Sale of Walnut Street Garage. The motion was seconded by Council Member Thomas. A vote being recorded as follows: For: Council Members Johnson, Thomas, Stone, Olson and Mayor Kirckof. Against: None. The motion passed.

It was noted that the minimum bid price was set at \$28,000.

- e. Payment Approval No. 12 has been submitted for payment by RL Larson for work completed on the 4th Street Project. The payment request is for \$173,592.92. This is the final Payment Request.

The City continues to hold the 1% retainage and there is a possibility that some miscellaneous clean-up items will be found during the final review.

The final total cost is approximately \$30,000 under contract.

A motion was made by Council Member Stone and was seconded by Council Member Olson to approve Payment Voucher No. 12 in the amount of \$173,592.92. A vote being recorded as follows: For: Council Members Stone, Olson, Thomas, Johnson and Mayor Kirckof. Against: None. The motion passed.

- f. Non-Union employees are eligible for step advancement following review and recommendation. Two non-union employees are eligible for advancement.

1. Byron Friedrichs	Date of Hire	04/27/1989
	Date of Promotion to Chief	08/02/2008
	Step Advancement	Step 7 \$37.23
	Date of Step Advancement	08/02/2014
2. Wendy Drobny	Date of Temp	08/01/2005
	Date of FT hire	07/05/2007
	Step Advancement	Step 7 \$21.76
	Date of Step Advancement	07/05/2014

Step Advancements are recommended.

A motion was made by Council Member Thomas and was seconded by Council Member Olson to approve the step advancements for Bryon Friedrichs and Wendy Drobny as outlined above. A vote being recorded as follows: For: Council Members Thomas, Olson, Stone, Johnson and Mayor Kirckof. Against: None. The motion passed.

- g. Ambulance Director Struffert is recommending that the department be authorized to advertise for candidates to take the required EMT certification classes for eventual appointment to the EMT roster.

The Department currently is seeking candidates who would be available for day and weekend/holiday shifts. This is necessitated due to upcoming resignations.

A motion was made by Council Member Johnson and was seconded by Council Member Thomas to approve advertisement for EMT candidates. A vote being recorded as follows: For: Council Members Johnson, Thomas, Stone, Olson and Mayor Kirckof. Against: None. The motion passed.

- h. According to the proposed updates to the Ambulance Garage, quotes were obtained for the replacement of carpet and vinyl. Two quotes were received as follows:

	Scott Tullis	Unger Furniture
Carpet & Installation	\$4,118.00	\$3,883.77

Council Member Thomas introduced Resolution No. 2014-55, Resolution Accepting Quote for Floorcovering and Installation (Unger Furniture). The motion was seconded by Council Member Stone. A vote being recorded as follows: For: Council Members Thomas, Stone, Johnson, Olson and Mayor Kirckof. Against: None. The motion passed.

- i. The EDA is recommending Council approval of the following TIF and Abatement Payments:

1. Riverview Townhomes	\$4,184.87
2. Fairway Pines	\$8,906.45
3. 8310 Properties (Dunham)	\$2,548.28

A motion was made by Council Member Johnson and was seconded by Council Member Thomas to approve the TIF and Abatement Payments as presented above. A vote being recorded as follows: For: Council Members Johnson, Thomas, Stone, Olson and Mayor Kirckof. Against: None. The motion passed.

- j. Removed from Agenda.

8. UNFINISHED BUSINESS

- a. A meeting was held on June 23 to further discuss the Centre Street project with the adjacent landowners. The landowners provided input to the project with the following comments:

- Two landowners preferred the Urban Design due to the added width of the pavement
- One landowner felt that the Rural Design was adequate as long as the pavement was wide enough
- One landowner felt the gravel was fine as long as it was maintained properly
- One landowner felt the storm water control costs will make the project infeasible

City Engineer Yapp reviewed the following:

- Difference between Urban Design and Rural Design
- Vehicle/Truck traffic
- Stormwater utility
- Rain gardens
- Flow patterns are the same with both the Urban Design and the Rural Design

A motion was made by Council Member Olson and was seconded by Council Member Stone to approve moving forward with plans for the Urban Design. A vote being recorded

as follows: For: Council Members Olson, Stone, Johnson, Thomas and Mayor Kirckof.
Against: None. The motion passed.

- b. City Staff, City Engineer and County Staff and Engineer met on Tuesday, June 24 to discuss the improvements to Beltline Road, specifically regarding the storm water issues.

The County plan includes control of the storm water generated by the roadway but not the stormwater generated upstream that follows the roadway.

The City had requested that the County include in the plan a storm system to capture the water from the Beltline ditches including the Getty Street/Wonderbread/Steiner Lumber area for discharge to the South along Highway 71 to then cross under the Highway and follow the Interstate Ditch.

MnDot will not allow the discharge of the extra water due to the size limitation of the culvert and the I94 ditch capacity.

The County has moved the project into 2015. This gives the City a little time to determine if we want to increase the scope of the project to include upsizing of the City line downstream or work with MnDot to secure a permit to upsize the culvert under 71 on the Information Center Property and upsize the ditch run area along the freeway. This would then allow for the capture of the additional stormwater.

City Engineer Yapp recommended that the City move forward with a hydraulic study to explore all options. The cost of the study will be approximately \$15,000.

It was the general consent of the Council to have City Engineer Yapp put together a Hydraulic Study Proposal to present at the next Council Meeting.

- c. As part of the ongoing hazardous building mitigation, the City Council will be conducting Public Hearings on July 16, 2014 at the Council's regular meeting regarding five houses in the City that have been inspected by the Building Official, fire Chief and Police Chief and have been identified as hazardous.

The owners of the homes have been invited to attend. At the meeting, the Council will be acting upon Resolutions that declare the houses to be hazardous and directing that the deficiencies be remedied or the houses be demolished.

Address of the homes are as follows:

- 625 Getty Street
- 331 Maple Street
- 508 2nd St. S.
- 322 Birch St. N.
- 200 2nd St. S.

9. NEW BUSINESS

