SAUK CENTRE CITY COUNCIL
REGULAR MEETING
WEDNESDAY, AUGUST 3, 2011

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

The Sauk Centre City Council met in a Regular Meeting on Wednesday, August 3, 2011 at 6:30 p.m. in the City Hall Council Chambers pursuant to due notice being given thereof. Present were Mayor Dennis Rykken, Council Members Warren Stone, Keith Johnson, Michael Olson and Al Coenen. Also present were City Administrator Vicki Willer, City Planner Sarah Morton, City Engineer Keith Yapp and Administrative Assistant Nicki Vogt. Mayor Rykken presided thereat.

Mayor Dennis Rykken was sworn in.

2. APPROVAL OF AGENDA

It was the general consent of the Council to approve the agenda with the addition of 9a – Storm Issues.

3. APPROVAL OF MINUTES

A motion was made by Council Member Stone and was seconded by Council member Coenen to approve the July 20, 2011 Regular Meeting minutes as presented. A vote being recorded as follows: For: Council Members Stone, Coenen, Olson, Johnson and Mayor Rykken. Against: None. The motion passed.

4. PUBLIC OPEN FORUM

Eric Hellerman DBA Next Door Bar. Mr. Hellerman is holding his 2 year anniversary party on August 27th and is requesting that one exit to the alley be allowed to be closed for this event. He stated that no other businesses will be open during this event. See 10 – Consent Agenda.

5. PUBLIC HEARINGS

None.

6. REPORTS/PRESENTATIONS

a. The Park Board met on Tuesday, August 2, 2011 and discussed the following:

- A campground refund request was denied.
- Discussion regarding Community Education/Summer Recreation.
- Discussion on possible locations for a sledding hill.
- A used refrigerator has been placed in the bath-house in Sinclair Lewis Campground.
- Discussion on a possible water feature at Sinclair Lewis Campground.
- Discussion on the possibility of installing additional outlets in Sinclair Lewis Park.

By general consent, the Council approved the Park Board report.

b. The Airport Commission met on Monday, July 25th and discussed the following:

- Discussion of Through The Fence Certification
- Review of the 2012 budget
- Review of the CapX 2020 route
- Discussion on ways to increase landing/takes offs

By general consent, the Council approved the Airport Commission report.

c. The Planning Commission met on Tuesday, July 26, 2011 for a Special Meeting to discuss the following:

- Brian and Melinda Johnson appeal. See 7d.
- Fitzthum Properties Appeal was granted.

By general consent, the Council approved the Planning Commission report.

7. ACTION ITEMS

a. & b. Removed from agenda.

c. The City currently contracts with Stearns County for prosecution services for the Police Department. 2011 is the final year of a 3 year contract. The proposal is that the contract remains at $27,500 each year for 2012, 2013 and 2014.

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

d. Brian and Melinda Johnson filed an appeal of the Zoning Administrator's determination that the demolition of a structure on their property exceeded remodeling.

The Johnson's purchased a home with a main house, bunk house and cabin. They obtained a permit to remodel the cabin. The permit was authorized even though it was a non-conforming structure as the City Ordinance states:

Normal maintenance of a structure occupied by a legal nonconforming use, a legal nonconforming structure or a legal nonconforming sign is permitted, including necessary non-structural and incidental alterations that do not extend or intensify the legal nonconforming structure or sign.

As the Johnson's were working on the cabin they discovered that it was in worse shape than originally thought and amended the permit. Days later staff noted that all that remained of the cabin was a portion of the basement foundation and the chimney. A letter was sent to the Johnsons stating that the permit to remodel was no longer valid. The Johnsons maintained that when they amended the permit they spoke with staff about

removing the walls; however, staff reports discussions were of interior work and that exterior walls, windows, roof, etc. were not discussed.

A permit for the new structure cannot be issued because there is already a home on the lot.

There were four members present at the Planning Commission meeting. Three motions were made, all failed by a two to two vote so the issue has been forwarded to the City Council.

The option of a lot split was discussed as the total size and frontage of the parcel would allow for two conforming parcels; however, the Johnsons would prefer not to do this as a lot split would create an irregular lot shape due to frontage and setback requirements.

The Planning Commission's motions were as follows:

1. Deny.
2. Approve an amended remodeling permit for $80,000 value.
3. Approve new construction with a lot split.

A motion was made by Council member Johnson and was seconded by Council Member Olson to approve an amended remodeling permit valued at $80,000. A vote being recorded as follows: For: Council Members Johnson, Olson and Mayor Rykken. Against: Council Members Stone and Coenen. The motion passed.

e. At the July 6th City Council Meeting, the Council approved the solicitation of bids for the purchase of a new fire tanker to replace the 1956 DNR Tanker currently in use.

Since that time, bids were advertised and were submitted to the City and were publicly opened on August 1, 2011.

One quote was received as follows:

Midwest Fire - $177,232.00

The quote from Midwest Fire includes a stainless steel dump valves instead of painted and a 1,000 GPM pump instead of a 500 GPM pump.

Council Member Olson introduced Resolution No. 2011-41 Accepting Quotes for Tanker. The motion was seconded by Council Member Coenen. A vote being recorded as follows: For: Council Members Olson, Coenen, Stone, Johnson and Mayor Rykken. Against: None. The motion passed.

f. According to prior Council action, quotes were sought for the installation of a sprinkler system at Morningview Park. Four quotes were received as follows:

Master Lawn Irrigation #1	$8,400.00
Master Lawn Irrigation #2	$7,900.00
Advanced Irrigation	$7,000.00
Mark J. Traut Wells, Inc.	$8,905.00

The Park Board recommends that the Council proceed with the quote from Advanced Irrigation in the amount of $7,000.00 to be paid out of Park Dedication Funds.

It was noted that with the installation of the well and sprinkler system in Morningview Park, the project is still $4,000.00 under budget.

Council Member Johnson introduced Resolution No. 2011-42, Accepting Quote for Installation of Sprinkler System. The motion was seconded by Council Member Olson. A vote being recorded as follows: For: Council Members Johnson, Olson, Stone and Mayor Rykken. Against: Council Member Coenen. The motion passed.

g. Warren Stone submitted his resignation from the CVB Board.

A motion was made by Council Member Coenen and was seconded by Council Member Olson to accept the resignation of Warren Stone from the Convention & Visitors Bureau. A vote being recorded as follows: For: Council Members Coenen, Olson, Johnson and Mayor Rykken. Against: None. Abstain: Council Member Stone. The motion passed.

h. Grant Blaskowski has resigned from the CVB Board. Mr. Blaskowski's term expires December 31, 2011.

A motion was made by Council Member Stone and was seconded by Council Member Coenen to approve the resignation of Grant Blaskowski from the Convention and Visitors Bureau. A vote being recorded as follows: For: Council Members Stone, Coenen, Olson, Johnson and Mayor Rykken. Against: None. The motion passed.

i. With recent resignations, the City's Board and Committee assignments have the following vacancies:

Hospital Board	Previously held by Mayor Kirckof
CVB	Previously held by Council Member Stone
CVB	Previously held by Grant Blaskowski
Policy & Planning	Previously held by Mayor Kirckof
Finance Committee	Previously held by Mayor Kirckof

A motion was made by Council Member Stone and was seconded by Council Member Coenen to have Mayor Rykken replace Mayor Kirckof's vacancies. To advertise for the vacant CVB position left by Grant Blaskowski and to appoint a member of the Council to the vacant CVB position left by Council Member Stone at a future meeting. A vote being recorded as follows: For: Council Members Stone, Coenen, Olson, Johnson and Mayor Rykken. Against: None. The motion passed.

j. At a prior meeting, the City passed a Resolution calling for a Public Hearing to vacate a utility easement upon the Felling Trust Property at Felling Trailers as the sewer and water line was not installed in that location and the easement is not needed; however, the easement was granted to the City over property located in the Township so a Quit Claim Deed is the proper conveyance to release the easement.

A Quit Claim Deed has been prepared by City Attorney Tom Mayer. If approved, the Quit Claim Deed will be exchanged for a new utility easement granted by the Felling's to the City in the proper location.

A motion was made by Council Member Stone and was seconded by Council Member Johnson to authorize Mayor Rykken and City Administrator Willer to execute the Quit Claim Deed. A vote being recorded as follows: For: Council Members Stone, Johnson, Coenen, Olson and Mayor Rykken. Against: None. The motion passed.

k. Ambulance Director Struffert is recommending that the following be promoted to full EMT status effective immediately:

Quint Swedenburg
Jasmine Huntington
Brianna Sebek

Swedenburg, Huntington and Sebek were appointed as probationary EMTs on December 15, 2010 and have met the requirements to become full members of the crew, including number of patient contacts (40-50 each).

A motion was made by Council Member Stone and was seconded by Council Member Coenen to appoint Quint Swedenburg, Jasmine Huntington and Brianna Sebek to full EMT status at the rate of $12.23/hour for run hours, $2.00/hour for on-call hours and $7.25/hour for training. A vote being recorded as follows: For: Council Members Stone, Coenen, Olson, Johnson and Mayor Rykken. Against: None. The motion passed.

l. With the change in Mayor, City signature cards will need to be changed.

A motion was made by Council Member Johnson and was seconded by Council Member Coenen to approve Resolution 2011-43 Authorizing Dennis Rykken, Vicki Willer and Carol Inderrieden to sign cards. A vote being recorded as follows: For: Council Members Johnson, Coenen, Stone, Olson and Mayor Rykken. Against: None. The motion passed.

8. UNFINISHED BUSINESS

a. On July 27th City Council, City Staff and City Engineer Yapp met to review the 4th Street Storm water Project, results of the Public Hearings and the Council's decision to table action on this project. Mayor Rykken advised the Council that he had a conflict of interest as he lives on 4th Street. With the consent of the Council, it was agreed that he

would conduct meetings and recap issued, but would not express opinions nor vote on this project.

The Council continues to believe that the project, as heard, is the best solution to storm water issued in the more than 100 acre area. Tree wells, rain gardens and sediment/surge ponds are beneficial and while they improve storm water quality, they do not solve the quantity issued that cause the flooding. The public hearings lead the Council in the direction of a revised funding mechanism. Engineer Yapp reviewed funding options including:

- Assessing benefiting property owners with various options (essentially a Storm water District).
- Storm water Utility that levies a storm water fee upon each residential lot and by square foot of impervious surface for commercial/industrial property.
- Install planned rain gardens and tree wells that could be funded by various sources.
- Add all or a portion of the costs to the general fund to be paid by all citizens.

The Council recommended that the matter referred back to the Policy and Planning Committee at the next meeting to bring back a recommendation to the Council. The Council has a policy that requires a response within 30 days of a request for additional time with reasons. Council Member Olson and Mayor Rykken are members of the Committee, but due to Mayor Rykken's conflict of interest, Council Member Coenen agreed to replace him on this Committee.

The Policy and Planning Committee met on Tuesday, August 2nd for further discussion on this issue. They are recommending that they do a 75/25 split to the benefiting district and the road cost be a 50/50 split for abutting property owners.

Staff will run the numbers and come forth with that information at a future meeting.

A motion was made by Council Member Johnson and was seconded by Council Member Coenen to refer this back to the Policy Planning Committee for further discussion. A vote being recorded as follows: For: Council Members Johnson, Coenen, Olson, Stone and Mayor Rykken. Against: None. The motion passed.

b. At the Council's last regular meeting, the budget workshop was set for August 24, 2011; however, that date no longer works for staff.

It was the general consent of the Council to reschedule the budget workshop meeting for August 29, 2011 at 5:00 p.m.

9. NEW BUSINESS

Council Member Coenen made an appeal to the general public asking them to stay home after a storm event for safety reasons. He also asked that the general public avoid driving through flooded areas.

Council Member Coenen asked Mayor Rykken to reconsider putting Council Comments back on the agenda.

10. CONSENT AGENDA

The Council considered the following consent agenda items:

a. Schedule of Claims – total of unpaid claims: $229,822.73 and paid claims of $2,054.12 for a total of $231,876.85.

b. Resolution No. 2011-44, Resolution Accepting Contributions. The contributions are from the following:

Men's Card Playing Group	$174.05	Senior Center
Patricia Hanauer	$100.00	Street Light Beautification
Claren Kane	$25.00	Street Light Beautification
Lorraine Peschel	$20.00	Street Light Beautification
Mead's Department Store	$25.00	Street Light Beautification
Greg Lehner, State Farm Insurance	$25.00	Street Light Beautification
Sauk Centre Youth Hockey	$5,000.00	Sauk Centre Civic Arena

c. Request from Eric Hellerman DBA Next Door Bar & Lounge, VII for a temporary extension of premise permit for a 2nd anniversary party to be held on August 27, 2011.

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

See 4 above. A motion was made by Council Member Olson and was seconded by Council Member Johnson to allow Eric Hellerman DBA Next Door Bar & Lounge, VII to block off one entrance to the parking lot for his 2nd anniversary event. This issue will also be referred to the Policy Planning Committee for discussion on future requests of this nature. A vote being recorded as follows: For: Council members Olson, Johnson, Stone and Mayor Rykken. Against: Council Member Coenen. The motion passed.

11. INFORMATION ITEMS

None.

12. ADJOURNMENT

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

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

Respectfully submitted,

_____	_____
Mayor Dennis Rykken	City Administrator Vicki M. Willer