

**SAUK CENTRE CITY COUNCIL
REGULAR MEETING
WEDNESDAY, JULY 15, 2020**

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

The Sauk Centre City Council met in a Regular Meeting on Wednesday, July 15, 2020 at 6:30 p.m. due notice being given thereof. Present were Council Members Joe Fuechtmann, Diane Kelly, Keith Johnson, Heidi Leach and Mayor Warren Stone. Also present was City Administrator Vicki Willer, Police Chief Friedrichs, Public Works Supervisor Clink, City Planner Morton and City Engineer Yapp. Mayor Stone presided thereat.

2. APPROVAL OF AGENDA

A motion was made by Council Member Fuechtmann and was seconded by Council Member Leach to approve the agenda, with changes. A vote being recorded as follows: For: Council Members Fuechtmann, Leach, Kelly, Johnson 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 Leach to approve the July 1, 2020 Regular Meeting Minutes, with changes. A vote being recorded as follows: For: Council Members Kelly, Leach, Fuechtmann, Johnson 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. Police Chief Friedrichs presented the June 2020 Police Report stating that there were 606 ICRs and 187 Verbal Warnings for a total of 793.

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

- Crosswalk and curb painting are complete
- Crosswalk painting will begin soon
- Crackfilling and sealcoating is complete
- Weed spraying has begun
- Catch basins were cleaned after recent rain events
- Asphalt patches complete on Getty, Cass and Willow Streets
- Storm sewer outlet cleaning continues
- Blading of gravel roads continues
- Installed signage in the Getty Street/Railroad Ave. area
- Class 5 was added to alleyways by Holy Family School

- 45 trees were planted throughout the City and are being watered twice weekly
 - Splash Pad has been repaired and is operational. Pumps will need to be rebuilt soon.
 - The crew continues to mow and trim
 - The trail by East River Boulevard has been repaired
- c. City Planner Morton updated the Council on the July 14, 2020 Planning Commission meeting:
- Public Hearing regarding Variances
 - Building Permit Report - \$49,493.52
- d. City Engineer Yapp updated the Council on the following projects:
- 2020 Project
- Newsletter sent out to residents giving update on what is happening
- South Project
- Sanitary sewer and water main are in
 - Currently working on the services which should be completed within a week
 - Removals have been complete
 - Installation of new sewer and water within one week
- e. The Airport Commission met on July 15th and discussed the following:
- Received report regarding airport maintenance related activities
 - Set Public Hearing on JAZB (Joint Airport Zoning Board) for August 19 at 5:00 p.m. at City Hall
 - Recommend Council approve advertisement for quotes for hangar door replacement – see 71
 - Discussed/reviewed CIP

7. ACTION ITEMS

- a. The Sauk Centre Fire Relief Retirement Benefit increases \$100 each year. The current benefit per year of service is \$2,200. The increased benefit will be \$2,300. The assets of the Association exceed the total benefit liabilities with no additional contributions required.

This increase requires an Amendment to the Bylaws for the Relief Association and acknowledgement by the City Council.

A motion was made by Council Member Leach and was seconded by Council Member Kelly to approve a benefit increase for the Sauk Centre Fire Relief Association to \$2,300, effective January 1, 2021. A vote being recorded as follows: For: Council Members Leach, Kelly, Johnson and Mayor Stone. Against: None. Abstain: Council Member Fuechtmann. The motion passed.

- b. The City of Sauk Centre will receive funding from the Coronavirus Relief Act (CARES).

The funding can be used to reimburse itself for COVID related costs. After that reimbursement the City can create a program to grant the funding to local businesses to the extent they have been impacted by the shutdown.

City staff has been working with Stearns County and other cities in the county to develop a program with similar requirements. The County will match 25%.

Expected Criteria for Sauk Centre Businesses:

- Business must be located within the City limits of Sauk Centre and be in good standing
- Property taxes must be current
- Demonstrate how they were directly affected by Covid 19 peacetime emergency
- Businesses cannot receive funds from multiple sources for the same expenses
- Grant can be used to reimburse for expenses incurred less revenue generated from March 18 to July 1.
- Funding cannot be used to replace lost revenue
- Businesses must have fifty or fewer employees
- Funding must be spent before November 15 or it must be sent to Stearns County
- Maximum grant expected to be \$10,000

Ineligible businesses include:

- corporate chains or multi-state businesses
- businesses that sell pawned merchandise
- tobacco or vaping supply businesses
- businesses that primarily generate revenue via gambling or adult oriented activities
- Property rental

A motion was made by Council Member Johnson and was seconded by Council Member Leach to approve the CARES Act Grant Program for the City of Sauk Centre. A vote being recorded as follows: For: Council Members Johnson, Leach, Fuechtmann, Kelly and Mayor Stone. Against: None. The motion passed.

- c. Sauk Centre Ambulance Dept. Director Kathy Struffert is requesting that the City authorize her to advertise for candidates to attend and EMT Course scheduled to begin in August. Attendees will be eligible to be considered for appointment to the Department upon successful completion of the course.

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

- d. The final easement needed for the reconstruction of Elm St. N. has been obtained from Edward Bosl.

The total amount for this easement is \$1,575.00.

A motion was made by Council Member Leach and was seconded by Council Member Fuechtmann to authorize the execution of easement and distribution of funds. A vote being recorded as follows: For: Council Members Leach, Fuechtmann, Kelly, Johnson and Mayor Stone. Against: None. The motion passed.

- e. Pay Request #1 has been received from Breitbach Construction Co.

Contract Amount	\$954,481.34
Value Completed to Date	\$54,030.95
Amount Earned	\$54,030.95
Less Retainage	<u>-\$2,701.54</u>
Subtotal	\$51,329.41
Less Previously Paid	0.00
Amount Due this Request	<u>\$51,329.41</u>

A motion was made by Council Member Fuechtmann and was seconded by Council Member Kelly to approve Pay Request No. 1 for \$51,329.41 to Breitbach Construction Company. A vote being recorded as follows: For: Council Members Fuechtmann, Kelly, Leach, Johnson and Mayor Stone. Against: None. The motion passed.

- f. Matt Wessel is the owner of an Outlot in the East River Heights Plat. The lot is adjacent to his primary home. A storm pond exists on the property and the entire boundary of the property is encumbered by a utility easement for the pond.

The request is to consider releasing a portion of the lot from the easement.

Prior to considering the proposal the Council must hold a public hearing to obtain comment on the proposal.

Council Member Kelly introduced Resolution No. 2020-53, Resolution Setting a Public Hearing on a Vacation of a Drainage & Utility Easement Commenced by a Petition of a Majority of Affected Property Owners. The motion was seconded by Council Member Leach. A vote being recorded as follows: For: Council Members Kelly, Leach, Fuechtmann, Johnson and Mayor Stone. Against: None. The motion passed.

- g. Removed from agenda.

- h. Removed from agenda.
- i. The Senior Center has been closed since March 13, 2020. The City has been asked multiple times when it will be allowed to re-open.

The CDC and Dept of Health lump Senior Centers into Community Centers for Guidance. The City has been conservative in opening the Senior Center and has aligned more closely with Senior Living facilities.

Gov. Walz has issued orders that allows for indoor gatherings. Based upon this, staff has calculated a max occupancy of 25 people.

A motion was made by Council Member Kelly and was seconded by Council Member Johnson to approve opening of the Senior Center at 50% capacity. A vote being recorded as follows: For: Council Members Kelly, Johnson, Leach, Fuechtmann and Mayor Stone. Against: None. The motion passed.

- j. Owners of property on Sixth St. SE have requested that the City install a Dead End or No Outlet sign at the intersection of 6th St. S. and 6th St. SE to inform motorists that 6th St. SE is not a throughway.

Motorists find themselves turning around in driveways because there is no cul-du-sac or turn around.

Council Member Johnson introduced Resolution No. 2020-56, Resolution Approving Installation of Sign. The motion was seconded by Council Member Kelly. A vote being recorded as follows: For: Council Members Johnson, Kelly, Fuechtmann, Leach and Mayor Stone. Against: None. The motion passed.

- k. In November 2019 a resident of East River Circle requested that the City conduct a Speed Study on East River Circle. At that time, the Council denied the request due to timing.

The resident has again requested a study be done. He believes the traffic is moving much faster than the 30 mph limit and feels the limit should be even lower.

Council Member Johnson introduced Resolution No. 2020-57, Resolution Requesting a Speed Study be Conducted on East River Circle Within the Corporate Limits of the City of Sauk Centre. The motion was seconded by Council Member Fuechtmann. A vote being recorded as follows: For: Council Members Johnson, Fuechtmann, Leach and Mayor Stone. Against: Council Member Kelly. The motion passed.

- l. The Airport Board met and discussed the replacement of the hangar door on the Box Hangar that is on lease to Central Planes.

The Board recommends the door be completely replaced with a hydraulic lift door which is a free-standing door not requiring the structure support of the prior door.

The estimated cost of the door with installation and improvements is \$25,000. The repair is eligible for reimbursement through the Airport CARES Act allocation.

Council Member Leach introduced Resolution No. 2020-59, Resolution Authorizing Advertisement for Quotes for Hangar Door Replacement. The motion was seconded by Council Member Johnson. A vote being recorded as follows: For: Council Members Leach, Johnson, Kelly, Fuechtmann and Mayor Stone. Against: None. The motion passed.

8. UNFINISHED BUSINESS

None.

9. NEW BUSINESS

None.

10. CONSENT AGENDA

The Council considered the following Consent Agenda Items:

- a. Schedule of Claims -

Unpaid Claims	\$238,909.38
Paid Claims	<u>\$1,100.00</u>
Total	<u>\$240,009.38</u>

- b. June Checks

Paid Claims/Payroll	<u>\$350,694.67</u>
---------------------	---------------------

- c. Resolution No. 2020-58 Resolution Accepting Contributions.

Big Sauk Lake Assoc.	Picnic tables by beach	\$1,600.17	Park Dept.
Family of Rosie Spanier		\$25.00	Fire Dept.

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, Johnson and Mayor Stone. Against: none. The motion passed.

The Council thanked the Big Sauk Lake Association and the Rosie Spanier family for their donation.

11. INFORMATIONAL ITEMS

- a. Spectrum Channel Lineup Changes
- b. Street Dance/Oak Street Closure – By general consent, the council will allow the additional closure for the street dance, if needed.

12. ADJOURNMENT

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