SAUK CENTRE CITY COUNCIL
REGULAR MEETING
WEDNESDAY, AUGUST 17, 2011

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

The Sauk Centre City Council met in a Regular Meeting on Wednesday, August 17, 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, Police Chief Bryon Friedrichs, City Planner Sarah Morton, City Engineer Keith Yapp and Administrative Assistant Nicki Vogt. Mayor Rykken presided thereat.

2. APPROVAL OF AGENDA

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

3. APPROVAL OF MINUTES

The August 3, 2011 Regular Meeting Minutes were approved with changes.

4. PUBLIC OPEN FORUM

None.

5. PUBLIC HEARINGS

None.

6. REPORTS/PRESENTATIONS

a. Police Chief Friedrichs reported that there were 455 ICRs and 300 verbal warnings in July for a total of 755. He also reported that in July there were a total of 10 hours completed for the Safe & Sober/Speed Enforcement Campaign.

   In his perspective, the July 10th storm gave the department and City the ability to utilize NIMS training. They created an emergency command center at City Hall.

   Chief Friedrichs thanked the State Patrol, DNR, City of Melrose, County of Stearns and County of Todd for their help during the aftermath of the storm.

b. Staff attended a pre-application meeting regarding a potential FEMA application to recover uninsured costs as a result of the July 11th storm. Staff and insurance adjustors have completed field work and the City is waiting to hear back from the adjustors regarding what they will cover. This is covered 75% Federal and 25% state.

7. ACTION ITEMS

a. The Council was presented with an updated proposal for the financing to the Fire Tanker/Pumper. The proposal for the lease purchase through Cal First Bank carries a 1.66% interest rate, if financed over three years and 2.15% if financed for five years.

In addition to the proposal, the City also obtained quotes from the local financing institutions, including First State Bank, MN National Bank and Central MN Federal Credit Union.

Council Member Coenen introduced Resolution No. 2011-45, Resolution Ordering Authorizing Funding for a Tanker for the Sauk Centre Fire Department with Cal First Bank. The motion was seconded by Council Member Stone. A vote being recorded as follows: For: Council Members Coenen, Stone, Olson, Johnson and Mayor Rykken. Against: None. The motion passed.

b. At the August 3, 2011 meeting the Council approved the resignation of Warren Stone from the CVB Board. This position is to be held by a Council Representative. At that meeting, Mayor Rykken asked that the balance of the Council consider whether they would like to serve on the position.

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

c. Council Member Stone introduced Resolution No. 2011-46, Resolution Calling for a Public Hearing on Proposed Assessments for Unpaid City and Utility Service Charges. The motion was seconded by Council Member Johnson. A vote being recorded as follows: For: Council Members Stone, Johnson, Coenen, Olson and Mayor Rykken. Against: None. The motion passed.

The total amount to be assessed is $11,533.30. The public hearing will be held on October 5, 2011 at 6:30 p.m. or shortly thereafter.

d. Removed from agenda.

e. At the August 3, 2011 Council meeting the Council received a report from the Policy Committee regarding a potential amendment to the Local Improvement Policy on the percentage of storm sewer to be assessed to the property owners when a part of a trunk sewer system.

The Committee asked the City Engineer to run numbers on how project would look with a 75% City 25% property owner assessment for the storm sewer portion of a trunk storm sewer system installation. The 25% assessment would apply to all lots that drain to the new trunk. This would be a Storm Sewer District and all lots would be included and assessed based upon their area and use. This is an alternative to the 50/50 split under a regular improvement such as during a street reconstruct which includes a lateral storm sewer line.

If the Council were to amend the Local Improvement Policy to include the new 75/25 Assessment for trunk storm sewer lines, this would apply to any new "trunk" lines constructed in the future and would also include the 4th Street Project. Two other potential systems could fall into this category in the future; however, both projects would be significantly smaller.

A motion was made by Council Member Coenen and was seconded by Council Member Johnson to amend the Local Improvement Policy to add a 75% City/25% Assessment for Storm Sewer Trunk Line Installation Projects. A vote being recorded as follows: For: Council Members Coenen, Johnson and Olson. Against: Council Member Stone. Abstain: Mayor Rykken. The motion passed.

f. At an earlier Council meeting, the Council considered adding the 4th Street Stormwater Project as a 2012 project and a Council Workshop was held. Potential financing including a possible change to the Local Improvement Policy was sent to Committee which was heard under 7e.

The City Engineer applied the new proposed Local Improvement Policy to the 4th street Project. All lots in the 163 acre district (those that drain to the system) were included. Those that drain to the Elm Street System were removed.

The next step to move the project forward is to call for a Public Hearing on the improvement. If the Council decides to proceed, a Public Hearing would be held and then a decision on whether to proceed, including design engineering. Bidding would occur in February for construction in early 2012.

Council Member Stone introduced Resolution No. 2011-47, Resolution Receiving Feasibility Study and Calling Public Improvement Hearings for 2012 Improvements 4th Street Stormwater. The Hearing to be held on September 28, 2011 at 6:00 p.m. The motion was seconded by Council Member Johnson. A vote being recorded as follows: For: Council Members Stone, Johnson, Coenen and Olson. Against: None. Abstain: Mayor Rykken. The motion passed.

g. Council Member Coenen introduced Resolution No. 2011-49, Resolution Approving Gambling Premises Permit for the Sauk Centre Fire Relief Association. The motion was seconded by Council Member Johnson. A vote being recorded as follows: For: Council Members Coenen, Johnson, Stone, Olson and Mayor Rykken. Against: None. The motion passed.

The site is Gerard's Dining & Banquet. The permit is for a three month period from October 1, 2011 through December 31, 2011 which renews every year in January.

h. The City contracts with Abdo, Eick & Meyers to prepare the TIF Reports for the City's ten TIF Districts. For the 2010 reporting year which was filed on August 1, the State revised the reporting documents which resulted in many hours of additional work for both the accounting firm and for the City. The reports were redesigned; re-categorized

the budgets, revenues and expenses which resulted in digging up old records back to 1989.

As a result, an e-mail was received stating that due to the change in forms by the state and the extra work involved in complying with the changes, Abdo, Eick & Meyers have an additional $1,000 worth of billing time which should be a onetime fee.

A motion was made by Council Member Coenen and was seconded by Council Member Johnson to approve an additional $500.00 in billing fees for TIF reporting for 2010 only. A vote being recorded as follows: For: Council Members Coenen, Johnson, Olson and Mayor Rykken. Against: Council Member Stone. The motion passed.

i. Sauk Centre Public Schools is requesting that the City install "No Parking" signs on the east side of State Road from the southernmost entrance of the bus area to the entrance of the secondary parking lot due to visibility issues.

Chief Friedrichs is in favor of the request.

Council Member Johnson introduced Resolution No. 2011-50, Resolution Regulating Parking and Authorizing Installation of "No Parking" Sign. The motion was seconded by Council Member Stone. A vote being recorded as follows: Council Members Johnson, Stone, Olson, Stone and Mayor Rykken. Against: None. The motion passed.

8. UNFINISHED BUSINESS

a. Preliminary budgets have been submitted by all department head and have been compiled for submittal to the Finance Committee. They will review and forward a recommendation to the full Council at their budget workshop meeting which is scheduled for August 29th at 5:00.

By general consent, the Finance Committee will meet prior to the 5:00 p.m. August 29th budget meeting.

9. NEW BUSINESS

None.

10. CONSENT AGENDA

The Council considered the following consent agenda items:

a. Schedule of Claims – total of unpaid claims: $47,548.40 and paid claims of $1,652.69 for a total of $49,201.09.

b. List of July checks totaling $352,312.61 (Check #031660 - #031792 and ACH #13189E - #1337E and three payroll ACH transfers 07.12.11, 07.15.11 and 07.29.11).

c. Resolution No. 2011-48, Resolution Accepting Contributions. The contributions were $445.00 from the Class of 1991 to be used for the tree replacement at Sinclair Lewis Park and $100 from the Sauk Centre Lions Club to be used for Christmas tree lighting.

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, Johnson, Coenen and Mayor Rykken. Against: None. The motion passed.

Mayor Rykken thanked the Class of 1991 and the Sauk Centre Lions Club for their contributions.

11. INFORMATION ITEMS

The Park Board will be discussing a tree replacement program with a recommendation to come to the Council at a future meeting.

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, Johnson and Mayor Rykken. Against: Council Member Coenen. The motion passed.

With no further business to come before the Council, Mayor Rykken adjourned the meeting at 7:10 p.m.

Respectfully submitted,

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Mayor Dennis Rykken City Administrator Vicki M. Willer