

**SAUK CENTRE CITY COUNCIL
REGULAR MEETING
WEDNESDAY, JULY 17, 2019**

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

The Sauk Centre City Council met in a Regular Meeting on Wednesday, July 17, 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, Diane Kelly and Mayor Warren Stone. Also present was City Administrator Vicki Willer, City Planner Sarah Morton, Police Chief Bryon Friedrichs and City Engineer Keith Yapp. Mayor Stone presided thereat.

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, 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 Leach to approve the June 19, 2019 Regular Meeting Minutes as presented. A vote being recorded as follows: For: Council Members Kelly, Leach, Thomas, Fuechtmann 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/AWARDS

- a. Police Chief Friedrichs presented the June 2019 Police Report stating that there were 597 ICRs and 223 Verbal Warnings for a monthly total of 820.
- b. Ambulance Director Kathy Struffert presented the Second Quarter Ambulance Report as follows:
 - April total calls – 50
 - April total billed - \$64,340.00
 - May total calls – 50
 - May total billed - \$95,901.10
 - June total calls – 63
 - June total billed - \$60,147.30
 - Special details include escort for the Farm Discussion/First Aid, MCI Drill with Fire Department/Sauk Centre Hospital
 - Two Mutual Aid Assistance with Life Link

c. Public Works Supervisor Ben Clink updated the Council on the following activities:

- Sink hole discovered on Oak and 5th Street – has been repaired
- Flashing crosswalk signs should be delivered the week of July 22nd. MNDOT has approved.
- Crosswalks have been painted.
- 4th Street has been paved. Shouldering will be completed by Public Works.
- Overlay complete on 8th Street.
- Milling complete on 10th Street.
- Splash pad parking lot has been paved and sidewalk will soon be installed
- Crack filling has been completed.
- Preparing for Sinclair Lewis Days including cleanup, sidewalk edging, etc.
- New parking pads installed in sites 51-53 in Sinclair Lewis Campground

d. City Planner Morton presented the Planning Commission report as follows:

- Meeting was held July 9, 2019
- Preliminary and Final Plat W.H. Cates – See 7a
- June Building Permit report – 12 permits issued totaling \$241,977

7. ACTION ITEMS

a. At the July 9, 2019 Planning Commission Meeting a public hearing was held to consider the application of Magnificent Properties, LLC (Brock Leagjeld) for approval of the Preliminary and Final Plat of W.H. Cates 2nd Addition. This is a replat of the City's property at the corner of Main Street/Lakeshore Drive, and Cates Estates Drive that was recently sold to Leagjeld.

The plat consists of three lots on which three twin homes are planned to be built. The homes will then be divided along the common wall to be sold individually at a future date.

Council Member Fuechtmann introduced Resolution No. 2019-40, Resolution Approving Preliminary and Final Plat of W.H. Cates Estates 2nd Addition to Sauk Centre. The motion was seconded by Council Member Kelly. A vote being recorded as follows: For: Council Members Fuechtmann, Kelly, Leach, Thomas and Mayor Stone. Against: None. The motion passed.

b. Removed from agenda.

c. Pay Request #10 has been received from Breitbach Construction Co.

Contract Amount	\$3,213,068.25
Value Completed to Date	\$2,054,142.07
Materials on Hand	\$20,000.00

Amount Earned	\$2,074,142.07
Less Retainage	<u>-\$103,707.10</u>
Subtotal	\$1,970,434.97
Less Previously Paid	<u>-\$1,781,590.09</u>
Amount Due this Request	\$188,844.88

A motion was made by Council Member Leach and was seconded by Council Member Thomas to approve Pay Request No. 10 to Breitbach Construction for \$188,844.88. A vote being recorded as follows: For: Council Members Leach, Thomas, Johnson, Kelly and Mayor Stone. Against: None. The motion passed.

- d. As part of the LED Street Light Conversion Project the City has been working on over prior years, an analysis was done of the remaining lights and what savings could be had if the City completed the conversion this year.

A retro fit bulb is currently available for the conversion which makes it feasible for the City to complete it now. However, the cost would exceed the budget for this amount.

Staff requested authorization to complete the conversion with the understanding that a cost overrun will occur in 2019, which overrun will be recouped in 2020 by electrical savings of approximately \$25,000.

A narrative and spreadsheet outlining the details was presented to the Council for their review.

A motion was made by Council Member Thomas and was seconded by Council Member Kelly to approve the completion of LED streetlight conversion. A vote being recorded as follows: For: Council Members Thomas, Kelly, Leach, Fuechtmann and Mayor Stone. Against: None. The motion passed.

- e. At a previous City Council meeting the Council Approved and Plans and Specifications for a proposed purchase of a Wheel Loader for the Public Works Department.

Bids were solicited according to Mn State Statute which were opened on Thursday, July 11, 2019 at 4:00 p.m. Bids are as follows:

<u>FIRM NAME</u>	<u>MODEL</u>	<u>BID AMOUNT</u>
Nuss Truck	Volvo L70H	\$166,035
RDO	John Deere 544L	\$170,214
Titan Machinery	Case 721G	\$183,970
RDO	John Deere 624L	\$186,789

The bids were reviewed for conformity with the specifications with a recommendation to approve the low bid from Nuss Truck in the amount of \$166,035.

It was noted that the City has been preparing for this purchase over prior years by setting aside funding in the Capital Improvement (Sinking) Fund.

Council Member Fuechtmann introduced Resolution No. 2019-41, Resolution Accepting Bid and Authorizing Purchase of a Wheel Loader for the Sauk Centre Public Works Department. The motion was seconded by Council Member Thomas. A vote being recorded as follows: For: Council Members Fuechtmann, Thomas, Leach, Kelly and Mayor Stone. Against: None. The motion passed.

- f. The following forfeited vehicles were offered for sale through the State’s online bidding program:

<u>Vehicle</u>	<u>Purchaser</u>	<u>Amount</u>
2003 Yukon Denali	Michael, Riley	\$4,350.00
2008 Volkswagon Jetta	Dale Dahl	\$3,600.00
2010 Cadillac CTS	Roger Hanson	\$7,575.00

Council Member Leach introduced Resolution No. 2019-42, Resolution authorizing Sale of Excess Vehicles. The motion was seconded by Council Member Kelly. A vote being recorded as follows: For: Council Members Leach, Kelly, Fuechtmann, Thomas and Mayor Stone. Against: None. The motion passed.

- g. The Sauk Centre Fire Relief Retirement Benefit increases \$100 each year.

The current benefit per year of service is \$2, 100.The increased benefit will be \$2,200. 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 Thomas and was seconded by Council Member Leach to approve a benefit increase to \$2,200 per year of service. A vote being recorded as follows: For: Council Members Thomas, Leach, Kelly and Mayor Stone. Against: None. Abstain: Council Member Fuechtmann. The motion passed.

- h. The Sauk Centre Fire Department currently utilizes a 1990 Chevy One Ton for its Grass Rig to transport grass firefighting equipment and pull the trailer with the Polaris Ranger ATV.

The Department is looking to replace the grass rig with a newer, more efficient model and has developed specifications for the purchase of the vehicle.

The Department is requesting that the City Council approve the Specifications for the purchase and authorize them to solicit bids both through the open market and through the State Competitive Bidding Program.

The estimated cost of the truck (chassis) is \$55,000. The box and equipment will be purchased at a later date. The chassis will take about five months for delivery. The Department is looking to put the vehicle in service prior to the 2020 Grass Fire Season.

Council Member Kelly introduced Resolution 2019-44, Approving Specs and Authorizing Advertisement for Bids for Grass Rig. The motion was seconded by Council Member Leach. A vote being recorded as follows: For: Council Members Kelly, Leach, Thomas, Fuechtmann and Mayor Stone. Against: None. The motion passed.

8. UNFINISHED BUSINESS

a. City Engineer Keith Yapp updated the Council on the North Project as follows:

- Oak Street/Elm Street utilities completed
- Concrete work is complete with the exception of the north end of Elm Street
- Alley utilities are complete
- Working on storm sewer on Lakeshore Drive
- Paving on Elm/Oak will begin in two weeks

Getty Street:

- Pond re-grading is complete
- Retaining wall by motel should be installed within the month

9. NEW BUSINESS

a. The Operations Committee will soon be working on the Capital Improvement Plan. All Department Heads will be asked to present their Capital Improvement proposals.

10. CONSENT AGENDA

The Council considered the following Consent Agenda Items:

a.	Schedule of Claims -	Unpaid Claims	\$526,731.86
		Paid Claims	<u>\$472.47</u>
		Total	<u>\$527,204.33</u>

b.	June Checks	Paid Claims/Payroll	<u>\$591,645.64</u>
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c. Resolution No. 2019-43, Resolution Accepting Contributions. The contributions are as follows:

Men’s Card Playing Group	\$155.50	Senior Center
Coborn’s Inc.	\$613.08	Ambulance Dept.
Lions Club of Sauk Centre	\$750.00	Outdoor Skating Rink.

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

The Council thanked the Men's Card Playing Group, Coborn's, Inc. and the Lion's Club of Sauk Centre for their donations.

11. INFORMATIONAL ITEMS

- a. Demographer's updated population as of April 2018 is 4,554.
- b. Officer Dean Jungles advanced to Step 4 according to Union Contracts.

12. ADJOURNMENT

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