

AMENDED

AGENDA

SARTELL CITY COUNCIL
Monday, January 10, 2005
Sartell City Hall
7:00 P.M.

.....

- 1. PLEDGE OF ALLEGIANCE**
- 2. AGENDA REVIEW AND ADOPTION**
- 3. ADMINISTRATION OF OATH OF OFFICE**
 - a. City Council: Mary Lewandowski and Joe Perske
 - b. Police Officers Eric Blumke and Jason Thompson
- 4. APPROVAL OF CITY COUNCIL MINUTES**
 - a. December 13, 2004 – Regular Meeting
- 5. CONSENT AGENDA**
 - a. December Building Inspectors Report – Acceptance
 - b. December Finance Directors Report – Acceptance
 - c. December 14, 2004, Public Work Commission Notes - Approval
 - d. Approval of 2005 refuse hauler licenses
 - e. Acceptance of \$520 donation to the K-9 acquisition program
 - f. Calling public hearing on Liquor License violation for January 24, 2005
 - g. Set annual meeting of the Economic Development Authority for March 14, 2005, at 6:00 p.m.
 - h. Approval of Outlot A, Rolling Green Plat 2 tax forfeiture sale to allow County purchase for County Road 133 right of way
 - i. First reading and set public hearing for January 24, 2005 for False Alarm Ordinance
 - j. Resolution approving annexation Savanna Oaks Right of Way
 - k. Approval of Hiring for Maintenance Worker – Streets
 - l. Approval of Job Description amendment and authorize initiating hiring process for Maintenance Worker – Parks
 - m. Approval to purchase pallet racking for new cold storage garages (i.e. bus barn)
 - n. Approval to purchase budgeted snowblower from Public Works Equipment Fund per Capital Improvement Plan
 - o. Approval of computer and printer purchases for Police Dept per Capital Improvement Plan
 - p. Certificate of Correction for Ferche South
 - q. Resolution Authorizing Feasibility Study on City Initiated Project Lift Station 1
 - r. Resolution Ordering Preparation of Plans & Specs East Water Tower Rehab
 - s. Resolution Approving Fund Transfer
 - t. Approval of 2:00 AM Liquor License
 - u. Resolution Accepting Petition for Annexation
- 6. SPECIAL PRESENTATION**
 - a. Jaycees Donation to Watab Wading Pool

- 7. **PUBLIC HEARINGS** – hearings are scheduled for 7:00 p.m. or as soon thereafter as provided for in the course of the agenda.
 - a. Vacation – Alley, Block 7
 - Resolution Approving Vacation
 - b. Title 11, Subdivision Ordinance
 - Ordinance Adopting Title 11, Subdivision Ordinance and approving Summary Ordinance for publication

- 8. **NEW BUSINESS**
 - a. ~~Site Plan Amendment for High School parking lot~~
 - b. 9th Street North Traffic

- 9. **DEPARTMENT REPORTS**
 - a. **Police Department**
 - Monthly Activity Report
 - Police Station boiler system replacement recommendation

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

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

 - d. **Planning & Community Development Director**
 - Monthly Memorandum
 - Authorize JOBZ signage

 - e. **City Administrator/Finance Director**
 - Professional Development: Police Chief Hughes to MN Chiefs of Police Executive Training Institute; Firefighter Dave Golden to EMS conference; and Firefighter Wayne Harrison to Advanced Pump Operations training
 - Personnel Committee: Recommendations relating to tentative agreement in LELS contract negotiations

- 11. **CITY COUNCIL UPDATE - MISCELLANEOUS BUSINESS**
 - a. 2005 Council Appointments and Designations

- 12. **PAY ALL VOUCHERS**

- 13. **ADJOURN**

Patti Gartland
City Administrator

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

AGENDA

**SARTELL CITY COUNCIL
Monday, January 24, 2005
Sartell City Hall
7:00 P.M.**

- 1. PLEDGE OF ALLEGIANCE**
- 2. AGENDA REVIEW AND ADOPTION**
- 3. APPROVAL OF CITY COUNCIL MINUTES**
 - January 10, 2005 – Regular Meeting
- 4. CONSENT AGENDA**
 - a. Public Work's Commission meeting notes of January 11, 2005
 - b. Resolution approving annexation petition (Dehler & Beuning properties, 97 acres)
 - c. Authorize BWK to complete a pre-inspection assessment and report on the utility bridge in the vicinity of International Paper.
 - d. Road maintenance agreement with Benton County for 2005 – 2007
 - e. Approval to purchase 2 vehicles for the Public Works Department as provided for in the 2005 budget.
 - f. Approval to purchase a budgeted replacement computer for the West Water Plant
 - g. Approval to purchase OSHA required flammable liquid safety cabinet for the Public Works (old bus barn) building
 - h. Set Benton County Board of Review meeting for 6:30 p.m., Tuesday, April 12, 2005
 - i. Approval to expend up to \$1,300 for professional services to seek legislative reauthorization of the local option sales tax
 - j. Approval of a resolution calling for a public hearing for February 28, 2005, for the NPDES Phase 2 Storm Water Pollution Prevention Plan and Presentation of 2004 Report.
 - k. Acceptance of a donation of 2 handheld GPS units from Benton County Emergency Management for the Police Department and Fire Department
 - l. Approval of public improvement petition deadline of May 1, 2005 for 2005 improvements and March 1, 2006 for 2006 improvements as recommended by the Public Works Commission
- 5. SPECIAL PRESENTATION – Summerfest Update**
- 6. PUBLIC HEARINGS**
 - a. Liquor license violation – Blackberry Ridge
 - b. Code of Ordinance Amendment Relating to False Alarms
- 7. DEPARTMENT REPORTS**
 - a. Police Department**
 - Monthly Activity Report
 - b. Public Works**
 - Monthly Activity Report

c. City Engineer

- Bi-Monthly Memorandum
- Resolution accepting feasibility study and setting public hearing for drainage improvements for Morningstar Plat 12, Block 2
- East water tower restoration – request to set bid date

d. Planning & Community Development Director

- Bi-Monthly Memorandum

e. City Administrator (Finance Director)

- Professional Development: Patti Gartland, Ken Heim & Jerry Raymond (policy & procedures drafting committee member) to attend LMC training session on Fire Department Management and Liability Issues at the St. Cloud Civic Center on February 16, 2005; Kelly Hanson to attend Advanced Law Enforcement Dispatch course in Brainerd on March 3-4, 2005; Peggy Schupp to attend MCFOA conference and Liquor & Gambling Licensing session in St. Cloud on March 16 – 18, 2005; Jim Hughes to attend 40th Annual Governor's Homeland Security & Emergency Management Conference in St. Paul on March 8 – 10, 2005.
- Consideration of Fire Engine 24 replacement process and funding agreement with LeSauk Township

8. CITY COUNCIL UPDATE - MISCELLANEOUS BUSINESS

9. PAY ALL VOUCHERS

10. ADJOURN

Patti Gartland
City Administrator

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



REVISED AGENDA

**SARTELL CITY COUNCIL
Monday, February 14, 2005
Sartell City Hall
7:00 P.M.**

- 1. PLEDGE OF ALLEGIANCE**
- 2. AGENDA REVIEW AND ADOPTION**
- 3. APPROVAL OF CITY COUNCIL MINUTES**
 - a. January 24, 2005 – Regular Meeting
 - b. January 31, 2005 – Special Meeting with the Joint Planning Commission
- 4. CONSENT AGENDA**
 - a. January Building Inspectors Report – Acceptance
 - b. Approval to purchase two personal computer replacements for the Administration Department as provided for in Capital Improvement Plan and 2005 budget in an amount not to exceed \$2,800.
 - c. Set public hearing for February 28, 2005, on an ordinance amendment to repeal current procedure for the disposal of property in the City of Sartell.
 - d. Reject proposals received to-date for former compost site sale and request staff to present a recommendation on a process to facilitate sale of the property
 - e. Approval of a resolution setting a public hearing for February 28, 2005, for vacation of a portion of 4th Avenue South.
 - f. Approval of resolution setting a public hearing for February 28, 2005, for an amendment to the Comprehensive Plan – Future Transportation Plan
 - g. Acceptance of annexation petition for Theisen property
 - h. Acceptance of annexation petition for Heim property
 - i. Acceptance of annexation petition for Bechtold property
 - j. Approval of joint resolutions for annexation of 19th (65th) Avenue South and 5th (50th) Avenue South right-of-way annexations
 - k. Approval of revised assessment reconciliation
 - l. Approval of resolution approving application for exemption from lawful gambling permit for the Sartell Band Parents Association
 - m. Approval of amended resolution making appointments for 2005
 - n. Approval to act as fiscal agent in accepting a \$1,500 donation from International Paper for the Sartell Baseball Association.
 - o. Set a public hearing for March 14, 2005, on an ordinance amending the city fee schedule to incorporate certain development related and law enforcement related fees.
 - p. Set Stearns County Board of Review meeting for 6:30 p.m., May 3, 2005.

- q. Approval of a resolution approving the feasibility report and setting a public hearing for February 28, 2005, for the Riverview Plat 2 improvements (Connie Ziegler-Long).
- r. Approval of a resolution approving the feasibility report and ordering improvements and the preparation of plans and specifications for the Regional Medical Arts Campus development
- s. Approval of professional services contract with DSU for ballpark planning
- t. Approval to purchase budgeted fuel tank for Public Works Department truck in an amount not to exceed \$500
- u. Approval of generator receptacle installations for four lift stations with 2 funded from budgeted sanitary sewer system operating funds (\$3,600) and 2 funded from Sewer Access Charges (\$3,600)
- v. Approval of low quote of \$900 ~~\$1,350~~ for annual maintenance services for 10 lift station with Quality Flow Systems, Inc. Braun Pump & Controls
- w. Approval to purchase budgeted meter reading gun in an amount not to exceed \$700
- x. Approval to rehire Karen Browning as seasonal city landscape coordinator for 2005
- y. Acceptance of \$150 donation to the K-9 program in the Police Department and the donation of 4 fire hoses from International Paper for the Fire Department.
- z. Approval of resolution approving three applications for exemption from lawful gambling permit for the St. Francis Xavier Church
- aa. Acceptance of a donation of 4 chairs and 3 plat map racks from DeZurik Water Controls for use at the City's west water plant

5. PUBLIC HEARINGS – hearings are scheduled for 7:00 p.m. or as soon thereafter as provided for in the course of the agenda.

- a. Drainage improvements for Morningstar Plat 12, Block 2
 - Resolution ordering improvements and preparation of Plans and Specifications

6. NEW BUSINESS

- a. Site plan amendment for Sartell High School parking lot and tennis courts
- b. On-sale wine and 3.2 liquor license application for Liquid Assets Coffee, Soup & Wine Bar

7. OLD BUSINESS

- a. Approval of appointment of Utility System Operator

8. DEPARTMENT REPORTS

a. Police Department

- Monthly Activity Report

b. Finance Department

- Monthly Activity Report
- Consideration of 2005 Budget Amendments

c. Public Works

- Monthly Activity Report

d. City Engineer

- Bi-Monthly Memorandum

e. Planning & Community Development Director

- Monthly Memorandum

f. City Administrator

- Professional Development: Planning Commissioners Tom Beutel, Robin Froelich & Sandra Cordie, and Councilmember Joe Perske to attend Land Use Planning Workshop by Government Training Services at Rocori High School Media Center on February 26, 2005; City Administrator to attend 2005 Transportation Forum at St. Cloud Civic Center on February 25, 2005; Firefighter Hemmesch to attend Basic Pumping Operations training at 2005 MN State Fire/EMS/Rescue School in North Mankato; Tim Broda to attend recertification in PPCT (defensive tactics) in Hibbing on May 2 – 4, 2005.
- Personnel Committee recommendation regarding 2005 compensation for exempt employees
- Responses to RFP for building inspection services

9. CITY COUNCIL UPDATE - MISCELLANEOUS BUSINESS

10. PAY ALL VOUCHERS

11. ADJOURN

Patti Gartland
City Administrator

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

AGENDA

**SARTELL CITY COUNCIL
Monday, February 28, 2005
Sartell City Hall
7:00 P.M.**

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1. PLEDGE OF ALLEGIANCE

2. AGENDA REVIEW AND ADOPTION

3. APPROVAL OF CITY COUNCIL MINUTES

- February 14, 2005 – Regular Meeting

4. CONSENT AGENDA

- a. Public Work's Commission meeting notes of February 15, 2005
- b. Resolution approving annexation of Arnold & Jeanette Bechtold property (122 acres)
- c. Resolution approving annexation of Florence Heim property (40 acres)
- d. Resolution approving annexation of Richard Theisen property (22 acres)
- e. Resolution accepting petition for annexation from John & Carol Silvers (20 acres)
- f. Resolution accepting an annexation petition from DMC for a 33' wide right-of-way corridor
- g. Resolution accepting petition for annexation from Ron Bjorklund
- h. Set public hearings for March 14, 2005, for a preliminary plat application and conditional use permit application for Tiffany Meadows
- i. Resolution in support of establishing the National Interagency Incident Command System (NIMS)
- j. Resolution authorizing preparation of a feasibility study for petitioned public improvements for Prairie Meadows 3
- k. Resolution accepting the feasibility study for 6th & 7th Avenues South, Sartell Street and Scenic Street and setting a public hearing for March 28, 2005
- l. Resolution approving submission of a grant application to the DNR
- m. Acceptance of permanent easement for a portion of the proposed East-West collector street

5. PUBLIC HEARINGS

- a. Riverview Plat 2 improvements
 - Resolution ordering improvements and ordering preparation of plans and specifications
- b. Amendment to Comprehensive Plan – Future Transportation Plan
 - Resolution amending the Comprehensive Plan Transportation Plan and approving the revocation of the interim ordinance establishing a moratorium on platting in the transportation study area
- c. NPDES Phase 2 2004 Report and 2005 Storm Water Pollution Prevention Plan
 - Resolution approving the 2005 SWPP plan and 2004 report
- d. Repeal disposal of property procedure requirements
 - Ordinance repealing Ordinance 01-02 regarding disposal of property by the City
- e. Vacate a portion of 4th Avenue South
 - Ordinance vacating a portion of 4th Avenue South

6. NEW BUSINESS

- a. Site plan – Dollar Store
- b. ~~Final plat and development agreement for AIE development (applicant requested that request be presented at the next Council meeting)~~

7. DEPARTMENT REPORTS

a. Police Department

- Monthly Activity Report

b. Public Works

c. City Engineer

- Bi-Monthly Memorandum

d. Planning & Community Development Director

- Bi-Monthly Memorandum
- Adoption of the 2005 strategic economic development plan

e. City Administrator (Finance Director)

- Professional Development: Jeff Bemboom & Dave Skaja to attend MRWA Water & Wastewater Technical Conference at St. Cloud Civic Center on March 8 – 10, 2005; Ass't. Fire Chief Claude Dingmann to attend Arson Investigation training; Firefighters Rich Kitzmiller, Lori Tschida & Randy Giles to attend MN State Fire Department Association Conference in Grand Rapids on June, 10.
- Reorganization plan for the Public Works Department

8. CITY COUNCIL UPDATE - MISCELLANEOUS BUSINESS

9. PAY ALL VOUCHERS

10. ADJOURN

Patti Gartland
City Administrator

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

SARTELL CITY COUNCIL

Monday, March 14, 2005

Sartell City Hall

7:00 P.M.

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- 1. PLEDGE OF ALLEGIANCE**
- 2. AGENDA REVIEW AND ADOPTION**
- 3. APPROVAL OF CITY COUNCIL MINUTES**
 - a. February 28, 2005 – Regular Meeting
- 4. CONSENT AGENDA**
 - a. February Building Inspectors Report – Acceptance
 - b. Approval of professional services contract with Dan Tideman of GLT Architects for phase 2 implementation of the Public Services Campus plan improvements
 - c. Approval of Preventive Maintenance Contract – Wells
 - d. Approval of Prairie Maintenance Contracts
 - e. Public Work’s Commission meeting notes of March 1, 2005
 - f. Approval of Fund Transfers
 - g. Approval of Sale of Public Works Temporary Lunchroom and Salt/Sand Shed
 - h. Resolution Approving Annexation of John & Carol Silvers Property
 - i. Resolution Approving Annexation of 33’ Wide Right of Way Corridor-DMC
 - j. Resolution Approving Annexation of Ron Bjorklund Property
 - k. Calling Public Hearing on Easement Vacation – Celebration of Sartell 6
 - l. Calling Public Hearing on Preliminary Plat for Prairie Meadows Estates 3
 - m. Calling Public Hearing on Easement Vacation – Madison Crossing
 - n. Resolution Approving Distribution of EAW for Dancing Ponds
 - o. Resolution Authorizing Natural and Scenic Area Grant Application to DNR
 - p. Acceptance of 2005 Life Cycle Housing Annual Report
 - q. Ratifying Opportunity Manor Public Hearing Notice
 - r. Resolution Authorizing Sale of Property to Bjorklunds
 - s. Resolution Approving Application for Exemption-Lions
- 5. PUBLIC HEARINGS – hearings are scheduled for 7:00 p.m. or as soon thereafter as provided for in the course of the agenda.**
 - a. Tiffany Meadows preliminary plat and conditional use permit
 - Resolution approving the preliminary plat for Tiffany Meadows
 - Resolution approving the findings of fact supporting conditional use permit
 - Resolution approving the conditional use permit for Tiffany Meadows
 - Resolution approving the Wetland Conservation Act Permit (no hearing required)
 - b. Amendment to City’s Fee Schedule Ordinance
 - Approval of amending ordinance
- 6. NEW BUSINESS**
 - a. Resolution Establishing Bond Fee
 - b. Site Plan – Opportunity Manor
 - c. AIE Final Plat and Development Agreement

- Resolution Approving Final Plat and Development Agreement
- d. Newport 2 – Final Plat, Development Agreement and WCA Permit
 - Resolution Approving Final Plat and Development Agreement
 - Resolution Approving Wetland Conservation Act Permit
 - Resolution Accepting Petition for Improvements
- e. Resolution Adopting Assessment Policy

7. OLD BUSINESS

- a. Approval of Appointment of Maintenance Worker - Parks

8. DEPARTMENT REPORTS

a. Building Inspection Services & Assessing

- 2004 Annual Report

b. Police Department

- Monthly Activity Report
- 2004 Annual Report

c. Fire Department

- 2004 Annual Report

d. Finance Department

- 2004 Annual Report

e. Public Works

- Monthly Activity Report
- 2004 Annual Report

f. City Engineer

- Bi-Monthly Memorandum
- Resolution Awarding East Side Water Tower Reconditioning Project bid
- Resolution Awarding 7th Street North Sidewalk Improvement quote
- 2004 Annual Report

g. Planning & Community Development Director

- Monthly Memorandum
- 2004 Annual Report

h. City Administrator

- Professional Development: Patti Gartland & Tim O’Driscoll to attend CGMC and LMC Legislative Forums in St. Paul on March 30 and 31, 2005; Patti Gartland, Brad Borders, & John Kothenbeutel to attend LMC Loss Control Workshop on April 6, 2005 in St. Cloud.

9. CITY COUNCIL UPDATE - MISCELLANEOUS BUSINESS

10. PAY ALL VOUCHERS

11. ADJOURN

Patti Gartland
City Administrator

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

AGENDA

**SARTELL CITY COUNCIL
Monday, March 28, 2005
Sartell City Hall
7:00 P.M.**

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- 1. PLEDGE OF ALLEGIANCE**
- 2. AGENDA REVIEW AND ADOPTION**
- 3. ADMINISTRATION OF OATH FOR POLICE RESERVE OFFICERS**
- 4. SPECIAL PRESENTATION – 2005 APPLE DUATHALON EVENT**
- 5. APPROVAL OF CITY COUNCIL MINUTES**
 - March 7, 2005 – Special Meeting of the City Council and Joint Planning Commission
 - March 14, 2005 – Regular Meeting
- 6. CONSENT AGENDA**
 - a. Public Work's Commission meeting notes of March 15, 2005
 - b. Acceptance of the donation of four (4) automatic external defibrillators from Central MN Heart Center
 - c. Set special council meeting for 6 p.m. on April 25, 2005 for 2004 audit presentation
 - d. Resolution supporting proposed Benton County Ordinance pertaining to illegal drug lab abatement
 - e. Acceptance of a \$50 donation for the Fire Department & \$50 donation to Police Department for Youth Programs
 - f. Approval to hire compost site supervisors for 2005 season
 - g. Approval of budgeted trade-in of lawnmowers
 - h. Approval to participate in a grant application of area cities to FEMA for funding for 800 MGh radio system equipment for the Fire Department
 - i. Approval to submit grant application to FEMA for 25 replacement pagers for the Fire Department (5% local match requirement available in 2005 budget)
 - j. Approval of change order #3 for Keeneland Village relating to increased storm drain pipe cost due to construction delay from 2004 to 2005
 - k. Approval of resolution authorizing feasibility study for city initiated 35th Street North public improvements
 - l. Approval of resolution authorizing feasibility study for city initiated 5th Avenue North public improvements
 - m. Approval of resolution accepting feasibility study and setting a public hearing for April 11, 2005, for petitioned improvements in Savanna Oaks
 - n. Acceptance of firefighter resignation
- 7. PUBLIC HEARINGS**
 - a. Proposal for the issuance of revenue notes for Opportunity Manor, Inc.
 - Resolution reciting a proposal for a commercial facility project, giving preliminary approval to the project and authorizing preparation of necessary documents
 - b. Vacation of utility and drainage easements in Celebration of Sartell 4
 - Resolution approving vacation of certain utility and drainage easements in Celebration of Sartell 4
 - Final plat for Celebration of Sartell 6 (not subject to public hearing)
 - c. Preliminary Plat for Prairie Meadows Estates 3

- Resolution approving preliminary plat for Prairie Meadows Estates 3 (**APPLICANT'S REQUESTED ACTION: Open public hearing and continue hearing to May 9, 2005**)

- d. Vacation of utility and drainage easements in Madison Crossing
 - Resolution approving vacation of certain utility and drainage easements in Madison Crossing

- e. Street and utility improvement for 6th Avenue South, Scenic Drive, Sartell Drive and 7th Avenue South
 - Resolution ordering improvements and preparation of plans and specifications for the 6th Avenue South, Scenic Drive, Sartell Street and 7th Avenue South street and utility improvements.

8. NEW BUSINESS

- a. Consideration of proposal for professional services to complete a Transportation Plan South Study

9. OLD BUSINESS

- a. Appointment of Utility Services Coordinator

10. DEPARTMENT REPORTS

a. Police Department

- Bi-Monthly Memorandum

b. Public Works

c. City Engineer

- Bi-Monthly Memorandum

d. Planning & Community Development Director

- Bi-Monthly Memorandum

e. City Administrator

- Professional Development: Deputy Police Chief Struffert to attend Internal Affairs Investigation class on June 1 – 3, 2005, in Morton, MN; Police Chief Hughes and Sgt. Schreiner to attend LMC Loss Control Workshop at St. Cloud Civic Center on April 6, 2005.
- Consideration of changes in charitable gambling law
- RSVP for Area Cities Meeting

11. CITY COUNCIL UPDATE - MISCELLANEOUS BUSINESS

12. PAY ALL VOUCHERS

13. ADJOURN

Patti Gartland
City Administrator

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

AGENDA

SARTELL CITY COUNCIL
Monday, April 11, 2005
Sartell City Hall
7:00 P.M.

1. PLEDGE OF ALLEGIANCE
2. AGENDA REVIEW AND ADOPTION
3. SPECIAL PRESENTATION – SARTELL RECREATION CENTER ASSOCIATION (SRCA)
REPORT OF OPERATIONAL HIGHLIGHTS FOR THE BERNICK’S ARENA
4. APPROVAL OF CITY COUNCIL MINUTES
 - a. March 28, 2005 – Regular Meeting
5. CONSENT AGENDA
 - a. March Building Inspectors Report – Acceptance
 - b. March Finance Directors Report – Acceptance
 - c. Public Work’s Commission special meeting notes of March 24, 2005
 - d. Approval of Technical Advisory Committee appointments for the South Transportation Plan study
 - e. Resolution approving issuance and sale of Opportunity Manor bonds
 - f. Approval to purchase budgeted additional lawnmower for Parks Department
 - g. Approval of budgeted signage for Sabre Oaks Park and Lions Community Park
 - h. Approval of resolution amending the Municipal State Aid Designation for the City of Sartell
 - i. Resolution accepting the plans & specifications for the Regional Medical Arts Campus improvements and setting bid letting date
 - j. Approval of Change Order #1 – Well #13 & Reclamation Pond Project
 - k. Approval of Change Order #1 – 2004 Lift Station #4 Reconstruction
 - l. Approval to purchase replacement digital camera using Technology Fund monies
 - m. Set public hearing for May 9, 2005, on proposed amendment to Municipal Subsidy Policy criteria
 - n. Acceptance of \$2,500 donation from Central MN Community Foundation for the DARE program
 - o. Acceptance of squad car rear deck lighting donation from 911EP
 - p. Approval of Safe & Sober program grant application submission with the City of Sauk Rapids
 - q. Approval of temporary on sale 3.2 percent malt liquor license for St. Francis Xavier Church for Spring Fling event on April 23, 2005 at St. Francis Xavier School and Fall Festival event on August 20 and 21, 2005.
6. PUBLIC HEARINGS – hearings are scheduled for 7:00 p.m. or as soon thereafter as provided for in the course of the agenda.
 - a. Savanna Oaks First Addition street & utility improvements
 - Resolution ordering improvements and preparation of plans & specifications for the Savanna Oaks First Addition Street & Utility Improvements

7. NEW BUSINESS

- a. Site Plan – Great Steps Orthotics in Regional Medical Arts Plaza
- b. Site Plan – Northwest Professional Center
- c. Fox Run of Avalon Village 3 Final Plat and Development Agreement
 - Resolution Approving Final Plat and Development Agreement
 - Resolution authorizing feasibility study on capital improvements petition 03-2005 – Fox Run of Avalon Village Plat 3.
- d. Accessible Space Inc. letter of fee concessions for LCH development

8. DEPARTMENT REPORTS

a. Police Department

- Bi-Monthly Activity Report

b. Public Works

- Monthly Activity Report
- Consideration of salt/sand shed purchase offers
- Consideration of satellite trailer purchase offers

c. City Engineer

- Bi-Monthly Memorandum

d. Planning & Community Development Director

- Bi-Monthly Memorandum

e. City Administrator

- Professional Development: Public Works Director to attend Central District Water School on June 8 – 10, 2005 at Ruttger’s Bay Lake Lodge; Police Chief to attend Annual Conference on Crime Victims on June 1 – 3, 2005 in Brainerd; Office Bromenschenkel to attend 2005 CAN-AM (Narcotics) training on May 25 – 27, 2005 in Brainerd.
- Resolution authorizing land purchase initiative for development of an industrial park
- Legislative Issues Update

9. CITY COUNCIL UPDATE - MISCELLANEOUS BUSINESS

- Personnel Committee recommendation on non-union salary schedule amendment
- Personnel Committee status report on Personnel Policy update

10. PAY ALL VOUCHERS

11. ADJOURN

Patti Gartland
City Administrator

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

AGENDA

**SARTELL CITY COUNCIL
Monday, April 25, 2005
Sartell City Hall
7:00 P.M.**

- 1. PLEDGE OF ALLEGIANCE**
- 2. AGENDA REVIEW AND ADOPTION**
- 3. SPECIAL PRESENTATION – 2005 SUMMERFEST UPDATE**
- 4. APPROVAL OF CITY COUNCIL MINUTES**
 - April 11, 2005 – Regular Meeting
- 5. CONSENT AGENDA**
 - a. Public Work's Commission meeting notes of April 12, 2005
 - b. Approval of BWK proposal for topographic & boundary survey services for the city's Public Services Campus property
 - c. Approval of purchase agreement with DMC Corporation for approximate 100 acre parcel for development of an industrial park.
 - d. Acceptance of probationary employee letter of resignation effective April 14, 2005
 - e. Approval of groundwater monitoring and reporting service contracts with Leggette, Brashears & Graham, Inc.
 - f. Approval of uniforms, rugs and towels professional service contract with AmeriPride.
 - g. Set public hearing for May 9th to amend the Transportation Plan relating to the preferred alignment for the future East-West Collector in the vicinity of County Road 4
 - h. Approval of a resolution accepting the feasibility report and ordering the preparation of plans and specifications for Fox Run of Avalon Village 3
 - i. Approval of plans and specifications and set date for consideration of quotes for Morningstar Plat 12 drainage improvements
 - j. Approval of a resolution ordering preparation of a feasibility study for Ridge Road
 - k. Approval of a resolution ordering preparation of a preliminary feasibility study to bring municipal utility services to the proposed Dancing Ponds site boundary
 - l. Approval to purchase handheld laser radar using DUI & Drug Forfeiture funds
 - m. Approval to purchase five taser units using Forfeiture funds and submit grant applications for potential reimbursement for the purchase
 - n. Approval to submit alcohol compliance enforcement grant application to Dept. of Alcohol and Gambling Enforcement
 - o. Acceptance of life vest donation from Stearns Manufacturing
 - p. Approval to purchase playground equipment for Celebration Park funded in part with Park Dedication monies
 - q. Acceptance of 12-31-04 audited financial statements, memorandum on accounting policies, procedures and internal controls.
- 6. PUBLIC HEARINGS**
 - a. Business subsidy application from Thomas Tool & Supply
 - Consideration of subsidy agreement terms and approval
- 7. NEW BUSINESS**
 - a. On-sale intoxicating and special Sunday liquor license application for Mulligan's Steakhouse

- b. Savanna Oaks
 - Revised final plat and final development agreement
 - Resolution approving of plans and specifications and set bid date for Savanna Oaks improvements
- c. Request for public hearing and tree clearing moratorium

8. OLD BUSINESS

- a. Consideration of Create CommUNITY and GRIP “Stop the Hate” resolution
- b. Release of Lot 7, Block 2, Morningstar 12, from building moratorium
- c. Consideration of staff and Planning Commission recommendations on Life Cycle Housing guidelines

9. DEPARTMENT REPORTS

a. Police Department

- Bi-Monthly Memorandum

b. Public Works

c. City Engineer

- Bi-Monthly Memorandum

d. Planning & Community Development Director

- Bi-Monthly Memorandum

e. City Administrator

- Professional Development: City Administrator to attend 2005 MN City/County Managers Association conference on May 11 – 13, 2005 in Brainerd
- Legislative Updates
- Consideration of Personnel Committee recommendation regarding police officer vacancy

10. CITY COUNCIL UPDATE - MISCELLANEOUS BUSINESS

- RSVP for the May 4th “Breakfast with the Chamber President” meeting

11. PAY ALL VOUCHERS

12. ADJOURN

Patti Gartland
City Administrator

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

REMINDER: Workshop Regarding Old Compost Site Sale Proposals
5:30 p.m. MetroPlains proposal interview
6:00 p.m. Podawiltz Development proposal interview

REVISED - AGENDA

SARTELL CITY COUNCIL
Monday, May 9, 2005
Sartell City Hall
7:00 P.M.

- 1. PLEDGE OF ALLEGIANCE**
- 2. AGENDA REVIEW AND ADOPTION**
- 3. SPECIAL PRESENTATIONS**
 - **INTRODUCTION OF NEW POLICE CANINE - GUNNER**
 - **METROPOLITAN TRANSIT SERVICE UPDATE**
- 4. APPROVAL OF CITY COUNCIL MINUTES**
 - a. April 12, 2005 – City of Sartell Board of Equalization/Benton County meeting
 - b. April 25, 2005 – Regular Meeting
 - c. April 25, 2005 – Audit Presentation Workshop
- 5. CONSENT AGENDA**
 - a. April Building Inspectors Report – Acceptance
 - b. April Finance Directors Report – Acceptance
 - c. Approval of payment for increased costs for the Transportation North study
 - d. Approval to purchase replacement street light pole inventory
 - e. Acceptance of \$100 donation for the summer bike patrol program from the Sauk Rapids VFW
 - f. Acceptance of donation from Westside Liquor for Standard Field Sobriety Testing training
 - g. Approval of resolution requesting MnDOT installation of “Sartell Downtown” directional signage from TH 15
 - h. Approval to purchase 3 flower planters for the City Hall site using Beautification Funds
 - i. Approval to have title commitments completed on industrial park land purchase and public services campus (police, fire & public works)
 - j. Approval of resolutions amending the Ferche Development Agreement and changes to the funding sources for related bonded indebtedness
 - k. Approval to apply for Greater MN Business Infrastructure grant for new industrial park
 - l. Approval to distribute for comment the EAW for Sandstone Village
 - m. Approval of Lifecycle Housing Joint Powers Agreement amendments
 - n. Acceptance of a \$500 grant from Stearns Electric Association Trust for fire hose nozzle for the Fire Department
 - o. Approval to initiate the selection process for two firefighter vacancies
 - p. Approval of various fund transfers
 - q. Approval of insurance renewal with waiver and \$1,000,000 excess liability coverage
 - r. Approval of resolution agreeing to 50% local match on projects submitted to the State of MN for 2005 capitol bonding funds

- s. Approval to order 14 800 MHz radios for the Police Department
- t. Approval to hire 5 budgeted seasonal employees (3 parks, 2 street)
- u. Approval of a resolution calling for a public hearing to amend a conditional use permit for a portion of Pine Lake Plat 1 – Village of Pine Lakes
- v. Approval of a resolution accepting the feasibility report and ordering plans and specifications for Newport 2
- w. Approval of a resolution approving the plans and specifications and setting a bid date for Foxrun of Avalon Village 3
- x. Approval of a gambling premises permit application for St. Cloud All City Marching Band at Mulligans Steakhouse

6. PUBLIC HEARINGS – hearings are scheduled for 7:00 p.m. or as soon thereafter as provided for in the course of the agenda.

- a. Prairie Meadows Estates 3 Preliminary Plat (**REQUESTED ACTION: Open & continue public hearing to June 14, 2005 pending completion of new wetland delineation**)
 - Resolution approving the preliminary plat for Prairie Meadows 3
 - Resolution approving the final plat and development agreement for Prairie Meadows 3 (not subject public hearing)
- b. Transportation Plan amendment – east/west collector alignment at County Road 4
- c. Amendment to municipal subsidies criteria – JOBZ & non-JOBZ

7. OLD BUSINESS

- a. Consideration of purchase proposals for old compost site
- b. Consideration of setting public hearing for interim ordinance relating to zoning requirements for properties annexed after May 23, 2005

8. NEW BUSINESS

- a. St. Cloud Federal Credit Union site plan
- ~~b. Madison Crossing

 - Final plat and development agreement
 - Resolution authorizing feasibility study for petitioned improvements~~
- c. Avalon Village 5
 - Final plat and development agreement
 - Resolution authorizing feasibility study for petitioned improvements
- d. Tiffany Meadows
 - Final plat and development agreement
 - Resolution authorizing feasibility study for petitioned improvements

9. DEPARTMENT REPORTS

- a. Police Department**
 - Bi-Monthly Activity Report
- b. Public Works**
 - Monthly Activity Report
 - Grant application to Bauerly's Partners in Parks
- c. City Engineer**
 - Bi-Monthly Memorandum

- Approval of Morningstar drainage improvement quote and set public hearing for assessment hearing.
- Review and consider approval of low bid for Regional Medical Arts Campus improvements.

d. Planning & Community Development Director

- Bi-Monthly Memorandum

e. City Administrator

- Community Sign replacement concepts

10. CITY COUNCIL UPDATE – MISCELLANEOUS BUSINESS

- Consideration of updated Personnel Policy

11. PAY ALL VOUCHERS

12. ADJOURN

Patti Gartland
City Administrator

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

AGENDA

SARTELL CITY COUNCIL
Monday, May 23, 2005
Sartell City Hall
7:00 P.M.

1. PLEDGE OF ALLEGIANCE

2. AGENDA REVIEW AND ADOPTION

3. APPROVAL OF CITY COUNCIL MINUTES

- a. May 3, 2005 – City of Sartell Board of Review/Stearns County
- b. May 9, 2005 – Regular Meeting
- c. May 9, 2005 – Special meeting workshop
- d. May 12, 2005 – City of Sartell Board of Review/Stearns County

4. CONSENT AGENDA

- a. Approval of Public Works Commission notes for May 17, 2005.
- b. Reset public hearing date to June 13, 2005, for interim ordinance relating to annexed properties.
- c. Set public hearing date for June 13, 2005, for vacation of drainage and utility easements in Regional Medical Arts Campus
- d. Approval of WCA permit for Blackberry Ridge
- e. Approval to purchase budgeted diagnostic scanner for vehicle maintenance
- f. Resolution authorizing of feasibility study on city initiated Sartell Meadows Industrial Park
- g. Acceptance of a \$25 donation to the Police Department's bike safety program.
- h. Acceptance of food and beverage donation from Coborn's, Inc. and Viking Coca-Cola for the Police Department's May Mobilization Kick Off
- i. Approval to purchase 800 MGH base radio station
- j. Resolution approving plans and specifications and setting a bid date for 6th Avenue South improvements
- k. Resolution approving plans and specifications and setting a bid date for Riverview Plat 2 improvements
- l. Resolution approving plans and specifications and setting a bid date for Newport 2 improvements
- m. Resolution accepting feasibility report and setting a public hearing for June 13, 2005, for 15th Street North/CSAH 1 improvements
- n. Approval of application for optional 2 a.m. liquor license for Mulligan's Steak House, Inc.
- o. Approval of fund transfers and project fund closures recommended by Finance Director
- p. Approval of a special event and noise ordinance exemption application for Great River Bowl for June 11, 2005, for Summerfest Street Dance
- q. Approval to hire wading pool supervisor and up to 5 pool attendants as provided for in 2005 budget

5. PUBLIC HEARINGS – hearings are scheduled for 7:00 p.m. or as soon thereafter as provided for in the course of the agenda.

- a. Village of Pine Lakes conditional use permit
 - Resolution approving the findings of fact approving (or denying) the conditional use permit
 - Resolution approving (or denying) the conditional use permit
 - Resolution approving the final plat for Village of Pine Lakes (not subject to public hearing requirement)
 - Approval of the Village of Pine Lakes site plan (not subject to public hearing requirement)

6. NEW BUSINESS

- a. Resolution approving Creekview Preserve Plat 2 final plat
- b. Resolution approving negative declaration for EAW for Dancing Ponds

7. DEPARTMENT REPORTS

a. Police Department

- Bi-Monthly Activity Report

b. Public Works

- Monthly Activity Report

c. City Engineer

- Bi-Monthly Memorandum

d. Planning & Community Development Director

- Bi-Monthly Memorandum

e. City Administrator

8. CITY COUNCIL UPDATE – MISCELLANEOUS BUSINESS

9. PAY ALL VOUCHERS

10. ADJOURN

Patti Gartland
City Administrator

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

AMENDED

AGENDA

**SARTELL CITY COUNCIL
Monday, June 13, 2005
Sartell City Hall
7:00 P.M.**

- 1. PLEDGE OF ALLEGIANCE**
- 2. AGENDA REVIEW AND ADOPTION**
- 3. APPROVAL OF CITY COUNCIL MINUTES**
 - a. May 23, 2005 – Regular Meeting
- 4. CONSENT AGENDA**
 - a. May Building Inspectors Report – Acceptance
 - b. May Finance Directors Report – Acceptance
 - c. Set public hearing for June 27, 2005, for preliminary plat for Pinecone Addition
 - d. Set public hearing for June 27, 2005, for preliminary plat for Opportunity Holding (Miller/Thomas Tool)
 - e. Approval of resolution authorizing amendment of budget line items (2005)
 - f. Approval of fund transfer recommended by City Finance Director
 - g. Approval of community signs agreement with Feneis Enterprises, Inc.
 - h. Approval to purchase budgeted tarp for dump truck box
 - i. Approval to purchase replacement pole saw for tree trimming
 - j. Approval of resolution approving feasibility report and ordering improvements and preparation of plans and specs for Avalon Village 5
 - k. Approval of temporary on-sale liquor license for Girl Scouts Land of Lakes Council Garden Art Crawl on July 23, 2005
 - l. Set public hearing for June 27, 2005, for a variance to the subdivision ordinance relating to maximum cul-de-sac length for Prairie Meadow Estates 3.
- 5. PUBLIC HEARINGS – hearings are scheduled for 7:00 p.m. or as soon thereafter as provided for in the course of the agenda.**
 - a. Vacation of drainage and utility easements in Regional Medical Arts Campus
 - Resolution approving vacation
 - Site plan approval for Sartell Medical Arts Campus (not subject to public hearing process)
 - b. Interim ordinance relating to zoning requirements for properties annexed after June 13, 2005
 - Adoption of interim ordinance relating to zoning and development requirements for properties annexed after June 13, 2005
 - c. Morningstar public drainage improvement assessments
 - Resolution approving assessments roll Morningstar Plat 12 rear yard drainage improvements
 - Consideration of quote award
 - d. 15th Street North/CSAH 1 – Riverside Avenue North public improvements
 - Resolution ordering improvements and preparation of plans and specs for the 15th Street North and Riverside Avenue North street and utility improvements

- e. Prairie Meadows Estates 3 Preliminary Plat (**REQUESTED ACTION: continue hearing from May 9, 2005 to June 27, 2005**)

6. OLD BUSINESS

- a. Consideration of former compost site sale
- b. Consideration of City Facilities Construction Committee recommendations for:
 - Schematic floor plan approval
 - Selection of construction manager service proposal
 - Approval of preliminary budget

7. DEPARTMENT REPORTS

a. Police Department

- Bi-Monthly Activity Report
- Request to amend Animal Control Ordinance to allow constricting reptiles

b. Public Works

- Monthly Activity Report

c. City Engineer

- Bi-Monthly Memorandum
- Consideration of Fox Run of Avalon Village Plat 3 bids

d. Planning & Community Development Director

- Bi-Monthly Memorandum
- Request to set a special joint meeting with the Planning Commission for 6 p.m. on June 27, 2005.

e. City Administrator

- Professional Development: City Administrator membership registration and attendance at annual ICMA conference September 25 – 28, 2005 in Minneapolis; City Administrator to attend LMC regional meeting in Deerwood on July 14, 2005; Public Works Director to attend MN Wastewater Operators annual meeting in Marshall on July 27 – 29, 2005; Public Works Director to attend APWA International Public Works Congress & Exposition in Minneapolis on September 11 – 14, 2005.

8. CITY COUNCIL UPDATE – MISCELLANEOUS BUSINESS

- Consideration of updated Personnel Policy

9. PAY ALL VOUCHERS

10. ADJOURN

Patti Gartland
City Administrator

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

REMINDER: 6 p.m. joint meeting with Planning Commission

Revised - AGENDA

**SARTELL CITY COUNCIL
Monday, June 27, 2005
Sartell City Hall
7:00 P.M.**

.....

- 1. PLEDGE OF ALLEGIANCE**
- 2. AGENDA REVIEW AND ADOPTION**
- 3. SPECIAL PRESENTATION - Lifesaving Award presentation to Deputy Chief Dale Struffert**
- 4. APPROVAL OF CITY COUNCIL MINUTES**
 - a. June 13, 2005 – Regular Meeting
- 5. CONSENT AGENDA**
 - a. Approval of Public Works Commission notes for June 14, 2005.
 - b. Approval to purchase budgeted air fill system for SCBA bottles, cold water rescue suits, hose replacement, and pagers (subject to grant approval) for the Fire Department
 - c. Set public hearing for July 11, 2005, for rear yard setback variance request for Lot 8, Stonebrook Estates 2
 - d. Set public hearing for July 11, 2005, for rear yard setback variance request for Lot 10, Stonebrook Estates 2
 - e. Set public hearing for July 11, 2005, for building height variance request for City of Sartell salt shed
 - f. Set public hearing for July 11, 2005, for preliminary plat for Eagle Ridge
 - g. Set public hearing for July 11, 2005, for conditional use permit for Eagle Ridge
 - h. Acceptance of \$1,000 grant from Bauerly Brothers Partners in Parks for Pine Cone Regional Park outdoor rink improvements
 - i. Acceptance of grant proceeds from International Paper and approval to purchase 6 wheeler search/rescue unit for the Fire Department with grant proceeds
 - j. Resolution approving plans and specifications and setting a bid date for Avalon Village 5 public improvements
 - k. Approval of Change Order #1 for Westside Interceptor 3 to install access gates
 - l. Approval to purchase "Downtown Sartell" directional signs for CR134 and TH 15
 - m. Approval of UBS authorizing resolution
 - n. Approval of memorandum of understanding with Marty Reker regarding storage of a small quantity of dirt on the former compost site
 - o. Approval to expend up to \$1,200 of revolving loan fund monies for multi-jurisdictional Lifecycle Housing study
 - p. Approval to order 800 MHz radios for the Fire Department using Homeland Security Grant funding.
 - q. Approval of law enforcement services agreement with Benton County Ag Society for the 2005 Benton County Fair.
 - r. Acceptance of employee resignation and authorization to initiate hiring process to fill the Maintenance Worker – Streets position vacancy.

6. PUBLIC HEARINGS – hearings are scheduled for 7:00 p.m. or as soon thereafter as provided for in the course of the agenda.

- a. Preliminary plat of Pinecone Addition
 - Resolution approving preliminary plat
 - Resolution approving final plat & development agreement (not subject to public hearing requirement)
 - Site plan approval for Walgreens (not subject to public hearing requirement)
- b. Preliminary plat for Opportunity Holding (**Requested Action: Open and continue public hearing to July 14 August 8, 2005 meeting**)
- c. Subdivision variance request for maximum cul-de-sac length for Prairie Meadow Estates Plat 3
 - Resolution approving findings of fact approving (or denying) requested variance
 - Resolution approving variance for cul-de-sac length
- d. Preliminary plat for Prairie Meadow Estates 3 (continued from May 9, 2005)
 - Resolution approving preliminary plat
 - Resolution approving final plat & development agreement (not subject to public hearing requirement)

7. OLD BUSINESS

- a. Interim ordinance relating to requirements for properties annexed after June 13, 2005
- b. Approval of plans & specifications for salt shed construction

8. NEW BUSINESS

- a. Approval of Sartell Business site plan (Regional Medical Arts Campus)
- b. Approval of amendments to Lifecycle Housing Guidelines

9. DEPARTMENT REPORTS

a. Police Department

- Bi-Monthly Activity Report
- Revised Mutual Aid Agreement to include Benton and Stearns Counties

b. Public Works

- Approval of quote for air conditioning installation for the former bus barn

c. City Engineer

- Bi-Monthly Memorandum
- Consideration of bids for 6th Avenue South & Riverview Plat 2

d. Planning & Community Development Director

- Bi-Monthly Memorandum

e. City Administrator

- Professional Development: City Administrator to attend CGMC Summer Conference in Moorhead on July 27 – 29, 2005; Police Officer Roy to attend Initial Responder/Hostage Negotiations training in Elk River on August 7 – 9, 2005; Planning Commissioner Froelich to attend GTS Planning Workshop on environmental planning in Little Falls on June 23, 2005.

10. CITY COUNCIL UPDATE – MISCELLANEOUS BUSINESS

- Consideration of updated Personnel Policy
- CGMC Summer Conference registration

- Pay all vouchers

11. ADJOURN

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

REMINDER: 5:30 – 6:30 workshop to review proposed Personnel Policy

AGENDA

SARTELL CITY COUNCIL
Monday, July 11, 2005
Sartell City Hall
7:00 P.M.

.....

1. PLEDGE OF ALLEGIANCE
2. AGENDA REVIEW AND ADOPTION
3. SPECIAL PRESENTATION – donation from Sartell Jaycees
4. APPROVAL OF CITY COUNCIL MINUTES
 - a. June 27, 2005 – Regular Meeting
5. CONSENT AGENDA
 - a. June Building Inspectors Report – Acceptance
 - b. June Finance Directors Report – Acceptance
 - c. Bid award for Newport Plat 2 public improvements
 - d. Set public hearing for July 25, 2005, for subdivision ordinance variance request for Golf Estates
 - e. Set public hearing for July 25, 2005, for Golf Estates preliminary plat request
 - f. Approval to pay the city's portion of the USDA mortgage balance for the Government Center
 - g. Resolution Calling public hearing for August 8, 2005, for amendment to capital improvement plan and proposed issuance of general obligation bonds
 - h. Approval to purchase decorative block for Veterans Park using grant monies
 - i. Approval of plans and specifications for Village of Pine Lakes
 - j. Resolution supporting the Mississippi River Renaissance Project
6. PUBLIC HEARINGS – hearings are scheduled for 7:00 p.m. or as soon thereafter as provided for in the course of the agenda.
 - a. Rear yard setback variance request for Lot 8 and Lot 10, Stonebrook Estates 2
 - Resolution approving findings of fact approving (or denying) requested variance for Lot 8
 - Resolution approving a rear yard setback variance for Lot 8, Stonebrook Estates 2
 - Resolution approving findings of fact approving (or denying) requested variance for Lot 10
 - Resolution approving rear yard setback variance for Lot 10, Stonebrook Estates 2
 - b. Conditional use permit for Eagle Ridge (**REQUESTED ACTION: continue hearing from July 11, 2005 to August 22, 2005**)
 - Resolution approving findings of fact approving (or denying) requested conditional use permit
 - Resolution approving the conditional use permit for Eagle Ridge
 - c. Preliminary plat for Eagle Ridge (**REQUESTED ACTION: continue hearing from July 11, 2005 to August 22, 2005**)
 - Resolution approving the preliminary plat for Eagle Ridge
 - d. Building height variance request for City of Sartell salt shed

- Resolution approving findings of fact approving (or denying) building height variance
- Resolution approving a building height variance

7. OLD BUSINESS

- a. Approval of the site plan, and plans and specs for salt shed construction.

8. NEW BUSINESS

- a. Resolution approving negative declaration for EAW for Sandstone Village

9. DEPARTMENT REPORTS

a. Police Department

- Bi-Monthly Activity Report
-

b. Public Works

-

c. City Engineer

- Bi-Monthly Memorandum
-

d. Planning & Community Development Director

- Bi-Monthly Memorandum
-

e. City Administrator

- Professional Development:

10. CITY COUNCIL UPDATE – MISCELLANEOUS BUSINESS

- Consideration of updated Personnel Policy adoption

11. PAY ALL VOUCHERS

12. ADJOURN

Patti Gartland
City Administrator

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

REMINDER: Public Works Commission street light tour following meeting

AGENDA - Amended

**SARTELL CITY COUNCIL
Monday, July 25, 2005
Sartell City Hall
7:00 P.M.**

.....

1. PLEDGE OF ALLEGIANCE

2. AGENDA REVIEW AND ADOPTION

3. SPECIAL PRESENTATIONS

- **Certificate of Award presentation to Nicholas Marklowitz**
- **Recognition and appreciation of support from Police Chief Jim Hughes for the CERT program**
- **Centennial Celebration Planning Update**

4. APPROVAL OF CITY COUNCIL MINUTES

- a. July 11, 2005 – Regular Meeting

5. CONSENT AGENDA

- a. Approval of Public Works Commission notes for July 12, 2005
- b. Approval of amended tower lease agreements with Verizon Wireless for the east water tower and north water tower facilities
- c. Approval of amended tower lease agreement with Northern PCS for the south water tower facility
- d. Approval of plans and specifications for Tiffany Meadows public improvements
- e. Approval of resolution approving feasibility report and ordering preparation of plans and specifications for Prairie Meadows Estates 3
- f. Approval of resolution setting a public hearing date for August 8, 2005, for a preliminary plat for Dancing Ponds
- g. Approval of resolution setting a public hearing for August 8, 2005, and first reading of an ordinance to rezone property from A-1 Agricultural to R-5 PUD for Dancing Ponds
- h. Approval of resolution setting a public hearing for August 8, 2005, for a conditional use permit for Dancing Ponds
- i. Approval of resolution setting a public hearing for August 8, 2005, for a wetland setback variance request from Opportunity Holding for Thomas Tool site
- j. Approval of resolution accepting petition for annexation for 40 acre Leander Kruchten property on Connecticut Avenue
- k. Approval to set a special budget workshop meeting for the City Council for 5 p.m., Monday, August 8, 2005
- l. Acceptance of \$500 donation from Stearns Electric Trust Association for the Police Reserve Officer program
- m. Approval to submit grant application to MN Department of Public Safety for 2006 Safe and Sober enforcement campaign
- n. Approval of resolution annexing the east half of Pine Cone Road North from 27th Street to the north boundary of Savannah Oaks

- o. Approval of application for temporary street closure for block party on Independence Court on Saturday, July 30, 2005 subject to attaining petition signature from 1205 Independence Court.

6. PUBLIC HEARINGS – hearings are scheduled for 7:00 p.m. or as soon thereafter as provided for in the course of the agenda.

- a. Subdivision Ordinance variance request (platting requirements) from Richard Zdebski, Sartell Golf Course – Golf Estates
 - Resolution approving findings of fact denying (or approving) requested variance
 - Resolution approving requested variance
- b. Preliminary plat for Golf View
 - Resolution approving findings of fact denying (or approving) requested preliminary plat
 - Resolution approving the requested preliminary plat

7. DEPARTMENT REPORTS

a. Police Department

- Bi-Monthly Activity Report

b. Public Works

- Monthly Maintenance Report

c. City Engineer

- Bi-Monthly Memorandum
- ~~Consideration of bids for Avalon Village Plat 5 improvements~~

d. Planning & Community Development Director

- Bi-Monthly Memorandum
- Exploratory Environmental Ordinance Task Force formation

e. City Administrator

- Professional Development: Police Chief to attend 2005 Association of MN Emergency Managers conference at Breezy Point on September 18-21, 2005
- Review of 2003 – 2005 sales tax expenditure plan

8. CITY COUNCIL UPDATE – MISCELLANEOUS BUSINESS

9. PAYMENT OF VOUCHERS

10. ADJOURN

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

AGENDA

BUDGET WORKSHOP
Sartell City Council
Monday, August 8, 2005
Sartell City Hall
5:00 – 6:30 P.M.

1. *Agenda Review and Adoption*
2. *2006-2010 Capital Improvement Plan (5:00-5:30PM: All Department Managers and City Engineer)*
3. *Proposed 2005 Budget and Levy Workshop - Department Manager Discussions and Input:*
 - a. *Public Safety (5:30 – 5:50 PM)*
Police Department
Fire Department
 - b. *Public Works (5:50 – 6:10 PM)*
Maintenance
Streets
Parks & Recreation
Utilities
 - c. *General Government (6:10-6:30 PM)*
Mayor & Council
Administration
Community Development
Contracts for Service (and Board of Review info)
4. *2006 Fee Schedule (discuss if time allows; otherwise, will hold public hearing for input in October and discuss at scheduled November 14th workshop prior to Fee Schedule adoption in December)*
5. *Adjourn*

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

REMINDER: 5:00 – 6:30 Budget Workshop

AGENDA

SARTELL CITY COUNCIL
Monday, August 8, 2005
Sartell City Hall
7:00 P.M.

.....

1. PLEDGE OF ALLEGIANCE
2. AGENDA REVIEW AND ADOPTION
3. APPROVAL OF CITY COUNCIL MINUTES
 - a. July 25, 2005 – Regular Meeting
4. CONSENT AGENDA
 - a. July Building Inspectors Report – Acceptance
 - b. July Finance Directors Report – Acceptance
 - c. Public Works Commission Notes – July 25, 2005 street lighting tour
 - d. Resolution setting a public hearing for August 22, 2005, for vacation of drainage and utility easements, Lots 2 & 3, Block 4, Wildwood Estates Plat 2
 - e. Resolution approving annexation of a 40 acre parcel – Kruchten property
 - f. Acceptance of a donation to the Police Reserve program for \$500 and Public Works traffic control for \$500 from Apple Duathlon
 - g. Resolution authorizing sale of former compost site
 - h. Resolution awarding bid for Avalon Village 5 public improvements
 - i. Approval of Region Five sub-zone administrator agreement for JOBZ program
 - j. Approval to purchase replacement computer for utility billing clerk from technology fund monies
5. PUBLIC HEARINGS – hearings are scheduled for 7:00 p.m. or as soon thereafter as provided for in the course of the agenda.
 - a. Rezoning request – Dancing Ponds – R-1 to R-5 PUD (**REQUESTED ACTION: Open & continue public hearing to August 22, 2005**)
 - Resolution approving findings of fact approving (or denying) requested rezoning
 - Ordinance approving the requested rezoning
 - b. Conditional use permit for Dancing Ponds (**REQUESTED ACTION: Open & continue public hearing to August 22, 2005**)
 - Resolution approving findings of fact approving (or denying) requested conditional use permit
 - Resolution approving the conditional use permit for Dancing Ponds
 - c. Preliminary plat for Dancing Ponds (**REQUESTED ACTION: Open & continue public hearing to August 22, 2005**)
 - Resolution approving the preliminary plat for Dancing Ponds
 - d. Wetland setback variance request – Opportunity Holding – Thomas Tool site
 - Resolution approving findings of fact approving (or denying) wetland setback variance
 - Resolution approving a wetland setback variance
 - e. Preliminary plat request – Opportunity Holding – Thomas Tool site

- Resolution approving the preliminary plat for Opportunity Holding (continued from June 27, 2005)
- f. Issuance of general obligation capital improvement plan bonds and adoption of amended capital improvement plan
 - Resolution giving preliminary approval for the issuance of general obligation capital improvement plan bonds in an amount not to exceed \$2,200,000

6. OLD BUSINESS

- a. Opportunity Holding – Thomas Tool site
 - Wetland Conservation Act permit
 - Final plat
 - Site plan
- b. Salt shed bid awards and reschedule the grading, drainage and paving bid date

7. NEW BUSINESS

- a. Site plan – Freeze.com

8. DEPARTMENT REPORTS

a. Police Department

- Bi-Monthly Activity Report

b. Public Works

- Monthly Maintenance Report
- Maintenance Worker – Street position appointment

c. City Engineer

- Bi-Monthly Memorandum

d. Planning & Community Development Director

e. City Administrator

- Professional Development: Utility Systems Coordinator (Noel Blais) to attend AWWA Conference in Duluth on October 5 – 7, 2005; Landscaper (Karen Browning) to attend Master Gardener State Conference in Brainerd on September 16, 2005; Public Works Director to attend Tree Inspector Recertification Workshop on September 21, 2005 in Staples.
- Local option sales tax referendum planning

9. CITY COUNCIL UPDATE – MISCELLANEOUS BUSINESS

- Consideration of updated Personnel Policy adoption

10. PAY ALL VOUCHERS

11. ADJOURN

Patti Gartland
City Administrator

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

AGENDA

BUDGET WORKSHOP
Sartell City Council
Monday, August 22, 2005
Sartell City Hall
5:00 – 6:30 P.M.

1. *Agenda Review and Adoption*
2. *Contracts for Service (**need Board of Review decision**)*
3. *Proposed 2005 Budget and Levy*
4. *2006 Fee Schedule*
5. *Adjourn*

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

REMINDER: 5 – 6:30 p.m. Budget Workshop

AGENDA

**SARTELL CITY COUNCIL
Monday, August 22, 2005
Sartell City Hall
7:00 P.M.**

.....

1. PLEDGE OF ALLEGIANCE

2. AGENDA REVIEW AND ADOPTION

3. APPROVAL OF CITY COUNCIL MINUTES

- a. August 8, 2005 – Regular Meeting
- b. August 8, 2005 – Special Meeting/Budget Workshop

4. CONSENT AGENDA

- a. Approval of Public Works Commission notes for August 9, 2005
- b. Approval to renew contract with MN Counties Insurance Trust for drug and alcohol testing program participation agreement
- c. Resolution approving Benton County's election equipment plan for use of assistive voting technology
- d. Resolution setting a public hearing for September 12, 2005, for a conditional use permit for construction of non-motorized trail improvements in a floodway area in Pine Cone Regional Park
- e. Approval of recommended appointments to Exploratory Environmental Protection Ordinance Task Force
- f. Resolution declaring assessment and setting a public hearing for September 26, 2005 – 6th Avenue South, Scenic Drive, Sartell Drive, 7th Avenue South, Riverview Addition Plat 2, and River Vista Lane Improvements
- g. Resolution declaring assessment and setting a public hearing for September 26, 2005 – 7th Street North sidewalk improvements
- h. Resolution declaring assessment and setting a public hearing for September 26, 2005 – Avalon Village Plat 5 improvements
- i. Resolution declaring assessment and setting a public hearing for September 26, 2005 – Fox Run of Avalon Village Plat 3 improvements
- j. Resolution declaring assessment and setting a public hearing for September 26, 2005 – Keeneland Village improvements
- k. Resolution declaring assessment and setting a public hearing for September 26, 2005 – Newport Plat 2 improvements
- l. Resolution declaring assessment and setting a public hearing for September 26, 2005 – Prairie Meadows Estates Plat 3 improvements
- m. Resolution declaring assessment and setting a public hearing for September 26, 2005 – Regional Medical Arts Campus improvements
- n. Resolution declaring assessment and setting a public hearing for September 26, 2005 – Savanna Oaks improvements
- o. Resolution declaring assessment and setting a public hearing for September 26, 2005 – Schaefer Pines improvements
- p. Approval of plans and specifications and authorizing proceeding with bids for Prairie Meadow Estates 3

- q. Authorization for BWK to pursue obtaining quotes to check the existing piers below the water surface of the Sartell Utility bridge crossing
- r. Authorization for BWK to pursue obtaining quotes to directional drill a pilot hole beneath the base of the river for potential utility placement for the Sartell Utility bridge crossing
- s. Authorization for BWK to prepare preliminary estimates for various alternatives to include bridge repair, bridge replacement, directional drilling of new lines, etc. for the Sartell Utility bridge crossing
- t. Approval to apply for a DNR grant for 6 wheeler search/rescue unit for the Fire Department
- u. Acceptance of 6 AED unit donations from the Central MN Heart Center
- v. Acceptance of a MN Department of Public Safety Safe & Sober grant of \$7,000 to be shared with Sauk Rapids
- w. Approval of a request from Sartell Liquor to schedule a hearing for September 12, 2005, to appeal the penalty for a liquor ordinance violation

5. PUBLIC HEARINGS – hearings are scheduled for 7:00 p.m. or as soon thereafter as provided for in the course of the agenda.

- a. Vacation of utility and drainage easements between Lots 2 & 3, Block 4, Wildwood Estates Plat 2
 - Resolution approving requested easement vacation
 - Resolution approving final plat and development agreement for Wildwood Estates (not subject to public hearing requirement)
- b. Conditional use permit for Eagle Ridge (**REQUESTED ACTION: Continue public hearing from July 11, 2005 and August 22, 2005 to September 26, 2005**)
- c. Preliminary plat for Eagle Ridge (**REQUESTED ACTION: Continue public hearing from July 11, 2005 and August 22, 2005 to September 26, 2005**)
- d. Rezoning from R-1 to R-5 request for Dancing Ponds (hearing continued from August 8, 2005)
 - Resolution approving findings of fact denying (or approving) requested rezoning
 - Ordinance approving requested rezoning
- e. Conditional use permit for Dancing Ponds (hearing continued from August 8, 2005)
 - Resolution approving findings of fact approving (or denying) requested conditional use permit
 - Resolution approving requested conditional use permit
- f. Preliminary plat for Dancing Ponds (hearing continued from August 8, 2005)
 - Resolution approving the requested preliminary plat

6. OLD BUSINESS

- a. Resolution approving Wetland Conservation Act permit for Dancing Ponds
- b. Resolution approving feasibility study and ordering preparation of plans and specifications and authorizing solicitation of bids for trail improvements to Pine Cone Regional Park and City Hall near Pine Cone Road
- c. Bid Award – grading, site utility & paving for the Salt Shed & Public Works building
 - Resolution awarding bids

7. NEW BUSINESS

- a. Athletic Facility Location Study presentation and approval consideration
- b. Presentation regarding Lift Station #1 replacement
 - Resolution approving feasibility study and ordering preparation of plans and specifications

8. DEPARTMENT REPORTS

a. Police Department

- Bi-Monthly Activity Report

b. Public Works

c. City Engineer

- Bi-Monthly Memorandum

d. Planning & Community Development Director

- Bi-Monthly Memorandum

e. City Administrator

- Professional Development: Brad Borders and John Kothenbeutel to attend Drug & Alcohol Recognition Training for Supervisors in St. Cloud on September 28, 2005; Fire Chief and Ass't. Fire Chiefs to attend State Fire Chiefs conference in St. Cloud on ---
- 2006 Referendum Planning Process; project suggestion invitation
- Personnel Policy
- Fire Fighter vacancy

9. CITY COUNCIL UPDATE – MISCELLANEOUS BUSINESS

- RSVP for Area Cities Meeting on August 30, 2005, 5:30 p.m., Waite Park

10. PAYMENT OF VOUCHERS

11. ADJOURN

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

AMENDED AGENDA

SARTELL CITY COUNCIL
Monday, September 12, 2005
Sartell City Hall
7:00 P.M.

.....

- 1. PLEDGE OF ALLEGIANCE**
- 2. AGENDA REVIEW AND ADOPTION**
- 3. APPROVAL OF CITY COUNCIL MINUTES**
 - a. August 22, 2005 – Regular Meeting
 - b. August 22, 2005 – Special Meeting/Budget Workshop
- 4. CONSENT AGENDA**
 - a. August Building Inspectors Report – Acceptance
 - b. August Finance Directors Report – Acceptance
 - c. Public Works Commission Notes – August 30, 2005
 - d. Resolution authorizing increase in retirement benefits for Sartell Fire Department Relief Association
 - ~~e. Resolution establishing 2006 pay rates for Fire Department~~
 - f. Acceptance of \$2,101 donation from the Sartell Volunteer Garden Club and approval to expend the proceeds of the donation as requested by the Garden Club
 - g. Set a public hearing date for September 26, 2005 for preliminary plat for Parks Edge Estates
 - h. Acceptance of firefighter resignation and authorization to initiate appointment process to fill the vacancy
 - i. Approval of quote to replace temporary relief valve on the bridge utility line
 - j. Approval of quote to replace pump in lift station #3
 - k. Approval to move Ryan Jendro from probationary status to regular employee status
 - l. First reading and set a public hearing for October 10, 2005, for 2006 Fee Schedule Ordinance
 - m. Set a public hearing for October 10, 2005 for 2006 – 2010 Capital Improvement Plan
 - n. Acceptance of \$55,801.82 FY 2005 Assistance to Firefighters grant for radios.
 - o. Acceptance of \$14,179 FEMA grant for pagers for the Fire Department
 - p. Approval of block party street closure request on 10th Street North between 19th Avenue and Celebration Circle on September 18, 2005 from 1 p.m. – 5 p.m.
 - q. Approval of quote to replace remaining light ballasts in the Police Department as budgeted
 - r. Acceptance of easement donations from Lee and Laverne Kruchten
 - s. Resolution approving the distribution of the Environmental Assessment Worksheet prepared for Regional Medical Arts Campus 2
 - t. Approval for emergency purchase to replace computer battery backup unit and additional file server capacity for the Fire Department for an estimated total of \$2,750
- 5. PUBLIC HEARINGS – hearings are scheduled for 7:00 p.m. or as soon thereafter as provided for in the course of the agenda.**
 - a. Liquor license violation penalty – Sartell Liquor
 - b. Liquor license violation penalty – Sartell Golf Course

- c. Subdivision ordinance variance request – Golf Estates (Richard Zdebski) – **public hearing continued from August 8, 2005**
- d. Preliminary plat request – Golf Estates (Richard Zdebski) – **public hearing continued from August 8, 2005**
- e. Conditional Use Permit request for trail and pedestrian bridge construction within the floodway in Pine Cone Regional Park (City of Sartell)

6. OLD BUSINESS

- a. Resolution approving 2006 preliminary budget and levy
- b. Resolution setting dates for truth in taxation initial and continuation hearings

7. NEW BUSINESS

- a. Request from MnDOT for appointment of an elected official to a policy advisory committee for TH 15 and TH 23 corridor studies
- b. Fencing quotes for Public Works campus
- c. Seeding quotes for Pine Cone Regional Park
- d. Concrete quote for Police and Fire cold storage building

8. DEPARTMENT REPORTS

a. Police Department

- Bi-Monthly Activity Report

b. Public Works

- Monthly Maintenance Report
- Approval of quote for various street repairs

c. City Engineer

- Bi-Monthly Memorandum

d. Planning & Community Development Director

e. City Administrator

- Professional Development: Up to 5 Public Works Department employees to attend 2005 MN Fall Maintenance Expo on October 5 & 6, 2005 in Stillwater; Mechanic to attend Professional Technician's Seminar Series in St. Cloud on October 3 and 14, 2005
- Centennial Celebration Planning
- Hurricane Katrina relief efforts
- Cable Franchise Agreement – Charter Communications request to transfer

9. CITY COUNCIL UPDATE – MISCELLANEOUS BUSINESS

10. PAY ALL VOUCHERS

11. ADJOURN

Patti Gartland
City Administrator

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

REMINDER: 6:30 p.m. RevTrak demonstration

AGENDA

**SARTELL CITY COUNCIL
Monday, September 26, 2005
Sartell City Hall
7:00 P.M.**

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1. PLEDGE OF ALLEGIANCE
2. AGENDA REVIEW AND ADOPTION
3. OATH OF OFFICE – POLICE OFFICER KARI MADSEN
4. APPROVAL OF CITY COUNCIL MINUTES
 - a. September 12, 2005 – Regular Meeting
5. CONSENT AGENDA
 - a. Approval of Public Works Commission notes for September 13, 2005
 - b. Acceptance of book donation from Debbie Bryant
 - c. Approval of resolution declaring adequacy of petition and ordering preparation of feasibility report for Dancing Pond development
 - d. Approval to submit grant application to CentraCare Foundation for a Police Department child safety initiative
 - e. Approval to purchase replacement gas masks, filters and carriers for the Police Department with criminal forfeiture funds
 - f. Approval of resolution to allow the dispatch of city resources by designated staff to aid another jurisdiction in the event of a sudden disaster situation
 - g. Approval to purchase replacement computer for Finance Director to facilitate debit/credit card payment option implementation
 - h. Approval of contract for RevTrak program to provide online utility bill payments and acceptance of debit/credit card payments for certain City transactions
6. PUBLIC HEARINGS – hearings are scheduled for 7:00 p.m. or as soon thereafter as provided for in the course of the agenda.
 - a. Preliminary plat for Parks Edge Estates
 - Resolution approving requested preliminary plat
 - b. Conditional Use Permit – Eagle Ridge (**REQUESTED ACTION: Continue public hearing to November 28, 2005**)
 - c. Preliminary Plat – Eagle Ridge (**REQUESTED ACTION: Continue public hearing to November 28, 2005**)
 - d. Special assessments for 7th Street North Sidewalk improvements (#901-04-129)
 - Resolution approving special assessment role for project #901-04-129
 - e. Special assessments for Scenic Drive area, Riverview Addition Plat 2, and River Vista Lane public improvements (#901-04-132)
 - Resolution approving special assessment role for project #901-04-132
 - f. Special assessments for Savanna Oaks public improvements (#901-02-112)
 - Resolution approving special assessment role for project #901-02-112
 - g. Special assessments for Regional Medical Arts Campus public improvements (#901-04-124)
 - Resolution approving special assessment role for project #901-04-124
 - h. Special assessments for Keeneland Village public improvements (#901-03-107)

- Resolution approving special assessment role for project #901-03-107
- i. Special assessments for Schaefer Pines public improvements (#901-03-128)
- Resolution approving special assessment role for project #901-03-128
- j. Special assessments for Newport 2 public improvements (#901-04-141) (**REQUESTED ACTION: Conduct & close public hearing, table action to October 10, 2005**)
- Resolution approving special assessment role for #901-04-141
- k. Special assessments for Prairie Meadows 3 public improvements (#901-05-111)
- Consideration of bids for petitioned public improvements (**not subject to public hearing requirement**)
- Resolution approving special assessment role for #901-05-111
- l. Special assessments for Fox Run of Avalon Village Plat 3 public improvements (#901-05-115)
- Resolution approving special assessment role for #901-05-115
- m. Special assessments for Avalon Village Plat 5 public improvements (#901-05-118) (**REQUESTED ACTION: Conduct & close public hearing, table action to October 10, 2005**)
- Resolution approving special assessment role for #901-05-118

7. OLD BUSINESS

- a. Approval of plans and specifications for Public Works building construction

8. NEW BUSINESS

- a. Consideration of liquor license transfer request for Mulligans

9. DEPARTMENT REPORTS

a. Police Department

- Bi-Monthly Activity Report

b. Public Works

c. City Engineer

- Bi-Monthly Memorandum

d. Planning & Community Development Director

- Bi-Monthly Memorandum

e. City Administrator

- Professional Development: City Administrator to attend Lt. Governor presentation on October 6, 2005, in St. Cloud and Initiative Foundation Annexation Workshop on October 25, 2005 in St. Cloud.
- Gulf City Partnership initiative

10. CITY COUNCIL UPDATE – MISCELLANEOUS BUSINESS

- Schedule a workshop meeting date to review & update Council Goals
- RSVP for Local Board of Appeal & Equalization Training session on Tuesday, November 22, 2005, at 6 p.m. at the Stearns County Administration Center (minimum of 2 attendees recommended)

11. PAYMENT OF VOUCHERS

12. ADJOURN

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

REMINDER: Personnel Committee meeting at 6:30 p.m.

AGENDA

SARTELL CITY COUNCIL
Monday, October 10, 2005
Sartell City Hall
7:00 P.M.

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1. PLEDGE OF ALLEGIANCE
2. AGENDA REVIEW AND ADOPTION
3. APPROVAL OF CITY COUNCIL MINUTES
 - a. September 26, 2005 – Regular Meeting
 - b. September 26, 2005 – Special Meeting/Online Payment System Workshop
4. CONSENT AGENDA
 - a. September Building Inspectors Report – Acceptance
 - b. September Finance Directors Report – Acceptance
 - c. Public Works Commission Notes – September 13, 2005
 - d. Approval to purchase 1998 pickup as replacement vehicle for Public Works Department
 - e. Approval of resolution requesting Stearns County initiation of signal light installation at Pine Cone Road and CR 120
 - f. Approval of resolution promoting the use of intrastate mutual aid agreements
 - g. Resolution accepting annexation petition for property at 32808 River Oaks Lane
 - h. Approval of quote for interior fence separation for the Police/Fire cold storage building
 - i. Set special meeting/budget workshop of the City Council for 5 p.m. on November 14, 2005
 - j. Approval of resolution authorizing 2005 public improvement bonds
 - k. Approval of Change Order #1 for Fox Run 2 and Avalon Village 4
 - l. Approval of Change Order #1 for Avalon Village 5
 - m. Approval of resolution approving plans and authorizing solicitation of bids for Lift Station #1
 - n. Approval to move Jason Vogt from probationary to regular employee status
 - o. First reading and set public hearing for October 24, 2005, for an ordinance establishing Erosion and Sediment Control requirements
5. PUBLIC HEARINGS – hearings are scheduled for 7:00 p.m. or as soon thereafter as provided for in the course of the agenda.
 - a. Special assessments for Avalon Village Plat 5 public improvements – **public hearing continued from September 26, 2005**
 - Resolution approving special assessment role for #901-05-118
 - b. Special assessments for Newport 2 public improvements – **public hearing continued from September 26, 2005**
 - Resolution approving special assessment role for #901-04-141
 - c. Ordinance amending city fee schedule
 - d. Capital improvement plan update

6. OLD BUSINESS

- a. Special assessments for Scenic Drive area, Riverview Addition Plat 2, and River Vista Lane improvements (tabled from September 26, 2005)
- b. Consideration of fire truck specifications approval

7. NEW BUSINESS

- a. Appointment of up to 3 firefighters
- b. Liquor license application from Winners Sports Bar & Grill

8. DEPARTMENT REPORTS

a. Police Department

- Bi-Monthly Activity Report

b. Public Works

- Monthly Maintenance Report

c. City Engineer

- Bi-Monthly Memorandum

d. Planning & Community Development Director

- Bi-Monthly Memorandum

e. City Administrator

- Professional Development: Four public works department staff to attend AWWA Water Operator School at SJU on October 26, 2005
- Council Workshop format for November 4th
- The Hattiesburg Community Partnership

9. CITY COUNCIL UPDATE – MISCELLANEOUS BUSINESS

10. PAY ALL VOUCHERS

11. ADJOURN

Patti Gartland
City Administrator

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

AGENDA

**SARTELL CITY COUNCIL
Monday, October 24, 2005
Sartell City Hall
7:00 P.M.**

- 1. PLEDGE OF ALLEGIANCE**
- 2. AGENDA REVIEW AND ADOPTION**
- 3. UPDATE ON FIRE PREVENTION WEEK ACTIVITIES (Ken Schulte & Ken Heim)**
- 4. PRESENTATION OF BOND SALE BIDS (Ehlers & Associates)**
 - Resolutions awarding bond sale
- 5. APPROVAL OF CITY COUNCIL MINUTES**
 - a. October, 10 2005 – Regular Meeting
- 6. CONSENT AGENDA**
 - a. Approval of Public Works Commission notes for October 11, 2005
 - b. Approval of resolution approving petitioned annexation of 32808 River Oaks Lane
 - c. Approval of resolution declaring adequacy of petition and ordering preparation of feasibility report for public improvements for 32808 River Oaks Lane
 - d. Approval to sell Public Works temporary office modular unit
 - e. Approval of special event permit for Odyssey Massage on October 28, 2005
 - f. Approval of resolution setting public hearing for November 14, 2005, for preliminary plat of Construction Land Development
 - g. Approval to purchase traffic cones and barricades using donation from Apple Duathlon
 - h. Approval of BWK proposals for comprehensive water plan update and comprehensive sewer plan update
 - i. Approval of easement acquisition for reconstruction of Lift Station #1
 - j. Approval of fund transfers
 - k. Approval of resolution authorizing feasibility report preparation for certain 2006 public improvement projects
 - l. Approval of resolution accepting annexation petition for 83 acre former Traut property located north and east of Heritage Drive
 - m. Approval of change order for additional catch basin for Public Works campus
 - n. Approval of resolution retaining legal services in connection with the transfer of the cable television franchise currently held by Seren Innovations to Charter Communications
- 7. PUBLIC HEARINGS – hearings are scheduled for 7:00 p.m. or as soon thereafter as provided for in the course of the agenda.**
 - a. Zoning Ordinances Amendment - Erosion and Sediment Control
 - Ordinance amending Chapter 20, Title 11, Erosion & Sediment Control
- 8. OLD BUSINESS**
 - a. Consideration of quotes for water line installation to new Public Works building
- 9. DEPARTMENT REPORTS**
 - a. **Police Department**

- Bi-Monthly Activity Report

b. Public Works

c. City Engineer

- Bi-Monthly Memorandum

d. Planning & Community Development Director

- Bi-Monthly Memorandum

e. City Administrator

- Professional Development: City Administrator to attend CGMC fall conference in Alexandria on November 16 & 17, 2005
- City Council Strategic Planning Initiative

10. CITY COUNCIL UPDATE – MISCELLANEOUS BUSINESS

11. PAYMENT OF VOUCHERS

12. ADJOURN

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

AGENDA

BUDGET WORKSHOP
Sartell City Council
Monday, November 14, 2005
Sartell City Hall
5:00 – 6:30 P.M.

1. *Agenda Review and Adoption*
2. *2006 Fee Schedule*
See attached draft – all are open for discussion, but known discussion issues are outlined on the attached memo.
3. *2006-2010 Capital Improvement Plan*
See attached draft - recommended for adoption at December Council meeting.
4. *Proposed 2006 Budget and Levy*
See attached draft – preliminary general fund budget and 2006 levy amount approved by Council in September. Levy can only be reduced (not increased) prior to December final budget and levy adoption. Contingency can be left as is for future allocation or can be further designated for specific use now -- some possibilities are:
 - *Designate \$6,000 for aerial/digital photography of entire City*
 - *Designate additional funding of street or other capital funds*
 - *See attached request for Whitney funding to again be re-considered*
 - *Designate \$3,500 for Council long term planning facilitator*
5. *2006 Service Contract Summary*
See attached outline – no action needed unless changes suggested
6. *Sartell Debt Policy*
See attached discussion outline
7. *Adjourn*

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

REMINDER: Budget Workshop at 5:00 p.m.

AMENDED AGENDA

SARTELL CITY COUNCIL
Monday, November 14, 2005
Sartell City Hall
7:00 P.M.

.....

1. PLEDGE OF ALLEGIANCE
2. AGENDA REVIEW AND ADOPTION
3. APPROVAL OF CITY COUNCIL MINUTES
 - a. October 24, 2005 – Regular Meeting
4. CONSENT AGENDA
 - a. October Building Inspectors Report – Acceptance
 - b. October Finance Directors Report – Acceptance
 - c. Approval of City Council Meeting Schedule for November 2005 to December 2006
 - d. Resolution approving petitioned annexation of 83 acre former Traut property located north and east of Heritage Drive (Kevin Schmitz)
 - e. First reading and resolution setting public hearing for November 28, 2005, for rezoning request from Agriculture to R-3 for Sandstone Village
 - f. First reading and resolution setting public hearing for November 28, 2005, for rezoning request from Agriculture to R-1 for Sandstone Village
 - g. First reading and resolution setting public hearing for November 28, 2005, on an Ordinance repealing and replacing Title 10, Chapter 5, of the Zoning Ordinance relating to Residential Districts
 - h. Resolution setting public hearing for November 28, 2005, for preliminary plat for Sandstone Village
 - i. Approval to payout Allina Development agreement obligations
 - j. Approval of the contract for Workers' Comp Managed Care with CorVel Corp.
 - k. Reappointment of Anita Rasmussen as representative to the Benton County Economic Development Commission
 - l. Approval of appointments to Centennial Celebration Coordinating Committee
 - m. Approval of professional services proposal from Craig Rapp of Springsted Associates for City Council strategic planning work sessions
 - n. Resolution approving premises permit application for St. Cloud Noon Optimist Club for Winners Sports Bar & Grill
 - o. Resolution authorizing feasibility report preparation for removal of lift station #8
5. PUBLIC HEARINGS – hearings are scheduled for 7:00 p.m. or as soon thereafter as provided for in the course of the agenda.
 - a. Preliminary plat of Construction Land Development (***Requested Action: Open and continue public hearing to December 12, 2005***)
6. OLD BUSINESS
 - a. Site plan amendment for Grandview Estate 4
 - b. EAW – negative declaration for Regional Medical Arts Campus 2

- c. Consideration of fire truck bids
 - Resolution approving equipment purchase and authorizing equipment certificates
- ~~d. Consideration of Public Work Building bids~~
 - ~~- Resolution awarding bid for Public Services Campus improvements~~

7. NEW BUSINESS

- a. Final plat and development agreement for Parks Edge Estates
 - Resolution approving final plat and development agreement

8. DEPARTMENT REPORTS

a. Police Department

- Bi-Monthly Activity Report

b. Public Works

- Monthly Maintenance Report

c. City Engineer

- Bi-Monthly Memorandum

d. Planning & Community Development Director

- Bi-Monthly Memorandum
- Set date for Commission applicant interviews

e. City Administrator

- Professional Development:
- Schedule public information meeting date(s) for review and solicit further input on sales tax project suggestions

9. CITY COUNCIL UPDATE – MISCELLANEOUS BUSINESS

10. PAY ALL VOUCHERS

11. ADJOURN

Patti Gartland
City Administrator

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

AGENDA

**SARTELL CITY COUNCIL
Monday, November 28, 2005
Sartell City Hall
7:00 P.M.**

1. PLEDGE OF ALLEGIANCE
2. AGENDA REVIEW AND ADOPTION
3. APPROVAL OF CITY COUNCIL MINUTES
 - a. November, 14 2005 – Regular Meeting
4. CONSENT AGENDA
 - a. Approval of Public Works Commission notes for November 15, 2005
 - b. Approval of job description for Fire Marshal/Code Official
 - c. Approval of joint resolutions with LeSauk Township relating to a concurrent annexation & detachment for a portion of 19th Avenue South
 - d. First reading and set public hearing for December 12, 2005, on an ordinance amending Sections 1 – 4, 6, 14.5 and 17 of the Zoning Ordinance
 - e. Set public hearing for December 12, 2005, for a side yard setback variance request at 1809 Trentwood Drive in Knottingham Village.
 - f. Set public hearing for December 12, 2005, on a request to vacate certain rights-of-way (14th Avenue and 32nd Street North) within and abutting Savannah Oaks
 - g. Approval to retain forfeited vehicle and expenditure of forfeiture funds to paint and stripe the vehicle for use within the Police Department
 - h. Approval of the reappointment of Fire Department officers for 2006
 - i. Approval of HAVA grant agreement for Automark assistive voting machine equipment required to meet new federal mandate
5. PUBLIC HEARINGS – hearings are scheduled for 7:00 p.m. or as soon thereafter as provided for in the course of the agenda.
 - a. Conditional use permit for Eagle Ridge Estates (*public hearing continued from September 26, 2005*)
 - Resolution adopting findings of fact approving (or denying) the requested conditional use permit
 - Resolution approving the conditional use permit for Eagles Ridge Estates
 - b. Preliminary plat for Eagle Ridge Estates (*public hearing continued from September 26, 2005*)
 - Resolution approving the preliminary plat for Eagle Ridge Estates
 - c. Sandstone Village rezoning request – AG to R-3
 - Resolution adopting findings of fact approving (or denying) the rezoning from AG to R-3
 - Ordinance approving rezoning fro AG to R-3
 - d. Sandstone Village rezoning request – AG to R-1
 - Resolution adopting findings of fact approving (or denying) the rezoning from AG to R-1
 - Ordinance approving rezoning from AG to R-1
 - e. Sandstone Village preliminary plat
 - Resolution approving the preliminary plat for Sandstone Village
 - f. Ordinance repealing and replacing Title 10, Chapter 5, of the Zoning Ordinance relating to Residential Districts

- Ordinance repealing and replacing Title 10, Chapter 5, of the Zoning Ordinance relating to Residential Districts

6. OLD BUSINESS

- a. Consideration of bids for the public works building

7. NEW BUSINESS

- a. Consideration of liquor license renewals for 2006

8. DEPARTMENT REPORTS

a. Police Department

- Bi-Monthly Activity Report

b. Public Works

c. City Engineer

- Bi-Monthly Memorandum

d. Planning & Community Development Director

- Bi-Monthly Memorandum

e. City Administrator

- Professional Development: Deputy Clerk-Treasurer and Planning Director to attend 2006 St. Cloud Area Chamber Business Development Council's Supervisor Development Certificate Program

9. CITY COUNCIL UPDATE – MISCELLANEOUS BUSINESS

10. PAYMENT OF VOUCHERS

11. ADJOURN

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

AGENDA

SARTELL CITY COUNCIL – SPECIAL MEETING
Monday, December 5, 2005
Sartell City Hall
6:00 P.M.

1. PLEDGE OF ALLEGIANCE
2. AGENDA REVIEW AND ADOPTION
3. PUBLIC HEARINGS
 - a. Truth in Taxation – 2006 Budget and Tax Levy (*requested action: continue the hearing if needed, or close and announce date for adoption hearing December 12, 2005 meeting*)
4. MSA 101 – CITY STREET PROJECT PLANNING
5. OTHER BUSINESS
6. ADJOURN

Patti Gartland
City Administrator

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

**CITY OF SARTELL
SPECIAL MEETING
CITY COUNCIL
DECEMBER 7, 2005
4:30 PM. CITY HALL CONFERENCE ROOM**

- 1. AGENDA REVIEW AND ADOPTION**
- 2. PLANNING COMMISSION INTERVIEWS**
- 3. ECONOMIC DEVELOPMENT COMMISSION INTERVIEWS**
- 4. PARK COMMISSION INTERVIEWS**
- 5. MISCELLANEOUS**
- 6. ADJOURN**

Anita Rasmussen
Planning and Community Development
Director

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

AGENDA

SARTELL CITY COUNCIL
Monday, December 12, 2005
Sartell City Hall
7:00 P.M.

1. PLEDGE OF ALLEGIANCE
2. AGENDA REVIEW AND ADOPTION
3. SPECIAL PRESENTATION – Sartell Lions Club/Lions Park Improvement Planning
4. APPROVAL OF CITY COUNCIL MINUTES
 - a. November 28, 2005 – Regular Meeting
 - b. November 14, 2005 – Special Meeting
 - c. December 5, 2005 – Special Meeting
5. CONSENT AGENDA
 - a. November Building Inspectors Report – Acceptance
 - b. November Finance Directors Report – Acceptance
 - c. Approval of Public Works Commission notes for November 29, 2005
 - d. Resolution setting public hearing for January 9, 2006, for a Comprehensive Plan land use plan amendment request for Regional Medical Arts Campus 2
 - e. Resolution setting public hearing for January 9, 2006, for a preliminary plat request for Regional Medical Arts Campus 2
 - f. First reading and resolution setting a public hearing for January 9, 2006, for a rezoning request for Regional Medical Arts Campus 2
 - g. Approval of appointments to the Joint Planning Commission and Economic Development Commission
 - h. Acceptance of a donation for cemetery improvements
 - i. Approval of sale of 1990 pickup truck for \$1,050
 - j. Approval to purchase battery backup to activate flashing red for Pine Cone Road and 2nd Street South traffic signal light
 - k. Acceptance of \$1,000 DNR grant for purchase of 6 wheeler use by the Fire Department
 - l. Acceptance of \$1,830 grant from CentraCare for Police Department WHALE and HELP programs
 - m. Approval of service contracts for 2006
 - n. Reallocation of squad car #9 to Administration department
6. PUBLIC HEARINGS – hearings are scheduled for 7:00 p.m. or as soon thereafter as provided for in the course of the agenda.
 - a. Preliminary plat of Construction Land Development (*Continued from November 14, 2005*)
 - Resolution approving the preliminary plat of Construction Land Development
 - Resolution approving the final plat of Construction Land Development (related action but not subject to public hearing)
 - b. Vacation right-of-way for a portion of 14th Avenue North and 32nd Street North in Savannah Oaks
 - c. Side yard setback variance request for Lot 1, Block 3, Knottingham Village (1809 Trentwood Drive)

- d. Ordinance amending Title 10, Chapters 1, 2, 3, 4, 6 (Business Districts), 14.5 (Interim Uses) and 17 (Site Design Standards), of the Zoning Ordinance
- e. 2006 General Fund Levy & Budget (**public hearing was closed on December 5, 2005; requested action is adoption of the following:**)
 - Resolution approving the final tax levy collectible in 2006
 - Resolution approving the 2006 budget
 - Resolution approving the City of Sartell five year capital improvement plan 2006 - 2010
 - Ordinance amending the city fee schedule
 - Resolution establishing 2006 pay rates for the Fire Department
 - Approval to initiate hiring process for Police Sergeant and Police Officer & Fire Marshal/Code Official

7. OLD BUSINESS

- a. Consideration of a resolution for the purpose of granting the consent of the City Council to the assignment and transfer of control of the cable television system from Seren Innovations, Inc. to CCVIII, Inc.
- b. Ordinance repealing and replacing Chapter 5, Title 10, Zoning Ordinance, Residential Districts

8. NEW BUSINESS

- a. Liquor license renewal (on-sale, off-sale, and Sunday special liquor) for The Bank
- b. Approval of special event and noise ordinance exemption and permit for display of fireworks/pyrotechnic special effects event at Blackberry Ridge Golf Course for December 31, 2005/January 1, 2006 subject
- c. Final plat and development agreement for Madison Crossing 2
 - Resolution approving the final plat and development agreement for Madison Crossing 2

9. DEPARTMENT REPORTS

- a. **Police Department**
 - Bi-Monthly Activity Report
- b. **Public Works**
 - Monthly Maintenance Report
- c. **City Engineer**
 - Bi-Monthly Memorandum
 - Consideration of bids for lift station #1
- d. **Planning & Community Development Director**
 - Bi-Monthly Memorandum
- e. **City Administrator**
 - Community sign reconstruction plans

10. CITY COUNCIL UPDATE – MISCELLANEOUS BUSINESS

11. PAY ALL VOUCHERS

12. ADJOURN

Patti Gartland, City Administrator

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

AGENDA - amended

SARTELL CITY COUNCIL – SPECIAL MEETING
Wednesday, December 21, 2005
Sartell City Hall
5:00 P.M.

.....

1. PLEDGE OF ALLEGIANCE

2. AGENDA REVIEW AND ADOPTION

3. OLD BUSINESS

- a. Resolution receiving bids and awarding contract on lift station #1 improvements (tabled from December 12, 2005)

4. OTHER BUSINESS

- a. Acceptance of resignation from Jerry Raymond, part-time fire inspector.
- b. Consideration of quotes for portions of the Public Works building project.
- c. Approval of vouchers

5. ADJOURN

Patti Gartland
City Administrator

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