

**SAUK CENTRE CITY COUNCIL
REGULAR MEETING
WEDNESDAY, NOVEMBER 6, 2019**

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

The Sauk Centre City Council met in a Regular Meeting on Wednesday, November 6, 2019 at 6:30 p.m. in the City Hall Council Chambers pursuant to due notice being given thereof. Present were Council Members Joe Fuechtmann, David Thomas, Heidi Leach, Diane Kelly and Mayor Warren Stone. Also present was City Planner Sarah Morton, 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 Thomas and was seconded by Council Member Leach to approve the agenda, with additions. A vote being recorded as follows: For: Council Members Thomas, Leach, Kelly, Fuechtmann 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 Fuechtmann to approve the October 16, 2019 Regular Meeting Minutes. A vote being recorded as follows: For: Council Members Kelly, Fuechtmann, Leach, Thomas and Mayor Stone. Against: None. The motion passed.

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

None.

5. PUBLIC HEARINGS

None.

6. REPORTS/PRESENTATIONS/AWARDS

None.

7. ACTION ITEMS

- a. Minnesota Statutes 204B, Subd. 1 requires that a City Council, by Ordinance or Resolution, must designate polling places for the upcoming year even if no election is scheduled.

This prevents changes to polling places less than 90 days prior to an election unless it becomes unavailable or due to an emergency.

Resolution No. 2019-82 designates Sauk Centre City Hall as the office polling place for Special and General Elections in 2020.

At this time three elections are expected:

Presidential Primary	March 3, 2020
Primary	August 11, 2020
General	November 3, 2020

A motion was made by Council Member Thomas and was seconded by Council Member Fuechtmann to approve Resolution No. 2019-82, Resolution Designating Polling Places. A vote being recorded as follows: For: Council Members Thomas, Fuechtmann, Leach, Kelly and Mayor Stone. Against: None. The motion passed.

- b. On September 18, 2019 the City Council approved Resolution 2019-62 Authorizing the Solicitation of Quotes for the replacement of the Grass Rig Platform on the Fire Departments Grass Rig.

At that time certain specifications were approved. The City advertised for the replacement and also mailed complimentary invitations to known vendors. Quotes were opened with three qualified vendors submitting quotes. Quotes were reviewed by a Committee of the Department to ensure compliance with the specifications.

Company	Bid Price
Great Plains Fire	\$88,567.00
Heiman Fire	\$74,773.00
Midwest Fire	\$105,600.00

After review of the specifications, the Department requested that the Council approve the quote submitted by Heiman Fire and authorize the purchase.

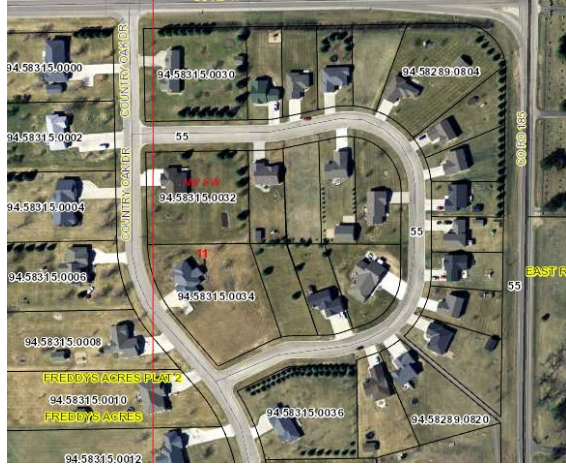
Council Member Leach introduced Resolution No. 2019-83, Resolution Accepting Quote for Grass Rig Platform. The motion was seconded by Council Member Kelly. A vote being recorded as follows: For: Council Members Leach, Kelly, Thomas, Fuechtmann and Mayor Stone. Against: None. The motion passed.

- c. A resident on East River Circle has requested that the City look into lowering the speed limit on East River Circle. It is his opinion that traffic is moving too quickly given the density and number of children living on the street. In addition, there are no sidewalks so children have to walk on the grass or in the street.

A Speed Study Brochure was provided to the resident and was presented to the Council for their review.

The City Council can formally request that a Speed Study be conducted by the State of Minnesota. Officially, streets in urban areas automatically default to a 30-mph speed limit. Reductions are obtained through the Speed Study process.

Sauk Centre Law Enforcement has been patrolling the area.



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

- d. The following vehicles were offered for sale through the Dept. of Administration’s online bidding process. The highest bids are as follows:

Vehicle	Bidder	Amount
1990 Oldsmobile Regency	Gerald Bromeland/Jerry’s Tire	\$165.00
2000 Mercury Cougar	Wesley Giddings	\$590.00
2002 Ford F150	Jimmy Sears	\$1,725.00
2002 Audi A4	Jeff Adame	\$972.00
2006 Chevrolet Impala	Dean Waite	\$1,725.00

Council Member Fuechtmann introduced Resolution No. 2019-85, Resolution Authorizing Sale of Excess Vehicles. The motion was seconded by Council Member Leach. A vote being recorded as follows: For: Council Members Fuechtmann, Leach, Thomas, Kelly and Mayor Stone. Against: None. The motion passed.

- e. The City Council previously held a Public Information Meeting and a Public Hearing to consider the implementation of a Residential Rental Registration and Licensing Code.

The Code in final form was presented to the Council for their review.

Next Steps:

- Finalize Inspection Form
- Appoint Inspector/Inspectors
- Finalize License Fee
- Phased Implementation (1/3, 1/3, 1/3)
 - North of River
 - South of River (East of T.H. 71) or South of River, North of Wobegon

- o South of River (West of T.H. 71) or South of Wobegon

A motion was made by Council Member Kelly and was seconded by Council Member Fuechtmann to approve Ordinance No. 792 Implementing a Rental Registration and Inspection Code. A vote being recorded as follows: For: Council Members Kelly, Fuechtmann, Leach, Thomas and Mayor Stone. Against: None. The motion passed.

A motion was made by Council Member Leach and was seconded by Council Member Fuechtmann to approve Ordinance No. 793 Authorizing Summary Publication of Ordinance 792. A vote being recorded as follows: For: Council Members Leach, Fuechtmann, Kelly, Thomas and Mayor Stone. Against: None. The motion passed.

- f. Todd Johnson, Sunny Max Properties LLC (Trinity Tool) in the Sauk Centre Industrial Park is requesting a one-time lot split/combination. Sunny Max Properties LLC is the owner of the lot to the south of their existing business at 633 Lincoln Loop. They are requesting to split the lot into two parcels and add the northerly portion to their business property.

The legal description of the lot to be split is Lot 9, Block 3, Sauk Centre Industrial Park with an address of 641 Lincoln Loop.



A copy of the Certificate of Survey and application was presented to the Council for their review. The proposed lot meets all zoning criteria as a standalone lot.

One issue considered is the existing water and sewer services for the lot will become the services for the remainder lot. The water service is right at the proposed subdivision line and the sewer service is north of the line by eleven feet.

Council Member Thomas introduced Resolution No. 2019-86, Resolution Approving a Minor Subdivision (Lot Split) for Sunny Max Properties, LLC. The motion was seconded by Council Member Fuechtmann. A vote being recorded as follows: For: Council

Members Thomas, Fuechtmann, Leach, Kelly and Mayor Stone. Against: None. The motion passed.

- g. The City submitted a Pre-Application to the Minnesota Department of Natural Resources for its Emerald Ash Borer Grant Program. The Department has two grants opportunities for cities to help with Emerald Ash Borer Infestation and has invited the City to apply for both.

EAB Community Forest Response Tree Planting Grant – Maximum Grant is \$30,000

- Purchase Trees for Diversity
- Professional Contracts for Technical Assistance or Implementation
- Equipment purchases less than \$5,000 used to complete the project
- Equipment rental
- Site prep and planting including mulch, watering bags, staking materials, tree wrap

Preparing for EAB Community Forest Grants – Maximum \$100,000

- Conduct Tree Inventory
- Develop a Management Plan that includes an EAB component
- Tree and stump removal and tree replacement
- Purchase Trees for Diversity
- Professional Contracts for Technical Assistance or Implementation
- Equipment purchases less than \$5,000 used to complete the project
- Equipment rental
- Site prep and planting including mulch, watering bags, staking materials, tree wrap

Council Member Kelly introduced Resolution No. 2019-87, Resolution Supporting Grant Application for the MN Department of Natural Resources Preparing for Emerald Ash Borer Community Forest Grant and Response Tree Planting Grant. The motion was seconded by Council Member Thomas. A vote being recorded as follows: For: Council Members Kelly, Thomas, Leach, Fuechtmann and Mayor Stone. Against: None. The motion passed.

- h. The Fire Department included in its 2019 budget funds to purchase part of the needed turnout gear. The Department was waiting on the purchase until it was found if they would be receiving an AFG Grant (Assistance to Firefighters FEMA Grant). In the end, the purchase was not funded by FEMA so the Department is requesting to proceed with an outright purchase.

The request is for helmets, boots, hoods and gloves.

Helmets	30
Boots	30
Hoods	27 (purchased three new in 2019)
Gloves	30

The estimated cost of the above is \$27,000.

A similar request for coats and pants is anticipated in 2020.

Council Member Thomas introduced Resolution No. 2019-88, Resolution Authorizing Solicitation for Quotes for Turnout Gear. The motion was seconded by Council Member Leach. A vote being recorded as follows: For: Council Members Thomas, Leach, Kelly, Fuechtmann and Mayor Stone. Against: None. The motion passed.

- i. Brock Leagjeld, DBA Magnificent Properties LLC, is requesting approval for a lot split which will subdivide his newly constructed twin home on Lot 1, Block 1, W.H. Cates 2nd Addition. This plat was approved in 2019 with the intent that the lots would be subdivided in the common wall of the proposed twin homes.



A copy of the Certificate of Survey and application was presented to the Council for their review. The proposed lots meet all zoning criteria as a standalone lot.

A party wall Agreement will be required to be executed as part of the subdivision and sale of the property.

Council Member Kelly introduced Resolution No. 2019-89, Resolution Approving A Minor Subdivision (Lot Split) for Magnificent Properties, LLC. The motion was seconded by Council Member Fuechtmann. A vote being recorded as follows: For: Council Members Kelly, Fuechtmann, Leach, Thomas and Mayor Stone. Against: None. The motion passed.

8. UNFINISHED BUSINESS

- a. All businesses in Sauk Centre with a Tax ID should be receiving a notice from the Department of Revenue detailing the process for them to collect and remit the Local Option Sales Tax recently approved by the City.

A copy of the notice was presented to the Council for their review. Taxes to be remitted on purchases made beginning January 1, 2020.

- b. Staff has met with representatives of MN Dot regarding the 2024 proposed construction of T.H. 71 in Sauk Centre.

MN Dot is recommending a meeting be held with individuals of the City representing various interests to begin outlining what the City would like the highway to look like.

A meeting is anticipated to be held in January or February. The meeting will be a small group breakout session to bring ideas to the table for consideration.

More information will come forward at a later date with individuals identified for participation.

- c. The Safe Routes to School Program is moving forward. A Rapid Planning Workshop will be held on November 14, 2019. The Draft Agenda was presented to the Council for their review.

9. NEW BUSINESS

- a. City and Public Utility Staff along with the City Engineer met on November 4, 2019 to discuss Capital Improvement Projects for the coming years including a potential 2020 project.

Project locations:

- 2nd St. S. – estimated project cost \$3,725,0000
- Elm St. S. – estimated project cost \$565,000
- Elm St. N./Lake St. – estimated project cost \$535,000
- Hickman Dr./Park Rd – estimated project cost \$625,000

These recommendations were based on age and condition of existing infrastructure as well as timing for funding and will be presented to full Boards or Committees at a future date.

It was the general consent of the Council to add this to the November 20, 2019 Agenda for further discussion/action.

10. CONSENT AGENDA

The Council considered the following Consent Agenda Items:

a. Schedule of Claims -	Unpaid Claims	\$264,333.29
	Paid Claims	<u>\$22,947.00</u>
	Total	<u>\$287,280.29</u>

- b. Resolution No. 2019-89 Resolution Accepting Contributions.

Men’s Card Playing Group	\$163.70	Senior Center
Thomas Pitschka	\$50.00	Fire Dept.

- c. Gambling Application for Exempt Permit Request from Holy Family School for a raffle on December 18, 2019 at the Holy Family School.

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

The Council thanked the Men’s Card Playing Group and Thomas Pitschka for their donations.

11. INFORMATIONAL ITEMS

None.

12. ADJOURNMENT

A motion was made by Council Member Leach and was seconded by Council Member Kelly to adjourn the meeting. A vote being recorded as follows: For: Council Members Leach, Kelly, Thomas, Fuechtmann 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