



**SARTELL CITY COUNCIL MEETING MINUTES
SEPTEMBER 12, 2016**

Pursuant to due call and notice thereof, a regular meeting of the Sartell City Council was held on September 12, 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, and Peterson

COUNCIL ABSENT: None

STAFF PRESENT: Mary Degiovanni, City Administrator; Anita Rasmussen, Community Development Director; John Kothenbeutel, Public Works Director; Mike Nielson, City Engineer; Jim Hughes, Police Chief

PLEDGE OF ALLEGIANCE

AGENDA REVIEW AND ADOPTION

Direction/Action

A motion was made by Hennes and seconded by Lynch to approve the amended agenda as presented. The following voted:

Aye Votes: Hennes, Lynch, Nicoll, Braig-Lindstrom

Nay Votes: Peterson

Motion Carried.

OPEN FORUM/PUBLIC COMMENT:

Amanda Schreiner, Sonia Nordmann, and Mark Herron, on behalf of the LeSauk Lions, presented a \$5,000 donation check toward the community center and voiced their organization's commitment to host a book drive with main concentration on children's and teen books for the community center resource space.

Mark Osendorf noted that he and his wife are avid library users and in favor of the alternative service recommended for local return/delivery service.

Terri Laudenbach said she has worked in Sartell School libraries, loves libraries, and has reviewed the GRRL Assessment Plan and asks for Council to support the local return/delivery service outlined in the Plan.

SPECIAL PRESENTATIONS:

Todd Phillips from Ferguson Waterworks presented information on their company, as the City's current meter provider, having the ability to upgrade to wireless technology. Brett Foreman with WaterSmart overviewed the customer functions available with their system. The presentations were informational only, and no Council decision was requested. Council members had the opportunity to ask questions

about the system and how it would benefit City utility customers. Staff plans to bring back cost comparisons at a future meeting.

APPROVAL OF CITY COUNCIL MINUTES

Direction/Action

A motion was made by Lynch and seconded by Hennes to approve the minutes of August 8, 2016, and August 12, 2016, as presented. The following voted:

Aye Votes: Hennes, Lynch, Nicoll, Peterson

Nay Votes: 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. *Acceptance of Fire Department Report*
- e. *Approval of voucher payments*
- f. *Acceptance of Donations*
- g. *Approval of Safe Routes To School Work Orders*
- h. *Setting Truth in Taxation hearing for 6:00 pm on Monday, December 12, 2016*
- i. *Calling Public Hearing on City Code updates*
- j. *Approval of Public Works equipment purchase*
- k. *Approval of Professional Service Contracts*
- l. *Approval of Fee Waivers*
- m. *Authorizing Signing Authority*
- n. *Authorizing Feasibility Report*
- o. *Approval Annexation Petition – Clifton*
- p. *Approval of Annexation – 50th Avenue*
- q. *Approval of right of way acquisition*
- r. *Acceptance of Firefighter Resignation – Spencer Malley*

Peterson requested to pull Items J and M for further discussion.

Direction/Action

A motion was made by Hennes and seconded by Lynch to approve the Consent Agenda without J and M. The following voted:

Aye Votes: Hennes, Lynch, Nicoll, Peterson

Nay Votes: Braig-Lindstrom

Motion Carried.

Kothenbeutel responded to questions about the benefits of the public works equipment recommended for purchase.

Direction/Action

A motion was made by Peterson and seconded by Braig-Lindstrom to approve item 6J. The following voted:

Aye Votes: Hennes, Lynch, Nicoll, Peterson, Braig-Lindstrom

Nay Votes: None

Motion Carried.

Hughes clarified the purpose of item 6M and confirmed the agenda packet information is correct stating that there is no cost.

Direction/Action

A motion was made by Peterson and seconded by Braig-Lindstrom to approve item 6M. The following voted:

Aye Votes: Hennes, Lynch, Nicoll, Peterson, Braig-Lindstrom

Nay Votes: None

Motion Carried.

PUBLIC HEARINGS

FRANCHISE ORDINANCES

Degiovanni outlined the recommended ordinances and showed a comparison of the resulting franchise fees to those of other area cities. The Mayor opened the public hearing. There being no one wishing to speak, the Mayor closed the public hearing.

Direction/Action

A motion was made by Peterson and seconded by Hennes to adopt Ordinances and Summary Ordinance for publication. The following voted:

Aye Votes: Hennes, Lynch, Nicoll, Peterson

Nay Votes: Braig-Lindstrom

Motion Carried.

OLD BUSINESS

PRELIMINARY BUDGET & LEVY FOR 2017

Degiovanni noted the budget hearing for public input will be held on December 12, 2016, at 6:00 pm and highlighted the preliminary budget priorities. Peterson asked about community center revenues and expenses and hopes to split the City Administrator/Finance Director duties sooner rather than later. Hennes thinks the inspections position is needed and likes the way we are taking our time to restructure as positions open up. Lynch would like to see a flat tax rate but supports this preliminary budget and levy. Braig-Lindstrom wants more funding for RSVP, Whitney, and Sartell Senior Connection, funding for a library and 27th Street North, and also wants to see City Administrator/Finance Director positions split. Nicoll thanked staff for a preliminary budget and levy that adds priority staff while staying close to a flat tax rate and would like to continue to work toward a flat tax rate. She noted prior discussions have always acknowledged community center operations are going to increase the City operating budget.

Direction/Action

A motion was made by Nicoll and seconded by Hennes to approve the Resolution adopting a preliminary budget and levy for 2017. The following voted:

Aye Votes: Hennes, Lynch, Nicoll

Nay Votes: Peterson, Braig-Lindstrom

Motion Carried.

A motion was made by Hennes and seconded by Lynch to approve the job descriptions and authorize the hiring process for the administrative and inspections positions. The following voted:

Aye Votes: Hennes, Lynch, Nicoll, Peterson, Braig-Lindstrom

Nay Votes: None

Motion Carried.

LIBRARY ASSESSMENT PLAN

Degiovanni outlined the plan option recommended for approval. Mayor Nicoll recognized GRRL staff's work on the assessment plan that brings options for service. She thanked Sartell resident Greg Rueter for trying to keep communication lines open and bringing residents together to discuss solutions and find a compromise, and County Commissioner Mark Bromenschenkel for all of his time and support on library services. Nicoll stated this service option will bring the depth and breadth of GRRL's resources to Sartell. Peterson felt there was not enough public input into this option and not Council input and the issue should have been scheduled as a public hearing. Lynch said his view is opposite of Peterson and that actually implementing this alternative would be a low-cost way of gauging satisfaction with this service by letting the public actually use it. Braig Lindstrom appreciates the efforts and the contributions but disagrees with location and thinks Pine Ridge golf course clubhouse building should be considered.

Direction/Action

A motion was made by Braig-Lindstrom to table the issue and seconded by Peterson. The following voted:

Aye Votes: Peterson, Braig-Lindstrom

Nay Votes: Hennes, Lynch, Nicoll

Motion Failed.

A motion was made by Hennes and seconded by Lynch to adopt Resolution Expressing Local Support. The following voted:

Aye Votes: Hennes, Lynch, Nicoll

Nay Votes: Peterson and Braig-Lindstrom

Motion Carried.

VAL SMITH PICKLEBALL COURTS

Nielson outlined the request and responded to questions. Braig-Lindstrom said this issue should have been anticipated and included in original bid, and she disagrees with using Beautification fund.

Direction/Action

A motion was made by Peterson and seconded by Hennes to approve the \$3,200 work order from Beautification fund. The following voted:

Aye Votes: Peterson, Hennes, Lynch, Nicoll

Nay Votes: Braig-Lindstrom

Motion Carried.

NEW BUSINESS

PINECONE ROAD TRAFFIC STUDY

Nielson explained the need for updating traffic study to incorporate new school projections. Braig-Lindstrom said the City School working group should be discussing, and staff suggested more information is needed before any policy level discussions and that those policy level discussions may be at the full Board/Council level rather than committee level. Lynch encouraged access off of 27th rather than 35th.

Direction/Action

A motion was made by Braig-Lindstrom and seconded by Hennes to authorize WSB to update traffic modeling report for \$10,960. The following voted:

Aye Votes: Hennes, Lynch, Nicoll, Peterson, Braig-Lindstrom

Nay Votes: None

Motion Carried.

SWAT OFFICER

Chief Hughes outlined the benefits and responded to questions about the recommendation.

Direction/Action

A motion was made by Hennes and seconded by Lynch approve SWAT membership using the attached process outline. The following voted:

Aye Votes: Hennes, Lynch, Nicoll, Peterson, Braig-Lindstrom

Nay Votes: None

Motion Carried.

DEPARTMENT REPORTS**POLICE DEPARTMENT**

The Police Department monthly report was presented to the Council, and Police Chief Hughes reported that Cookout with the Cops was a success again this year.

PUBLIC WORKS

The Public Works monthly report was presented to the Council.

CITY ENGINEER

The Engineering monthly report was presented to the Council.

PLANNING AND COMMUNITY DEVELOPMENT

The Planning and Community Development monthly report was presented to the Council.

CITY ADMINISTRATOR

The City Administrator's monthly report was presented to the Council, and Degiovanni addressed questions from Council members.

CITY COUNCIL UPDATES AND MISCELLANEOUS BUSINESS

Council members gave updates on various meetings and community events.

ADJOURNMENT: A motion was made by Lynch and seconded by Hennes to adjourn the meeting at 8:07 p.m. The motion carried unanimously.

Mary Degiovanni, Recording Secretary

Sarah Jane Nicoll, Mayor