

**CITY COUNCIL MEETING MINUTES  
FEBRUARY 8, 2016**

Pursuant to due call and notice thereof, a regular meeting of the Sartell City Council was held on February 8, 2016 in the Council Chambers of Sartell City Hall. Mayor Sarah Jane Nicoll called the meeting to order at 6 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  
Brad Borders, Public Works Director  
Mike Nielson, City Engineer  
Judy Molitor, Recording Secretary

**PLEDGE OF ALLEGIANCE**

**AGENDA REVIEW AND ADOPTION**

Council member Braig-Lindstrom amended the agenda for a discussion item under Old Business to include Council terms, elections and appointments.

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

**OPEN FORUM/ PUBLIC COMMENT**

None

**APPROVAL OF CITY COUNCIL MINUTES:**

- a. January 25, 2016 Regular Meeting Minutes

**A MOTION WAS MADE BY COUNCIL MEMBER BRAIG-LINDSTROM AND SECONDED BY MEMBER LYNCH APPROVING THE MINUTES OF JANUARY 25, 2016 AS CORRECTED. THE MOTION CARRIED UNANIMOUSLY.**

**CONSENT AGENDA**

- a. Acceptance of Building Permit Activity Report
- b. Acceptance of Inspections Activity Report
- c. Acceptance of Technology Report
- d. Acceptance of Fire Department Report
- e. Approval of voucher payments
- f. ~~Approval of School Resource Officer updated Memorandum of Understanding~~
- g. Approval of BCA Joint Powers & CJDN Subscriber Agreements
- h. Approval of Dept. of Public Safety Grant Agreement
- i. ~~Approval of Budgeted Phone System Replacement~~
- j. Approval of Resolution Appointing Fire Officers

- k. Approval of Engineering Proposal for 4<sup>th</sup> Ave. South Design Services
- l. Approval of East Side Utility Crossing Feasibility
- m. Approval of MSA Advance Resolution
- ~~n. Approval of Damon Farber Proposal~~

Council member Braig-Lindstrom requested consent agenda items f, i and n be removed for separate discussion.

**A MOTION WAS MADE BY COUNCIL MEMBER BRAIG-LINDSTROM AND SECONDED BY MEMBER PETERSON APPROVING CONSENT AGENDA ITEMS A THROUGH N, REMOVING ITEMS F, I AND N FOR SEPARATE DISCUSSION. THE MOTION CARRIED UNANIMOUSLY.**

**Consent Agenda:**

**f. Approval of School Resource Officer updated Memorandum of Understanding.**

Council member Braig-Lindstrom questioned the 60/40 cost split in the contract and Administrator Degiovanni explained that Police Chief Hughes and School staff were recommending the Memorandum of Understanding as fair to both parties.

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

**Consent Agenda:**

**i. Approval of Budgeted Phone System Replacement**

Council member Braig-Lindstrom asked for more information on the phone system. Consultant Brenda Eisenschenk explained the process followed to make the recommendation and some of the system details.

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

**Consent Agenda:**

**n. Approval of Damon Farber Proposal**

Council member Braig-Lindstrom questioned the threshold for bidding. The City Administrator explained that this is a professional service contract, so there is no bidding threshold. This recommended firm has worked on the Lake Francis concepts and provided other work experience is outlined in the agenda packet recommendation.

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

**OLD BUSINESS**

**a. Area Legislative Priorities**

The Council discussed the list of area legislative priorities. Council member Lynch stated that he has concerns over some of the items on the list, but felt it might make more sense to vote against the resolution rather than pull items if his Council colleagues were in favor of approval as presented.

Mayor Nicoll talked about the advantage of a slimmed down list which she feels would be more effective.

Council members Hennes, Peterson and Braig-Lindstrom favored leaving the list as is but all agreed upon having further discussion among the area cities before adopting priorities in the future.

**A MOTION WAS MADE BY COUNCIL MEMBER PETERSON AND SECONDED BY MEMBER HENNES APPROVING THE AREA LEGISLATIVE PRIORITIES.**

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

**AYE: COUNCIL MEMBERS: BRAIG-LINDSTROM, HENNES, AND PETERSON**

**NAY: MAYOR NICOLL AND COUNCIL MEMBER LYNCH**

**MOTION CARRIED**

**b. Council member terms, elections and appointments**

Staff was asked to provide a future presentation on election rules and timelines. Staff will also talk to MTC about options to fill Member Braig Lindstrom's expiring term. Member Braig-Lindstrom stated her desire to be included in meetings related to her Council appointments.

**NEW BUSINESS**

**a. Park Lease Agreements**

The City Administrator overviewed the request to bring more consistency to Park lease terms.

**A MOTION WAS MADE BY COUNCIL MEMBER HENNES AND SECONDED BY MEMBER PETERSON APPROVING THE RECOMMENDATION. THE MOTION CARRIED UNANIMOUSLY.**

**b. 2016 Public Works Equipment**

The City Administrator outlined the budgeted request.

**A MOTION WAS MADE BY COUNCIL MEMBER LYNCH AND SECONDED BY MEMBER HENNES APPROVING THE PURCHASE OF PUBLIC WORKS EQUIPMENT. THE MOTION CARRIED UNANIMOUSLY.**

**DEPARTMENT REPORTS**

**a. Police Department**

The police department report was included in the packet.

**b. Public Works**

Director Borders presented his report.

**c. City Engineer**

Engineer Nielson presented his report.

**d. Planning & Community Development Director**

Director Rasmussen presented her report.

**e. City Administrator**

City Administrator Degiovanni presented her report as well as the Joint City/School press release.

The Mayor confirmed that City spokespeople were invited to a communications meeting with the School and that representatives to the separate City-School working group were not part of the meeting from either City or School. Mayor Nicoll confirmed that all Council members are invited to their Council appointed meetings. Member Hennes asked for a synopsis of the City-School working group members and roles, and suggested a full Council-Board meeting occasionally.

**CITY COUNCIL UPDATES & MISCELLANEOUS BUSINESS**

Council members gave updates on various meetings and community events.

**ADJOURN**

**A MOTION WAS MADE BY COUNCIL MEMBER BRAIG-LINDSTROM AND SECONDED BY MEMBER PETERSON TO ADJOURN THE MEETING AT 6:55 P.M. THE MOTION CARRIED UNANIMOUSLY.**

**Minutes By:**

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**Judy Molitor, Recording Secretary**

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**Sarah Jane Nicoll, Mayor**