

**SAUK CENTRE CITY COUNCIL  
REGULAR MEETING  
WEDNESDAY, OCTOBER 3, 2018**

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

The Sauk Centre City Council met in a Regular Meeting on Wednesday, October 3, 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, Public Works Supervisor Ben Clink 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 Thomas to approve the agenda as presented. A vote being recorded as follows: For: Council Members Leach, Thomas, Johnson, 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 September 19, 2018 Regular Meeting Minutes as presented. A vote being recorded as follows: For: Council Members Kelly, Leach, Johnson, Thomas and Mayor Stone. Against: None. The motion passed.

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

Steve Soyka – Candidate for Stearns County Sheriff. Soyka stated that he has been in law enforcement for 27 years, 20 of those years were working for the Stearns County Sheriff. If elected, he wants to be more community oriented and he wants to be a working Sheriff.

**5. PUBLIC HEARINGS**

None.

**6. REPORTS/PRESENTATIONS**

- a. The EDA met on Wednesday, October 3<sup>rd</sup> and discussed the following:
- Tim Borgmann of the Sauk Centre Community Foundation asked that the EDA sponsor the CEO (Creating Student Entrepreneurs) Program. The program will serve Sauk Centre, Melrose and Albany Students.
  - Received an updated on the Small Cities Grant Recipient. Recipient is starting work on the Main Street Building and plans to open in that location in November.
  - The EDA and City of Sauk Centre have been invited to become a full member of the MN Main Street Program.
  - The Sauk Centre Community Foundation has expressed interested in partially funding an EDA Director for the City of Sauk Centre.
- b. The Park Board met on Tuesday, October 2<sup>nd</sup> and discussed the following:
- Welcomed new Member Michael Gardener

- Received the Summer Recreation report which is showing that participation numbers are up from previous years.
  - The Sauk Centre Community Foundation Fitness Playground Committee proposed a new Fitness Park to be located on the basketball court area of the Splash Pad Park.
  - Discussed potential purchase of land for a future sledding hill.
  - The Dog Park is in process and donations are being received.
  - Discussed the need for new playground equipment in Jaycee Park.
- c. Public Works Supervisor Ben Clink stated that the Department is preparing for the winter season. He also noted that ice will be put in the arena in approximately two weeks.
- d. The Policy Committee met on Thursday, September 26 and discussed the following:
- Reviewed various types of credits to develop for Stormwater Utility Credit Policy.
  - Discussed development of Downtown Overnight Parking Permit Policy.
  - Reviewed proposed amendments to Tobacco Ordinance (E-cig addition).
  - Recommend updates to Deferred Assessment Policy – See 7a.
  - Provided guidance on development of Driveway Access Policy.
- e. The Personnel/Finance Committee met on September 19th to review proposed changes to the City’s health insurance benefit for employees.

After lengthy review, the Committee selected a preferred option. Staff will submit to the union for review and possibly counter proposal which will come back before the Committee and Council as a proposed Memorandum of Understanding with the Union.

**7. ACTION ITEMS**

- a. With the upcoming Special Assessment Hearings, staff reviewed the City’s Policy on deferring assessments to certain individuals to determine if updates to the Policy were needed.

The City’s Policy allows deferment of assessments to persons due to their age/income or disability statuses. State Law has added authority for the City to defer assessments based on veteran status if a person is deployed.

The Policy Committee reviewed the criteria and recommends that the Policy be updated to reflect the current authority and also update the City Application to reflect current income criteria and remove the home value requirement which is no longer relevant according to statute.

A motion was made by Council Member Kelly and was seconded by Council Member Thomas to approve amendments to a policy providing for the deferment of special assessments. A vote being recorded as follows: For: Council Members Kelly, Thomas, Johnson, Leach and Mayor Stone. Against: None. The motion passed.

- b. The current Easement for the ponds at the Old Course lays out an easement area. During design of the ponds, representatives of Centre Graphics requested an alternate design that would go outside of the easement area and also have an overflow path.

An Easement Amendment is proposed that would amend the description of the easement and also allow for the City to construct the pond as City bid prices with the cost to be paid by Centre Graphics.

A copy of the graphic was presented to the Council for their review.

A motion was made by Council Member Johnson and was seconded by Council Member Kelly to approve an amendment to the Easement and Construction Agreement with Centre Graphics. A vote being recorded as follows: For: Council Members Johnson, Kelly, Thomas, Leach and Mayor Stone. Against: None. The motion passed.

- c. Stearns County Attorney's office has released to the City Police Department a 2010 Ford Escape as a forfeited vehicle.

The Department is requesting that the City Council declare the property as excess and allow for it to be sold.

Council Member Johnson introduced Resolution No. 2018-79, Declaring Property as Excess and Authorizing Advertisement for Sale. The motion was seconded by Council Member Leach. A vote being recorded as follows: For: Council Members Johnson, Leach, Thomas, Kelly and Mayor Stone. Against: None. The motion passed.

- d. The County has for sale three tax forfeited properties in Sauk Centre that have not sold at recent auctions. They are proposed to reduce the opening bid for each of the properties as follows:

94.58850.0000 **606 Birch St S** - Spec. Assess. \$5,526.40– Drop the price to a starting bid of \$1000.

94.58673.0000 **200 Ash St N** - Spec. Assess. \$2,657.87 –Adjust the price for a bare lot to \$5,000.

94.58816.0000 and 94.58817.0000 - Spec. Assess. \$0.00 – **700 Grove Lake St.** - Combine both forfeited properties for a starting bid of \$6,500.

The Park Board reviewed and declined the possibility of the City purchasing the 200 N. Ash Street Property due to the debris over the banks that needs to be cleaned up for the possible development as a sledding hill toward the East.

A motion was made by Council Member Kelly and was seconded by Council Member Thomas to approve the reduction of price for tax forfeited properties. A vote being recorded as follows: For: Council Members Kelly, Thomas, Johnson, Leach and Mayor Stone. Against: None. The motion passed.

- e. John W. Meyer is the owner of a parcel at 1011 Main St. S which he proposes to subdivide with the subdivided portion to be sold to the adjoining property owner. The parcel runs from Main Street east to Fairlane Drive.

A copy of the proposed lot to be split was depicted on the Certificate of Survey provided to the Council as Parcel A. It will be added to the parcel to the North.

City Ordinance allows the proposal to be submitted directly to the City Council when the split, as requested, conforms to City Lot Standard Minimums.

The descriptions of the parcel to be subdivided and the remaining parcel have been prepared by a Certified Land Surveyor.

Council Member Thomas introduced Resolution No. 2018-80, Resolution Approving Minor Subdivision (Lot Split) for John W. Meyer. The motion was seconded by Council Member Kelly. A vote being recorded as follows: For: Council Members Thomas, Kelly, Johnson, Leach and Mayor Stone. Against: None. The motion passed.

- f. In accordance with prior action of the City Council, the following impounded vehicles were offered for sale through the on-line bidding process with bids:

<b>Vehicle</b>	<b>Bidder</b>	<b>Amount</b>
2002 Mitsubishi Montero	Wilbur Verbeck	\$990.00
2000 Chevy Silverado	Francisco Lopez	\$670.00

Council Member Leach introduced Resolution No. 2018-81, Accepting Bids and Approving Sale of Vehicles. The motion was seconded by Council Member Thomas. A vote being recorded as follows: For: Council Members Leach, Thomas, Johnson, Kelly and Mayor Stone. Against: None. The motion passed.

**8. UNFINISHED BUSINESS**

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

The North Project is wrapping up. Sidewalk will be installed in the next several days. They are currently working on final grading/seeding which should be complete within two weeks. A change order will be received for the stormwater pond (see 7a).

The Getty Project is in the process of final grading and seeding. The motel area will be finished within the following week.

**9. NEW BUSINESS**

None.

**10. CONSENT AGENDA**

The Council considered the following Consent Agenda Items:

a.	Schedule of Claims	Unpaid Claims	\$139,824.32
		Paid Claims	<u>\$21.75</u>
		Total	<u>\$139846.07</u>

b. Resolution No. 2018-82, Accepting Contributions. The contributions are as follows:

Janet R. Thompson	\$25.00	Dog Park
Anonymous Donators	\$604.67	Dog Park
1 <sup>st</sup> State Bank	\$100.00	Dog Park
Marjorie Kobs	\$15.00	Dog Park
Tim Kampsen Agency	\$50.00	Dog Park
Dan Welle	\$50.00	Dog Park
Lions Club of Sauk Centre	\$750.00	Outdoor Skating Rink
Men’s Card Playing Group	\$160.75	Senior Center

c. Gambling Application for Exempt Permit request from Holy Family School for a raffle on December 19, 2018 at Holy Family School.

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

The Council thanked Janet R. Thompson, Lions Club of Sauk Centre, 1<sup>st</sup> State Bank, Marjorie Kobs, Tim Kampsen Agency, Dan Welle, Anonymous Donors and the Men’s Card Playing Group for their donations.

**11. INFORMATIONAL ITEMS**

Flyers and posters regarding the Local Option Sales Tax will be posted, go out in utility bills and be placed on social media to inform citizens before the November election.

**12. ADJOURNMENT**

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

With no further business to come before the Council, Mayor Stone adjourned the meeting at 7:05 p.m.

Respectfully submitted,

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Mayor Warren Stone

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City Administrator Vicki Willer