

**SAUK CENTRE CITY COUNCIL
REGULAR MEETING
WEDNESDAY, NOVEMBER 7, 2012**

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

The Sauk Centre City Council met in a Regular Meeting on Wednesday, November 7, 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, Warren Stone and Mayor Rykken. Also present were City Administrator Vicki Willer, City Planner Sarah Morton, Police Chief Bryon Friedrichs, Ambulance Director Kathy Struffert, Assistant Ambulance Director Deschene and City Engineer Yapp. Mayor Rykken presided thereat. Council Member Olson was absent.

2. APPROVAL OF AGENDA

The agenda was approved with changes.

3. APPROVAL OF MINUTES

The October 17, 2012 Regular Meeting Minutes were approved by general consent.

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

None.

5. PUBLIC HEARINGS

- a. Mayor Rykken opened the Public Hearing at 6:40 and read the Public Hearing Procedure.

On October 17, 2012 the City Council called for a Public Hearing on the improvement on Pendergast Street. This project was petitioned for improvement by the required percentage of property owners to bring it before the Council for consideration. The Council called for a Public Hearing to get feedback from the property owners prior to making a decision.

History: The Operations Committee met to make a recommendation on whether this is a reconstruct or a new construction which affects the percentage assessed.

The east side of the street is a new construction according to the Developer Plat for the Joseph B. Anthony Plat. The Agreement calls for full reimbursement of costs to the City (100%). The Operations Committee recommends that the City not deviate from its long history of requiring developers to cover costs 100% on new developments.

The west side of the street contains properties that have been in existence since the plat in 1896. It is arguable that this should be a reconstruct and assessed at 50%.

If the City considers it a reconstruct at 50%, this would be how the City should move forward with other gravel road improvements in the future.

The Council was provided with an estimate of the assessments based on the engineer's estimated costs.

City Engineer Yapp presented the Council with the following information regarding this project:

- Project Location
- Current Conditions
 - Gravel roadway (one of few remaining in City)
 - Roadway outside of Right Of Way in spots
 - Utilities not extended to end of platted Right of Way
 - Services not currently provided for all platted lots
 - Storm sewer is undersized and privately installed
 - City received a petition request for public improvements
- Proposed Improvements
 - 32' FF roadway (3 1/2" bituminous pavement, 8" gravel base, concrete curb and gutter.
 - Extension of existing 8" water main and 8" sanitary sewer to southerly end of plat.
 - Sanitary and water services provided for all adjacent parcels.
 - Service stub for commercial parcel to southeast.
 - New storm sewer that discharges into Beltline ditch.
 - Infiltration basins incorporated in both side of low point.
 - Driveway aprons for existing driveways.
- Cost Estimates.
 - Estimated Cost - \$176,761.63
 - Assessed Cost - \$158,839.39
 - PUC Cost - \$17,922.24

Mayor Rykken called for persons to speak in favor.

Deann Moritz. 710 Pendergast. She stated that her and her husband will be moving to this property and they are in favor.

City Administrator Willer received a letter from Louise Kolasky. In her letter, Mrs. Kolasky stated that if the project was assessed 50% she is in favor. If the project is assessed 100% she is opposed.

Mayor Rykken called for persons to speak in opposition.

Al Coenen. 427 Pendergast. Mr. Coenen stated that he is opposed to the project and he feels that is an extremely expensive project when compared to the benefits received. He owns 6 out of the 12 lots on this project and his lots are located on the east side of Pendergast Street. Mr. Coenen provided a history of his property and stated that if passed at both 100% and 50% assessment, this will cause him financial ruin.

Matt Williams. 326 Pendergast. Mr. Williams is opposed to the project if assessed at 100%.

Mayor Rykken called for additional persons to speak in favor or opposition. None spoke.

Mayor Rykken closed the Public Hearing at 7:05 p.m.

6. REPORTS/PRESENTATIONS

- a. Ambulance Director Struffert stated that on September 15, 2012 Jamie Mehr was shopping at Tree Top Nursery and had a heart attack. EMT & First Responder Andrew Rousslange and Allison Minnette were at Tree Top and assisted Mr. Mehr as well as called 911. Sauk Centre Ambulance Department EMT's Joyce Huntstiger, Penny Deters and Mark Roberg along with Police Officer Nelson responded and helped save Mr. Mehr's life using the American Heart Association's Chain of Survival.

Mehr presented Rousslange, Minnette, Huntstiger, Deters, Roberg and Nelson with a Lifesaving Award.

- b. Assistant Ambulance Director Deschene presented the Council with the 3rd Quarter Ambulance Department report as follows:

No Loads/Cancel	44
ALS Transfers	23
BLS Transfers	26
Scene Transport	85
TOTAL	178

The total amount billed in the 3rd Quarter total billed is \$136,310.10.

- c. Police Chief Friedrichs reported that there were 318 ICR's and 286 Verbal Warnings in the month of September for a total of 604. He also reported that in September the Department complete a total of 12 hours for the Safe and sober campaign.
- d. The Operations Committee met on Tuesday, October 23, 2012 regarding research and implementation of a Storm Water Utility Credit Program. The Committee reviewed several options and have narrowed the potential for credits.
 - 1. Credit for Greenspace: This potential credit would be available to the properties that have a high percentage of pervious surfaces which partially mitigate the impervious surfaces on the property. An example would be the Golf Club, Eagles Healing Nest (Former High School), Ag Properties and some commercial areas.
 - 2. Credit for Infiltration Basin Installation: This potential credit would be available to the properties that construct basins to infiltrate runoff or control volume. An example would be a property with high impervious coverage that could retain water on the property and allow it to infiltrate through the installation of some type of structure.
 - 3. Conveyance Credit: This potential credit would be available to properties that collect storm water and direct convey it to an outsource such as the river or creek.

Credits would be available upon application and submittal of runoff calculations, etc.

Credit would be applied as a percentage reduction of the based fee.

All properties currently have the option of removing impervious for a reduction in the base fee. This could be done by the installation of pervious pavers, pervious asphalt or turf type surfacing.

It was the general consent of the Council to send this to the Policy Committee for their review/recommendation.

e. George Eilertson of Northland Securities presented the Council with the results of the 2012A Bond Sale as follows:

- \$1,495,000 GO Storm Sewer Revenue Bond will be issued to replace and increase the size of storm sewer lines, construct a sediment pond, replace sewer and water utility services and replace and upgrade water main and sanitary sewer lines.
- \$1,245,000 GO Improvement Bonds will be issued to construct new curb, gutter and street surfaces as a result of the utility project.
- The bond will mature annually each February 15, 2015 through 2025. Interest will be payable August 1, 2013 and semiannually thereafter on February 1 and August 1.
- Security. GO pledge of the City, storm sewer revenues, special assessments and debt service levy.
- A prepayment option of February 1, 2019 and any date thereafter at a price of par, plus accrued interest.
- The City's GO debt is rated A+ by Standard & Poor's Corporation. The MN Public Facilities Authority Credit Enhancement Program is currently rated AA+ by Standard & Poor's Corporation.
- Interest rate is set at 1.80%.

7. ACTION ITEMS

a. See 6e above.

At the Council's October 3, 2012 meeting, they approved a resolution for providing for the sale of bonds to secure financing for the 2012-2013 CIP Improvement Project.

Council Member Stone introduced Resolution No. 2012-78, Providing for the Issuance and Sale of \$2,815,000 General Obligation Bond, Series 2012A, Pledging for the Security Thereof Special Assessments and Net Revenues and Levying a Tax for the Payment Thereof. The motion was seconded by Council Member Johnson. A vote being recorded as follows: For: Council Members Stone, Johnson, Coenen and Mayor Rykken. Against: None. Absent: Council Member Olson.

b. Each year the Council solicits proposals for the purchase of fuel and vehicle washes from local vendors for City vehicles.

Past bidders have included Holiday, Northstar and Gas Mart. The current provider for 2012 is Holiday for both diesel and gasoline.

Potential Bidders include:

Holiday	Gas and Diesel
Truck Stop	Gas and Diesel
Northstar	Gas and Diesel
Gas Mart	Gas
Casey's	Gas
Friedrich's	Gas and Diesel

A motion was made by Council Member Johnson and was seconded by Council Member Coenen to authorize the solicitation of fuel and vehicle wash bids for 2013. A vote being recorded as follows: For: Council Members Johnson, Coenen and Mayor Rykken. Against: Council Member Stone. Absent: Council Member Olson. The motion passed.

- c. Each year the City solicits proposals for the 2013 Refuse Hauler from local vendors for the City buildings. The current refuse hauler for the City is Waste Management who purchased Affordable Disposal & Recycling.

A motion was made by Council Member Johnson and was seconded by Council Member Stone to authorize the solicitation of Refuse Hauler Bids for 2013. A vote being recorded as follows: For: Council Members Johnson, Stone, Coenen and Mayor Rykken. Against: None. Absent: Council Member Olson. The motion passed.

- d. In order to finalize the budget presentation for 2013, a determination needs to be made on whether a scale adjustment should be made to the non-union wage scale.

Both the Police and Public Works Bargaining Units have put forth a 3% increase for 2013 and 2.5% in 2014 (to mitigate the increase in health costs).

A motion was made by Council Member Stone and was seconded by Council Member Johnson to approve the wage adjustments to the Non-Union Wage Scale for 2013 and 2014, consistent with the Union wage scale adjustments. A vote being recorded as follows: For: Council Members Stone, Johnson and Mayor Rykken. Against: Council Member Coenen. Absent: Council Member Olson. The motion passed.

- e. Ambulance Director Kathy Struffert is requesting that the City appoint a new member to the Ambulance Department roster.

Hans Hoogs is currently a certified EMT and has moved to Sauk Centre. Mr. Hoogs will be available for call on some Fridays, plus weekends and Holidays.

The current roster has 20 EMTs; however, the Department is requesting he be added to the roster due to two EMTs on medical leave and one EMT may be considering not returning when licensure renewals are due.

There are no training costs involved.

A motion was made by Council Member Stone and was seconded by Council Member Johnson to approve the appointment of Hans Hoogs as an EMT with the Sauk Centre Ambulance Department. A vote being recorded as follows: For: Council Members Stone, Johnson, Coenen and Mayor Rykken. Against: None. Absent: Council Member Olson. The motion passed.

- f. On October 3, 2012 the City Council took action appointing instructors for Seasonal Employment and Figure Skating Instructors. At that time, two individuals were appointed with one additional appointment expected.

Staff is requesting that Anna Thieschafer be appointed as an instructor at the rate of \$15/hour.

A motion was made by Council Member Johnson and was seconded by Council Member Stone to approve the appointment of Anna Thieschafer as a Figure Skating Instructor at the rate of \$15/hour. A vote being recorded as follows: For: Council Members Johnson, Stone, Coenen and Mayor Rykken. Against: None. Absent: Council Member Olson. The motion passed.

- g. Work has begun on the Cold Storage Building at the Public Works Garage.

Payment Voucher No. 1 has been submitted for approval in the amount of \$42,500. This is to be paid partially by the Fire Department and partially by the Street Department.

A motion was made by Council Member Stone and was seconded by Council Member Johnson to approve Payment Voucher No. 1 to St. Rosa Lumber for the Cold Storage Building. A vote being recorded as follows: For: Council Members Stone, Johnson and Mayor Rykken. Against: Council Member Coenen. Absent: Council Member Olson. The motion passed.

- h. At the March 21, 2012 Council Meeting, the Council approved a purchase of a new Chevrolet Diesel/Horton Type III Ambulance through the State Bid. This ambulance will replace the older van style ambulance currently in the fleet.

The approved purchase price was \$138,896 through Premier Specialty Vehicles with an additional \$2,000 for radio installation and graphics.

The Ambulance is ready for delivery with an invoice submitted for approval. The final cost for the rig itself is \$135,249 (Graphics and radio installation to follow).

It was noted that this rig does not need to be financed as it is being paid through Ambulance Department revenues.

A motion was made by Council Member Johnson and was seconded by Council Member Stone to approve payment to PSV (Premier Specialty Vehicles) in the amount of \$135,249. A vote being recorded as follows: For: Council Members Johnson, Stone, Coenen and Mayor Rykken. Against: None. Absent: Council Member Olson. The motion passed.

- i. For the past 13 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 front of the stores. This promotion is intended for merchandise to be sold within the store, not for sidewalk sales. They are requesting the date of Friday, December 7 from dusk until 9 p.m.

A motion was made by Council Member Stone and was seconded by Council Member Johnson to approve the Christmas By Candlelight promotion and the placement of luminaries on sidewalks in front of businesses on Friday, December 7, 2012. A vote being recorded as follows: For: Council Members Stone, Johnson, Coenen and Mayor Rykken. Against: None. Absent: Council Member Olson. The motion passed.

- j. The Chamber is proposing to sponsor a winter event at Sinclair Lewis Park on December 8, 2012 and is requesting Park Road be closed to thru traffic from 1:00 p.m. until 5:30 p.m. The event will run from 2:00 p.m.-5:00 p.m. and include the following:

1. Pictures with Santa
2. Sleigh Rides
3. Fish House Display
4. Hot Chocolate, Cider and Treat Bags for Participants
5. Tree Lighting Ceremony at Dusk
6. Food Provided at the Sauk Centre American Legion

A motion was made by Council Member Johnson and was seconded by Council Member Stone to approve the use of the park for the winter event and closure of Park Road from 1:00 p.m. until 5:30 p.m. A vote being recorded as follows: For: Council members Johnson, Stone, Coenen and Mayor Rykken. Against: None. Absent: Council Member Olson. The motion passed.

- k. During the process of implementing the Storm Water Utility Billing, some property's REUs have been adjusted due to circumstances related to the calculation of impervious surface on the property with subsequent billing adjustments. (For Example: A property where the aerial view shows the City Street clearly located on the property, the portion upon which the City Street sits is removed from the calculation.)

A request has been submitted by the owner of the former Home School Property that the City treat the roadways within the Home School the same as City Streets and remove

them from the calculation. Currently, the streets are included (which are private) and the REUs are approximately double what they would be minus the streets.

A motion was made by Council Member Stone and was seconded by Council Member Johnson to table action on this item. A vote being recorded as follows: For: Council Members Stone, Johnson and Mayor Rykken. Against: None. Abstained: Council Member Coenen. Absent: Council Member Olson. The motion passed.

8. UNFINISHED BUSINESS

a. City Engineer Yapp reported on the 4th Street Stormwater Project as follows:

- The blacktop is complete.
- Curb work will be complete by the end of the week.
- Fill in/restoration and patching will begin next week.
- Final paving will begin Spring 2013
- Poles for the fence have been installed.

In addition to the report, Sarah Trisko, on behalf of Trisko Plumbing has requested the Council reconsider its previous decision to NOT pave the infiltration area along the south side of the old city hall parking lot. Trisko states that they had a verbal agreement with City staff in 1967 whereby their water would be allowed to run onto the City property since that is the way the water went before the city filled and paved the parking lot. (The old city hall lot property was purchased from Trisko in 1966).

The City can:

1. Do nothing (Maintain the decision to construct as designed with an infiltration area.)
2. Reverse prior decision and authorize the paving.
3. Offer a compromise.

A motion was made by Council Member Johnson to reverse the prior decision and authorize the paving. The motion failed due to lack of a second.

A motion was made by Council Member Stone and was seconded by Council Member Johnson to maintain the decision to construct as designed with an infiltration area. A vote being recorded as follows: For: Council Member Stone and Mayor Rykken. Against: Council Member Johnson. Abstained: Council Member Coenen. Absent: Council Member Olson. The motion passed.

9. NEW BUSINESS

None.

10. CONSENT AGENDA

- a. Schedule of Claims – total of unpaid claims of \$313,970.23 and paid claims of \$2,967.97 for a total of \$316,938.20.
- b. Resolution No. 2012-79, Resolution Accepting Contributions. The contribution totaled \$298.00 from the Men’s Card Playing Group to be used for the Senior Center.

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

11. INFORMATIONAL ITEMS

- a. Notice of Board Openings.
- b. The City Council Meeting to Canvas the election results are scheduled for Friday, November 9 at 1:00 p.m.

12. ADJOURNMENT

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

With no further business to come before the Council, Mayor Rykken adjourned the meeting at 8:00 p.m.

Respectfully submitted,

Mayor Dennis Rykken

City Administrator Vicki Willer