



**SARTELL CITY COUNCIL MEETING MINUTES  
SEPTEMBER 26, 2016**

Pursuant to due call and notice thereof, a regular meeting of the Sartell City Council was held on September 26, 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; Dale Struffert, Deputy Police Chief; Rebecca Wicklund, Recording Secretary.

**PLEDGE OF ALLEGIANCE**

**AGENDA REVIEW AND ADOPTION**

Council Member Braig-Lindstrom amended the agenda to add item 6i, Resignation of Amy Braig-Lindstrom from Sartell City Council.

**Direction/Action**

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

Aye Votes: Peterson, Nicoll, Lynch, Hennes

Nay Votes: None

Abstained: Braig-Lindstrom

Motion Carried.

**OPEN FORUM/PUBLIC COMMENT**

Amy Braig-Lindstrom read a poem and announced her resignation due to the fact that she was moving out of the City limits and would no longer be eligible to serve. Braig-Lindstrom left and did not participate in the remainder of the meeting. Council members confirmed that staff would prepare the appropriate Resolution for approval under the Consent Agenda and staff prepared a Resolution and circulated it to Council prior to consent agenda action.

**SPECIAL PRESENTATIONS**

Northcountry Cooperative Foundation and Eagle's View Board of Directors made a special presentation regarding the property of Sartell MHP. Northcountry provided information on the effort of the residents to buy the manufactured home park and the financing structures and sources and uses.

Melanie Slattery, Mike Grelson, Leslie Herndon, Pati Hanvy, Hutton Tomporowski, and Lisa de la Garza from the Eagle's View Board of Directors all made short statements on their perspective of Sartell MHP becoming a resident owned community.

Kevin Walker presented the request for remaining capital needs funding, estimated at \$1.5 million, utilizing City bonding authority.

Northcountry would like to present a petition by the majority of homeowners in Sartell MHP for the City to create a Housing Improvement District to be presented to the City Council for discussion at a future Council meeting and they will continue to explore availability of other funding to reduce overall level of City financing needed to support this project.

Those present responded to numerous Council questions and agreed further discussion will take place at a future Council Meeting.

#### **APPROVAL OF CITY COUNCIL MINUTES**

##### **Direction/Action**

Councilmember Peterson requested an amendment to the minutes and a motion was made by Peterson and seconded by Hennes to approve the amended minutes of September 12, 2016.

The following voted:

Aye Votes: Peterson, Nicoll, Lynch, Hennes

Nay Votes: None

Motion Carried.

#### **CONSENT AGENDA**

- a. *Approval of voucher payments*
- b. *Approval of Resolution Adopting Waiver of Assessments*
- c. *Approval of Proposal for Services (Pinecone Road Wetland Delineation)*
- d. *Approval of Public Works Equipment Purchase*
- e. *Approval of SeeClickFix Non-Renewal*
- f. *Calling Public Hearing on City Code updates*
- g. *Calling Public Hearing for a PUD Amendment*
- h. *Approval of Support Letter*
- i. *Approval of Councilmember Braig Lindstrom Resignation and Resolution Declaring Vacancy*

Councilmember Peterson removed items C and E for further discussion.

##### **Direction/Action**

A motion was made by Lynch and seconded by Peterson to approve the consent agenda with the removal of items C and E for further discussion.

Aye Votes: Peterson, Nicoll, Lynch, Hennes

Nay Votes: None

Motion Carried.

#### **Consent Item 6C:**

Councilmember Peterson asked whether this should have been included with the Pinecone Road engineering request made at the last meeting. City Engineer Nielson stated that the approval at the last meeting was for the traffic study for the School Corridor and this study would look at the entire corridor between 15<sup>th</sup> St N and 35<sup>th</sup> St N. for required Wetland Delineation.

**Direction/Action**

A motion was made by Peterson and seconded by Lynch to approve item 6C.

Aye Votes: Peterson, Nicoll, Lynch, Hennes

Nay Votes: None

Motion Carried.

**Consent Item 6e:**

Councilmember Peterson suggested we invite the vendor in to discuss ideas before discontinuing the SeeClickFix Contract.

**Direction/Action**

A motion was made by Nicoll to approve Consent Item 6E. The motion was seconded by Hennes.

Aye Votes: Nicoll, Lynch, Hennes

Nay Votes: Peterson

Motion Carried.

Mayor Nicoll made a motion to amend the agenda to add "Council Vacancy" under New Business.

**Direction/Action**

A motion was made by Nicoll and seconded by Lynch to approve adding item 9B.

Aye Votes: Peterson, Nicoll, Lynch, Hennes

Nay Votes: None

Motion Carried.

**PUBLIC HEARINGS****AMENDMENT TO I-1 ZONING**

Anita Rasmussen presented the amendment to I-1 City Code Zoning Ordinance. Public Hearing opened and closed with no testimony.

**Direction/Action**

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

Aye Votes: Nicoll, Lynch, Hennes

Nay Votes: Peterson

Motion Carried.

**VACATION OF EASEMENTS**

Anita presented a request by Brandon Testa to vacate certain Drainage Easements from Block 2, lots 16 and 17 of Sandstone Village. Public Hearing opened and closed with no testimony.

**Direction/Action**

A motion was made by Lynch and seconded by Peterson to adopt Resolution Vacating Certain Drainage and Utility Easements for Lots 16 and 17, Block 2 Sandstone Village. The following voted:

Aye Votes: Peterson, Nicoll, Lynch, Hennes

Nay Votes: None

Motion Carried.

**OLD BUSINESS: None****NEW BUSINESS****REVOLVING LOAN FUND POLICY**

Rasmussen provided background on the proposed Revolving Loan Fund Policy for consideration and adoption. The Economic Development Commission recommended approving the policy. Lynch suggested limiting the term to 10 years and eliminating the cap on loan fees.

**Direction/Action**

A motion was made by Peterson and seconded by Hennes to adopt the Revolving Loan Fund Policy with the suggested changes.

The following voted:

Aye Votes: Peterson, Nicoll, Lynch, Hennes

Nay Votes: None

Motion Carried.

**COUNCIL VACANCY DISCUSSION**

The Council discussed the best way to fill the Council vacancy and, due to the unique situation of only have two meetings before the general election, it was suggested waiting and filling the temp vacancy for the short remainder of Braig Lindstrom's term with the top vote winner in the November 8<sup>th</sup> election.

**Direction/Action**

A motion was made by Hennes and seconded by Lynch to appoint the top vote winner for City Council Candidate at the November 8, 2016 General Election to fill the short term vacancy.

The following voted:

Aye Votes: Peterson, Nicoll, Lynch, Hennes

Nay Votes: None

Motion Carried.

**CITY COUNCIL UPDATES AND MISCELLANEOUS BUSINESS**

Council members had no updates.

**ADJOURNMENT:** A motion was made by Lynch and seconded by Hennes to adjourn the meeting at 8:13 p.m. The motion carried unanimously.

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Rebecca Wicklund, Recording Secretary

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Sarah Jane Nicoll, Mayor