

**SAUK CENTRE CITY COUNCIL
REGULAR MEETING
WEDNESDAY, AUGUST 21, 2019**

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

The Sauk Centre City Council met in a Regular Meeting on Wednesday, August 21, 2019 at 6:30 p.m. in the City Hall Council Chambers pursuant to due notice being given thereof. Present were Council Members Joe Fuechtmann, David Thomas, Heidi Leach, Diane Kelly 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 Keith Yapp. Mayor Stone presided thereat.

2. APPROVAL OF AGENDA

A motion was made by Council Member Thomas and was seconded by Council Member Leach to approve the agenda as presented. A vote being recorded as follows: For: Council Members Thomas, Leach, Kelly, Fuechtmann 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 Fuechtmann to approve the August 7, 2019 Regular Meeting Minutes as presented. A vote being recorded as follows: For: Council Members Kelly, Fuechtmann, Leach, Thomas 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/AWARDS

- a. Police Chief Friedrichs presented the July Police Report stating that there were 592 ICRs and 290 Verbal Warnings for a monthly total of 882. Friedrichs also reported that the month was very busy due to Sinclair Lewis Days and the Stearns County Fair.
- b. Public Works Director Clink reported the following information:
 - The flashing crosswalk signs have arrived and will be installed within the week.
 - Don Struss passed the Boiler Operator test and will be receiving his license.
 - Storm sewer has been repaired on Lakeridge Drive.
 - Parking lot painting is complete.
 - Loader delivery date is scheduled for October.
 - Three dry floor events have been held at the Arena.
 - BAM was in town August 15
 - The trail west of the skate park has been repaired.
 - Splash pad parking lot has been complete.

- Dying trees have been removed from Jaycee park and new trees have been planted.
- Jaycee Park playground equipment has been received.
- Repairs have been completed to the airport fuel pump.
- Seasonal PW employees are done for the season.

7. ACTION ITEMS

- a. Ambulance Director Struffert received notice that Scott Tullis submitted his resignation from the Ambulance Service, effective immediately. Mr. Tullis has been an EMT with the City since 2004.

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

- b. Ambulance Director Struffert submitted a request for approval for the appointment of two prospective candidates to attend training on behalf of the Ambulance Department.

Libby Matthys	First Responder Refresher
Jackie Ostendorf	EMT Course

The candidates would become eligible for appointment upon completing training and completion of a successful background check.

A motion was made by Council Member Fuechtmann and was seconded by Council Member Kelly to authorize training on behalf of the Ambulance Department. A vote being recorded as follows: For: Council Members Fuechtmann, Kelly, Leach, Thomas and Mayor Stone. Against: None. The motion passed.

- c. The sale of the City’s former railroad property to Keith Unger has been complete and the property is now under his ownership. Simultaneously, the City was working with him and his representatives to develop the property into three twin homes for a total of six units. Initially, the plan was for eight units.

The City approved an Ordinance for a Planned Unit Development and a Resolution approving a Preliminary Plat for Pangburn Estates on February 20, 2019.

Now that the property has closed, the Preliminary and Final Plat are presented for approval.

The Council was presented with the revised Plat along with the Ordinance Approving the Planned Unit Development.

A motion was made by Council Member Kelly and was seconded by Council Member Thomas to approve Resolution No. 2019-50, Resolution Authorizing Sale of Excess Property, with the following conditions:

1. Park Dedication fees to be paid by developer.

2. All utility recommendations made by Engineer to be followed by developer.
3. Submit association covenants.

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

- d. Following Council action to authorize the advertisement for sale of the Ash Wood currently on had in the Public Works Department, the wood was separated and advertised for sale through the State of Minnesota online bidding process.

Bids were received for each lot as follows:

Lot Number	Bidder	Price
28099	Howard Willander	105.00
28100	Howard Willander	105.00
28101	Howard Willander	125.00
28102	Howard Willander	105.00
28103	Cal Gudgeon	135.00
28104	Howard Willander	160.00

Council Member Leach introduced Resolution No. 201950, Resolution Authorizing Sale of Excess Property. The motion was seconded by Council Member Fuechtmann. A vote being recorded as follows: For: Council Members Leach, Fuechtmann, Thomas, Kelly and Mayor Stone. Against: None. The motion passed.

- e. The City Council approved Resolution 2019-44 on July 17, 2019 authorizing the advertisement for bids for the purchase of a Fire Department Vehicle. The new vehicle is proposed to replace the 1990 Grass Rig that was purchased in 1990 from Dan Welle’s Southtown and been in service since that time. The proposed purchase at this time is for the chassis for the new rig which will take about five months to receive. A box, pump and platform will be bid from an equipment dealer at a future date to complete the rig.

An advertisement was placed and a request was sent to the State Bid holder and to John Wiese Ford and Dan Welle Southtown.

As a result, one bid was received as follows:

Bidder	Equipment	Price
John Wiese Ford	Ford F550	\$51,697

Council Member Kelly introduced Resolution No. 2019-51, Resolution Accepting Bid for Grass Rig. The motion was seconded by Council Member Leach. A vote being recorded as follows: For: Council Members Kelly, Leach, Thomas and Mayor Stone. Against: None. Abstain: Council Member Fuechtmann. The motion passed.

- f. Pay Request #2 has been received for the Golf Course Ponds.

1.	Original Contract Amount	\$78,976.90
2.	Value Completed to Date	\$78,976.90
3.	Amount Earned	\$78,976.90
4.	Less Retainage (10%)	<u>(\$7,897.69)</u>
5.	Subtotal	\$71,079.21
6.	Less Previously Paid	<u>(\$35,671.82)</u>
7.	Amount Due this Request	<u>\$35,407.39</u>

A motion was made by Council Member Feuchtmann and was seconded by Council Member Thomas to approve Pay Request No. 2 to Ilgen Excavating in the amount of \$35,407.39. A vote being recorded as follows: For: Council Members Fuechtmann, Thomas, Leach, Kelly and Mayor Stone. Against: None. The motion passed.

g. Pay Request #2 (FINAL) has been received for the Airport Entrance Rd.

1.	Original Contract Amount	\$76,727.00
2.	Value Completed to Date	\$70,078.32
3.	Amount Earned	\$70,078.32
4.	Less Retainage (10%)	<u>(\$0.00)</u>
5.	Subtotal	\$70,078.32
6.	Less Previously Paid	<u>(\$66,574.40)</u>
7.	Amount Due this Request	<u>\$3,503.92</u>

A motion was made by Council Member Leach and was seconded by Council Member Kelly to approve Pay Request No. 2 to Mark Lee Excavating in the amount of \$3,503.92. A vote being recorded as follows: For: Council Members Leach, Kelly, Thomas, Fuechtmann and Mayor Stone. Against: None. The motion passed.

h. Chief Friedrichs requested a proposal be submitted from Granite Electronics for a Maintenance Agreement for the City's Storm Sirens.

The Agreement was presented to the Council for their review. The total cost is \$2,500 annually.

A motion was made by Council Member Thomas and was seconded by Council Member Kelly to approve the Maintenance Agreement with Granite Electronics for siren maintenance. A vote being recorded as follows: For: Council Members Thomas, Kelly, Leach, Fuechtmann and Mayor Stone. Against: None. The motion passed.

8. UNFINISHED BUSINESS

a. City Engineer Yapp updated the Council.

North Project:

- Concrete work has been started on last segments and should be completed within a week.
- Topsoil will begin within the week.
- Paving is scheduled to begin mid-September. Schools have been notified.
- Utilities are complete.

Getty Street:

- The retaining wall and restoration project is complete.

9. NEW BUSINESS

None.

10. CONSENT AGENDA

The Council considered the following Consent Agenda Items:

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| a. | Schedule of Claims - | Unpaid Claims | \$59,194.57 |
| | | Paid Claims | \$983.38 |
| | | Total | <u>\$60,177.95</u> |
- b. July Checks Paid Claims/Payroll \$749,669.76
- c. Request from Missy Terres dba Mustang Bar III, Inc. for Temporary Extension of Premise Permits for a band on September 14, 2019 in the back-parking lots (Mead’s Building & Old Main Street Drug Building) from 9:00 p.m. – 12:30 a.m.
- d. Gambling Application for Exempt Permit request from Punkins & Monkeys Nursery School for a raffle on October 27, 2019 at the Holy Family School.
- e. Resolution 2019-52 Accepting Bench Donations.
- i. Family of Jack & Lil Larson – Memorial Bench – Sinclair Lewis Park
 - ii. Voller Family – Memorial Bench – Sinclair Lewis Park
 - iii. Justin Groetsch – 2 Benches – Indian Mound (Eagle Scout Project)
- f. Resolution No. 2019-53 Resolution Accepting Contributions.

MN National Bank	\$110.00	Police Dept.
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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 Fuechtmann and was seconded by Council Member Leach to approve the Consent Agenda as presented. A vote being recorded as follows: For: Council Member Fuechtmann, Leach, Kelly, Thomas and Mayor Stone. Against: None. The motion passed.

The Council thanked the Larson, Voller, Groetsch and Noe families for their donations.

11. INFORMATIONAL ITEMS

- a. The City has been awarded the Safe Routes to School Grant. The goal is to bring more awareness to those that are biking/walking to school, to improve infrastructure needs within the City, and to make trail connections.
- b. MnDOT Multi-model Survey – T. H. 71.
- c. City Engineer Yapp presented the Council with information regarding the property near the Truckstop:
 - Property review.
 - If development occurs, there will be limitations on how often road access will be allowed on 28.
 - Review of road network, water connections, sanitary sewer services.
 - Utility cost estimate of \$250,000.

12. CLOSED SESSION

The City Council met in Closed Session to consider an offer for the Purchase of Real Estate.

Mayor Stone adjourned the Closed Session and reconvened in a Public Meeting. He announced that the Council reviewed the Purchase Agreement and has provided staff with input on proceeding.

13. ADJOURNMENT

With no further business to come before the Council, Mayor Stone adjourned the meeting at 7:36 p.m.

Respectfully submitted,

Mayor Warren Stone

City Administrator Vicki Willer