

**SAUK CENTRE CITY COUNCIL
REGULAR MEETING
WEDNESDAY, AUGUST 18, 2021**

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

The Sauk Centre City Council met in a Regular Meeting on Wednesday, August 18, 2021 at 6:30 p.m. due notice being given thereof. Present were Mayor Warren Stone, Council Members Diane Kelly, Shalon Wilber 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. Council Member Leach was absent.

2. APPROVAL OF AGENDA

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

3. APPROVAL OF MINUTES

A motion was made by Council Member Kelly and was seconded by Council Member Fuechtmann to approve the August 4, 2021 Regular Meeting Minutes. A vote being recorded as follows: For: Council Members Kelly, Fuechtmann, Wilber and Mayor Stone. Against: None. Absent: Council Member Fuechtmann. The motion passed. Council Member Leach was absent.

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

None.

5. PUBLIC HEARINGS

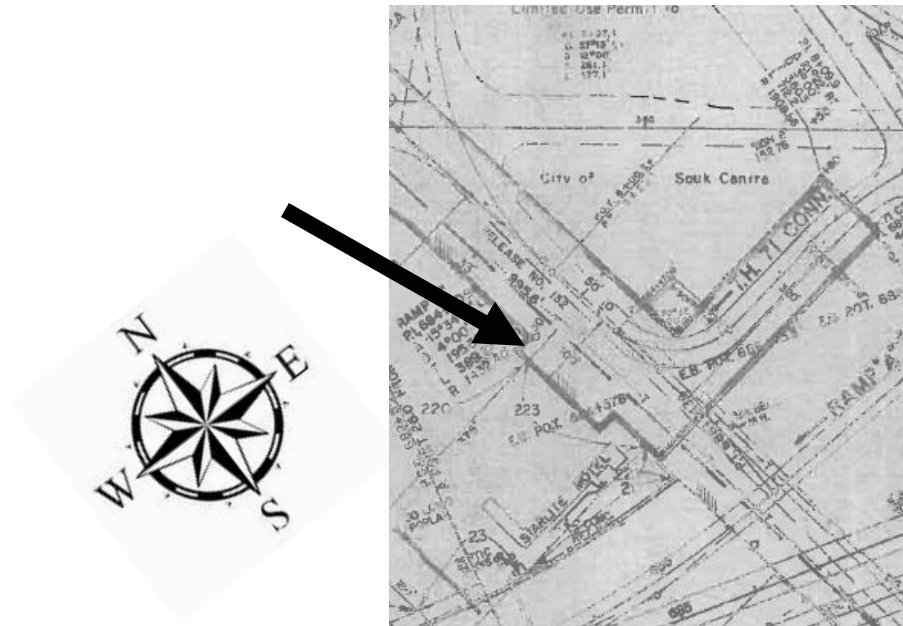
a. Vacation of Getty Street

Mayor Stone opened the Public Hearing and read the Public Hearing Procedure.

Highway 71, prior to the construction of Interstate 94, crossed what is now the freeway where Getty Street is now located. After the relocation of Highway 71 to its current location, the State of MN turned back its old Right of Way to the City. This Right of Way included various widths of property. Over time, the excess Right of Way outside the 33' from the section line retained by the City was vacated to neighboring properties. No vacation of property outside the 33' was vacated to the Gopher Prairie Motel.

In an effort to finalizing vacating this last piece of "turn-back" property, the City called for a Public Hearing to be held.

The only property owners affected by this vacation is the owners of Gopher Prairie Motel.



Mayor Stone called three times for persons to speak in favor or opposition. None Spoke. See 7a.

b. 2022 Improvement Project

City Engineer, Chuck Yapp, presented the proposed 2022 Street Improvements as follows:

- Proposed project locations, including street reclamation (Park Road and Hickman Drive) and full reconstruct.
- Existing conditions and goals of reclamation project:
 1. Replace aging roadway
 2. Spot curb replacement
- Existing conditions and goals of full reconstruct project:
 1. Replace water main with new 6"-8" size to allow for increased capacity and fire flows
 2. Replace sanitary sewer
 3. Replace storm sewer. New system is designed for a 10 year rain event
 4. Replace streets and extend and connect pedestrian routes throughout project area

- Proposed sidewalk areas

- Estimated project costs

Total Full Reconstruct	\$4,474,247.54
Total Reclamation	\$1,354,391.78
TOTAL	\$5,828,639.32

- Breakdown of costs

Assessment cost	\$1,606,183.71
City cost	\$2,621,244.67
PUC cost	\$1,601,210.94

- Cost summary breakdown

Reclamation	\$1,354,391.78
Street	\$1,457,904.34
Sidewalk	\$215,988.76
Sanitary Service	\$100,073.86
Water Service	\$185,557.13
Storm Sewer	\$744,722.91

- Average lot assessment for full reconstruct is \$9,497.76
- Average lot assessment for reclamation is \$2,961.10

Mayor Stone called for persons to speak in favor or against.

Mark Magnuson – 512 2nd St. S. Mr. Magnuson stated that he is opposed to the sidewalk as it will make his yard smaller than it is.

Matt Larson – 418 2nd St. S. Mr. Larson asked what he would need to do in order to get his water lines to his house replaced. Engineer Chuck Boser responded stating that they must let the City know and they will inform the contractors of this request.

Sean Olson – Friedrichs Tire & Oil – 200 Main St. S. Mr. Olson asked how long the project would take as he feels it will significantly impact his business. He also stated that they are being assessed on parcels that do not have water/sewer and asked that they not be assessed those charges for those parcels. City Engineer Chuck Boser stated that the contractor will access to all residence/business at the end of each day.

Dave Berg – 824 2nd St. S. Mr. Berg wanted to be assured that no new sewer/water lines were coming in on 824 2nd. Berg also questioned what would happen to the tree that is in his boulevard. He was informed that 2nd Street will be receiving all new water/sewer. He was also informed that any tree removal costs would be a part of the street portion of the project expenses.

Richard Betlach – 511 Hickman Dr. Mr. Betlach stated that currently there is a bill regarding infrastructure before Congress. If passed, he asked if there would be a credit to property owners. City Administrator Willer stated that if passed, the dollars are typically restricted to maintenance.

Pat Engen – 215 Willow St. Ms. Engen stated that her and neighbors are concerned about how much digging will affect them if they have a retaining wall or have already done their sewer/water? City Engineer Chuck Boser stated that if new services have been installed then they will not be assessed.

Mike Hoeschen – 221 Maple St. Mr. Hoeschen was curious about the status of the boulevard trees and if the street widths will remain as they are. City Engineer Chuck Boser stated that all existing streets are varying widths. Maple is proposed at 36' wide where the existing width is 34'. All trees that may be removed are all factored into the street project expenses.

City Engineer Chuck Boser stated that they will loop the water main on Spruce St.

Mary Dernovsek – 232 Willow St. Ms. Dernovsek stated that her water and sewer and sidewalk have already been replaced.

Mike Noe – 202 Walnut. Mr. Noe stated that his sewer service was replaced 16 years ago with PVC. He also stated that he will be moving driveway and garage and asked how it would affect his assessment. City Engineer Chuck Boser stated that if it is PVC all the way to the main, his will not need to be replaced. He also stated that any changes to his garage/driveway will not affect his assessment.

Marie George – 124 Oak St. Ms. George stated that when Oak Street was completed, they put in new sidewalks. She is curious if the new sidewalk would be installed all the way to Oak St. Mayor Stone stated that there will be a direct sidewalk from Willow St. to past Oak St. City Engineer Chuck Boser stated that a sidewalk assessment would not apply to her.

Dan McDonald – 128 Willow St. Mr. McDonald states that he has an older home and asks about costs to add sewer/water to his home. City Engineer Chuck Boser stated that that would be private costs from the Right of Way to his home.

Doug Scheirl – 106 Willow St. Mr. Scheirl questioned if Willow St. would remain the same width. City Engineer Chuck Boser stated that Willow currently is 39' and the new Willow would be 36'. The sidewalk would move in with the curb as well.

Dave Eke – 724 2nd St. Mr. Eke questioned if his curb would be moved further to the north if the street is being widened. He also stated that he is opposed to the sidewalk. City Engineer Boser stated that the curb would slightly be moved in.

John Arceneau – 720 2nd St. S. Mr. Arceneau stated that he is opposed to the sidewalk.

Mayor Stone called three additional times for persons to speak in favor or opposition. None Spoke. Mayor Stone closed the Public Hearing. See 7b.

6. REPORTS/PRESENTATIONS

- a. Police Chief Friedrichs presented the July 2021 report stating that there were 767 ICRs and 241 Verbal Warnings for a total of 1008.

Chief Friedrichs also stated that the Department was busy with Sinclair Lewis Days and Stearns County Fair.

- b. Public Works Director Ben Clink updated the Council on the following activities of the department:

- The City is under Maintenance Contract with Stearns County for County Road 112. The Department has been busy with cleaning out the concrete culvert. During cleaning, it was found that the culvert is coming apart in areas. The County has placed it on their replacement list for 2022.
- The PAPI light system at the airport has been repaired.
- Door on AD Building at the airport has been repaired.

- Received second shipment of chemicals for the splash pad for 2021.
 - Malfunctioning flow switch was replaced at the splash pad.
 - Trees are being watered on weekly basis.
 - Number of trees went down on City property due to storm. Crews have been busy with storm cleanup.
 - Brush pile is very large due to storms.
 - Street sweeper was used to clean up debris from storm.
 - 1 ton truck needed new springs on rear axel as existing was found to have cracks.
 - Sidewalk gridding is in process in the Birch/Pine St. area.
 - Arena has been rented for multiple dry floor events.
 - Anjo and East St. Mill and Overlay to begin August 19.
 - Boards have been installed in outdoor rink.
- c. The Planning Commission met on Tuesday, August 10th and discussed the following:
- Reviewed June and July building permit reports
 - Recommend Council approval of Variance request. See 7g
- d. City Engineer Keith Yapp updated the Council on the following projects:
- 2020 Project
- Waiting until early September to review seeding
- 2021 Information Center Project
- Nearing completion of Plat 3
 - Curb and gutter placed and ready for sidewalk portion
 - Grading on lot 3 is complete
 - Finishing pad area on lot 2
- 2021 South Industrial Park
- Plans and specifications nearing completion

7. ACTION ITEMS

- a. See 5a.

Proposed Resolution No. 2021-70, if approved, will release the City's interest in the property located beyond 33' from the section line which is the center of Getty St.

A motion was made by Council Member Fuechtmann and was seconded by Council Member Kelly to approve Resolution No. 2021-70, Resolution Vacating a Portion of City Street. A vote being recorded as follows: For: Council Members Fuechtmann, Kelly, Wilber and Mayor stone. Against: None. Absent: Council Member Leach. The motion passed.

The City will record the Resolution with Stearns County so it will be a matter of record.

b. See 5b.

Resolution 2021-71 does not adopt the assessment. It authorizes next steps. The next steps are as follows:

- Complete the Plans previously authorized - Ongoing
- Approve Plans and Authorize Bids – Late 2021
- Advertise for Bids – January/February 2022
- Open Bids – March 2022
- Award Bid – March 2022
- Construction – Summer 2022
- Final Assessment Hearing and Adoption of Assessment – September 2022
- Certification of Assessment – November 2022

A motion was made by Council Member Fuechtmann and was seconded by Council Member Wilber to approve Resolution No. 2021-711, Resolution Ordering Improvement for 2022 Street Improvement Project. A vote being recorded as follows: For: Council Members Fuechtmann, Wilber, Kelly and Mayor Stone. Against: None. Absent: Council Member Leach. The motion passed.

c. Stearns County Attorney's office has released to the City two vehicles that have been forfeited. The Police Department requested that the City declare the property as excess property and authorize advertisement for sale.

2011 Buick Enclave
2010 Mercury Mariner

Upon approval, the vehicles will be advertised for sale through the State of Minnesota Department of Administration's online bidding platform.

A motion was made by Council Member Wilber and was seconded by Council Member Kelly to approve Resolution No. 2021-73, Resolution Declaring Property as Excess and Authorizing Advertisement for Sale. A vote being recorded as follows: For: Council Members Wilber, Kelly, Fuechtmann and Mayor Stone. Against: None. Absent: Council Member Leach. The motion passed.

d. An application has been received from Norbert & Patricia Moritz for a minor subdivision of property. The Moritz property is located at 1113 Beltline Road. The proposal is to split off a portion of their property and combine it with the adjacent property owned by LeRoy Moritz at 1151 Tenth St. S.



A motion was made by Council Member Fuechtmann and was seconded by Council Member Kelly to approve Resolution No. 2021-73, Resolution Approving Minor Subdivision. A vote being recorded as follows: For: Council Members Fuechtmann, Kelly, Wilber and Mayor Stone. Against: None. Absent: Council Member Leach. The motion passed.

- e. An application has been received from Roger Majeski on behalf of Brian Boyer for a minor subdivision of property. The Boyer property is located at 1162 Main St. S. The proposal is to split off a portion of their property and combine it with the adjacent property owned by Roger Majeski at 1065 Getty St. S.



A motion was made by Council Member Kelly and was seconded by Council Member Wilber to approve Resolution No. 2021-74, Resolution Approving Minor Subdivision. A vote being recorded as follows: For: Council Members Kelly, Wilber, Fuechtmann and Mayor Stone. Against: None. Absent: Council Member Leach. The motion passed.

- f. An application has been received from Dave Eke on behalf of D & K Properties LLC for a minor subdivision of property. The property is located at 422 Lincoln Loop.. The proposal is to split off a portion of the property and combine it with the adjacent property owned by David Eke on Beltline Rd.

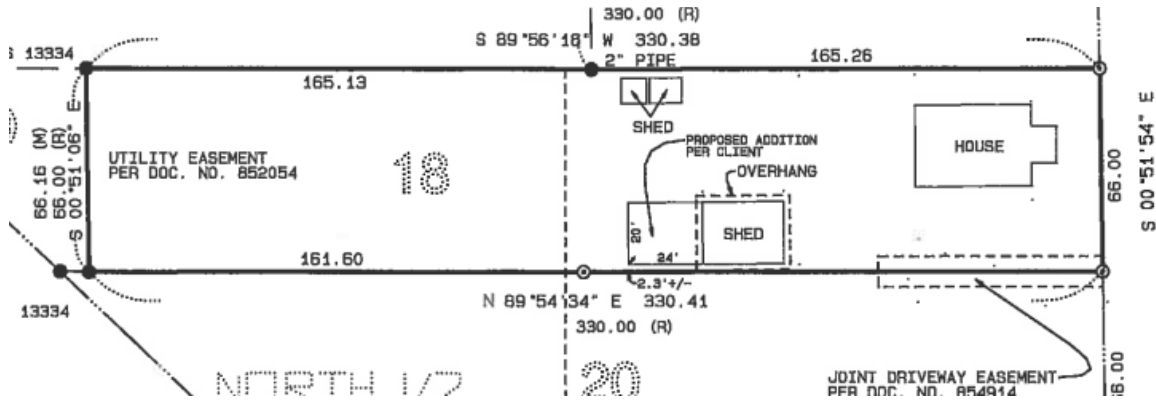


A motion was made by Council Member Kelly and was seconded by Council Member Fuechtmann to approve Resolution No. 2021-75, Resolution Approving Lot Split. A vote being recorded as follows: For: Council Members Kelly, Fuechtmann, Wilber and Mayor Stone. Against: None. Absent: Council Member Leach. The motion passed.

- g. A request for a variance from the minimum side yard setback for the construction of an accessory building was received from Lynn C. Franklin at 814 Birch St. S. The request is to construct a 20'X24' addition onto the back of his existing garage 2.3 feet from the property line.

The existing 20'X26' existing garage was constructed at that same setback previously and the owner proposes to extend the garage to the rear of the lot utilizing the same roofline.

The Planning Commission acting as the Board of Adjustment conducted a public hearing on the proposal on August 10 and recommend it be approved.



A motion was made by Council Member Kelly and was seconded by Council Member Wilber to approve Resolution No. 2021-76, Resolution Approving Request for a Variance for Lynn C. Franklin. A vote being recorded as follows: For: Council Members Kelly, Wilber, Fuechtmann and Mayor Stone. Against: None. Absent: Council Member Leach. The motion passed.

- h. Each year the City Council reviews outstanding invoices for utilities and service payments and has the option to certify these unpaid invoices for collection with property taxes.

A listing was been prepared for the Council’s review.

Prior to Certification to Property Taxes, the owners of said properties are afforded the option of attending a public hearing on the proposal.

October 6, 2021 is recommended to conduct the public hearing.

A motion was made by Council Member Fuechtmann and was seconded by Council Member Kelly to approve Resolution No. 2021-77, Resolution Calling Public Hearing to Consider Certification of Special Assessments. A vote being recorded as follows: For: Council Members Fuechtmann, Kelly, Wilber and Mayor Stone. Against: None. Absent: Council Member Leach. The motion passed.

- i. The City Council approved the plans and specifications for the construction of a new shelter/restroom at Sinclair Lewis Campground by Resolution 2021-34 on April 7, 2021.

Bids were advertised and accepted until August 2, 2021. The bids were opened on that date and reviewed by the Park Board. Due to receiving one bid, the Board delaying making a recommendation until staff had an opportunity to sit down with the bidder to review the bid.

Bidder	Amount
Arzen Construction	\$349,000.00

Staff reviewed the bid with Arzen to confirm that the items bid were as expected. Additional detail was also provided to the bidder at that time.

The bid is over what was anticipated/available by \$75,000. There is an estimated \$10,000 that will be able to be cut due to minor changes leaving an overage of \$65,000.

The City Council was presented with two options.

1. Cancel the project and re-bid in 2022. (bid could be lower or higher)
2. Award the project and cover overage with additional campground revenue from 2022.

It was general consent to table action on this item until an inspection report is received.

- j. In 2020 the City Council authorized the purchase of a new ice resurfacer for the Civic Arena. When the item was purchased, there were issues with emission standards and the City did not take delivery.

In 2021, new bids were sought for the replacement as follows:

<u>Vendor</u>	<u>Model</u>	<u>Net</u>
Arena Warehouse LLC	2007 Zamboni w/4200 hours	\$39,560.00
CTM Services, Inc.	2010 Olympia w/3000 hours	\$58,102.18

Public Works Director Clink recommended going with CTM services as they are certified and he feels the Olympia would be the best fit for the arena.

A motion was made by Council Member Fuechtmann and was seconded by Mayor Stone to approve Resolution No. 2021-+79, Resolution Authorizing Purchase of Ice Resurfacer (CTM Services, Inc.). A vote being recorded as follows: For: Council Member Fuechtmann, Mayor Stone and Council Member Wilber. Against: Council Member Kelly. Absent: Council Member Leach. The motion passed.

- k. As part of the ongoing development of the Unger land (now South Sauk Centre Industrial Park) City Engineer Yapp prepared a draft utility plan and plat. The Council reviewed the following:

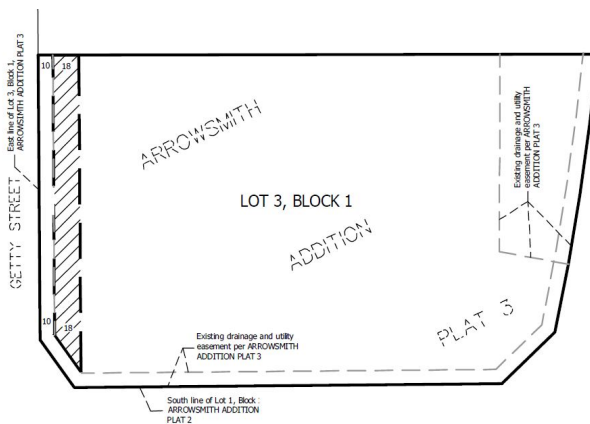
- Project area
- 1 large lot with two building pads
- Multiple other lots
- Lift station location – lift station to be design to handle flows anticipated for the next 20 years
- Review of sanitary services
- 48" storm sewer

A motion was made by Council Member Kelly and was seconded by Council Member Fuechtmann to approve Resolution 2021-81, Resolution Approving Plans and Specs and Authorizing Bids for South Sauk Centre Industrial Park. A vote being recorded as

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

1. The development of Arrowsmith Plat 3 property anticipated the potential relocation of fiber lines by Centurylink. Centurylink has pushed back on the relocation due to a prior permit. A permit was issued for a conduit to be placed in 1955 when MnDot owned the property, however the actual location is not where it is shown on the permit map. The City anticipated the actual location to be closer to the mapped locations in planning this project.

Because this line is a large line, it is best to leave it in place and grant an easement for it with the actual location depicted to avoid any future issues. This would require an additional 18' of easement area along the east side of Getty on Lot 3. This would line up with the easement for the waterline on Lot 2.



A motion was made by Council Member Kelly and was seconded by Council Member Wilber to approve Resolution 2021-82, Resolution Authorizing Execution of Easement. A vote being recorded as follows: For: Council Members Kelly, Wilber, Fuechtmann and Mayor Stone. Against: None. Absent: Council Member Leach. The motion passed.

8. UNFINISHED BUSINESS

None.

9. NEW BUSINESS

- a. The Budget Workshop was set for September 9th at 5:00 p.m.

10. CONSENT AGENDA

The Council considered the following Consent Agenda Items:

a.	Schedule of Claims -	Unpaid Claims	\$283,433.80
		Paid Claims	<u>\$12,322.32</u>
		Total	<u>\$295,756.12</u>
b.	July Checks	Paid Claims/Payroll	<u>\$603,974.31</u>

c. Resolution No. 2021-80, Resolution Accepting Contributions.

MN National Bank	\$276.00	Police Dept.
MN National Bank	\$276.00	Ambulance Dept.
MN National Bank	\$276.00	Fire Dept.
Michael & Nancy Noe	\$100.00	Police Dept.
Michael & Nancy Noe	\$100.00	Ambulance Dept.
Michael & Nancy Noe	\$100.00	Fire Dept.

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, Fuechtmann and Mayor Stone. Against: None. Absent: Council Member Leach. The motion passed.

The Council thanked MN National Bank and Michael and Nancy Noe for their donations.

11. INFORMATIONAL ITEMS

None.

1. ADJOURNMENT

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