

**SAUK CENTRE CITY COUNCIL
REGULAR MEETING
WEDNESDAY, AUGUST 15, 2018**

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

The Sauk Centre City Council met in a Regular Meeting on Wednesday, August 15, 2018 at 6:30 p.m. in the City Hall Council Chambers pursuant to due notice being given thereof. Present were Council Members Diane Kelly, Dave Thomas, Heidi Leach, Keith Johnson and Mayor Warren Stone. Also present was City Administrator Vicki Willer, City Planner Sarah Morton, Police Chief Bryon Friedrichs, Administrative Assistant Nicki Vogt and City Engineer Chuck Boser. Mayor Stone presided thereat.

2. APPROVAL OF AGENDA

A motion was made by Council Member Leach and was seconded by Council Member Thomas to approve the agenda, with additions. A vote being recorded as follows: For: Council Members Leach, Thomas, Johnson, 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 Thomas to approve the August 1, 2018 Regular Meeting Minutes as presented. A vote being recorded as follows: For: Council Members Kelly, Thomas, Johnson, Leach 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. George Eilertson of Northland Securities presented the Council with the bond results for the 2018A GO Improvement Bond.

Four bids were received:

○ The Baker Group	\$3,508,052.29	2.8432837%
○ Robert W. Baird & Co., Inc.	\$3,482,835.70	2.9058840%
○ Stifel, Nicolaurs & Co., Inc.	\$3,469,809.15	2.9232275%
○ FTN Financial Capital Markets	\$3,493,778.80	2.9242075%

See 7a.

- b. Police Chief Friedrichs presented the July police report stating that there were 616 ICRs and 253 Verbal Warnings, for a total of 869. He stated that the month was busy with Sinclair Lewis Days and the Stearns County Fair.

- c. The Park Board met in regular session on Tuesday, August 7, 2018 and discussed the following:
- Heard presentation from Nathan Masog, Troop 25, on a proposal to donate and install three benches by the playground in Sinclair Lewis Park – see 7b
 - Discussed Dog Park Progress
 - Reviewed Red School House Location Ideas
 - Discussed proposed Comet Spinner location – see 8a
 - Recommend renovations to Jaycee Park Playground
 - Replace old wood play structure
 - Rejuvenate/replace safety surfacing
 - Install a border around safety surfacing
 - Sandblast and paint remaining standalone play units
 - Recommend that areas near playgrounds designed for small children be designated No Smoking areas
 - Continue to seek a Park Board member to fill vacancy.
- d. The Operations Committee met on Thursday, August 9, 2018 and discussed the following:
- Discussed remaining proposed 2018 Capital Purchases and Proposed 2019 Capital Purchases. They recommend that the City hold off on the purchase of a new loader.
 - Reviewed the 2019-2022 CIP Plan which will incorporate into Budget
 - Discussed garbage collection. Recommend bidding both two and five year options.
 - Recommend continue with Burn Plan for brush, and screen the compost.
 - Recommend development of Commercial Permit during fee schedule review process
 - Discussed implementation of Mosquito Control Plan. Recommend budgeting to spray parks.
 - Reviewed 2019 Mill and Overlay or Microseal Projects.
 - Reviewed flashing crosswalk sign options.
- e. City Administrator Willer presented the Public Works Department report, as follows:
- Sweeper is out of shop and back on street.
 - Working with residents on plans for sidewalk repairs following notices that went out.
 - Next round of spraying started. Mostly curb line spraying.
 - Compass Rose at Airport proposed to be done Sunday.
 - Miscellaneous mowing for mostly vacant properties. Will be billed.
 - Burned the brush pile.
 - Piled chips from City tree removal operations for resident pickup.
 - Repaired water break at campground
 - Installed water heater at Arena
 - Miscellaneous trimming of shrubs and trees
 - Mowing Parks etc. hasn't slowed much
 - One Seasonal Employee done for the year.
 - Making plans to stabilize area where retaining wall was removed at Arena

- Working with contractor to replace double doors at Arena

7. ACTION ITEMS

- a. See 6a.

Council Member Johnson introduced Resolution No. 2018-65, Resolution Providing for the Issuance and Sale of \$3,450,000 General Obligation Improvement Bonds, Series 2018A, Pledging for the Security Thereof Special Assessments and Levying a Tax for the Payment Thereof. The motion was seconded by Council Member Kelly. A vote being recorded as follows: For: Council Members Johnson, Kelly, Leach, Thomas and Mayor Stone. Against: None. The motion passed.

- b. Nathan Masog, Troop 25, Sauk Centre presented a proposal to the Park Board to install park benches near the play structure. The proposal is for his Eagle Scout service project.

The proposal would be to install three benches in concrete in the area. He will work with the Public Works staff on final location. A copy of his proposal was presented to the Council for their review.

Council Member Thomas introduced Resolution No. 2018-66, Resolution Accepting Contribution. The motion was seconded by Council Member Kelly. A vote being recorded as follows: For: Council Members Thomas, Kelly, Johnson, Leach and Mayor Stone. Against: None. The motion passed.

- c. Stantec has submitted on behalf of Breitbach Construction Pay Request #3 for the 2018 North Improvement Project.

Value Completed to Date	\$777,561.43
Amount Earned	\$777,561.43
Less Retainage 5%	<u>(\$38,878.07)</u>
Subtotal	\$738,683.36

Less Amount Previously Paid (\$376,454.01)

Amount Due this Request \$362,229.35

A motion was made by Council Member Thomas and was seconded by Council Member Johnson to approve Pay Request No. 3 for \$362,29.35 to Breitbach Construction Co. A vote being recorded as follows: For: Council Members Thomas, Johnson, Leach, Kelly and Mayor Stone. Against: None. The motion passed.

8. UNFINISHED BUSINESS

- a. The City Council tabled the purchase of the Comet Spinner that two Girl Scout Troops donated funds to the City for the purchase. The item was tabled because a later idea was proposed that the funds be used towards a proposed Fitness Challenge Park.

The Park Board discussed the change and felt that the original plan should be honored since the City accepted the funds for that purchase.

A motion was made by Council Member Kelly and was seconded by Council Member Leach to authorize the purchase of a Comet Spinner. A vote being recorded as follows: For: Council Members Kelly, Leach, Johnson, Thomas and Mayor Stone. Against: None. The motion passed.

- b. A request has come in for a Storm Water Utility Credit. Staff has been gathering information for presentation to the Policy Committee who was previously tasked with working on the policy.
- c. The application deadline for the Public Works Supervisor position was August 15th.

Staff members and the Personnel Committee will be ranking the applicants and selecting those to interview.

9. NEW BUSINESS

- a. With both the Superintendent position at the Sauk Centre Public Utility vacated as well as the Public Works Supervisor position at the City open, an opportunity exists to merge the PUC back into the City with a potential combined position.

The City established the Water, Light and Power Commission in 1989 and granted it full and exclusive control to develop, produce, purchase and distribute all electricity and water within the City. In 1995, the City's Sewer Dept. was also transferred to the Commission.

If the City were to proceed with transferring the powers back to the City, the Commission would then be a recommending body similar to the Planning Commission. Such action requires the approval of "2/3rd of the registered voters" of the City voting at a General or Special Election according to the original Ordinance establishing the Commission. The statutory percentage is a "majority of votes cast". Obtaining a positive vote from 2/3rds of the registered voters of the City is a high hurdle as often times voter turnout is less than 2/3rds whereas a majority of votes cast is simply more than 50% of those voting.

Discussion only.

- b. The City hired Clarke Environmental Services to spray Sinclair Lewis Park for mosquitos for Sinclair Lewis Days. Due to overwhelming positive response and also inquiries about citywide spraying, staff reached out to Clarke and obtained an estimate providing mosquito spraying as a City service.

The cost would be approximately \$20 per year per household and could be billed one time per year with the resident's utility bill.

The pros include a low-cost alternative to mosquito control resulting in more enjoyable use of the outdoors and also reduces the risk of mosquito borne diseases.

The cons are the overall price and there may be some residents who don't want it which could not be separated out.

The Operations Committee did touch on the subject and felt the City should limit spraying to the City parks.

Information only.

c. With the conclusion of the Comprehensive Plan, the City will be embarking on some Amendments to the Code. Many of the Amendments are zoning related; however, there are some the Council may want to consider that are not:

- Storage of RVs
- Impervious Surface Maximums
- Fences
- #s of Vehicles Allowed
- Screening in Commercial Areas
- Building Maintenance
- Yard Maintenance
- Access Permits – Driveway minimums/maximums

10. CONSENT AGENDA

The Council considered the following Consent Agenda Items:

a.	Schedule of Claims - Unpaid Claims	\$396,666.84
	Paid Claims	<u>\$0.00</u>
	Total	<u>\$396,666.84</u>

b.	July Checks	Paid Claims/Payroll	<u>\$577,104.90</u>
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c. Resolution No. 2018-67, Resolution Accepting Contributions.

Men's Card Playing Group	\$141.60	Senior Center
Anonymous Donor	\$1,767.75	Dog Park
Community Connections	\$500.00	Police (Nite to Unite)
MN National Bank	\$200.00	Ambulance Dept.
Michael & Nancy Noe	\$100.00	Ambulance Dept.
MN National Bank	\$200.00	Fire Dept.
Michael & Nancy Noe	\$100.00	Fire Dept.

d. Request from Missy Terres, dba Mustang Bar III, Inc. for a temporary extension of premise permits for a band on September 15, 2018 in the back parking lots (Mead's Building & old Main Street Drug building) from 9:00 p.m. – 12:30 a.m.

e. Gambling Application for Exempt Permit request from Punkin's & Monkey's Nursery School for a raffle on October 28, 2018 at the American Legion Post 67.

- f. Request from Jeff Quistorff, representing the American Legion Post 67, for one Temporary Extension of Outdoor Liquor Permit for the term of one day on September 8, 2018 for a bean bag tournament in their north parking lot from noon – 11:00 p.m.

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

The Council thanked the Men’s Card Playing Group, Community Connections, MN National Bank, Michael & Nancy Noe and Anonymous Donors for their donations.

11. INFORMATIONAL ITEMS

- a. Budget Meeting – Monday, August 20, 2018 at 5:00 p.m.

12. ADJOURNMENT

A motion was made by Council Member Thomas and was seconded by Council Member Leach to adjourn the meeting. A vote being recorded as follows: For: Council Members Thomas, Leach, Johnson, Kelly and Mayor Stone. Against: None. The motion passed.

With no further business to come before the Council, Mayor Stone adjourned the meeting at 7:20 p.m.

Respectfully submitted,

Mayor Warren Stone

City Administrator Vicki Willer