

**SAUK CENTRE CITY COUNCIL
REGULAR MEETING
WEDNESDAY, AUGUST 3, 2022**

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

The Sauk Centre City Council met in a Regular Meeting on Wednesday, August 3, 2022 at 6:30 p.m. due notice being given thereof. Present were Mayor Warren Stone, Council Members Diane Kelly, Joe Fuechtmann, Shalon Wilber and Heidi Leach. Also present were Engineer Keith Yapp, Public Works Supervisor Ben Clink, Police Chief Bryon Friedrichs, City Administrator Vicki Willer and City Planner Sarah Morton. Mayor Stone presided thereat.

2. APPROVAL OF AGENDA

A motion was made by Council Member Fuechtmann and was seconded by Council Member Kelly to approve the Agenda, with the addition of 6c Engineer Report. A vote being recorded as follows: For: Council Members Fuechtmann, Kelly, Leach, Wilber and Mayor Stone. Against: None. The motion passed.

3. APPROVAL OF MINUTES

A motion was made by Council Member Leach and was seconded by Council Member Wilber to approve the July 20, 2022 Regular Meeting Minutes with changes. A vote being recorded as follows: For: Council Members Leach, Wilber, Fuechtmann, Kelly and Mayor Stone. Against: None. The motion passed.

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

None.

5. PUBLIC HEARING

None.

6. REPORTS/PRESENTATIONS

a. The Park Board met on Tuesday, August 2, 2022 and discussed the following:

- Recommending a 10% discount for campground rentals greater than 30 days.
- Discussed 2023 campground staffing.
- Recommend tree memorial plaques be consolidated into one location.
- Received campground reservation update.
- Hickman park campground playground equipment has not yet been shipped.
- Civic arena mural to be painted this fall.
- Towerview ballfield land purchase still in process.

b. The EDA met on Wednesday, August 3, 2022 and discussed the following:

- Met with the Historical Society regarding a funding to help stabilize the creamery building.
- Received offer to purchase real estate – See 12.

- Recommending TIF Payment – See 7e.
- Reviewed Letter of Intent from Old Course – responded with counter proposal.
- Preliminary layout for Meyer property.

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

South Industrial Park

- Dirt work should be complete week of August 8
- Final pipe work in progress with street work to follow
- One issue arose with a drain tile from adjacent field – working through that with City Attorney

2022 CIP

- Most sidewalks and driveways have been installed
- Starting topsoil restoration within the week
- Second phase utility work to begin, following with street work
- Phase three rehabilitation work late August/early September

Meyer Property

- Working on preliminary plat

Yapp also noted that the Highway 71 project has once again been pushed back to 2027 fiscal year.

7. ACTION ITEMS

a. Pam Borgmann, on behalf of Sauk Centre Convention and Visitor’s Bureau, requested that the City approve the closure of Sinclair Lewis Avenue from Main Street to Oak Street on Saturday, September 17, 2022 from 6:00 a.m. to 6:30 p.m. for its annual “Art on the Avenue” event.

A motion was made by Council Member Leach and was seconded by Council Member Kelly to approve the road closure request for Art on the Avenue event on September 17, 2022. A vote being recorded as follows: For: Council Members Leach, Kelly, Fuechtmann, Wilber and Mayor Stone. Against: None. The motion passed.

The request will be forwarded to Stearns County for their approval.

b. On July 1, 2022, it became legal in the State of Minnesota to sell cannabinoids derived from hemp in edible form. (THC – Tetrahydrocannabinols)

The new law included various restrictions on the sale. However, many cities are looking for ways to regulate the sale of the products. Because this is new and unregulated by cities at this time, many are considering adopting a moratorium on the sale of the products until a uniform Ordinance can be adopted.

The City currently licenses liquor, wine, beer and tobacco. If the City is considering also licensing hemp derived THC Food and Beverages more commonly referred to as “edibles”, it should also consider the adoption of a moratorium.

As an alternative, the City can work to adopt an Ordinance without a moratorium. The Council was presented with a draft Ordinance establishing a Moratorium for their review.

A motion was made by Council Member Wilber and was seconded by Council Member Fuechtmann to approve Ordinance No. 813, An Ordinance Providing a Moratorium on the Sale of Hemp Derived THC (Tetrahydrocannabinols) Food and Beverages in the City of Sauk Centre, Minnesota. A vote being recorded as follows: For: Council Members Wilber, Fuechtmann, Leach, Kelly and Mayor Stone. Against: None. The motion passed.

- c. Sauk Centre Fire Relief 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 which showed funding that would remain at 105.9% if an annual benefit of \$2,800 were approved. This would be an increase of \$250.00.

A motion was made by Council Member Kelly and was seconded by Council Member Leach to ratify the Bylaw amendment increasing the annual pension benefit to \$2,800.00 for 2023. A vote being recorded as follows: For: Council Members Kelly, Leach, Wilber, and Mayor Stone. Against: None. Abstain: Council Member Fuechtmann. The motion passed.

- d. The public boat landing at Sinclair Lewis Park is in need of repairs. Due to boaters “power loading” their boats, considerable erosion has occurred at the base of the boat ramp causing large holes to develop. These present a problem when boat trailers are backed into the lake causing them to drop off into the holes.

After requesting assistance from the DNR, a Cooperative Agreement was reached as follows:

The State will allow the City to install 35 – 1’X12’ planks and 1- 5’X12” planks.

The State will provide concrete planks and necessary hardware and deliver them to the site. The City will unload and will provide the labor, equipment and materials necessary to prepare the site and install the new planks.

Ongoing maintenance would be the responsibility of the City.

A motion was made by Council Member Wilber and was seconded by Council Member Kelly to authorize execution of Cooperative Agreement with Department of Natural Resources for Public Water Access Improvements. A vote being recorded as follows: For:

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

- e. On May 21, 2018, the City created Tax Increment District 1-12 as an Economic Development District and entered into an Agreement with Felling Trailers to reimburse them for development costs incurred in the construction of the new office for Felling Trailers. This Agreement is in the form of a Tax Increment Financing Note. The source of revenue for the payment is from tax increment collected due to the increase in taxes as a result of the development.

The first payment from the 2022 payable taxes is \$25,123.55 and is due in August. This is the fifth of eighteen payments to be made on a semi-annual basis. The second installment from the 2022 payable taxes will be due in February.

A motion was made by Council Member Fuechtmann and was seconded by Council Member Leach to approve Payment No. 5 to Felling Trailers in the amount of \$25,123.55. A vote being recorded as follows: For: Council Members Fuechtmann, Leach, Kelly, Wilber and Mayor Stone. Against: None. The motion passed.

- f. As part of the conditions on the City’s Sauk River Watershed Permit for the 2022 Street Improvement Project, the City must enter into a Maintenance Agreement for the management and maintenance of the stormwater management infrastructure.

As part of the permit, the City is installing a “Downstream Defender” at Elm Street and the trail spur along Park Road.

As part of the Agreement the City agrees to maintain the infrastructure to keep it in proper operating condition. This includes inspection, removal of solids and debris, and repair.

A motion was made by Council Member Kelly and was seconded by Council Member Leach to authorize execution of Agreement with SRWD for maintenance of stormwater facilities. A vote being recorded as follows: For: Council Members Kelly, Leach, Fuechtmann, Wilber and Mayor Stone. Against: None. The motion passed.

8. UNFINISHED BUSINESS

None.

9. NEW BUSINESS

Budget Schedule:

July 25, 2022 -	Budget Worksheets with YTD provided to Dept. Heads.
August 15, 2022	Budget Worksheets Due to City Administrator
August 19, 2022	Worksheets Provided to Finance Committee
	Finance Committee to Meet and Review
August 31, 2022 5:00	Budget Workshop Meeting with Full Council
September 7 or 21, 2022	Council Meeting to Adopt Preliminary Budget

10. CONSENT AGENDA

The Council to consider the following Consent Agenda Items:

- | | | | |
|----|------------------------------------|---------------------|--|
| a. | Schedule of Claims - Unpaid Claims | \$803,612.47 | |
| | Paid Claims | <u>\$0.00</u> | |
| | Total | <u>\$803,612.47</u> | |
- b. Resolution No. 2022-68, Resolution Accepting Contributions.
- | | | |
|--------------------------|----------|---------------|
| Men's Card Playing Group | \$136.36 | Senior Center |
| Zilka Family | \$715.00 | Shade Trees |
- c. Gambling Application for Exempt Permit request from the Punkins and Monkeys Nursery School for a raffle for October 30, 2022 at the Holy Family School.

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

The Council thanked the Men's Card Playing Group and the Zilka family for their donations.

11. INFORMATIONAL ITEMS

1. Spectrum Channel Lineup Changes – Attached.
2. State Demographer Population Estimate – April 1, 2021 – 4,624
3. Direct Voting – August 2-8, 2022 including Saturday
4. Candidate Filing Period – August 2-16, 2022

12. CLOSED SESSION.

Mayor Stone Recessed the public meeting and reconvened in Closed Session with the City Council, Mayor and City Administrator present. The purpose of the Closed Session was to consider and/or negotiate an offer for the sale of real estate.

Mayor Stone reconvened the public meeting and invited the public to re-enter the council chambers. Stone explained that the City Council reviewed an offer for real estate in the Sauk Centre Industrial Park and will take action.

The offer is for Lot 1, Block 4, South Sauk Centre Industrial Park.

A motion was made by Council Member Fuechtmann and was seconded by Council Member Wilber to approve Resolution 2022-68 Authorizing Execution of Closing Documents. For: Council Members Wilber, Kelly, Leach, Fuechtmann and Mayor Stone. Against: None. The motion passed.

13. ADJOURNMENT

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