

**SAUK CENTRE CITY COUNCIL  
REGULAR MEETING  
WEDNESDAY, OCTOBER 1, 2014**

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

The Sauk Centre City Council met in a Regular Meeting on Wednesday, October 1, 2014 at 6:30 p.m. in the City Hall Council Chambers pursuant to due notice being given thereof. Present were Council Members Dave Thomas, Warren Stone, Keith Johnson and Mike Olson. Also present were City Administrator Vicki Willer, City Planner Sarah Morton, Police Chief Bryon Friedrichs, City Engineer Keith Yapp and Administrative Assistant Nicki Vogt. Acting Mayor Stone presided thereat. Mayor Kirckof was absent.

**2. APPROVAL OF AGENDA**

A motion was made by Council Member Thomas and was seconded by Council Member Johnson to approve the agenda, with changes. A vote being recorded as follows: For: Council Members Thomas, Johnson, Olson and Acting Mayor Stone. Against: None. Absent: Mayor Kirckof. The motion passed.

**3. APPROVAL OF MINUTES**

A motion was made by Council Member Johnson and was seconded by Council Member Thomas to approve the September 17, 2014 Regular Meeting Minutes as presented. A vote being recorded as follows: For: Council Members Johnson, Thomas, Olson and Acting Mayor Stone. Against: None. Absent: Mayor Kirckof. The motion passed.

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

None.

**5. PUBLIC HEARINGS**

a. **Proposed Assessments for Unpaid Utility & City Service Charges.**

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

State Statute allows for the City to apply unpaid service charges against property taxes. Service charges can include lot mowing, snow removal, sidewalk replacement, unpaid utility bills (electric, water, sewer), etc.

The assessment calls for a \$100 administrative fee to be added to the amount owed. The Council has, in the past, waived that fee for anyone that pays the amount owed within the next thirty days as an incentive to clear the bill. After thirty days, the assessment roll will be forwarded to Stearns County for inclusion in the 2015 property tax statement.

The Council reviewed the Assessment Roll, which totaled \$5,701.02.

Acting Mayor Stone called for persons to speak in favor or opposition. None spoke. He closed the meeting at 6:40 p.m. See 7a.

## **6. REPORTS/PRESENTATIONS**

- a. The EDA Meeting was postponed until Wednesday, October 8<sup>th</sup>.

## **7. ACTION ITEMS**

- a. See 5a.

A motion was made by Council Member Thomas and was seconded by Council Member Olson to waive the \$100 Administrative Fee, if paid before November 15, 2014, and adopt Resolution No. 2014-76, Adopting Assessments of Unpaid Utility and City Service Charges. A vote being recorded as follows: For: Council Members Thomas, Olson and Johnson. Against: Acting Mayor Stone. Absent: Mayor Kirckof. The motion passed.

- b. The Lease Agreement between Centracare Health Systems-Sauk Centre and the City of Sauk Centre calls for a monthly payment of rent to the City. This monthly payment can be amended from time to time by the City.

With the concurrence of Centracare, it is recommended that the annual rent under section 1.03 (a) Subdivision 2 of the Lease be amended effective October 1, 2014 to \$51,000/month from \$45,000/month.

It was noted that Hospital Administrator Del Christianson concurs on the amendment.

Council Member Olson introduced Resolution No. 2014-77, Resolution Amending Lease Agreement. The motion was seconded by Council Member Thomas. A vote being recorded as follows: For: Council Members Olson, Thomas and Acting Mayor Stone. Against: None. Abstain: Council Member Johnson. Absent: Mayor Kirckof. The motion passed.

- c. Fairway Pines is entering into a new financial agreement with HUD. As part of their agreement several title issues have to be remediated. One that affects the City is the existence of the underlying Development Agreement with WH Cates Golf View Addition.

In 2008 WH Cates Golf View Addition was platted out of an Outlot in the Oak Ridge Heights Plat (former home school). Subsequently, one of the new lots was developed by Fairway Pines and a new Development Agreement was entered into specific to that property.

As part of their financing plan with HUD, it has been requested that the City release the lot developed by Fairway Pines from the original Agreement. It would still be bound by the Development Agreement specific to the Fairway Pines parcel; which has fulfilled its requirement.

A motion was made by Council Member Thomas and was seconded by Council Member Johnson to authorize Mayor Kirckof and City Administrator Willer to exercise the Partial Release from the Development Agreement. A vote being recorded as follows: For:

Council Members Thomas, Johnson, Olson and Acting Mayor Stone. Against: None. Absent: Mayor Kirckof. The motion passed.

d. Removed from Agenda.

e. At the July 16, 2014 regular meeting the Council authorized the Police Department to proceed with the process of hiring a part-time shared Police Officer with the City of Melrose.

Interviews were conducted on Wednesday, September 24<sup>th</sup>. The Committee is recommending that the City appoint Kyle Hartigan as a part time Police Officer with the City to be shared with the City of Melrose.

Police Chief Friedrichs stated that the Committee interviewed five candidates.

A motion was made by Council Member Johnson and was seconded by Council Member Thomas to appoint Kyle Hartigan as a Part-Time Patrol Officer upon successful completion of a background investigation. A vote being recorded as follows: For: Council Members Johnson, Thomas, Olson and Acting Mayor Stone. Against: None. Absent: Mayor Kirckof. The motion passed.

f. Sharon Tollin has resigned as a Senior Center Board Member due to her moving. Ms. Tollin's term would have expired on December 31, 2016.

A motion was made by Council Member Johnson and was seconded by Council Member Thomas to accept the resignation of Sharon Tolling from the Senior Center Board. A vote being recorded as follows: For: Council Members Johnson, Thomas, Olson and Acting Mayor Stone. Against: None. Absent: Mayor Kirckof. The motion passed.

The Council thanked Ms. Tollin for her service.

g. An application was submitted by Holper Enterprises, Inc. DBA Northside Liquor to sell cigarettes effective October 2, 2014 at their location of 321 Main Street. It was noted that all of the application paperwork has been completed and the fee has been paid.

A motion was made by Council Member Johnson and was seconded by Council Member Thomas to approve the Cigarette License for Holper Enterprises, Inc. A vote being recorded as follows: For: Council Members Johnson, Thomas, Olson and Acting Mayor Stone. Against: None. Absent: Mayor Kirckof. The motion passed.

h. Stearns County has submitted a request that the City approve the classification of Non-Conservation (tax forfeited property to be offered for sale) for property located at 535 Birch St. S. The property will be offered for sale through the Tax Forfeited Land Sale at a starting price of \$8,000.

A motion was made by Council Member Olson and was seconded by Council Member Thomas to approve the classification of property located at 535 Birch St. S. as Non-

Conservation. A vote being recorded as follows: For: Council Members Olson, Thomas, Johnson and Acting Mayor Stone. Against: None. Absent: Mayor Kirckof. The motion passed.

- i. A request was made to the City by a resident that the Stop Sign at the intersection of Grove Lake Street and 5<sup>th</sup> Street be relocated. Currently 5<sup>th</sup> Street stops for traffic and Grove Lake merges directly onto 5<sup>th</sup> with no Stop. It was requested that Grove Lake traffic be required to Stop and that 5<sup>th</sup> be a through street. This is for eastbound traffic.

This request was tabled at the Council meeting on September 17, 2014 to give the Council Members an opportunity to drive the route.

The Getty/Grove Lake/5<sup>th</sup> Street route previously was a County Road. During that time, the City was reimbursed for some costs for maintaining the road by the County. In 2004 the City and County swapped roads and the City obtained ownership and total responsibility for this roadway and the County obtained responsibility for Beltline. During the time of County ownership of the road it was a designated bypass due to the low stature of the railroad bridge over Main. However, since the bridge was raised the roadway has not been a designated by-pass but has been used as a detour for two hours during the Sinclair Lewis Days Parade most years. While the City was working under the viaduct in 2013, the designated detour route was Beltline/Sinclair Lewis Avenue rather than using Getty. However, the option of using the Getty Street detour/bypass remains an option.

Typically, at this type of intersection the road travelling straight would be designated the through road and the road entering at an angle would yield or stop. However, in this instance traffic flow comes into play with the Getty/Grove Lake/5<sup>th</sup> Street route having a larger volume of traffic.

City Engineer reviewed the proposal and feels the skewed intersection is inherently dangerous and that stopping Grove Lake would be safer.

Police Chief Friedrichs had an opposing view in that there haven't been issues with accidents at the intersection which has been signed this way for many years. He feels that stopping the traffic flow would create more issues. His recommendation would be to keep the stop sign where it currently is.

The following are alternative recommendations by the Council:

- Make the alley a one-way
- Provide extra police patrol in this area
- Close the alley
- Install a "Blind Intersection" sign in this area

A motion was made by Council Member Johnson and was seconded by Council Member Thomas to leave the sign where it currently sits and deny Resolution No. 2014-72. A vote being recorded as follows: For: Council Members Johnson, Thomas, Olson and Acting Mayor Stone. Against: None. Absent: Mayor Kirckof. The motion passed.

It was the general consent of the Council to send this to the Operations Committee for their review of the alternatives.

**8. UNFINISHED BUSINESS**

- a. Pam Borgmann, on behalf of the Downtown Flower Basket Project Committee, has requested that the City continue to support the project in 2015. The City’s participation in the project was hanging the flowers in the spring, watering on weekends and taking the baskets down in the fall. In addition, the City has allowed volunteers the use of a lawn mower for pulling a watering trailer on the weekends.

It was noted that the flowers are ordered in November.

A motion was made by Council Member Johnson and was seconded by Council Member Thomas to approve the continued support of the downtown flower baskets for 2015. A vote being recorded as follows: For: Council Members Johnson, Thomas, Olson and Acting Mayor Stone. Against: None. Absent: Mayor Kirckof. The motion passed.

**9. NEW BUSINESS**

None.

**10. CONSENT AGENDA**

The Council considered the following Consent Agenda items:

a.	Schedule of Claims -	Unpaid Claims	\$90,708.98
		Paid Claims	<u>\$20.00</u>
		Total	<u>\$90,728.98</u>

- b. Resolution No. 2014-78 Resolution Accepting Contributions.

The Color Dash	\$402.50	Splash Pad
\$10 Donation for 50% Off Coupon (Tree Top)	\$300.00	Splash Pad
ECM Publishing (Dairyland Peach) Dunk Tank	\$343.31	Splash Pad
Sauk Centre Seniors	\$100.00	Splash Pad
Elaine Meier	\$10.00	Splash Pad

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

The Council thanked those who donated to the Splash Pad Project for their generosity.

**11. INFORMATIONAL ITEMS**

City Engineer Yapp and City Administrator Willer met with a representative of Midwest Machinery regarding the Centre Street storm water project. An update on this meeting and project will be presented at the October 15<sup>th</sup> meeting.

**12. ADJOURNMENT**

A motion was made by Council Member Thomas and was seconded by Council Member Olson to adjourn the meeting. A vote being recorded as follows: For: Council Members Thomas, Olson, Johnson and Acting Mayor Stone. Against: None. Absent: Mayor Kirckof.

With no further business to come before the Council, Acting Mayor Stone adjourned the meeting.

Respectfully submitted,

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Acting Mayor Warren Stone

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City Administrator Vicki Willer