

**SAUK CENTRE CITY COUNCIL  
REGULAR MEETING  
WEDNESDAY, AUGUST 17, 2022**

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

The Sauk Centre City Council met in a Regular Meeting on Wednesday, August 17, 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 Chuck Boser, 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 Wilber and was seconded by Council Member Leach to approve the Agenda, with additions. A vote being recorded as follows: For: Council Members Wilber, Leach, Fuechtmann, 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 August 3, 2022 Regular Meeting Minutes with changes. A vote being recorded as follows: For: Council Members Kelly, Leach, Wilber, Fuechtmann and Mayor Stone. Against: None. The motion passed.

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

Ryan West, 743 Hickman Drive, Sauk Centre – Mr. West asked that the City reconsider assessing him for the upcoming Hickman Drive project as he had completed work to the road in previous years. He requested Option 1 of 7i.

**5. PUBLIC HEARING**

None.

**6. REPORTS/PRESENTATIONS**

- a. Police Chief Friedrichs presented the July activity report stating that there were a total of 1021 calls. The department was busy with Sinclair Lewis Days and the Stearns County Fair in July which led to an increase in calls from June, which was 802.
- b. Public Works Director Clink updated the Council on the Department's activities:
  - Interpretive Center – covered vacant lot with black dirt and built small connection road between Caribou and Taco Bell.
  - Mowed off some storm ponds.
  - Completed asphalt patching in Pine and Birch Street areas.
  - Sealed vertical expansion joints on the south end of arena in preparation for mural to be painted. 510 Art Lab plans to complete mural this fall.
  - Rink Tech has been at the arena working on the compressor system. All leaks are now fixed.
  - Tree trimming completed around street signs and in right of way.

- Sidewalk inspections complete. Residents have until end of August to complete the repairs.
  - 2012 Freightliner repaired.
  - Working to control weed issues on City property.
  - Completed dog park repairs.
  - Boat landing repairs to be complete last week of August.
  - Filter pump rebuilt at splash pad.
  - Completed trail work at East River Boulevard.
- c. Assistant Ambulance Director Deschene presented the Second Quarter 2022 Report, as follows:
- 226 total calls
  - 169 billed calls
  - 57 transfers to various hospitals/agencies (41 BLS, 16 ALS)
- d. The Planning Commission met on August 10, 2022 and discussed the following:
- Public Hearing – Struss Variance – See 7d.
  - Short Term Rental Moratorium – See 7c.
  - 21 Building Permits issued in July with a total construction value of \$1.4 Million.
- e. City Engineer Chuck Boser updated the Council on the following projects:

**2022 CIP**

- Week of 8/22 begin reclaiming for phase 3, with street work on phase 2 and restoration work on phase 1 to follow

**Industrial Park:**

- Utilities nearly complete

**City Hall Sidewalk:**

- Property has been surveyed

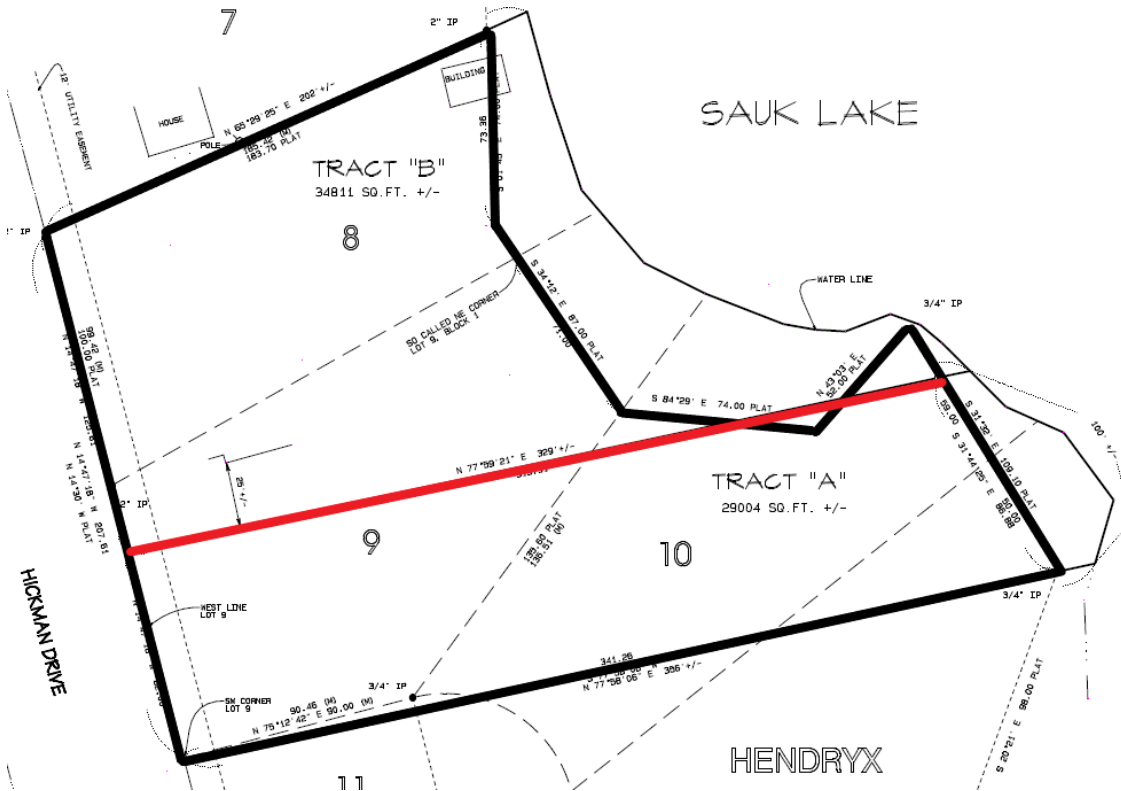
**7. ACTION ITEMS**

- a. Ambulance Director, Kathy Struffert requested that Aaron Feltman be removed from probationary status and advanced to EMT-B Level 3. Aaron served on the service for nine years prior to moving out of state. He was re-hired upon his return and has completed his probationary time.

A motion was made by Wilber and was seconded by Fuechtmann to approve advancement of Aaron Feltman to EMT-B Level 3, effective August 15, 2022. A vogt being recorded as follows: For: Wilber, Fuechtmann, Leach, Kelly and Mayor Stone. Against: None. The motion passed.

- b. Kay Beuning submitted an application for a minor subdivision for property located at 624 Hickman Drive. The subdivision, if approved, would divide one lot into two conforming lots.

Buening’s property currently has 207.81 feet of frontage on Hickman Drive. After subdivision, there will be one 125.61 foot lot and one 82 foot lot. Water and sewer services are stubbed to both properties. Both properties will meet the minimum zoning requirements for an R-1 Lakefront property.



A motion was made by Council Member Kelly and was seconded by Council Member Leach to approve Resolution 2022-69, Resolution Approving Minor Subdivision (Lot Split) for Kaye Beuning. A vote being recorded as follows: For: Council Members Kelly, Leach, Wilber, Fuechtmann and Mayor Stone. Against: None. The motion passed.

- c. At the Planning Commission meeting on August 10, 2022 staff asked the Planning Commission to recommend to the City Council the adoption of an Ordinance establishing a one-year moratorium on Short-Term Rentals within the city. This proposed ordinance would allow staff and the Commission/Council one-year to prepare an ordinance regarding Short-Term Rentals.

The Planning Commission voted to recommend the moratorium.

A motion was made by Council Member Kelly and was seconded by Council Member Leach to approve Ordinance No. 814, an Ordinance establishing a One-Year Moratorium on Short-Term Rentals and the Like Within the City of Sauk Centre. A vote being recorded as follows: For: Council Members Kelly, Leach, Fuechtmann, Wilber and Mayor Stone. Against: None. The motion passed.

- d. The Planning Commission, acting as the Board of Adjustment, conducted a Public Hearing on Wednesday, August 10, 2022 at 4:30 p.m. to consider a variance request.

The variance request is for property owned by Don and Sara Struss at 200 Elm St. S. The request is to allow an addition to an attached garage at 6.17 feet from the corner side setback when 14.52 feet is required. (The minimum corner side setback is 33% of the lot width on a substandard lot). This will allow the construction of a 10' X 24' addition to the existing attached garage at the same setback as existing. The Planning Commission forwarded an approval recommendation.



A motion was made by Wilber and was seconded by Fuechtmann to approve Resolution No. 2022-70, Resolution Approving Request for a Variance for Don and Sara Struss. A vote being recorded as follows: For: Council mMembers Wilber, Fuechtmann, Leach, Kelly and Mayor Stone. Against: None. The motion passed.

- e. The fourth pay application has been received from C&L Excavating for the 2022 Street Project (2<sup>nd</sup> Street):

1.	Original Contract	\$6,495,562.69
2.	Change Order (reduce size of project)	(1,821,101.67)

3.	Revised Contract Amount	\$4,674,461.02
4.	Completed to Date	\$2,465,153.28
5.	Material on Hand	0.00
6.	Amount Earned	\$2,465,153.28
7.	Less Retainage 5%	(\$123,257.66)
8.	Less Previously Paid	(\$1,791,794.08)
9.	Failed Tests	(\$623.00)
9.	Amount Due	\$549,478.54

A motion was made by Council Member Kelly and was seconded by Council Member Fuechtmann to approve Pay Request #4 to C&L Excavating for \$549,478.54. For: Council Members Kelly, Fuechtmann, Wilber, Leach and Mayor Stone. Against: None. The motion passed.

- f. Pay Request #4 has been received from Northern Lines Contracting for the South Sauk Centre Industrial Park project.

Contract Amount	\$3,675,760.50
Change Orders Approved	\$0.00
Total Contract	\$3,675,760.50
Value Completed to Date	\$2,083,415.15
Material On Hand	\$0.00
Amount Earned	\$2,083,415.15
Less Retainage	\$104,170.75
Subtotal	\$1,979,244.40
Less Previously Paid	\$930,745.98
Amount Due this Request	\$1,048,498.42

A motion was made by Council Member Wilber and was seconded by Council Member Leach to approve Pay Request #4 for Northern Lines Contracting for \$1,048,498.42. A

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

- g. The Sauk Centre Fire Dept. has been awarded a grant from the State of Minnesota Forestry Division for \$2,000.00 to be used toward the purchase of radios/pagers and water movement equipment. This is a matching grant. Once the City has expended \$4,000 it can request reimbursement for \$2,000.

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

- h. On January 19, 2022, the City Council authorized the purchase of an Ambulance. At that time the purchase of a Power Cot was removed from the bid so that additional research and bidding for alternate cot styles could be completed.

Bids have now been received from vendors that provide cots compatible with the Ambulance.

Staff has reviewed the bids and is recommending that the City purchase the Stryker cot with the lower bid of \$48,726.00 even though it is higher than the Ferno bid. The reason behind purchasing the Stryker vs the Ferno cot is that it has additional loading capabilities in addition to lifting and is essentially self-loading into the Ambulance. This is necessary since many times a two-person crew is transferring patients to other hospitals and it is difficult to load some patients with a two-person crew making self-loading essential for both efficiency and safety purposes.

<b>Bidder</b>	<b>Type</b>	<b>Gross</b>	<b>Less Trade</b>	<b>Net</b>
PSV	Ferno INX	49,192.00	4,500.00	44,692.00
PSV	Stryker 6507	57,091.00	4,500.00	52,591.00
Stryker	Stryker 6507	51,226.66	2,500.00	48,726.66

Assistant Director Deschene recommended going with the Stryker bid at \$48,726.66.

A motion was made by Council Member Leach and was seconded by Council Member Kelly to approve cot purchase with the Stryker bid at \$48,726.66. A vote being recorded as follows: For: Council Members Leach, Kelly, Fuechtmann, Wilber and Mayor Stone. Against: None. The motion passed.

- i. In 2014 the City accepted a petition from property owners adjoining Hickman Drive whose properties were off the end of the paved roadway requesting the City pave the roadway past their properties. The owners on each side of the road were assessed their share.



The City is now proposing to reclaim the roadway. The City Policy would be to prorate and give credit to the landowner for the remaining useful life of the road which in this case is 32 of the 40 years. The landowners have requested that the City stop the reclaim where the new portion of the roadway begins rather than tear it up now and then again if and when the City needs access to sewer manhole which is located at the beginning of the portion in question.

Due to a formed asphalt curb to direct water flow, the City would also have to pour a sacrificial curb to direct water flow along with the reclaim. That curb would then come out if and when the City continues the utilities down Hickman and then reinstalled at the correct width.

The owners were assessed \$1,862.00 in 2014. The new assessment is proposed at \$4,500.

The Council has two options:

1. Stop the reclaim at the point where the newer roadway surface begins.
2. Reclaim the road and grant credit for the remaining useful life. (88% of \$1,862.00)

A motion was made by Council Member Wilber and was seconded by Council Member Kelly to stop the reclaim at the location of the end of the original asphalt and the beginning of the portion that was paved in 2014. A vote being recorded as follows: For: Council Members Leach, Kelly, Fuechtmann, Wilber and Mayor Stone. Against: None. The motion passed.

## **8. UNFINISHED BUSINESS**

None.

## **9. NEW BUSINESS**

None

**10. CONSENT AGENDA**

The Council to consider the following Consent Agenda Items:

- |    |                      |               |                       |
|----|----------------------|---------------|-----------------------|
| a. | Schedule of Claims - | Unpaid Claims | \$1,681,954.75        |
|    | Paid Claims          |               | <u>\$0.00</u>         |
|    |                      | Total         | <u>\$1,681,954.75</u> |
- b. July Checks                      Paid Claims/Payroll                      \$1,757,171.79
- c. Request from Missy Terres dba Mustang Bar III, Inc. for Temporary Extension of Premise Permits for anniversary & band on September 10, 2022 in the back parking lots (Mead’s Building & Old Main Street Drug Building) from 9:00 p.m. – 12:30 a.m.
- d. Request from Scott Kowski representing the American Legion Post 67, for one Temporary Extension of Out-Door Liquor Permits for the term of one day on October 1, 2022 for a 5K Run & DJ Music in their North Parking lot from Noon – 10:00 p.m.

Also permission to block off Park Road from the Boat Landing to Main Street.

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

**11. INFORMATIONAL ITEMS**

1. Spectrum Channel Lineup Changes – Attached.
2. Budget Workshop Reminder – August 31, 2022 at 5:00 p.m.

**12. 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

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City Administrator Vicki Willer