

AGENDA
SARTELL CITY COUNCIL
Monday, January 14, 2013
Sartell City Hall
7:00 P.M.

- 1. ADMINISTRATION OF OATH OF OFFICE**
 - Steve Hennes – City Council
 - Amy Braig-Lindstrom – City Council
- 2. PLEDGE OF ALLEGIANCE**
- 3. SPECIAL RECOGNITIONS** – Sandra Cordie, City Council 2011 - 2012
- 4. AGENDA REVIEW AND ADOPTION**
- 5. OPEN FORUM/PUBLIC COMMENT** (*up to 5 pre-registered speakers allowed for up to 2 minutes each*)
- 6. APPROVAL OF CITY COUNCIL MINUTES**
 - a. December 10, 2012 – Regular Meeting
 - b. December 10, 2012 – Committee of the Whole meeting
- 7. CONSENT AGENDA**
 - a. December Building Permit Activity Report – Acceptance
 - b. December Inspections Act vity Report – Acceptance
 - c. December Finance Directors Report – Acceptance
 - d. Approval of voucher payments dated January 10, 2013
 - e. Professional Development: Planning Director to attend Sensible Land Use Coalition seminar on Pacemaking on January 30, 2013 in Brooklyn Park; Police Chief & Fire Marshal to attend Governor's Homeland Security & Emergency Management Conference on February 12-14, 2013 in Minneapolis; Police Chief to attend M/N Chiefs of Police Association Executive Training Institute in Duluth on April 22 – 25, 2013.
 - f. Approval of 2013 refuse hauler licenses
 - g. Set special meeting of the City Council for department annual report presentations from 5 – 6:30 p.m. on Monday, March 11, 2013
 - h. Set annual meeting of the Economic Deve opment Authority for 6:30 pm on Monday, March 11, 2013
 - i. Approval of sponsorship registration for St. Cloud Area Evening at the Capitol on February 27, 2013, 5 – 7 p.m. at the Kelly Inn in St. Paul
 - j. Approval of fund transfers correction for Fund 402
 - k. Approval of purchase of final component to the new Jaws of Life equipment using Fire Equipment Fund monies
 - l. Approval of budgeted purchase of squad car replacements
 - m. Approval of resolution setting public hearing for February 11, 2013, for issuance of a revenue note for Opportunity Matters project
 - n. Set Public Hearing for February 11, 2013 for the purpose of amending Title 8, Water & Sewer Ordinance requirements
 - o. Approval of Flaherty & Hood proposal for lobby ng services
- 8. OLD BUSINESS**
 - a. Approval of resolution making certain annua appointments and designations for 2013
 - b. Council meeting guidelines for cable broadcasting
 - c. Eagle Scout project proposal

9. DEPARTMENT REPORTS

a. Police Department

- Monthly Activity Report

b. Public Works

- Monthly Activity Report

c. City Engineer

- Semi-monthly Memorandum

d. Planning & Community Development Director

- Semi-monthly Memorandum

e. City Administrator

- Semi-monthly Memorandum

10. CITY COUNCIL UPDATE – MISCELLANEOUS BUSINESS

- Committee/Board reports
- City Council agenda item referrals to advisory boards and commissions

11. ADJOURN

AGENDA- amended
SARTELL CITY COUNCIL
Monday, January 14, 2013
Sartell City Hall
7:00 P.M.

.....

1. ADMINISTRATION OF OATH OF OFFICE

- Steve Hennes – City Council
- Amy Braig-Lindstrom – City Council

2. PLEDGE OF ALLEGIANCE

3. SPECIAL RECOGNITIONS – Sandra Cordie, City Council 2011 - 2012

4. AGENDA REVIEW AND ADOPTION

5. OPEN FORUM/PUBLIC COMMENT *(up to 5 pre-registered speakers allowed for up to 2 minutes each)*

6. APPROVAL OF CITY COUNCIL MINUTES

- a. December 10, 2012 – Regular Meeting
- b. December 10, 2012 – Committee of the Whole meeting

7. CONSENT AGENDA

- a. December Building Permit Activity Report – Acceptance
- b. December Inspections Act vity Report – Acceptance
- c. December Finance Directors Report – Acceptance
- d. Approval of voucher payments dated January 10, 2013
- e. Professional Development: Planning Director to attend Sensible Land Use Coalition seminar on Pacemaking on January 30, 2013 in Brooklyn Park; Police Chief & Fire Marshal to attend Governor's Homeland Security & Emergency Management Conference on February 12-14, 2013 in Minneapolis; Police Chief to attend M/N Chiefs of Police Association Executive Training Institute in Duluth on April 22 – 25, 2013.
- f. Approval of 2013 refuse hauler licenses
- g. Set special meeting of the City Council for department annual report presentations from 5 – 6:30 p.m. on Monday, March 11, 2013
- h. Set annual meeting of the Economic Development Authority for 6:30 pm on Monday, March 11, 2013
- i. Approval of sponsorship registration for St. Cloud Area Evening at the Capitol on February 27, 2013, 5 – 7 p.m. at the Kelly Inn in St. Paul
- j. Approval of fund transfers correction for Fund 402
- k. Approval of purchase of final component to the new Jaws of Life equipment using Fire Equipment Fund monies
- l. Approval of budgeted purchase of squad car replacements
- m. Approval of resolution setting public hearing for February 11, 2013, for issuance of a revenue note for Opportunity Matters project
- n. Set Public Hearing for February 11, 2013 for the purpose of amending Title 8, Water & Sewer Ordinance requirements
- o. Approval of Flaherty & Hood proposal for lobbying services
- p. Approval of Franchise Renewal services not to exceed \$5,000

8. OLD BUSINESS

- a. Approval of resolution making certain annual appointments and designations for 2013
- b. Council meeting guidelines for cable broadcasting
- c. Eagle Scout project proposal

9. DEPARTMENT REPORTS

a. Police Department

- Monthly Activity Report

b. Public Works

- Monthly Activity Report

c. City Engineer

- Semi-monthly Memorandum

d. Planning & Community Development Director

- Semi-monthly Memorandum

e. City Administrator

- Semi-monthly Memorandum

10. CITY COUNCIL UPDATE – MISCELLANEOUS BUSINESS

- Committee/Board reports
- City Council agenda item referrals to advisory boards and commissions

11. ADJOURN

AGENDA
SARTELL CITY COUNCIL
Monday, January 28, 2013
Sartell City Hall
7:00 P.M.

- 1. PLEDGE OF ALLEGIANCE**
- 2. SPECIAL PRESENTATIONS/RECOGNITIONS**
 - a. Retiring Board & Commission member service recognitions: Robin Oehrlein – Planning Commission, Chris Hauck – EDC, and Michael Markman – EDC
 - b. Tom Kummrow – Toward Zero Death Presentation of Light Bars
 - c. Police Officer Kari Bonfic d
- 3. AGENDA REVIEW AND ADOPTION**
- 4. OPEN FORUM/PUBLIC COMMENT** *(up to 5 pre-registered speakers allowed for up to 2 minutes each)*
- 5. APPROVAL OF CITY COUNCIL MINUTES**
 - a. January 14, 2013 – Regular Meeting
 - b. January 14, 2013 – Committee of the Whole meeting
- 6. CONSENT AGENDA**
 - a. Approval of voucher payments dated January 24, 2013
 - b. Professional Development: Planning Director to attend National American Planning Association Conference, Chicago, IL April 13-17, 2013; PD Investigator Broda and Fire Marshall Rieland to attend the 2013 Fire Investigation Conference to be held March 27-29 in St. Cloud; Administrator to attend MCMA Professional Development Workshop on February 21-22, 2013 in Minneapolis
 - c. Resolution supporting the 2013 Safe Routes to School grant application
 - d. Calling a joint meeting of Planning Commission and City Council on Shoreland Management for February 12th 5:30 to 7 pm in City Council Chambers
 - e. Sponsoring the Minnesota Science Museum Event, St. Cloud Area Sustainability (Joint District Plan) Expo on April 21, 2013 at Whitney Center
 - f. Approval of trade in credit on used radio equipment
 - g. Approval of Resolution Accepting Donations for new light bars for Police Department
 - h. Approval of Resolution Accepting Donation of Improvements for Pinecone Central Park
 - i. Approval of Amended Joint Powers Agreement for Legal Services 2013
 - j. Approval of Fund Transfers
 - k. Approval of 2013 Computer Rotation Purchases
 - l. Scheduling the City Board of Appeal and Equalization Meetings for Wednesday April 3, 2013 at 5:00 PM for Benton County and 6:30 PM for Stearns County
 - m. Final Acceptance of West Heritage Drive Improvements and Approval of Final Payment
- 7. OLD BUSINESS**
 - a. Approval of Purchase of City tablets
 - b. Adoption of City Tablet Device Policies
- 8. DEPARTMENT REPORTS**
 - a. **Police Department**
 - No Activity Report

b. Public Works

- No Activity Report

c. City Engineer

- Semi-monthly Memorandum

d. Planning & Community Development Director

- Semi-monthly Memorandum

e. City Administrator

9. CITY COUNCIL UPDATE – MISCELLANEOUS BUSINESS

- Committee/Board reports
- City Council agenda item referrals to advisory boards and commissions

10. ADJOURN

AGENDA - Amended
SARTELL CITY COUNCIL
Monday, January 28, 2013
Sartell City Hall
7:00 P.M.

1. PLEDGE OF ALLEGIANCE

2. SPECIAL PRESENTATIONS/RECOGNITIONS

- a. Retiring Board & Commission member service recognitions: Robin Oehrlein – Planning Commission, Chris Hauck – EDC, and Michael Markman – EDC
- b. Tom Kummrow – Toward Zero Death Presentation of Light Bars
- c. Police Officer Kari Bonfic d

3. AGENDA REVIEW AND ADOPTION

4. OPEN FORUM/PUBLIC COMMENT *(up to 5 pre-registered speakers allowed for up to 2 minutes each)*

5. APPROVAL OF CITY COUNCIL MINUTES

- a. January 14, 2013 – Regular Meeting
- b. January 14, 2013 – Committee of the Whole meeting

6. CONSENT AGENDA

- a. Approval of voucher payments dated January 24, 2013
- b. Professional Development: Planning Director to attend National American Planning Association Conference, Chicago, IL April 13-17, 2013; PD Investigator Broda and Fire Marshall Rieland to attend the 2013 Fire Investigation Conference to be held March 27-29 in St. Cloud; Administrator to attend MCMA Professional Development Workshop on February 21-22, 2013 in Minneapolis
- c. Resolution supporting the 2013 Safe Routes to School grant application
- d. Calling a joint meeting of Planning Commission and City Council on Shoreland Management for February 12th 5:30 to 7 pm in City Council Chambers
- e. Sponsoring the Minnesota Science Museum Event, St. Cloud Area Sustainability (Joint District Plan) Expo on April 21, 2013 at Whitney Center
- f. Approval of trade in credit on used radio equipment
- g. Approval of Resolution Accepting Donations for new light bars for Police Department
- h. Approval of Resolution Accepting Donation of Improvements for Pinecone Central Park
- i. Approval of Amended Joint Powers Agreement for Legal Services 2013
- j. Approval of Fund Transfers
- k. Approval of 2013 Computer Rotation Purchases
- l. Scheduling the City Board of Appeal and Equalization Meetings for Wednesday April 3, 2013 at 5:00 PM for Benton County and 6:30 PM for Stearns County
- m. Final Acceptance of West Heritage Drive Improvements and Approval of Final Payment

7. OLD BUSINESS

- a. Approval of Purchase of City tablets
- b. Adoption of City Tablet Device Policies

8. DEPARTMENT REPORTS

- a. **Police Department**
 - No Activity Report

b. Public Works

- No Activity Report

c. City Engineer

- Semi-monthly Memorandum

d. Planning & Community Development Director

- Semi-monthly Memorandum

e. City Administrator

9. CITY COUNCIL UPDATE – MISCELLANEOUS BUSINESS

- Committee/Board reports
- City Council agenda item referrals to advisory boards and commissions

10. OTHER BUSINESS

- a. Consideration of purchase agreements for Sauk River Park and Nature Area (discussion to be conducted in closed session, the meeting will be re-opened for possible approval action consideration)

11. ADJOURN

***Sartell City Council, Planning Commission, Economic Development Commission
and Park Commission***

Wednesday, January 30, 2013

Sartell City Hall

3:30 to 5:00 P.M.

1. Introductions
2. Presentation on Placemaking – LaKota Group
3. Adjourn

For those requiring special assistance, please call City Hall at 253-2171

SARTELL CITY COUNCIL COMMITTEE OF THE WHOLE MEETING

SARTELL CITY HALL CONFERENCE ROOM

MONDAY, FEBRUARY 11, 2013
Immediately following adjournment of
7:00 p.m. regular City Council meeting

- 1 - Agenda Review and Adoption
- 2 - Street Maintenance (City Engineer & Public Works Director)
 - Street & Trail Sealcoating
 - Weed Removal & Crackfilling of Streets
 - Snow Removal
- 3 - Personnel Committee update regarding comprehensive analysis of wage ranges and wage levels for exempt position for 2013
- 4 - Council Meeting Guidelines for Cable Broadcast (carry over from 10-22-12, 11-13-12 & 1-14-13 agendas)
- 5 - Continuation and/or Format for Committee of the Whole meetings
- 6 - 2013 Council Goals
- 7 - Adjourn

FOR THOSE REQUIRING SPECIAL ASSISTANCE, PLEASE CONTACT CITY
HALL AT 253-2171

Reminder: 6:30 p.m. iPad use orientation

**AGENDA
SARTELL CITY COUNCIL
Monday, February 11, 2013
Sartell City Hall
7:00 P.M.**

.....

- 1. PLEDGE OF ALLEGIANCE**
- 2. SPECIAL PRESENTATIONS/RECOGNITIONS**
 - a. Retiring Board & Commission member service recognitions: Robert Buemer— EDC
- 3. AGENDA REVIEW AND ADOPTION**
- 4. OPEN FORUM/PUBLIC COMMENT** *(up to 5 pre-registered speakers allowed for up to 2 minutes each)*
- 5. APPROVAL OF CITY COUNCIL MINUTES**
 - a. January 28, 2013 – Regular Meeting
- 6. CONSENT AGENDA**
 - a. January Building Permit Activity Report – Acceptance
 - b. January Inspections Activity Report – Acceptance
 - c. January Finance Directors Report – Acceptance
 - d. Park Commission meeting notes of January 23, 2013 – Acceptance
 - e. Approval of voucher payments dated February 6, 2013
 - f. Professional Development: Deputy Police Chief, Police Sergeants, Public Works Director, Assistant Public Works Director and City Administrator to attend LMC Loss Control Workshop on April 23, 2013 in St. Cloud; Ass't. Public Works Director and Utility System Operator to attend MRWA Water & Wastewater Technical conference in St. Cloud on March 5 – 7, 2013.
 - g. Approval to hire Marlys Saari for budgeted part-time data entry clerk for the Police Department
 - h. Approval to hire Randy Vait to fill the vacant but budgeted Mechanic/Street Worker position subject to favorable completion of background and medical assessments
 - i. Approval of resolution adopting the Stearns County All-Hazard Mitigation Plan
 - j. Reschedule Board of Review (Stearns County) from 6:30 pm to 6:00 pm on April 3, 2013
- 7. PUBLIC HEARINGS**
 - a. Issuance of revenue note for Opportunity Matters
 - Resolution approving issuance and sale of a health care facilities revenue refunding note
 - b. Title 8, Water & Sewer Ordinance amendment – allowable service connection materials
 - Ordinance amending Title 8 of the Sartell City Code of Ordinance
- 8. OLD BUSINESS**
 - a. Concessions and restroom building site plan and signage plan for Pinecone Central Park
 - b. Watab Park shelter replacement process, timeline and creation of design & construction committee
- 9. DEPARTMENT REPORTS**
 - a. Police Department**
 - Monthly Activity Report
 - b. Public Works**
 - Monthly Activity Report

c. City Engineer

- Semi-monthly Memorandum

d. Planning & Community Development Director

- Semi-monthly Memorandum

e. City Administrator

- Semi-monthly Memorandum

10. CITY COUNCIL UPDATE – MISCELLANEOUS BUSINESS

- Committee/Board reports
- City Council agenda item referrals to advisory boards and commissions

11. OTHER BUSINESS

- Consideration of purchase agreements for Sauk River Park and Nature Area (discussion to be conducted in closed session, the meeting will be re-opened for possible approval consideration)

12. ADJOURN

Special Joint Meeting

Sartell City Council and Planning Commission

Tuesday, February 12, 2013

Sartell City Hall

5:30 to 7:00 P.M.

1. Introductions
2. Shoreland Management and Protections Strategy Discussion
3. Adjourn

For those requiring special assistance, please call City Hall at 253-2171

AGENDA - Amended
SARTELL CITY COUNCIL
Monday, February 25, 2013
Sartell City Hall
7:00 P.M.

1. **PLEDGE OF ALLEGIANCE**
2. **AGENDA REVIEW AND ADOPTION**
3. **OPEN FORUM/PUBLIC COMMENT** (*up to 5 pre-registered speakers allowed for up to 2 minutes each*)
4. **APPROVAL OF CITY COUNCIL MINUTES**
 - a. February 11, 2013 – Regular Meeting
 - b. February 11, 2013 – Committee of the Whole meeting
5. **CONSENT AGENDA**
 - a. Approval of voucher payments dated February 21, 2013
 - b. Community Resource Facility Task Force meeting notes of 1-30-13: Acceptance
 - c. Professional Development: Fire Marshal to attend annual State Fire Marshal Conference at Hennepin Technical College on April 10 – 11, 2013
 - d. Approval of liquor license application for Mi Rancho Grande at Pine Cone Marketplace subject to favorable background investigation
 - e. Set joint meeting of the City Council and Planning Commission regarding Shoreland Ordinance drafting for 5:30 – 7 pm on Wednesday, March 13, 2013
 - f. Approval of special event permit for St. Francis Xavier Church 5K & 1K Race event on August 16, 2013
 - g. Approval of purchase of replacement desktop computer and file server for the Fire Department
 - h. Approval of budgeted hiring of Aaron Hauser as Utility Systems Operator subject to favorable background investigation and medical assessment
6. **PUBLIC HEARINGS**
 - a. Ordinance amending Chapter 7, Article A, I-1 Light Industrial District, and Article B, I-2 Heavy Industrial District zoning standards
 - Ordinance amending Chapter 7, Article A, I-1 Light Industrial District and Article B, I-2 Heavy Industrial District
7. **OLD BUSINESS**
 - a. Approval of resolution approving 2013 compensation rate adjustments for non-union employees
8. **DEPARTMENT REPORTS**
 - a. **Police Department**
 - No Activity Report
 - b. **Public Works**
 - No Activity Report
 - c. **City Engineer**
 - Semi-monthly Memorandum
 - d. **Planning & Community Development Director**
 - Semi-monthly Memorandum

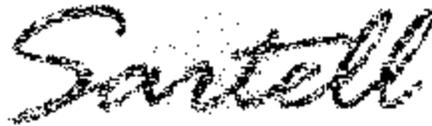
e. City Administrator

- Semi-monthly Memorandum
- Council direction regarding Code of Conduct
- Council direction regarding Council/Staff Development workshop

9. CITY COUNCIL UPDATE – MISCELLANEOUS BUSINESS

- Committee/Board reports
- City Council agenda item referrals to advisory boards and commissions

10. ADJOURN



**SARTELL ECONOMIC DEVELOPMENT AUTHORITY
AGENDA
MONDAY, MARCH 11, 2013
SARTELL CITY HALL
6:30 P.M.**

- 1. AGENDA REVIEW AND ADOPTION**

- 2. APPROVAL OF EDA MINUTES**
March 12, 2012 Meeting Minutes

- 3. ANNUAL SELECTION OF EDA OFFICERS & DIRECTOR**

- 4. DIRECTOR'S REPORT**

- 5. ADJOURN**

Mary Degiovanni
Finance Director & EDA Executive Director

FOR THOSE REQUIRING SPECIAL ASSISTANCE
PLEASE CALL CITY HALL AT 252-2171

AGENDA
SARTELL CITY COUNCIL WORKSHOP
Monday, March 11, 2013
Sartell City Hall Council Chambers
5:00 P.M.

1. Agenda Review and Adoption

2. Presentation of 2012 Departmental Annual Reports
 - 5:00 pm Community Development & Building Inspections

 - 5:25 pm Public Works

 - 5:50 pm Police & Fire

3. Adjourn

Reminder: Department presentations of annual reports at 5:00 p.m. in Council Chambers, EDA meeting at 6:30 p.m. in Conference Room

AGENDA
SARTELL CITY COUNCIL
Monday, March 11, 2013
Sartell City Hall
7:00 P.M.

1. **PLEDGE OF ALLEGIANCE**
2. **AGENDA REVIEW AND ADOPTION**
3. **OPEN FORUM/PUBLIC COMMENT** (*up to 5 pre registered speakers allowed for up to 2 minutes each*)
4. **APPROVAL OF CITY COUNCIL MINUTES**
 - a. February 25, 2013 – Regular Meeting
5. **CONSENT AGENDA**
 - a. February Building Permit Activity Report – Acceptance
 - b. February Inspections Activity Report – Acceptance
 - c. February Finance Directors Report – Acceptance
 - d. Park Commission meeting notes of February 27, 2013 – Acceptance
 - e. Accept Park Commissioner resignation
 - f. Approval of voucher payments dated March 7, 2013
 - g. Approval of resolution approving renewal of Master Partnership Contract with the State of MN/MnDOT
 - h. Approval of job description for Maintenance Worker and authorization to initiate hiring process to fill existing vacancy
 - i. Approval of budgeted renewal of native prairie maintenance services at City Hall and Celebration pond with Prairie Restoration Inc.
 - j. Approval of budgeted purchase of replacement laptop computer for the Water Utility department
 - k. Approval of budgeted purchase of John Deere Gator UTV, sprayer, and ditch mower
 - l. Calling special Council workshop meeting for Monday, March 25, 2013 at 6:30 pm for audit review
 - m. Approval of Meet the Monster 5K Race Permit (Event date: 10/26/13)
6. **OLD BUSINESS**
 - a. Presentation of proposed Eagle Scout project
 - b. Dog Park project process
7. **NEW BUSINESS**
 - a. Sign plan for Sartell St. Stephen School District
 - b. Final plat and Development Agreement for Madison Crossing 3
 - c. Site plan for Schultz apartment development
8. **DEPARTMENT REPORTS**
 - a. **Police Department**
 - b. **Public Works**
 - Monthly Activity Report
 - c. **City Engineer**
 - Semi-monthly Memorandum

d. Planning & Community Development Director

- Semi-monthly Memorandum

e. City Administrator

9. CITY COUNCIL UPDATE – MISCELLANEOUS BUSINESS

- Committee/Board reports
- City Council agenda item referrals to advisory boards and commissions

10. ADJOURN

Special Joint Meeting

Sartell City Council and Planning Commission

Tuesday, March 13, 2013

Sartell City Hall

5:30 to 7:00 P.M.

1. Introductions
2. Shoreland Management and Protections Strategy Discussion
3. Adjourn

For those requiring special assistance, please call City Hall at 253-2171

AGENDA

COUNCIL WORKSHOP
Sartell City Council
Monday, March 25, 2013
Sartell City Hall
6:30 PM

1. *2012 Audit Presentation*
2. *Adjourn*

For those requiring special assistance, please call City Hall at 253-2171

REMINDER: Audit review workshop at 6:30 pm

AGENDA
SARTELL CITY COUNCIL
Monday, March 25, 2013
Sartell City Hall
7:00 P.M.

.....

- 1. PLEDGE OF ALLEGIANCE**
- 2. AGENDA REVIEW AND ADOPTION**
- 3. OPEN FORUM/PUBLIC COMMENT** *(up to 5 pre registered speakers allowed for up to 2 minutes each)*
- 4. APPROVAL OF CITY COUNCIL MINUTES**
 - a. February 12, 2013 – Joint Meeting of City Council & Planning Commission
 - b. February 25, 2013 – Regular Meeting
 - c. March 11, 2013 – Regular Meeting
 - d. March 11, 2013 – City Council Workshop Meeting
 - e. March 13, 2013 – Joint Meeting of City Council & Planning Commission
- 5. CONSENT AGENDA**
 - a. Approval of voucher payments dated March 21, 2013
 - b. Professional Development: Building Official to attend ICC seminar on March 26 – 27, 2013 in Eagan & DOLI – CCLD plumbing code seminar in St. Cloud on April 16, 2013.
 - c. Approval of appointment of Rachel Lohmasteymaugh to the Park Commission for an existing term expiring on 12-31-15
 - d. Approval of resolution approving the DNR grant agreement for the Sauk River Regional Park
 - e. Approval of resolution accepting various donations to the Police Department
 - f. Approval of resolution for GASB 54 compliance relating to City fund balances
 - g. Approval of sponsorship participation in the Sartell Area Chamber of Commerce annual awards program banquet on April 11, 2013
 - h. Approval of purchase of gas meter replacements for the Fire Department from Fire equipment fund
 - i. Approval to sell an obsolete, excess sanding unit equipment
 - j. Approval of resolution accepting a property owner petition and approving annexation of a 20 acre parcel
 - k. Approval of budgeted purchase of desktop and laptop computer replacements for the Police Department
 - l. Approval of contract with Inspection Services of Central MN for supplemental inspection services
 - m. Set joint meeting of the City Council and Planning Commission on shoreland ordinance drafting for Tuesday, April 2, 2013 from 5:30 – 7 pm
- 6. OLD BUSINESS**
 - a. MTC presentation on Sartell bus route changes
 - b. APO resolution regarding 4th/Leander (50th) Avenue project
- 7. NEW BUSINESS**
 - a. Schedule Committee of the Whole meeting for April 8, 2013 from 5:00 – 6:30 p.m.
- 8. DEPARTMENT REPORTS**
 - a. Police Department**
 - Monthly Activity Report

b. Public Works

c. City Engineer

- Semi-monthly Memorandum

d. Planning & Community Development Director

- Semi-monthly Memorandum

e. City Administrator

- Semi-monthly Memorandum

9. CITY COUNCIL UPDATE – MISCELLANEOUS BUSINESS

- Committee/Board reports
- City Council agenda item referrals to advisory boards and commissions

10. ADJOURN

Special Joint Meeting

Sartell City Council and Planning Commission

Tuesday, April 2, 2013

Sartell City Hall

5:30 to 7:00 P.M.

1. Introductions
2. Shoreland Management and Protections Strategy Discussion
3. Adjourn

For those requiring special assistance, please call City Hall at 253-2171

SPECIAL MEETING AGENDA
SARTELL CITY COUNCIL
STEARNS COUNTY BOARD OF REVIEW
WEDNESDAY, APRIL 3, 2013
6:00 P.M.
AT
SARTELL CITY HALL

- 1) AGENDA REVIEW AND ADOPTION**
- 2) BOARD OF REVIEW**
- 3) MISCELLANEOUS**
- 4) ADJOURN/RECESS**

Patti Gartland
City Administrator

FOR THOSE REQUIRING SPECIAL ASSISTANCE
PLEASE CALL CITY HALL 253-2171

SPECIAL MEETING AGENDA
SARTELL CITY COUNCIL
BENTON COUNTY BOARD OF REVIEW
WEDNESDAY, APRIL 3, 2013
5:00 P.M.
AT
SARTELL CITY HALL

- 1) AGENDA REVIEW AND ADOPTION**
- 2) BOARD OF REVIEW**
- 3) MISCELLANEOUS**
- 4) ADJOURN**

Patti Gartland
City Administrator

FOR THOSE REQUIRING SPECIAL ASSISTANCE
PLEASE CALL CITY HALL 253-2171

SARTELL CITY COUNCIL COMMITTEE OF THE WHOLE MEETING

SARTELL CITY HALL CONFERENCE ROOM

MONDAY, APRIL 8, 2013

6:15 – 7:00 p.m.

- 1 - Agenda Review and Adoption
- 2 - 2013 Forfeiture Properties (Mary Degiovanni, Anita Rasmussen & Patti Gartland)
- 3 - Adjourn

**FOR THOSE REQUIRING SPECIAL ASSISTANCE, PLEASE CONTACT CITY
HALL AT 253-2171**

Reminder: Committee of the Whole meeting 5:00 – 7:00 pm.

**AGENDA
SARTELL CITY COUNCIL
Monday, April 8, 2013
Sartell City Hall
7:00 P.M.**

.....

- 1. PLEDGE OF ALLEGIANCE**
- 2. AGENDA REVIEW AND ADOPTION**
- 3. SPECIAL PRESENTATION – Daryl Stevens & Brandon Testa– Apple Duathlon**
- 4. OPEN FORUM/PUBLIC COMMENT** *(up to 5 pre-registered speakers allowed for up to 2 minutes each)*
- 5. APPROVAL OF CITY COUNCIL MINUTES**
 - a. March 25, 2013 – Regular Meeting
- 6. CONSENT AGENDA**
 - a. March Building Permit Activity Report – Acceptance
 - b. March Inspections Activity Report – Acceptance
 - c. March Finance Directors Report – Acceptance
 - d. Park Commission meeting notes of March 27, 2013 – Acceptance
 - e. Approval of voucher payments dated April 4, 2013
 - f. Professional Development: Administrator to attend St. Cloud Area Chamber of Commerce delegation at Small Business Summit in Washington DC on April 28 – May 1, 2013; Mayor to attend the MN Transportation Alliance Fly-In event in Washington DC on June 4 – 6, 2013 with the APO delegation; Fire Marshal to attend MN Dept of Public Safety ICC – When Disaster Strikes workshop on May 22 – 23, 2013 in St. Cloud
 - g. Acceptance of Park Commission resignation and solicitation of application to fill the vacancy
 - h. Approval of resolution accepting various donations
 - i. Approval of relocation of playground equipment from Pinecone Regional Park to Madison Crossing park
 - j. Approval of proposed 2013 forfeiture lot sale structure
 - k. Approval of budgeted purchase of spray patcher replacement
 - l. Approval of Country Manor PILOT Agreement termination
 - m. Approval of budgeted trade-in of lawn mowers for the Public Works Department
- 7. OLD BUSINESS**
 - a. Presentation of recommendations from the Community Resource Facilities Task Force
 - b. Consideration of Watab Park Shelter construction management services contract with Strack Companies
 - c. Consideration of Pavement Management System proposal and completion of pavement cores for Pinecone Road and 19th Avenue
- 8. DEPARTMENT REPORTS**
 - a. Police Department**
 - b. Public Works**
 - Monthly Activity Report
 - c. City Engineer**
 - Semi-monthly Memorandum

d. Planning & Community Development Director

- Semi-monthly Memorandum

e. City Administrator

- Semi-monthly Memorandum

9. CITY COUNCIL UPDATE – MISCELLANEOUS BUSINESS

- Committee/Board reports
- City Council agenda item referrals to advisory boards and commissions

10. ADJOURN

AGENDA - Amended
SARTELL CITY COUNCIL
Monday, April 22, 2013
Sartell City Hall
7:00 P.M.

.....

- 1. PLEDGE OF ALLEGIANCE**
- 2. AGENDA REVIEW AND ADOPTION**
- 3. SPECIAL PRESENTATION – Lisa Schreifels – Park Commission service recognition**
- 4. OPEN FORUM/PUBLIC COMMENT** *(up to 5 pre-registered speakers allowed for up to 2 minutes each)*
- 5. APPROVAL OF CITY COUNCIL MINUTES**
 - a. April 8, 2013 – Regular Meeting
 - b. April 8, 2013 – City Council Workshop Meeting
- 6. CONSENT AGENDA**
 - a. Approval of voucher payments dated April 18, 2013
 - b. Approval of setting special closed meeting session of the Council for May 13, 2013 from 4:30 – 6:30 p.m. for the purpose of conducting the performance evaluation of the City Administrator
 - c. Approval of resolution setting public hearing for May 13, 2013, for revenue bond financing for Country Manor
 - d. Approval of 2014 budget process schedule
 - e. Approval of amended Pinecone Central Park lease agreement
 - f. Approval for renewal of County Road Maintenance Agreement with Benton County
 - g. Approval of setting joint meeting of the Planning Commission and City Council on ~~Monday~~ Tuesday, April 29, 2013 from 5:30 – 7 p.m. for discussion of draft Shoreland Ordinance
 - h. Approval of joint powers agreement for sealcoating and authorization to proceed with bid solicitation
 - i. Approval of resolution accepting various donations for the Police Department
 - j. Approval of special event permit application 5K run/walk event hosted by DeZurik, Inc. on June 22, 2013
- 7. OLD BUSINESS**
 - a. Consideration of request for temporary closure of a portion of Pinecone Road for the Apple Duathlon event on May 25, 2013
 - Requested Action: Motion to reject the request for temporary closure of Pinecone Road from 7th to 35th Street North on May 25, 2013 for reasons as articulated in the agenda packet memorandum from Police Chief Hughes
 - b. Schedule special meeting of the Council to conduct interviews with Park Commission applicants
 - Requested Action: Motion to set special meeting of the Council for Park Commission applicant interviews on Monday, May 6, 2013, from 5:00 – 7:00 p.m..
- 8. NEW BUSINESS**
 - a. Consideration of request to amend Golf Course and Club lease agreement
 - Requested Action: Motion approving amended lease agreement as recommended by staff and agreed upon by lessee as presented in the agenda packet

- b. Consideration of initiation of reconstruction planning process for East Side reconstruction project to commence in 2015 as provided for in the adopted Financial Management Plan
 - Requested Action: Motion approving of the city's engineers proposed planning process and timeline for the East Side reconstruction project as provided for in his April 18, 2013 memo to the Council
- c. Consideration of purchase of two ADA mandated pool lifts

9. DEPARTMENT REPORTS

a. Police Department

- Monthly Activity Report

b. Public Works

c. City Engineer

- Semi-monthly Memorandum

d. Planning & Community Development Director

- Semi-monthly Memorandum

e. City Administrator

- Semi-monthly Memorandum

10. CITY COUNCIL UPDATE – MISCELLANEOUS BUSINESS

- Committee/Board reports
City Council agenda item referrals to advisory boards and commissions

11. ADJOURN

Special Joint Meeting

Sartell City Council and Planning Commission

Tuesday, April 29, 2013

Sartell City Hall

5:30 to 7:00 P.M.

1. Introductions
2. Shoreland Management and Protections Strategy Discussion
 - a. Review Commercial, Industrial and Multifamily Impervious Surfaces
 - b. Review mitigation language
 - c. Review overall ordinance
3. Adjourn

For those requiring special assistance, please call City Hall at 253-2171

**CITY OF SARTELL SPECIAL MEETING
City Council**

COMMISSION INTERVIEWS

**SARTELL CITY HALL CONFERENCE ROOM
MONDAY, MAY 6, 2013
6:00 pm to 8 pm**

6:00 p.m.

- 1 - Agenda Review and Adoption

6:02 p.m.

- 2 - City Administrator vacancy – overview of options being researched for temporary, interim assistance

6:20 p.m.

- 3 - Review of proposed interview questions

6:30 p.m.

- 4 - Commission Interviews (Start times are approximate).

6:30 p.m. Glen Persen

6:50 p.m. Michael Gilbert

7:10 p.m. Dennis Molitor

7:30 p.m. Tim Held

7:50 p.m. Candidate Discussion

8:00 p.m.

- 5 - Adjourn

Anita Rasmussen
Planning and Community Development
Director

FOR THOSE REQUIRING SPECIAL ASSISTANCE, PLEASE CONTACT CITY
HALL AT 253-2171

Reminder: 4:45 – 6:45 p.m. closed meeting session to complete performance evaluation of City Administrator

AGENDA
SARTELL CITY COUNCIL
Monday, May 13, 2013
Sartell City Hall
7:00 P.M.

.....

- 1. PLEDGE OF ALLEGIANCE**
- 2. AGENDA REVIEW AND ADOPTION**
- 3. SPECIAL PRESENTATION:** Preview of 2013 SummerFest – Jason Mathiasen
- 4. OPEN FORUM/PUBLIC COMMENT** (*up to 5 pre-registered speakers allowed for up to 2 minutes each*)
- 5. APPROVAL OF CITY COUNCIL MINUTES**
 - a. April 3, 2013 – Sartell (Benton County) Board of Equalization meeting
 - b. April 3, 2013 – Sartell (Stearns County) Board of Equalization meeting
 - c. April 22, 2013 – Sartell (Stearns County) Board of Equalization meeting
 - d. April 22, 2013 – Regular Meeting
 - e. May 5, 2013 – Special Meeting
- 6. CONSENT AGENDA**
 - a. April Building Permit Activity Report – Acceptance
 - b. April Inspections Activity Report – Acceptance
 - c. April Finance Directors Report – Acceptance
 - d. Park Commission meeting notes of April 27, 2013 – Acceptance
 - e. Approval of voucher payments dated May 9, 2013
 - f. Professional Development: Building Official and Fire Marshal to attend 10,000 Lakes Chapter ICCA – Residential Sprinkler Systems for Inspectors seminar in Maple Grove on June 13, 2013; Finance Director to attend LMC Annual conference in St. Paul on June 19-21, 2013; Deputy Clerk to attend Region III MCFOA training in Richmond on May 28, 2013; Fire Marshal to attend ICC “When Disaster Strikes” seminar on May 22 & 23, 2013 in St. Cloud.
 - g. Approval of resolution granting CC VIII Operating, LLC (Charter Communication) a franchise extension to December 31, 2013 as recommended by the City of Sartell’s legal counsel for franchise agreement negotiations
 - h. Approval of appointment of Larry Then to fill Maintenance Worker position effective May 20, 2013, subject to successful completion of background investigation and medical & drug assessments.
 - i. Approval of street barricades and block party application fee waivers for National Night Out on August 6, 2013, and authorizing staff to approve minor street (one block or cul de sac) closure requests
 - j. Approval of special event/noise exemption permits for SummerFest 2013 for Libertyville event in Pinecone Regional Park on June 7, 2013 from 4 – 9 pm.
 - k. Approval of resolution adopting and reaffirming performance and output measures as required to continue receiving State incentive compensation
 - l. Approval to continue existing insurance coverage renewal with no change in terms including opting to not waive monetary limits on municipal tort liability through the League of MN Cities
 - m. Approval of Apple Duathlon traditional street closures and race permit application for May 25, 2013
 - n. Approval of resolution accepting various donations for specified uses
 - o. Approval of proclamation for National Police Week 2013 recognition in Sartell on May 12 – 18, 2013
 - p. Approval of architectural services proposal from Cole Group Architects in an amount not to exceed \$14,900 and engineering service proposal from WSB for Watab Park Shelter project

- q. Approval of a corrected resolution certifying availability of local match and other local cost for available FY 2017 Federal Formula funds and Federal Earmark funds: Submittal to the St. Cloud Area Planning Organization for 50th Avenue/4th Avenue
- r. Appointment of Glen Persen to the Park Commission for a term to commence immediately and expire on 12-31-16
- s. Approval of annual groundwater monitoring and reporting contracts with Leggette, Brashears & Graham for Northside Park
- t. Approval of 10' wide utility easement to Charter Communication from Huntington Park Water Tower to Connecticut Avenue
- u. Approval of low quote award for seal coat bids
- v. Approval of no parking restrictions south of 3rd Street South on 4th Avenue South

7. PUBLIC HEARINGS

- a. Vacation of drainage & utility easement in Celebration of Sartell Plat 7
 - **Requested Action:** Motion approving resolution vacating certain drainage and utility easements in Celebration of Sartell Plat Seven subject to conditions recommended by staff and the Planning Commission
- b. Issuance of Housing Revenue Bonds for new construction – Country Manor
 - **Requested Action:** Motion approving resolution authorizing the issuance of health care and housing facilities revenue bonds to finance a project under MN Statutes, Chapter 462C & Sections 469-152 – 469.1655 and authorizing the execution of documents in connection with the Country Manor Campus LLC Project
 - **Related Action Not Subject to Public Hearing:** Motion approving site plan subject to conditions articulated in council memorandum of May 13, 2013
- c. Conditional Use Permit for gasoline service station at Benton Drive & CSAH 29
 - **Requested Action:** Motion approving a resolution approving a conditional use permit for a gasoline service station at Benton Drive & CSAH 29
 - **Requested Action:** Motion approving resolution adopting findings of fact supporting issuance of a conditional use permit for a gasoline service station at Benton Drive & CSAH 29
 - **Related Actions Not Subject to Public Hearing:** Site plan for C Store (convenience store, fast food restaurant & gas station) at Benton Drive & CSAH 29
 - **Requested Action:** Motion approving site plan subject to conditions articulated in council memorandum of May 13, 2013
 - **Related Action Not Subject to Public Hearing:** Motion approving off sale liquor license for Benton Drive Mini Service's proposed new convenience store location at Benton Drive & CR 29

8. OLD BUSINESS

- a. Consideration of Pinecone Central Park athletic complex expenditures
 - **Requested Action:**
 - 1) Motion approving expenditure of up to \$83,000 for preferred surface finish upgrades using Regional Park Funds
 - 2) Motion approving expenditure of up to \$10,500 for purchase of benches, trees, and refuse containers for placement in Pinecone Central Park using budgeted Park Funds
 - 3) Motion approving expenditure of up to \$7,000 for purchase of picnic tables for placement in Pinecone Central park using Beautification Funds available in the 2013 budget allocation
- b. Consideration of postal addressing change
 - **Requested Action:** Approval of resolution accepting the accommodation offered by the US Postal Service to allow for certain properties to be readdressed to "Sartell, MN 56303"
- c. Consideration of request from St. Cloud to join their regional Human Rights program for 30 months at no cost
 - **Requested Action:** Motion authorizing the Mayor & City Administrator to enter into a joint powers agreement establishing a board of directors to organize and govern a community based effort to provide human rights services and support a regional human rights office at no cost to the City of Sartell through December 31, 2015.

9. NEW BUSINESS

- a. Little Caesar's site plan
 - **Requested Action:** Motion approving site plan subject to conditions articulated in council memorandum of May 13, 2013

10. DEPARTMENT REPORTS

a. Police Department

- Monthly Activity Report

b. Public Works

- Monthly Activity Report

c. City Engineer

- Semi-monthly Memorandum

d. Planning & Community Development Director

- Semi-monthly Memorandum

e. City Administrator

- Semi-monthly Memorandum
- City Administrator vacancy options
- Consideration of City Administrator's recommendation for phased implementation of certain non-union salary adjustments are presented in the Personnel Committee's recommendation of February 11, 2013

11. CITY COUNCIL UPDATE – MISCELLANEOUS BUSINESS

Committee/Board reports

- City Council agenda item referrals to advisory boards and commissions

12. ADJOURN

AGENDA

SARTELL CITY COUNCIL

Tuesday, May 28, 2013

7:00 p.m.

Sartell City Hall Council Chambers

- 1 - Agenda Review and Adoption
- 2 - Approval of resolution approving a premises permit application for MN Fishing Museum/SuperAmerica Sartell
- 3- Consideration of interim administrator appointment options
- 4 - Adjourn

**FOR THOSE REQUIRING SPECIAL ASSISTANCE, PLEASE CONTACT CITY
HALL AT 253-2171**

AGENDA

BUDGET WORKSHOP
Sartell City Council
Monday, June 10, 2013
Sartell City Hall
5:00 P.M.

1. *Agenda Review and Adoption*

2. *Proposed 2014 Budget, Capital Plan & Fee Schedule*
 - *Public Works (5:00 pm to 5:15 pm)*
 - *Public Safety (5:15 pm to 5:45 pm)*
 - *Planning & Community Development (5:45 pm to 6:00 pm)*
 - *Administration (6:00 pm to 6:15 pm)*

3. *Adjourn*

For those requiring special assistance, please call City Hall at 253-2171

Reminder: 4:45 – 6:45 p.m. closed meeting session to complete performance evaluation of City Administrator

AGENDA
SARTELL CITY COUNCIL
Monday, May 13, 2013
Sartell City Hall
7:00 P.M.

.....

- 1. PLEDGE OF ALLEGIANCE**
- 2. AGENDA REVIEW AND ADOPTION**
- 3. SPECIAL PRESENTATION:** Preview of 2013 SummerFest – Jason Mathiasen
- 4. OPEN FORUM/PUBLIC COMMENT** (*up to 5 pre-registered speakers allowed for up to 2 minutes each*)
- 5. APPROVAL OF CITY COUNCIL MINUTES**
 - a. April 3, 2013 – Sartell (Benton County) Board of Equalization meeting
 - b. April 3, 2013 – Sartell (Stearns County) Board of Equalization meeting
 - c. April 22, 2013 – Sartell (Stearns County) Board of Equalization meeting
 - d. April 22, 2013 – Regular Meeting
 - e. May 5, 2013 – Special Meeting
- 6. CONSENT AGENDA**
 - a. April Building Permit Activity Report – Acceptance
 - b. April Inspections Activity Report – Acceptance
 - c. April Finance Directors Report – Acceptance
 - d. Park Commission meeting notes of April 27, 2013 – Acceptance
 - e. Approval of voucher payments dated May 9, 2013
 - f. Professional Development: Building Official and Fire Marshal to attend 10,000 Lakes Chapter ICCA – Residential Sprinkler Systems for Inspectors seminar in Maple Grove on June 13, 2013; Finance Director to attend LMC Annual conference in St. Paul on June 19-21, 2013; Deputy Clerk to attend Region III MCFOA training in Richmond on May 28, 2013; Fire Marshal to attend ICC “When Disaster Strikes” seminar on May 22 & 23, 2013 in St. Cloud.
 - g. Approval of resolution granting CC VIII Operating, LLC (Charter Communication) a franchise extension to December 31, 2013 as recommended by the City of Sartell’s legal counsel for franchise agreement negotiations
 - h. Approval of appointment of Larry Then to fill Maintenance Worker position effective May 20, 2013, subject to successful completion of background investigation and medical & drug assessments.
 - i. Approval of street barricades and block party application fee waivers for National Night Out on August 6, 2013, and authorizing staff to approve minor street (one block or cul de sac) closure requests
 - j. Approval of special event/noise exemption permits for SummerFest 2013 for Libertyville event in Pinecone Regional Park on June 7, 2013 from 4 – 9 pm.
 - k. Approval of resolution adopting and reaffirming performance and output measures as required to continue receiving State incentive compensation
 - l. Approval to continue existing insurance coverage renewal with no change in terms including opting to not waive monetary limits on municipal tort liability through the League of MN Cities
 - m. Approval of Apple Duathlon traditional street closures and race permit application for May 25, 2013
 - n. Approval of resolution accepting various donations for specified uses
 - o. Approval of proclamation for National Police Week 2013 recognition in Sartell on May 12 – 18, 2013
 - p. Approval of architectural services proposal from Cole Group Architects in an amount not to exceed \$14,900 and engineering service proposal from WSB for Watab Park Shelter project

- q. Approval of a corrected resolution certifying availability of local match and other local cost for available FY 2017 Federal Formula funds and Federal Earmark funds: Submittal to the St. Cloud Area Planning Organization for 50th Avenue/4th Avenue
- r. Appointment of Glen Persen to the Park Commission for a term to commence immediately and expire on 12-31-16
- s. Approval of annual groundwater monitoring and reporting contracts with Leggette, Brashears & Graham for Northside Park
- t. Approval of 10' wide utility easement to Charter Communication from Huntington Park Water Tower to Connecticut Avenue
- u. Approval of low quote award for seal coat bids
- v. Approval of no parking restrictions south of 3rd Street South on 4th Avenue South

7. PUBLIC HEARINGS

- a. Vacation of drainage & utility easement in Celebration of Sartell Plat 7
 - **Requested Action:** Motion approving resolution vacating certain drainage and utility easements in Celebration of Sartell Plat Seven subject to conditions recommended by staff and the Planning Commission
- b. Issuance of Housing Revenue Bonds for new construction – Country Manor
 - **Requested Action:** Motion approving resolution authorizing the issuance of health care and housing facilities revenue bonds to finance a project under MN Statutes, Chapter 462C & Sections 469-152 – 469.1655 and authorizing the execution of documents in connection with the Country Manor Campus LLC Project
 - **Related Action Not Subject to Public Hearing:** Motion approving site plan subject to conditions articulated in council memorandum of May 13, 2013
- c. Conditional Use Permit for gasoline service station at Benton Drive & CSAH 29
 - **Requested Action:** Motion approving a resolution approving a conditional use permit for a gasoline service station at Benton Drive & CSAH 29
 - **Requested Action:** Motion approving resolution adopting findings of fact supporting issuance of a conditional use permit for a gasoline service station at Benton Drive & CSAH 29
 - **Related Actions Not Subject to Public Hearing:** Site plan for C Store (convenience store, fast food restaurant & gas station) at Benton Drive & CSAH 29
 - **Requested Action:** Motion approving site plan subject to conditions articulated in council memorandum of May 13, 2013
 - **Related Action Not Subject to Public Hearing:** Motion approving off sale liquor license for Benton Drive Mini Service's proposed new convenience store location at Benton Drive & CR 29

8. OLD BUSINESS

- a. Consideration of Pinecone Central Park athletic complex expenditures
 - **Requested Action:**
 - 1) Motion approving expenditure of up to \$83,000 for preferred surface finish upgrades using Regional Park Funds
 - 2) Motion approving expenditure of up to \$10,500 for purchase of benches, trees, and refuse containers for placement in Pinecone Central Park using budgeted Park Funds
 - 3) Motion approving expenditure of up to \$7,000 for purchase of picnic tables for placement in Pinecone Central park using Beautification Funds available in the 2013 budget allocation
- b. Consideration of postal addressing change
 - **Requested Action:** Approval of resolution accepting the accommodation offered by the US Postal Service to allow for certain properties to be readdressed to "Sartell, MN 56303"
- c. Consideration of request from St. Cloud to join their regional Human Rights program for 30 months at no cost
 - **Requested Action:** Motion authorizing the Mayor & City Administrator to enter into a joint powers agreement establishing a board of directors to organize and govern a community based effort to provide human rights services and support a regional human rights office at no cost to the City of Sartell through December 31, 2015.

9. NEW BUSINESS

- a. Little Caesar's site plan
 - **Requested Action:** Motion approving site plan subject to conditions articulated in council memorandum of May 13, 2013

10. DEPARTMENT REPORTS

a. Police Department

- Monthly Activity Report

b. Public Works

- Monthly Activity Report

c. City Engineer

- Semi-monthly Memorandum

d. Planning & Community Development Director

- Semi-monthly Memorandum

e. City Administrator

- Semi-monthly Memorandum
- City Administrator vacancy options
- Consideration of City Administrator's recommendation for phased implementation of certain non-union salary adjustments are presented in the Personnel Committee's recommendation of February 11, 2013

11. CITY COUNCIL UPDATE – MISCELLANEOUS BUSINESS

Committee/Board reports

- City Council agenda item referrals to advisory boards and commissions

12. ADJOURN

Reminder: 5:00 p.m. special workshop meeting

**AGENDA
SARTELL CITY COUNCIL
Monday, June 10, 2013
Sartell City Hall
7:00 P.M.**

.....

1. **PLEDGE OF ALLEGIANCE**
2. **AGENDA REVIEW AND ADOPTION**
3. **SPECIAL PRESENTATIONS:**
 - a. Patti Gartland – Greater St. Cloud Development Corp
- **Requested Action:** Motion approving 2nd half payment of GSDC dues
 - b. Huntington Park - Girl Scout Project
- **Requested Action:** Motion approving Park Commission recommendation to proceed with Huntington Park Girl Scout Project
4. **OPEN FORUM/PUBLIC COMMENT** (*up to 5 pre-registered speakers allowed for up to 2 minutes each*)
5. **APPROVAL OF CITY COUNCIL MINUTES**
 - a. April 2, 2013 Joint City Council/Planning Commission Meeting
 - b. April 29, 2013 Joint City Council/Planning Commission Meeting
 - c. May 13, 2013 – Regular Meeting
 - d. May 28, 2013 – Special Meeting
6. **CONSENT AGENDA**
 - a. May Building Permit Activity Report – Acceptance
 - b. May Inspections Activity Report – Acceptance
 - c. Park Commission meeting notes of May 15, 2013 – Acceptance
 - d. Approval of voucher payments dated June 5, 2013
 - e. Professional Development: Community Development Director to attend Sensible Land Use Coalition on June 26; Utility Worker Jeff Bemboom to AWWA Waterworks Operator Training Session June 26-28
 - f. Approval of American Cancer Society Special Event Permit
 - g. Approval of resolution accepting various donations
7. **PUBLIC HEARINGS**
 - a. Stormwater Permit Annual Public Hearing
- **Requested Action:** Motion approving Resolution adopting the SWPPP and Permit
8. **OLD BUSINESS**
9. **NEW BUSINESS**
 - a. Flaherty & Hood – Legislative Update
10. **DEPARTMENT REPORTS**
 - a. **Police Department**
 - Monthly Activity Report
 - b. **Public Works**
 - Monthly Activity Report

c. City Engineer

- Semi-monthly Memorandum
- Trunk Highway 15 Utility Work Change Order

d. Planning & Community Development Director

- Semi-monthly Memorandum

e. City Administrator

- Semi-monthly Memorandum & Finance Report

11. CITY COUNCIL UPDATE – MISCELLANEOUS BUSINESS

- Committee/Board reports
- City Council agenda item referrals to advisory boards and commissions

12. ADJOURN

Reminder: 5:00 p.m. special workshop meeting

AGENDA
SARTELL CITY COUNCIL
Monday, July 8, 2013
Sartell City Hall
7:00 P.M.

.....

1. **PLEDGE OF ALLEGIANCE**
2. **AGENDA REVIEW AND ADOPTION**
3. **SPECIAL PRESENTATIONS**
 - a. Fitness Evolution – MS Challenge
- **Requested Action:** Motion approving Special Event Permit – MS Challenge – August 3rd
4. **OPEN FORUM/PUBLIC COMMENT** (*up to 5 pre-registered speakers allowed for up to 2 minutes each*)
5. **APPROVAL OF CITY COUNCIL MINUTES**
 - a. June 10, 2013 - Regular Meeting
 - b. June 10, 2013 - Special Meeting
6. **CONSENT AGENDA**
 - a. Acceptance of June Building Permit Activity Report
 - b. Acceptance of June Inspections Activity Report
 - c. Acceptance of Park Commission meeting notes of June 26, 2013
 - d. Approval of voucher payments dated July 3, 2013
 - e. Professional Development: Community Development Director to attend Coalition of Greater MN Cities Conference in July; Public Works Director to attend MN Wastewater Operators Association conference in Grand Rapids in July
 - f. Approval of I-94 Expansion Resolution
 - g. Approval of Street Striping low quote
 - h. Approval of resolution accepting various donations
 - i. Approval of Amended Park Policies
 - j. Approval of Special Event Permit – Sartell Chamber Rock and Block – August 10th
 - k. Approval of Special Event Permit – Casting for a Cure – August 24th
 - l. Approval of Special Event Permit – Sartell-St. Stephen School Health Services 5K/1K – September 14th
 - m. Acceptance of Initiative Foundation Grant
 - n. Approval of WSB Proposal for East Side Streets feasibility report
 - o. Approval to increase non-resident compost permit limit from 200 to 250
 - p. Approve “No Parking” along Central Park Boulevard
7. **PUBLIC HEARINGS**
 - a. Vacation of Drainage and Utility Easement – Schaefer Pines
- **Requested Action:** Motion approving the resolution vacating certain drainage and utility easements in the Schaefer Pines Plat subject to conditions recommended by Staff.
 - b. Interim Use Permit – AIM Development
- **Requested Action:** Motion approving the resolution granting an Interim Use Permit to AIM Development for purposes of the demolition of portions of the former Verso Paper Mill subject to the conditions and performance standards as recommended by staff and the Planning Commission.

- **Requested Action:** Motion approving the resolution adopting Findings of Fact supporting the issuance of the Interim Use Permit as recommended by staff and the Planning Commission.

8. OLD BUSINESS

a. Pinecone Central Dog Park Proposal

- Requested Action:** Motion to approve the size and location of the Pinecone Central Dog Park as recommended by staff and the Park Commission.

9. NEW BUSINESS

a. Site Plan Approval – Grands of Mulligans

- Requested Action:** Approving Site Plan

10. DEPARTMENT REPORTS

a. Police Department

- Monthly Activity Report

b. Public Works

- Monthly Activity Report

c. City Engineer

- Semi-monthly Memorandum

d. Planning & Community Development Director

- Semi-monthly Memorandum

e. City Administrator

- Semi-monthly Memorandum & Finance Report
- Appointment of City Council member to serve with Mayor on City/School Working Group

11. CITY COUNCIL UPDATE – MISCELLANEOUS BUSINESS

- Committee/Board reports
- City Council agenda item referrals to advisory boards and commissions

12. ADJOURN

AGENDA

BUDGET WORKSHOP
Sartell City Council
Monday, August 12, 2013
Sartell City Hall
5:00 P.M.

1. *Agenda Review and Adoption*
2. *Proposed 2014 Goals & Budget*
3. *Adjourn*

For those requiring special assistance, please call City Hall at 253-2171

Reminder: 5:00 p.m. special workshop meeting

**AMENDED AGENDA
SARTELL CITY COUNCIL
Monday, August 12, 2013
Sartell City Hall
7:00 P.M.**

.....

- 1. PLEDGE OF ALLEGIANCE**
- 2. AGENDA REVIEW AND ADOPTION**
- 3. SPECIAL PRESENTATIONS:**
 - a. Ken Heim, Sartell Fire Chief
 - Fire Department boat replacement
 - ISO Rating Update & Firefighter Gold Medal Award
 - **Requested Action:** Motion approving request for expenditure of Fire Equipment funds on boat replacement
 - b. Tyler Kadlec – Eagle Scout project
- 4. OPEN FORUM/PUBLIC COMMENT** (*up to 5 pre-registered speakers allowed for up to 2 minutes each*)
- 5. APPROVAL OF CITY COUNCIL MINUTES**
 - a. July 8, 2013 – Workshop Meeting
 - b. July 8, 2013 – Regular Meeting
- 6. CONSENT AGENDA**
 - a. July Building Permit Activity Report – Acceptance
 - b. July Inspections Activity Report – Acceptance
 - c. Approval of voucher payments dated August 7, 2013
 - d. Professional Development: Chief Heim and Assistant Chiefs Sattler & Dingmann to attend MN State Chiefs Association Annual Conference Oct 17-19th in Rochester; Fire Marshal to Homeland Security Exercise and Evaluation Program course Aug 13-15 in New Brighton; Building Official to 10,000 Lakes Chapter of ICC Presentation on the 2012 International Residential Code Provisions September 12th in Blaine; Police Chief to attend AMEM conference Sept 15-18; Public Works Director and Park employee to Tree conference in Brainerd on Sept. 4th
 - e. Approval of resolution accepting various donations
 - f. Approval of fund transfers
 - g. Approval of HMA proposal
 - h. Approval of Gold Cross Lease Agreement
 - i. Approval of Outdoor Warning Siren Upgrade
 - j. Calling Special Council meeting for consideration of AIM Interim Use Permit for August 22, 2013 at 5:30 pm.
 - k. Calling Special Council workshops on September 23rd at 5:00 pm and October 28th at 5:00 pm for pavement management, trail system, and road and storm infrastructure design discussions with City Engineer
 - l. Approval of Resolution Adopting Emergency Management Plan Update
 - m. Approval of Contract with the Central Minnesota Housing Partnership for grant writing
 - n. Approval of Sartell Recreation Association Agreement
 - o. Approval of application for temporary on sale liquor license for St. Francis Xavier's Fall Festival
 - p. Approval of an after the fact special event permit for Winner's Bar on August 2, 2013 from 12 pm to 11pm.
 - q. Approval of agreement with the Initiative Foundation of Central Minnesota to establish a Sartell DogPAC fundraising fund
 - r. Approval to retain Stan Weinberger of Gray, Plant, Mooty for legal services

7. PUBLIC HEARINGS

- a. Conditional Use Permit for a Guard Rail Fence to be Placed in the Floodway at Pinecone Regional Park
 - **Requested Action:** Motion approving a resolution approving a conditional use permit for a guard rail fence to be placed in the floodway at Pinecone Regional Park
 - **Requested Action:** Motion approving resolution adopting findings of fact supporting issuance of a conditional use permit for a guard rail fence to be placed in the floodway at Pinecone Regional Park
 - **Requested Action:** Motion approving Eagle Scout project for Fencing along Watab River (Pine Cone Regional Park)

8. OLD BUSINESS

- a. Shoreland Ordinance
 - Requested Action:** Motion to clarify July 8, 2013 Council consensus to direct Planning Commission to initiate existing ordinance amendments addressing impervious surfaces (green space) and vegetative removal along shoreland (public waters)

9. NEW BUSINESS

- a. Appointment of 2 Council members to serve on Regional Human Rights Board
- b. Presentation of information on potential property purchase to be considered later in closed session

10. DEPARTMENT REPORTS

- a. **Police Department**
 - Monthly Activity Report

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

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

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

- e. **City Administrator**
 - Semi-monthly Memorandum & Finance Report
 - Consideration of Purchase Agreement for property purchase (discussion to be held in closed session in conference room, after which the meeting will be re-opened for possible approval action consideration)

11. CITY COUNCIL UPDATE – MISCELLANEOUS BUSINESS

- Committee/Board reports
- City Council agenda item referrals to advisory boards and commissions

12. ADJOURN

**AMENDED
SARTELL CITY COUNCIL SPECIAL MEETING
AGENDA**

**Thursday, August 22, 2013
5:30 p.m.
Sartell City Hall Council Chambers**

-
1. Agenda Review and Adoption
 2. Redevelopment Planning Proposal
 3. Development Agreement
 - a. Motion approving the Development Agreement between the City of Sartell and AIM Development, LLC.
 4. Structurally Substandard Buildings Resolution
 - a. Motion approving the resolution designating buildings as structurally substandard.
 5. Interim Use Permit Resolution
 - a. Motion approving the resolution granting an Interim Use Permit to AIM Development for purposes of the demolition of portions of the former Verso Paper Mill subject to the conditions and performance standards as recommended by staff and the Planning Commission.
 - b. Motion approving the resolution adopting Findings of Fact supporting the issuance of the Interim Use Permit as recommended by staff and the Planning Commission.
 6. Adjourn

FOR THOSE REQUIRING SPECIAL ASSISTANCE, PLEASE CONTACT CITY
HALL AT 253-2171

**AMENDED
AGENDA
SARTELL CITY COUNCIL
Monday, September 9, 2013
Sartell City Hall
7:00 P.M.**

1. **PLEDGE OF ALLEGIANCE**
2. **AGENDA REVIEW AND ADOPTION**
3. **SPECIAL PRESENTATIONS:**
 - a. Stearns County Engineer Jodi Teich – CR 133/19th Avenue Roundabout Update
4. **OPEN FORUM/PUBLIC COMMENT** *(up to 5 pre-registered speakers allowed for up to 2 minutes each)*
5. **APPROVAL OF CITY COUNCIL MINUTES**
 - a. August 12, 2013 – Workshop Meeting
 - b. August 12, 2013 – Regular Meeting
 - c. August 22, 2013 – Special Meeting
6. **CONSENT AGENDA**
 - a. August Building Permit Activity Report – Acceptance
 - b. August Inspections Activity Report – Acceptance
 - c. ~~Park Commission meeting notes of August 28, 2013 – Acceptance~~
 - d. Approval of voucher payments dated ~~August 29, 2013~~ September 9, 2013
 - e. Professional Development: Park Department employee to attend Pesticide Applicator Workshop
 - f. Approval of funding source for Villcheck property purchase
 - g. Approval of resolution accepting donation(s)
 - h. Approval of Loan Agreement
 - i. Calling Public Hearing on Assessment of Delinquent Accounts
 - j. Resolution Approving a Special Law Authorizing a One Half Percent Local Option Sales and Use Tax for St. Cloud Area Cities
 - k. Calling joint meeting with LeSauk Town Board at 6:30 pm and meeting of the Sartell LeSauk Government Center Board at 6:45 pm on September 30, 2013
 - l. Setting Truth in Taxation meeting for 7:00 pm on Monday, December 9, 2013
 - m. Approval of Professional Services Agreement for Technology Audit
 - n. Approval of Fire Relief Benefit increase
 - o. Approval of Joint Powers Agreement – Human Rights Office
7. **OLD BUSINESS**
8. **NEW BUSINESS**
 - a. Preliminary Budget and Levy for 2014
Requested Action: Motion to approve Resolution Adopting Preliminary Budget and Levy for 2014

9. DEPARTMENT REPORTS

a. Police Department

- Monthly Activity Report

b. Public Works

- Monthly Activity Report

c. City Engineer

- Semi-monthly Memorandum

d. Planning & Community Development Director

- Semi-monthly Memorandum

e. City Administrator

- Semi monthly Memorandum & Finance Report

10. CITY COUNCIL UPDATE – MISCELLANEOUS BUSINESS

- Committee/Board reports
- City Council agenda item referrals to advisory boards and commissions

11. ADJOURN

AGENDA

**Sartell City Council Workshop
Monday, September 23, 2013
Sartell City Hall
5:00 P.M.**

1. *Agenda Review and Adoption*
2. *Pavement Management System and Street Goals*
3. *Pedestrian System Goals*
4. *Other 2014 Goals*
5. *Adjourn*

For those requiring special assistance, please call City Hall at 253-2171

**AMENDED
AGENDA
SARTELL CITY COUNCIL
Monday, September 23, 2013
Sartell City Hall
7:00 P.M.**

- 1. PLEDGE OF ALLEGIANCE**
- 2. AGENDA REVIEW AND ADOPTION**
- 3. SPECIAL PRESENTATIONS:**
 - a. Randy Beckstrom – Sartell Muskies State Championship
- Proclamation of Sartell Muskies Day
- 4. OPEN FORUM/PUBLIC COMMENT** *(up to 5 pre-registered speakers allowed for up to 2 minutes each)*
- 5. APPROVAL OF CITY COUNCIL MINUTES**
 - a. September 9, 2013 – Regular Meeting
- 6. CONSENT AGENDA**
 - a. Approval of voucher payments
 - b. Re-scheduling November workshop and regular meetings to Wednesday, November 13, 2013 at 5:00 pm and 7:00 pm
 - ~~c. Approval of Professional Service Agreement for AIM redevelopment planning consultant~~
 - c. Approval of St. Paul Port Authority as AIM redevelopment planning consultant
 - d. Approving Amendments to Purchase Agreements extending closing dates
 - e. Approval of Park Commission meeting notes of August 28, 2013
 - f. Approval of City Hall Painting quote
 - g. Approval of Winner's Special Event Permit for October 5, 2013
 - h. Cancellation of September 30, 2013 Joint Meetings with LeSauk Township – new meeting date will be scheduled
 - i. Approval of low quote for tennis court repairs
 - j. Approval of Outdoor Hockey Rink and Shelter Agreement
- 7. PUBLIC HEARINGS**
 - a. Delinquent Accounts
- **Requested Action:** Motion to approve Resolution Assessing Delinquent Accounts
- 8. OLD BUSINESS**
- 9. NEW BUSINESS**
- 10. DEPARTMENT REPORTS**
 - a. **Police Department**
 - No Report
 - b. **Public Works**
 - September Monthly Maintenance Report

c. City Engineer

- Semi-monthly Memorandum

d. Planning & Community Development Director

- Semi-monthly Memorandum

e. City Administrator

- Semi-monthly Memorandum

11. CITY COUNCIL UPDATE – MISCELLANEOUS BUSINESS

- Committee/Board reports
- City Council agenda item referrals to advisory boards and commissions

12. ADJOURN

AGENDA

**Sartell City Council Workshop
Monday, October 14, 2013
Sartell City Hall
5:00 P.M.**

1. *Agenda Review and Adoption*
2. *Proposed 2014 Budget, Fee Schedule & Financial Management Plan*
3. *Adjourn*

For those requiring special assistance, please call City Hall at 253-2171

Reminder: 5:00 p.m. special workshop meeting

AMENDED
AGENDA
SARTELL CITY COUNCIL
Monday, October 14, 2013
Sartell City Hall
7:00 P.M.

.....

1. **PLEDGE OF ALLEGIANCE**
2. **AGENDA REVIEW AND ADOPTION**
3. **OPEN FORUM/PUBLIC COMMENT** (*up to 5 pre-registered speakers allowed for up to 2 minutes each*)
4. **APPROVAL OF CITY COUNCIL MINUTES**
 - a. September 23, 2013 – Workshop Meeting
 - b. September 23, 2013 – Regular Meeting
5. **CONSENT AGENDA**
 - a. September Building Permit Activity Report – Acceptance
 - b. September Inspections Activity Report – Acceptance
 - c. Park Commission meeting notes of September 25, 2013 – Acceptance
 - d. Approval of voucher payments
 - e. Professional Development: Building Official to Attend the Association of Minnesota Building Official Seminar on November 21st and 22nd in Vadnais Heights; Utility workers to attend Water Operator Training at SJU
 - f. Approval of a temporary on-sale liquor license for St. Francis Xavier, November 16th, 2013
 - g. Approval of resolution accepting donations
 - h. Approval of budgeted 1 ton truck purchase
 - i. Calling public hearing on proposed 2014 fee schedule Ordinance and Financial Management Plan update for November 13, 2013 at 7:00 pm
 - j. Approval of Corridors of Commerce Resolution
 - k. Approval of Resolution Calling for Sale of Refunding Bonds
 - l. Approval of Resolution Authorizing Legacy Grant Application
 - m. Approval of MSA Advance Resolution
 - n. **Calling special joint meeting of the City Council and Park Commission on Wednesday, Oct. 23 at 6:15 pm starting at Watab Park and concluding at Sartell City Hall**
 - o. **Approving demolition proposal on Villicheck property**
6. **PUBLIC HEARINGS**
 - a. Zoning Ordinance
 - **Requested Action:** Take public input and table further action to next meeting
7. **OLD BUSINESS**
 - a. Winter Use of Golf Course Clubhouse
 - **Requested Action:** Discussion of Park Commission recommendation
8. **NEW BUSINESS**
9. **DEPARTMENT REPORTS**
 - a. **Police Department**
 - Monthly Activity Report

b. Public Works

- Monthly Activity Report

c. City Engineer

- Semi-monthly Memorandum

d. Planning & Community Development Director

- Semi-monthly Memorandum
- Comprehensive Plan Update on process and budget

e. City Administrator

- Semi-monthly Memorandum & Finance Report

10. CITY COUNCIL UPDATE – MISCELLANEOUS BUSINESS

- Committee/Board reports
- City Council agenda item referrals to advisory boards and commissions

11. ADJOURN

ANNUAL MEETING AGENDA
SARTELL-LESAUK GOVERNMENT CENTER, INC.
OCTOBER 22, 2013
GOVERNMENT CENTER BUILDING/TOWN HALL
5:40 P.M

1. Agenda Review and Adoption
2. Approval of 2012 Minutes
3. Election of Officers
4. Approval of Gold Cross Lease
5. Government Center Future Needs Discussion
6. Adjourn

.....

FOR THOSE REQUIRING SPECIAL ASSISTANCE
PLEASE CALL CITY HALL 253-2171

.....

**SPECIAL JOINT MEETING AGENDA
SARTELL CITY COUNCIL & LESAUK TOWN BOARD
OCTOBER 22, 2013
GOVERNMENT CENTER BUILDING/TOWN HALL
5:30 P.M**

1. Agenda Review and Adoption
2. 2014 Fire Services Budget
3. Adjourn

.....

FOR THOSE REQUIRING SPECIAL ASSISTANCE
PLEASE CALL CITY HALL 253-2171

.....

AGENDA

**Sartell City Council Workshop
Monday, October 28, 2013
Sartell City Hall
5:00 P.M.**

1. *Agenda Review and Adoption*
2. *Stormwater Management*
3. *Landscaping Maintenance*
4. *Watab Park Shelter*
5. *2014 Goals*
6. *Adjourn*

For those requiring special assistance, please call City Hall at 253-2171

Reminder: 5:00 p.m. special workshop meeting

**AGENDA
SARTELL CITY COUNCIL
Monday, October 28, 2013
Sartell City Hall
7:00 P.M.**

.....

1. **PLEDGE OF ALLEGIANCE**
2. **AGENDA REVIEW AND ADOPTION**
3. **OPEN FORUM/PUBLIC COMMENT** *(up to 5 pre-registered speakers allowed for up to 2 minutes each)*
4. **APPROVAL OF CITY COUNCIL MINUTES**
 - a. October 14, 2013 – Workshop Meeting
 - b. October 14, 2013 – Regular Meeting
5. **CONSENT AGENDA**
 - a. Approval of voucher payments
 - b. Professional Development: None
 - c. Resolution Accepting Cougar Lane Improvements
 - d. Approval of Technology Upgrades
 - e. Resolution Accepting Donations
 - f. Approval of Public Purpose Expenditure Policy
 - g. Approval to post Lead Mechanic vacancy internally
 - h. Approval of City Internships
 - i. Approval of Resolution Accepting Petition and Approving Annexation for 1381 Pinecone Road North
 - j. Approval of Police Data Entry Clerk to Full Time status effective 12/1/13
 - k. Approval of Remediation Agreement
6. **OLD BUSINESS**
 - a. Zoning Ordinance Amendments
 - **Requested Action:** Approval of zoning ordinance with staff recommendations
 - **Requested Action:** Approval of the summary ordinance for publication
7. **NEW BUSINESS**
8. **DEPARTMENT REPORTS**
 - a. **Police Department**
 - No Report
 - b. **Public Works**
 - No Report
 - c. **City Engineer**
 - Semi-monthly Memorandum
 - d. **Planning & Community Development Director**
 - Semi-monthly Memorandum

e. City Administrator

- Semi-monthly Memorandum

9. CITY COUNCIL UPDATE – MISCELLANEOUS BUSINESS

- Committee/Board reports
- City Council agenda item referrals to advisory boards and commissions

10. ADJOURN

AGENDA

**Sartell City Council Workshop
Wednesday, November 13, 2013
Sartell City Hall
5:00 P.M.**

1. *Agenda Review and Adoption*
2. *Zoning Ordinance*
3. *2014 Budget Documents*
4. *Adjourn*

For those requiring special assistance, please call City Hall at 253-2171

Reminder: 5:00 p.m. special workshop meeting

AMENDED

AGENDA

SARTELL CITY COUNCIL

Wednesday, November 13, 2013

Sartell City Hall

7:00 P.M.

.....

1. PLEDGE OF ALLEGIANCE

2. AGENDA REVIEW AND ADOPTION

3. OPEN FORUM/PUBLIC COMMENT (up to 5 pre-registered speakers allowed for up to 2 minutes each)

4. APPROVAL OF CITY COUNCIL MINUTES

- a. October 22, 2013 - Joint City Council & LeSauk Township
- b. October 23, 2013 – Joint Meeting with Park Commission
- c. October 28, 2013 – Workshop Meeting
- d. October 28, 2013 – Regular Meeting

5. CONSENT AGENDA

- a. October Building Permit Activity Report – Acceptance
- b. October Inspections Activity Report – Acceptance
- c. Approval of voucher payments
- ~~d. Approval of Professional Service Agreement – Volkert~~
- e. Approval of Stantec Contracts for AUAR and Comp Plan updates
- f. Approval of Technology Upgrades
- g. Approval of 2014 Council Meeting Calendar
- h. Resolution Accepting Donations
- i. Approval of Resolution Appointing City Administrator
- j. Authorizing preparation of Plans & Specifications for Stormwater Improvement Project at Pinecone Road & 2 ½ Street North
- k. Approval of on sale & Sunday on sale liquor license for Ruben Aceves Santacruz, dba Anejos LLC for 1733 South Pinecone Rd, Suite 600
- l. Approval of Blitz Nozzle and Locker Improvements at Fire Hall
- m. Calling workshop meetings for 5 pm on November 25, 2013 and December 9, 2013 and Commission Interviews for 5:30 pm on December 16, 2013
- n. Approval of Apple Duathlon Road Closure Request
- o. AIM Development USA LLC Demolition and Regulatory Timeline/Schedule Update
- p. Approval of WSB surveying work for Watab Park and Sauk River Regional Park

6. PUBLIC HEARINGS

- a. Variance to the Minimum Administrative Lot Splitting Standards in an I-2 Zone – AIM Development
 - **Requested Action:** Motion approving a resolution approving a variance to the minimum administrative lot splitting standards for an I-2 zone
 - **Requested Action:** Motion approving resolution adopting findings of fact supporting issuance of a variance to the minimum administrative lot splitting standards for an I-2 zone

- b. Proposed 2014 Fee Schedule and Capital Plan/FMP Update
 - **Requested Action:** Take public input and close the public hearing. After necessary discussion and instruction to staff on further information needed by the Council, a motion to defer consideration to your December 9th meeting.

7. OLD BUSINESS

8. NEW BUSINESS

9. DEPARTMENT REPORTS

a. Police Department

- Monthly Activity Report

b. Public Works

- Monthly Activity Report

c. City Engineer

- Semi-monthly Memorandum

d. Planning & Community Development

- Semi-monthly Memorandum
- Diverging Diamond Interchange Landscaping Plan

e. City Administrator

- Semi-monthly Memorandum and Financial Report

10. CITY COUNCIL UPDATE – MISCELLANEOUS BUSINESS

- Committee/Board reports

11. ADJOURN

AGENDA

*Sartell City Council Workshop
Monday, November 25, 2013
Sartell City Hall
5:00 P.M.*

1. *Agenda Review and Adoption*
2. *iPad Training*
3. *2014 Budget Documents*
4. *Adjourn*

For those requiring special assistance, please call City Hall at 253-2171

Reminder: 5:00 p.m. special workshop meeting

**AGENDA
SARTELL CITY COUNCIL
Monday, November 25, 2013
Sartell City Hall
7:00 P.M.**

.....

- 1. PLEDGE OF ALLEGIANCE**
- 2. AGENDA REVIEW AND ADOPTION**
- 3. OPEN FORUM/PUBLIC COMMENT** *(up to 5 pre-registered speakers allowed for up to 2 minutes each)*
- 4. APPROVAL OF CITY COUNCIL MINUTES**
 - a. November 13, 2013 – Workshop Meeting
 - b. November 13, 2013 – Regular Meeting
- 5. CONSENT AGENDA**
 - a. Approval of voucher payments
 - b. Professional Development: Permit Tech, Fire Marshal and Building Official to attend specific days/sessions of Annual Institute for Building Officials
 - c. Appointing Rick Lyon to position of Lead Mechanic effective January 1, 2014
 - d. Approval of update to Financial Policies
 - e. Approval of budgeted plow truck attachments
 - f. 2014 Liquor License Renewals
 - g. Amending Personnel Policies
- 6. OLD BUSINESS**
 - a. Pavement Management Discussion – street priorities
 - **Requested Action:** Discussion item on y
- 7. NEW BUSINESS**
 - a. Refunding Bond Sale
 - **Requested Action:** Approval of Resolution Awarding Bid
- 8. DEPARTMENT REPORTS**
 - a. Police Department**
 - No Report
 - b. Public Works**
 - No Report
 - c. City Engineer**
 - Semi-monthly Memorandum
 - APO Funding
 - d. Planning & Community Development**
 - Semi-monthly Memorandum

e. City Administrator

- Semi-monthly Memorandum
- 2014 Legislative Priorities

9. CITY COUNCIL UPDATE – MISCELLANEOUS BUSINESS

- Committee/Board reports
- City Council agenda item referrals to advisory boards and commissions

10. ADJOURN

AGENDA

**Sartell City Council Workshop
Monday, December 9, 2013
Sartell City Hall
5:00 P.M.**

1. *Agenda Review and Adoption*
2. *iPad Training*
3. *Legislative Priorities and 2014 Goals*
4. *Adjourn*

For those requiring special assistance, please call City Hall at 253-2171

Reminder: 5:00 p.m. special workshop meeting

AMENDED
AGENDA
SARTELL CITY COUNCIL
Monday, December 9, 2013
Sartell City Hall
7:00 P.M.

.....

1. **PLEDGE OF ALLEGIANCE**
2. **AGENDA REVIEW AND ADOPTION**
3. **SPECIAL PRESENTATIONS:**
 - a. Ted Venske – Volunteer Appreciation
 - b. David Larson – MNDOT Hwy 15 Interchange Landscaping
4. **OPEN FORUM/PUBLIC COMMENT** (*up to 5 pre-registered speakers allowed for up to 2 minutes each*)
5. **APPROVAL OF CITY COUNCIL MINUTES**
 - a. November 25, 2013 – Workshop Meeting
 - b. November 25, 2013 – Regular Meeting
6. **CONSENT AGENDA**
 - a. November Building Permit Activity Report – Acceptance
 - b. November Inspections Activity Report – Acceptance
 - c. Approval of voucher payments
 - d. Resolution Accepting Donations
 - e. Approval of Professional Service contracts
 - f. Calling Special Workshop meetings for 5 pm on January 13, 2014 and 5 pm on January 27, 2014
 - g. Approval of fund transfers
 - h. Approval of liquor license renewal
 - i. BLEND's Safe Routes to Schools update & expenditure authorization
 - j. Approval of Franchise Extension Resolution
 - k. Park Commission meeting notes of December 4, 2013 – Acceptance
 - l. Acceptance of Police Officer Jason Thompson resignation and authorize hiring process
 - m. Approval of \$10,000 funding increase toward Tri-Rec from Park Fund #211 for 2014
7. **PUBLIC HEARINGS**
 - a. 2014 Budget & Levy Public Hearing
 - **Requested Action:** Separate motions to approve each of the following:
 - Resolution Adopting Final 2014 Budget and Levy
 - Ordinance Amending City Fee Schedule & Summary Ordinance for publication
 - Resolution Establishing 2014 Pay Rates for Fire Department
 - Resolution Adopting Financial Management Plan Update

8. OLD BUSINESS

- a. 2014 Sealcoating
 - **Requested Action:** Direction to staff on 2014 sealcoating strategy
- b. Comprehensive Trails Plan
 - **Requested Action:** Discussion/input from the Council on items listed on Engineer's memo
- c. Pavement Management System
 - **Requested Action:** Motion to set OCI Rating Goals of 67 for local and 70 for collector streets

9. NEW BUSINESS

None

10. DEPARTMENT REPORTS

- a. **Police Department**
 - Monthly Activity Report
 - Discuss public safety facilities needs

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

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

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

- e. **City Administrator**
 - Semi-monthly Memorandum and Financial Report

11. CITY COUNCIL UPDATE – MISCELLANEOUS BUSINESS

- Committee/Board reports

12. ADJOURN

AGENDA
SARTELL CITY COUNCIL
SPECIAL MEETING
Sartell City Hall

MONDAY, DECEMBER 16, 2013
5:30 p.m.

1. Commission Interviews
2. Appointment of Fire Officers
3. Adjourn