

**SAUK CENTRE CITY COUNCIL
REGULAR MEETING
WEDNESDAY, OCTOBER 3, 2012**

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

The Sauk Centre City Council met in a Regular Meeting on Wednesday, October 3, 2012 at 6:30 p.m. in the City Hall Council Chambers pursuant to due notice being given thereof. Present were Council Members Al Coenen, Keith Johnson, Mike Olson and Mayor Rykken. Also present were City Administrator Vicki Willer, City Planner Sarah Morton, Police Chief Friedrichs, City Engineer Yapp and Administrative Assistant Nicki Vogt. Mayor Rykken presided thereat. Council Member Stone was absent.

2. APPROVAL OF AGENDA

The agenda was approved as presented.

3. APPROVAL OF MINUTES

The September 19, 2012 Regular Meeting Minutes were approved as presented.

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

None.

5. PUBLIC HEARINGS

a. Mayor Rykken opened the Public Hearing and read the Public Hearing procedure.

At the Council's September 5th meeting, they called for a hearing to be held on October 3, 2012 regarding proposed Assessments for unpaid City and Utility service charges.

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 \$100.00 administration fee to be added to the amount owed. In the past, the Council has waived the fee for those that paid the amount due within the next 30 days as an incentive to clear the bill. After thirty days, the assessment roll will be forwarded to Stearns County for inclusion on the 2012 property tax statement.

Mayor Rykken called three times for persons to speak in favor and/or against. None spoke. Mayor Rykken closed the Public Hearing. See 7a.

6. REPORTS/PRESENTATIONS

a. The Park Board met on October 2nd and discussed the following:

- Campground receipts were reviewed and showed an increase in revenue from 2011.
- Review of park/shelter rentals, which was consistent with previous years.

- Recommend Council approval of seasonal employment. See 7f.
- Update from Splash Pad Committee.
- Review and approval of 5 year CIP.
- Discussion held regarding rink liner for the outdoor rink.
- Year in review of the Sinclair Lewis Campground.

Council Member Olson stated that he would like to see the Master Park Plan upgraded.

7. ACTION ITEMS

a. See 5a.

A motion was made by Olson and was seconded by Coenen to waive the \$100.00 Administrative Fee if paid before November 15, 2012. A vote being recorded as follows: For: Council Members Olson, Coenen, Johnson and Mayor Rykken. Against: None. Absent: Council Member Stone. The motion passed.

Council Member Coenen introduced Resolution No. 2012-70, Resolution Adopting Assessment Roll for Unpaid City and Utility Service Charges. The motion was seconded by Council Member Johnson. A vote being recorded as follows: For: Council Members Coenen, Johnson, Olson and Mayor Rykken. Against: None. Absent: Council Member Stone. The motion passed.

b. At the September 5, 2012 City Council Meeting, the Council approved advertising the following vehicles for sale through the Department of Administrations website to be sold by online bidding.

Vehicle	Bidder	Amount
1996 Geo Prism	Ray Whitmore	\$335.00
1994 Mercury Villager	Ray Whitmore	\$455.00
2002 Pontiac Grand Prix GTP	J. M. Kane	<u>\$6,000.00</u>
	TOTAL	\$6,790.00

The vehicles were offered for sale with bids closing on September 19, 2012.

Council Member Johnson introduced Resolution No. 2012-71, Resolution Accepting Bids and Authorizing Sale of Various Excess City Vehicles. The motion was seconded by Council Member Olson. A vote being recorded as follows: For: Council Members Johnson, Olson, Coenen and Mayor Rykken. Against: None. Absent: Council Member Stone. The motion passed.

c. At the September 19, 2012 meeting, the Council approved moving forward with an Agreement with Northland Securities to secure financing for the 2012-2013 CIP Improvement Project.

The next step in the process is authorizing the negotiated sale of the bonds which would then be actually sold at the November City Council meeting.

Council Member Johnson introduced Resolution No. 2012-72, Resolution Providing for the Competitive Negotiated Sale of \$2,815,000 General Obligation Bonds, Series 2012A. The motion was seconded by Council Member Coenen. A vote being recorded as follows: For: Council Members Johnson, Coenen, Olson and Mayor Rykken. Against: None. Absent: Council Member Stone. The motion passed.

- d. At the Council's September 5, 2012 meeting they approved Resolution No. 2012-63, advertising for quotes for the 4th Street Stormwater Infiltration Pond. The City accepted sealed quotes until 11:00 a.m. on Wednesday, September 19, 2012 at which time they were publicly opened. The City received the following bids:

Century Fence	\$13,738.00
Town & Country Fence	\$12,195.00

Council Member Coenen introduced Resolution No. 2012-67, Resolution Accepting Quote for Installation of Fencing. The motion was seconded by Council Member Olson. A vote being recorded as follows: For: Council Members Coenen, Olson and Mayor Rykken. Against: Council Member Johnson. Absent: Council Member Stone. The motion passed.

The City is responsible for fence maintenance.

- e. The Personnel Committee has met on several occasions for the negotiation of the Public Works and Police Union contracts. Part of this negotiation process included the percentage of health insurance premiums that the City pays versus the amount that is paid by the employee.

The Committee is recommending that the Personnel Policy Salary and Benefits Guide be amended by changing the participation from 90% of the Family Plan to 85% and the Employee Participation be changed from 10% to 15%.

This would be in effect for all eligible employees, both union and non-union and would become effective January 1, 2013 and upon approval of both union contracts.

Council Member Johnson introduced Resolution No. 2012-74, Resolution Amending Personnel Policy Salary and Benefits Guide. The motion was seconded by Council Member Olson. A vote being recorded as follows: For: Council Members Johnson, Olson and Mayor Rykken. Against: Council Member Coenen. Absent: Council Member Stone. The motion passed.

- f. **Arena**

With the upcoming winter season, seasonal employment for Ice Arena is proposed as follows: The part time arena worker works on an as needed basis depending upon arena schedules.

10. CONSENT AGENDA

The Council then considered the following Consent Agenda:

- a. Schedule of Claims – Total of unpaid claims of \$162,176.99 and paid claims of \$1,136.53 for a total of \$161,040.56.
- b. Resolution No. 2012-73, Resolution Accepting Contribution.

Men’s Card Playing Group	\$163.51	Senior Dining
Coborn’s Cookout	\$773.57	Ambulance Department
Dale & Kathy Struffert	\$200.00	Ambulance Department
David & Mari Thomas	\$400.00	Ambulance Department
Jack’s Auto Parts	6 cars & delivery	Fire Department
Lions Club of Sauk Centre	\$316.42	Outdoor Rink (Gas & Phone)
- c. Gambling Application for Exempt Permit request from Knights of Columbus 4863 for bingo on October 28, 2012 at the Holy Family School.
- d. Gambling Application for Exempt Permit Request from Holy Family School for a Raffle on December 19, 2012 at Holy Family School.
- e. Gambling Application for Exempt Permit Request from the Sauk Centre Lions Club for a Raffle on February 27, 2013 at Rivers Edge Dining & Lounge.

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

11. INFORMATIONAL ITEMS

- a. The Stearns County Municipal League Meeting is scheduled for Tuesday, October 16th at 6:30 p.m. in Paynesville. Legislative Candidates will be in attendance.

12. ADJOURNMENT

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

With no further business to come before the Council, Mayor Rykken adjourned the meeting at 7:13 p.m.

Respectfully submitted,

Mayor Dennis Rykken

City Administrator Vicki Willer