

**SAUK CENTRE CITY COUNCIL
REGULAR MEETING
WEDNESDAY, OCTOBER 6, 2010**

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

The Sauk Centre City Council met in a Regular Meeting on Wednesday, October 6, 2010 at 6:30 p.m. in the City Hall Council Chambers pursuant to due notice being given thereof. Present were Mayor Brad Kirckof, Council Members Dave Thomas, Keith Johnson, Warren Stone and Al Coenen. Also present were City Administrator Vicki Willer, City Planner Sarah Morton, Public Works Director Butch Wessel and Administrative Assistant Nicki Vogt. Mayor Kirckof presided thereat.

2. APPROVAL OF AGENDA

A motion was made by Council Member Stone and was seconded by Council Member Thomas to approve the agenda with the addition of 7h. A vote being recorded as follows: For: Council Members Stone, Thomas, Johnson, Coenen and Mayor Kirckof. Against: None. The motion passed.

3. APPROVAL OF MINUTES

The September 15, 2010 Regular Meeting Minutes were approved as presented.

4. PUBLIC OPEN FORUM

Alice Karakas, 206 Maple Street, Sauk Centre, MN. Ms. Karakas presented the Council with petitions in opposition to the storm sewer project.

5. PUBLIC HEARINGS

None.

6. REPORTS/PRESENTATIONS

a. The Park Board met on Tuesday, October 5, 2010 and discussed the following:

- Sauk Centre Youth Hockey Association reported that the boards have been installed and anchored down. They are currently working on customizing some doors. Work on advertising has begun.
- Bruce Jarvi presented the 2010 Participation Numbers and Participation History Report for summer rec. At the November meeting he will provide a financial report. He requested that the City continue to fund the program because if it doesn't, they will either have to increase costs or cut programs.
- The Park Board recommended Council approval to hire figure skating instructors. See 7h.
- A refund request of a monthly camper was denied.
- A request to fill a portion of Morning View Park failed to pass.
- The November meeting was rescheduled for November 16th due to the General Elections.
- The Gun Show was scheduled for April 8-10, 2011 and the Jose Cole Circus has been scheduled for May 6, 2011.

- The Pee Wee Regional Tournament is at the Arena on March 4-6, 2011.
- b. The Airport Commission met on Monday, September 20, 2010 and discussed the following:
- There is a roof leak in the Central Planes Aviation Maintenance Building.
 - The CIP was amended adding a \$30,000 tractor/mower/blower.
 - The Commission opted out of applying for a State Grant for a riding mower at an estimated cost of \$10,000.
 - The Fee schedule was amended adding overnight, weekly, monthly and seasonal hangar rentals.
 - The preliminary 2011 budget was reviewed and recommended Council approval with a change of fund 230-49815-212 Motor Fuels from \$35,000 to \$40,000, along with the corresponding adjustment to the revenue budget.
 - Staff will advertise t-hangar vacancies in barnstormer.com and MN Flyer.
 - Staff advertised for quotes for stump removal at the airport at a cost not to exceed \$1,500. Quotes were accepted until October 1, 2010. The lowest bid was \$390.00.
 - Jerry Beuning's Airport Commission term will expire December 31, 2010.
 - PWD Wessel is retiring as of December 31, 2010 which will have a vacant position on the Airport Commission. The Commission is recommending that his vacancy be filled by the Street Foreman.

7. ACTION ITEMS

- a. The City recently received correspondence from Stearns County requesting a certified copy of the City Code to include a current Schedule of Administrative Penalties. This is required by them prior to the conversion of any Administrative Penalties to criminal citations which could which could then be prosecuted by the Court.

The City Attorney and Police Chief have reviewed the Code and the Schedule of Penalties and have recommended some updates to the schedule to fill gaps where a penalty is not clearly defined.

A motion was made by Council Member Stone and was seconded by Council Member Johnson to approve Resolution No. 2010-54 Administrative Penalties with the change of Weed/Excess Vegetation and Refuse/Disposal from \$50.00 to \$100.00. A vote being recorded as follows: Stone, Johnson, Thomas and Mayor Kirckof. Against: Council Member Coenen. The motion passed.

- b. The City received a request from Diversicom "Mainstreet Communications" for an extension of its Franchise Agreement with the City. The Franchise was initially granted in 1999 by Ordinance No. 554. The City has been unable to verify if the renewal of the Franchise was accomplished by the City when it was due to expire in 2001. In order to clarify the terms of the Franchise, Diversicom has requested that we take action by Ordinance extending the Franchise to December 31, 2020. All other terms of the Ordinance will remain in effect.

The fee is 5%.

A motion was made by Johnson and was seconded by Thomas to adopt Ordinance No. 699, An Ordinance Extending the Term of the Franchise Granted to Mainstreet Communications, LLC. A vote being recorded as follows: For: Council Members Johnson, Thomas, Stone and Coenen. Against: None. Abstain: Mayor Kirckof. The motion passed.

- c. As a follow up to 7b, Diversicom requested approval by written consent to a change of control to ACS “Arvig Communication Systems”.

ACS Operation Coordinator Joel Smith stated that ACS has been in business for 60 years. They have 40,000 phone customers and 20,000 cable and internet customers. When the change takes place, all services, including the name, will remain the same.

Council Member Thomas introduced Resolution No. 2010-55, Resolution Approving the Change of Control of Mainstreet Communications, LLC. The motion was seconded by Council Member Stone. A vote being recorded as follows: For: Council Members Thomas, Stone, Johnson and Coenen. Against: None. Abstain: Mayor Kirckof. The motion passed.

- d. Sauk Centre Opportunities (SCO) applied to split a parcel along Beltline Road into two parcels. The resulting southerly parcel will be sold to be developed in conjunction with adjacent Lot 4, Block 1 of the Industrial Park.

The legal description was prepared by a land surveyor.

The proposal was reviewed for conformance with the Zoning Ordinance and is found to be in compliance. There will be no access from Beltline Road. All access will be from Lincoln Loop and Lincoln Road.

A motion was made by Council Member Stone and was seconded by Council Member Thomas to approve Resolution No. 2010-56, Resolution Approving a Minor Subdivision (Lot Split) for Sauk Centre Opportunities, Inc. A vote being recorded as follows: For: Council Members Stone, Thomas, Johnson, Coenen and Mayor Kirckof. Against: None. The motion passed.

- e. A Cigarette License application was submitted by David Olson DBA Truckers Inn, Inc. to sell cigarettes. Mr. Olson completed the appropriate paperwork and paid the appropriate fee.

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

- f. Anita Kaiser from Centre Floral requested approval for the annual promotion “Christmas by Candlelight”. For the past 11 years the Chamber and downtown merchants have held this promotion. This will include decorating the sidewalks with luminaries (candles in paper bags) to be placed in store fronts. This promotion is intended for merchandise to be sold within the store and not for sidewalk sales. The date scheduled is Friday, December 3, 2010 from dusk until 9:00 p.m.

A motion was made by Council Member Stone and was seconded by Council Member Thomas to approve “Christmas by Candlelight” and the placement of luminaries on sidewalks in front of businesses on Friday, December 3, 2010. A vote being recorded as follows: For: Council Members Stone, Thomas, Johnson, Coenen and Mayor Kirckof. Against: None. The motion passed.

- g. Sauk Centre Public Utilities obtains power for sale to its customers through Missouri River Energy Services (MRES) and Western Area Power Administration (WAPA). The power is then transmitted to the City over power lines owned by Xcel Energy. The Utility is proposing to enter into a Service Agreement for transmission services.

The City Attorney and the Sauk Centre Public Utilities reviewed the Service Agreement and feel it is a fair agreement.

The approval of the Service Agreement will increase rates.

Council Member Johnson introduced Resolution No. 2010-57, Resolution to Authorize Xcel Group Transmissions Service Agreement. The motion was seconded by Council Member Thomas. A vote being recorded as follows: For: Council Members Johnson, Thomas, Stone, Coenen and Mayor Kirckof. Against: None. The motion passed.

- h. With the upcoming winter season, seasonal employment for the figure skating program was proposed as follows: Sara Linow, Amelia Maher, Alison Wood and Kelsey Kraweski. The figure skating instructors work on Sunday evenings only (1.5 hours). This portion of the budget is funded by figure skating fees and is cost neutral.

The instructors are as follows:

Sara Linow	26.00	\$8.00/gas
Amelia Maher	17.00	\$8.00/gas
Alison Wood	17.00	\$8.00/gas
Kelsey Kraweski	17.00	\$8.00/gas

There are currently 13 children registered to the program. The program cash flows. The above rates are the same rates as 2009. There will only be two instructors present at each session.

A motion was made by Council Member Stone and was seconded by Council Member Coenen to appoint Sara Linow, Amelia Maher, Alison Wood and Kelsey Kraweski as figure skating instructors. A vote being recorded as follows: For: Council Members Stone, Coenen, Johnson, Thomas and Mayor Kirckof. Against: None. The motion passed.

8. UNFINISHED BUSINESS

a. The City Council met in a workshop session on Wednesday, October 6 to discuss the 4th Street Stormwater Project and discussed the following:

- Reviewed the timeline from the past four years of the different discussions and decisions that led up to this point where we are looking at the possibility of implementing the project.
- Received information from the City Engineer on the value of implementing rain gardens into the project from a Water Quality perspective along with grant opportunities.
- Reviewed a financial analysis of what the project could potentially cost if done in ten or fifteen years based on economic indicators and also looked at what it would cost to fund a capital reserve fund and also the cost of bonding the project.
- Discussed the option of implementing a Storm Water Utility to generate revenue.
- Reviewed the Assessment Policy and what any changes to the Policy would mean to this and any future projects and also discussed where the benefit versus cost analysis takes place (appraisal).
- Requested that the ongoing maintenance program for the project area be reviewed along with updated video-taping of the system.
- Reviewed the ages of the streets that would be undergoing construction which range from forty plus to 22 years.
- Requested of the City Engineer that he provide costs for upgrading to a ten year rain event vs. the current five year event.

A motion was made by Council Member Thomas and was seconded by Council Member Stone to table action on the storm water project until the October 20th regular meeting. A vote being recorded as follows: For: Council Members Thomas, Stone, Johnson, Coenen and Mayor Kirckof. Against: None. The motion passed.

9. NEW BUSINESS

None.

10. CONSENT AGENDA

The Council then considered the following consent agenda:

- a. Schedule of Claims – Total of unpaid claims \$93,941.15 and paid claims \$9,815.47 for a total of \$103,756.62.
- b. Resolution No. 2010-58, Resolution Accepting Contributions. The contribution totaled \$260.00 from the Men's Card Playing Group to be used for the Senior Center and \$4,800.00 from the Sauk Centre Youth Hockey Association.

- c. Gambling Application for Exempt Permit request from Knights of Columbus for Bingo on October 24, 2010 at Holy Family School.
- d. Gambling Application for Exempt Permit request from Holy Family School for a raffle on December 15, 2010 at Holy Family School.
- e. Gambling Application for Exempt Permit request from Sauk Centre Lions Club for a raffle on February 23, 2011 at River's Edge Dining & Lounge.

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

Mayor Kirckof thanked the Men's Card Playing Group and the Sauk Center Youth Hockey Association for their donations.

11. INFORMATION ITEMS

- a. September 16, 2010 Safety Committee Meeting Minutes.
- b. The MN Department of Commerce has been conducting public information meetings along with the proposed route of the new Xcel Energy Transmission Lines known as the CAPX 2020 project.

They were in Melrose on September 29, 2010 where they took public comment on the Draft Environmental Impact Statement. The comment period is open until October 18th for anyone wishing to submit a comment via e-mail or mail. Official hearings will be conducted in November and December which will be presided over by an Administrative Law Judge which will also be open to the public. Those notices will be published and sent to anyone on the mailing list.

It was the general consent of the Council to have staff submit comments regarding the economic impact as it pertains to the City of Sauk Centre.

12. ADJOURNMENT

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

With no further business to come before the Council, Mayor Kirckof adjourned the meeting at 7:25 p.m.

Respectfully submitted,

Mayor Brad A. Kirckof

City Administrator Vicki M. Willer