

**SAUK CENTRE CITY COUNCIL
REGULAR MEETING
WEDNESDAY, AUGUST 19, 2020**

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

The Sauk Centre City Council met in a Regular Meeting on Wednesday, August 19, 2020 at 6:30 p.m. due notice being given thereof. Present were Council Members Joe Fuechtmann, Diane Kelly, Keith Johnson, Heidi Leach and Mayor Warren Stone. Also present was City Administrator Vicki Willer, Police Chief Friedrichs, Public Works Supervisor Clink, City Planner Morton and City Engineer Yapp. Mayor Stone presided thereat.

2. APPROVAL OF AGENDA

A motion was made by Council Member Fuechtmann and was seconded by Council Member Leach to approve the agenda as presented. A vote being recorded as follows: For: Council Members Fuechtmann, Leach, Kelly, Johnson 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 Kelly to approve the August 5, 2020 Regular Meeting Minutes. A vote being recorded as follows: For: Council Members Leach, Kelly, Fuechtmann, Johnson 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. In the month of July there were 635 ICRs and 233 Verbal Warnings for a total of 868.

b. Public Works Director Clink reported the following:

- Put Class 5 on roads that needed maintenance
- Removed dead trees and low hanging trees from roadways. Also completed stump grinding from removed trees
- Storm outlet cleaned out and repairs to be made soon
- Campground had a water line break in south bathroom – has since been repaired and a new sink installed
- Asphalt patching has started
- Sidewalk inspections complete and repairs will be made in September
- Tree inspections have been complete twice this summer
- Some roots are growing in storm sewer and will be removed
- Sidewalk curb edger arrived

- Jaycee Park playground equipment has been painted
- New Hangar Door to be installed September 21
- Arena bathrooms painted
- Splash pad filter pump has been rebuilt

c. City Engineer Yapp reported on the following projects:

2020 CIP

- First lift of asphalt complete on south portion
- Stretch of sidewalk remains to be finished on south portion
- Sewer and water complete on north portion of project
- Storm sewer to be completed within the week on north portion
- Street work to begin within the week on north portion

d. City Planner reported on the Planning Commission meeting as follows:

- 3 Public Hearings – action to be taken at September Council Meeting
- Building Permit Report
- 2020 Building Permit Value - \$6,609,002.79

7. ACTION ITEMS

a. With the increased sanitation requirements for the Arena, Parks and Campground in the restroom facilities, it has become apparent that the existing stall dividers are in need of replacement. The Arena dividers are over 70 years old and come from the old Elementary School. They were cut and welded into place and are now rusted out. The Campground dividers are constructed out of plywood and chipboard and have areas that have become wet repeatedly.

Staff recommended that the City replace the dividers with a plastic component divider that has a fifteen-year warranty that can be easily cleaned and sanitized.

Quotes were obtained as follows with Partition Kind being the low bidder:

<u>Arena - Bidder</u>	<u>Amount</u>
Kleinschmidt/Goodin	\$8,758.41
Sustainable Supply	\$8,713.46
All Partitions	\$7,933.00
Partition King	\$7,378.00

<u>Campground Bidder</u>	<u>Amount</u>
Partition King	\$5,002.00
Kleinschmidt/Goodin	\$6,237.56

<u>Middle Park Bidder</u>	<u>Amount</u>
Partition King	\$2,932.00

Council Member Leach introduced Resolution No. 2020-64, Resolution Authorizing Purchase of Dividers. The motion was seconded by Council Member Kelly. A vote being recorded as follows: For: Council Members Leach, Kelly, Johnson, Fuechtmann and Mayor Stone. Against: None. The motion passed.

- b. The City's Park Budget for 2020 provides for the purchase of a pickup to replace the 1997 Chevy Truck (aka Arena Truck).

It is proposed to purchase a half ton extended cab pickup for the replacement.

It is requested that staff be authorized to obtain quotes for the proposal utilizing the State bid process with the preferred method to utilize local vendors.

Council Member Johnson introduced Resolution No. 2020-65, Resolution Authorizing Solicitation of Quotes. The motion was seconded by Council Member Fuechtmann. A vote being recorded as follows: For: Council Members Fuechtmann, Johnson, Leach, Kelly and Mayor Stone. Against: None. The motion passed.

- c. The City has received two applications for adjustments to Stormwater Utility Fees on properties in the City.

- 1. Merle Felling property at 1250 Sinclair Lewis Avenue.

A sediment catch basin was installed prior to discharge into the City line and a storm sediment pond was also installed and all roof water which was directed to the pond. Both improvements have been functioning as planned. Due to the installation of the sediment catch basin improvements the property qualifies for a 25% discount on the Stormwater Utility Fee.

- 2. Felling Family Limited Partnership at 1525 Main St. S.

An underground system was installed to direct stormwater to an existing pond to filter sediment prior to discharge into Sauk River. The direction of the water to the sediment pond qualifies for a 25% discount on the Stormwater Utility Fee.

A motion was made by Council Member Kelly and was seconded by Council Member Johnson to approve 25% discount to stormwater utility fee from property at 1250 Sinclair Lewis Avenue and 1525 Main St. S. A vote being recorded as follows: For: Council Members Kelly, Johnson, Fuechtmann, Leach and Mayor Stone. Against: None. The motion passed.

- d. Pay Request #2 has been received from Breitbach Construction Co.

Contract Amount	\$954,481.34
Value Completed to Date	\$246,530.69
Amount Earned	\$246,530.69

Less Retainage	-\$12,326.53
Subtotal	\$234,204.16
Less Previously Paid	51,329.41
Amount Due this Request	<u>\$182,874.75</u>

A motion was made by Council Member Fuechtmann and was seconded by Mayor Stone to approve Pay Request #2 for \$182,874.75 to Breitbach Construction Co. A vote being recorded as follows: For: Council Member Fuechtmann, Mayor Stone, Council Members Leach, Johnson and Kelly. Against: None. The motion passed.

- e. Holy Family School has submitted a request to the City Council to allow the closure of Birch St. S. from Sinclair Lewis Avenue north approximately 200' to the south driveway to St. Paul's Church. This will allow for safe passage of children and accommodate the drop off of students by parents which is anticipated to increase due to the new Preparedness Plan response to COVID. Parents will drop off students at 2nd Street via the Church parking lot and exit to 2nd Street. Busses will drop on Sinclair Lewis Avenue. Barriers would be in place from approximately 7:30 a.m. to 4 p.m. on days school is in session. School staff would manage placing and removing the barriers.



A motion was made by Council Member Fuechtmann and was seconded by Council Member Kelly to approve closure of the North half of Birch St. S. between 2nd St. and Sinclair Lewis Ave. A vote being recorded as follows: For: Council Members Fuechtmann, Kelly, Leach, Johnson and Mayor Stone. Against: None. The motion passed.

- f. BJ Welle has submitted his resignation from the Sauk Centre Economic Development Authority. Welle served as the Sauk Centre Chamber of Commerce Representative.

A motion was made by Council Member Johnson and was seconded by Council Member Fuechtmann to accept the resignation of BJ Welle from the Sauk Centre EDA. A vote being recorded as follows: For: Council Members Johnson, Fuechtmann, Leach, Kelly and Mayor Stone. Against: None. The motion passed.

- g. With the resignation of BJ Welle from the Sauk Centre Economic Development Authority, the Sauk Centre Chamber of Commerce has nominated a replacement to fill Welle's remaining term.

Brent Lieser has been nominated to fill the term expiring December 31, 2025. A copy of his nomination form is attached for the Council to review.

A motion was made by Council Member Kelly and was seconded by Council Member Leach to appoint Brent Lieser to the Sauk Centre Economic Development Authority Board. A vote being recorded as follows: For: Council Members Kelly, Leach, Johnson, Fuechtmann and Mayor Stone. Against: None. The motion passed.

8. UNFINISHED BUSINESS

- a. The City has received its allotment of the Federal CARES Act Funding.

The Business Relief Program has been pushed out to businesses including the application, expense worksheet and guidance. Applications will be accepted until September 2, 2020 at which time a Committee from the EDA will be reviewing applications for approval.

The City is also moving forward with documentation of its own expenses for reimbursement. In the interim, monthly reporting is required and is being completed.

It is expected that the City would complete all payments by October 1 so remaining funding, if any, can be remitted to Stearns County.

- b. The Personnel Committee will be meeting to re-negotiate the expiring Labor Agreements with Mn Teamsters Local 320 Public Works and Police Units on Wednesday, September 2, 2020.

9. NEW BUSINESS

None.

10. CONSENT AGENDA

The Council considered the following Consent Agenda Items:

- a. Schedule of Claims -

Unpaid Claims	\$799,332.75
Paid Claims	<u>\$1,510.21</u>
Total	<u>\$800,842.96</u>
- b. July Checks Paid Claims/Payroll \$743,624.41
- c. Resolution No. 2020-66 Resolution Accepting Contributions.

Charles & Marilyn Hook	\$50.00	Fireworks
Tom & Joyce Sedgeman	\$50.00	Fireworks
Ronald & Janice Pallow	\$500.00	Fireworks
Jeffrey & Nancy Scholl	\$40.00	Fireworks
Dale & Kathryn Struffert	\$100.00	Fireworks
Paul & Sara Hoeschen	\$100.00	Fireworks
Betty Keenan	\$25.00	Fireworks
Next Door Bar & Lounge	\$100.00	Fireworks
Rudy Beilke	\$30.00	Fireworks

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

The Council thanked those that donated to the Fireworks.

11. INFORMATIONAL ITEMS

- a. Reminder – Budget Workshop – September 3, 2020 – 5:00 p.m.
- b. Charter (Spectrum Channel Lineup Changes)
- c. MnDot T.H. 71 Survey <http://dot.state.mn.us/d3/projects/saukcentre/>
It was noted that as of this meeting, 541 people had taken this survey
- d. Census 2020 2020Census.gov/census-takers

12. ADJOURNMENT

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