

**CITY COUNCIL MEETING  
MINUTES OF JANUARY 25, 2016**

Pursuant to due call and notice thereof, a regular meeting of the Sartell City Council was held on January 25, 2016 in the Council Chambers of Sartell City Hall. Mayor Sarah Jane Nicoll called the meeting to order at 6:00 p.m.

COUNCIL PRESENT: Mayor Nicoll, Council Members: Braig-Lindstrom, Hennes, Lynch, Peterson  
COUNCIL ABSENT: None  
STAFF PRESENT: Mary Degiovanni, City Administrator  
Anita Rasmussen, Community Development Director  
Mike Nielson, Engineer  
Dale Struffert, Deputy Police Chief  
Brad Borders, Public Works Director  
Judy Molitor, Secretary  
ALSO PRESENT: Murray Mack, Community Center Project Architect  
Lyle Mathiasen, Community Center Project Operations Consultant

**PLEDGE OF ALLEGIANCE**

**AGENDA REVIEW AND ADOPTION**

**A MOTION WAS MADE BY COUNCIL MEMBER BRAIG-LINDSTROM AND SECONDED BY MEMBER LYNCH ADOPTING THE AMENDED AGENDA. THE MOTION CARRIED UNANIMOUSLY.**

**OPEN FORUM/PUBLIC COMMENT**

There were no comments.

**SPECIAL PRESENTATION**

- a. Johnson Controls – Energy Efficiency Opportunities

Trish Curtis, representing Johnson Controls, overviewed a power point presentation and gave a brief recap of previous meetings held with City staff to consider potential saving opportunities within the City's various departments. Ms. Curtis talked about prioritizing needs and explained their energy savings guarantees.

**A MOTION WAS MADE BY COUNCIL MEMBER PETERSON AND SECONDED BY MEMBER LYNCH APPROVING A PROJECT DEVELOPMENT AGREEMENT WITH JOHNSON CONTROLS INC. IN THE AMOUNT OF \$19,700. THE MOTION CARRIED UNANIMOUSLY.**

**APPROVAL OF CITY COUNCIL MINUTES**

- a. December 14, 2015, Regular Meeting Minutes

**A MOTION WAS MADE BY COUNCIL MEMBER LYNCH AND SECONDED BY MEMBER HENNES APPROVING MINUTES OF DECEMBER 14, 2015.**

**UPON VOTE BEING TAKEN THE FOLLOWING VOTED:**

**AYE: MAYOR NICOLL, COUNCIL MEMBERS: HENNES, LYNCH, PETERSON**

**NAY: COUNCIL MEMBER BRAIG-LINDSTROM**

**MOTION CARRIED**

## **CONSENT AGENDA**

- a. Acceptance of Building Permit Activity Report
- b. Acceptance of Inspections Activity Report
- c. Acceptance of Technology Report
- d. Approval of voucher payments
- e. Approval of 2016 refuse hauler licenses
- f. Approval of Resolution Making Annual Designations
- ~~g. Approval of Public Works Equipment Sale & Purchase~~
- h. Setting annual meeting of Economic Development Authority for 5:30 pm on March 14, 2016
- ~~i. Acceptance of firefighter resignation~~
- j. Approval of Temporary on Sale liquor license – St. Francis Xavier
- k. Approval of Purchase of Budgeted PD Thermal Imagers
- l. Approval of Council Chambers Audio Upgrades
- m. Approval of Mighty Ducks Change Order/Project Closeout
- n. Approval of Resolution on JK Storage ROW Acquisition
- o. Approval of 2016 State Aid Mileage
- p. Approval of Fire Dept. Report

Council member Braig-Lindstrom removed Consent Agenda items g and i.

**A MOTION WAS MADE BY COUNCIL MEMBER PETERSON AND SECONDED BY MEMBER LYNCH APPROVING CONSENT AGENDA ITEMS A-P, REMOVING ITEMS G AND I FOR SEPARATE DISCUSSION. THE MOTION CARRIED UNANIMOUSLY.**

### **CONSENT AGENDA ITEM G** Approval of Public Works Equipment Sale & Purchase

Council member Braig-Lindstrom questioned if this item came to the Council before and Degiovanni clarified that it was on a previous agenda, but was removed by staff.

**A MOTION WAS MADE BY COUNCIL MEMBER BRAIG-LINDSTROM AND SECONDED BY MEMBER PETERSON APPROVING CONSENT AGENDA ITEM G. THE MOTION CARRIED UNANIMOUSLY.**

### **CONSENT AGENDA ITEM I** Acceptance of firefighter resignation

Council member Braig-Lindstrom acknowledged Dale Bidinger for his years of service on the Fire Department.

**A MOTION WAS MADE BY COUNCIL MEMBER BRAIG-LINDSTROM AND SECONDED BY MEMBER LYNCH APPROVING CONSENT AGENDA ITEM I. THE MOTION CARRIED UNANIMOUSLY.**

## **PUBLIC HEARINGS**

- a. **Conditional Use Permit – Pinecone Regional Park Parking Lot**

Engineer Nielson presented the request for approval of a Conditional Use Permit to allow for the construction of a 283 stall parking lot which will require placement of approximately 15,000 cubic yards of fill within Pinecone Regional Park. Nielson outlined the area in the park where the fill is needed.

Council member Brag-Lindstrom said she struggles with the loss of green space. Council member Peterson talked about the need for a parking lot for hockey tournaments as well as concerts and special events held at the arena.

Mayor Nicoll opened the public hearing at 6:52 p.m. No comments were heard from the public and the hearing was closed. One written comment letter was received and included as part of the public record.

**A MOTION WAS MADE BY COUNCIL MEMBER PETERSON AND SECONDED BY MEMBER LYNCH APPROVING RESOLUTION 2-2016, FINDINGS OF FACT RELATING TO A REQUEST FOR A CONDITIONAL USE PERMIT FOR THE PLACEMENT OF FILL FOR THE PURPOSES OF A PARKING LOT IN A FLOODWAY DISTRICT AT THE PINECONE REGIONAL PARK. THE MOTION CARRIED UNANIMOUSLY.**

**A MOTION WAS MADE BY COUNCIL MEMBER PETERSON AND SECONDED BY MEMBER LYNCH APPROVING RESOLUTION 3-2016, APPROVING THE ISSUANCE OF A CONDITIONAL USE PERMIT AND DECLARING THE TERMS OF THE PERMIT IN A FLOODWAY. THE MOTION CARRIED UNANIMOUSLY.**

a. **Conditional Use Permit – Winner’s of Sartell**

Anita Rasmussen, Community Development Director, presented the request from Winner’s for approval of an outdoor patio area on the north side of their existing building. Rasmussen outlined the eight conditions of approval which are part of the resolution.

7:05 p.m. Mayor Nicoll opened the public hearing. There were no written or oral comments received and the hearing was closed.

**A MOTION WAS MADE BY COUNCIL MEMBER PETERSON AND SECONDED BY MEMBER LYNCH APPROVING RESOLUTION 4-2016 ADOPTING FINDINGS OF FACT RELATING TO A REQUEST FOR A CONDITONAL USE PERMIT FOR THE PURPOSE OF HAVING A SEASONAL OUTDOOR PATIO FOR WINNER’S OF SARTELL. THE MOTION CARRIED UNANIMOUSLY.**

**A MOTION WAS MADE BY COUNCIL MEMBER PETERSON AND SECONDED BY MEMBER HENNES ADOPTING RESOLUTION 5-2016 APPROVING THE CONDITIONAL USE PERMIT FOR THE PURPOSE OF HAVING AN OUTDOOR PATIO. THE MOTION CARRIED UNANIMOUSLY.**

**OLD BUSINESS**

a. **Community Center**

Murray Mack, Community Center Project Architect, presented an overview of the community center design and the changes made to the project. Discussion items included the location of amenities within the building, design of workstations and additional future amenities, and setback of the community center to Lake Francis.

**NEW BUSINESS**

a. **2016 Sealcoat Project**

City Engineer Nielson outlined the areas for the 2016 sealcoat project.

**A MOTION WAS MADE BY COUNCIL MEMBER HENNES AND SECONDED BY MEMBER BRAIG-LINDSTROM AUTHORIZING PREPARATION OF PLANS AND SPECS FOR THE 2016 SEALCOAT PROJECT FOR STREETS OUTLINED BY THE CITY ENGINEER. THE MOTION CARRIED UNANIMOUSLY.**

**DEPARTMENT REPORTS**

**a. Police Department**

Deputy Police Chief Dale Struffert presented the Police Department report.

**b. Public Works**

Director Borders presented his report and gave an update on the progress of flooding the skating rinks and grooming the trails.

**c. City Engineer**

Engineer Nielson presented his report.

**d. Planning & Community Development Director**

Director Rasmussen presented her report.

**e. City Administrator**

Administrator Degiovanni presented her report.

**CITY COUNCIL UPDATES & MISCELLANEOUS BUSINESS**

Council members gave updates on various meetings and community events.

**ADJOURN**

**A MOTION WAS MADE BY COUNCIL MEMBER LYNCH AND SECONDED BY MEMBER HENNES TO  
ADJOURN THE MEETING AT 9:10 P.M. THE MOTION CARRIED UNANIMOUSLY.**

**Minutes By:**

\_\_\_\_\_  
**Judy Molitor, Administrative Secretary**

\_\_\_\_\_  
**Sarah Jane Nicoll, Mayor**