

**SAUK CENTRE CITY COUNCIL
REGULAR MEETING
WEDNESDAY, AUGUST 12, 2021**

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

The Sauk Centre City Council met in a Regular Meeting on Wednesday, August 12, 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 Fuechtmann to approve the agenda, with changes. A vote being recorded as follows: For: Council Members Leach, Fuechtmann, Kelly, Wilber 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 Kelly to approve the July 21, 2021 Regular Meeting Minutes. A vote being recorded as follows: For: Council Members Wilber, Kelly, Leach, 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

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

Information Center Project:

- Bringing in fill
- Working on parking lot areas
- Change Order – See 7a
- Utilities in

2021 South Industrial Park:

- Wrapping up plans and specifications

d. Assistant Ambulance Director Tim Deschene presented the Second Quarter Ambulance Report as follows:

- April total calls – 66
- April total billed - \$67,109.80

- May total calls – 70
- May total billed - \$78,627.80
- June total calls – 88
- June total billed - \$81,226.80
- 93 transfers
- Provided backup for the Memorial Day Service
- LUCAS was used two times in second quarter
- Several Mutual Aid Assistance

c. The Park Board met on Tuesday, August 3 and discussed the following:

- Received Public Works report
- Received Sinclair Lewis Campground finance report
- Reviewed bid for Sinclair Lewis Campground shelter
- Received updates on park projects
- Discussed Sinclair Lewis Park fountain and received a presentation from Artify Sauk Centre regarding the fountain. The Board directed Artify to develop a plan for a new fountain
- Recommending Phase I be approved for the Little Red Schoolhouse renovation – see 7f

d. The EDA met on Wednesday, August 4 and discussed the following:

- Received report from Chamber of Commerce
- Discussed platting and road names for South Industrial Park
- Received report regarding the Interpretive Center property stating that the plat, access easements, private utility easements and pond maintenance declaration have been recorded with Stearns County
- Discussed potential TIF financing arrangement for Lot 2 of the Interpretive Center Project. Public Hearing is to be held September 1

7. ACTION ITEMS

a. As part of the ongoing Arrowsmith Project (Info Center Site) the following items came up that require a change.

1. The removal of excess topsoil (black dirt)
2. Replacement of removed topsoil (clean fill).
3. The installation of an outlet control structure to meet MnDot and Watershed requirements (MnDot ditch)
4. Turn lane striping – 12th Street (County Requirement)

The total estimated cost of the changes is \$61,954.12.

A motion was made by Council Member Kelly and was seconded by Council Member Fuechtmann to approve Change Order No. 1 for the Arrowsmith Project. A vote being

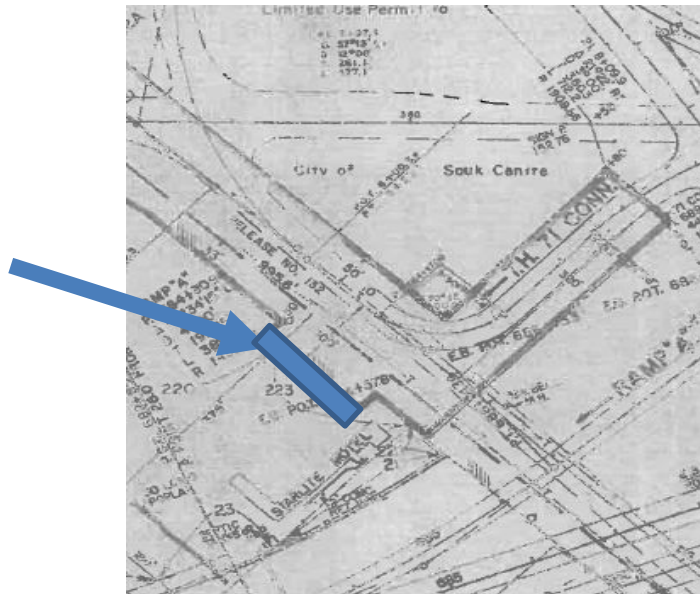
recorded as follows: For: Council Members Kelly, Fuechtmann, Leach, Wilber and Mayor Stone. Against: None. The motion passed.

- b. Pay Request #1 has been received from Mark Lee Excavating for the 2021 Arrowsmith construction project.

Contract Amount	\$412,387.00
Value Completed to Date	\$218,086.95
Amount Earned	\$218,086.95
Less Retainage	<u>-\$10,904.34</u>
Subtotal	\$207,182.61
Less Previously Paid	\$0.00
Amount Due this Request	<u>\$207,182.61</u>

A motion was made by Council Member Wilber and was seconded by Council Member Leach to approve Pay Request No. 1 for Mark Lee Excavating for \$207,185.61. A vote being recorded as follows: For: Council Members Wilber, Leach, Fuechtmann, Kelly and Mayor Stone. Against: None. The motion passed.

- c. As a final item to clean up the Getty Street/Arrowsmith Project, a small sliver of right of way that was turned back to the City in the 1970s by MnDot remains to be vacated to the adjacent property owner.



A motion was made by Council Member Fuechtmann and was seconded by Council Member Kelly to approve Resolution No. 2021-64, Resolution Calling for a Public Hearing on Vacation of Street. A vote being recorded as follows: For: Council Members Fuechtmann, Kelly, Leach, Wilber and Mayor Stone. Against: None. The motion passed.

- d. In 1998 the City entered into a Tax Increment Financing Agreement with Cabinet Components to assist with the development of the property.

The resulting Note was satisfied by payment in full in 2016 and the TIF District was decertified.

It has been requested that the City issue a Satisfaction on Mortgage for this Note.

A motion was made by Council Member Wilber and was seconded by Council Member Kelly to authorize execution of Satisfaction for Tax Increment Financing Note. A vote being recorded as follows: For: Council Members Wilber, Kelly, Leach, Fuechtmann and Mayor Stone. Against: None. The motion passed.

- e. Removed from agenda.
- f. The Park Board discussed steps for the repair and renovation of the Red School House.

Phase 1:

1. Anchor building to cement slab by attaching anchor bolts in to the slab and utilize materials in similar construction to mobile home anchor kits.
2. Install 2 vent covers (8"x16") in concrete block.
3. Fabricate and install aluminum access door (approximately 24" x 24") on north end of foundation that is able to be locked.
4. Install 36" door on north end of the building. This door should be of similar material to what is on the structure now to help maintain the historic look of the building. The intent is for this entrance to be used in conjunction with an ADA compliant ramp at some point in the future.
5. Install floor joists & wood floor in front porch of the building. Wood floor to match style and color of what is in the schoolhouse.
6. Install 5' wide concrete steps with a metal hand rail (both sides of steps) on the front of the building. There shall be a landing at the top of the steps due to the outward swinging door. The bottom of the steps shall have a 5' X 5' concrete landing.
7. Repair chimney

Phase 2:

1. Ramp- Rise 24" so need 24' of ramp with a landing at the north door. Concrete landing at the bottom of the ramp. Concrete path to the sidewalk along HWY 71, approximately 100 feet?
2. Replace all 10 Windows. Vinyl or Wood?
3. Front Door?
4. Repair siding where lean to was on the back of the building

5. Strip all exterior paint and repaint building with the same colors
6. Repair interior wall covering in front porch area
7. Repair cracks on interior of building?

A motion was made by Council Member Kelly and was seconded by Council Member Leach to go out for bids for Phase 1 of the Little Red Schoolhouse project. A vote being recorded as follows: For: Council Members Kelly, Leach, Fuechtmann, Wilber and Mayor Stone. Against: None. The motion passed.

- g. The following equipment was advertised for sale through the online bidding process with the following high bid:

<u>Bidder</u>	<u>Equipment</u>	<u>Amount</u>
Central Equipment Sales	Bandsaw	\$250.00

A motion was made by Council Member Fuechtmann and was seconded by Council Member Wilber to approve Resolution No. 2021-67, Resolution Authorizing Sale of Excess Equipment. A vote being recorded as follows: For: Council Members Fuechtmann, Wilber, Leach, Kelly and Mayor Stone. Against: None. The motion passed.

- h. With the change of legal description for the Information Center property, a new Resolution is needed authorizing the Mayor and City Administrator to sign the closing documents.

A motion was made by Council Member Fuechtmann and was seconded by Council Member Kelly to approve Resolution No. 2021-69, Resolution Authorizing Execution of Closing Documents. A vote being recorded as follows: For: Council Members Fuechtmann, Kelly, Leach, Wilber 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	\$832,587.17
	Paid Claims	<u>\$1,910.83</u>
	Total	<u>\$834,498.00</u>

- b. Resolution No. 2021-68 Resolution Accepting Contributions:

Men's Card Playing Group	\$130.00	Senior Center
Westbrook Ag Power, Inc. (Memory of Paul Thiesen)	\$50.00	Fire Dept.

- c. Gambling Application for Exempt Permit request from the Punkins & Monkeys Nursery School for a raffle for October 24, 2021 at the Holy Family School.

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