SAUK CENTRE CITY COUNCIL
REGULAR MEETING
WEDNESDAY, MARCH 2, 2011

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

The Sauk Centre City Council met in a Regular Meeting on Wednesday, March 2, 2011 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 Warren Stone, Keith Johnson, Al Coenen and Michael Olson. Also present were City Administrator Vicki Willer, City Planner Sarah Morton and Police Chief Bryon Friedrichs. Mayor Kirckof presided thereat.

2. APPROVAL OF AGENDA

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

3. APPROVAL OF MINUTES

The February 16, 2011 Regular Meeting Minutes were approved with changes.

4. PUBLIC OPEN FORUM

None.

5. PUBLIC HEARINGS

None.

6. REPORTS/PRESENTATIONS

a. Stearns County Attorney Janelle Kendall was present and reported on the 2010 prosecution report for the City of Sauk Centre. There were a total of 188 Misdemeanors and 23 Gross Misdemeanors in 2010.

   The contract with the County includes adult criminal and juvenile investigative legal advice for all members of Stearns County law enforcement agencies. Their attorneys carry cell phones 24 hours a day, 7 days a week for law enforcement legal advice as needed. The rate for 2010-2011 is $27,500.

   In Sauk Centre there was 1 adult who was admitted to the 90 day diversion program and successfully completed it. This adult completed 39 hours of volunteer work in another City; however, 16 hours of community service were completed in Sauk Centre by other diversion participants.

   Kendall commended the Sauk Centre Police Department for being very responsive and proactive.

b. The Park Board met for their regular meeting on March 1st and discussed the following:

- Newly appointed member Matt Wessel was in attendance for his first meeting on the Board.
- One seasonal site remains to be filled.
- There are some vacancies remaining for all major holiday weekends.
- Mike Beilke replaced Mark Magnuson on the Tree Ordinance Committee.
- The Board decided to focus on Morning View Park as their 2011 project. Work to be completed at that park include installation of a well, sprinkler system, trail, seeding and leveling of the land, off-street parking, connection of the trail to County Road 17 trail, etc.

c. On Tuesday, February 22, 2011 staff met with area Townships and Cities that are in our area of coverage for the annual Fire Service Meeting. The meeting went well and only 3 of the 11groups received increases.

d. The CVB met in a special meeting on Thursday, February 24, 2011 to discuss and plan how to proceed with the position of CVB Director.

The Board is reviewing the job description for possible updates so that the new Director will have a clear understanding of the expectations of that position. At their upcoming regular meeting, the Board will approve any modifications to the job description and discuss how to proceed.

7. ACTION ITEMS

a. The City is seeking the ability to be able to electronically sign and submit criminal citations to the Stearns County Court. To facilitate this process, the City must execute a Master Joint Powers Agreement with the BCA to be given the ability to access the information.

There is no increase in costs to the Police Department.

Council Member Stone introduced Resolution No. 2011-09, Resolution Approving State of Minnesota Joint Powers Agreements with the City of Sauk Centre on Behalf of its Attorney and Police Department. The motion was seconded by Council Member Johnson. A vote being recorded as follows: For: Council Members Stone, Johnson, Olson and Mayor Kirckof. Against: Council Member Coenen. The motion passed.

b. Gordon Stevens has worked as a part time officer for Sauk Centre and Melrose. He has submitted a letter of resignation effective February 28, 2011. In this letter the thanked the City for the opportunity to work here as well as for his personal and professional growth.

A motion was made by Council Member Johnson and was seconded by Council Member Stone to accept the resignation of Gordon M. Stevens from the Police Department. A

vote being recorded as follows: For: Council Members Johnson, Stone, Coenen, Olson and Mayor Kirckof. Against: None. The motion passed.

The Council thanked Mr. Stevens for his service to the Police Department.

City Administrator Willer stated that an Officer who recently served in Iraq has been released to work with the Department again so there will not be a need to hire at this point.

c. With the advent of spring, the City is preparing for eventual flooding along Hoboken Creek, Sauk Lake and Sauk River.

The City has a written Operational Plan for the Dam which outlines when sandbagging should commence along Sauk Lake west of Main Street and south of Lake Street. This is determined when the water that overflows the spillway reaches a certain elevation which is constantly monitored. The most recent time the plan went into effect was in the spring of 2009 when City staff and the Fire Department completed the sandbagging.

Other areas of the City are monitored by staff with action taken to sandbag where necessary. In addition, homeowners can notify the City of potential flooding by calling City Hall.

For residents' personal use, the City has a limited amount of sandbags available for purchase. Purchasers can fill them at their convenience. The City is working to arrange an area for residents to fill sandbags.

A motion was made by Council Member Johnson and was seconded by Council Member Olson to approve the sale of sandbags at .32¢ each (holding 1,000 for City use). A vote being recorded as follows: For: Council Members Johnson, Olson, Stone, Coenen and Mayor Kirckof. 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 – total of unpaid claims: $33,707.08 and paid claims of $756.52 for a total of $34,463.60.

b. Resolution No. 2011-10, Resolution Accepting Contributions. The contribution totaled $275 from the Men's Card Playing Group to be used towards the Senior Center and $35.10 from Sherri Fahl to be used for the Sauk Centre Police Department.

c. Gerard's Dining and Banquet Facility is requesting a Temporary Off Premise Liquor Permit to utilize their On-Sale Liquor License at Ladies Night Out at the Civic Arena on April 28, 2011.

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

Mayor Kirckof thanked the Men's Card Playing Group and Sherri Fahl for their donations.

11. INFORMATION ITEMS

a. February 14, 2011 Safety Committee meeting minutes.

b. Newsletter from the Sauk River Watershed District: "Tributary Feeding Sauk River is Targeted for Federally Funded Cleanup.

c. Newsletter from the Sauk River Watershed District: "Central Minnesotans Inundated in Learning Opportunities About Water".

Mayor Kirckof thanked the Public Works Department for their hard work clearing the streets.

City Administrator Willer provided the Council with legislative updates.

12. ADJOURNMENT

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

With no further business to come before the Council, Mayor Kirckof adjourned the meeting at 7:30 p.m.

Respectfully submitted,

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Mayor Brad Kirckof City Administrator Vicki M. Willer