

**SAUK CENTRE CITY COUNCIL
REGULAR MEETING
WEDNESDAY, SEPTEMBER 4, 2019**

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

The Sauk Centre City Council met in a Regular Meeting on Wednesday, September 4, 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, Administrative Assistant Nicki Vogt and City Engineer Keith Yapp. Mayor Stone presided thereat.

2. APPROVAL OF AGENDA

A motion was made by Council Member Fuechtmann and was seconded by Council Member Thomas to approve the agenda, with changes. A vote being recorded as follows: For: Council Members Fuechtmann, Thomas, Leach, 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 21, 2019 Regular Meeting Minutes as presented. A vote being recorded as follows: For: Council Members Kelly, Leach, Thomas, Fuechtmann 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. Removed from agenda.
- b. The Park Board met on September 3, 2019 and discussed the following:
 - Heard report from Campground Manager.
 - Discussed conversion of Towerview softball park to a baseball park. See 7i.
 - Review and recommend Council approval of Seasonal Contract for 2020.
 - Discuss of potential day-use dock in Sinclair Lewis Park.
 - Update on public beach application - likely not to hear back until spring 2020.
 - Campground updates will begin in October.

7. ACTION ITEMS

- a. An updated budget incorporating the changes that were recommended at the Budget Workshop has been completed.

General Fund	4,031,449.00
Special Revenue	1,537,857.00
TIF	87,250.00
Debt Service	1,521,497.00
Capital Projects	<u>652,500.00</u>
Total Expenses	7,830,553.00

The proposed Revenue Budget includes a 4% increase in Levy resulting in a budget balance deficit of \$124,670 to be considered prior to adoption of a Final Budget in December.

Council Member Leach introduced Resolution No. 2019-54, Resolution Adopting Preliminary 2020 Expense and Revenue Budgets for the City of Sauk Centre. The motion was seconded by Council Member Thomas. A vote being recorded as follows: For: Council Members Leach, Thomas, Fuechtmann, Kelly and Mayor Stone. Against: None. The motion passed.

- b. The levy presented is the levy that was proposed at the Budget Workshop Meeting. The Final Levy is to be considered at a Public Meeting to be held with the regularly scheduled City Council meeting on December 4, 2019 at 6:30 p.m.

General Fund	1,272,920.00	
Special Revenue		
211 Library	25,000.00	
226 EDA	20,000.00	
230 Airport	20,000.00	
260 Senior Center	25,000.00	
270 Arena	25,000.00	
	Total Special Revenue	115,000.00
Debt Service:		
331 2012A G.O. IMP (4 th)	25,000.00	
333 2015A G.O. IMP/SR (Beltline/Centre)	115,000.00	
334 2015B G.O Refunding (City Hall/Ash)	145,000.00	
336 2018A G.O. IMP (North/Getty)	225,000.00	
	Total Debt Service	510,000.00
	TOTAL 2020 LEVY	1,897,920.00

Council Member Kelly introduced Resolution No. 2019-55, Resolution Adopting Preliminary Property Tax Levy, Collectible in 2020. The motion was seconded by Council Member Fuechtmann. A vote being recorded as follows: For: Council Members Kelly, Fuechtmann, Leach, Thomas and Mayor Stone. Against: None. The motion passed.

- c. Documentation has been filed with the Secretary of State indicating the City's approval of the State Legislature's new law authorizing the City to implement a Local Option Sales Tax.

The City Council is required to Adopt an Ordinance Implementing the Tax.

Ordinance 790 meets the statutory requirements for adoption. The Ordinance includes approval to publish a Summary Statement rather than the full Ordinance.

The Tax to go into effect on January 1, 2020.

A motion was made by Council Member Thomas and was seconded by Council Member Fuechtmann to adopt Ordinance No. 790 of the City of Sauk Centre, Minnesota, Enacting Chapter 35 of the City Code, Local Sales and Use Tax. A vote being recorded as follows: For: Council Members Thomas, Fuechtmann, Leach, Kelly and Mayor Stone. Against: None. The motion passed.

- d. Resolution No. 2019-56 calls for the Hearing on Assessment for Unpaid Utilities and City Service Charges to various properties in the City.

The hearing date is scheduled for October 16, 2019.

All property owners will be notified of the meeting and the amount of their assessment.

A motion was made by Council Member Thomas and was seconded by Council Member Kelly to approve Resolution No. 2019-56, Resolution Calling for a Public Hearing on Proposed Assessments for Unpaid City and Utility Service Charges. A vote being recorded as follows: For: Council Members Thomas, Kelly, Leach, Fuechtmann and Mayor Stone. Against: None. The motion passed.

- e. The Police Department has in its possession one vehicle that have been forfeited for DUI/Drug violations and have been forfeited and released by the Stearns County Attorney's Office to the City. The City desires to sell the vehicle to the highest bidder.

2004 GMC Envoy

Council Member Leach introduced Resolution No. 2019-57, Resolution Declaring Property as Excess and Authorizing Advertisement for Sale. The motion was seconded by Council Member Fuechtmann. A vote being recorded as follows: For: Council Members Leach, Fuechtmann, Kelly, Thomas and Mayor Stone. Against: None. The motion passed.

- f. The unexpired Planning Commission term of Roy Walz will expire on December 31, 2021. The following have submitted nominations:

Barry Johnson
Shalon Wilber

A motion was made by Council Member Leach and was seconded by Council Member Thomas to appoint Shalon Wilber to the Planning Commission to fill the unexpired term of Roy Walz, effective September 4, 2019 and expiring December 31, 2021. A vote being recorded as follows: For: Council Members Leach, Thomas, Kelly, Fuechtmann and Mayor Stone. Against: None. The motion passed.

- g. The vacated un-expired term of Roger Harrison for the Park Board will expire on December 31, 2020. The following have submitted nominations:

Barry Johnson

A motion was made by Council Member Kelly and was seconded by Council Member Fuechtmann to appoint Barry Johnson to the Park Board for the unexpired term of Roger Harrison effective September 4, 2019 and expiring December 31, 2020. A vote being recorded as follows: For: Council Members Kelly, Fuechtmann, Leach, Thomas and Mayor Stone. Against: None. The motion passed.

- h. The City Council previously set a date for a Public Meeting to consider the implementation of a Rental Property Registration and Inspection Ordinance for October 9, 2019.

Because this Ordinance will govern how persons utilize his or her property, the City should conduct the meeting as a public hearing.

Resolution 2019-60 formally sets the Public Hearing for the meeting. At the meeting public comments will be received. No action will be taken at the meeting.

A motion was made by Council Member Fuechtmann and was seconded by Council Member Kelly to approve Resolution No. 2019-60. Resolution Calling a Hearing on a Proposed Rental Registration and Inspection Ordinance. A vote being recorded as follows: For: Council Members Fuechtmann, Kelly, Thomas, Leach and Mayor Stone. Against: None. The motion passed.

- i. The City has been meeting with representatives from the school and Baseball Association regarding a proposal to convert the two softball fields to baseball fields at Towerview Park.

Approval would allow the installation of infield grass and irrigation. Pitching mounds would also be installed along with base supports that can be changed for baseline lengths. The intent would be to utilize the fields for play for 5th grade and up who require a larger field than Jaycee Park provides. Converting both fields would open up Sauk Centre to hosting tournaments, including division play.

Softball Representatives were contacted to determine if there was any interest in keeping the fields for softball. Softball has not been active for many years; however, you could play softball on the new field for non-regulation play.

Part of the recommendation includes that the City install an irrigation well rather than utilizing city water that currently is used for the fields. The cost would be recouped within

two years. Public Works would assist with the conversion where needed as approved by the Public Works Supervisor. Examples would include hauling and spreading of agri-lime or black dirt.

Ongoing maintenance including baseline maintenance, chalking and mowing within the fence would be the responsibility of the Baseball Group which could potentially be funded by fence advertising.

Future improvements may include upgrading the lighting, scoreboards, bleachers, fence repairs etc.

The Park Board, at their September 3rd meeting, recommended approval.

A motion was made by Council Member Kelly and was seconded by Council Member Fuechtmann to approve the conversion of the softball field at Towerview Park to baseball fields. A vote being recorded as follows: For: Council Members Kelly, Fuechtmann, Leach, Thomas and Mayor Stone. Against: None. The motion passed.

- j. Ambulance Director Kathy Struffert submitted for approval two EMT advancements. The EMT pay schedule includes a step for each five years of service.

Andrea Kerfeld	Step 2	5 years	October 1, 2019
Jeff Bromenshenkel	Step 4	15 years	June 1, 2019

A motion was made by Council Member Thomas and was seconded by Council Member Leach to approve EMT Step Advancements for Andrea Kerfeld and Jeff Bromenshenkel. A vote being recorded as follows: For: Council Members Thomas, Leach, Kelly, Fuechtmann and Mayor Stone. Against: None. The motion passed.

8. UNFINISHED BUSINESS

- a. City Engineer Yapp updated the Council on the following projects:

- Getty Street Project is wrapping up. Minor punch list items are being completed and final walkthrough is upcoming.
- North Project is wrapping up. Concrete and driveway work will be complete within the week. Finishing grades for The Old Course and Lakeshore Drive. Paving will begin September 6th. Final restoration will begin within two weeks.

- b. Removed from agenda.

9. NEW BUSINESS

None.

10. CONSENT AGENDA

The Council considered the following Consent Agenda Items:

- a. Schedule of Claims - Unpaid Claims \$173,490.77

Paid Claims	<u>\$600.00</u>
Total	<u>\$174,090.77</u>

b. Resolution No. 2019-58 Resolution Accepting Contributions.

The following to be donated to the Police Department for purchasing a drone:

Star Publications	\$100.00
Patton-Schad Funeral & Cremations Svcs.	\$500.00
Polipnick Insurance	\$100.00
John Wiese Ford, Inc.	\$100.00
Mid-American Auction Co.	\$100.00
Daniel B. Borgmann, LTD	\$100.00
Depot Feeds, LLC	\$100.00
Jack's Auto	\$100.00
Whiskey's Corner Bar	\$100.00
Timothy Lawinger – Airview Angus	\$100.00
Steiner Lumber Co., Inc.	\$100.00
Boyer Motor, Co.	\$100.00
Centre Sports, LLC	\$100.00
Jitters Java Café, LLC	\$100.00
Dairyland Supply	\$150.00
Truckers Inn, Inc.	\$100.00
Centre Pallet & Lumber, Inc.	\$100.00
Meyer Financial, LLC	\$100.00
Trisko Heating & Plumbing, Inc.	\$100.00
Johnson Insurance & Financial Svcs. Inc.	\$100.00
Felling Trailers, Inc.	\$100.00
Main Street Soft Serve, Inc. (Dairy Queen)	\$100.00
MN National Bank	\$210.00
Centre Dairy Equipment & Supply, Inc.	\$100.00
1 st State Bank	\$100.00
MN Meats & Market, LLC (Schaefer's Market)	\$240.00
Next Door Bar & Lounge VII, LLC	\$100.00
Midwest Machinery Co.	\$100.00
Sauk Centre Fleet Supply	\$100.00
Sauk Centre Family Dental PA	\$300.00
Sarmiento, LLC	\$20.00
Central Equipment Sales, Inc.	\$100.00
Centre Electric, Inc.	\$100.00
Advantage 1 Insurance Agency	\$100.00
Fletchers Bait – Shawn Fletcher	\$100.00
Nutrien Ag Solutions	\$100.00
Dan Welle Southtown	\$100.00

- c. Resolution No. 2019-59 Resolution Accepting Contributions. The contributions are as follows:

Men's Card Playing Group	\$168.16	Senior Center
Rox Behnen	\$110.00	Shade Tree
MN National Bank	\$205.00	Amb. Dept.
Bicycle Alliance of Minnesota	Bike Rack	Park Dept.

- d. Request from Jim Metcalf representing the American Legion Post 67, for one Temporary Extension of Out-Door Liquor Permits for the term of one day on September 28, 2019 for a 5K Run & DJ Music in their North Parking lot from Noon – 10:00 p.m.
- e. 510 Art Lab has submitted an Application & Permit for a 1-Day Temporary On-Sale Liquor License for a Grand Opening at the 510 Art Lab located at 510 Sinclair Lewis Avenue on October 3, 2019. Fee and Certificate of Insurance has been provided.

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, Kelly, Fuechtmann and Mayor Stone. Against: None. The motion passed.

The Council thanked all donors for their generous donations.

11. INFORMATIONAL ITEMS

- a. Scrap Metal Cleanup Day is scheduled for Saturday, September 14, 2019 in the Civic Arena Parking Lot.

12. 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, Leach, Thomas and Mayor Stone. Against: None. The motion passed.

With no further business to come before the Council, Mayor Stone adjourned the meeting at 7:00 p.m.

Respectfully submitted,

Mayor Warren Stone

City Administrator Vicki Willer