

**SARTELL CITY COUNCIL
SPECIAL MEETING**

MINUTES OF JANUARY 5, 2010

Pursuant to due call and notice thereof, a special meeting was held on January 5, 2010 in the conference room of the Sartell City Hall. Mayor O'Driscoll called the meeting to order at 6:00 p.m.

COUNCIL PRESENT: Mayor Tim O'Driscoll, Joe Perske, Steve Hennes, Pat Lynch

ALSO PRESENT: Anita Rasmussen, Planning & Community Development Director

PLANNING COMMISSION INTERVIEWS

Interviews were held for a position on the Planning Commission. There is one – three year opening on the Planning Commission.

Mike Haehn, Sarah Jane Nicoll, Mark Osendorf and Robin Oehrlein were interviewed for the Planning Commission.

There was lengthy discussion regarding the applications for the Planning Commission.

A MOTION WAS MADE BY COUNCIL MEMBER HENNES AND SECONDED BY MEMBER PERSKE TO REAPPOINT OEHRLEIN TO THE JOINT PLANNING COMMISSION EFFECTIVE JANUARY 1, 2010 FOR A THREE YEAR TERM. THE MOTION CARRIED UNANIMOUSLY.

OTHER BUSINESS

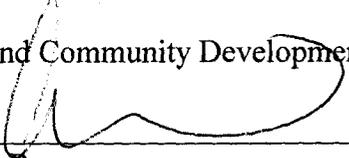
None

ADJOURN

A MOTION TO ADJOURN THE MEETING AT 7:30 P.M.

MOTION CARRIED

Minutes By: Anita Rasmussen, Planning and Community Development Director



Anita Rasmussen
Planning and Community Development Director



Mayor

SARTELL CITY COUNCIL MEETING

MINUTES OF JANUARY 6, 2010

SPECIAL MEETING

Pursuant to due call and notice thereof, a special meeting was held on January 6, 2010 in the conference Room at Sartell City Hall. The meeting commenced at 6:00 PM.

COUNCIL PRESENT: Mayor O'Driscoll; Council members: Perske, Lynch, Hennes and Orndorff
COUNCIL ABSENT: None
OTHERS PRESENT: Patti Gartland, City Administrator
Mary Degiovanni, Finance Director

AGENDA

A motion was made by Perske and seconded by Hennes to adopt the agenda as presented. The motion carried unanimously.

CAPITAL IMPROVEMENTS PLANNING

Champion Field: The Council discussed potential improvements to Champion Field and funds available for City funded improvements. The consensus of the Council was to look at specific improvements which could be City funded provided other minimum improvements could be completed with donations. Staff will work out an improvements list and preliminary budget for Council review at the next workshop. Other follow up items are:

- Confirm whether we still plan to install magnetic locks on park shelter buildings within the City and/or the pros and cons.
- Check on the gate at Northside Park and whether it should be used or removed.
- The City's funding of sewer/water to the site will be contingent on the Association's ability to privately fundraise for the concession/restroom building which must meet some minimum standards and have plans subject to City approval.

Golf Course: The Council discussed the access and parking options to allow development of playing fields on the golf course property in 2010. The Council discussed various options and asked staff to bring back more information as follows:

- Community Development Director give a refresher on why the proposed roadway is placed at its current location on the master plan.
- Staff will confirm that all roadway/driveway options presented are acceptable under the fire code and that a 26 foot access road without curb and gutter is expected to drain adequately.
- The City Engineer will take a closer look at the parking lot size needs and update those cost estimates.
- Public Works Director develop mowing and snow removal cost estimates and staff work on funding sources to reduce impact on City operating budget (e.g. CMYSA field rentals). The Police Department will also be asked for any costs they see incurring due to park improvements/more public use of the property.

Other: Staff was asked to develop similar operations and maintenance cost estimates for improvements to the Zakrajshek property or any other proposed capital improvements that may impact operations costs.

DUES AND MEMBERSHIPS

The Council reviewed 2010 Budget Schedules A and B and discussed our dues and memberships. The Council consensus was to make no changes for 2010 and staff is authorized to pay dues and memberships as they come due in 2010.

ADJOURNMENT

A motion was made by Lynch and seconded by Orndorff to adjourn the meeting at 8:45 PM. The motion carried unanimously.

Minutes By:



Mary Degiovanni, Finance Director



Tim O'Driscoll, Mayor

January 11, 2010

SARTELL CITY COUNCIL MEETING

MINUTES OF JANUARY 11, 2010

1ST MEETING

Pursuant to due call and notice thereof, the 1st meeting of 2010 was held on January 11, 2010 in the council chambers of the Sartell City Hall. Mayor O'Driscoll called the meeting to order at 7:02 p.m.

COUNCIL PRESENT: Mayor O'Driscoll, Council members: Hennes, Lynch, Perske
ABSENT: Council member Orndorff
ALSO PRESENT: Patti Gartland, City Administrator
Mary Degiovanni, Finance Director
Anita Rasmussen, Community Development Director
Jeremy Mathiasen, City Engineer
Brad Borders, Public Works Director
Jim Hughes, Police Chief

PLEDGE OF ALLEGIANCE

SPECIAL PRESENTATION

- a. The Sartell American Legion presented the commemorative flags for display at City Hall.
- b. Retiring Board and Commission members were presented with service recognition plaques.

AGENDA REVIEW & ADOPTION

A MOTION WAS MADE BY COUNCIL MEMBER PERSKE AND SECONDED BY MEMBER HENNES ADOPTING THE AGENDA AS AMENDED . THE MOTION CARRIED UNANIMOUSLY.

APPROVAL OF CITY COUNCIL MINUTES

- a. December 14, 2009 – Regular Meeting
- b. December 14, 2009 – Council Workshop
- c. December 21, 2009 – Special Meeting
- d. January 5, 2010 – Special Meeting

A MOTION WAS MADE BY MEMBER LYNCH AND SECONDED BY HENNES APPROVING THE MINUTES AS PRESENTED INCLUDING THE CORRECTIONS TO THE DECEMBER 14TH REGULAR MEETING MINUTES. THE MOTION CARRIED UNANIMOUSLY.

CONSENT AGENDA

- a. December Building Inspectors Report – Acceptance
- b. December Fire Marshal/Code Official Report – Acceptance
- c. December Finance Directors Report – Acceptance
- d. Approval of voucher payments dated January 7, 2010
- e. Approval of professional development registrations: Planning Associate to attend EDAM Winter conference on January 21-22, 2010 in Minneapolis
- f. Approval of 2010 refuse hauler licenses

January 11, 2010

- g. Set annual meeting of the Economic Development Authority for 6:30 p.m. on Monday, March 8, 2010
- h. Approval of resolution relating to 2010 compensation for non-union employees
- i. Approval of resolution relating to 2010 Fire Department pay rates
- j. Acceptance of donation of compensation proceeds for the Joint Planning Commission service in 2009
- k. Approval of purchase of two replacement vehicles for the Police Department
- l. Approval of resolution amending terms of interfund loan from Water fund to Sewer fund
- m. Approval of fund transfers effective December 30, 2009
- n. Approval of resolution approving plans and specifications and authorizing bid letting for Heritage West public improvements
- ~~o. Approval of proposal for completion of mandated pond sedimentation survey work for 2010 by Bonestroo in a budgeted amount not to exceed \$11,000~~
- p. Approval of registration to participate in St. Cloud Area Evening at the Capitol on Feb. 17, 2010
- q. Approval of budgeted purchase of 3 laptop replacement computers for the Police Department

A MOTION WAS MADE BY LYNCH AND SECONDED BY HENNES APPROVING CONSENT AGENDA ITEMS "A-N" AND "P- Q". COUNCL MEMBER PERSKE REMOVED CONSENT AGENDA ITEM "O"FOR SEPARATE DISCUSSION. THE MOTION CARRIED UNANIMOUSLY.

CONSENT AGENDA ITEM "O"

Approval of proposal for completion of mandated pond sedimentation survey work for 2010 by Bonestroo in a budgeted amount not to exceed \$11,000.

Finance Director Degiovanni verified that the fee is paid from storm water funds.

A MOTION WAS MADE BY PERSKE AND SECONDED BY LYNCH APPROVNG CONSENT AGENDA ITEM "O". THE MOTION CARRIED UNANIMOUSLY.

PUBLIC HEARINGS

a. 23rd Street South public improvement project

City Engineer, Jeremy Mathiasen provided an overview of the proposed 23rd Street South public improvement project.

Mayor O'Driscoll opened the public hearing at 7:38 p.m. The following comments were heard, although comments do not reflect entire statement made:

Mark Skaj, 32625 50th Avenue, St. Cloud, MN 56303, inquired as to why all of 50th Avenue isn't proposed for reconstruction at the same time 23rd Street South is built?

Engineer, Mathiasen confirmed that the northern two-thirds of 50th Avenue is proposed as a future phase of reconstruction and the existing 50th Avenue will be maintained in its current status until it is feasible to reconstruct it to a full urban section.

January 11, 2010

Finance Director, Degiovanni noted that doing the southern part of 50th and 23rd Street can be done without an increase in tax levy. The remainder of 50th Avenue can then be reassessed for reconstruction or overlay at a later time after final costs from bids and right-of-way acquisition is known.

Consensus is that while this is not optimal, is feasible at this time and will be monitored closely for maintenance and public safety.

Council member Perske noted his preference to defer action to January 25, 2010. Mayor O'Driscoll noted the four-fifths vote requirement and expressed a preference, along with Council members Lynch and Hennes, to move ahead with ordering preparation of plans and specs now, knowing changes can yet be made before taking action to approve plans and authorizing bid letting. Because Council member Perske continued to want the action deferred to January 25, 2010 and a four-fifths vote is required, the matter was postponed to the January 25, 2010 meeting.

b. Zoning Ordinance Amendment relating to Joint Planning Commission and Economic Development Commission

Anita Rasmussen, Community Development Director, provided an overview of the proposed amendments to the Zoning Ordinance.

Mayor O'Driscoll opened the hearing at 7:58 p.m. No testimony, either oral or written was received, the hearing was closed.

Ordinance amending Title 2 of the Code of Ordinances – Chapters 1 and 6, Joint Planning Commission and Economic Development Commission

A MOTION WAS MADE BY HENNES AND SECONDED BY LYNCH APPROVING ORDINANCE 10-01 AMENDNG TITLE 2 OF THE CODE OF ORDINANCES.

UPON VOTE BEING TAKEN, THE FOLLOWING VOTED:

AYE: MAYOR O'DRISCOLL, COUNCIL MEMEBERS: LYNCH, HENNES. PERSKE

NAY: NONE

MOTION CARRIED

OLD BUSINESS

a. Annexation petitions from River Vista Lane

Anita Rasmussen, Community Development Director provided an overview of a petition requesting annexation of five developed residential parcels on River Vista Lane.

Resolution accepting petition and approving annexation for the following land owners on River Vista Lane: Kenneth and Diane Jones , Richard and Kay Baschky, Dani Westra, James Noonan and Patsy Schelske .

A MOTION WAS MADE BY PERSKE AND SECONDED BY LYNCH APPROVING RESOLUTION 6-10 FOR RIVER VISTA LANE PARCELS. THE MOTION CARRIED UNANIMOUSLY.

January 11, 2010

b. Winners liquor license – imposition of penalty for alcohol compliance check failure

City Administrator Gartland, provided an overview of Winners' failure for the third time within three years of an alcohol compliance check. As such, the ordinance requires a \$1,000 civil penalty and up to a one day suspension of the liquor license. Staff is recommending the license be suspended for a one day period commencing on the normal start of business on January 30, 2010.

A MOTION WAS MADE BY MEMBER HENNES AND SECONDED BY MEMBER PERSKE APPROVING STAFF'S RECOMMENDATION FOR A ONE DAY LIQUOR LICENSE SUSPENSION ON JANUARY 30, 2010 INCLUDING A \$1,000 CIVIL PENALTY. THE MOTION CARRIED UNANIMOUSLY.

NEW BUSINESS

Resolution making certain annual appointments and designations

A MOTION WAS MADE BY HENNES AND SECONDED BY PERSKE APPROVING RESOLUTION 7-10 CONTINUING ALL 2009 APPOINTMENTS EXCEPT APPOINTING LYNCH AS ACTING MAYOR AND DEFERRING THE PARK BOARD REPRESENTATIVE APPOINTMENT ON TRI-REC BOARD TO A LATER DATE. THE MOTION CARRIED UNANIMOUSLY.

DEPARTMENT REPORTS

a. Police Report

A MOTION WAS MADE BY LYNCH AND SECONDED BY PERSKE ACCEPTING THE POLICE REPORT. THE MOTION CARRIED UNANIMOUSLY.

b. Public Works Department

Director Brad Borders presented his report.

**c. City Engineer
Semi-Monthly Memorandum**

City Engineer, Mathiasen presented his report.

**d. Planning & Community Development
Semi-Monthly Memorandum**

Director, Anita Rasmussen presented her semi-monthly report

e. City Administrator

Administrator Gartland presented her agenda notes.

January 11, 2010

CITY COUNCIL UPDATE – MISCELLANEOUS BUSINESS

Mayor O'Driscoll asked for feedback on the APO priority list for 2011 funding requests. Contemplation is being given to rank the Northstar extension as number one priority for a separate pool of funding from the streets projects. Consensus was to keep the current priority ranking and reject moving Northstar to number one ranking, despite it being a separate funding pool.

ADJOURN

A MOTION WAS MADE BY COUNCIL MEMBER LYNCH AND SECONDED BY MEMBER PERSKE TO ADJOURN THE MEETING AT 8:26 P.M. THE MOTION CARRIED UNANIMOUSLY.

Minutes By



Judy Molitor



MAYOR TIM O'DRISCOLL

January 25, 2010

SARTELL CITY COUNCIL MEETING

MINUTES OF JANUARY 25, 2010

2nd MEETING

Pursuant to due call and notice thereof, the 2nd meeting of 2010 was held on January 25, 2010 in the council chambers of the Sartell City Hall. Mayor O'Driscoll called the meeting to order at 7:00 p.m.

COUNCIL PRESENT: Mayor O'Driscoll, Council members: Hennes, Lynch, Perske, Peterson
ABSENT: None
ALSO PRESENT: Patti Gartland, City Administrator
Mary Degiovanni, Finance Director
Anita Rasmussen, Community Development Director
Jeremy Mathiasen, City Engineer
Brad Borders, Public Works Director
Jim Hughes, Police Chief

PLEDGE OF ALLEGIANCE

COUNCIL MEMBER DAVID PETERSON'S RETURN FROM MILITARY DEPLOYMENT AND RETURN TO CITY COUNCIL

A MOTION WAS MADE BY HENNES AND SECONDED BY PERSKE ADOPTING RESOLUTION 09-10 REMOVING THE TEMPORARY OFFICE HOLDER AND RESTORING THE ORIGINAL OFFICE HOLDER ON THE CITY COUNCIL FOR THE CITY OF SARTELL.
UPON VOTE BEING TAKEN THE FOLLOWING VOTED:
AYE: MAYOR O'DRISCOLL, COUNCIL MEMBERS: HENNES, LYNCH, PERSKE
NAY: NONE
ABSTAIN: COUNCIL MEMBER PETERSON
MOTION CARRIED

AGENDA REVIEW & ADOPTION

A MOTION WAS MADE BY COUNCIL MEMBER PETERSON AND SECONDED BY MEMBER LYNCH ADOPTING THE AGENDA AS PRESENTED. THE MOTION CARRIED UNANIMOUSLY.

APPROVAL OF CITY COUNCIL MINUTES

- a. January 6, 2010 – Council Workshop
- b. January 11, 2010 – Regular Council Meeting

A MOTION WAS MADE BY MEMBER LYNCH AND SECONDED BY HENNES APPROVING THE MINUTES AS PRESENTED. THE MOTION CARRIED UNANIMOUSLY.

CONSENT AGENDA

- a. Approval of voucher payments dated January 21, 2010
- b. Approval of professional development registrations

January 25, 2010

- ~~c. Approval of deferred and budgeted technology upgrades using up \$4,000 of Technology Fund monies, up to \$15,000 PEG Fund monies and up to \$3,000 from Water Utility Fund monies~~
- d. Approval of quote to install safety modification to the fire truck pump system
- e. Acceptance of \$3,600 MN Board of Firefighting Training and Education grant
- f. Approval of deferred and budgeted replacement vehicle purchases for the Public Works Department

A MOTION WAS MADE BY PERSKE AND SECONDED BY LYNCH APPROVING CONSENT AGENDA ITEMS "A-F", MOVING ITEM "C" TO BE DISCUSSED UNDER 8-e (CITY ADMINISTRATOR'S BUSINESS). THE MOTION CARRIED UNANIMOUSLY.

OLD BUSINESS

a. 23rd Street South public improvement project

Administrator, Patti Gartland provided an overview of the evolution of phased financing and implementation of public improvements to Heritage Drive, Roberts Road, 7th Avenue South, 50th Avenue and 23rd Street South. Finance Director, Mary Degiovanni responded to the finance related questions posed by Perske and affirmed that the sales revenue guided by the Council for roads and trails totaling \$4.2 million was already pledged in the Phase 1 Bonds issued in 2009 by the Council. Council member Perske opposes the financing but does not oppose the construction. After substantial discussion regarding the need and financing for the proposed construction in 2010 for 23rd Street South from 50th Avenue to Connecticut Avenue and the 50th Avenue realignment at County Road 120 along with reconstruction of the southern one-third of 50th Avenue, including a trail, the following motions were made:

A MOTION WAS MADE BY LYNCH AND SECONDED BY HENNES SUPPORTING CONSTRUCTION OF 23RD STREET SOUTH .

UPON VOTE BEING TAKEN THE FOLLOWING VOTED:

AYE: MAYOR O'DRISCOLL, COUNCIL MEMBERS HENNES, LYNCH, PETERSON

NAY: COUNCIL MEMBER PERSKE

MOTION CARRIED

A MOTION WAS MADE BY PETERSON AND SECONDED BY LYNCH APPROVING THE RECONSTRUCTION AND REALIGNMENT OF THE SOUTH ONE-THIRD OF 50TH AVENUE.

UPON VOTE BEING TAKEN THE FOLLOWING VOTED:

AYE: MAYOR O'DRISCOLL, COUNCIL MEMBERS HENNES, LYNCH, PETERSON

NAY: COUNCIL MEMBER PERSKE

MOTION CARRIED

A MOTION WAS MADE BY HENNES AND SECONDED BY LYNCH APPROVING RESOLUTION 5-10 ORDERING IMPROVEMENTS AND DIRECTING PREPARATION OF PLANS AND SPECIFICATIONS OF 50TH AVENUE IMPROVEMENTS AS MODIFIED TO INCORPORATE 23RD STREET SOUTH IMPROVEMENTS.

UPON VOTE BEING TAKEN THE FOLLOWING VOTED:

AYE: MAYOR O'DRISCOLL, COUNCIL MEMBERS HENNES, LYNCH, PETERSON

NAY: COUNCIL MEMBER PERSKE

MOTION CARRIED

January 25, 2010

Resolution providing for sale of bonds

Stacie Kvilvang of Ehlers and Associates provided an overview of the proposed sale of bonds.

A MOTION WAS MADE BY PERSKE AND SECONDED BY PETERSON APPROVING RESOLUTION 10-10 PROVIDING FOR THE SALE OF \$5,865,000 G.O. IMPROVEMENT BONDS, SERIES 2010A AND \$6,110,000 G.O. REFUNDING BONDS, SERIES 2010B. THE MOTION CARRIED UNANIMOUSLY.

NEW BUSINESS

a. Final plat and development agreement for Pine Lakes Plat 2

Anita Rasmussen presented the final plat and development agreement of Pine Lakes Plat 2.

A MOTION WAS MADE BY LYNCH AND SECONDED BY HENNES ADOPTING RESOLUTION 08-10 APPROVING FINAL PLAT AND FINAL DEVELOPMENT AGREEMENT FOR PINE LAKES PLAT 2. THE MOTION CARRIED UNANIMOUSLY.

b. Resolution calling for a public hearing for February 22, 2010 on the issuance of revenue bonds to finance a health care project (Country Manor) under MN Statutes 469.152 to 469.1651

Stacie Kvilvang of Ehlers and Associates presented an overview of the revenue bonds for consideration at the upcoming public hearing.

A MOTION WAS MADE BY PETERSON AND SECONDED BY PERSKE ADOPTING RESOLUTION 12-10 CALLING FOR A PUBLIC HEARING ON THE ISSUANCE OF REVENUE BONDS TO FINANCE A HEALTH CARE PROJECT UNDER MINNESOTA STATUTES, SECTIONS 469.152 AND 469.1651. THE MOTION CARRIED UNANIMOUSLY.

DEPARTMENT REPORTS

a. Police Report

b. Public Works Department

**c. City Engineer
Semi-Monthly Memorandum**

City Engineer, Mathiasen presented his report.

**d. Planning & Community Development
Semi-Monthly Memorandum**

Director, Anita Rasmussen presented her memorandum.

January 25, 2010

e. City Administrator

Approval of deferred and budgeted technology upgrades using up \$4,000 of Technology Fund monies, up to \$15,000 PEG Fund monies and up to \$3,000 from Water Utility Fund monies

Council members requested a longer transition process in converting Council meeting agenda packets to a paperless process. As such, the purchase of five laptops for the Council dais will be deferred.

A MOTION WAS MADE BY COUNCIL MEMBER LYNCH AND SECONDED BY COUNCIL MEMBER PERSKE TO APPROVE THE RECOMMENDED TECHNOLOGY PURCHASES EXCLUDING THE FIVE LOPTOPS FOR THE COUNCIL DAIS USE. THE MOTION CARRIED UNANIMOUSLY.

CITY COUNCIL UPDATE – MISCELLANEOUS BUSINESS

Council member Peterson requested the workshop for February 8th be rescheduled.

A MOTION WAS MADE BY PERSKE AND SECONDED BY LYNCH APPROVING THE SUBSTITUTION OF COUNCIL MEMBER PETERSON FOR MEMBER ORNDORFF ON THE 2010 APPOINTMENT RESOLUTION 07-10 FOR THE PARK BOARD DESIGNEE TO THE TRI-REC COMMITTEE. THE MOTION CARRIED UNANIMOUSLY.

ADJOURN

A MOTION WAS MADE BY COUNCIL MEMBER PETERSON AND SECONDED BY MEMBER LYNCH TO ADJOURN THE MEETING AT 9:03 P.M. THE MOTION CARRIED UNANIMOUSLY.

Minutes By



Judy Molitor



MAYOR TIM O'DRISCOLL

SARTELL CITY COUNCIL MEETING

MINUTES OF FEBRUARY 8, 2010

3RD MEETING

Pursuant to due call and notice thereof, the 3rd meeting of 2010 was held on February 8, 2010 in the council chambers of the Sartell City Hall. Mayor O'Driscoll called the meeting to order at 7:00 p.m.

COUNCIL PRESENT: Mayor O'Driscoll, Council members: Hennes, Lynch, Perske
ABSENT: Council member Peterson
ALSO PRESENT: Patti Gartland, City Administrator
Mary Degiovanni, Finance Director
Anita Rasmussen, Community Development Director
Jeremy Mathiasen, City Engineer
Brad Borders, Public Works Director
Jim Hughes, Police Chief

PLEDGE OF ALLEGIANCE

SPECIAL RECOGNITIONS

Retiring Economic Development Commission member service recognitions for Greg Campbell and Mark Kuhl

AGENDA REVIEW & ADOPTION

A MOTION WAS MADE BY COUNCIL MEMBER LYNCH AND SECONDED BY MEMBER HENNES ADOPTING THE AGENDA AS PRESENTED. THE MOTION CARRIED UNANIMOUSLY.

APPROVAL OF CITY COUNCIL MINUTES

a. January 25, 2010 Regular Meeting

A MOTION WAS MADE BY MEMBER LYNCH AND SECONDED BY PERSKE APPROVING THE MINUTES AS CORRECTED. THE MOTION CARRIED UNANIMOUSLY.

CONSENT AGENDA

- a. January Building Inspectors Report – Acceptance
- b. January Fire Marshal/Code Official Report – Acceptance
- c. January Finance Directors Report – Acceptance
- d. Assessor's Quarterly Report – Acceptance
- e. January 28, 2010 Park Commission meeting notes – Acceptance
- f. Approval of voucher payments dated February 3, 2010
- g. Approval of Professional Development Registrations
- h. Approval of conditional offers of appointment as firefighters to Steven Luitjens and Kristine Brugh effective July 5, 2010
- i. Approval of request to Stearns County Board to include signalization of 50th Avenue and CR 120 as part of the 2010 intersection reconstruction and realignment

- ~~j. Approval of request to Benton County for new speed study for Benton Drive from CR 29 to Ridge Road~~
- ~~k. Reschedule Council Workshop for Tuesday, March 2nd, from 5-7 pm in City Hall Council Chambers~~
- l. Approval of technology system repairs and replacements for the Police Department using Forfeiture funds

A MOTION WAS MADE BY PERSKE AND SECONDED BY HENNES APPROVING CONSENT AGENDA ITEMS "A" THROUGH "I" AND "L". LYNCH REQUESTED MOVING CONSENT AGENDA "J" FOR DISCUSSION UNDER THE CITY ENGINEER AND PERSKE REQUESTED MOVING CONSENT AGENDA ITEM "K" TO DISCUSS UNDER THE CITY ADMINISTRATOR. THE MOTION CARRIED UNANIMOUSLY.

OLD BUSINESS

a. Resolutions providing for sale of bonds

Stacie Kvilvang of Ehlers, the City's financial advisor, reviewed the results of bids which were very favorable.

A MOTION WAS MADE BY COUNCIL MEMBER HENNES AND SECONDED BY MEMBER LYNCH APPROVING RESOLUTION 11-10 PROVIDING FOR THE ISSUANCE AND SALE OF \$5,865,000 GENERAL OBLIGATION IMPROVEMENTS BONDS, SERIES 2010A, PLEDGING SPECIAL ASSESSMENTS FOR THE SECURITY THEREOF AND LEVYING A TAX FOR THE PAYMENT THEREOF. THE MOTION CARRIED UNANIMOUSLY.

A MOTION WAS MADE BY COUNCIL MEMBER LYNCH AND SECONDED BY MAYOR O'DRISCOLL ADOPTING RESOLUTION 13-10 PROVIDING FOR THE ISSUANCE AND SALE OF \$6,015,000 GENERAL OBLIGATION REFUNDING BONDS, SERIES 2010B, PLEDGING FOR THE SECURITY THEREOF NET REVENUES AND LEVYING A TAX FOR THE PAYMENT THEREOF. THE MOTION CARRIED UNANIMOUSLY.

b. Presentation by Sartell Rotary Club for proposed Mississippi River park adoption and improvement plan

A presentation was made by Chris Hauck and Randy Skarphol of the Sartell Rotary for a proposed Mississippi River Park adoption and improvement plan that would be funded by Sartell Rotary over a long term commitment (@ 20 years) on property acquired by the City to also facilitate future expansion of a utility lift station. Rotary representatives are requesting naming rights in recognition of their intended improvements. Consensus of the Council was enthusiastic support. The Park Commission unanimously voted in support including naming rights (e.g. Sartell Rotary Riverside Park)

c. Consideration of new meter standard for new and replacement residential meters to facilitate future conversion to automated meter reading.

A MOTION WAS MADE BY COUNCIL MEMBER HENNES AND SECONDED BY MEMBER PERSKE APPROVING THE REPLACEMENT OF RESIDENTIAL METERS TO FACILITATE FUTURE CONVERSION TO OUR AUTOMATED METER READING SYSTEM. THE MOTION CARRIED UNANIMOUSLY.

NEW BUSINESS

a. **Stormwater pond ordinance provisions**

After discussion, there was a lack of Council consensus on whether or not to draft an ordinance. Staff was directed to research through the League of MN Cities to determine winter use options and implications. Suggested current practice continuation to prohibit by policy and request compliance but not proceed with ordinance creation. Staff will research if there is any new research or case law guidance.

DEPARTMENT REPORTS

a. **Police Report**
Semi-monthly Activity Report

A MOTION WAS MADE BY COUNCIL MEMBER LYNCH AND SECONDED BY MEMBER PERSKE ACCEPTING THE POLICE REPORT. THE MOTION CARRIED UNANIMOUSLY.

b. **Public Works Department**

Because the incorrect monthly report was included in the packet, Brad will e-mail the correct version to the Council. Snow removal will start again at 3 a.m. tomorrow morning.

c. **City Engineer**
Semi-Monthly Memorandum

City Engineer, Mathiasen presented his report.

Consent Agenda Item 5-j
Approval of request to Benton County for new speed study for Benton Drive from CR 29 to Ridge Road

Council requested a copy of the actual speed study already completed and suggested to defer any action for now.

d. **Planning & Community Development**
Semi-Monthly Memorandum

Director, Anita Rasmussen presented her memorandum.

e. **City Administrator**

Consent Agenda Item 5-k
Reschedule Council Workshop for Tuesday, March 2nd, from 5-7 pm in City Hall Council Chambers

Request to get listening session notes and survey responses in advance of the workshop. Set workshop for March 2nd from 5-7 p.m.

FEBRUARY 8, 2010

A MOTION WAS MADE BY MEMBER LYNCH AND SECONDED BY HENNES TO LEAVE THE ENDING TIME OF THE MEETING AT 7 P.M ON MARCH 2ND.

UPON VOTE BEING TAKEN, THE FOLLOWING VOTED:

AYE: MAYOR O'DRISCOLL, COUNCIL MEMBERS: HENNES, LYNCH

NAY: COUNCIL MEMBER PERSKE

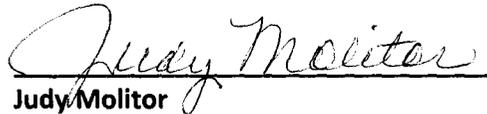
MOTION CARRIED

CITY COUNCIL UPDATE – MISCELLANEOUS BUSINESS

ADJOURN

A MOTION WAS MADE BY COUNCIL MEMBER HENNES AND SECONDED BY MEMBER LYNCH TO ADJOURN THE MEETING AT 9:07 P.M. THE MOTION CARRIED UNANIMOUSLY.

Minutes By


Judy Molitor


MAYOR TIM O'DRISCOLL

SARTELL CITY COUNCIL MEETING

MINUTES OF FEBRUARY 22, 2010

4th MEETING

Pursuant to due call and notice thereof, the 4th meeting of 2010 was held on February 22, 2010 in the council chambers of the Sartell City Hall. Mayor O'Driscoll called the meeting to order at 7:00 p.m.

COUNCIL PRESENT: Mayor O'Driscoll, Council members: Hennes, Lynch, Perske, Peterson
ABSENT: None
ALSO PRESENT: Patti Gartland, City Administrator
Mary Degiovanni, Finance Director
Anita Rasmussen, Community Development Director
Jeremy Mathiasen, City Engineer
Brad Borders, Public Works Director

PLEDGE OF ALLEGIANCE

COUNCIL MEMBER DAVID PETERSON'S RETURN FROM MILITARY DEPLOYMENT AND RETURN TO CITY COUNCIL

Flag presentation ceremony

Sartell American Legion Commander, Paul Schaefer presented to David Peterson and David Peterson then presented to Mayor O'Driscoll, on behalf of the City, the United States Flag which had been flown over the Convoy Support Center Scania, Iraq.

AGENDA REVIEW & ADOPTION

A MOTION WAS MADE BY COUNCIL MEMBER HENNES AND SECONDED BY MEMBER LYNCH ADOPTING THE AGENDA AS PRESENTED. THE MOTION CARRIED UNANIMOUSLY.

APPROVAL OF CITY COUNCIL MINUTES

- a. February 8, 2010 Regular Meeting

A MOTION WAS MADE BY MEMBER LYNCH AND SECONDED BY PERSKE APPROVING THE MINUTES AS PRESENTED. THE MOTION CARRIED UNANIMOUSLY.

CONSENT AGENDA

- ~~a. Approval of Voucher payments dated February 17, 2010~~
- b. Approval of cable broadcasting equipment upgrades
- ~~c. Approval of budgeted mower and cab purchase~~
- d. Approval of temporary on-sale liquor license permit for United Cerebral Palsy of Central MN on April 8, 2010, at Bernick's Arena by Blue Line Sports Bar and Grill
- e. Approval of Professional Development Registrations
- ~~f. Approval of amended Joint Powers Agreement for Legal Services - 2010~~

February 22, 2010

- g. Resolution endorsing St. Cloud Metropolitan Area Federal Fiscal Year 2011 Transportation Appropriations Priorities

A MOTION WAS MADE BY PETERSON AND SECONDED BY HENNES APPROVING CONSENT AGENDA ITEMS B, D, E & G. COUNCIL MEMBER PERSKE REMOVED AGENDA ITEMS A, C & F FOR SEPARATE DISCUSSION. THE MOTION CARRIED UNANIMOUSLY.

THE FOLLOWING CONSENT AGENDA ITEMS WERE REMOVED BY COUNCIL MEMBER PERSKE:

- A. **Approval of Voucher payments dated February 17, 2010**

Brad responded to the inquiry about road salt and bioxide payments.

- C. **Approval of budgeted mower and cab purchase**

Public Works Director, Brad Borders responded to the inquiry regarding mower and cab purchase.

- F. **Approval of amended Joint Powers Agreement for Legal Services 2010**

City Administrator, Patti Gartland responded to the inquiry about change in legal services with the City of St. Cloud. Council member Peterson suggested the addition of payment pro-ration if termination occurs.

A MOTION WAS MADE BY PERSKE AND SECONDED BY PETERSON APPROVING CONSENT AGENDA A, C AND F WITH THE PROVISION OF PRO-RATION OF PAYMENT IF TERMINATION BY EITHER PARTY OCCURS REGARDING THE AMENDMENT TO LEGAL SERVICES AGREEMENT WITH ST. CLOUD. THE MOTION CARRIED UNANIMOUSLY.

PUBLIC HEARINGS

- a. **Issuance of revenue bonds to finance a health care project (Country Manor) under MN Statutes 469.152 to 469.1651**

Mark Ruff with Ehlers Associates presented the financial aspects of the proposed issuance of revenue bonds to finance a project at Country Manor in Sartell. The City serves as a conduit for tax exempt bonds without any obligation or risk to the City. Preliminary authorization is for up to \$14 million in bond issuance.

7:20 P.M. Mayor O'Driscoll opened the public hearing, no testimony was received and the hearing was closed.

Brian Kelm, CEO for Country Manor, described the two story, 40,000 square foot addition planned to occur sometime this summer.

February 22, 2010

Resolution Reciting a Proposal for a Health Care Facilities Project and Giving Preliminary Approval (Country Manor Campus Project)

A MOTION WAS MADE BY HENNES AND SECONDED BY PETERSON ADOPTING RESOLUTION 15-2010 RECITING A PROPOSAL FOR A HEALTH CARE FACILITIES PROJECT AND GIVING PRELIMINARY APPROVAL FOR COUNTRY MANOR CAMPUS PROJECT. THE MOTION CARRIED UNANIMOUSLY.

DEPARTMENT REPORTS

a. **Police Report**

No report given.

b. **Public Works Department**

No report given.

c. **City Engineer**
Semi-Monthly Memorandum

Council member Perske suggested the Public Works Commission meet to update Council member Peterson on related matters during his absence.

d. **Planning & Community Development**
Semi-Monthly Memorandum

Director, Anita Rasmussen presented her memorandum.

e. **City Administrator**

CITY COUNCIL UPDATE – MISCELLANEOUS BUSINESS

Council member Hennes provided an update from MTC noting many planned changes are being deferred due to funding reduction however the routing changes in Sartell are moving forward as planned.

Mayor O'Driscoll noted the thank you letter he received from Health Partners for the decision to move ahead with the 23rd Street and 50th Avenue improvements.

February 22, 2010

ADJOURN

A MOTION WAS MADE BY COUNCIL MEMBER PETERSON AND SECONDED BY MEMBER PERSKE TO ADJOURN THE MEETING AT 7:33 P.M. THE MOTION CARRIED UNANIMOUSLY.

Minutes By



Judy Molitor



MAYOR TIM O'DRISCOLL

SARTELL CITY COUNCIL MEETING

MINUTES OF MARCH 2, 2010

SPECIAL MEETING

Pursuant to due call and notice thereof, a special meeting was held on March 2, 2010 in the conference Room at Sartell City Hall. The meeting commenced at 5:00 PM.

COUNCIL PRESENT: Mayor O'Driscoll; Council members: Perske, Lynch, Hennes and Peterson

COUNCIL ABSENT: None

OTHERS PRESENT: Patti Gartland, City Administrator
Mary Degiovanni, Finance Director
Jeremy Mathiasen, City Engineer

2010 BUDGET

The consensus of the Council was that no formal amendment of the 2010 budget was necessary at this time. Department managers are aware that they need to monitor all expenditures closely in 2010, and the Council will review year to date expenditures through budget reports periodically throughout the year.

CAPITAL IMPROVEMENTS PLANNING

Champion Field: The Council discussed potential improvements to Champion Field and funds available for City funded improvements. The consensus of the Council was to authorize staff to proceed with negotiating an Improvement Agreement and a Use/Lease Agreement with the Baseball Association using the funding sources identified for the City's contribution toward proposed phase 1 and phase 2 improvements. Such Agreements will be brought back to the Council for final review and approval.

Dehler: Staff was asked to provide a refresher on what Eagle habitat restrictions, if any, are already on the property and what parameters are involved in the use of the \$15,000 Eagle Fund. Staff will also check with Stearns County on their willingness to contribute toward acquisition or improvement of the property. The consensus of the council was to authorize staff to negotiate a Purchase Agreement with the Dehlers for a total price of \$1 million, with \$500,000 of State bonding money and \$500,000 of City funding sources identified, and to explore whether an installment contract is possible in funding the purchase. A Purchase Agreement will be delivered to the Council for final review and approval.

Golf Course: The Council discussed the pros and cons of improvements, and the identified funding sources and timing for such improvements. Staff was asked to provide the following additional information to enable the Council to make a decision on these improvements:

- Provide a more detailed overview to the Council of the pros and cons of the currently identified access/roadway. Once the best location is affirmed, the Council will consider ordering a feasibility report which will confirm whether or not a 26' wide access road without curb and gutter will work well as an access and whether it will be easily continued as a through street at that location without a loss of our initial investment.
- Negotiate a lease amendment with the golf course operators that will clarify their willingness to move the maintenance building and give up their rights to the athletic fields property prior to the current lease term of 12/31/10. Such amendment will also need to clarify their

willingness to allow use of their parking lot for any use of the athletic fields property in the summer of 2010. Staff will also explore whether the golf course operators can cost effectively maintain athletic fields (mowing, etc) during the summer of 2010 using rental revenues that would be generated from field users.

- Initiate further discussions with private fundraisers about how a phased park improvement plan will be accomplished that will help the Council determine at what point sufficient fundraising has been completed to provide the Council with a comfort level to move forward with the access road investment. The City's goal would be to have sufficient fundraising completed by June 1st so that plans and specs could be ordered for access road completion in the late summer/fall of 2010. The Council was not willing to commit to making such improvements absent a successful private fundraising effort.

Other: Council member Perske requested staff review of prior discussions on adding a skateboard use at the outdoor rink at Pine Cone Regional Park. The consensus was that such use is more successful if the skateboard park users are involved in the design and location decisions, but staff will research what discussions and reviews have taken place to date and bring that back to the Council.

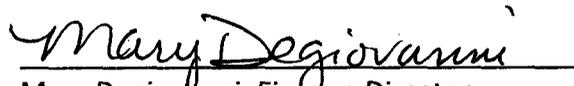
Human Rights: The City Administrator circulated updated information on the Human Rights Office which would reduce the requested area cities contributions for a period of years. A majority of the Council decided they did not want to revisit their earlier decision against funding this request.

Park Name: Council member Peterson indicated the Park Commission recommended naming the golf course property and Patti confirmed that the Public Works Director would be reviewing with the Park Commission and Council the names that had been previously discussed by the Park Commission and City Council to help expedite getting a name for the complex established.

ADJOURNMENT

A motion was made by Hennes and seconded by Peterson to adjourn the meeting at 7:30 PM. The motion carried unanimously.

Minutes By:


Mary Degiovanni, Finance Director


Tim O'Driscoll, Mayor

March 8, 2010

SARTELL CITY COUNCIL MEETING

MINUTES OF MARCH 8, 2010

5th MEETING

Pursuant to due call and notice thereof, the 5th meeting of 2010 was held on March 8, 2010 in the council chambers of the Sartell City Hall. Mayor O'Driscoll called the meeting to order at 7:00 p.m.

COUNCIL PRESENT: Mayor O'Driscoll, Council members: Hennes, Lynch, Perske, Peterson

ABSENT: None

ALSO PRESENT: Patti Gartland, City Administrator
Mary Degiovanni, Finance Director
Anita Rasmussen, Community Development Director
Jeremy Mathiasen, City Engineer
Brad Borders, Public Works Director
Jim Hughes, Police Chief

AGENDA REVIEW & ADOPTION

A MOTION WAS MADE BY COUNCIL MEMBER PETERSON AND SECONDED BY MEMBER PERSKE ADOPTING THE AGENDA AS PRESENTED. THE MOTION CARRIED UNANIMOUSLY.

APPROVAL OF CITY COUNCIL MINUTES

- a. February 22, 2010 – Regular Meeting
- b. March 2, 2010 – Council Workshop

A MOTION WAS MADE BY MEMBER HENNES AND SECONDED BY LYNCH APPROVING THE MINUTES AS CORRECTED. THE MOTION CARRIED UNANIMOUSLY.

CONSENT AGENDA

- a. February Building Permit Activity Report – Acceptance
- b. February Inspections Activity Report – Acceptance
- c. ~~February Finance Directors Report – Acceptance~~
- d. February 25, 2010 Park Commission meeting notes – Acceptance
- e. Approval of voucher payments dated March 3, 2010
- f. Approval of professional development registration
- g. Approval of fund transfers as recommended in Finance Director's memorandum dated March 8, 2010
- h. Set Benton and Stearns Board of Review meetings for 2:30 pm and 6 pm respectively on April 14, 2010 in Sartell City Hall.

March 8, 2010

A MOTION WAS MADE BY LYNCH AND SECONDED BY PETERSON APPROVING CONSENT AGENDA ITEMS A – H, REMOVING ITEM C FOR SEPARATE DISCUSSION. THE MOTION CARRIED UNANIMOUSLY.

CONSENT AGENDA

c. February Finance Directors Report – Acceptance

A MOTION WAS MADE BY PERSKE AND SECONDED BY LYNCH APPROVING CONSENT AGENDA C. THE MOTION CARRIED UNANIMOUSLY.

DEPARTMENT REPORTS

- a. **Police Report**
Semi-monthly Activity Report

A MOTION WAS MADE MEMBER PETERSON AND SECONDED BY MEMBER HENNES ACCEPTING THE POLICE REPORT. THE MOTION CARRIED UNANIMOUSLY.

- b. **Public Works Department**
Monthly Activity Report

Council member Steve Hennes advocated better cross country trail grooming goal for next season. Brad also addressed various questions regarding timing of streets and trail sweeping and the desire for more trash bins along certain trails.

- c. **City Engineer**
Semi-Monthly Memorandum

Jeremy presented his memorandum.

- d. **Planning & Community Development**

No report was given.

- e. **City Administrator**

Patti provided a written and oral update on the three park capital investment project that the Council addressed at their March 2nd workshop: Champion ball field, Sauk River Parkland acquisition and the athletic field complex with road access improvements.

CITY COUNCIL UPDATE – MISCELLANEOUS BUSINESS

Council member Peterson noted that the Hockey Association is exploring options and opportunities for more use of the outdoor rink at Pinecone Regional Park.

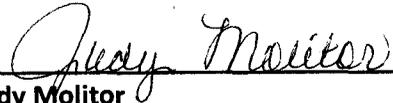
Future discussion of park funding alternatives and possible use of future assessment revenue receipts will be included at the next Financial Management Plan workshop.

March 8, 2010

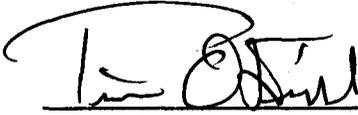
ADJOURN

A MOTION WAS MADE BY COUNCIL MEMBER HENNES AND SECONDED BY MEMBER PETERSON TO ADJOURN THE MEETING AT 7:47 P.M. THE MOTION CARRIED UNANIMOUSLY.

Minutes By



Judy Molitor



MAYOR TIM O'DRISCOLL

March 22, 2010

SARTELL CITY COUNCIL MEETING

MINUTES OF MARCH 22, 2010

6th MEETING

Pursuant to due call and notice thereof, the 6th meeting of 2010 was held on March 22, 2010 in the council chambers of the Sartell City Hall. Mayor O'Driscoll called the meeting to order at 7:00 p.m.

COUNCIL PRESENT: Mayor O'Driscoll, Council members: Hennes, Lynch, Perske, Peterson
ABSENT: None
ALSO PRESENT: Patti Gartland, City Administrator
Mary Degiovanni, Finance Director
Anita Rasmussen, Community Development Director
Jeremy Mathiasen, City Engineer
Brad Borders, Public Works Director
Jim Hughes, Police Chief

SPECIAL RECOGNITIONS

Mayor O'Driscoll and Council members extended special recognition and thanks to past Council member Paul Orndorff for his service on the Council during member Peterson's period of deployment to Iraq.

Anita Rasmussen provided an update on the 2010 Apple Kids upcoming race and Brandon Testa and Mark Halstrom provided an update on the 2010 Apple Duathlon event.

AGENDA REVIEW & ADOPTION

A MOTION WAS MADE BY COUNCIL MEMBER HENNES AND SECONDED BY MEMBER PETERSON ADOPTING THE AGENDA WITH THE REMOVAL OF ITEM 5-F. THE MOTION CARRIED UNANIMOUSLY.

APPROVAL OF CITY COUNCIL MINUTES

a. March 8, 2010 – Regular Council Meeting

A MOTION WAS MADE BY MEMBER LYNCH AND SECONDED BY PERSKE APPROVING THE MINUTES OF MARCH 8, 2010, AS PRESENTED. THE MOTION CARRIED UNANIMOUSLY.

CONSENT AGENDA

- a. Approval of voucher payments dated March 16, 2010.
- b. Approval of Public Works Commission meeting notes of March 10, 2010
- c. Approval of professional development registrations.
- ~~d. Approval of resolution agreeing to the St. Cloud APO's requested local match to attain \$364,000 of federal STP funding from FY 2014/1015 for the "50th Avenue Realignment" project~~
- e. Approval of quote for repaving Veterans Park parking lot and acceptance of donation from Sartell Legion to fund \$4,000 (@2/3rds) of the cost.
- ~~f. Set special meeting for audit presentation for 6:00 pm on Monday, April 12, 2010~~
- g. Approval of special event permit for the Apple Kids bike/run event on May, 28, 2010 from 5-8 pm

March 22, 2010

- h. Approval of resolution supporting the vision for the future of the Mississippi River
- i. Approval of contract renewals with Leggette Brashears & Graham for groundwater monitoring and reporting in Northside Park
- j. Approval of temporary on-sale intoxicating liquor license for Sartell Rotary Club event at Boy Scouts of Central MN facility on April 22, 2010 as a fundraiser to benefit Sartell Rotary Riverside Park improvements.

A MOTION WAS MADE BY PERSKE AND SECONDED BY PETERSON APPROVING CONSENT AGENDA ITEMS A – C, E, AND G-J, REMOVING ITEM “D” FOR SEPARATE DISCUSSION . THE MOTION CARRIED UNANIMOUSLY.

CONSENT AGENDA ITEM “D” (REMOVED BY COUNCIL MEMBER PETERSON)

Approval of resolution agreeing to the St. Cloud APO’s requested local match to attain \$364,000 of federal STP funding from FY 2014/1015 for the “50th Avenue Realignment” project

Finance Director, Mary Degiovanni responded to questions regarding potential uses of Federal reimbursement moneys.

A MOTION WAS MADE BY PETERSON AND SECONDED BY PERSKE APPROVING CONSENT AGENDA ITEM “D”. THE MOTION CARRIED UNANIMOUSLY.

OLD BUSINESS

- a. **Resolution authorizing the issuance of Health Care Revenue Bonds to finance a project under MS469.152 – 469.1651 (Country Manor project)**

Mike Ruff, representing Ehlers & Associates gave a brief overview of the proposed project and resolution providing authorization for the issuance of health care facility revenue bonds for the Country Manor project for \$14 million. Approval of this resolution will allow more favorable interest rates to the project without placing any risk or burden on the City.

A MOTION WAS MADE BY HENNES AND SECONDED BY PETERSON ADOPTING RESOLUTION 18-2010 AUTHORIZING THE ISSUANCE OF HEALTH CARE REVENUE BONDS TO FINANCE THE COUNTRY MANOR PROJECT UNDER MS469.152 – 469.1651. THE MOTION CARRIED UNANIMOUSLY.

- b. **Consideration of bids and resolution awarding bid for Heritage Drive reconstruction.**

Engineer Jeremy Mathiasen provided an overview of bid results for Heritage Drive reconstruction from the revised memo and resolution. Alternate #3 is recommended for rejection because the developer is not interested in paying for the addition of a turn lane to benefit their property.

A MOTION WAS MADE BY PERSKE AND SECONDED BY HENNES ADOPTING RESOLUTION 19-2010 AWARDING THE BID FOR HERITAGE DRIVE RECONSTRUCTION. THE MOTION CARRIED UNANIMOUSLY.

March 22, 2010

c. Approval of negotiated Collective Bargaining Agreement with Teamsters Local 320 for January 1, 2010 – December 31, 2011

Administrator Gartland presented an overview of the agreement with the Teamsters unit for a two year contract.

A MOTION WAS MADE BY PETERSON AND SECONDED BY PERSKE APPROVING THE AGREEMENT WITH TEAMSTERS LOCAL 320 FOR JANUARY 1, 2010 – DECEMBER 31, 2011. THE MOTION CARRIED UNANIMOUSLY.

d. Resolution approving 2010 compensation for non-union employees

Mayor O'Driscoll presented the resolution covering non-union employees compensation for 2010.

A MOTION WAS MADE BY LYNCH AND SECONDED BY HENNES APPROVING RESOLUTION 21-2010, COMPENSATION FOR NON-UNION EMPLOYEES. THE MOTION CARRIED UNANIMOUSLY.

e. Review of roadway corridor options evaluated as part of the development and adoption of a Master park Plan for the city- owned park property acquisition for future athletic park development.

Anita provided a comprehensive review and overview of the various roadway corridor options that were evaluated as part of both the North Transportation Plan development and the Athletic Facilities Master Plan development. At the conclusion of this overview, staff requested either affirmation of the existing corridor plan that was approved by unanimous vote of the Council in 2008 or initiation of a public input process to consider an alternative or modification to the current plan.

A MOTION WAS MADE BY LYNCH AND SECONDED BY O'DRISCOLL AFFIRMING THE CURRENT MASTER PLAN AS APPROVED BY COUNCIL IN 2008.

UPON VOTE BEING TAKEN, THE FOLLOWING VOTED:

AYE: MAYOR O'DRISCOLL, COUNCIL MEMBERS: HENNES & LYNCH

NAY: COUNCIL MEMBERS PERSKE & PETERSON

MOTION CARRIED

DEPARTMENT REPORTS

Annual Reports for 2009

Police

Police Chief Hughes provided an overview of the 2009 annual report.

Fire

Fire Chief Ken Heim provided an overview of the Fire Department's 2009 annual report.

March 22, 2010

Public Works and Engineering

Public Works Director, Brad Borders and City Engineer, Jeremy Mathiasen provided overviews for each of their respective departments.

Community Development (Planning & Inspections)

Director, Anita Rasmussen presented the annual 2009 overview for the Community Development and Inspections departments.

- a. **Police Department**
No report was given
- b. **Public Works Department**
No report was given
- c. **City Engineer**
Semi-Monthly Memorandum
Jeremy presented his memorandum.
- d. **Planning & Community Development**
Semi-Monthly Memorandum
Anita presented her semi-monthly memorandum.

Natural Resource/Eagle Habitat Fund review & update

Anita Rasmussen provided an overview of the purpose and intent for the creation of the Natural Resource/Eagle Habitat Fund along with staff's recommendation to use the funds to assist in acquiring property containing eagle habitat.

- e. **City Administrator**
Park Capital improvement project planning updates

Patti referenced her detailed update provided in her agenda notes.

CITY COUNCIL UPDATE – MISCELLANEOUS BUSINESS

Council member Hennes referenced the delay of the MTC routing changes but continues to review what can be done to accommodate the Epic Center.

Mayor O'Driscoll provided an update on the APO visits to our congressional delegation in D.C. particularly as it relates to the West Metro corridor improvement.

March 22, 2010

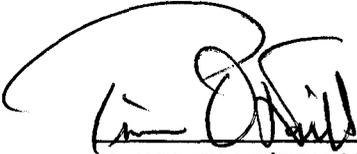
ADJOURN

A MOTION WAS MADE BY COUNCIL MEMBER HENNES AND SECONDED BY MEMBER LYNCH TO ADJOURN THE MEETING AT 9:34 P.M. THE MOTION CARRIED UNANIMOUSLY.

Minutes By



Judy Molitor



MAYOR TIM O'DRISCOLL

April 12, 2010

SARTELL CITY COUNCIL MEETING

MINUTES OF APRIL 12, 2010

7th MEETING

Pursuant to due call and notice thereof, the 7th meeting of 2010 was held on April 12, 2010 in the council chambers of the Sartell City Hall. Mayor O'Driscoll called the meeting to order at 7:00 p.m.

COUNCIL PRESENT: Mayor O'Driscoll, Council members: Hennes, Lynch, Perske, Peterson
ABSENT: None
ALSO PRESENT: Patti Gartland, City Administrator
Anita Rasmussen, Community Development Director
Jeremy Mathiasen, City Engineer
Brad Borders, Public Works Director
Dale Struffert, Deputy Police Chief

SPECIAL PRESENTATION

Donation for Veterans Park parking lot improvements from Sartell Legion Club

Sartell American Legion presented a donation of \$4,124 to provide two-thirds of funding to repave Veterans Park parking lot.

AGENDA REVIEW AND ADOPTION

A MOTION WAS MADE BY PETERSON AND SECONDED BY PERSKE APPROVING THE REVISED AGENDA AS PRESENTED. THE MOTION CARRIED UNANIMOUSLY.

APPROVAL OF CITY COUNCIL MINUTES

- a. March 22, 2010 – Regular Meeting

A MOTION WAS MADE BY MEMBER HENNES AND SECONDED BY MEMBER LYNCH APPROVING THE MARCH 22, 2010 MEETING MINUTES. THE MOTION CARRIED UNANIMOUSLY.

CONSENT AGENDA

- a. March Building Permit Activity Report - Acceptance
- b. March inspections Activity Report - Acceptance
- c. March Finance Directors Report – Acceptance
- ~~d. March 24, 2010 Park Commission meeting notes – Acceptance~~
- e. Approval of voucher payments dated April 7, 2010
- f. Professional Development Registrations
- g. Approval of resolution setting public hearing on NPDES Phase 2 Permit and Storm water Pollution Prevention Plan for May 24, 2010
- ~~h. Approval of purchase of used M100 election tabulator~~
- i. Approval of 2010 public improvement assessment rates (continuation of 2009 rates)
- ~~j. Approval of expenditure of general park funds for riverbank restoration and erosion~~

April 12, 2010

Control at Veterans Park

- ~~k. Approval of resolution approving plans and specifications and authorizing bid letting for 23rd Street South public improvements.~~
- l. Approval of prairie maintenance services contract for City Hall and Celebration Park
- m. Acceptance of \$1500 donation to DARE from Central MN Community DARE House fund
- n. Approval of fund transfers per Finance Director's April 12, 2010 memorandum

A MOTION WAS MADE BY PETERSON AND SECONDED BY PERSKE APPROVING ITEMS A-N EXCEPT D, H, J AND K. ITEM 5-D WAS MOVED TO 8-B, PUBLIC WORKS; ITEM 5-H WILL BE DISCUSSED IMMEDIATELY AND ITEMS 5-J AND 5-K WILL BE MOVED AND DISCUSSED UNDER THE CITY ENGINEER'S BUSINESS. THE MOTION CARRIED UNANIMOUSLY.

CONSENT AGENDA "H"

Approval of purchase of used M100 election tabulator

City Administrator, Patti Gartland confirmed this unit is needed due to the addition of another precinct.

A MOTION WAS MADE BY PETERSON AND SECONDED BY HENNES APPROVING CONSENT AGENDA ITEM H. THE MOTION CARRIED UNANIMOUSLY.

NEW BUSINESS

- a. **Consideration of land transaction and expansion concept plan for Great River Bowl and authorizing the City Engineer to prepare plats accordingly**

A MOTION WAS MADE BY LYNCH AND SECONDED BY HENNES AUTHORIZING THE MAYOR AND CITY ADMINISTRATOR TO EXECUTE A PURCHASE AGREEMENT CONSISTENT WITH TERMS AS OUTLINED IN THE CITY OF SARTELL AND GREAT RIVER BOWL LAND TRANSACTION CONCEPT PLAN DATED APRIL 2010 AND APPROVAL TO PROCEED WITH PLATTING.

UPON VOTE BEING TAKEN THE FOLLOWING VOTED:

AYE: MAYOR O'DRISCOLL, COUNCIL MEMBERS HENNES, LYNCH, PERSKE

NAY: COUNCIL MEMBER PETERSON

MOTION CARRIED

OLD BUSINESS

- a. **Athletic park name recommendation from Park Commission**

A MOTION WAS MADE BY HENNES AND SECONDED BY PETERSON APPROVING THE ATHLETIC PARK BE NAMED PINECONE CENTRAL PARK. THE MOTION CARRIED UNANIMOUSLY.

- b. **Recommendation to proceed with ordering preparation of feasibility study for various roadway and related public improvements at the City's athletic park property**

April 12, 2010

A MOTION WAS MADE BY PETERSON AND SECONDED BY HENNES APPROVING THE CITY PROCEED WITH ORDERING A FEASIBILITY STUDY FOR VARIOUS ROADWAY AND RELATED PUBLIC IMPROVEMENTS AT THE CITY'S ATHLETIC PARK PROPERTY. THE MOTION CARRIED UNANIMOUSLY.

c. Recommendation to proceed with platting the City's athletic park property

A MOTION WAS MADE BY COUNCIL MEMBER LYNCH AND SECONDED BY MEMBER PETERSON APPROVING THE RECOMMENDATION TO PROCEED WITH PLATTING THE CITY'S ATHLETIC PARK PROPERTY. THE MOTION CARRIED UNANIMOUSLY.

d. Consideration of \$1.175 million estimate from Xcel Energy to underground utility lines on West Heritage and connecting portion of Pinecone Road

A MOTION WAS MADE BY COUNCIL MEMBER HENNES AND SECONDED BY MEMBER LYNCH TO DECLINE UNDERGROUNDING UTILITIES DUE TO THE PROJECT BEING COST PROHIBITIVE. THE MOTION CARRIED UNANIMOUSLY.

DEPARTMENT REPORT

a. Police Department
Semi-monthly Activity Report

A MOTION WAS MADE BY COUNCIL MEMBER LYNCH AND SECONDED BY MEMBER PETERSON ACCEPTING THE POLICE REPORT. THE MOTION CARRIED UNANIMOUSLY.

b. Public Works
Monthly Activity Report

Brad presented his monthly activity report.

CONSENT AGENDA – "D"

March 24, 2010 Park Commission meeting notes – Acceptance

Council member Peterson asked about the Val Smith Little League ball field improvements and requested an update at the next Council meeting.

A MOTION WAS MADE BY MEMBER PETERSON AND SECONDED BY PERSKE APPROVING CONSENT AGENDA "D". THE MOTION CARRIED UNANIMOUSLY.

c. City Engineer
Semi-Monthly Memorandum

Jeremy Mathiasen presented his monthly memorandum

CONSENT AGENDA – "J"

April 12, 2010

Approval of expenditure of general park funds for riverbank restoration and erosion Control at Veterans Park

Public Works Director, Brad Borders explained that the river bank restoration needed is in an area not previously repaired. Total cost of the project is approximately \$32,000.

A MOTION WAS MADE BY PERSKE AND SECONDED BY HENNES APPROVING CONSENT AGENDA ITEM "J". THE MOTION CARRIED UNANIMOUSLY.

CONSENT AGENDA – "K"

Approval of resolution approving plans and specifications and authorizing bid letting for 23rd Street South public improvements.

City Engineer, Jeremy Mathiasen responded to trail and sidewalk placement questions from Council members Perske and Peterson.

A MOTION WAS MADE BY COUNCIL MEMBER LYNCH AND SECONDED BY MEMBER HENNES APPROVING CONSENT AGENDA ITEM "K". THE MOTION CARRIED UNANIMOUSLY.

d. Planning & Community Development Director Semi-Monthly Memorandum

Anita Rasmussen presented her memorandum.

e. City Administrator

Patti Gartland presented her agenda notes.

CITY COUNCIL UPDATE – MISCELLANEOUS BUSINESS

Council member Hennes noted a meeting of the MTC with the City staff this week. Council member Peterson asked if staff would update the Council at a workshop regarding Northside Park improvements for 2010.

ADJOURN

A MOTION WAS MADE BY COUNCIL MEMBER LYNCH AND SECONDED BY MEMBER HENNES TO ADJOURN THE MEETING AT 8:52 P.M. THE MOTION CARRIED UNANIMOUSLY.



MAYOR TIM O'DRISCOLL

Minutes By 

Judy Molitor

SARTELL CITY COUNCIL MEETING

MINUTES OF APRIL 13, 2010

SPECIAL MEETING

Pursuant to due call and notice thereof, a special meeting was held on April 13, 2010 in the Council Chambers at Sartell City Hall. The meeting commenced at 4:30 PM.

COUNCIL PRESENT: Mayor O'Driscoll; Council members: Perske, Lynch, Hennes and Peterson

COUNCIL ABSENT: None

OTHERS PRESENT: Patti Gartland, City Administrator
Mary Degiovanni, Finance Director
Anita Rasmussen, Community Development Director

2009 AUDITED FINANCIAL STATEMENT AND ANNUAL FINANCE DIRECTOR'S REPORT

Kara Gaffy from Kern, DeWenter, Viere presented the City's audited financial statements and the Finance Director presented her annual report for 2009. Operations for the City were under budget in 2009 and revenues beat projections. However, we are aware more cuts are coming from the State in 2010 so department managers are again working to stay below budget for 2010.

A motion was made by Perske and seconded by Lynch to accept the 2009 Audited Financial Statement and the 2009 Annual Finance Director's Report as presented. The motion carried unanimously.

PARK CAPITAL IMPROVEMENTS PLANNING

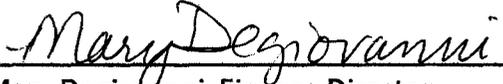
Golf Course: Gordy Meyer, Paul Hanson, and Greg Neeser provided a power point presentation on their strategy and fundraising goals for Pinecone Central Park. The question was raised about the length of time that naming rights would be retained and staff agreed to get examples of what some similar projects have utilized, including contract examples, and confirm how signage of such naming conforms with the City's sign ordinances. Council consensus was that \$500,000 in cash or donations is the fundraising threshold to warrant the City moving forward with road and parking lot improvements.

Other: Council member Perske requested cost estimates for skateboard equipment and staff updated the Council on negotiations on the Dehler property acquisition.

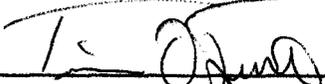
ADJOURNMENT

A motion was made by Lynch and seconded by Peterson to adjourn the meeting at 6:30 PM. The motion carried unanimously.

Minutes By:



Mary Degiovanni, Finance Director



Tim O'Driscoll, Mayor

**MINUTES OF THE SARTELL CITY COUNCIL
SARTELL (BENTON COUNTY) BOARD OF EQUALIZATION MEETING**

MINUTES OF APRIL 14, 2010

ANNUAL MEETING

Pursuant to due call and notice thereof, the annual meeting of the City of Sartell Board of Equalization for Benton County was held on April 14, 2010 in the council chambers of the Sartell City Hall. Mayor O'Driscoll called the meeting to order at 2:30 p.m.

MEMBERS PRESENT: Mayor O'Driscoll, Steve Hennes, and David Peterson.

MEMBERS ABSENT: Joe Perske and Pat Lynch

ALSO PRESENT: Mary Degiovanni, Finance Director
Brian Koester, Benton County Assessor
Tim Jacobs, Benton County Assessor's Office
Steve Behrenbrinker, City Assessor

BOARD OF REVIEW

Steve Behrenbrinker circulated a written summary of development activity and property valuation indicating total market value of the Benton County portion of the city is 3.6% lower than prior year's value, including new construction valuation. The general decrease in residential values was 3-4%. Brian Koester explained the time period for comparables for purpose of the 2010 valuations are October 2008 through September 2009.

Linus & Barb Katterhagen appeared before the Board with questions about their valuation on Parcel No. 18.00164.00. After discussion and explanation, they made no formal appeal of their valuation.

No other appeals were received and the Assessors recommended no changes to their valuations. A motion was made by Peterson and seconded by Hennes to accept the Assessor's recommended valuations as presented. Upon vote being taken the following voted:
Ayes: O'Driscoll, Hennes, and Peterson. Nays: None. Motion carried.

MEETING ADJOURNMENT

A motion was made by Peterson and seconded by Hennes to adjourn the meeting at 3:05 PM. Upon vote being taken, the following voted:
Ayes: O'Driscoll, Hennes, and Peterson. Nays: None. Motion carried.



Mary Degiovanni, Finance Director



MAYOR

April 26, 2010

SARTELL CITY COUNCIL MEETING

MINUTES OF APRIL 26, 2010

8th MEETING

Pursuant to due call and notice thereof, the 8th meeting of 2010 was held on April 26, 2010 in the council chambers of the Sartell City Hall. Acting Mayor Lynch called the meeting to order at 7:00 p.m and invited attendees to participate in the Pledge of Allegiance.

COUNCIL PRESENT: Council members: Hennes, Lynch, Perske, Peterson
ABSENT: Mayor O'Driscoll
ALSO PRESENT: Patti Gartland, City Administrator
Anita Rasmussen, Community Development Director
Jeremy Mathiasen, City Engineer
Brad Borders, Public Works Director
Jim Hughes, Police Chief

AGENDA REVIEW AND ADOPTION

A MOTION WAS MADE BY PETERSON AND SECONDED PERSKE APPROVING THE AGENDA AS PRESENTED. THE MOTION CARRIED UNANIMOUSLY.

APPROVAL OF CITY COUNCIL MINUTES

- a. April 12, 2010 – Regular Council Meeting
- b. April 13, 2010 – Council Workshop
- c. April 14, 2010 – Benton Board of Review Meeting
- d. April 14, 2010 – Stearns Board of Review Meeting

A MOTION WAS MADE BY MEMBER HENNES AND SECONDED BY MEMBER PETERSON APPROVING THE MEETING MINUTES WITH CHANGES NOTED TO APRIL 12TH AND 13TH MINUTES. THE MOTION CARRIED UNANIMOUSLY.

CONSENT AGENDA

- a. Approval of voucher payments dated April 23, 2010
- b. Approval of resolution declaring cost to be assessed and setting ASSESSMENT HEARING FOR 2010 WEST Heritage Drive public improvements for May 24, 2010
- c. Acceptance of an energy grant from Stearns Cooperative Electric for \$25,147 for the new water treatment plant
- d. Approval of Assessing Contract renewal for 2010 to 2013 at the current per parcel rate with Stephen Behrenbrinker, CAE, SAMA
- e. ~~Approval of resolution authorizing acquisition of right of way for 50th Avenue South Improvements~~
- f. Acceptance of \$150 donation from Stearns Cooperative Electric for \$150 for the Police Reserve program
- g. Acceptance of 2010 first quarter budget report

April 26, 2010

- h. Approval of amendment #1 to professional services agreement with Bolton & Menk for the TH 15 storm sewer investigation
- i. Acceptance of a memorial park bench donation at Linear Park by Lindbloom family
- j. Approval of resolution setting public hearings for May 10, 2010, for preliminary plat, drainage and utility easement vacation, front yard & side yard variance requests for Great River Bowl project

A MOTION WAS MADE BY COUNCIL MEMBER PERSKE AND SECONDED BY MEMBER HENNES APPROVING CONSENT AGENDA "A" THROUGH "J" EXCEPT ITEM "E" WHICH WAS MOVED TO BE DISCUSSED UNDER THE ENGINEER'S REPORT. THE MOTION CARRIED UNANIMOUSLY.

OLD BUSINESS

a. Review of Val Smith Park Master Plan

Anita provided an overview of the evolution of the existing Val Smith Park master plan and the pros and cons of attempting to add a second ball field on the property. Staff is recommending that the Park Commission be provided the opportunity to review new information attained to determine what recommendation they may wish to offer. In particular, Chief Hughes reviewed why Val Smith Park has been the best location option for the PAL program which has 125-200 kids every Tuesday and Thursday all summer and the loss of the green space for another ball field would leave them with inferior or no options. He noted Community Ed has also expressed interest in the green space area at Val Smith Park for Wednesday programming. Anita recommended substantive changes to the master plan be considered as part of a public information meeting. Council member Steve Hennes also suggested a poll of the users of the park be considered when contemplating changes to the master plan. The Park Commission could consider this at their meeting on April 28th. Council members Peterson and Perske advocated having a Council representative added back on the Park Commission as a liaison.

A MOTION WAS MADE BY HENNES AND SECONDED BY PERSKE TO REFER THE DISCUSSION BACK TO THE PARK COMMISSION. THE MOTION CARRIED UNANIMOUSLY.

A MOTION WAS MADE BY COUNCIL MEMBER PETERSON AND SECONDED BY COUNCIL MEMBER HENNES TO REINSTATE HAVING A COUNCIL REPRESENTATIVE AS A LIAISON TO THE PARK COMMISSION.

City Administrator noted that some of the board and committee assignment changes were made as budget reduction measures but also noted that professional staff are responsible for providing a communication link between advisory commissions and the Council which can make a Council liaison role redundant.

**UPON VOTE BEING TAKEN, THE FOLLOWING VOTED:
AYE: COUNCIL MEMBERS HENNES, PERSKE, PETERSON
NAY: COUNCIL MEMBER LYNCH
MOTION CARRIED**

April 26, 2010

DEPARTMENT REPORTS

a. Police Department

Police Chief, Jim Hughes noted that the tobacco compliance checks were completed over the weekend with two failures of the 13 licensed vendors.

Council member Hennes commended the police and fire department on the mock car crash demonstration that was done last Friday for high school juniors and seniors.

b. Public Works

**c. City Engineer
Semi-Monthly Memorandum**

Consent Agenda item "e"

Approval of resolution authorizing acquisition of right-of-way for 50th Avenue South Improvements

Council member Peterson asked for an update on the Right-of-way acquisition progress for the project. Council member Perske asked about getting a cost estimate for installing lighting into the rural section of 50th Avenue.

A MOTION WAS MADE BY COUNCIL MEMBER PETERSON AND SECONDED BY COUNCIL MEMBER PERSKE APPROVING CONSENT AGENDA ITEM "E". THE MOTION CARRIED UNANIMOUSLY.

**d. Planning & Community Development Director
Semi-Monthly Memorandum**

Director, Anita Rasmussen presented her memorandum.

e. City Administrator

Patti Gartland inquired as to the Council's intent for making an appointment for the Park Commission Liaison position created by action of the Council earlier in the meeting. Council member Peterson offered to serve again but is fine with waiting until all members of the Council are available to participate in the discussion.

CITY COUNCIL UPDATE – MISCELLANEOUS BUSINESS

Council member Hennes noted that the MTC voted 4-0 to make route modifications to the benefit of Sartell with about 1700 additional hours added to Sartell's service.

April 26, 2010

Acting Mayor Lynch offered congratulations to Sartell Rotary on a successful fundraiser for the riverfront city park that they have sponsored.

ADJOURN

A MOTION WAS MADE BY COUNCIL MEMBER HENNES AND SECONDED BY MEMBER PETERSON TO ADJOURN THE MEETING AT 7:57 P.M. THE MOTION CARRIED UNANIMOUSLY.

Minutes By



Judy Molitor



MAYOR TIM O'DRISCOLL

May 10, 2010

SARTELL CITY COUNCIL MEETING

MINUTES OF MAY 10, 2010

9th MEETING

Pursuant to due call and notice thereof, the 9th meeting of 2010 was held on May 10, 2010 in the council chambers of the Sartell City Hall. Mayor O'Driscoll called the meeting to order at 7:00 p.m and invited attendees to participate in the Pledge of Allegiance.

COUNCIL PRESENT: Mayor O'Driscoll, Council members: Hennes, Lynch, Perske, Peterson
ABSENT: None
ALSO PRESENT: Patti Gartland, City Administrator
Anita Rasmussen, Community Development Director
Mary Degiovanni, Finance Director
Jeremy Mathiasen, City Engineer
Brad Borders, Public Works Director
Jim Hughes, Police Chief

SPECIAL PRESENTATION FROM MTC

Tom Cruikshank and Dave Tripp of the MTC provided a power point overview of changes made to the MTC services provided to Sartell effective in August 2010 including adding service to the new Epic Center and expanding the number of hours of service provided in Sartell. (+1700 hours annually with evening and weekend service hours.)

AGENDA REVIEW AND ADOPTION

A MOTION WAS MADE BY LYNCH AND SECONDED BY HENNES APPROVING THE REVISED AGENDA AS PRESENTED. THE MOTION CARRIED UNANIMOUSLY.

APPROVAL OF CITY COUNCIL MINUTES

- a. April 26, 2010 – Regular Meeting

A MOTION WAS MADE BY MEMBER PETERSON AND SECONDED BY MEMBER PERSKE APPROVING THE MINUTES AS PRESENTED. THE MOTION CARRIED UNANIMOUSLY.

CONSENT AGENDA

- a. April Building Permit Activity Report – Acceptance
- b. April Inspections Activity Report – Acceptance
- c. April Finance Directors Report – Acceptance
- d. April 28, 2010 Park Commission meeting notes - Acceptance
- e. Approval of voucher payments dated May 5, 2010
- f. Approval of Fire Department's recommendation acquisition of the Safe House training and public education equipment currently owned by the Central MN Mutual Aid Association
- g. Acceptance of fishing pier donation from Sartell Rotary Club for Sartell Riverside Park
- h. Approval of completion of site survey & field topography at Northside Park/Champion Field

May 10, 2010

- i. Approval of insurance policy renewals through the League of MN Cities Insurance Trust
- j. Acceptance of multiple donations for acquisition of supplies from the Child Safety Council
- k. Approval of special event permit for Apple Duathlon race event on May 29, 2010
- l. Approval of special event permit for Sartell Lions Club race event on May 15, 2010

A MOTION WAS MADE BY COUNCIL MEMBER LYNCH AND SECONDED BY MEMBER PETERSON APPROVING CONSENT AGENDA "A" THROUGH "L". THE MOTION CARRIED UNANIMOUSLY.

PUBLIC HEARINGS

Mayor announced that the public hearings will be conducted concurrently for the setback variances, drainage and utility easement vacation along 2nd Street South and the preliminary plat for Great River Bowl expansion and the City's public facilities campus property. Anita provided an overview of the various requests to facilitate a proposed 11,000 square foot expansion to the northerly part of the existing building. Anita noted that changes made to the City's zoning standards in 2005 for setbacks now preclude the intended expansion that dates back to 2000 and 2004 when prior expansions to the facility were approved by the City. Staff and the Joint Planning Commission recommend approval of the requested variances. Council member Hennes disclosed that Mr. Mathiasen is his immediate supervisor in employment with the City of St. Cloud but has been advised by staff that this does not represent a legal conflict of interest. Mayor O'Driscoll opened the public hearing.

Lyle Mathiasen indicated he will be available for questions. No oral testimony was offered. One piece of written testimony was noted for the record from an abutting property owner (D. Omann). Mayor closed the public hearing.

Council member David Peterson asked if there was adequate area left in the easement/right-of-way area to add lighting and/or a bike path along 2nd Street. City Engineer, Jeremy Mathiasen responded that adequate area remains to accommodate street lights and sidewalk although it would more likely be that a trail would be added to the north side of 2nd Street as an extension of the existing trail system. Council member Steve Hennes suggested channelized left out/right out and a single lane in at the driveway. Mathiasen noted adequate space should be available. Lyle Mathiasen noted that this driveway access is shared with the neighboring property owner. Lyle also noted that as a result of an exchange of land with the City in 2004, the opportunity to expand to the south was precluded.

a. Front Yard and Side Yard setback variances – Great River Bowl expansion

Resolution approving findings of fact supporting approval (or denial) of front yard setback variance

A MOTION WAS MADE BY MEMBER HENNES AND SECONDED BY MEMBER LYNCH APPROVING RESOLUTION 30-10 ADOPTING FINDINGS OF FACT SUPPORTING A VARIANCE TO THE MINIMUM FRONT YARD SETBACK REQUIREMENTS. THE MOTION CARRIED UNANIMOUSLY.

Resolution approving front yard setback variance

A MOTION WAS MADE BY MEMBER LYNCH AND SECONDED BY MEMBER PERSKE ADOPTING RESOLUTION 31-10 APPROVING THE ISSUANCE OF A FRONT YARD VARIANCE AND DECLARING TERMS OF SAME. THE MOTION CARRIED UNANIMOUSLY.

May 10, 2010

Resolution approving findings of fact supporting approval of (or denial) side yard setback variance

A MOTION WAS MADE BY MEMBER PETERSON AND SECONDED BY MEMBER HENNES APPROVING RESOLUTION 32-10 ADOPTING FINDINGS OF FACT SUPPORTING A VARIANCE TO THE MINIMUM SIDE YARD SETBACK REQUIREMENTS. THE MOTION CARRIED UNANIMOUSLY.

Resolution approving side yard setback variance

A MOTION WAS MADE BY PERSKE AND SECONDED BY LYNCH ADOPTING RESOLUTION 33-10 APPROVING THE ISSUANCE OF A SIDE YARD VARIANCE AND DECLARING TERMS OF SAME. THE MOTION CARRIED UNANIMOUSLY.

b. Drainage & Utility easement vacations – Great River Bowl expansion

Resolution approving partial drainage& utility easement vacation

A MOTION WAS MADE BY MEMBER LYNCH AND SECONDED BY MEMBER HENNES ADOPTING RESOLUTION 34-10 VACATING A PORTION OF A DRAINAGE AND UTILITY EASEMENT. THE MOTION CARRIED UNANIMOUSLY.

c. Preliminary plat – Great River Bowl and City Public Services campus

Resolution approving preliminary plat for GRB Two

A MOTION WAS MADE BY PERSKE AND SECONDED BY PETERSON ADOPTING RESOLUTION 35-10 APPROVING THE PRELIMINARY PLAT OF GREAT RIVER BOWL TWO. THE MOTION CARRIED UNANIMOUSLY.

Resolution approving final plat for GRB Two (related action not subject to public hearing)

A MOTION WAS MADE BY MEMBER PETERSON AND SECONDED BY MEMBER PERSKE ADOPTING RESOLUTION 36-10 APPROVING THE FINAL PLAT OF GREAT RIVER BOWL TWO. THE MOTION CARRIED UNANIMOUSLY.

Site plan for GRB expansion (related action not subject to public hearing)

City Planner, Rasmussen reviewed the features of the proposed expansion and noted the recommendation for approval by staff and the (4-1 vote) Joint Planning Commission. Member Perske inquired about the pylon sign changes. Lyle Mathiasen indicated that there are no short term plans to change the pylon sign but eventually they will and understand that a permit is required.

A MOTION WAS MADE BY COUNCIL MEMBER LYNCH AND SECONDED BY MEMBER HENNES APPROVING THE SITE PLAN FOR GREAT RIVER BOWL EXPANSION. THE MOTION CARRIED UNANIMOUSLY.

May 10, 2010

Approval of ingress/egress easement for emergency response vehicles (related action not subject to public hearing)

Approval of ingress/egress easement from Sartell-LeSauk Government Center parcel (Lot 3, Block 1, Great River Bowl Two) to 4th Avenue South (related action not subject to public hearing).

A MOTION WAS MADE BY COUNCIL MEMBER PETERSON AND SECONDED BY MEMBER LYNCH APPROVING BOTH THE INGRESS AND EGRESS EASEMENTS FOR EMERGENCY VEHICLES. THE MOTION CARRIED UNANIMOUSLY.

OLD BUSINESS

a. Resolution approving Epic Center 2nd Addition final plat

Council member Lynch announced his ownership interest as a partner in Sartell Partners and that he would recuse himself from participation in this matter as a member of the Council. Anita Rasmussen provided an overview of the proposed four lot plat for Epic Center. Staff and the Joint Planning Commission recommended approval subject to conditions identified in the staff memorandum.

A MOTION WAS MADE BY COUNCIL MEMBER PETERSON AND SECONDED BY PERSKE APPROVING THE FINAL PLAT OF EPIC CENTER 2ND ADDITION. MOTION CARRIED 4-0.

Council member Lynch rejoined the Council.

b. Tobacco license violation

Police Chief Hughes noted that tobacco compliance checks were conducted and two businesses failed, Walgreens, as their first violation and Benton Drive Mini Serv as their second violation. Public hearings were not requested by either party. Recommendation was made to impose the civil penalty of \$75.00 and \$200.00 respectively as provided for in ordinance, due on or before June 9, 2010.

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

NEW BUSINESS

a. Legal services contract with Jan Petersen

City Administrator, Patti Gartland provided an overview of the proposed contract for legal services with Jan Petersen.

A MOTION WAS MADE BY COUNCIL MEMBER PETERSON AND SECONDED BY MEMBER LYNCH APPROVING LEGAL SERVICES WITH JAN PETERSEN. THE MOTION CARRIED UNANIMOUSLY.

May 10, 2010

b. Athletic Sign Plan Approval for Sartell/St. Stephen School District

Anita Rasmussen provided an overview of the proposed athletic sign score board for the soccer fields along 7th St. South. Staff along with the Joint Planning Commission recommend approval. Ken Heim was available for questions.

A MOTION WAS MADE BY COUNCIL MEMBER HENNES AND SECONDED BY MEMBER PETERSON APPROVING THE ATHLETIC SIGN FOR SARTELL/ST. STEPHEN SCHOOL DISTRICT. THE MOTION CARRIED UNANIMOUSLY.

DEPARTMENT REPORTS

**a. Police Department
Semi-monthly Activity Report**

A MOTION WAS MADE BY COUNCIL MEMBER PETERSON AND SECONDED BY MEMBER PERSKE ACCEPTING THE POLICE DEPARTMENT REPORT. THE MOTION CARRIED UNANIMOUSLY.

b. Public Works

Public Works Director, Brad Borders presented his report and noted the river bank restoration has been initiated.

**c. City Engineer
Semi-Monthly Memorandum**

Jeremy Mathiasen presented his memorandum.

**d. Planning & Community Development Director
Semi-Monthly Memorandum**

Director, Anita Rasmussen presented her memorandum.

e. City Administrator

CITY COUNCIL UPDATE – MISCELLANEOUS BUSINESS

Council member Joe Perske asked about the possibility of skate park improvements to the outdoor rink at Pinecone Regional Park.

Mayor O'Driscoll noted his trip to DC and visits to members of congress regarding the pending VA cooperation needed for implementation of the West Metro Corridor improvements.

Park Commission Liaison appointment (action deferred from April 28, 2010 meeting)

Council member David Peterson offered to serve as a non-voting liaison to the Park Commission.

May 10, 2010

A MOTION WAS MADE BY COUNCIL MEMBER PERSKE AND SECONDED BY MEMBER HENNES APPOINTING DAVID PETERSON AS COUNCIL'S LIAISON TO THE PARK COMMISSION. THE MOTION CARRIED UNANIMOUSLY.

ADJOURN

A MOTION WAS MADE BY COUNCIL MEMBER PETERSON AND SECONDED BY MEMBER LYNCH TO ADJOURN THE MEETING AT 8:36 P.M. THE MOTION CARRIED UNANIMOUSLY.

Minutes By



Judy Molitor



MAYOR TIM O'DRISCOLL

May 24, 2010

SARTELL CITY COUNCIL MEETING

MINUTES OF MAY 24, 2010

10th MEETING

Pursuant to due call and notice thereof, the 10th meeting of 2010 was held on May 24, 2010 in the council chambers of the Sartell City Hall. Mayor O'Driscoll called the meeting to order at 7:00 p.m.

COUNCIL PRESENT: Mayor O'Driscoll, Council members: Hennes, Lynch, Perske, Peterson
ABSENT: None
ALSO PRESENT: Patti Gartland, City Administrator
Anita Rasmussen, Community Development Director
Mary Degiovanni, Finance Director
Jeremy Mathiasen, City Engineer
Brad Borders, Public Works Director
Dale Struffert, Deputy Police Chief

SPECIAL PRESENTATION – 2010 SUMMERFEST UPDATE

Jason Mathiasen provided an overview of the 2010 SummerFest events occurring between June 10 – 12th.

AGENDA REVIEW AND ADOPTION

A MOTION WAS MADE BY PETERSON AND SECONDED BY PERSKE APPROVING THE AGENDA AS PRESENTED. THE MOTION CARRIED UNANIMOUSLY.

APPROVAL OF CITY COUNCIL MINUTES

- a. May 10, 2010 – Regular Council Meeting.

A MOTION WAS MADE BY MEMBER HENNES AND SECONDED BY MEMBER LYNCH APPROVING THE MEETING MINUTES AS PRESENTED. THE MOTION CARRIED UNANIMOUSLY.

CONSENT AGENDA

- a. Approval of voucher payments dated May 19, 2010
- ~~b. Approval of special event permits for Mayor's 5K race, parade, street dance & fireworks, events for SummerFest celebration on June 10-12, 2010~~
- c. Approval of 2011 budget process and schedule
- d. First reading and set public hearing for June 14, 2010 for a zoning ordinance amendment regulating temporary political signs as modified in State law.
- e. Approval of resolution authorizing execution of agreement for the C.R.A.S.H. public safety project
- ~~f. Approval to continue SAC & WAC rate freeze for single family residential development through 12-31-10~~
- g. Approval to continue allowing the sale of catered beer at Northside Park for the Sartell Muskies 2010 game season subject to receipt of certificate of insurance and current caterers license.

May 24, 2010

- h. Approval of resolution certifying appraisals for acquisition of right-of-way for 50th Avenue improvement project.
- i. Acceptance of \$250 donation from Fraternal Order of Eagles Ladies Auxiliary #622 for Cookout with Cops

Council member Peterson asked to move item "f" to discuss under "Old Business" and Mayor O'Driscoll requested to remove item "b" for later discussion.

A MOTION WAS MADE BY COUNCIL MEMBER PERSKE AND SECONDED BY MEMBER PETERSON APPROVING CONSENT AGENDA "A" THROUGH "I", REMOVING ITEM "B" FOR IMMEDIATE DISCUSSION AND DISCUSS ITEM "F" UNDER OLD BUSINESS. THE MOTION CARRIED UNANIMOUSLY.

CONSENT AGENDA ITEM "B"

Approval of special event permits for Mayor's 5K race, parade, street dance & fireworks, events for SummerFest celebration on June 10-12, 2010

Mayor O'Driscoll requested this item be removed for separate discussion because he serves on the Board of Directors.

A MOTION WAS MADE BY PETERSON AND SECONDED BY HENNES APPROVING CONSENT AGENDA ITEM "B".

UPON VOTE BEING TAKEN THE FOLLOWING VOTED:

AYE: COUNCIL MEMBERS: LYNCH, PETERSON, PERSKE, PETERSON

NAY: NONE

ABSTAIN: MAYOR O'DRISCOLL

MOTION CARRIED

PUBLIC HEARINGS

a. Assessment for 2010 west Heritage Drive public improvements

City Engineer Jeremy Mathiasen provided a power point overview of the project improvements on the western portion of Heritage Drive and the proposed assessments. Total project cost estimate is \$2,859,638 and current assessments proposed at \$978,558 based on the adopted assessment policy. Potential future assessments for properties currently located in the township is \$245,237.

Mayor O'Driscoll opened the public hearing at 7:15 p.m. The following comments were heard although comments do not reflect entire statements made:

Brian Dockendorf, representing Ferche Family Partnership, 823 6th Avenue SE, St. Stephen, raised objection to the rates proposed in the assessment because they feel the amount of the assessment exceeds the benefit received and noted other properties that will benefit but don't about the project are not being assessed.

May 24, 2010

Jeffrey Yurczyk, 699 Heritage Drive, Sartell, raised objection to any assessment beyond \$20,000. He was not aware of the SAC and WAC charges he'll also have to pay to connect which is nearly another \$5,000, and feels he should have been made aware of those charges much earlier in the process. Yurczyk believes the assessments exceed the benefit they will realize from the improvements and also objects to the center turn lane being installed. He feels the single family homes are a very minor part of the traffic but will carry a much higher percentage of the cost and the savings from the favorable bids should be shared with the property owners being assessed.

Brian Donnay, 679 Heritage Drive, Sartell, echoed comments offered by Mr. Yurczyk in raising objection to the proposed assessment on his property and questioned why his assessment went up from the estimate provided a year ago. City Engineer Mathiasen, noted that there was a correction in the actual lineal frontage for his property. Mr. Donnay questioned if this was a petitioned improvement and what the City's funding sources are which the City Administrator, Patti Gartland and Finance Director, Mary Degiovanni provided in the overview. Mr. Donnay noted that he had a recent appraisal completed and asked that the information be used to help determine the amount of value that will be attained from these improvements. Ms. Gartland noted that the assessment policy and rates are intended to reflect the average value received from the improvements but the public hearing enables the City to learn of any uniqueness to the project and/or properties that make a deviation from the assessment policy calculations appropriate.

Craig Cash, 695 Heritage Drive, Sartell, echoed comments offered by Mr. Yurczyk and Mr. Donnay in raising objection to the proposed assessment on his property.

Mayor O'Driscoll closed the public hearing and made note of the four written objections received which were from the same property owners that offered testimony this evening.

Council member Hennes encouraged the assessments for the three single family residential properties be re-evaluated given the higher than typical traffic volumes that this particular road accommodates and the larger than average frontage of these lots.

Council member Peterson inquired about any past practice in delaying the interest accrual timeframe and also if the City has ever given the benefit of low bid results as an adjustment to the assessments. Peterson also encouraged staff to explore options for reducing the amount of assessment to the single family properties.

Council member Lynch concurs with having staff explore options for a reduction in assessments, particularly for the street portion of the improvements to the single family properties.

Mayor O'Driscoll concurred with exploring the potential adjustments to the street portion of the assessments given the collector nature of this roadway. He also noted that the cost benefit analysis of the road replacement is probably more similar to when a homeowner does a roof replacement, it has to be done but the full value isn't necessarily realized immediately after completion.

Resolution adopting assessments for 2010 west Heritage Drive improvements

Further consideration was deferred to the June 14, 2010 meeting.

May 24, 2010

b. 2010 Stormwater Pollution Prevention Plan

Anita Rasmussen provided an overview of the 2009 NPDES report and the proposed 2010 Storm Water Pollution Prevention Plan. The report and the SWPP are required as part of a federal mandate of the Environmental Protection Agency (EPA).

Mayor O'Driscoll opened and closed the hearing, no testimony was offered.

Council member Hennes asked if there were any changes to the plan since last year. Rasmussen responded that there were not any new additions made, but only updates on what had been accomplished was added. Hennes asked about algae occurrence on ponds and whether or not there is anything that can be done to remove the algae. City Engineer, Mathiasen, noted that the algae is not harmful according to the DNR, but a chemical treatment is done by some that want the algae removed.

Resolution approving the 2010 Stormwater Pollution Prevention Plan

A MOTION IS MADE BY PETERSON AND SECONDED BY HENNES APPROVING RESOLUTION 41-2010, THE 2010 STORMWATER POLLUTION PREVENTON PLAN. THE MOTION CARRIED UNANIMOUSLY.

OLD BUSINESS

a. Bid award for 23rd Street South public improvements

Jeremy Mathiasen provided an overview of the bid results and a recommendation to award the bid to R.L. Larson as the low bid for the base bid plus PVC watermain and concrete storm sewer pipe which was 19% below the engineer's estimate.

Resolution receiving bids and awarding contract on 2010 – 23rd Street South improvement project

A MOTION WAS MADE BY COUNCIL MEMBER HENNES AND SECONDED BY MEMBER LYNCH ADOPTING RESOLUTION 42-10 RECEIVING BIDS AND AWARDING CONTRACT ON 2010 – 23RD STREET SOUTH IMPROVEMENT PROJECT. THE MOTION CARRIED UNANIMOUSLY.

b. Sartell Partners development agreement amendment

Council Member Lynch indicated he would recues himself from participation of this matter due to his ownership interest in Sartell Partners. Finance Director, Degiovanni provided an overview of the requested modification and recommends approval.

A MOTION WAS MADE BY COUNCIL MEMBER PERSKE AND SECONDED BY MEMBER HENNES APPROVING THE SARTELL PARTNERS DEVELOPMENT AGREEMENT AMENDMENT.

AYE: MAYOR O'DRISCOLL, COUNCIL MEMBERS: HENNES, PERSKE, PETERSON

NAY: NONE

ABSTAIN: COUNCIL MEMBER LYNCH

MOTION CARRIES 4-0-1

c. **PINECONE CENTRAL PARK IMPROVEMENTS**

Update from development planning and fundraising group

Gordy Meyer provided an update on the development planning and fundraising efforts of the group he is working with to move ahead with private funding for the athletic field and facility improvements beginning in 2010 at Pinecone Central Park. A new development concept plan was presented that he believes better depicts the potential for the site and will result in better donation results. Phase I is envisioned to have construction of the 4 plex ballfield, concession stand and the rectangular fields for soccer & football with orientation north-south preferred over east/west as suggested by Council Member Perske. In response to inquiry, Gartland noted that the parking lot configuration in the new concept plan has been reviewed by staff and can be incorporated into the version of plans and specs recommended for approval this evening by the Council as a minor modification to the preliminary engineering report. Paul Hanson noted that the new concept plan is believed to be a better utilization of the existing topography and drainage of the site.

Preliminary engineering report – resolution approving engineering report and ordering preparation of plans and specifications

Jeremy provided an overview of the preliminary engineering and reviewed the scope of improvements and cost estimates for each of three options presented. Council Member Perske asked for a breakout of the trail cost and advocated a pedestrian trail separate from the parking lot also be included going to the first ballfield.

Staff is requesting that the Council identify the preferred scope of improvements and authorize the preparation of plans and specifications for consideration by the Council at its June 28th meeting. Considerable debate and discussion occurred focusing on the pros and cons for options #2 (access road 2/3's into property) and option #3 (through street connecting 13th Avenue to Pinecone Road). The need to acquire an easement to facilitate the road and trail connection to 13th Avenue was noted which could affect the cost and timeline for being able to complete construction.

A MOTION WAS MADE BY COUNCIL MEMBER LYNCH AND SECONDED BY MEMBER HENNES TO DEVELOP PLANS AND SPECS FOR OPTION #3 THAT HAS THE ABILITY TO BE SCALED BACK TO OPTION #2 IF NECESSARY, AND TO STUB WATER AND SEWER TO AVOID HAVING TO IMPACT THE ROAD IF ITS CONSTRUCTED THROUGH TO 13TH AVENUE. THE MOTION CARRIED UNANIMOUSLY.

d. **Review of Public Works Commission job description (requested by Council Member Perske)**

Significant discussion occurred regarding the need and desire for potential amendments to the job description for the Public Works Commission.

May 24, 2010

**A MOTION WAS MADE BY COUNCIL MEMBER PERSKE AND SECONDED BY MEMBER PETERSON TO AMEND THE PUBLIC WORKS JOB DESCRIPTION TO INCLUDE MONTHLY MEETINGS, OR AS NEEDED. UPON VOTE BEING TAKEN THE FOLLOWING VOTED:
AYE: COUNCIL MEMBERS HENNES, PERSKE, PETERSON
NAY: MAYOR O'DRISCOLL, COUNCIL MEMBER LYNCH
MOTION CARRIED**

Consensus was that the Public Works Director and City Engineer will make the determination of the agenda for meetings based on the responsibilities articulated in the job description. Administrator Gartland noted that this arrangement can be expected to result in the same outcome as currently exists because the actual responsibilities of the Public Works Commission are not changing.

CONSENT AGENDA ITEM "F"

f. Approval to continue SAC & WAC rate freeze for single family residential development through 12-31-10

Council Member Peterson asked if the SAC and WAC freeze will place a greater financial risk on the City. Finance Director Degiovanni responded that incenting an increase in single family development with the rate freeze helps reduce assessment delinquencies.

A MOTION WAS MADE BY COUNCIL MEMBER PETERSON AND SECONDED BY MEMBER HENNES APPROVING THE CONTINUATION OF SAC & WAC RATE FREEZE FOR SINGLE FAMILY RESIDENTIAL HOMES THROUGH 12-31-10. THE MOTION CARRIED UNANIMOUSLY.

NEW BUSINESS

a. 2010 – 2012 Strategic Economic Development Plan

Community Development Director, Anita Rasmussen provided an overview of the plan as created by the Economic Development Commission to guide the efforts and actions to promote economic development in the City. This plan is an update to a prior plan that was adopted for 2007-2009. Council Member Perske advocated that the proposed Economic Development Plan be submitted to the Joint Planning Commission for their review before the Council acts on it.

**A MOTION WAS MADE BY COUNCIL MEMBER LYNCH AND SECONDED BY MEMBER HENNES APPROVING THE 2010-2012 STRATEGIC ECONOMIC DEVELOPMENT PLAN. UPON VOTE BEING TAKEN THE FOLLOWING VOTED:
AYE: MAYOR O'DRISCOLL, COUNCIL MEMBERS: HENNES, LYNCH, PETERSON
NAY: COUNCIL MEMBER PERSKE
MOTION CARRIED**

DEPARTMENT REPORTS

a. Police Department

May 24, 2010

b. Public Works
Riverbank restoration update

Director, Brad Borders indicated that the only remaining work is the parking lot paving and landscape work. Council Member Hennes noted that the view of the river has been improved as a result of the restoration work.

c. City Engineer
Semi-Monthly Memorandum

Council Member Peterson noted a report indicating a shortage in the pigment for reflective road paint and asked if the City is anticipating an impact on any of our current or future projects.

d. Planning & Community Development Director
Semi-Monthly Memorandum

Anita Rasmussen presented her memorandum.

e. City Administrator

Gartland referenced a proposed resolution format for facilitating the approval of naming rights for the more substantial private donations received as part of the athletic facilities fundraising efforts.

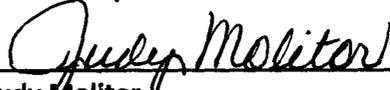
CITY COUNCIL UPDATE – MISCELLANEOUS BUSINESS

Council Member Perske offered a reminder for the Apple Duathlon events coming up this weekend. Council Member Hennes offered a reminder for Wednesday, June 9th for the public input sessions for the proposed changes to the MTC routes in Sartell. Mayor O'Driscoll encouraged attendance at the Memorial Day ceremony at Veterans Park.

ADJOURN

A MOTION WAS MADE BY COUNCIL MEMBER HENNES AND SECONDED BY MEMBER PETERSON TO ADJOURN THE MEETING AT 10:23 P.M. THE MOTION CARRIED UNANIMOUSLY.

Minutes By



Judy Molitor



MAYOR TIM O'DRISCOLL

June 14, 2010

SARTELL CITY COUNCIL MEETING

MINUTES OF JUNE 14, 2010

11th MEETING

Pursuant to due call and notice thereof, the 11th meeting of 2010 was held on June 14, 2010 in the council chambers of the Sartell City Hall. Mayor O'Driscoll called the meeting to order at 7:00 p.m.

COUNCIL PRESENT: Mayor O'Driscoll, Council members: Hennes, Lynch, Perske, Peterson
ABSENT: None
ALSO PRESENT: Patti Gartland, City Administrator
Anita Rasmussen, Community Development Director
Mary Degiovanni, Finance Director
Jeremy Mathiasen, City Engineer
Brad Borders, Public Works Director
Jim Hughes, Police Chief

AGENDA REVIEW AND ADOPTION

A MOTION WAS MADE BY MEMBER PETERSON AND SECONDED BY MEMBER PERSKE APPROVING THE AMENDED AGENDA. THE MOTION CARRIED UNANIMOUSLY.

APPROVAL OF CITY COUNCIL MINUTES

- a. May 24, 2010 – Regular Council Meeting.

A MOTION WAS MADE BY COUNCIL MEMBER HENNES AND SECONDED BY MEMBER LYNCH APPROVING THE MEETING MINUTES FROM MAY 24, 2010 AS PRESENTED. THE MOTION CARRIED UNANIMOUSLY.

CONSENT AGENDA

- a. May Building Permit Activity Report – Acceptance
- b. May Inspections Activity Report – Acceptance
- c. May Finance Directors Report – Acceptance
- ~~d. May 26, 2010 Park Commission meeting notes – Acceptance~~
- e. Approval of voucher payments dated June 10, 2010
- f. Authorize solicitation of sealcoat bids for 2010 completion
- g. Approval of purchase of replacement computer for Fire Department
- h. Approval of resolution setting a public hearing for June 28, 2010, for an interim use permit request for patio restaurant with alcohol service for Little Fiesta Mexican Restaurant
- i. Approval of low quote for North water tower maintenance services
- j. Acceptance of donations from Country Manor, Pan-O-Gold Baking Company, and Sanitation Service for the Cookout with Cops event
- k. Acceptance of Chader Voice Technology product/service donation from Jim Hughes
- l. Approval of Oral Interview Committee's recommendation for conditional offer of appointment of Kevin McCalister and Troy Hoekstra as firefighters effective July 1, 2010 and approval of alternates and 12 month eligibility list for future vacancies.

June 14, 2010

- m. Professional Development registrations: Council Member Perske to attend League of MN Cities annual conference & pre-conference workshop on June 23-25, 2010 at the St. Cloud Civic Center
- ~~n. Approval of resolution accepting and approving petitioned annexation of property owned by Karen McCurdy at 32642 River Vista Lane~~

Council member Peterson requested removal of consent agenda item "d" and "n" for separate discussion.

A MOTION WAS MADE BY COUNCIL MEMBER LYNCH AND SECONDED BY MEMBER PETERSON APPROVING CONSENT AGENDA "A" THROUGH "M" REMOVING ITEMS "D" AND "N" FOR FURTHER DISCUSSION. THE MOTION CARRIED UNANIMOUSLY.

Consent Agenda Item "d"

May 26, 2010 Park Commission meeting notes – Acceptance

Council member Peterson noted he should be listed as present at the meeting on May 26, 2010.

A MOTION WAS MADE BY COUNCIL MEMBER PETERSON AND SECONDED BY MEMBER PERSKE APPROVING THE CORRECTED PARK COMMISSION NOTES FROM MAY 26, 2010. THE MOTION CARRIED UNANIMOUSLY.

Consent Agenda Item "n"

Consensus of the Council was to move this item under new business as item 7d.

PUBLIC HEARINGS

a. Ordinance amending political sign regulations to comply with revised State Law

Anita provided an overview of the new state law provisions affecting the City's signage regulations for temporary political signs. Our reference to August 1st needs to be omitted and instead defer to whatever dates are determined and dictated by the State. The proposed amendment is recommended for approval by staff and the Joint Planning Commission.

Mayor O'Driscoll opened the hearing. No written or oral testimony was received, the hearing was closed.

Council member Hennes reviewed the Secretary of State instructions to candidates indicating the time frame that applies is 46 days before the primary to 10 days after the election.

A MOTION WAS MADE BY HENNES AND SECONDED BY LYNCH ADOPTING ORDINANCE 10-02 AMENDING CHAPTER 11, TITLE 10, SECTION 10(1) OF THE ZONING ORDINANCE FOR TEMPORARY POLITICAL SIGNS, PER THE INSTRUCTION FROM THE SECRETARY OF STATE. THE MOTION CARRIED UNANIMOUSLY.

June 14, 2010

OLD BUSINESS

a. Assessments for West Heritage Drive public improvement – staff updates

City Engineer Jeremy Mathiasen, advised the Council of the proposed revisions to the assessments that are being recommended for single family properties which result in reductions of approximately 45% or from \$26,000 to \$28,000 down to approximately \$15,000. Administrator Gartland advised the Council that this is the extent of reduction in assessments and fees that staff can support and maintains that the reductions result in a fair, equitable and defensible assessment for the improvements received. She further noted that the property owners conveyed to Jeremy shortly before the meeting that they would not be providing written acceptance of the modified assessments with a waiver of appeal. Without the waiver, the revised assessments recommended do not include financing SAC and WAC fees as part of the assessment. Review of the assessments proposed on the Ferche properties has not been concluded yet, therefore staff is recommending that action on assessments for the Ferche properties be postponed to the next Council meeting.

A MOTION WAS MADE BY COUNCIL MEMBER LYNCH AND SECONDED BY PETERSON TO APPROVE THE RESOLUTION ADOPTING ASSESSMENTS EXCLUDING THE FERCHE PROPERTIES AND WITH THE MODIFICATIONS IN THE AMOUNT PRESENTED BY JEREMY FOR THE THREE EXISTING SINGLE FAMILY PROPERTIES. THE MOTION CARRIED UNANIMOUSLY.

A MOTION WAS MADE BY COUNCIL MEMBER HENNES AND SECONDED BY MEMBER PETERSON TO ALLOW THE SINGLE FAMILY PROPERTY OWNERS TO REQUEST INCLUSION OF THE SAC & WAC FEE WITH PAYMENT OF TAXES OVER A PERIOD OF UP TO 10 YEARS AT 6% INTEREST, SUBJECT TO THEIR WAIVING OBJECTION TO THE ASSESSMENT BY JUNE 24, 2010. THE MOTION CARRIED UNANIMOUSLY.

b. Champion Field improvements – staff updates

Finance Director, Mary Degiovanni advised the Council about progress being made in getting a well defined site plan that will then enable staff to get an improvement agreement prepared for formal approval consideration at the next Council meeting.

NEW BUSINESS

a. Site plan approval for Pro Source at CR 29 and 14th Avenue East

Anita Rasmussen, Community Development Director provided an overview of the site plan approval being requested by Strack Companies for a proposed 20,500 sq. ft. industrial/office building for ProSource on a 4.1 acre parcel at CR 29 and 14th Avenue East. Staff along with the Joint Planning Commission recommend approval subject to conditions articulated by staff. It was noted that Bob Strack is in attendance and available for questions about the project. Various details were discussed about the project.

A MOTION WAS MADE BY COUNCIL MEMBER LYNCH AND SECONDED BY MEMBER PERSKE APPROVING THE SITE PLAN FOR PRO SOURCE AT CR 29 AND 14TH AVENUE EAST SUBJECT TO CONDITIONS RECOMMENDED BY STAFF. THE MOTION CARRIED UNANIMOUSLY.

June 14, 2010

b. Minor amendment to Planned Unit Development for Epic Center plat

Council member Lynch indicated he would recues himself from participation on this matter due to his ownership interest in Sartell Partners. Anita Rasmussen provided an overview of the proposed minor amendment to the PUD standards so that the specific reference to a minimum lot size be eliminated. She indicated to the Council that there are some potential developments that are being precluded because they simply don't need and can't afford the current minimum lot size requirements. She noted all other development standards will assure no change in the amount of green space, setbacks, or other physical attributes for the development as provided for in the standards and provisions of the FAUAR and other plat and zoning provisions. Staff and the Joint Planning Commission recommend approval noting each individual site plan will still require review and approval by the Council.

A MOTION WAS MADE BY HENNES AND SECONDED BY MAYOR O'DRISCOLL APPROVING THE MINOR AMENDMENTS TO A PLANNED UNIT DEVELOPMENT FOR EPIC CENTER.

UPON VOTE BEING TAKEN THE FOLLOWING VOTED:

AYE: MAYOR O'DRISCOLL, COUNCIL MEMBER HENNES

NAY: COUNCIL MEMBERS PERSKE & PETERSON

MOTION FAILED

c. Request from former operations of PJ's pub for refund of a portion of the non-refundable 2010 liquor license fee

By consensus, the Council declined to take any action to provide a refund of any amount of the fees that are defined as non-refundable in the City's liquor ordinance.

Consent Agenda Item 4-n

Approval of resolution accepting and approving petitioned annexation of property owned by Karen McCurdy at 32642 River Vista Lane

Administrator, Patti Gartland responded that this request is consistent with the policy provisions adopted by the Council in 2008 for a single lot annexation as it is located in an area where utility improvements were already installed by the City and no additional city expenditure is required. Annexation approval will activate collection of what was previously a "potential future assessment".

A MOTION WAS MADE BY COUNCIL MEMBER PETERSON AND SECONDED BY MEMBER HENNES APPROVING RESOLUTION 43-10 ACCEPTING PETITION AND APPROVING ANNEXATION FOR 32642 RIVER VISTA LANE. THE MOTION CARRIED UNANIMOUSLY.

DEPARTMENT REPORTS

**a. Police Department
Semi-monthly Activity Report**

A MOTION WAS MADE BY COUNCIL MEMBER LYNCH AND SECONDED BY MEMBER PERSKE ACCEPTING THE POLICE DEPARTMENT ACTIVITY REPORT. THE MOTION CARRIED UNANIMOUSLY.

June 14, 2010

Police Chief Hughes referenced assistance provided by the City of St. Joseph police reserve with the SummerFest parade.

b. Public Works
Monthly Activity Report

Director, Brad Borders presented his report.

c. City Engineer
Semi-Monthly Memorandum

Jeremy Mathiasen presented his memorandum and noted the wear course paving on CR 120 and CSAH 1 is starting tomorrow and alternate routes are encouraged.

d. Planning & Community Development Director

e. City Administrator

CITY COUNCIL UPDATE – MISCELLANEOUS BUSINESS

Committee/Board Reports

Mayor O'Driscoll offered comments of appreciation to those staff that assisted with SummerFest, Memorial Day ceremony and Apple Duathlon events.

Council member Hennes referenced the positive input received at the public information meetings hosted by MTC for proposed route changes for Sartell.

Council member Lynch encouraged Council to attend the mid-year update for St. Cloud Area Economic Development Commission on Wednesday morning at the American Heritage Bank.

Council member Perske asked for an update on the status of the Dehler property purchase at the Financial Management Plan workshop on Wednesday evening.

RSVP for Area Leadership Summit on June 29, 2010 in Sauk Rapids

All responded that they will be attending the Summit.

ADJOURN

A MOTION WAS MADE BY COUNCIL MEMBER LYNCH AND SECONDED BY MEMBER HENNES TO ADJOURN THE MEETING AT 8:17 P.M. THE MOTION CARRIED UNANIMOUSLY.


MAYOR TIM O'DRISCOLL

Minutes By


Judy Molitor

SARTELL CITY COUNCIL MEETING

MINUTES OF JUNE 16, 2010

SPECIAL MEETING

Pursuant to due call and notice thereof, a special meeting was held on June 16, 2010 in the Conference Room at Sartell City Hall. The meeting commenced at 6:00 PM.

COUNCIL PRESENT: Mayor O'Driscoll; Council members: Perske, Lynch, Hennes and Peterson
COUNCIL ABSENT: None
OTHERS PRESENT: Patti Gartland, City Administrator
Mary Degiovanni, Finance Director

AGENDA REVIEW AND ADOPTION

A motion was made by Hennes and seconded by Lynch to adopt the agenda with the additions of PILOT Agreement and Dehler Land Acquisition update under "Other". The motion carried unanimously.

FINANCIAL MANAGEMENT PLAN

Staff outlined the changes made to the Financial Management Plan draft and the Council discussed:

- Councilmember Peterson suggested budgeting contributions to the Park Fund every year. The Council discussed the demand on our tax levy and Peterson suggested we consider dedicating a percentage of any future LGA receipts toward this since we do not count on any future LGA in our Financial Management Plan and staff will keep this on the list for Council discussion of budget priorities. Patti also said staff would work on Operation Roundup promotions which could also help generate park funds. The Council also approved by consensus applying for park equipment grants with a potential shortfall in Park District funds to be covered by general park fund or beautification fund.
- The Council consensus was that we did not need to prioritize unscheduled/presently unfunded street project priorities since they will occur as development or funding occurs. The Council also discussed the potential use of TIF for some development projects.
- The Council discussed sales tax and whether we should revisit the allocations guideline, prioritize the remaining goals, and whether land acquisition was still a priority based upon the land acquisitions already made and pending. After much discussion, it was determined that no changes were needed at this time since there will be no GRRL action on a branch library until at least 2016 and we will have better sales tax revenue projections available after the Sam's and Walmart collections are experienced.
- Staff will contact the cities of St. Joseph and Big Lake to see how their skateboard parks were planned and funded, and how well they have been used to date.
- The Council agreed to add the 2nd jaws of life to the Fire Equipment fund capital plans and to let the Town Board know we plan to move ahead with this purchase in late 2011 or early 2012.

Dehler Land Update: Patti updated the Council on negotiations on the Dehler property acquisition.

PILOT Agreement: The Council consensus was that staff should seek advice from legal counsel on options and then discuss with Country Manor to bring back an update for Council consideration.

ADJOURNMENT

A motion was made by Peterson and seconded by Perske to adjourn the meeting at 8:05 PM. The motion carried unanimously.

Minutes By:



Mary Degiovanni, Finance Director



Tim O'Driscoll, Mayor

June 28, 2010

SARTELL CITY COUNCIL MEETING

MINUTES OF JUNE 28, 2010

12th MEETING

Pursuant to due call and notice thereof, the 12th meeting of 2010 was held on June 28, 2010 in the council chambers of the Sartell City Hall. Mayor O'Driscoll called the meeting to order at 7:00 p.m.

COUNCIL PRESENT: Mayor O'Driscoll, Council members: Hennes, Lynch, Perske, Peterson
ABSENT: None
ALSO PRESENT: Patti Gartland, City Administrator
Anita Rasmussen, Community Development Director
Mary Degiovanni, Finance Director
Jeremy Mathiasen, City Engineer
Brad Borders, Public Works Director
Jim Hughes, Police Chief

AGENDA REVIEW AND ADOPTION

A MOTION WAS MADE BY COUNCIL MEMBER LYNCH AND SECONDED BY MEMBER HENNES APPROVING THE AMENDED AGENDA. THE MOTION CARRIED UNANIMOUSLY.

APPROVAL OF CITY COUNCIL MINUTES

- a. June 14, 2010 – Regular Council Meeting
- b. June 26, 2010 Council Workshop – Financial Management Plan

A MOTION WAS MADE BY COUNCIL MEMBER PETERSON AND SECONDED BY MEMBER PERSKE APPROVING THE MEETING MINUTES AS PRESENTED. THE MOTION CARRIED UNANIMOUSLY.

CONSENT AGENDA

- a. Approval of voucher payments dated June 23, 2010
- b. Acceptance of Public Works Commission meeting notes for June 9, 2010
- c. Professional Development: Public Works Director to attend MN Wastewater Operators Association conference in Grand Rapids on July 27-30, 2010
- d. Approval of resolution setting a public hearing for August 9, 2010, for TIF District No. 5-4
- e. Approval of resolution setting a public hearing for August 9, 2010 on Cypress Circle
- f. ~~Approval to purchase playground equipment for Rolling Meadows East, Creekview Preserve and Pine Tree Pond parks~~
- g. Approval of resolution appointing election judges for primary election of August 10, 2010
- h. Approval of outdoor event and street closure and temporary on-sale liquor license for the Sartell Chamber of Commerce Rock and Block party on August 21, 2010
- i. Approval of GLT quote for Champion Field services

A MOTION WAS MADE BY COUNCIL MEMBER LYNCH AND SECONDED BY MEMBER PETERSON APPROVING CONSENT AGENDA "A" THROUGH "I". WITH THE AMENDED AGENDA, ITEM "F" WAS MOVED UNDER NEW BUSINESS. THE MOTION CARRIED UNANIMOUSLY.

PUBLIC HEARINGS

a. **Interim Use Permit request for patio restaurant and liquor service at Little Fiesta**

Anita Rasmussen provided an overview of the request from Little Fiesta Mexican Restaurant to allow outdoor seating for up to 4 tables and 20 people for restaurant and liquor service. Staff and the Joint Planning Commission recommend approval subject to specific conditions regarding time of operation, lighting and ornamental perimeter fencing. The permit is valid for 5 years subject to compliance with applicable conditions.

A representative for the applicant, Dave Reimer of Urban Associates, was in attendance to answer questions.

Mayor O'Driscoll opened and closed the hearing. No written or oral testimony was offered.

Resolution adopting findings of fact relating to a request for an Interim Use Permit to Little Fiesta Mexican Restaurant for outdoor patio dining with liquor service.

A MOTION WAS MADE BY COUNCIL MEMBER HENNES AND SECONDED BY MEMBER LYNCH APPROVING RESOLUTION 47-10, FINDINGS OF FACT RELATING TO A REQUEST FOR AN INTERIM USE PERMIT FOR THE PURPOSES OF HAVING A SEASONAL OUTDOOR DINING PATIO FOR LITTLE FIESTA MEXICAN RESTAURANT. THE MOTION CARRIED UNANIMOUSLY.

Resolution approving Interim Use Permit – Little Fiesta Mexican Restaurant

A MOTION WAS MADE BY COUNCIL MEMBER PERSKE AND SECONDED BY MEMBER LYNCH APPROVING RESOLUTION 48-10, AN INTERIUM USE PERMIT FOR THE PURPOSES OF HAVING A SEASONAL OUTDOOR DINING PATIO AT LITTLE FIESTA MEXICAN RESTAURANT. THE MOTION CARRIED UNANIMOUSLY.

OLD BUSINESS

a. **Pinecone Central Park Improvements**
Update from development planning & fundraising group (Gordy Meyer)

Paul Hanson, a member of the private fundraising group provided an update on the development planning and fundraising for Pinecone Central Park athletic facilities project. He noted that \$150,000 has been received to date and a final marketable version of the development plan was completed on June 21st and placed on the City's website on June 25th which sets the stage for aggressive marketing and fundraising efforts to achieve the \$500,000 goal and commitment. Phase 1 is intended to complete the soccer fields and 4-plex ball fields and perhaps two larger ball fields. Placement of the fields is intended to accommodate trails along the west edge of the site. Relocation of trees as possible is also intended. He noted that the same people that are leading the fundraising efforts have also been coaching in a busy season with lots of make-up games which will effectively end on July 8th enabling full effort to be turned to fundraising. Therefore, they fully intend to reach the \$500,000 in private funds by August 9th, the day intended for award of bid for the project.

Resolution approving plans and specs for roadway, trail & parking lot improvements and authorizing bid.

City Engineer, Jeremy Mathiasen provided an overview of the plans and specs for the proposed roadway, trail and parking lot improvements focusing on changes that have been made since completion of the preliminary plans and specs. Bids would be structured to allow road and trail to be constructed through to 13th Avenue subject to receipt of the needed easement to the west of the park property or for two-thirds of the construction to occur. Routing of utility installation may be altered if it is determined that the concession stand should be moved further north as being contemplated by the park development group, which would also reduce the cost for utility installation. Bid solicitation would also include the option for installing a right turn lane on Pinecone Road at 1st Street North into Pinecone Regional Park.

Council member Lynch expressed concern with moving forward with soliciting bids prior to reaching the \$500,000 fundraising unless the Council is willing to reject the bids if the fundraising goal isn't reached by August 9th.

A MOTION WAS MADE BY COUNCIL MEMBER LYNCH AND SECONDED BY HENNES ADOPTING RESOLUTION 49-10 APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS PROJECT #901-10104-0 PINECONE CENTRAL PARK IMPROVEMENTS. THE MOTION CARRIED UNANIMOUSLY.

b. Minor PUD Amendment to Epic Center Plat (request by Council Member Peterson to reconsider prior action)

Council Member Lynch indicated he would recuse himself from participation on this matter due to his ownership interest in Sartell Partners. Anita provided an update to the Council indicating the applicant's ability to accept a reduction in minimum lot size versus the original request to eliminate a minimum lot size requirement. She also provided graphic examples of the type of development that can be accommodated with a reduction in minimum lot size requirement. Recommendation from staff is to approve an amendment to the PUD that sets a minimum lot size of .30 acres and noted that all of the prospects being contemplated at this time can be accommodated with a .30 lot size.

**A MOTION WAS MADE BY COUNCIL MEMBER PETERSON AND SECONDED BY MEMBER PERSKE TO RECONSIDER ACTION ON RESOLUTION ON THIS MATTER ACTED ON AT THE JUNE 14, 2010 MEETING. UPON VOTE BEING TAKEN THE FOLLOWING VOTED:
AYE: MAYOR O'DRISCOLL, COUNCIL MEMBERS: HENNES, PERSKE, PETERSON
NAY: NONE
MOTION CARRIED**

**A MOTION WAS MADE BY COUNCIL MEMBER PETERSON AND SECONDED BY MEMBER HENNES APPROVING THE RESOLUTION OF JUNE 14, 2010 WITH A CHANGE TO THE MINIMUM LOT SIZE SET AT .30 ACRES FOR EPIC CENTER PLAT. UPON VOTE BEING TAKEN THE FOLLOWING VOTED:
AYE: MAYOR O'DRISCOLL, COUNCIL MEMBERS: HENNES, PERSKE, PETERSON
NAY: NONE
MOTION CARRIED**

NEW BUSINESS

- a. **Little Fiesta Mexican Restaurant Liquor License – imposition of penalty for alcohol compliance check failure.**

Police Chief, Jim Hughes noted that this is a first violation and staff is recommending that the civil penalty for a first offense as set by ordinance be imposed at \$250 payable on or before 4 p.m. on July 28, 2010. The license holder did not request a hearing for this matter.

A MOTION WAS MADE BY COUNCIL MEMBER PERSKE AND SECONDED BY MEMBER LYNCH APPROVING THE TERMS OF THE PENALTY FOR LITTLE FIESTA MEXICAN RESTAURANT AS RECOMMENDED BY THE POLICE CHIEF. THE MOTION CARRIED UNANIMOUSLY.

- b. **Approval to purchase playground equipment for Rolling Meadows East, Creekview Preserve and Pine Tree Pond parks**

Public Works Director, Brad Borders provided the results of quotes received from Game Time, (includes a 40% grant/discount) and from Earl F. Anderson (EFA) for playground equipment installations for Pine Tree Pond to replace an existing structure, for Rolling Meadows to replace a swing set, and Creekview Preserve to add a new play center. Approval of low quote from Earl F. Anderson is recommended by staff and the Park Commission using funds from Park District #4 (\$20,000) and from Park Fund #211 (\$31,249) noting that this was identified in the capital improvement plan for 2011.

A MOTION WAS MADE BY COUNCIL MEMBER PETERSON AND SECONDED BY MEMBER HENNES APPROVING THE PURCHASE OF PLAYGROUND EQUIPMENT AS RECOMMENDED. THE MOTION CARRIED UNANIMOUSLY.

- c. **Approval of Benton County Community Garden Fund grant agreement (\$1,000) for establishment of a community garden in the Benton County portion of the city.**

Public Works Director Borders, advised the Council of a grant opportunity that staff learned of about 10 days ago to pay for fencing to create a community garden on the Benton County side of the city. Notice of approval of a \$1,000 grant was received today with an acceptance deadline of July 2nd. Council member Hennes advocated exploring a public-private partnership with Country Manor in establishing a community garden on the east side of Sartell.

A MOTION WAS MADE BY COUNCIL MEMBER PETERSON AND SECONDED BY MEMBER PERSKE APPROVING A BENTON COUNTY COMMUNITY GARDEN FUND GRANT AGREEMENT FOR ESTABLISHING A COMMUNITY GARDEN IN THE BENTON COUNTY PORTION OF SARTELL. THE MOTION CARRIED UNANIMOUSLY.

DEPARTMENT REPORTS

- a. **Police Department
Semi-monthly Activity Report**

Police Chief Hughes noted that about 250 seniors attended the Cookout with Cops event last week which is about 100 more than attended last year.

June 28, 2010

b. Public Works

c. City Engineer
Semi-Monthly Memorandum

Jeremy Mathiasen presented his memorandum.

d. Planning & Community Development Director

Anita Rasmussen presented her memorandum.

e. City Administrator

CITY COUNCIL UPDATE – MISCELLANEOUS BUSINESS

MTC Commissioner representative appointment for July 1, 2010 – June 30, 2013

Council member Steve Hennes noted his willingness to continue on the MTC Board through the end of his Council tenure and he continues to advocate the appointment be held by an elected official.

A MOTION WAS MADE BY COUNCIL MEMBER PETERSON AND SECONDED BY MEMBER LYNCH APPROVING RESOLUTION 50-10 APPOINTING STEVE HENNES AS AN ADDITIONAL MEMBER TO THE MTC COMMISSION THROUGH JUNE 30, 2013. THE MOTION CARRIED UNANIMOUSLY.

Council member Perske offered reflections on sessions he attended at the LMC Conference.

ADJOURN

A MOTION WAS MADE BY COUNCIL MEMBER HENNES AND SECONDED BY MEMBER LYNCH TO ADJOURN THE MEETING AT 8:47 P.M. THE MOTION CARRIED UNANIMOUSLY.

Minutes By



Judy Molitor



MAYOR TIM O'DRISCOLL

July 12, 2010

SARTELL CITY COUNCIL MEETING

MINUTES OF JULY 12, 2010

13th MEETING

Pursuant to due call and notice thereof, the 13th meeting of 2010 was held on July 12, 2010 in the council chambers of the Sartell City Hall. Acting Mayor Lynch called the meeting to order at 7:00 p.m.

COUNCIL PRESENT: Council members: Hennes, Lynch, Perske, Peterson
ABSENT: Mayor O'Driscoll (arrived at 7:05 p.m.)
ALSO PRESENT: Patti Gartland, City Administrator
Anita Rasmussen, Community Development Director
Mary Degiovanni, Finance Director
Jeremy Mathiasen, City Engineer
Brad Borders, Public Works Director
Jim Hughes, Police Chief

AGENDA REVIEW AND ADOPTION

Council member Perske asked to add an item under the City Engineer's report to discuss plans and specs for 50th Avenue.

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

SPECIAL PRESENTATION – Sartell-LeSauk Retired Engine Company No. 844 (Dennis Molitor)

This item was postponed since Dennis Molitor was not in attendance at this time.

APPROVAL OF CITY COUNCIL MINUTES

- a. June 28, 2010 – Regular Meeting

A MOTION WAS MADE BY COUNCIL MEMBER PERSKE AND SECONDED BY MEMBER HENNES APPROVING THE MEETING MINUTES AS PRESENTED. THE MOTION CARRIED UNANIMOUSLY.

CONSENT AGENDA

- a. June Building Permit Activity Report – Acceptance
- b. June Inspections Activity Report – Acceptance
- c. June Finance Directors Report – Acceptance
- d. Approval of voucher payments dated July 8, 2010
- e. Approval of Professional Development
- f. Approval of temporary on sale 3.2% malt liquor license for St. Francis Xavier Church Fall Estival event on August 14 & 15, 2010
- ~~g. Approval of budgeted bike/pedestrian trail sealcoat quote from ASTECH Corp.~~
- h. Set public hearing for August 9, 2010 for proposed amendments to the City's policies and procedures relating to the use of municipal subsidies

July 12, 2010

- i. Approval of low bid from Caldwell Asphalt for sealcoating of Wilds neighborhood streets and south Pinecone Road in the amount of \$1.01 and \$1.02 per sq yd (under budget)
- j. Approval of contract for post closure compliance inspection, monitoring and reporting on the former Grede landfill property via the current service provider, Earth Science Associates, Inc. in the amount not to exceed \$9,945 (\$15,000 budgeted).

Council member Peterson removed item 5-g for separate discussion.

A MOTION WAS MADE BY COUNCIL MEMBER PERSKE AND SECONDED BY MEMBER PETERSON APPROVING CONSENT AGENDA "A" THROUGH "J", REMOVING ITEM "G" FOR SEPARATE DISCUSSION. THE MOTION CARRIED UNANIMOUSLY.

CONSENT AGENDA ITEM "G"

Approval of budgeted bike/pedestrian trail sealcoat quote from ASTECH Corp.

Council member David Peterson asked if this quote included an experimental sealcoat treatment that had been contemplated. Public Works Director, Borders indicated it does not, this is the standard sealcoat.

A MOTION WAS MADE BY COUNCIL MEMBER PETERSON AND SECONDED BY MEMBER PERSKE APPROVING CONSENT AGENDA ITEM "G". THE MOTION CARRIED UNANIMOUSLY.

Mayor O'Driscoll arrived at 7:05 p.m.

SPECIAL PRESENTATION – Sartell-LeSauk Retired Engine Company No. 844 (Dennis Molitor)

Dennis Molitor first offered an update on the success of the new community garden. As president of the Sartell-LeSauk Fire Department Retired Engine #844, he reported the newly founded organization is proposing to salvage and restore the historic playground fire truck feature that was located in the East Side Kiddie Park. They are proposing it be displayed as a commemorative piece near the City facility site sign by the Fire Department, but other location suggests are also welcome. Molitor discussed the possibility of restoring and putting it back into use in a playground setting. Consensus of the Council was to encourage further research on site options, cost to restore as well as a review by the Park Commission.

DEPARTMENT REPORTS

- a. **Police Department**
Semi-monthly Activity Report

A MOTION WAS MADE BY COUNCIL MEMBER HENNES AND SECONDED BY MEMBER LYNCH ACCEPTING THE POLICE DEPARTMENT REPORT. THE MOTION CARRIED UNANIMOUSLY.

July 12, 2010

b. Public Works

c. City Engineer
Semi-Monthly Memorandum

Jeremy Mathiasen presented his memorandum.

50TH Avenue Plans and Specs (added by Council member Perske)

Council member Perske asked about lighting on 50th Avenue being included in the project. Mathiasen explained that lighting is provided through Connexus and not part of the city's bid project. Connexus is developing a lighting plan for all of 50th Avenue, but 8-9 lights are being contemplated for the construction portion of 50th Avenue.

d. Planning & Community Development Director

Anita Rasmussen presented her memorandum. Council member Hennes volunteered to serve on the Active Recreation and Trails Task Force for the urban rivers project.

e. City Administrator

CITY COUNCIL UPDATE – MISCELLANEOUS BUSINESS

ADJOURN

A MOTION WAS MADE BY COUNCIL MEMBER LYNCH AND SECONDED BY MEMBER PETERSON TO ADJOURN THE MEETING AT 7:24 P.M. THE MOTION CARRIED UNANIMOUSLY.

Minutes By



Judy Molitor



MAYOR TIM O'DRISCOLL

SARTELL CITY COUNCIL MEETING

MINUTES OF JULY 12, 2010

SPECIAL MEETING

Pursuant to due call and notice thereof, a special meeting was held on July 12, 2010 in the Conference Room at Sartell City Hall. The meeting commenced at 7:30 PM.

COUNCIL PRESENT: Mayor O'Driscoll; Council members: Perske, Lynch, Hennes and Peterson

COUNCIL ABSENT: None

OTHERS PRESENT: Patti Gartland, City Administrator
Mary Degiovanni, Finance Director
Anita Rasmussen, Community Development Director
Jim Hughes, Police Chief
Ken Heim, Fire Chief
Brad Borders, Public Works Director

AGENDA REVIEW AND ADOPTION

A motion was made by Lynch and seconded by Perske to adopt the agenda as presented. The motion carried unanimously.

2011 BUDGET

Department managers overviewed their 2011 budget requests with the Council:

- Community Development and Inspections made no staffing addition or capital spending requests.
- Public Works is hoping to cover their increasing workload with a summer seasonal and a winter seasonal, which brings them back up to their 2008 seasonal employee numbers and still down one full time employee from 2008 levels. There was some discussion of using a pool of snow plowers rather than a seasonal employee but Brad said he could keep a seasonal employee busy in the winter months regardless of snowfall amounts. Brad also confirmed that tree planting is included in the Financial Management Plan and he is researching a shared tree spade. We may utilize volunteers to groom cross country ski trails this year if we can find a snowmobile to work with our grooming equipment. Staff also confirmed that the conversion of the entire City to remote water meter reading would be an expensive up front investment that the Council will need to determine timing on and put into their Financial Management Plan. Brad advised that crackfilling is done with our own staff and we generally do areas in advance of sealcoating. A dog park is included in the Financial Management Plan draft as a 2013 recommendation for consideration by the Park Commission. Councilmember Perske asked about increasing dog license fees to pay for this future improvement and staff indicated they would look into results of a past survey of dog owners on this topic. A decision on a rink at Pinecone Central Park will be delayed until we know status of other improvements at that site in 2010/2011. After discussing options for warming houses, staff recommended having staff document number of participants at warming house locations this season.

- Chief Heim discussed pay rate options for Fire Department and Council consensus was to tie annual increases to average of employee bargaining group increases. Ken will check on payment options for 2011 purchase of a second jaws of life unit and decision on recorder purchase will be made after 2010 operational savings are determined. The jaws of life purchase and building improvements will be discussed with the Town Board at a joint meeting hopefully in September.
- Chief Hughes overviewed the needed civil defense system upgrades as well as his operational funding requests including increasing the part time secretary to full time and filling the CSO position which has been vacant since 2008.
- In Administration budgets, the Council discussed revising their salaries to eliminate special meeting per diems for reduced paperwork and consistency in budgeting and staff agreed to deliver more information on options and what other cities are doing.
- A percentage of uncertain future LGA receipts being earmarked for a Park Equipment/Replacement Fund was discussed but concern was expressed about the need for LGA for public safety and other priorities. Our current Park operational budgets as well as recent major Park capital outlay was discussed, along with the need for a reliable source of funding for capital equipment replacement for Parks just as we have for other areas of capital equipment. Staff will send the current Park plans, along with the Beautification Fund spreadsheets to the Council since there are available funds and the Council can decide whether to leave them in Beautification to use for future Park needs or to create a separate Park Equipment/Replacement Fund with annual Beautification Fund transfers.
- Staff will talk to Ehlers and Associates about an additional TIF District and 10 to 20 year bonds for the extension of 23rd Street South.
- Staff is working with the City's auditor on a formula for the PILOT Agreement to determine what amount would be reimbursable to Country Manor.

ADJOURNMENT

A motion was made by Lynch and seconded by Peterson to adjourn the meeting at 10:06 PM. The motion carried unanimously.

Minutes By:



Mary Degiovanni, Finance Director



Tim O'Driscoll, Mayor

SARTELL CITY COUNCIL MEETING

MINUTES OF JULY 26 , 2010

14th MEETING

Pursuant to due call and notice thereof, the 14th meeting of 2010 was held on July 26, 2010 in the council chambers of the Sartell City Hall. Mayor O'Driscoll called the meeting to order at 7:00 p.m.

COUNCIL PRESENT: Council members: Mayor O'Driscoll, Hennes, Lynch, Perske, Peterson
ABSENT: None
ALSO PRESENT: Patti Gartland, City Administrator
Anita Rasmussen, Community Development Director
Jeremy Mathiasen, City Engineer
Brad Borders, Public Works Director
Jim Hughes, Police Chief

AGENDA REVIEW AND ADOPTION

A MOTION WAS MADE BY COUNCIL MEMBER LYNCH AND SECONDED BY MEMBER HENNES APPROVING THE AMENDED AGENDA. THE MOTION CARRIED UNANIMOUSLY.

APPROVAL OF CITY COUNCIL MINUTES

- a. July 12, 2010 - Regular Council Meeting
- b. July 12, 2010 - Council Workshop – 2011 Budget

A MOTION WAS MADE BY COUNCIL MEMBER PETERSON AND SECONDED BY MEMBER PERSKE APPROVING THE MEETING MINUTES AS PRESENTED. THE MOTION CARRIED UNANIMOUSLY.

CONSENT AGENDA

- a. Approval of voucher payments dated July 21, 2010.
- b. Approval of Park Board meetings notes for June 23, 2010
- c. Professional Development Classes
- d. Approval of final acceptance and payment on the Roberts Road and 7th Avenue South public improvement project.

A MOTION WAS MADE BY COUNCIL MEMBER HENNES AND SECONDED BY MEMBER PETERSON APPROVING CONSENT AGENDA "A-D". THE MOTION CARRIED UNANIMOUSLY.

OLD BUSINESS

Champion Field Improvements

City Administrator, Gartland provided an overview of the improvement agreement, amended and restated lease agreement along with public improvement quotes. Steve Gabrielson spoke on behalf of the Baseball Association indicating that phase 1 funding has been achieved and the improvements they will undertake are ready to go. Phase 2 fundraising and details of improvements are still in process for

July 26, 2010

future consideration but could potentially be proposed for implementation at the end of the 2011 season. He also indicated there is the potential for a 3rd phase that would include covering the grandstand, a new electronic scoreboard, and electronic signage on 12th Street which would be 100% privately funded. Pete Johnson spoke on behalf of the Ball Club and indicated that they concur with the clarifications and changes that are recommended by the City's legal counsel from e-mail correspondence received earlier that day.

Improvement Agreement

A MOTION WAS MADE BY COUNCIL MEMBER HENNES AND SECONDED BY MEMBER LYNCH APPROVING THE IMPROVEMENT AGREEMENT SUBJECT TO MINOR MODIFICATIONS RECOMMENDED BY LEGAL COUNSEL. THE MOTION CARRIED UNANIMOUSLY.

Lease Agreement

A MOTION WAS MADE BY COUNCIL MEMBER PERSKE AND SECONDED BY MEMBER PETERSON APPROVING THE AMENDED LEASE AGREEMENT SUBJECT TO THE CHANGES RECOMMENDED BY LEGAL COUNSEL. THE MOTION CARRIED UNANIMOUSLY.

Engineer, Mathiasen indicated that staff is comfortable with the low quotes received.

A MOTION WAS MADE BY COUNCIL MEMBER PETERSON AND SECONDED BY MEMBER PERSKE APPROVING THE LOW QUOTES RECEIVED AND AS RECOMMENDED BY STAFF.

DEPARTMENT REPORTS

- a. **Police Department**
- b. **Public Works**
Monthly Memorandum

Director Borders indicated one portable restroom will continue to be available at Northside Park for general park patron usage. Concurrence of the Council was to follow staff's recommendation that phase 2 restroom improvements would be available for baseball association events and for park shelter renters only. As phase 2 improvement plans come forward the Council may revisit the restroom availability issue if determined necessary.

- c. **City Engineer**
Semi-Monthly Memorandum

Jeremy Mathiasen presented his memorandum and offered a brief overview of the County sponsored public information meeting held last Tuesday regarding potential improvements to county road 120, noting that about 20 people attended the meeting. The estimated cost is \$1.3 million and intended to start in 2011.

- d. **Planning & Community Development Director**

Director, Anita Rasmussen presented her memorandum.

July 26, 2010

e. City Administrator

CITY COUNCIL UPDATE – MISCELLANEOUS BUSINESS

Council member Peterson provided information on a fundraising event for the Youth Hockey organization on September 11, 2010.

Council member Hennes noted an increase in ridership on MTC in June and speculates its attributable to the new medical facilities that recently opened.

Mayor O'Driscoll offered a reminder of First Lady, Mary Pawlenty's Military Care Family Initiative event on Wednesday which Council members had previously received notice of, via email.

ADJOURN

A MOTION WAS MADE BY COUNCIL MEMBER HENNES AND SECONDED BY MEMBER PERSKE TO ADJOURN THE MEETING AT 7:48 P.M. THE MOTION CARRIED UNANIMOUSLY.



MAYOR TIM O'DRISCOLL

Minutes By



Judy Molitor

August 9, 2010

SARTELL CITY COUNCIL MEETING

MINUTES OF AUGUST 9, 2010

15th MEETING

Pursuant to due call and notice thereof, the 15th meeting of 2010 was held on August 9, 2010 in the council chambers of the Sartell City Hall. Mayor O'Driscoll called the meeting to order at 7:00 p.m.

COUNCIL PRESENT: Mayor O'Driscoll, Council members: Hennes, Lynch, Perske, Peterson
ABSENT: None
ALSO PRESENT: Patti Gartland, City Administrator
Mary Degiovanni, Finance Director
Anita Rasmussen, Community Development Director
Jeremy Mathiasen, City Engineer
Brad Borders, Public Works Director
Jim Hughes, Police Chief

AGENDA REVIEW AND ADOPTION

A MOTION WAS MADE BY COUNCIL MEMBER PETERSON AND SECONDED BY MEMBER LYNCH APPROVING THE AMENDED AGENDA. THE MOTION CARRIED UNANIMOUSLY.

SPECIAL PRESENTATION

a. Police Chief Hughes' presentation of life saving awards

Chief Hughes presented life saving awards to Officers Kari Bonfield, Shelby Lane and Deputy Chief Struffert for their efforts in a life saving event that occurred last fall.

Dana Oaks of Take Heart St. Cloud, shared how the program that teaches CPR and AED usage resulted in the saving of Roger Reinert's life. Roger Reinert, who also is celebrating his birthday today, then offered expressions of gratitude to those that were responsible for saving his life. Monuments and certificates of appreciation were presented to representatives of Gold Cross, Williams Integracare and the Sartell Police Department.

APPROVAL OF CITY COUNCIL MINUTES

a. July 26, 2010 - Regular Council Meeting

A MOTION WAS MADE BY COUNCIL MEMBER HENNES AND SECONDED BY MEMBER PETERSON APPROVING THE MEETING MINUTES AS CORRECTED. THE MOTION CARRIED UNANIMOUSLY.

CONSENT AGENDA

- a. July Building Permit Activity Report – Acceptance**
- b. July inspections Activity Report – Acceptance**
- c. July Finance directors Report – Acceptance**
- d. Approval of voucher payments dated August 3, 2010**
- e. Professional Development**

August 9, 2010

- ~~f. Approval of resolution closing the Central MN Community Foundation "Sartell Beautification Fund"~~
- ~~g. Approval of purchase of ski trail grooming equipment using available Beautification Fund monies~~
- h. Approval of resolution calling hearing for August 23, 2010 on delinquent accounts
- ~~i. Approval of resolution approving plans and specifications and authorizing bid solicitation for 50th Avenue from CR 120 to approximately 23rd Street South~~
- j. Approval of park shelter fee waiver for Sartell High School Boys Soccer team on September 18, 2010
- k. Approval of resolution supporting grant application to help enhance commercial air service at the St. Cloud Regional Airport

Council member Peterson requested Consent Agenda "g" and "i" be removed and Council member Perske requested item "f" also be removed for separate discussion.

A MOTION WAS MADE BY COUNCIL MEMBER LYNCH AND SECONDED BY MEMBER HENNES APPROVING CONSENT AGENDA ITEMS A-K REMOVING ITEMS "F, G, AND I" AS REQUESTED. THE MOTION CARRIED UNANIMOUSLY.

CONSENT AGENDA "F"

Approval of resolution closing the Central MN Community Foundation "Sartell Beautification Fund"

Council member Perske received confirmation that there has and will continue to be just one "Beautification Fund" maintained by the City. The fund maintained by the Community Foundation will be cashed out and deposited into the City's existing Beautification Fund.

A MOTION WAS MADE BY COUNCIL MEMBER PERSKE AND SECONDED BY MEMBER PETERSON APPROVING CONSENT AGENDA ITEM "F". THE MOTION CARRIED UNANIMOUSLY.

CONSENT AGENDA "G"

Approval of purchase of ski trail grooming equipment using available Beautification Fund monies

Public Works Director, Borders, confirmed that mowing of the trails would be finished for 2010 but not thereafter.

A MOTION WAS MADE BY COUNCIL MEMBER PETERSON AND SECONDED BY MEMBER PERSKE APPROVING CONSENT AGENDA "G". THE MOTION CARRIED UNANIMOUSLY.

CONSENT AGENDA "I"

Consensus of the Council was to move this item to be discussed under the City Engineer's business.

PUBLIC HEARINGS

a. Resolution adopting amended municipal subsidies policies

Stacie Kvilvang of Ehlers & Associates provided an overview for the purpose of the municipal subsidies policy and the amendments recommended. Mayor opened the public hearing. No written or oral testimony was offered and the public hearing was closed. Finance Director, Mary Degiovanni, noted that Silvercrest, Pheasant Crest and Thomas Tool were projects that have been subject to the provisions of the City's municipal subsidy policy.

A MOTION WAS MADE BY COUNCIL MEMBER LYNCH AND SECONDED BY MEMBER HENNES APPROVING RESOLUTION 55-10 ADOPTING A MODIFIED POLICY AND CRITERIA FOR GRANTING BUSINESS SUBSIDIES. THE MOTION CARRIED UNANIMOUSLY.

b. Heritage Place Tax Increment Financing Plan

Stacie Kvilvang of Ehlers & Associates provided an overview of the proposed TIF Plan and program for a 34-unit memory care project previously approved by the Council but has not proceeded to construction. She noted that this project is eligible for a limited period of time under new TIF legislation structured to help stimulate economic development activity that wouldn't otherwise occur. Pay-as-you-go financing is proposed. Mayor O'Driscoll opened the public hearing, no oral or written testimony was offered and the public hearing was closed. Stacie noted that the County and School District were provided notice of the proposed TIF but approval authority lies exclusively with the City, although the captured property tax increment comes from all three taxing jurisdictions.

A MOTION WAS MADE BY COUNCIL MEMBER PETERSON AND SECONDED BY MEMBER PERSKE APPROVING RESOLUTION 56-10 ADOPTING A MODIFICATION TO THE DEVELOPMENT PROGRAM FOR DEVELOPMENT DISTRICT NO. 5 AND ESTABLISHING TAX INCREMENT FINANCING DISTRICT NO. 5-3 THEREIN AND ADOPTING A TAX INCREMENT FINANCING PLAN THEREFOR. THE MOTION CARRIED UNANIMOUSLY.

Resolution approving Heritage Place TIF Plan and Development Program amendment (related action, not subject to public hearing)

Stacie Kvilvang of Ehlers & Associates noted that the assistance provided under a pay-as-you-go note is for \$150,000 that will be funded with the proceeds of the TIF. Construction must start by July 1, 2011 based on the authorizing legislation.

A MOTION WAS MADE BY COUNCIL MEMBER LYNCH AND SECONDED BY MEMBER HENNES ADOPTING RESOLUTION 57-10 AUTHORIZING EXECUTION OF A DEVELOPMENT AGREEMENT FOR THE LEGENDS AT HERITAGE PLACE LLC. THE MOTION CARRIED UNANIMOUSLY.

Resolution approving interfund loan (related action, not subject to public hearing)

A MOTION WAS MADE BY COUNCIL MEMBER LYNCH AND SECONDED BY MEMBER PERSKE APPROVING RESOLUTION 58-10 AUTHORIZING AN INTERFUND LOAN FOR ADVANCE OF CERTAIN COSTS IN CONNECTION WITH TAX INCREMENT FINANCING DISTRICT NO. 5-3. THE MOTION CARRIED UNANIMOUSLY.

OLD BUSINESS

a. Pinecone Central Park Improvements

Update from development planning & fundraising group (Gordy Meyer)

Gordy Meyer provided a power point update on the status of the site plan development and fundraising. Phase 1 is intended to consist of four baseball fields and 10 acres of multi-purpose fields and the concession stand/restroom facilities. Miller Companies will be doing the architectural and construction management work for the project. Estimated cost for phase 1 is \$1.6 million which includes irrigation but excludes lighting. Fundraising to date is \$120,000 in cash, \$100,000 field naming by Miller Builders as a service commitment & \$100,000 for field naming by Dan Coborn as a cash commitment for a total to-date of \$320,000. Various other fundraising efforts are in process with \$1 million goal by year end and \$1.5 million by spring construction in 2011. Gordy noted an operations and management agreement are also being worked on with City staff. Grand opening envisioned for Spring, 2011.

Council member Lynch asked what parts of phase 1 happen first if the fundraising runs short of it's \$1.5 million goal. Gordy noted that the project would likely be reduced for both ball fields and multi-purpose field area. Gordy is very confident that \$500,000 will come from naming rights alone and he's very confident in raising \$750,000 by year end. Gordy affirmed that a decision to move ahead with construction of the road to at least attain access into the park area will affect their fundraising efforts.

Update on Pinecone Central Park preliminary improvement agreement and presentation of bids received for construction of Central Park Blvd, trail and parking lot (action to be deferred to August 23rd meeting)

City Engineer, Mathiasen, reviewed the bids received for the proposed road, parking lot and trail improvements with the lowest bid being about 8% below the updated engineers estimate from Knife River. Potential funding source options were discussed further. Jeremy explained that the worst case scenario for soil corrections for the parking lot is reflected in the bid outcome. Staff was asked to look at options for scaling back the size of the parking lot.

b. Off-sale intoxicating liquor license for Sam's Club and off-sale 3.2% liquor license for WalMart at Epic Center.

Council member Lynch noted he would recues himself from participating in the liquor license matters although he doesn't actually have a legal conflict of interest but wishes to avoid any appearance or perception concerns.

Patti noted that the applications are complete and all background checks were completed favorably. Representatives for the applicants were in attendance to address any questions.

A MOTION WAS MADE BY COUNCIL MEMBER PERSKE AND SECONDED BY MEMBER HENNES APPROVING THE OFF-SALE INTOXICATING LIQUOR LICENSE FOR SAM'S CLUB AND OFF-SALE 3.2 LIQUOR LICENSE FOR WALLMART AT EPIC CENTER. THE MOTION CARRIED UNANIMOUSLY.

NEW BUSINESS

a. Site plan for Taco Johns and a future restaurant building at Epic Center

Council member Lynch indicated he would recuse himself from participating on this matter due to his ownership interest in Sartell Partners.

Anita Rasmussen provided an overview of the proposed site plan approval for Taco Johns and a second fast food restaurant and responded to a number of detailed questions regarding the site plan. Approval is recommended subject to conditions articulated in the staff memorandum.

A MOTION WAS MADE BY COUNCIL MEMBER PETERSON AND SECONDED BY MEMBER PERSKE APPROVING THE SITE PLAN FOR TACO JOHNS AND A FUTURE RESTAURANT BUILDING AT EPIC CENTER. THE MOTION CARRIED UNANIMOUSLY.

b. Tree spade equipment purchase

Public Works Director Borders, reviewed with the Council his request to purchase a tree spade for \$9,900.00 using budgeted equipment funds.

A MOTION WAS MADE BY COUNCIL MEMBER HENNES AND SECONDED BY MEMBER PETERSON APPROVING THE TREE SPADE EQUIPMENT PURCHASE. THE MOTION CARRIED UNANIMOUSLY.

DEPARTMENT REPORTS

**a. Police Department
Semi-monthly Activity Report**

A MOTION WAS MADE BY COUNCIL MEMBER LYNCH AND SECONDED BY MEMBER PERSKE ACCEPTING THE POLICE ACTIVITY REPORT. THE MOTION CARRIED UNANIMOUSLY.

**b. Public Works
Monthly Memorandum**

Director Borders, noted that the fishing pier installation was completed today at Sartell Rotary Riverside Park. Council member Peterson inquired about the status of planning efforts for a second community garden on the east side. Brad noted it would likely be located at the East Water Plant property and that the existing garden is also expected to be doubled in size.

August 9, 2010

c. City Engineer
Semi-monthly Memorandum

Consent agenda item "I"

Approval of resolution approving plans and specifications and authorizing bid solicitation for 50th Avenue from CR 120 to approximately 23rd Street South

Council member Peterson asked for the status of light for the project.

A MOTION WAS MADE BY COUNCIL MEMBER PETERSON AND SECONDED BY MEMBER LYNCH APPROVING CONSENT AGENDA ITEM "I". THE MOTION CARRIED UNANIMOUSLY.

d. Planning & Community Development Director
Semi-monthly Memorandum

Director, Anita Rasmussen, responded to questions regarding the status of the proposed Dehler/Sauk River park property acquisition.

e. City Administrator

Request from Sartell-LeSauk Retired Engine Company No. 844 (Dennis Molitor) for a Council representative for proposed historic display project.

Council member Perske offered to serve as a representative to work with this group.

CITY COUNCIL UPDATE – MISCELLANEOUS BUSINESS

Council member Perske requested staff update at a future meeting on the status of sale of excess land from the former golf course property.

Mayor O'Driscoll noted a dedication ceremony for Rotary Riverside Park on August 19th at 5:30 p.m.

ADJOURN

A MOTION WAS MADE BY COUNCIL MEMBER LYNCH AND SECONDED BY MEMBER HENNES TO ADJOURN THE MEETING AT 9:17 P.M. THE MOTION CARRIED UNANIMOUSLY.



MAYOR TIM O'DRISCOLL

Minutes By


Judy Molitor

SARTELL CITY COUNCIL MEETING

MINUTES OF AUGUST 11, 2010

SPECIAL MEETING

Pursuant to due call and notice thereof, a special meeting was held on August 11, 2010 in the Conference Room at Sartell City Hall. The meeting commenced at 5:00 PM.

COUNCIL PRESENT: Mayor O'Driscoll; Council members: Perske, Lynch, Hennes and Peterson
COUNCIL ABSENT: None
OTHERS PRESENT: Patti Gartland, City Administrator
Mary Degiovanni, Finance Director

AGENDA REVIEW AND ADOPTION

A motion was made by Hennes and seconded by Peterson to adopt the agenda with the additions of PILOT Agreement and Utility Billings. The motion carried unanimously.

2011 BUDGET, CAPITAL PLAN AND FEE SCHEDULE

The Council reviewed the preliminary budget and staff's recommendation is to adopt this as the preliminary budget and levy, maintaining a projected flat tax rate, and wait for firmer tax capacity numbers which will be available prior to final budget and levy adoption in December.

The Council discussed elected official salaries and consensus was for staff to draft an amending Ordinance for flat annual salaries of \$7,500 for Mayor and \$5,200 per Council member with the elimination of extra meeting compensation, resulting in a reduced budget amount for these salaries.

There was discussion of how we will absorb possible 2011 LGA and MVC cuts and staff recommended that the budgeted transfer to the PIR/Debt Service Reserve Fund be delayed until 2011 LGA is received and then reduced to whatever actual LGA amount is received in 2011. Potential MVC cuts will need to be absorbed through 2011 capital freezes, spending reductions, or general fund reserve reduction to be determined as we monitor actual 2010 and 2011 revenues and expenditures to determine the best option.

The Council asked staff to confirm total number of dog licenses and to obtain an estimate of initial capital outlay required for creation of a dog park as well as annual maintenance cost estimates to see what impact such a park would have on license fees if the intent was to fund it entirely through licensing fees.

Development charges were discussed and Council consensus was to plan to continue the 25% single family plan review fee discount and to allow 2011 single family SAC and WAC connections at the 2010 rates.

QWEST LEASE

Council consensus was to offer a 5 year lease extension at \$1,500 for the 1st year with a 3% inflator each year thereafter.

P.I.L.O.T AGREEMENT

The Council reviewed the total invoice and State reimbursement calculations and authorized invoicing to Country Manor pursuant to the Agreement.

UTILITY BILLING

Staff advised the Council that we would like to switch utility billing vendors from current vendor "Impact" to proposed vendor "Professional Office Services, Inc". The current practice was discussed and the Council's prior discussion of combining meter cards and utility bills for greater customer convenience and for cost reduction in City mailing expenses was discussed. Staff was asked to pursue this change and get utility billing clerk's input on whether to implement sending to part of the City each month or continue sending to every property in the City every other month.

CAPITAL IMPROVEMENT/FINANCIAL MANAGEMENT PLAN

The Council discussed the street section of the Financial Management Plan and consensus remained to list unscheduled street priorities but not to try to rank or prioritize them in any order and just to maintain flexibility since future development will impact which streets are done first and what funding sources are available to complete them.

Council member Peterson requested that staff maintain a list of the funding sources used on projects that generate potential future assessments.

Council member Lynch raised the issue that our growth projections, although previously reduced, most likely still exceed what we can expect for 2011-2020. Staff concurred but asked that we delay another update in projections until after we see our payable 2011 tax capacity numbers from Stearns and Benton counties.

Council member Lynch asked that the Coalition of Greater MN Cities dues be considered again before final approval of 2011 dues and staff agreed to add that item to budget discussions prior to final budget adoption.

ADJOURNMENT

A motion was made by Lynch and seconded by Perske to adjourn the meeting at 7:02 PM. The motion carried unanimously.

Minutes By:



Mary Degiovanni, Finance Director



Tim O'Driscoll, Mayor

SARTELL CITY COUNCIL MEETING

MINUTES OF August 23, 2010

16th MEETING

Pursuant to due call and notice thereof, the 16th meeting of 2010 was held on August 23, 2010 in the council chambers of the Sartell City Hall. Mayor O'Driscoll called the meeting to order at 7:00 p.m.

COUNCIL PRESENT: Mayor O'Driscoll, Council members: Hennes, Lynch, Perske, Peterson
ABSENT: None
ALSO PRESENT: Patti Gartland, City Administrator
Mary Degiovanni, Finance Director
Anita Rasmussen, Community Development Director
Jeremy Mathiasen, City Engineer
Brad Borders, Public Works Director
Jim Hughes, Police Chief

AGENDA REVIEW AND ADOPTION

A MOTION WAS MADE BY COUNCIL MEMBER PERSKE AND SECONDED BY MEMBER LYNCH ADOPTING THE AGENDA AS PRESENTED. THE MOTION CARRIED UNANIMOUSLY.

APPROVAL OF CITY COUNCIL MINUTES

- a. August 9, 2010 – Regular Council Meeting
- b. August 11, 2010 – Council Workshop – 2011 Budget

A MOTION WAS MADE BY COUNCIL MEMBER HENNES AND SECONDED BY MEMBER PETERSON APPROVING THE MEETING MINUTES AS PRESENTED. THE MOTION CARRIED UNANIMOUSLY.

CONSENT AGENDA

- a. Approval of voucher payments dated August 19, 2010
- b. Professional Development
- c. Approval of Fire Training grant award of \$9,400.
- d. Approval of resolution setting the date and time for public testimony on the proposed 2011 budget for December 13 at 7 p.m.
- e. Approval of special event permit for Northcrest Athletic Association for a 10K and 5K run/walk event on Saturday, September 19, 2010 between 9 am and 11 am.
- f. Approval of special event permit for Casting for a Cure at Pinecone Regional Park on September 11, 2010 from 4-9 pm subject to stipulated conditions
- g. Approval of fund transfers as recommended by Finance Director dated August 23, 2010
- h. Approval to solicit bids for the budgeted maintenance repairs for the North Water Tower

Council member Perske requested a map be included for walk/run permit requests in the future.

August 23, 2010

A MOTION WAS MADE BY COUNCIL MEMBER PETERSON AND SECONDED BY MEMBER PERSKE APPROVING ALL CONSENT AGENDA ITEMS. THE MOTION CARRIED UNANIMOUSLY.

PUBLIC HEARINGS

a. Delinquent Accounts

Finance Director, Mary Degiovanni provided a summary of the delinquent utility and maintenance service fee accounts for collection as an assessment with property tax rolls. Following adoption of the assessment roll, payments can be made and accepted for another 11 days prior to certification to the County for collection with property tax payments. Mayor O'Driscoll opened the hearing. No oral or written testimony was received and the hearing was closed.

A MOTION WAS MADE BY COUNCIL MEMBER HENNES AND SECONDED BY MEMBER LYNCH APPROVING RESOLUTION 60-10 ADOPTING ASSESSMENT OF DELINQUENT ACCOUNTS. THE MOTION CARRIED UNANIMOUSLY.

OLD BUSINESS

a. Pinecone Central Park Improvements

Update from development planning & fundraising group (Gordy Meyer)

Pinecone Central Park preliminary improvement agreement

Resolution accepting and awarding bid for construction of Central Park Boulevard, trail & parking lot

Gordy Meyer provided a power point update and status report on the development planning and fundraising for the athletic facilities at Pinecone Central Park. He indicated they have \$340,000 in cash and commitments to date with another \$800,000 being pursued with \$400,000 of the \$800,000 perceived as very probable. Marketing assistance from Mark Kuhl, website development, establishment of a 501c3 and a major fundraiser event on September 12th has dominated their efforts as of recent. He noted advisory assistance the group has been receiving from the retired St. Paul Park system director who has grandchildren in Sartell. He emphasized the importance of the Council's decision to move forward with the road access construction decision in order for them to move ahead with the fundraising event scheduled to occur on September 12th. Further discussion occurred regarding the extent of commitment received to date and potential additional donations.

Council member Steve Hennes expressed support for moving ahead with the bid award and preliminary improvement agreement.

Council member Lynch expressed concern that the \$500,000 goal for fundraising that had been agreed to has not been met and suggests the City improvements be delayed until the \$500,000 is attained.

Both Council members Perske and Peterson expressed support for the project but suggested we postpone for a few weeks in hopes of the fundraising having achieved the agreed upon goal.

City Engineer, Mathiasen noted that the bid award must occur within 60 days which means it could be postponed to the last meeting in September but that may not make subgrade/base work completion in

August 23, 2010

2010 possible. Mathiasen also explained the preference typically is to allow the base and the non-wear course of construction to settle over a winter but he noted that isn't an absolute requirement.

Mayor O'Driscoll asked the fundraisers if an expression of commitment by Council to award the bid in September if the \$500,000 is raised is acceptable for continuing to move forward with their fundraising efforts. Mr. Meyer responded that delaying the project to next year would be a project fundraising killer and unacceptable but they could probably work with a delay of a few weeks. The Progress update on fundraising in September was requested by Council.

Engineer, Mathiasen offered comments on the phased construction options for two-thirds of the road construction and a smaller parking lot improvement.

Council member Peterson expressed concern about selling any of the golf course property to correct encroachments and other areas regarded as excess through the master plan process and encouraged we explore an alternative to outright sale of the land.

b. Resolution adopting the preliminary levy and budget for 2011

Finance Director, Mary Degiovanni provided an overview of the preliminary levy and budget for 2011 which represents a flat tax rate outcome based on preliminary tax valuation data available at this time.

Council member Lynch expressed the ultimate desire to see that tax rate actually decrease but at this time will support the preliminary levy.

A MOTION WAS MADE BY COUNCIL MEMBER PETERSON AND SECONDED BY MEMBER HENNES ADOPTING RESOLUTION 61-10 APPROVING THE PROPOSED 2011 GENERAL FUND BUDGET AND PRELIMINARY TAX LEVY COLLECTIBLE IN 2011. THE MOTION CARRIED UNANIMOUSLY.

c. Issues/Questions from Council Members Perske & Peterson

Mayor O'Driscoll referenced background information assembled and provided by staff to the questions and matters raised by Council members Perske and Peterson and asked if additional discussion was necessary.

Council member Perske expressed appreciation for the information provided by staff. Both Council members Perske and Peterson asked for a variety of additional details on the topics and other operations related and pending project specific related questions that were responded to by appropriate staff. Discussion occurred as to what types of questions are appropriate for the Public Works Commission, Council or by individual Council member inquiry to the appropriate staff.

DEPARTMENT REPORTS

**a. Police Department
Semi-monthly Activity Report**

Chief Hughes offered an update on the storm from Friday, August 13th and the response by emergency management and public works employees. The dominant part of the storm damage occurred north of

August 23, 2010

town with power outages in some areas as long as a full day. Neighboring fire departments also provided assistance. Chief Hughes talked about the need for a generator for City Hall at some point in the future because it is one of the emergency operations center locations identified in the Emergency Management Plan.

b. Public Works
Monthly Memorandum

Director, Brad Borders updated the Council on making our compost site available to LeSauk residents for storm damaged tree material only on a temporary basis. If the Rice compost site reaches capacity and must close, we intend to extend availability to those communities that currently have a permit arrangement with the City of Rice (e.g. Broakway Twp, St. Stephen, Rice). He also noted challenges with water and lift station operations with the power outages.

c. City Engineer

Engineer Mathiasen presented his memorandum. Council member Hennes asked about tree replacement status on the County Road 1 & 120 project noting an appearance of higher than usual loss. Replacements are intended to occur by month-end, assuming cooler weather is attained. Two year warranty applies.

d. Planning & Community Development Director

Anita Rasmussen presented her memorandum.

e. City Administrator

City Administrator, Patti Gartland requested RSVP's for the Area Cities meeting on August 31, 2010, Mayor O'Driscoll and Council member Peterson will attend.

CITY COUNCIL UPDATE – MISCELLANEOUS BUSINESS

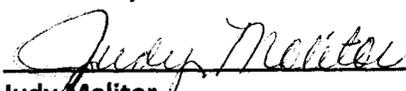
Various community events and MTC service updates were shared.

ADJOURN

A MOTION WAS MADE BY COUNCIL MEMBER HENNES AND SECONDED BY LYNCH TO ADJOURN THE MEETING AT 9:14 P.M. THE MOTION CARRIED UNANIMOUSLY.


MAYOR TIM O'DRISCOLL

Minutes By


Judy Molitor

**SPECIAL JOINT MEETING
SARTELL CITY COUNCIL-LESAUK TOWN BOARD
SEPTEMBER 8, 2010**

Pursuant to due call and notice thereof, a special meeting was held on September 8, 2010 at the Sartell-LeSauk Government Center.

City Council Present: Mayor O'Driscoll, Council members: Hennes, Peterson, Lynch, Perske
Town Board Present Naber, Pullis, and Bromenschenkel
Also Present: Patti Gartland, City Administrator
Marlyce Plante, Township Clerk
Mary Degiovanni, Finance Director
Ken Heim, Fire Chief

CALL TO ORDER

Mayor O'Driscoll called the meeting to order at 7:00 p.m.

AGENDA REVIEW AND APPROVAL

A motion was made by Hennes and seconded by Naber approving the agenda as presented. The motion carried unanimously.

2011 BUDGET

The proposed 2011 fire operating budget was reviewed and discussed, including whether potential costs for removal of fire damaged buildings could impact the budget. The consensus was that such costs were unlikely and not necessary to budget.

CAPITAL PLANNING

After discussion of the plan to rotate airpicks, and the pros and cons of adding a second jaws of life in 2011/2012, including the availability of mutual aid and the age of the current jaws of life, a motion was made by Pullis and seconded by Peterson to buy the jaws of life and to add the budgeted line item for airpick replacement in the capital improvement plan with a final decision on such replacement to be made by the City after recommendation by the Fire Chief in the future. The motion carried unanimously.

ADJOURN

A motion was made by Pullis (with a special thanks to Chief Heim for his consistently respectful presentation of the budget and capital information) and seconded by Bromenschenkel to adjourn the meeting at 7:43 PM. The motion carried unanimously.

Minutes By:



Mary Degiovanni, Finance Director



Tim O'Driscoll, Mayor

September 13, 2010

SARTELL CITY COUNCIL MEETING

MINUTES OF SEPTEMBER 13, 2010

17th MEETING

Pursuant to due call and notice thereof, the 17th meeting of 2010 was held on September 13, 2010 in the council chambers of the Sartell City Hall. Mayor O'Driscoll called the meeting to order at 7:00 p.m.

COUNCIL PRESENT: Mayor O'Driscoll, Council members: Hennes, Lynch, Perske, Peterson
ABSENT: None
ALSO PRESENT: Patti Gartland, City Administrator
Mary Degiovanni, Finance Director
Anita Rasmussen, Community Development Director
Jeremy Mathiasen, City Engineer
Brad Borders, Public Works Director
Dale Struffert, Deputy Police Chief

AGENDA REVIEW AND ADOPTION

A MOTION WAS MADE BY COUNCIL MEMBER PERSKE AND SECONDED BY MEMBER PETERSON ADOPTING THE AGENDA AS PRESENTED. THE MOTION CARRIED UNANIMOUSLY.

APPROVAL OF CITY COUNCIL MINUTES

- a. August 23, 2010 – Regular Meeting

A MOTION WAS MADE BY COUNCIL MEMBER LYNCH AND SECONDED BY MEMBER HENNES APPROVING THE MEETING MINUTES AS PRESENTED. THE MOTION CARRIED UNANIMOUSLY.

CONSENT AGENDA

- ~~a. August Building Permit Activity Report – Acceptance~~
- b. August Inspections Activity Report – Acceptance
- c. August Finance Directors Report – Acceptance
- d. August 25, 2010 Park Commission meeting notes – Acceptance
- e. Approval of voucher payments dated September 8, 2010
- f. Professional Development
- g. Approval of new resolution approving TIF Development Agreement with Kornovick Development Company, Inc. versus the prior agreement with Legends at Heritage Place
- h. Approval of resolution appointing election judges for general election for November 2, 2010
- i. Approval of SHIP grant/professional service agreement from Stearns County and related expenditures for \$5,071 to create and expand the community garden facility at the North Water Plant property.
- j. Acceptance of \$3300 donation for Fire Department equipment and \$2500 for Police Department equipment and \$1500 for Parks Department equipment from Sam's Club
- k. Approval of low quote for tennis court resurfacing at Northside Park using available Park General Fund monies

Council member Perske removed Consent agenda item "a" for separate discussion.

September 13, 2010

A MOTION WAS MADE BY COUNCIL MEMBER PETERSON AND SECONDED BY MEMBER LYNCH APPROVING CONSENT AGENDA ITEMS "B – K". THE MOTION CARRIED UNANIMOUSLY.

Consent Agenda

- a. August Building Permit Activity Report – Acceptance

Council member Perske noted an error in data on the year-to-date single family home information.

A MOTION WAS MADE BY MEMBER PERSKE AND SECONDED BY MEMBER HENNES APPROVING CONSENT AGENDA ITEM "A". THE MOTION CARRIED UNANIMOUSLY.

OLD BUSINESS

- a. **Pinecone Central Park**
Review of draft preliminary plat and determination of parcels to be offered for resale

Anita Rasmussen provided an overview of the draft preliminary plat for Pinecone Central Park property. Council was asked to confirm its continuing intent to resell parcels identified in the adopted park master plan as potential excess property to abutting property owners to correct encroachment issues and /or provide expansion opportunity for abutting uses. Anita reaffirmed staff's evaluation that none of the outlot parcels in the preliminary plat are needed by the City.

Mayor O'Driscoll also noted that resale of excess parcels within Pinecone Central Park has been identified as one of the funding sources for contemplated improvements for Pinecone Central Park.

Council members Peterson and Perske suggested all property be retained to preserve the possibility of City use in the future. Both members also suggested the Park Commission and Joint Planning Commission be asked for their recommendations on whether or not to resell any of the property.

Council member Lynch favors moving forward with selling off what has been identified in the adopted master plan as potential excess property and noted it's a revenue source presumed for the proposed improvements to the park.

Council member Hennes asked that it be confirmed that an existing footbridge isn't located within a parcel that would be resold and also noted the potential benefit of a sale to Mulligans to enable them to further expand. Hennes supports moving forward with potential sales.

Mayor O'Driscoll noted the City's knowledge of encroachments at the time of purchase and a preference to correct encroachments by selling excess property versus requiring abandonment of encroachments. O'Driscoll favors moving forward.

A MOTION WAS MADE BY COUNCIL MEMBER LYNCH AND SECONDED BY MEMBER HENNES SUPPORTING STAFF MOVE FORWARD WITH THE PRELIMINARY PLAT AS CURRENTLY DRAFTED TO FACILITATE RESALE OF POTENTIAL EXCESS PROPERTY GENERALLY IDENTIFIED IN THE ADOPTED PARK MASTER PLAN (OUTLOTS AND LOT 1, BLOCK 2) WITH A REVIEW BY THE PARK COMMISSION AND THE

September 13, 2010

JOINT PLANNING COMMISSION FOR ADVISORY RECOMMENDATIONS. THE MOTION CARRIED UNANIMOUSLY.

b. Consideration of bids for budgeted North Water Tower maintenance

Public Works Director Brad Borders, reviewed the four bids received for the north water tower maintenance work and recommended moving forward with awarding the low bid to Classic Protective Coatings for the improvements to achieve OSHA standards totaling \$59,220.00

A MOTION WAS MADE BY COUNCIL MEMBER LYNCH AND SECONDED BY MEMBER PETERSON APPROVING THE WATER TOWER MAINTENANCE BID TO CLASSIC PROTECTIVE COATINGS FOR \$59,220. THE MOTION CARRIED UNANIMOUSLY.

NEW BUSINESS

a. Site plan for a medical facility at Regional Medical Arts Campus 2

Anita Rasmussen provided an overview of the proposed two-story medical office building in the Regional Medical Arts Campus development as recommended for approval by staff and the Joint Planning Commission subject to stipulated conditions.

A MOTION WAS MADE BY COUNCIL MEMBER HENNES AND SECONDED BY MEMBER LYNCH APPROVING THE SITE PLAN SUBJECT TO THE STIPULATED CONDITIONS IN THE JOINT PLANNING MEMORANDUM. THE MOTION CARRIED UNANIMOUSLY.

DEPARTMENT REPORTS

**a. Police Department
Semi-monthly Activity Report**

A MOTION WAS MADE BY COUNCIL MEMBER PETERSON AND SECONDED BY MEMBER PERSKE ACCEPTING THE POLICE DEPARTMENT REPORT. THE MOTION CARRIED UNANIMOUSLY.

**b. Public Works
Monthly Memorandum**

Brad Borders presented his memorandum.

**c. City Engineer
Semi-monthly Activity Report**

Engineer, Jeremy Mathiasen asked that the Council address whether or not a temporary extension of 23rd Street between existing 50th Avenue should be constructed. He noted the preference of staff is to include a temporary connection even though it will mean that when the new alignment of 50th moves into construction phase, the temporary section will need to be removed. Advance signage would be placed advising of the time frame the temporary connection is expected to be available for traffic flow. Estimated additional cost is \$20,000 with an estimated \$10,000 recovery of cost by reuse of materials.

September 13, 2010

Council member Perske expressed preference to not construct the temporary connection.

Mayor O'Driscoll and Council members Hennes, Lynch and Peterson expressed preference to install the temporary connection as a relatively inexpensive and much needed relief to significant traffic congestion. A change order to formally approve the decision will be brought back to the Council for future action.

Council member Peterson asked for an update on the utility bridge project. As provided in the adopted and proposed capital improvement plan, this is not contemplated as a current project with eventual intent to remove the utility lines from the bridge and install in the river bottom via open cut construction.

d. **Planning & Community Development Director**
Semi-monthly Memorandum

Council member Lynch asked to be provided a full copy of the regional sustainability plan for review in the near future.

e. **City Administrator**
Schedule CGMC presentation and legislative update

Consensus was to invite CGMC to make a presentation and offer a legislative update at the September 19th budget workshop session.

CITY COUNCIL UPDATE – MISCELLANEOUS BUSINESS

Committee/Board reports

City Council agenda item referrals to advisory boards and commissions

Consensus was to have this as a standing agenda item. No referrals were made at this time.

ADJOURN

A MOTION WAS MADE BY COUNCIL MEMBER LYNCH AND SECONDED BY PETERSON TO ADJOURN THE MEETING AT 8:18 P.M. THE MOTION CARRIED UNANIMOUSLY.


MAYOR TIM O'DRISCOLL

Minutes By



Patti Gartland
City Administrator-Clerk

SARTELL CITY COUNCIL MEETING

MINUTES OF SEPTEMBER 27, 2010

18th MEETING

Pursuant to due call and notice thereof, the 18th meeting of 2010 was held on September 27, 2010 in the council chambers of the Sartell City Hall. Mayor O'Driscoll called the meeting to order at 7:00 p.m.

COUNCIL PRESENT: Mayor O'Driscoll, Council members: Hennes, Lynch, Perske, Peterson
ABSENT: None
ALSO PRESENT: Patti Gartland, City Administrator
Mary Degiovanni, Finance Director
Jeremy Mathiasen, City Engineer
Brad Borders, Public Works Director
Jim Hughes, Police Chief

AGENDA REVIEW AND ADOPTION

A MOTION WAS MADE BY COUNCIL MEMBER LYNCH AND SECONDED BY MEMBER HENNES ADOPTING THE AGENDA AS AMENDED. THE MOTION CARRIED UNANIMOUSLY.

APPROVAL OF CITY COUNCIL MINUTES

- a. September 13, 2010 Regular Council Meeting
- b. September 8, 2010 – Special Joint Meeting of City Council and LeSauk Town Board

A MOTION WAS MADE BY COUNCIL MEMBER PETERSON AND SECONDED BY MEMBER PERSKE APPROVING THE MEETING MINUTES AS PRESENTED. THE MOTION CARRIED UNANIMOUSLY.

CONSENT AGENDA

- a. Approval of voucher payments dated September 22, 2010
- b. Acceptance of quarterly assessment report from City Assessor
- c. Professional Development
- d. ~~Acceptance of donation of handicap accessible picnic tables, benches, bench swing, litter receptacles and bike racks from Sartell Rotary Club for Rotary Riverside Park~~
- e. Approval of resolution advocating support for Northstar Phase 2 extension from Big Lake to St. Cloud
- f. Approval of resolution setting public hearing for October 11, 2010 for proposed vacation of drainage and utility easements common to Lot 1, Block 1 and Outlot A of Meadowlake Plat 5
- g. ~~Approval of resolution setting public hearing for October 11, 2010 for preliminary plat of Pinecone Central Park~~
- h. Approval of the expenditure of grant proceeds from Sam's Club to Public Works Department for a trailer to transport trail grooming equipment.
- i. Approval of resolutions decertifying Tax Increment Financing Districts 3-9 and 3-10
- j. ~~Approval of resolution of agreement with MnDOT providing for federal funding participation with advance of construction of 50th Avenue~~

September 27, 2010

Council member Peterson requested removing item 4d and member Perske requested removing 4g and 4j for separate discussion.

A MOTION WAS MADE BY COUNCIL MEMBER HENNES AND SECONDED BY MEMBER PETERSON APPROVING ALL CONSENT AGENDA ITEMS EXCEPT THOSE REMOVED FOR SEPARATE DISCUSSION. THE MOTION CARRIED UNANIMOUSLY.

Consent Agenda Item "d"

- d. Acceptance of donation of handicap accessible picnic tables, benches, bench swing, litter receptacles and bike racks from Sartell Rotary Club for Rotary Riverside Park

Brad Borders responded that the park equipment for Rotary Riverside Park is being coordinated with the Park Commission based on the approved development plan for the park.

A MOTION WAS MADE BY MEMBER PETERSON AND SECONDED BY MEMBER PERSKE APPROVING CONSENT AGENDA ITEM "d". THE MOTION CARRIED UNANIMOUSLY.

Consent Agenda Item "g"

- g. Approval of resolution setting public hearing for October 11, 2010 for preliminary plat of Pinecone Central Park

Administrator Gartland responded to process questions for the plat approval and potential sale of lots.

A MOTION WAS MADE BY COUNCIL MEMBER PERSKE AND SECONDED BY MEMBER HENNES APPROVING CONSENT AGENDA ITEM "g". THE MOTION CARRIED UNANIMOUSLY.

Consent Agenda Item "j"

- j. Approval of resolution of agreement with MnDOT providing for federal funding participation with advance of construction of 50th Avenue

Patti verified that the action being taken facilitates advance expenditure of previously awarded federal funds for the 50th Avenue project.

A MOTION WAS MADE BY COUNCIL MEMBER PERSKE AND SECONDED BY MEMBER PETERSON APPROVING CONSENT AGENDA ITEM "j". THE MOTION CARRIED UNANIMOUSLY.

OLD BUSINESS

- a. Pinecone Central Park Improvements
 - Update from development planning & fundraising group (Gordy Meyer)

Gordy Meyer provided a power point overview of the status of the project development planning and fundraising and urged the Council to move forward with awarding the bid for the public infrastructure improvements noting the group's success in raising more than \$500,000 in commitments to phase I by this date. Patti provided an overview of the 4 action items for Council consideration at this time.

September 27, 2010

Individual members of the Council offered accolades to the private development and fundraising group in its efforts and success in moving this public-private partnership project forward.

- Pinecone Central Park preliminary improvement agreement

A MOTION WAS MADE BY COUNCIL MEMBER PETERSON AND SECONDED BY MEMBER PERSKE APPROVING THE PINECONE CENTRAL PARK PRELIMINARY IMPROVEMENT AGREEMENT. THE MOTION CARRIED UNANIMOUSLY.

- Resolution accepting and awarding bid for construction of Central Park Boulevard, trail & parking lot

A MOTION WAS MADE BY COUNCIL MEMBER HENNES AND SECONDED BY MEMBER LYNCH APPROVING RESOLUTION 70-10 ACCEPTING AND AWARDED BID FOR CONSTRUCTION OF CENTRAL PARK BOULEVARD, TRAIL & PARKING LOT. THE MOTION CARRIED UNANIMOUSLY.

- Approval of amendment to lease agreement for Pine Ridge Golf Course regarding use and relocation of storage buildings

A MOTION WAS MADE BY COUNCIL MEMBER PERSKE AND SECONDED BY MEMBER LYNCH APPROVING THE AMENMENT TO THE LEASE AGREEMENT FOR PINE RIDE GOLF COURSE REGARDING USE AND RELOCATION OF STORAGE BUILDINGS. THE MOTION CARRIED UNANIMOUSLY.

- Approval of Twins Fields for Kids 2010 Grant Agreement for \$5,000 for ball field construction at Pinecone Central Park

A MOTION WAS MADE BY COUNCIL MEMBER PETERSON AND SECONDED BY MEMBER PERSKE APPROVING THE TWINS FIELDS FOR KIDS, 2010 GRANT AGREEMENT FOR \$5,000 FOR BALLFIELD CONSTRUCTION AT PINECONE CENTRAL PARK. THE MOTION CARRIED UNANIMOUSLY.

DEPARTMENT REPORTS

a. Police Department

Chief Hughes provided an update on call activity as a result of the new Sam's Club and Wal-Mart facilities that opened early this month. He noted the roundabouts are working quite well overall given the volume of traffic.

b. Public Works

c. City Engineer

Engineer Mathisen noted anticipated opening of Heritage Drive next Monday.

d. Planning & Community Development Director

e. City Administrator

September 27, 2010

CITY COUNCIL UPDATE – MISCELLANEOUS BUSINESS

Council member Perske inquired about the potential for rescheduling the October 19th budget workshop session to possibly October 18th or 20th or, prior to the Oct. 11th or Oct. 25th Council meeting.

Mayor O’Driscoll noted the receipt of a proclamation as a “Yellow Ribbon City” to each of the nine area cities including Sartell from State dignitaries. He encouraged the purchase of signs to add to the city’s entrance signage denoting we are a “Yellow Ribbon Community”.

ADJOURN

A MOTION WAS MADE BY COUNCIL MEMBER HENNES AND SECONDED BY MEMBER LYNCH TO ADJOURN THE MEETING AT 8:03 P.M. THE MOTION CARRIED UNANIMOUSLY.

Minutes By



Patti Gartland
City Administrator-Clerk



MAYOR TIM O’DRISCOLL

October 11, 2010

SARTELL CITY COUNCIL MEETING

MINUTES OF OCTOBER 11, 2010

19th MEETING

Pursuant to due call and notice thereof, the 19th meeting of 2010 was held on October 11, 2010 in the council chambers of the Sartell City Hall. Mayor O'Driscoll called the meeting to order at 7:00 p.m.

COUNCIL PRESENT: Mayor O'Driscoll, Council members: Hennes, Lynch, Perske, Peterson
ABSENT: None
ALSO PRESENT: Patti Gartland, City Administrator
Mary Degiovanni, Finance Director
Anita Rasmussen, Community Development Director
Jeremy Mathiasen, City Engineer
Brad Borders, Public Works Director
Dale Struffert, Deputy Police Chief

AGENDA REVIEW AND ADOPTION

A MOTION WAS MADE BY COUNCIL MEMBER PETERSON AND SECONDED BY MEMBER PERSKE ADOPTING THE AGENDA AS PRESENTED. THE MOTION CARRIED UNANIMOUSLY.

APPROVAL OF CITY COUNCIL MINUTES

- a. September 27, 2010 – Regular Meeting

A MOTION WAS MADE BY COUNCIL MEMBER HENNES AND SECONDED BY MEMBER LYNCH APPROVING THE MEETING MINUTES AS PRESENTED. THE MOTION CARRIED UNANIMOUSLY.

CONSENT AGENDA

- a. September Building Permit Activity Report – Acceptance
- b. September Inspections Activity Report – Acceptance
- c. September Finance Directors Report – Acceptance
- d. September 22, 2010 Park Commission meeting notes – Acceptance
- e. Approval of voucher payments dated October 7, 2010
- f. Professional Development
- ~~g. First reading and set public hearing for October 25, 2010 on an ordinance amending Chapters 4, General Penalty, and Chapter 5, Mayor and City Council, in the Code of Ordinances~~
- h. Approval of release of letter of credit on Eagle Ridge development subject to verification of payment of 2nd half 2010 assessments.
- i. Approval of resolution approving WACA permit for Pinecone Central Park property
- j. Approval of expenditure of budgeted street sign funding for installation of 14 Yellow Ribbon Community name plates on city name plate and population signs
- k. Approval of amended resolution adopting assessments for 2010 West Heritage Drive improvements
- l. Approval of resolution adopting final assessment roll for recently annexed properties on River Vista Lane
- m. Approval of special event permit for St. Cloud Orthopedics Toys for Tots 5K run on November 20, 2010 as recommended by Sartell Police Department

October 11, 2010

- n. Approval of Change Order #1 for Heritage Drive Improvements for installation of necessary drain tile
- o. Approval of corrected final payment for Roberts Road improvements totaling \$7,600 payable to project subcontract JR Ferche, Inc.
- p. Reschedule the Council Budget Workshop from October 19, 2010 to November 9, 2010 at 5 p.m.

Council member Perske requested Consent Agenda Item "g" be removed. Consensus of the Council was to attain more information at the hearing on the possibility of using something other than Roberts Rules of Order for conducting City Council meetings.

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

Consent Agenda Item "g"

First reading and set public hearing for October 25, 2010 on an ordinance amending Chapters 4, General Penalty, and Chapter 5, Mayor and City Council, in the Code of Ordinances

A MOTION WAS MADE BY MEMBER HENNES AND SECONDED BY MEMBER LYNCH APPROVING CONSENT AGENDA ITEM "G" AND SETTING A PUBLIC HEARING FOR OCTOBER 25TH. THE MOTION CARRIED UNANIMOUSLY.

PUBLIC HEARINGS

- a. **Vacation of drainage and utility easements common to Lot 1 Block 1 and Outlot A of Meadowlake Plat 5**

Community Development Director, Anita Rasmussen provided an overview of the requested vacation of a drainage and utility easement common to Lot 1, Block 1 and Outlot A of Meadowlake Plat 5. Mayor O'Driscoll opened the public hearing, no oral or written testimony was offered, the hearing was closed.

Resolution approving vacation of certain drainage and utility easements in Meadowlake Plat 5

A MOTION WAS MADE BY COUNCIL MEMBER PETERSON AND SECONDED BY MEMBER PERSKE ADOPTING RESOLUTION 76-10 APPROVING THE VACATION OF CERTAIN DRAINAGE AND UTILITY EASEMENTS IN MEADOWLAKE PLAT 5. THE MOTION CARRIED UNANIMOUSLY.

Easement agreement providing for new drainage and utility easements in Meadowlake Plat 5

A MOTION WAS MADE BY COUNCIL MEMBER LYNCH AND SECONDED BY MEMBER HENNES APPROVING THE AGREEMENT PROVIDING FOR A NEW DRAINAGE AND UTILITY EASEMENT IN MEADOWLAKE PLAT 5. THE MOTION CARRIED UNANIMOUSLY.

b. Preliminary plat of Pinecone Central Park

Anita Rasmussen provided an overview of the proposed preliminary plat and final plat for Pinecone Central Park property as initiated by the City Council. In addition to moving the status from a metes and bounds description, it also establishes the location and boundaries of right-of-way for the new Pinecone Central Boulevard and establishes a number of outlots that would position the City to consider sale of property previously identified through the master planning process as potential excess property. The plat approval action does not obligate the City to sell any of the property, however, Anita noted that the plats meet all of the City's regulations. Anita referenced e-mail correspondence received regarding traffic pattern concerns from the residential area that will connect to the new road. She noted that the Park Commission's recommendation pertain to whether or not the City should sell any of the property, an action that is not under consideration this evening.

Mayor O'Driscoll opened the public hearing.

John Villcheck, 19th Avenue, Sartell, stated that his mother owns abutting property to Pinecone Central Park. John inquired about the movement of the storage buildings noting power lines under one of the buildings and a former barn foundation.

No other oral testimony was offered, Mayor O'Driscoll closed the public hearing.

Council member Peterson inquired about the speed limit intended on the new road corridor and other possible traffic calming actions and stated that he continues to have concern about potential future sale of any of the outlot parcels.

Council member Perske expressed concern about the Joint Planning Commission's recommendation against the plat and his concern about selling any of the outlot parcels. Anita Rasmussen reiterated the possible sale of any of the property is a matter independent of the platting and is not being proposed for consideration this evening. Member Perske asked that terms for negotiation be discussed with the Council prior to any further negotiation with possible buyers.

Resolution approving preliminary plat of Pinecone Central Park

A MOTION WAS MADE BY COUNCIL MEMBER LYNCH AND SECONDED BY MEMBER HENNES ADOPTING RESOLUTION 77-10 APPROVING THE PRELIMINARY PLAT OF PINECONE CENTRAL PARK. THE MOTION CARRIED UNANIMOUSLY.

Resolution approving final plat of Pinecone Central Park

A MOTION WAS MADE BY COUNCIL MEMBER LYNCH AND SECONDED BY HENNES APPROVING RESOLUTION 78-10, FINAL PLAT OF PINECONE CENTRAL PARK. THE MOTION CARRIED UNANIMOUSLY.

October 11, 2010

DEPARTMENT REPORTS

- a. **Police Department**
Semi-monthly Activity Report

A MOTION WAS MADE BY PETERSON AND SECONDED BY LYNCH ACCEPTING THE POLICE DEPARTMENT REPORT. THE MOTION CARRIED UNANIMOUSLY.

- b. **Public Works**
Monthly Activity Report

Council member Hennes commended the Public Works department and volunteers that transplanted seedling trees within the Pinecone Central Park property for a small nursery that has been established on the property for use with future city projects.

- c. **City Engineer**
Semi-monthly Memorandum

Jeremy Mathiasen presented his memorandum.

- d. **Planning & Community Development Director**
Semi-monthly Memorandum

Anita Rasmussen presented her memorandum and noted the timeline for consideration of the Sustainability Plan may change from what was expressed in the memorandum

- e. **City Administrator**

CITY COUNCIL UPDATE – MISCELLANEOUS BUSINESS

Council member Peterson noted the Park Commission's recognition of appreciation to Kaye Wenker, Dennis Molitor and others for their work in getting our new community garden established and operational.

ADJOURN

A MOTION WAS MADE BY COUNCIL MEMBER HENNES AND SECONDED BY MEMBER LYNCH TO ADJOURN THE MEETING AT 7:45 P.M. THE MOTION CARRIED UNANIMOUSLY.



MAYOR TIM O'DRISCOLL

Minutes By


Patti Gartland
City Administrator-Clerk

October 25, 2010

**NAY: NONE
MOTION CARRIED**

DEPARTMENT REPORTS

a. Police Department

No report given.

b. Public Works

No report given.

**c. City Engineer
Semi-monthly Memorandum**

Jeremy Mathiasen presented his memorandum and responded to trail access questions for Heritage Drive. He also noted the 5-ton vehicle limitation for 23rd Street South.

**d. Planning & Community Development Director
Semi-monthly Memorandum**

e. City Administrator

Patti Gartland noted that incomplete precinct vote totals will be posted on the City's web site as soon as they become available from the precinct election judges on election night. These vote totals will not include absentee ballot votes which now get counted by the counties. Complete vote totals will be available on the Secretary of State's website.

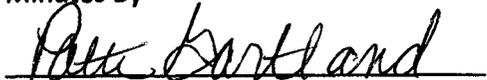
CITY COUNCIL UPDATE – MISCELLANEOUS BUSINESS

Council member Hennes indicated a demo route for Sartell is being contemplated by MTC to improve service to Sartell. Mayor O'Driscoll reminded everyone of the Veterans Day parade on November 7th and invited fellow Council members to march in the parade with him as part of the Yellow Ribbon Community entry.

ADJOURN

A MOTION WAS MADE BY COUNCIL MEMBER HENNES AND SECONDED BY MEMBER LYNCH TO ADJOURN THE MEETING AT 7:53 P.M. THE MOTION CARRIED UNANIMOUSLY.

Minutes By


Patti Gartland, City Administrator-Clerk


TIM O'DRISCOLL, MAYOR

October 25, 2010

SARTELL CITY COUNCIL MEETING

MINUTES OF OCTOBER 25, 2010

20th MEETING

Pursuant to due call and notice thereof, the 20th meeting of 2010 was held on October 25, 2010 in the council chambers of Sartell City Hall. Mayor O'Driscoll called the meeting to order at 7:00 p.m.

COUNCIL PRESENT: Mayor O'Driscoll, Council members: Hennes, Lynch, Perske, Peterson
ABSENT: None
ALSO PRESENT: Patti Gartland, City Administrator
Mary Degiovanni, Finance Director
Jeremy Mathiasen, City Engineer
Brad Borders, Public Works Director
Dale Struffert, Deputy Police Chief

AGENDA REVIEW AND ADOPTION

A MOTION WAS MADE BY COUNCIL MEMBER LYNCH AND SECONDED BY MEMBER PETERSON ADOPTING THE AGENDA AS PRESENTED. THE MOTION CARRIED UNANIMOUSLY.

APPROVAL OF CITY COUNCIL MINUTES

a. October 25, 2010 – Regular Council Meeting

A MOTION WAS MADE BY COUNCIL MEMBER PERSKE AND SECONDED BY MEMBER HENNES APPROVING THE MINUTES AS PRESENTED. THE MOTION CARRIED UNANIMOUSLY.

CONSENT AGENDA

- a. Approval of voucher payments dated October 20, 2010
- b. Approval of resolutions calling for prepayment of two City bond issues resulting in interest payment savings
- c. Approval of resolution setting public hearing for November 22, 2010 on fee schedule ordinance and Financial Management Plan update
- d. Approval of fund transfers recommended by Finance Director of October 25, 2010
- e. Approval of amendment to TIF Development Agreement with Kornovich Development Company, Inc. to modify construction start and completion deadlines.
- f. Approval of resolution appointing Public Works Director for independent oversight to consultant engineer as required for federal funding for 50th Avenue reconstruction project

A MOTION WAS MADE BY COUNCIL MEMBER HENNES AND SECONDED BY MEMBER LYNCH APPROVING CONSENT AGENDA ITEMS A-F. THE MOTION CARRIED UNANIMOUSLY.

PUBLIC HEARINGS

a. **Code of Ordinance Amendments to Chapter 4, General Penalty, and 5, Mayor and City Council**

Administrator, Gartland provided an overview of the ordinance amendments suggested by legal counsel and staff. She noted that the potential changes were separated into two amending ordinances to enable approval of just the elected official compensation changes and bringing penalty provisions up to date with State statute at this time and deferring action on other potential changes as to how the Council conducts its business. Consideration of the other potential changes will be reviewed some time after the newly elected Council is seated and when legal counsel is available to attend.

Mayor O'Driscoll opened the public hearing, no oral or written testimony was offered, the hearing was closed.

A MOTION WAS MADE BY COUNCIL MEMBER PETERSON AND SECONDED BY MEMBER HENNES AMENDING CHAPTER 4 AND CHAPTER 5 TO AMEND COMPENSATION FOR ELECTED OFFICIALS AND TO ADJUST MAXIMUM PENALTY AMOUNTS TO CORRESPOND TO STATE STATUTE PROVISIONS. THE MOTION CARRIED UNANIMOUSLY.

OLD BUSINESS

a. **Regional Sustainability Framework Plan**

Concern was expressed by all of the Council for the extent of new regulation and bureaucracy being advocated in the best practices included in the framework plan. Expressed preference was to have this draft plan be reviewed and discussed collectively by the area cities before being considered for approval by each individual city. It was noted that Sartell is actually a leader in many of the initiatives identified in the best practices but all concurred with the generally over-reaching nature of the plan as is currently structured and advocate for its review and discussion at an upcoming Area Cities meeting.

NEW BUSINESS

a. **Site Plan for Frugal Burger restaurant at Epic Center**

Council member Lynch indicated he would recues himself from participation in this matter because of his financial interest in the Epic Center Development.

Engineer Mathiasen provided an overview of the proposed site plan as recommended for approval by staff and the Joint Planning Commission and responded to questions regarding parking, access to and from the site and overall site circulation. Joe Meyer, one of the owner-operators of the business explained the very simple and limited nature of their menu and operation. Dean Wick, architect for the project explained the stacking capacity for the drive-through lanes.

A MOTION WAS MADE BY COUNCIL MEMBER PETERSON AND SECONDED BY MEMBER HENNES APPROVING THE SITE PLAN FOR FRUGAL BURGER SUBJECT TO STIPULATED CONDITIONS.

UPON VOTE BEING TAKEN, THE FOLLOWING VOTED:

AYE: MAYOR O'DRISCOLL, COUNCIL MEMBERS: HENNES, PERSKE, PETERSON

November 8, 2010

SARTELL CITY COUNCIL MEETING

MINUTES OF NOVEMBER 8, 2010

21ST MEETING

Pursuant to due call and notice thereof, the 21st meeting of 2010 was held on November 8, 2010 in the council chambers of Sartell City Hall. Mayor O'Driscoll called the meeting to order at 7:00 p.m.

COUNCIL PRESENT: Mayor O'Driscoll, Council members: Hennes, Lynch, Perske, Peterson
ABSENT: None
ALSO PRESENT: Patti Gartland, City Administrator
Mary Degiovanni, Finance Director
Anita Rasmussen, Community Development Director
Jeremy Mathiasen, City Engineer
Brad Borders, Public Works Director
Jim Hughes, Police Chief

AGENDA REVIEW AND ADOPTION

A MOTION WAS MADE BY COUNCIL MEMBER PETERSON AND SECONDED BY MEMBER PERSKE ADOPTING THE AMENDED AGENDA. THE MOTION CARRIED UNANIMOUSLY.

APPROVAL OF CITY COUNCIL MINUTES

a. October 25, 2010 – Regular Council Meeting

A MOTION WAS MADE BY COUNCIL MEMBER HENNES AND SECONDED BY MEMBER LYNCH APPROVING THE MINUTES AS PRESENTED. THE MOTION CARRIED UNANIMOUSLY.

CONSENT AGENDA

- a. October Building Permit Activity Report – Acceptance
- b. October Inspections Activity Report – Acceptance
- c. October Finance Directors Report - Acceptance
- d. October 27, 2010 Park Commission notes – Acceptance
- e. Approval of voucher payments dated November 4, 2010
- f. Approval of resolution canvassing the November 2, 2010 general election returns and declaring results
- g. Acceptance of \$10,000 grant from MN Dept. of Health toward completion of phase 1 implementation of Source Water Protection Plan for the City
- h. Approval of resolution setting a public hearing for November 22, 2010 for Cougar Place preliminary plat
- i. Approval of low quote for rehabilitation of lift station #7

A MOTION WAS MADE BY COUNCIL MEMBER LYNCH AND SECONDED BY MEMBER PETERSON APPROVING CONSENT AGENDA ITEMS A-I. THE MOTION CARRIED UNANIMOUSLY.

NEW BUSINESS

a. Excavation & civil engineering plan – Pinecone Central Park/North

Greg Nesser, Pinecone Central Park Association (PCPA) representative, provided an overview of the proposed grading and excavation plan which includes relocation of fill from two proposed borrow areas elsewhere on the site to use for the field development to achieve proper drainage. The excavated borrow areas will result in attractive pond areas on the northwest portion of the site. It's estimated that at 70,000 cubic yards of fill from within the site and another 30,000 from other project sites will be needed. The proposed borrow areas are still about 300 – 500 feet from residential properties with a number of trees that are located between the borrow areas and the residential property. Joe Lahr, Joe's Excavating, explained the location of the proposed borrow sites/future ponds to his property and that it would look very similar to the existing pond just to the north. Approximately fifteen to eighteen trees will be impacted but those of three inch caliper or smaller will be relocated. Mr. Nesser reiterated the Association's request to attain approval from the City to excavate fill from two proposed borrow areas on the site and that the Association would be responsible for acquiring offsite whatever additional fill is necessary and is not requesting any financial participation by the City.

A MOTION WAS MADE BY COUNCIL MEMBER HENNES AND SECONDED BY MEMBER PETERSON APPROVING THE CIVIL ENGINEERING PLANS AS PRESENTED INCLUDING THE EXCAVATION OF FILL FROM TWO IDENTIFIED BORROW SITES. THE MOTION CARRIED UNANIMOUSLY.

b. Final plat & development agreement – Sierra Cove Plat 2

City Engineer, Jeremy Mathiasen provided an overview of the proposed final plat and final development agreement for Sierra Cove Plat 2 which creates three single family lots. Approval is recommended subject to conditions outlined in the staff memorandum.

A MOTION WAS MADE BY COUNCIL MEMBER LYNCH AND SECONDED BY MEMBER PERSKE APPROVING RESOLUTION 85-10, FINAL PLAT AND APPROVAL OF DEVELOPMENT AGREEMENT FOR SIERRA COVE PLAT 2. THE MOTION CARRIED UNANIMOUSLY.

c. Resolution authorizing sale of excess land (former sewage lagoon parcel) to Dave Guggenberger

Engineer Mathiasen provided an overview of the proposed sale to Dave Guggenberger, an adjacent property owner, of excess property owned by the City which is part of a former sewage lagoon. The property was originally acquired by the City from Mr. Guggenberger. The .43 acre area is not developable independently and would be encumbered by an easement and serve as buffer area for the Guggenberger residence. Recommended sale price is \$4,254 with the buyer paying all transaction costs.

A MOTION WAS MADE BY COUNCIL MEMBER PERSKE AND SECONDED BY MEMBER LYNCH APPROVING RESOLUTION 86-10 AUTHORIZING THE SALE OF REAL PROPERTY TO DAVE GUGGNEBERGER. THE MOTION CARRIED UNANIMOUSLY.

November 8, 2010

DEPARTMENT REPORTS

**a. Police Department
Semi-monthly Activity Report**

Chief Hughes presented his memorandum and reviewed the status of the tobacco compliance check violations.

A MOTION WAS MADE BY COUNCIL MEMBER LYNCH AND SECONDED BY MEMBER PETERSON AUTHORIZING THE CHIEF OF POLICE TO ARRANGE A TIME PERIOD FOR THE SEVEN DAY SUSPENSION TO OCCUR BY DECEMBER 31, 2010, AND FOR PAYMENT OF FNE WITHIN 30 DAYS OF RECEIPT OF NOTICE. THE MOTION CARRIED UNANIMOUSLY.

A MOTION WAS MADE BY COUNCIL MEMBER PETERSON AND SECONDED BY MEMBER HENNES ACCEPTING THE POLICE ACTIVITY REPORT. THE MOTION CARRIED UNANIMOUSLY.

**b. Public Works
Monthly Activity Report**

Brad Borders presented his maintenance report.

**c. City Engineer
Semi-monthly Memorandum**

Jeremy Mathiasen presented his memorandum and noted that 23rd Street South is now open. Bids on 50th Avenue were opened last week and came in about 15% below estimate. Approval of bids will be on the November 22nd agenda.

**d. Planning & Community Development Director
Semi-monthly Memorandum
Board & Commission term expirations**

Anita Rasmussen, Community Development Director, presented her memorandum. Alternative times and dates will be provided to the Council at the budget meeting tomorrow evening in an attempt to schedule the interviews for applicants seeking appointment to City Board and Commission vacancies.

e. City Administrator

CITY COUNCIL UPDATE – MISCELLANEOUS BUSINESS

Committee/Board reports

City Council agenda item referrals to advisory boards and commissions

November 8, 2010

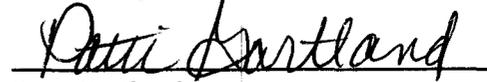
ADJOURN

A MOTION WAS MADE BY COUNCIL MEMBER LYNCH AND SECONDED BY MEMBER HENNES TO ADJOURN THE MEETING AT 7:47 P.M. THE MOTION CARRIED UNANIMOUSLY.



**TIM O'DRISCOLL
MAYOR**

Minutes By



**Patti Gartland
City Administrator-Clerk**

SARTELL CITY COUNCIL MEETING

MINUTES OF NOVEMBER 9, 2010

SPECIAL MEETING

Pursuant to due call and notice thereof, a special meeting was held on November 9, 2010 in the Council Chambers at Sartell City Hall. The meeting commenced at 5:00 PM.

COUNCIL PRESENT: Mayor O'Driscoll; Council members: Perske, Lynch, Hennes and Peterson
COUNCIL ABSENT: None
OTHERS PRESENT: Patti Gartland, City Administrator
Mary Degiovanni, Finance Director
Anita Rasmussen, Community Development Director
Sarah Jane Nicolle, Council member Elect

AGENDA REVIEW AND ADOPTION

A motion was made by Peterson and seconded by Hennes to adopt the agenda as presented. The motion carried unanimously.

CGMC PRESENTATION

Bradley Peterson (Flaherty & Hood) and Dan Ness (Mayor of Alexandria), representing the Coalition of Minnesota Cities, provided an overview of the services and benefits of the Coalition, and an update of the last legislative session and potential 2011 session issues. They responded to questions from Council members as the Council prepares to make a decision on 2011 CGMC membership.

2010 BUDGET

The Finance Director overviewed the 2010 budget and debt service status to date and strategies to deal with reduced revenues in both operations and debt service funds. 2010 general fund operations shortfalls will reduce our general fund reserves, and revised fund transfers to cover debt service shortfalls will be on the Council's regular meeting consent agenda.

2011 BUDGET, CAPITAL PLAN AND FEE SCHEDULE

Staff reviewed with the Council potential land sales previously discussed by the Council. The Council concurred with staff's recommendation to reject the latest Dehler offer and to authorize staff to look at other purchase options which could meet the bonding legislation parameters. Potential sales of the identified excess properties in Pinecone Central Park were also discussed and Council members will be provided a date/time for viewing the property, or contact information for some property owners to make direct arrangements if they are unable to be at the scheduled viewing.

The Council reviewed tax impacts of various tax rate scenarios and discussed the various risks faced by the City including undecided Union contract and grievance issues, unresolved storm sewer collapse, uncertain development activity, 20% insurance increase, and uncertain upcoming legislative actions.

The City Administrator overviewed her recommendation on 2011 engineering services and the Council consensus was to seek a one year renewal with Bonestroo while undergoing a more thorough RFP process for 2012 and beyond.

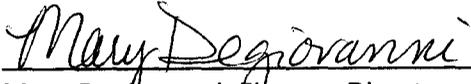
The Council consensus was to reconsider dog licensing as part of the 2012 budget process since there's an argument for not requiring licensure at all based upon estimates that only a small percentage of dog owners license their dogs.

The Council concurred with staff's recommendations on going from 3 late notices down to 2 for utility bills, staff agreed to check on what Sauk Rapids is charging for non-resident compost permits, the recommendation on the Sunray Printing Contract will be on the next regular Council agenda for action, and staff will develop sign and newsletter advertising fees for consideration as part of the Fee Schedule update.

ADJOURNMENT

A motion was made by Lynch and seconded by Peterson to adjourn the meeting at 7:45 PM. The motion carried unanimously.

Minutes By:



Mary Degiovanni, Finance Director



Tim O'Driscoll, Mayor



10.10.10



November 22, 2010

SARTELL CITY COUNCIL MEETING

MINUTES OF NOVEMBER 22, 2010

22nd MEETING

Pursuant to due call and notice thereof, the 22nd meeting of 2010 was held on November 22, 2010 in the council chambers of Sartell City Hall. Mayor O'Driscoll called the meeting to order at 7:00 p.m.

COUNCIL PRESENT: Mayor O'Driscoll, Council members: Hennes, Lynch, Perske, Peterson
ABSENT: None
ALSO PRESENT: Patti Gartland, City Administrator
Mary Degiovanni, Finance Director
Anita Rasmussen, Community Development Director
Jeremy Mathiasen, City Engineer
Brad Borders, Public Works Director
Jim Hughes, Police Chief

AGENDA REVIEW AND ADOPTION

A MOTION WAS MADE BY COUNCIL MEMBER HENNES AND SECONDED BY MEMBER LYNCH ADOPTING THE AMENDED AGENDA. THE MOTION CARRIED UNANIMOUSLY.

APPROVAL OF CITY COUNCIL MINUTES

- a. November 8, 2010 – Regular Council Meeting
- b. November 9, 2010 – City Council Budget Workshop

A MOTION WAS MADE BY COUNCIL MEMBER PERSKE AND SECONDED BY MEMBER LYNCH APPROVING THE MINUTES AS PRESENTED. THE MOTION CARRIED UNANIMOUSLY

CONSENT AGENDA

- ~~a. Approval of voucher payments dated November 17, 2010~~
- b. First reading & set public hearing for December 13, 2010 on amendments to Title 7, Chapter 3, Parks
- c. First reading & set public hearing for December 13, 2010 on amendment to Title 8, Utility Code Provisions
- d. Reappointment of Claude Dingmann as Assistant Fire Chief, Bill Weihs as Safety Officer & Jerry Raymond as Fire Captain for the Sartell Fire Department with terms effective January 1, 2011 to December 31, 2013
- e. Acceptance of retirement notice from Fire Fighter Dave Golden effective April 1, 2011
- f. Reschedule time frame for December 6 budget workshop to 5:30-7:30 p.m.
- g. Approval of special burn permit requested by Wes Fenlason for storm damaged trees at Blackberry Ridge Golf Course
- h. Approval to purchase replacement recorder & dvd burner for televising Council meeting using PEG funds
- i. Approval of cancellation of digital sign contract
- j. Approval of fund transfers effective November 15, 2010

November 22, 2010

- k. Approval of resolution setting a public hearing for December 13, 2010 for Cougar Place preliminary plat
- l. Approval of December 2010 – December 2011 Council meeting schedule
- m. Acceptance of donation for installation of 4 water spickets at Oak Hill Cemetery
- n. Resolution adopting Ferche Assessment for 2010 West Heritage Drive improvements

Council member Perske requested Consent Agenda "A" be removed for separate discussion.

A MOTION WAS MADE BY COUNCIL MEMBER PETERSON AND SECONDED BY MEMBER HENNES APPROVING CONSENT AGENDA ITEMS B – N . THE MOTION CARRIED UNANIMOUSLY.

CONSENT AGENDA ITEM "A"

- a. Approval of voucher payments dated November 17, 2010

Council member Perske inquired about the cost to grade alleys.

A MOTION WAS MADE BY COUNCIL MEMBER PERSKE AND SECONDED BY MEMBER PETERSON APPROVING CONSENT AGENDA ITEM "A". THE MOTION CARRIED UNANIMOUSLY.

PUBLIC HEARINGS

- a. **2011 Fee Schedule Ordinance**

Finance Director Mary Degiovanni provided an overview of the proposed 2011 fee schedule. Direction is being requested from Council regarding advertising sign rental rates, compost permit rates, development related fees particularly SAC & WAC fees as needed to make debt service commitments which are incrementally stepped up through 2014, trunk rate fee freeze and park pavilion rental modifications.

Mayor O'Driscoll opened the public hearing and the following comments were heard:

Jane DeAustin, Central Minnesota Builders Association representative, expressed encouragement for stabilization of housing market but has concern for increase in SAC & WAC and trunk changes being proposed.

Mayor O'Driscoll noted that no written testimony was received and closed the hearing. O'Driscoll also clarified that the SAC & WAC rate increase is actually moving the 2009 rates up to the intended 2010 rates which had been frozen at the prior years rate so there will still be a one year lag in the rate projected necessary to meet our long term debt service needs.

Finance Director, Degiovanni clarified that the trunk fees are proposed to remain at the 2010 rates with no increase.

Consensus was to continue to not allow compost permits for church properties because of concern for other non-residential or business users wanting similar allowances.

November 22, 2010

General consensus was in agreement with the proposed rental rates for digital advertising signage, newsletter ads and park rental changes. Council action was deferred to the December 13th meeting.

b. Capital Improvement Plan update

Finance Director, Mary Degiovanni, provided an overview of the proposed Capital Improvement Plan update.

Mayor O'Driscoll opened the public hearing. No oral or written testimony was received, the hearing was closed.

Council member Hennes inquired about the local cost implications for the TH 15 intersection project and Degiovanni noted the cost estimate is very vague at this time and that funding is inserted into the Street Fund for debt services.

Consensus of the Council was to defer action to the December 13th meeting.

OLD BUSINESS

a. Sale of excess property from former golf course acquisition

Community Development Director, Rasmussen, provided an overview of the proposed sale of certain properties identified in the 2008 adopted Master Plan for the Pinecone Central Park property as potential excess property. Rasmussen explained the proposed terms for the sale which are consistent with those used on other property sale transactions, such as the recent sale to Great River Bowl and sales to individual properties abutting both the former and current compost site parcels.

Engineer Mathiasen, confirmed that the property boundary would lie two feet to the west of the ditch.

Rasmussen confirmed that the berms located within a wetland area cannot be altered or removed per the Wetland Conservation Act.

Council member Perske expressed opposition to the proposed sales and prefers they remain in public ownership and control unless he knows for sure that the berms and vegetation will not be removed or altered.

Rasmussen reminded the Council that the City has rejected mandating land use limitations along waterways and instead has opted for educational efforts to promote appropriate stewardship.

Council member Hennes expressed concern that the Master Plan identified a very small area of excess property on the northeast end of the property with lots abutting Pinecone Road, but the area proposed for sale appears much larger.

Rasmussen noted that the actual development plan created for the north half of the property resulted in significantly more clustering and less land area utilized as compared to the conceptual layout in the Master Plan. She also noted that the new residential property line would still be more than 300 feet from the pond being constructed on the eastern edge of the athletic complex.

November 22, 2010

Council member Lynch expressed support for the proposed sales which are consistent and anticipated in the Master Plan for the property.

Resolution stipulating terms and providing for sale of excess property

A MOTION WAS MADE BY COUNCIL MEMBER LYNCH AND SECONDED BY MEMBER HENNES APPROVING RESOLUTION 89-10, AUTHORIZING THE SALE OF REAL PROPERTY.

Council members Perske and Peterson advocated delaying action and requesting more information from Stearns County and referral back to the Joint Planning and Park Commissions.

UPON VOTE BEING TAKEN, THE FOLLOWING VOTED:

AYE: MAYOR O'DRISCOLL, COUNCIL MEMBERS HENNES AND LYNCH

NAY: COUNCIL MEMBERS PERSKE AND PETERSON

MOTION CARRIED

NEW BUSINESS

a. 2011 Liquor License Renewals

City Administrator Gartland updated the Council on the status of liquor license renewals and recommended contingencies relating to favorable completion of background investigations and tax payments.

A MOTION WAS MADE BY MEMBER HENNES AND SECONDED BY MEMBER LYNCH APPROVING THE 2011 LIQUOR LICENSE RENEWALS SUBJECT TO NOTED CONTINGENCIES FOR FAVORABLE COMPLETION OF BACKGROUND INVESTIGATIONS FOR CHANGES IN PARTNERS ASSOCIATED WITH TWO OF THE LICENSES. THE MOTION CARRIED UNANIMOUSLY.

DEPARTMENT REPORTS

a. Police Department - Memorandum

Chief Hughes presented his memorandum

b. Public Works

Director, Borders confirmed his intent to shift the cross country ski trail from the north side of the new roadway onto the golf course side of the property for 2011.

**c. City Engineer
Semi-monthly Memorandum**

City Engineer, Mathasen presented his memorandum.

November 22, 2010

d. Planning & Community Development Director
Semi-monthly Memorandum
Board & Commission term expirations

Director Anita Rasmussen presented her memorandum and tentatively identified December 9th as the proposed date for the Commission applicant interviews.

e. City Administrator

- Area Cities meeting

Mayor O'Driscoll and Council Members Perske, Hennes and Peterson indicated their intent to attend the Area Cities meeting on November 30th in St. Augusta. General discussion occurred about the need to remove dated topics from the 2010 legislative issues of common interest resolution.

- Authorization to participate in mediation with Bonestroo, Ferche Excavation & ADS Pipe in an effort to reach resolution regarding the 60" storm sewer pipe collapse

City Administrator, Gartland provided an overview of a request and recommendation to authorize the City to participate in mediation with Bonestroo, Ferche Excavating & ADS Pipe in an effort to resolve assignment of responsibility for the generally agreed upon scope of repairs for the 60" HDPE storm sewer pipe collapse that occurred in September 2009 along TH 15. Authorization to participate would be contingent on Bonestroo, Ferche Excavating and ADS Pipe all agreeing to participate, City funding would not be more than 25% of the mediation costs and expanding the scope of services for Bolton & Menk and legal counsel to represent the City's interests in mediation.

A MOTION WAS MADE BY COUNCIL MEMBER PETERSON AND SECONDED BY MEMBER PERSKE AUTHORIZING PARTICIPATION IN MEDIATION FOR A RESOLUTION REGARDING THE 60" STORM SEWER PIPE COLLAPSE PROVIDED THE ABOVE MENTIONED CONTNGENCIES ARE MET. THE MOTION CARRIED UNANIMOUSLY.

ADJOURN

A MOTION WAS MADE BY COUNCIL MEMBER HENNES AND SECONDED BY MEMBER LYNCH TO ADJOURN THE MEETING AT 8:45 P.M. THE MOTION CARRIED UNANIMOUSLY.

Minutes By



Patti Gartland

City Administrator-Clerk



MAYOR TIM O'DRISCOLL

SARTELL CITY COUNCIL MEETING

MINUTES OF DECEMBER 6, 2010

SPECIAL MEETING

Pursuant to due call and notice thereof, a special meeting was held on December 6, 2010 in the Council Chambers at Sartell City Hall. The meeting commenced at 5:30 PM.

COUNCIL PRESENT: Mayor O'Driscoll; Council members: Perske, Lynch, Hennes and Peterson
COUNCIL ABSENT: None
OTHERS PRESENT: Patti Gartland, City Administrator
Mary Degiovanni, Finance Director
Sarah Jane Nicoll, Council member Elect

AGENDA REVIEW AND ADOPTION

A motion was made by Hennes and seconded by Peterson to adopt the agenda as presented. The motion carried unanimously.

GOVERNMENT CENTER FLOORING

The Council reviewed the information from LeSauk Township regarding new flooring installed at the Government Center. Based upon shared use of the facility, the Council by consensus approved reimbursing 50% of the replacement cost, but nothing toward the cleaning bill which would not have been incurred had the Town consulted the City prior to incurring that expense.

2011 BUDGET DOCUMENTS

The Council discussed the 2011 fee schedule and resolution and made these requested changes:

- Agreed with adding the one year digital sign pricing, but no further discounts based upon Chamber membership.
- Add art set up fee and a sign art change fee to the Resolution on advertising rates.

There was also discussion about when to stop giving the single family SAC and WAC rate discounts and serious consideration will be to ending them in 2012 or incrementing the phase back up to full rate starting in 2012.

The Public Works Director will be asked to clarify the proposed rink rental rates at the Council's meeting on December 13th.

The Council reviewed the proposed 2011 Fire Pay Resolution and Councilmember Hennes asked what duties the newly formed "retired firefighters" group may be willing to do to lessen the burden on our firefighters. Sarah Nicoll said firefighters sometimes feel underappreciated by the City and ideas were discussed but the City is fortunate to have so many volunteers that caution was suggested in doing things for just one group while the volunteer garden club, cable broadcasters, police reserves, City commission members, etc all give a lot of hours to the City that are entirely volunteer. More thought will be given to appropriate signs of appreciation to our City volunteers.

The budget and levy were discussed and consensus was to propose the reduced budget with a projected resulting tax rate of 33.73% at Monday night's meeting. Staff will revise the general fund budget to remove the CGMC dues and shift that dollar amount into our debt service reserve line item. The Council's resolution will also be drafted to specifically acknowledge items that are being budgeted, but will not actually be expended until further Council consideration in 2011: capital funding, sealcoating, PD staffing requests.

ADJOURNMENT

A motion was made by Peterson and seconded by Hennes to adjourn the meeting at 7:35 PM. The motion carried unanimously.

Minutes By:



Mary Degiovanni, Finance Director


Tim O'Driscoll, Mayor

**SARTELL CITY COUNCIL
SPECIAL MEETING**

MINUTES OF DECEMBER 7, 2009

Pursuant to due call and notice thereof, a special meeting was held on December 7, 2010 in the conference room of the Sartell City Hall. Mayor O'Driscoll called the meeting to order at 4:00 p.m.

COUNCIL PRESENT: Mayor Tim O'Driscoll, Joe Perske, Steve Hennes, Pat Lynch

ALSO PRESENT: Anita Rasmussen, Planning & Community Development Director

ECONOMIC DEVELOPMENT COMMISSION INTERVIEWS

Interviews were held for positions on the Economic Development Commission. There were three – three year openings on the Economic Development Commission.

The following persons were interviewed for the Economic Development Commission: Tom Minor, Eric Oelrich, Brian Dauer, Lisa Maurer, Patrick-Jacobson-Schulte, Nathan Och, David Kenyon

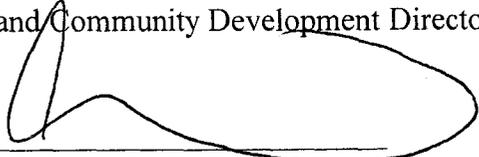
OTHER BUSINESS

None

ADJOURN

**A MOTION TO ADJOURN THE MEETING AT 7:00 P.M.
MOTION CARRIED**

Minutes By: Anita Rasmussen, Planning and Community Development Director



Anita Rasmussen
Planning and Community Development Director



Mayor

**SARTELL CITY COUNCIL
SPECIAL MEETING**

MINUTES OF DECEMBER 9, 2009

Pursuant to due call and notice thereof, a special meeting was held on December 9, 2010 in the conference room of the Sartell City Hall. Mayor O'Driscoll called the meeting to order at 6:30 p.m.

COUNCIL PRESENT: Mayor Tim O'Driscoll, Joe Perske, Steve Hennes, Pat Lynch, David Peterson

ALSO PRESENT: Anita Rasmussen, Planning & Community Development Director

PLANNING COMMISSION INTERVIEWS

Interviews were held for a position on the Planning Commission. There was one – three year opening on the Planning Commission.

The following persons were interviewed for the Planning Commission: Jeff Hagy, Sarah Victor, Bill Worzala, Sandra Cordie

PARK COMMISSION INTERVIEWS

Interviews were held for positions on the Park Commission. There were two – three year opening on the Park Commission.

The following persons were interviewed for the Park Commission: Dave Lindbloom, Lisa Schreifels, Jim Kostreba

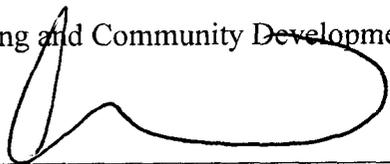
OTHER BUSINESS

None

ADJOURN

**A MOTION TO ADJOURN THE MEETING AT 9:00 P.M.
MOTION CARRIED**

Minutes By: Anita Rasmussen, Planning and Community Development Director



SARTELL CITY COUNCIL MEETING

MINUTES OF DECEMBER 17, 2010

SPECIAL MEETING

Pursuant to due call and notice thereof, a special meeting was held on December 17, 2010 in the Conference Room at Sartell City Hall. The meeting commenced at 7:00 AM.

COUNCIL PRESENT: Mayor O'Driscoll; Council members: Perske, Lynch, Hennes and Peterson
COUNCIL ABSENT: None
OTHERS PRESENT: Patti Gartland, City Administrator

AGENDA REVIEW AND ADOPTION

A motion was made by Peterson and seconded by Hennes to adopt the agenda as presented. The motion carried unanimously.

VOUCHER PAYMENTS

A motion was made by Hennes and seconded by Perske to approve the voucher payments dated December 16, 2010. The motion carried unanimously.

2010-2011 LELS #208 COLLECTIVE BARGAINING AGREEMENT

Mayor O'Driscoll, Lynch and Gartland provided an overview of the process and the terms reached in mediation with LELS and their recommendation as members of the Personnel Committee for approval of the two year contract that also resolves a step movement grievance. LELS bargaining group voted 13 – 2 earlier this week to approve the contract. A motion was made by Lynch and seconded by Perske to approve the contract as recommended by the Personnel Committee. The motion carried unanimously.

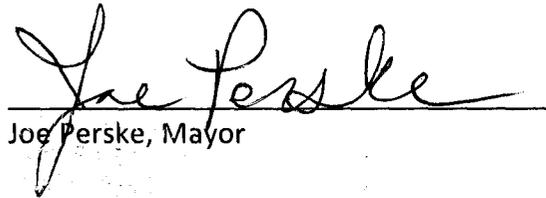
ADJOURNMENT

A motion was made by Lynch and seconded by Hennes to adjourn the meeting at 7:22 AM. The motion carried unanimously.

Minutes By:



Patti Gartland, City Administrator



Joe Perske, Mayor

December 13, 2010

SARTELL CITY COUNCIL MEETING

MINUTES OF DECEMBER 13, 2010

23RD MEETING

Pursuant to due call and notice thereof, the 23RD meeting of 2010 was held on December 13, 2010 in the council chambers of Sartell City Hall. Mayor O'Driscoll called the meeting to order at 7:00 p.m.

COUNCIL PRESENT: Mayor O'Driscoll, Council members: Hennes, Lynch, Perske, Peterson
ABSENT: None
ALSO PRESENT: Patti Gartland, City Administrator
Mary Degiovanni, Finance Director
Anita Rasmussen, Community Development Director
Jeremy Mathiasen, City Engineer
Brad Borders, Public Works Director
Jim Hughes, Police Chief

AGENDA REVIEW AND ADOPTION

A MOTION WAS MADE BY COUNCIL MEMBER LYNCH AND SECONDED BY MEMBER HENNES ADOPTING THE AMENDED AGENDA. THE MOTION CARRIED UNANIMOUSLY.

APPROVAL OF CITY COUNCIL MINUTES

- a. November 22, 2010 – Regular Meeting
- b. November 6, 2010 – Budget Workshop meeting
- c. December 7, 2010 – Commission applicant interviews
- d. December 9, 2010 – Commission applicant interviews

A MOTION WAS MADE BY COUNCIL MEMBER PERSKE AND SECONDED BY MEMBER PETERSON APPROVING THE MINUTES AS PRESENTED. THE MOTION CARRIED UNANIMOUSLY.

CONSENT AGENDA

- a. November Building Permit Activity Report – Acceptance
- b. November Inspections Activity Report – Acceptance
- c. November Finance Directors Report – Acceptance
- d. Approval of voucher payments dated December 8, 2010
- e. Professional Development Classes
- f. Approval of change order #1 for PCP project
- ~~g. Approval of lease agreement for Pinecone Central Park Athletic Facilities~~
- h. Approval of resolution setting rates for advertising sign & newsletter
- i. Approval of 2011 legal and engineering services contracts
- j. Approval of memorandums of understanding with collective bargaining groups for 2011 health insurance benefits
- k. Approval of low quote for sprinkler system installation at the fire station
- l. Approval of resolution adopting 2011 Fire Department pay schedule
- m. Approval of Community Garden policies

Council member Peterson requested consent agenda item "g" be moved to first item of Old Business.

A MOTION WAS MADE BY COUNCIL MEMBER HENNES AND SECONDED BY MEMBER LYNCH APPROVING CONSENT AGENDA ITEMS A – M, WITH THE EXCEPTION OF ITEM G, WHICH WAS MOVED TO OLD BUSINESS. THE MOTION CARRIED UNANIMOUSLY.

PUBLIC HEARINGS

a. Cougar Place preliminary plat

Anita Rasmussen provided an overview of the preliminary plat for Cougar Place which is a 14 acre parcel of land located west of Pinecone Central Park and east of 19th Avenue. The preliminary plat provides for the creation of two single family lots and some outlots that would not be buildable at this time. She noted that the applicant has withdrawn their petition for publicly financed improvements and is requesting approval of the final plat this evening also.

Mayor O'Driscoll opened the public hearing with the following testimony being offered:

Tim Smith, 1523 Cougar Lane, secretary of the homeowners association, asked if this plat would be part of The Wilds development and neighborhood association. Anita responded that it is separate and independent from The Wilds subdivision.

No other testimony was received, Mayor O'Driscoll closed the public hearing.

Resolution approving preliminary plat – Cougar Place

A MOTION WAS MADE BY COUNCIL MEMBER LYNCH AND SECONDED BY MEMBER PERSKE APPROVING RESOLUTION 92-10, PRELIMINARY PLAT FOR COUGAR PLACE. THE MOTION CARRIED UNANIMOUSLY.

Final plat and development agreement – Cougar Place

Rasmussen provided a brief overview of the final plat and development agreement.

A MOTION WAS MADE BY COUNCIL MEMBER HENNES AND SECONDED BY MEMBER LYNCH APPROVING RESOLUTION 93-10, FINAL PLAT AND DEVELOPMENT AGREEMENT OF COUGAR PLACE SUBJECT TO CONDITIONS OUTLINED BY STAFF. THE MOTION CARRIED UNANIMOUSLY.

b. WATER/SEWER ORDINANCE

Finance Director, Mary Degiovanni provided a brief overview of the ordinance amendments proposed to the water/sewer ordinance to better reflect current practice and to correct outdated conflicting or duplicative language in the ordinance.

Ordinance amending Title 8, Utility provisions and official summary of amending ordinance

Mayor O'Driscoll opened the public hearing. No oral or written testimony was received, the hearing was closed.

A MOTION WAS MADE BY COUNCIL MEMBER PETERSON AND SECONDED BY MEMBER PERSKE APPROVING ORDINANCE 10-05 AMENDING TITLE 8, UTILITY PROVISIONS AND SUMMARY. THE MOTION CARRIED UNANIMOUSLY.

c. Parks ordinance

Public Works Director, Borders provided a brief overview of the Park ordinance amendments as recommended by staff and the Park Commission to better reflect current practice and to correct outdated conflicting or duplicative language in the ordinance.

Mayor O'Driscoll opened the public hearing. No oral or written testimony was received and the public hearing was closed. Council member Perske inquired about the time changes for when parks are open and expressed concern for allowing Rotary Park to be open 24-hours per day. Chief Hughes responded to misuse and noted that he supports enabling lawful uses such as fishing to occur at night in Rotary Park.

Ordinance amending Chapter 3, Parks and official summary of amending ordinance

A MOTION WAS MADE BY COUNCIL MEMBER LYNCH AND SECONDED BY MEMBER HENNES APPROVING ORDINANCE 10-06 APPROVING CHAPTER 3, TITLE 7, PARKS. THE MOTION CARRIED UNANIMOUSLY.

Parks Usage Policy

Brad Borders provided a brief overview of the proposed Park Usage Policy update.

A MOTION WAS MADE BY COUNCIL MEMBER PETERSON AND SECONDED BY MEMBER PERSKE APPROVING THE PARKS USAGE POLICY WITH GRAMMAR CORRECTIONS ON ITEM #11. THE MOTION CARRIED UNANIMOUSLY.

d. 2011 Levy & Budget

Finance Director, Degiovanni provided a power point overview of the proposed final budget and levy as developed by the City Council through a series of budget workshop sessions.

Mayor O'Driscoll opened the public hearing. No oral or written testimony was received and the hearing was closed.

Administrator Gartland responded to an inquiry from Council member Peterson regarding the need for further approval action by the Council for any budgeted personnel and capital expenditures with such

December 13, 2010

considerations not intended to occur at the earliest, until after the legislative session and its outcome have occurred.

Resolution adopting final budget and levy for 2011

**A MOTION WAS MADE BY COUNCIL MEMBER HENNES AND SECONDED BY MEMBER PETERSON APPROVING RESOLUTION 90-10, FINAL 2011 BUDGET AND TAX LEVY COLLECTIBLE IN 2011. UPON VOTE BEING TAKEN THE FOLLOWING VOTED:
AYE: COUNCIL MEMBERS HENNES, PERSKE, PETERSON
NAY: MAYOR O'DRISCOLL, COUNCIL MEMBER LYNCH
MOTION CARRIED**

OLD BUSINESS

- a. **Consent Agenda Item "g"**
Approval of lease agreement for Pinecone Central Park Athletic Facilities

Council member Peterson asked if the City's representative on the Board should be a voting representative and how the relationship with Bernicks Arena is structured.

**A MOTION WAS MADE BY COUNCIL MEMBER LYNCH AND SECONDED BY MEMBER HENNES APPROVING THE LEASE AGREEMENT FOR PINECONE CENTRAL PARK ATHLETIC FACILITIES. UPON VOTE BEING TAKEN THE FOLLOWING VOTED:
AYE: MAYOR O'DRISCOLL, COUNCIL MEMBERS LYNCH, HENNES, PERSKE
NAY: COUNCIL MEMBER PETERSON
MOTION CARRIED**

- b. **2011 Fee Schedule Ordinance**

Finance Director, Mary Degiovanni provided a brief overview on the proposed fee schedule and some modifications made since the public hearing.

A MOTION WAS MADE BY COUNCIL MEMBER PETERSON AND SECONDED BY MEMBER PERSKE APPROVING THE 2011 FEE SCHEDULE ORDINANCE #10-04. THE MOTION CARRIED UNANIMOUSLY.

- c. **Resolution awarding low bid for 50th Avenue reconstruction project.**

Engineer Mathiasen provided an overview of the bids received for the 50th Avenue reconstruction project. Council member Peterson asked if the savings from this bid compared to Engineer's estimate will get returned to the sales tax fund. Finance Director Degiovanni explained the total costs on all projects are not yet known and total funding from all sources is also not yet known.

A MOTION WAS MADE BY MAYOR O'DRISCOLL AND SECONDED BY COUNCIL MEMBER LYNCH APPROVING RESOLUTION 94-10 AWARDED LOW BID FOR 50TH AVENUE RECONSTRUCTION PROJECT. THE MOTION CARRIED UNANIMOUSLY.

NEW BUSINESS

a. **Liquor license renewals for 2011 for Blue Line, Little Fiesta, & G-Allens**

A MOTION WAS MADE BY COUNCIL MEMBER LYNCH AND SECONDED BY MEMBER PERSKE APPROVING THE LIQUOR LICENSE RENEWALS FOR BLUE LINE, LITTLE FIESTA, & G-ALLENS. THE MOTION CARRIED UNANIMOUSLY.

DEPARTMENT REPORTS

a. **Police Department**
Semi-monthly Activity Report

A MOTION WAS MADE BY COUNCIL MEMBER PETERSON AND SECONDED BY MEMBER PERSKE ACCEPTING THE POLICE DEPARTMENT'S ACTIVITY REPORT. THE MOTION CARRIED UNANIMOUSLY.

b. **Public Works**

Director, Brad Borders noted the transmission replacement that was necessary on an older plow truck in the City's fleet. Snow removal from the weekend event was handled with few problems or complaints. Brad responded to questions about conditions on specific roads and damaged street lights.

c. **City Engineer**
Semi-monthly Memorandum

Engineer, Mathiassen presented his memorandum. Council member Perske inquired about the status of street light options for 50th Avenue and Pinecone Road.

d. **Planning & Community Development Director**
Semi-monthly Memorandum
Board & Commission term expirations

Planning Director, Rasmussen reviewed the outcome of interviews for Commission appointments.

A MOTION WAS MADE BY COUNCIL MEMBER HENNES AND SECONDED BY MEMBER LYNCH APPROVING THE APPOINTMENT OF LISA SCHREIFELS AND DAVE LINDBLOOM TO THE PARK COMMISSION, SANDRA CORDIE TO THE JOINT PLANNING COMMISSION AND LISA MAURER, BRIAN DAUER AND NATHAN OCH TO THE ECONOMIC DEVELOPMENT COMMISSION FOR THREE YEAR TERMS BEGINNING JANUARY 1, 2011. THE MOTION CARRIED UNANIMOUSLY.

December 13, 2010

e. City Administrator

Schedule special meeting to consider tentative agreement with LELS #208

A MOTION WAS MADE BY COUNCIL MEMBER PETERSON AND SECONDED BY MEMBER PERSKE SETTING A SPECIAL COUNCIL MEETING FOR 7 A.M. ON FRIDAY, DECEMBER 17TH AT CITY HALL. THE MOTION CARRIED UNANIMOUSLY.

CITY COUNCIL UPDATE – MISCELLANEOUS BUSINESS

Council member Lynch offered comments of reflection and statements of appreciation for his experience in service on the City Council. Council members Hennes, Peterson and Perske offered comments of appreciation for service by both Council member Lynch and Mayor/Representative-elect O'Driscoll. Mayor O'Driscoll offered reflections and comments of appreciation for staff, volunteers, Council colleagues and others are important to Sartell's success.

ADJOURN

A MOTION WAS MADE BY COUNCIL MEMBER LYNCH AND SECONDED BY MAYOR O'DRISCOLL TO ADJOURN THE MEETING AT 8:37 P.M. THE MOTION CARRIED UNANIMOUSLY.

Minutes By



Patti Gartland

City Administrator-Clerk



JOE PERSKE, MAYOR

SARTELL CITY COUNCIL MEETING

MINUTES OF DECEMBER 30, 2010

SPECIAL MEETING

Pursuant to due call and notice thereof, a special meeting was held on December 30, 2010 in the Conference Room at Sartell City Hall. The meeting commenced at 7:30 AM.

COUNCIL PRESENT: Mayor O'Driscoll; Council members: Perske, Lynch, Hennes and Peterson

COUNCIL ABSENT: None

OTHERS PRESENT: Sarah Jane Nicoll, Council member elect
Patti Gartland, City Administrator
Jan Petersen, City Attorney
Mary Degiovanni, Finance Director
Anita Rasmussen, Community Development Director
Lyle Mathiasen, Great River Bowl

AGENDA REVIEW AND ADOPTION

A motion was made by Peterson and seconded by Perske to adopt the agenda as presented. The motion carried unanimously.

GREAT RIVER BOWL SUBORDINATION

Jan Petersen overviewed the subordination request required for SBA financing, and the Council discussed the original intent of the covenants placed on the Great River Bowl property. After discussion, a motion was made by Hennes and seconded by Peterson to approve the Subordination Agreement and authorize its execution on behalf of the City. The motion carried unanimously.

ADJOURNMENT

A motion was made by Hennes and seconded by Lynch to adjourn the meeting at 8:02 AM. The motion carried unanimously.

Minutes By:



Mary Degiovanni, Finance Director



Joe Perske, Mayor