

**SAUK CENTRE CITY COUNCIL
REGULAR MEETING
WEDNESDAY, JULY 21, 2021**

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

The Sauk Centre City Council met in a Regular Meeting on Wednesday, July 21, 2021 at 6:30 p.m. due notice being given thereof. Present were Mayor Warren Stone, Council Members Diane Kelly, Shalon Wilber, Heidi Leach and Joe Fuechtmann. Also present were Engineers Keith Yapp and Chuck Boser, Police Chief Bryon Friedrichs, City Administrator Vicki Willer, Public Works Director Ben Clink and City Planner Sarah Morton. Mayor Stone presided thereat.

2. APPROVAL OF AGENDA

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

3. APPROVAL OF MINUTES

A motion was made by Council Member Wilber and was seconded by Council Member Fuechtmann to approve the July 7, 2021 Regular Meeting Minutes. A vote being recorded as follows: For: Council Members Wilber, Fuechtmann, Leach, Kelly 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 2021 Police Report stating that there were 171 Verbal Warnings and 719 ICRs for a total of 890.

Friedrichs also reported that the Department will have on Officer at the Stearns County Fair at all times.

- b. Public Works Director Clink updated the Council on the Department activities:
- Many hours spent at the Challenge Park working on installation, sprinkler system, black dirt, seeding, erosion blanket
 - Edging completed on park sidewalks and City curblines
 - Ramp to the Pier in Sinclair Lewis Park was fixed to help prevent falls
 - A drinking fountain and bottle feeder were installed at Jaycee Park
 - Completed playground inspections – no major concerns were found
 - Mowing, trimming, weed spraying and general grass maintenance is ongoing
 - Small repairs to RV pedestal breakers

- Outdoor rink board installation
- Pump system and chemical system in Splash Pad are balanced and working well
- Fixed water faucets in Community Garden
- Sidewalks repaired
- Two manholes lowered
- Hickman drive patch repair
- Street sweeping complete
- General clean-up prior to Sinclair Lewis Days

c. City Engineer Keith Yapp updated the Council on the following projects:

2020 CIP:

- Waiting to finish seeding – dry weather has made the process challenging
- Crews will be back in September to take care of seeding bare spots

2021 Information Center:

- Utilities are installed
- Excavation and grading ongoing
- Project on schedule to be completed on time

2021 South Industrial Park:

- Plans and specifications to come before the Council at the next regular meeting

d. City Engineer Chuck Boser presented the Feasibility Report for the 2022 project.

- Project segments – street reclamation and full reconstruct areas.
- Street reclamation area existing conditions – consist of transverse and reflective cracking. Utilities in this area is from the 70s.
- Street reclamation plan.
- Full reconstruct area existing conditions – consist of reflective cracking as well as alligator cracking. Many curb issues. Utilities in this area is from the 60s.
- New PUC utilities in full reconstruct area to include PVC pipe.
- New water/sewer services in full reconstruct area to include 1” copper pipe, new curb boxes installed at ROW, new sanitary services (4” PVC pipe)
- New storm sewer in full reconstruct area – reinforced concrete pipe, new catch basins, new manholes.
- There will be a new storm treatment device in the full reconstruct area as the stormwater currently enters Sauk Lake untreated.
- Storm sewer eat of main street lacks piping and outlet to river. Proposal is installation of new storm sewer.
- Storm sewer design map for full reconstruct area.
- Street widths in full reconstruct area:
 - 2nd Street between Wobegon Trail & Willow St – options:
 - 36’ street without sidewalk
 - 32’ street with sidewalk

- 2nd Street from Willow to Oak - Ex. 39' design 36' with sidewalk
- 2nd Street from Oak to Main - Ex. 39'-46' design with sidewalk
- 2nd Street from Main to Birch - Ex. 42'-35' design with sidewalk
- Willow (Ex. 39'), Walnut (Ex. 37'), Maple (Ex. 34') – design 36' with sidewalk
- Pacific (Ex. 30'), Cedar (Ex. 27') – design 30' without sidewalk
- Option of 32' to eliminate parking restriction
- Street sections in full reconstruct area:
 - Standard street section – 8” aggregate base, 2” bit base course, 1.5” bit wear course
 - Heavier street section – 10” aggregate base, 3” bit base course, 1.5” bit wear course
- Proposed sidewalk areas in full reconstruct area – replacements and new
- Retaining wall conflicts in full reconstruct area
- Cost & assessment summary
- Average size residential lot (66' x 160') for full reconstruct = \$9,497.76
- Average size residential lot (125') for reclamation = \$2,961.10
- Assessable Cost \$1,606,183.71, City Cost \$2,621,244.67, PUC cost \$1,601,210.94
- Total project cost of \$5,828,639.32 with total reconstruct being \$4,474,247.54 and reclamation being \$1,354,391.78

e. The Airport Board met on Wednesday, July 14, 2021 in regular session.

- Waiting for final payment from MnDot on Zoning Update
- 2021 Airfield Maintenance Project to Begin Sept. 18, 2021
- 2021 Land Acquisition Environmental Assessment work waiting on grant paperwork
- Final Funding for 2021 Projects

● FAA	\$299,571.98	80.5%
● State	\$50,530.08	13.6%
● City	\$21,826.03	5.9%
● Total	\$371,928.08	100.0%
- 2022 Fund Balance \$572,946.00
- 2021 State Grant for hangar door upgrades – see 7c
- Discussion of potential upgrade to the card reader (technology changes)

7. ACTION ITEMS

a. Pay Request #6 has been received from Breitbach Construction Co. for the 2020 construction project.

Contract Amount	\$954,481.34
Value Completed to Date	\$888,207.35
Amount Earned	\$888,207.35
Less Retainage	<u>-\$8,882.07</u>
Subtotal	\$879,325.28

Less Previously Paid	\$817,492.17
Failed Tests	<u>-\$860.00</u>
Amount Due this Request	<u>\$60,973.11</u>

A motion was made by Council Member Leach and was seconded by Council Member Fuechtmann to approve Pay Request #6 for \$60,973.11 to Breitbach Construction Co. A vote being recorded as follows: For: Council Members Leach, Fuechtmann, Kelly, Wilber and Mayor Stone. Against: None. The motion passed.

- b. Sauk Centre Fire Relief has presented for approval an Amendment to Bylaws to increase the annual benefit increase. The annual benefit is an amount that is paid out to retiring fireman times their years of service.

The Council was presented with a scenario showing funding would remain at 110.64% if an annual benefit of \$2,550.00 were approved. This would be a \$250.00 rate increase.

A motion was made by Council Member Kelly and was seconded by Council Member Wilber to approve an Annual Pension Benefit of \$2,550 for 2022. A vote being recorded as follows: For: Council Members Kelly, Wilber, Leach and Mayor Stone. Against: None. Abstain: Council Member Fuechtmann. The motion passed.

- c. Sauk Centre Municipal Airport has been selected for a 2021/2022 Grant for the replacement of door cables on the 2000 T Hangar from cable driven to strap driven. The project has been on the City’s CIP for the Airport and was selected by MnDot Aeronautics for funding.

The Project Total is \$145,805.24 with the State funding 75% and the City funding 25%.

State	\$109,353.93
City	<u>\$36,451.31</u>
Total	<u>\$145,805.24</u>

The Airport Board reviewed the Agreement and recommended the City enter into the Grant Agreement.

A motion was made by Council Member Wilber and was seconded by Council Member Fuechtmann to approve Resolution No. 2021-62, Resolution Authorizing Execution of Grant Agreement. A vote being recorded as follows: For: Council Members Wilber, Fuechtmann, Kelly, Leach and Mayor Stone. Against: None. The motion passed.

- d. This action is subsequent to the Feasibility Report for the 2022 Public Improvement Project (See 6d - aka 2nd Street Project).

A motion was made by Council Member Kelly and was seconded by Council Member Fuechtmann to approve Resolution No. 2021-63, A Resolution Receiving Feasibility Study and Calling for a Public Hearing (August 18, 2021) for 2022 Improvements. A vote being

recorded as follows: For: Council Members Kelly, Fuechtmann, Leach, Wilber and Mayor Stone. Against: None. The motion passed.

All affected property owners will be notified of the hearing and will have an opportunity to voice their opinions on the project.

- e. Jami Olson started with the Sauk Centre Ambulance Dept. as a First Responder/Driver on February 4, 2021.

Ambulance Director Kathy Struffert recommended that Olson be removed from probation as she has exceeded the number of patient contacts required and continues to take active call and is available for backup.

A motion was made by Council Member Wilber and was seconded by Council Member Leach to approve probation removal for Jami Olson, First Responder/Driver. A vote being recorded as follows: For: Council Members Wilber, Leach, Fuechtmann, Kelly and Mayor Stone. Against: None. The motion passed.

- f. The Development Plan for the former Information Center includes three separate businesses that will each have their own parking areas etc. However, as is common with this type of development, the areas will be connected and will allow for traffic flow between the properties which will connect to the public streets.

A Cross Easement has been drafted by the City's Attorney which will grant each of the owners the ability to cross over the other properties for use of the drives, entrances and parking.

A motion was made by Council Member Kelly and was seconded by Council Member Fuechtmann to authorize execution of easement documents for Arrowsmith Plat 3. A vote being recorded as follows: For: Council Members Kelly, Fuechtmann, Leach, Wilber and Mayor Stone. Against: None. The motion passed.

- g. A request has been received from Visit Sauk Centre/Art Lab to approve the closure of Sinclair Lewis Avenue from 6:00 a.m. – 6:00 p.m. for September 18, 2021 - Art Crawl (Main Street to Oak Street).

A motion was made by Council Member Wilber and was seconded by Council Member Leach to approve the road closure as requested and add the requirement that City Staff approve the paint used for marking. A vote being recorded as follows: For: Council Members Wilber, Leach, 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 \$125,919.52
Paid Claims \$0.00
Total \$125,919.52

- b. June Checks Paid Claims/Payroll \$451,360.88

- c. Gambling Application for Exempt Permit request from St. Mary’s Parish for a raffle on November 14, 2021 at the Eagles Healing Nest.

- d. According to the Labor Agreement with Teamsters Local 320 the following will advance one step.

Jackson Zenzen Step 2 June 8, 2021
Dean Jungles Step 6 June 13, 2021

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

11. INFORMATIONAL ITEMS

- a. Spectrum Channel Lineup

1. ADJOURNMENT

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