

**SAUK CENTRE CITY COUNCIL
REGULAR MEETING
WEDNESDAY, APRIL 3, 2024**

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

The Sauk Centre City Council met in a Regular Meeting on Wednesday, April 3, 2024 at 6:30 p.m. due notice being given thereof. Present were Mayor Warren Stone and Council Members Diane Kelly, Shalon Wilber, Joe Fuechtmann and Heidi Leach. Also present were City Administrator Vicki Willer, City Planner Sarah Morton, Sergeant Joe Jensen and Officer Dustin VonWahlde. Mayor Stone presided thereat.

2. APPROVAL OF AGENDA

A motion was made by Council Member Wilber and was seconded by Council Member Leach to approve the agenda as presented. A vote being recorded as follows: For: Council Members Wilber, Leach, Fuechtmann, 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 Wilber to approve the March 20, 2024 Regular Meeting Minutes. A vote being recorded as follows: For: Council Members Kelly, Wilber, Leach and Mayor Stone. Abstain: Council Member Fuechtmann. Against: None. The motion passed.

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

None.

5. PUBLIC HEARINGS

None.

6. REPORTS/PRESENTATIONS

a. The EDA meet one week earlier than its regular meeting on March 27, 2024 and discussed the following:

- Heard Reports from Sauk Centre Opportunities and Chamber of Commerce.
- Received Update of Development next to Walmart.
- Received Update on Sale of Arrowsmith Plat Lot.
- Met with potential Buyer of South Industrial Park lot and received offer.

b. The Park Board met in regular session on Tuesday, April 2, 2024 and discussed the following:

- Welcomed new Park Board Member Chris Klinkhammer to the board.
- Tree Memorial leaves are on order. Once received the Public Works staff will be putting them up.
- Continue to advertise for Campground Manager position.
- Campground internet installation continues; cable has been buried; power is at poles. Should be live by April 25.

- Park Board to review Master Park Plan, specifically as it relates to trail maintenance and expansion plans.
- Decided not to raise rates for the 2025 camping season.
- 2025 reservations begin May 1, 2024.
- Received request from two seasonal campers for small retaining wall

7. ACTION ITEMS

- a. At the February 17, 2024 City Council meeting, the Council adopted a Resolution Authorizing Solicitation of Bids for the replacement of the 2002 Ford F350 Pickup.

Bids were sought through the State Bid Holder and also bids were sought from local dealerships with the following results.

Bidder	Equipment	Price	
Dan Welle Southtown	Ram 3500	\$61,435.00	
John Wiese Ford	F350 – Aluminum Body	\$63,441.00	
Boyer Trucks (State Bid)	F350	<hr/>	
TBEI	Steel Dump/V Plow	\$39,200.00	
Towmaster	Steel Dump	\$32,479.00	
Central Hydraulics	V Plow	\$10,860.00	\$43,339.00

- Boyer Trucks has not returned a State Bid amount.
- Ford F350 has an aluminum body which would be beneficial for brine operations in winter months.
- Towmaster bid a dump box. Would need to purchase V Plow separately as shown.
- Purchased a Dodge Ram from Dan Welle in February 2024
- Budget for this purchase is \$120,000.00

A motion was made by Council Member Wilber and was seconded by Council Member Leach to approve Resolution No. 2024-33, Resolution Accepting Bid and Authorize Purchase of a One Ton Pickup for the Sauk Centre Street Department (John Wiese Ford F350 and TBEI Steel Dump V Plow). A vote being recorded as follows: For: Council Members Wilber, Leach, Kelly, Fuechtmann and Mayor Stone. Against: none. The motion passed.

- b. As part of the Truck Stop Stormwater Project, temporary and permanent easements need to be obtained from the owner of the property.

The temporary easements to be released upon completion of construction. The permanent easements to be recorded on the property. The permanent easements include the storm pipe and stormwater pond.

A motion was made by Council Member Leach and was seconded by Council Member Kelly to authorize execution of easement documents. A vote being recorded as follows: For: Council Members Leach, Kelly, Fuechtmann, Wilber and Mayor Stone. Against: None. The motion passed.

- c. Sauk Centre will once again be an early voting site for its residents for the Primary and General Elections which will allow voters to vote in person a week prior to the elections and on Saturday. City responsibilities include:
- A. Provide municipal issued emails to election judges for entry in Statewide Voter Registration System.
 - B. Provide a polling place and adequate staffing for Early Voting for residents of the City of Sauk Centre beginning the Tuesday prior to all statewide elections.
 - C. Provide Early Voting for every statewide election during the period of this agreement.
 - D. Keep the polling place open during all regular business hours for the week prior to the election and from 9 am to 3 pm on the Saturday before the election and until 5:00 pm on the Monday preceding the Primary and General Election.
 - E. The polling place may remain closed on the Sunday before the election.
 - F. Designate principal contacts for election coordination.
 - G. Administer coordination of election judges and other staff needed for Early Voting and related tasks.
 - H. Conduct preliminary test and public accuracy tests of voting systems for the DS200.
 - I. Compile and report election results and election statistics to the County.
 - J. Be responsible for damage or theft to any poll pad, voting system or ballot box.

The County will reimburse the City \$827.50 for each election conducted.

A motion was made by Council Member Fuechtmann and was seconded by Council Member Wilber to approve the Direct Voting Agreement with Stearns County. A vote being recorded as follows: For: Council Members Fuechtmann, Wilber, Leach, Wilber and Mayor Stone. Against: None. The motion passed.

- d. The Personnel Committee interviewed Dustin VonWahlde for the position of Sergeant on April 2, 2024. Dustin applied for the position following the posting.

Upon conclusion of the interview, the Committee felt that Dustin is well suited for the position of Sergeant. He has a good relationship with not only the Sauk Centre officers, but also with Stearns County, State Patrol and the BCA. Dustin will also bring some new community outreach ideas to the Department.

The Committee recommends the appointment of Dustin VonWahlde as Police Sergeant effective April 30, 2024 at Step 7 of the Sergeant Pay Scale.

A motion was made by Council Member Kelly and was seconded by Council Member Wilber to approve the appointment of Dustin VonWahlde as Sergeant at Step 7 effective April 30, 2024. A vote being recorded as follows: For: Council Members Kelly, Wilber, Leach and Mayor Stone. Against: None. Abstain: Council Member Fuechtmann. The motion passed.

- e. With the appointment of Dustin VonWahlde as Sergeant, a vacancy will occur for the position of Patrol Officer.

The roster currently has one part time officer who has expressed an interest in becoming full time with the Department.

Matt Moorman has been on the Part Time Roster with the City for 13 years. He is requesting a promotion to full time. He is currently working full time in Melrose and is requesting that his pay be commensurate with what he is currently making at Step 7. He is also requesting 80 hours (6.67 days) of vacation and 20 hours (1.667 days) of sick time to accommodate planned vacations. He is also requesting to earn vacation days as if he were here 5 years. This is a difference of 1.44 hours per pay period.

The Personnel Committee recommends that Moorman be offered the promotion based on his years of service and his ability to hit the ground running with little training. This would be the most cost-effective way to fill the position given that there are very few applicants for open positions throughout the State.

A motion was made by Council Member Kelly and was seconded by Council Member Fuechtmann to approve the promotion of Matt Moorman to Full-Time Status at Step 7 with credit for Vacation and Sick Time as outlined. A vote being recorded as follows: For: Council Members Kelly, Fuechtmann, Leach, Wilber and Mayor Stone. Against: None. The motion passed.

- f. Arbor Day 2024 falls on Friday, April 26, 2024.

As part of the Tree City initiative and to maintain Tree City Status the Mayor shall annually proclaim said date as Arbor Day and encourage residents to celebrate Arbor Day to protect trees and woodlands and to plant a tree on this date.

A motion was made by Council Member Wilber and was seconded by Council Member Leach to proclaim April 26, 2024 as Arbor Day in the City of Sauk Centre. A vote being recorded as follows: For: Council Members Wilber, Leach, Fuechtmann, Kelly and Mayor Stone. Against: None. The motion passed.

8. UNFINISHED BUSINESS

None.

9. NEW BUSINESS

None.

10. CONSENT AGENDA

The Council considered the following Consent Agenda Items:

a.	Schedule of Claims - Unpaid Claims	\$135,549.80
	Paid Claims	<u>\$0.00</u>
	Total	<u>\$135,549.80</u>

- b. Resolution No. 2024-34, Resolution Accepting Contributions. The contributions are as follows:

Men's Card Playing Group

\$146.30 Senior Center

- c. An Assembly Permit Request from Deb Holt for National Eucharistic Pilgrimage Procession to be held on May 23, 2024 at Our Lady of Angels. About 200 people are expected to attend. The procession will be from Our Lady of Angels Church down Ash Street to St. Paul's Church.
- d. An Assembly Permit Request from Deb Holt for a Corpus Christi Procession to be held on June 2, 2024 at St. Paul's. About 200 people are expected to attend. The procession will be from St. Paul's Church down Birch Street to Our Lady of Angels Church and back down Ash Street.
- e. Gambling Application for Exempt Permit request from the Sauk Centre Sno-Cleats, Inc. for a raffle on September 11, 2024 at the Sauk Centre Sno-Cleats Club House.

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

The Council thanked the Men's Card Playing Group for their donations.

11. INFORMATIONAL ITEMS

- a. The Local Board of Review meeting is Monday, April 8, 2024 at 1:00 p.m.
- b. Severe Weather Awareness Week April 8-12, 2023.

Monday, April 8	Alerts & Warnings
Tuesday, April 9	Sever Weather, Lightning and Hail
Wednesday, April 10	Floods
Thursday, April 11	Tornadoes (with Statewide Drill)
Friday, April 12	Extreme Heat & Wildfires

- c. Pay Equity Results – Passed.

12. ADJOURNMENT

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

With no further business, Mayor Stone adjourned the meeting.

Respectfully submitted:

Mayor Warren Stone

City Administrator Vicki Willer