

**SAUK CENTRE CITY COUNCIL  
REGULAR MEETING  
WEDNESDAY, MAY 20, 2015**

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

The Sauk Centre City Council met in a Regular Meeting on Wednesday, May 20, 2015 at 6:30 p.m. in the City Hall Council Chambers pursuant to due notice being given thereof. Present were Council Members Keith Johnson, Dave Thomas, Diane Kelly and Mayor Warren Stone. Also present were City Administrator Vicki Willer, City Planner Sarah Morton, Administrative Assistant Nicki Vogt, Public Works Supervisor Matt Zinniel and City Engineer Keith Yapp. Mayor Stone presided thereat. Council Member Leach was absent.

**2. APPROVAL OF AGENDA**

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

**3. APPROVAL OF MINUTES**

A motion was made by Council Member Johnson and was seconded by Council Member Thomas to approve the May 4, 2015 Board of Equalization Minutes and the May 6, 2015 Regular Meeting Minutes as presented. A vote being recorded as follows: For: Council Members Johnson, Thomas, Kelly and Mayor Stone. Against: None. Absent: Council Member Leach. The motion passed.

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

None.

**5. PUBLIC HEARINGS**

None.

**6. REPORTS/PRESENTATIONS**

a. Police Chief Friedrichs presented the April 2015 Monthly Police Report stating that there were 321 ICRs and 309 Verbal Warnings for a total of 630. He also noted that there has recently been an increase of scam solicitation phone calls and asked that citizens be aware of the following scams:

- IRS
- Person calling claiming to be a relative asking for money
- Virus

Chief Friedrichs also stated that he attended the MN Chief's Conference in April.

b. The Airport Board met on Wednesday, May 13, 2015 in regular session and discussed the following:

- Received Update on New Fuel Pump and Card Reader – Should be operational week of the 18<sup>th</sup>.
- Delayed the Upgrade of the Beacon to be included with future larger project.
- Approved Grant Application to FAA for Environmental Assessment work. See 7c.
- Approved Agreement with Owatonna to transfer 2012 expiring entitlement dollars. See 7b.
- Received invitation to MnDot Aeronautics Zoning Outreach Meetings.
- Heard that Hail Repairs are now complete on 2000 hangar.
- Learned that MnDot Aeronautics has proposed an increase to 2015 M&O Reimbursement. See 7d.

## **7. ACTION ITEMS**

- a. At the April 15, 2015 meeting, the City Council adopted a Resolution calling for a public hearing on a Street Reconstruction Plan for the intended purpose of issuing debt for the Beltline Road project.

The meeting date was set for May 20, 2015. That date is being rescheduled for June 3, 2015. The original resolution setting the date is modified was presented to the Council.

Council Member Johnson introduced Resolution No. 2015-34, Resolution Rescheduling a Public Hearing to Consider Adopting a Street Reconstruction Plan and Approving the Issuance of General Obligation Street Reconstruction Bonds. The motion was seconded by Council Member Kelly. A vote being recorded as follows: For: Council Members Johnson, Kelly, Thomas and Mayor Stone. Against: None. Absent: Council Member Leach. The motion passed.

- b. The City currently has accumulated \$150,000 in FAA Entitlement Dollars that are from 2012 and scheduled to expire on September 30, 2015 if the City does not execute a grant agreement to utilize those funds. Due to the delays in the approval of the Airport Layout Plan submitted to the FAA for approval in May of 2014, the City has not proceeded with a 2015 project, with the exception of the prior approval to enter into an agreement with Bolton Menk for the Environmental Analysis for future runway improvements. \$88,000 of the \$150,000 has been encumbered for that purpose.

This leaves \$62,000 of the 2012 dollars set to expire. The City of Owatonna would like to borrow that \$62,000 of 2012 dollars with the expectation that we would then receive \$62,000 from their future allotment as repayment.

A motion was made by Council Member Johnson and was seconded by Council Member Thomas to authorize the execution of an Agreement for Transfer of Entitlements and Federal Airport Repayment Agreement. A vote being recorded as follows: For: Council Members Johnson, Thomas, Kelly and Mayor Stone. Against: None. Absent: Council Member Leach. The motion passed.

- c. At the May 6, 2015 meeting, the City Council approved Work Order #4 with Bolton Menk to complete the Environmental Assessment work at the airport in anticipation of a larger improvement project in 2016 and 2017 for runway improvements.

The Work Order was for a total of \$88,000.

The Airport Board is requesting that the City Council approve the execution of a Grant Agreement with the FAA and MnDot for payment. The breakdown is as follows:

FAA	90%	\$79,200
MnDot	5%	\$ 4,400
City	5%	\$ 4,400

The City budgeted for 10% of the project; however, MnDot Aeronautics is picking up 5% leaving the City with 5%.

City Administrator Willer noted that this is budgeted.

A motion was made by Council Member Kelly and was seconded by Council Member Thomas to approve the execution of a Grant Agreement for \$88,000 with MNDOT Aeronautics and FAA. A vote being recorded as follows: For: Council Members Kelly, Thomas, Johnson and Mayor Stone. Against: None. Absent: Council Member Leach. The motion passed.

- d. The City currently has a grant agreement with MnDot Aeronautics for reimbursement of Maintenance and Operation Costs (M&O) at the airport. Annually the City submits costs of operation to MnDot and is reimbursed for 2/3rds of those costs, up to a maximum of \$13,184.

In 2014, MnDot amended the agreement to include a not to exceed amount of \$14,502.40. They are now submitting a second amendment to reimburse up to 75% of costs up to a total of \$19,646.00.

A motion was made by Council Member Thomas and was seconded by Council Member Kelly to approve Amendment No. 2 to the MNDOT Grant Agreement No. 03935. A vote being recorded as follows: For: Council Members Thomas, Kelly, Johnson and Mayor Stone. Against: None. Absent: Council Member Leach. The motion passed.

- e. A petition has been received by owners abutting 10<sup>th</sup> Street South lying westerly of Beltline Road. The request is to vacate the north 66' of the west 200' of the right-of-way which is the part lying northerly of the structure at 1151-10<sup>th</sup> Street South.

The roadway was dedicated in 2013 when it was discovered that the garage located on the southerly lot did not make the setbacks from the existing dedication. The dedication was shifted to the north at that time. The City right of way ends at the City limits. Public right-of-way in the Township continues to the south and is public access to a parcel along the freeway and billboard access. The physical roadway as travelled cuts the corner as shown on the plat; however, this is not the legal access.

The new owner of the northerly parcel is requesting that the roadway dedicated be eliminated to allow for the future construction of a home at that location as well as a potential lot split. This type of action requires a public hearing.

A motion was made by Council Member Kelly and was seconded by Council Member Thomas to approve Resolution No. 2015-35, Resolution Receiving Petition and Calling for Public Hearing on Vacation Request. A vote being recorded as follows: For: Council Members Kelly, Thomas, Johnson and Mayor Stone. Against: None. Absent: Council Member Leach. The motion passed.

- f. As part of the Beltline project, the City offered to purchase property on Fairlane Dr. from the Central MN Credit Union. The Credit Union has accepted the offer with an amendment. The amendment is that the City would agree not to develop the parcel with some type of banking institution for a period of thirty years.

A motion was made by Council Member Kelly and was seconded by Council Member Thomas to approve the amendment to the Purchase Agreement. A vote being recorded as follows: For: Council Members Kelly, Thomas, Johnson and Mayor Stone. Against: None. Absent: Council Member Leach. The motion passed.

- g. The City received a petition from owners abutting East River Circle for two Children At Play signs.

A request was received for the same area in 2014, but was withdrawn before it was presented to the City Council.

The Council has authority to manage traffic control signs on its City roadways.

A motion was made by Council Member Johnson and was seconded by Council Member Thomas to approve Resolution No. 2015-36, Resolution Authorizing Installation of Traffic Control Signs. A vote being recorded as follows: For: Council Members Johnson, Thomas, Kelly and Mayor Stone. Against: None. Absent: Council Member Leach. The motion passed.

## **8. UNFINISHED BUSINESS**

None.

## **9. NEW BUSINESS**

- a. In 2014, Stearns County approved an Ordinance for one year allowing golf carts to drive on County Highways under two conditions.
  1. The County road is posted at 30mph or less.
  2. The roadway is not classified as a minor or principal arterial.
  3. The City in which the County road is located also has a Golf Cart Ordinance.
  4. The City requests the allowed use by official Council action.

(\*\*This does not apply to State Highways so would not apply to T.H. 71 (Main Street) except for crossing.)

At the time, the City of Sauk Centre declined to adopt an Ordinance allowing golf cart traffic until it was known whether the County would extend their Ordinance for 2015 and later years. The County has since adopted a new Ordinance allowing Golf Carts. A copy of the original Ordinance from 2014, with changes, was presented to the Council.

The City has an Ordinance allowing golf carts on City streets only when needed due to a disability. If the City wants to adopt rules similar to the County and allow golf carts on City streets, it would need to amend the City Code by adoption of an amending Ordinance.

Several Cities have adopted similar Ordinances. Operation by minors under 16 has been the main issue. (You need a driver's license to operate a golf cart on the street.)

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

**10. CONSENT AGENDA**

The Council considered the following Consent Agenda items:

a.	Schedule of Claims -	Unpaid Claims	\$194,670.84
		Paid Claims	<u>\$1,623.42</u>
		Total	<u>\$196,294.26</u>

b.	April Checks	#2167E-2195E	\$307,496.29
		#35020-#35115	
		3 payroll ACH	

c. Resolution No. 2015-37, Resolution Accepting Contributions.

Doggie Stylz Pet Grooming	\$196.00	Splash Pad
Anonymous	\$144.00	Splash Pad

d. Every year by June 30<sup>th</sup>, Liquor Licenses are up for renewal. To date, all of the applicants have the appropriate paperwork completed and fee paid. Listed below are the Liquor Licensees and License Number:

- Next Door Bar & Lounge (On-Sale, Off-Sale & Sunday) 2015-13
- The Palmer House (On-Sale & Sunday) 2015-14
- West Side Liquor (Off-Sale) 2015-15
- American Legion Post 67 (On-Sale & Sunday) 2015-16
- Hartmann's Moonshine Shoppe (Off-Sale) 2015-17
- Bear Trap (On-Sale, Off-Sale & Sunday) 2015-18
- Mustang Bar (On-Sale, Off-Sale & Sunday) 2015-19
- Red Carpet Bar & Grill (On-Sale, Off-Sale & Sunday) 2015-20

- M & M's Corner Bar (On-Sale & Off-Sale) 2015-21
- Wal-Mart Stores, Inc (Off-Sale) 2015-22
- J.T.'s Pub & Grill (On-Sale, Off-Sale & Sunday) 2015-23
- Palace Bar & Grill (On-Sale, Off-Sale & Sunday) 2015-24
- ElmerZ (On-Sale & Sunday) 2015-25
- Northside Liquor (Off-Sale) 2015-26

e. Every year by June 30<sup>th</sup>, On/Off Sale 3.2 Beer Licenses are up for renewal. To date, all of the applicants have the appropriate paperwork completed and fee paid. Listed below are the On/Off Sale 3.2 Beer Licensees and License Number:

- Jitters Java Café (3.2 Beer & Wine) 2015-27

f. Every year by June 30<sup>th</sup>, Cigarette Licenses are up for renewal. To date all of the applicants have the appropriate paperwork completed and fee paid. Listed below are the Cigarette Licensees and License Number:

- Next Door Bar & Lounge 2015-28
- West Side Liquor 2015-29
- The Moonshine Shoppe 2015-30
- Bear Trap 2015-31
- Mustang Bar 2015-32
- Coborn's 2015-33
- Sauk Centre Fleet Supply 2015-34
- Casey's General Store 2015-35
- Isaac's North Star, Inc. 2015-36
- Wal-Mart 2015-37
- Trucker's Inn Truck Stop 2015-38
- J.T.'s Pub and Grill 2015-39
- Gas Mart of Sauk Centre 2015-40
- Palace Bar & Grill 2015-41
- Northside Liquor 2015-42
- Holiday Stationstores, Inc. 2015-43

g. Request from Melanie Roering, dba: M & M Corner Bar for a Temporary Extension of Premise Permit for a Anniversary Bash in back parking lot on June 27, 2015 with live music from 8:30 p.m. – 12:30 a.m.

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

A motion was made by Council Member Johnson and was seconded by Council Member Thomas to approve Consent Agenda item G under the condition that the neighbors are notified of this event and sign approval. A vote being recorded as follows: For: Council Members Johnson, Thomas

and Mayor Stone. Against: Council Member Kelly. Absent: Council Member Leach. The motion passed.

**11. INFORMATIONAL ITEMS**

- a. The Draft Sauk Centre Public Utility Commission’s Wellhead Protection Spill Response Plan is available for inspection at City Hall.
- b. The City Council previously consented to a restructuring between Charter and Comcast for the purposes of our Franchise Agreement. That transaction has been terminated.
- c. Centracare has reached out to residents in the vicinity of the clinic regarding construction and parking considerations during the clinic expansion.
- d. Splash Pad construction has begun.
- e. City Engineer Yapp noted that all of the easements on the Beltline/Centre Street project have been taken care of, excluding one property.

**12. ADJOURNMENT**

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

With no further business to come before the Council, Mayor Stone adjourned the meeting at 7:15 p.m.

Respectfully submitted,

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Mayor Warren Stone

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City Administrator Vicki Willer