

**SAUK CENTRE CITY COUNCIL
REGULAR MEETING
WEDNESDAY, SEPTEMBER 19, 2018**

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

The Sauk Centre City Council met in a Regular Meeting on Wednesday, September 19, 2018 at 6:30 p.m. in the City Hall Council Chambers pursuant to due notice being given thereof. Present were Council Members Diane Kelly, Dave Thomas, Heidi Leach, Keith Johnson 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 Leach and was seconded by Council Member Kelly to approve the agenda, with changes. A vote being recorded as follows: For: Council Members Leach, Kelly, Johnson, Thomas and Mayor Stone. Against: None. The motion passed.

3. APPROVAL OF MINUTES

A motion was made by Council Member Thomas and was seconded by Council Member Leach to approve the September 5, 2018 Regular Meeting Minutes. A vote being recorded as follows: For: Council Members Thomas, Leach, Kelly and Mayor Stone. Against: None. Abstain: Council Member Johnson. The motion passed.

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

Bob Dickhaus – 322 Country Club Dr., Melrose, MN. Mr. Dickhaus thanked the City of Sauk Centre for their support during his run for Stearns County Sheriff. Since Mr. Dickhaus did not get elected, he has since aligned with Dave Bentrud during his run for Stearns County Sheriff and asks that the City also support Bentrud.

Dave Bentrud – 1020 4th St. N., Waite Park, MN. Mr. Bentrud stated that he is currently the Police Chief of Waite Park and is running for Stearns County Sheriff. As Sheriff, he wants to create a more collaborative partnership with local agencies to enhance public safety. He wants to specifically work on the following areas, if elected:

- Improve the use of technology within law enforcement
- Improve county-wide referral options for citizens with mental illness
- Create a decrease on sex-trafficking
- Work with local agencies to expand campus safety and to create a resource officer

Bentrud grew up in Glenwood, worked in St. Cloud for 16 years and has been the Chief of Waite Park for 10 years.

5. PUBLIC HEARINGS

None.

6. REPORTS/PRESENTATIONS

- a. Police Chief Friedrichs presented the August Police Report stating that there were 532 ICRs and 317 Verbal Warnings for a total of 849.
- b. The Planning Commission met on Tuesday, September 11th and held a workshop to discuss potential changes to ordinances relating to outdoor storage, number of vehicles allowed to park on a property and impervious coverage.

Also noted was the total construction value in August of \$541,009.84.

- c. The Airport Board met in regular session on Wednesday, September 12, 2018 and discussed the following:
 - Reviewed Closeout Information of Rehab Project
 - Discussed Construction Schedule for Entrance Rd. Project
 - Recommended Members for JAZB (Joint Airport Zoning Board)
 - Obtaining Estimates for Various Door Repairs to Incorporate into Proposed Grant
 - Discussed Unfinished Gravel Pit Road Relocation
 - Reviewed 20 Year CIP for Amendment to MnDot Aeronautics
 - Reviewed new Crop Restriction Lines due to Widened Runway and Turnarounds
 - Recommend changes to Fee Schedule for 2019
 - Learned that Airport Planner has left Bolton Menk
- d. City Administrator Willer presented the Public Works Department report as follows:
 - Dura-patching has started
 - Double doors will be replaced at the Arena
 - Ice will be put in the Arena in October
 - Sprinklers will be blown-out for the winter season
 - Sinclair Lewis Campground closes 10.01.18
 - Flower baskets have been removed for the season
 - Repairs are being made to storm sewers at Lincoln Loop

7. ACTION ITEMS

- a. The Council was presented with Resolution No. 2018-73, Resolution Adopting Preliminary 2019 Expense and Revenue Budgets for the City of Sauk Centre. The total expenses is \$8,327,427.58.

A motion was made by Council Member Kelly and was seconded by Council Member Thomas to approve Resolution No. 2018-73, Resolution Adopting Preliminary 2019 Expense and Revenue Budgets for the City of Sauk Centre. A vote being recorded as follows: For: Council Members Kelly, Thomas, Johnson, Leach and Mayor Stone. Against: None. The motion passed.

- b. The Council was presented with Resolution No. 2018-74, Adopting Preliminary 2018 Property Tax Levy, Collectible in 2019. The total 2019 Levy is \$1,834,924.00.

A motion was made by Council Member Leach and was seconded by Council Member Thomas to approve Resolution No. 2018-74, Adopting Preliminary 2018 Property Tax Levy, Collectible in 2019. A vote being recorded as follows: For: Council Members Leach, Thomas, Johnson, Kelly and Mayor Stone. Against: None. The motion passed.

- c. The 2019 Proposed Budget includes the replacement of the City's Ford Interceptor Utility Vehicle currently used as the K-9 Unit.

The State Bid Price which is through the Cooperative Purchasing Venture for a 2019 vehicle, if ordered before September 21, 2018, is \$29,904.45. The bid price is expected to raise between \$3,000 and \$5,000 after that date.

The State Bid Vendor for the vehicle is Ford of Hibbing. Chief Friedrichs also secured a bid from John Wiese Ford of Sauk Centre for a vehicle equipped with the same features with a proposed bid amount of \$30,596.00, after a government discount.

Trade-in will further reduce the total cost. That amount is currently unknown because the date of delivery will not occur until 2019 and the current vehicle is subject to additional depreciation and wear and tear until then.

Chief Friedrichs is recommending the Council authorize him to secure an order for the 2019 Interceptor through John Wiese Ford. The additional cost is offset by savings realized by not having to pay wages/mileage to pick up the vehicle in Hibbing.

Council Member Johnson introduced Resolution No. 2018-75, Resolution Authorizing Purchase of Ford Interceptor. The motion was seconded by Council Member Thomas. A vote being recorded as follows: For: Council Members Johnson, Thomas, Leach, Kelly and Mayor Stone. Against: None. The motion passed.

- d. A nomination for the Planning Commission vacancy has been received from Linda Ragan.

A motion was made by Council Member Kelly and was seconded by Council Member Thomas to appoint Linda Ragan to the Planning Commission to fill the unexpired term of Mark Magnuson. A vote being recorded as follows: For: Council Members Kelly, Thomas, Johnson, Leach and Mayor Stone. Against: None. The motion passed.

Ms. Ragan's term will expire December 31, 2019.

- e. The City received notice that that Liquor Liability Insurance for El Fogon was cancelled on August 27, 2018 and then a second letter that it would be cancelled September 22, 2018.

In addition, July's payment for the license to the City was returned for insufficient funds. Several attempts were made to secure payment.

A certified letter was sent on September 5th requesting proof of insurance be submitted. To date, nothing has been received.

It was the general consent of the Council to consider revocation of the license to El Fogon (Jose A. Vargas Garibay).

- f. Removed from agenda.
- g. Removed from agenda.
- h. Two times in the City's recent history, attempts have been made to correct storm sewer runoff in the intersection of Fairy Lake Road and 2nd Street South. The County is now working on a project to improve Fair Lake Road in 2019. Part of that process is to make some corrections at the intersection due to sand and gravel washing into the roadway.

The County is requesting the City's participation in the project. The project includes installing two catch basins on the western side of Fairy Lake Road which would collect the water coming down the hill and running it into a pipe that would be connected to an existing storm pipe.

The water is currently collected off the roadway into a ditch. A copy of the proposal was presented to the Council for their review.

It was the general consent of the Council to proceed with collecting more information on the proposed project.

- i. Ann Judovsky, Melrose, is requesting the City reimburse her for costs incurred when her vehicle was towed in Sauk Centre during the Sealcoating Project. The City Sealcoating project was a two-part project. First granite was applied to the streets and following that, an oil fog coat was sprayed over the granite to help hold it in place.

Prior to each step in the process, the streets were cleared of all parked cars by placing "No Parking" signs along the roadway the previous day. Neon Green signs on lathe were placed behind the curb in the boulevard along the road. Where the curb abuts a sidewalk, signs were taped to the street lights.

Ms. Judovsky stated she parked on 4th Street just off of Main because she had an eye appointment. She maintains she didn't see the No Parking sign because it was too high on the pole, but admitted that she noticed the street was empty which is why she parked there.

Attempts were made to locate the owner of the parked car by going into businesses, however, Ms. Judovsky was not found so the car was towed because the oil trucks were arriving.

The towing company discounted her bill to \$100. She is requesting the City pay her that amount citing insufficient signing.

A motion was made by Council Member Leach and was seconded by Mayor Stone to deny Ms. Judovsky's reimbursement request of towing costs in the amount of \$100. A vote

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

- j. Stantec submitted, on behalf of Breitbach Construction, Pay Request #4 for the 2018 North Improvement Project:

Value Completed to Date	\$1,270,509.78
Amount Earned	1,270,509.78
Less Retainage 5%	63,525.49
Subtotal	\$1,206,984.29

Less Amount Previously Paid 738,683.36

Amount Due this Request \$468,300.93

A motion was made by Council Member Kelly and was seconded by Council Member Thomas to approve Pay Request #4 for \$468,300.93. A vote being recorded as follows: For: Council Members Kelly, Thomas, Leach, Johnson and Mayor Stone. Against: None. The motion passed.

8. UNFINISHED BUSINESS

- a. A meeting is being scheduled with the Fair Board to discuss the Red School House relocation to the Fairgrounds.

David Thomas and Diane Kelly volunteered to serve on behalf of the City.

- b. With the upcoming Referendum on the ballot for the Local Option Sales Tax, staff requested that two Council Members participate in developing a promotional plan and meet with groups and individuals to explain and promote the referendum.

Mayor Stone and Council Member Leach volunteered to create a promotional plan and promote the Local Option Sales Tax referendum.

- c. City Engineer Yapp updated the Council on the Capital Improvement Projects.

The North Project is on schedule and will be completed on time. Final concrete work and grading has started. Tar work will begin the week of September 24th.

The Getty Street project is approximately 1.5 weeks behind schedule. They are currently completing concrete work with tar work to start the end of the week of September 24th.

- d. Funds are being raised for the construction of the Dog Park. With funds raised to date and existing materials on hand, the construction of the Park can begin.

The Public Works Crew made attempts to put posts in the ground at the proposed location across from the Public Works Garage; however, debris and concrete were found and it would be difficult to locate posts at equal intervals. Because of this, the initial location by

the river in the area of the Outdoor Rink which was the first approval by the Council was revisited.

Staff is requesting that the Council authorize staff to further develop either location. Public Works staff will install the initial line with materials on hand which will be the baseline for the balance of the project.

It was the general consent of the Council to re-authorize the use of the river location for the dog park.

9. NEW BUSINESS

- a. With the advent of E-Cigarettes and changes to Minnesota Law governing their sale and use, staff has been reviewing the City’s Tobacco Ordinance which hasn’t been revised since 1998.

The Policy Committee will review the Ordinance and Proposed Changes to bring to the Council for adoption.

10. CONSENT AGENDA

The Council considered the following Consent Agenda Items:

a.	Schedule of Claims	Unpaid Claims	\$561,673.45
		Paid Claims	<u>\$0.00</u>
		Total	<u>\$561,673.45</u>

b.	August Checks	Paid Claims/Payroll	<u>\$1,504,358.08</u>
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- c. Resolution No. 2018-78 Resolution Accepting Contributions.

Anonymous Donors	\$231.93	Dog Park
Central MN Credit Union	\$100.00	Dog Park
Community Connections	\$1,000.00	Ambulance Dept.

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

The Council thanked Central MN Credit Union, Community Connections and the anonymous donors for their donations.

11. INFORMATIONAL ITEMS

- a. MNDOT will be performing a Mill and Overlay for T.H. 71 through Sauk Centre. They will be milling the 24’ of the roadway. This is a maintenance project and is projected to last until the 2024 reconstruction.

- b. The Community Garden Project is wrapping up for the season. The Committee will be receiving a grant in the amount of \$5,000 on September 26th and will also be meeting to make plans for cleanup and 2019 planning.

12. ADJOURNMENT

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

With no further business to come before the Council, Mayor Stone adjourned the meeting at 7:30 p.m.

Respectfully submitted,

Mayor Warren Stone

City Administrator Vicki Willer