



**SARTELL CITY COUNCIL MEETING MINUTES
DECEMBER 11, 2017**

Pursuant to due call and notice thereof, a regular meeting of the Sartell City Council was held on December 11, 2017, in the Council Chambers of Sartell City Hall. Mayor Nicoll called the meeting to order at 6:00 p.m.

COUNCIL PRESENT: Mayor Nicoll, Council members: Lynch, Chisum, Fitzthum, and Peterson

COUNCIL ABSENT: None

STAFF PRESENT: Mary Degiovanni, City Administrator; Anita Archambeau, Community Development Director; Jim Hughes, Police Chief; John Kothenbeutel, Public Works Director; April Ryan, City Engineer; Heidi Tumberg, Finance Director; and Rebecca Wicklund, Recording Secretary.

PLEDGE OF ALLEGIANCE

AGENDA REVIEW AND ADOPTION

Degiovanni presented an amended agenda adding an item to the consent agenda regarding approval of 19th Ave. South TIP Grant Resolution.

Direction/Action

A motion was made by Chisum and seconded by Lynch to adopt the agenda as presented. The following voted:

Aye Votes: Chisum, Fitzthum, Lynch, Peterson, Nicoll

Nay Votes: None

Motion Carried.

SPECIAL PRESENTATION

Sartell Lions Member Phil Ringstrom recognized volunteers for their work in the Sartell Lions Park.

APPROVAL OF CITY COUNCIL MINUTES

Direction/Action

A motion was made by Lynch and seconded by Fitzthum to approve the November 27th Regular and Special meeting minutes. The following voted:

Aye Votes: Fitzthum, Chisum, Lynch, Peterson, Nicoll

Nay Votes: None

Motion Carried.

CONSENT AGENDA

- a. *Acceptance of Building Permit Activity Report*
- b. *Acceptance of Inspections Activity Report*
- c. *Approval of Voucher Payments 73315-73423 and Electronic Payments 3337E-3350E*
- d. *Acceptance of Fire Department Report*

- e. *Approval of Technology Upgrades*
- f. *Approval of Liquor Licenses*
- g. *Approval of YMCA Wading Pool Agreement*
- h. *Approval of SEH 2018 Rates*
- i. *Approval of Resolution Appointing Fire Officers*
- j. *Approval of Budgeted Equipment Purchases*
- k. *Approval of Annexation & Assessment Waiver*
- l. *Approval of SEH Agreement for County Ditch 50 services*
- m. *Approval of Country Lights Festival Agreement*
- n. *Acceptance of County Right of Way*
- o. *Approval of Safe Routes To Schools Project Closeout Documents*
- p. *Approval of Charitable Gambling Permit Resolution*
- q. *Approval of Pinecone Road Appraisal Services*
- r. *Approval of 4th Avenue South Work Order*
- s. *Approval of SEH Agreement for Pinecone Road Overlay & Easements*
- t. *Rescind Resolution & Approve New Resolution Amending the Orderly Annexation Agreement*
- u. *Approval of 19th Ave. South TIP Grant Resolution*

Fitzthum requested item l be removed so that he can abstain from the motion.

Peterson removed items H, T, and U for further discussion.

Direction/Action

A motion was made by Peterson and seconded by Fitzthum to approve consent agenda items A-U without Item H, I, T and U. The following voted:

Aye Votes: Lynch, Chisum, Fitzthum, Peterson, Nicoll

Nay Votes: None

Motion Carried.

Item H: Peterson clarified the rate increase for the SEH 2018 fees will vary depending on actual inflationary rate increases proposed by SEH each year.

Direction/Action

A motion was made by Peterson and seconded by Chisum to approve item H of the consent agenda. The following voted:

Aye Votes: Lynch, Chisum, Fitzthum, Peterson, Nicoll

Nay Votes: None

Motion Carried.

Item I: **Direction/Action**

A motion was made by Lynch and seconded by Chisum to approve Item I of the consent agenda. The following voted:

Aye Votes: Lynch, Chisum, Peterson, Nicoll

Nay Votes: None

Abstain: Fitzthum

Motion Carried.

Item T: Peterson clarified the action was made to correct language at State's request related to a previous annexation resolution.

Direction/Action

A motion was made by Peterson and seconded by Fitzthum to approve Item T of the consent agenda. The following voted:

Aye Votes: Lynch, Chisum, Fitzthum, Peterson, Nicoll

Nay Votes: None

Motion Carried.

Item U: Staff clarified this street was chosen for grant based on grant criteria and likelihood of success, and that timing was 2022/23 for grant project.

Direction/Action

A motion was made by Fitzthum and seconded by Peterson to approve Item U of the consent agenda. The following voted:

Aye Votes: Lynch, Chisum, Fitzthum, Peterson, Nicoll

Nay Votes: None

Motion Carried.

PUBLIC HEARINGS

CONDITIONAL USE PERMIT FOR HERITAGE VILLAGE 2

Archambeau presented the request for the addition of an outdoor pool at Heritage Village 2. The Mayor opened the public hearing. Lonnie Kornovich, the developer of the project, was present to answer any questions from the Council. There being no one else wishing to testify, the public hearing was closed.

Direction/Action

A motion was made by Fitzthum and seconded by Lynch to adopt the Resolution Approving Findings of Fact. The following voted:

Aye Votes: Lynch, Chisum, Fitzthum, Peterson, Nicoll

Nay Votes: None

Motion Carried

Direction/Action

A motion was made by Fitzthum and seconded by Chisum to adopt the Resolution Approving Conditional Use Permit. The following voted:

Aye Votes: Lynch, Chisum, Fitzthum, Peterson, Nicoll

Nay Votes: None

Motion Carried

CONDITIONAL USE PERMIT FOR NORTHVIEW

Archambeau presented the request for an outdoor pool for Northview Apartments. The Mayor opened the public hearing. There being no one wishing to testify, the public hearing was closed.

Direction/Action

A motion was made by Peterson and seconded by Lynch to adopt the Resolution Approving Findings of Fact. The following voted:

Aye Votes: Lynch, Chisum, Fitzthum, Peterson, Nicoll
Nay Votes: None
Motion Carried

Direction/Action

A motion was made by Chisum and seconded by Fitzthum to adopt the Resolution Approving Conditional Use Permit. The following voted:
Aye Votes: Lynch, Chisum, Fitzthum, Peterson, Nicoll
Nay Votes: None
Motion Carried

2018 BUDGET AND LEVY

Degiovanni gave a power point presentation outlining the budget, and Council packets included the thresholds for Council consideration of the Financial Management Plan. The Mayor opened the public hearing. There being no one wishing to testify, the public hearing was closed.

Council member Peterson suggested Council consider funding for Bernick's Arena similar to funding for the Sartell Community Center or vice versa. Other Council members pointed out the different rationale behind each project, that the arena approvals were structured for that to be privately owned and operated, and that the community center has broader community use and free amenities/opportunities. Council members were pleased with stable tax rate and financial management plans and projections.

Direction/Action

A motion was made by Lynch and seconded by Chisum to approve the Resolution Adopting Final 2018 Budget and Tax Levy. The following voted:
Aye Votes: Lynch, Chisum, Fitzthum, and Nicoll
Nay Votes: Peterson
Motion Carried

Direction/Action

A motion was made by Chisum and seconded by Lynch to approve the Financial Management Plan Update. The following voted:
Aye Votes: Lynch, Chisum, Fitzthum, and Nicoll
Nay Votes: Peterson
Motion Carried

Direction/Action

A motion was made by Chisum and seconded by Fitzthum to adopt the Ordinance and Summary Ordinance adopting the 2018 City Fee Schedule. The following voted:
Aye Votes: Lynch, Chisum, Fitzthum, Peterson, Nicoll
Nay Votes: None
Motion Carried

Direction/Action

A motion was made by Fitzthum and seconded by Lynch to approve the Personnel Committee recommendations and adopting Resolution Authorizing Execution of Labor Agreements and Implementation of Non-Union Wages. The following voted:
Aye Votes: Lynch, Chisum, Fitzthum, Peterson, Nicoll

Nay Votes: None
Motion Carried

Direction/Action

A motion was made by Lynch and seconded by Peterson to approve the Resolution Establishing 2018 Pay Rates for Fire Department. The following voted:

Aye Votes: Lynch, Chisum, Fitzthum, Peterson, Nicoll

Nay Votes: None

Abstain: Fitzthum

Motion Carried

Direction/Action

Council member Chisum questioned whether bereavement leave should be more inclusive and staff indicated action tonight was to make policies consistent with Union contracts so all employees are treated consistently, but that personnel committee could look at future changes to contracts and policies based on Council input. A motion was made by Lynch and seconded by Chisum to approve the Personnel Policy Amendments. The following voted:

Aye Votes: Lynch, Fitzthum, and Nicoll

Nay Votes: Peterson and Chisum

Motion Carried

OLD BUSINESS

LIFT STATION # 1

Kothenbeutel outlined history of lift station #1 and the many efforts made by the City on odor control. Jessica Hadid, SEH Wastewater Engineer, reviewed possible solutions and recommendations for lift station odor issues.

After review and discussion, the Council concurred with recommendation for the installation of the Wet Well Wizard at lift stations #4 and #9 and chemical installation trial option in the spring or as weather and odor conditions dictate.

Direction/Action

A motion was made by Peterson and seconded by Chisum to approve the installation of the Wet Wizards and future chemical addition trial. The following voted:

Aye Votes: Lynch, Chisum, Fitzthum, Peterson and Nicoll

Nay Votes: None

Motion Carried

NEW BUSINESS

OVERLAY PRIORITIES

Halter presented the Council the list of future overlay projects and outlined rationale for whether Celebration area should be prioritized due to the sump pump issues there creating slippery surfaces and safety concerns at times. After discussion, the Council directed staff to focus on the Celebration area for 2018 improvements, beginning with a neighborhood meeting. Council also discussed current assessment policies and concurred that we should review on a case by case basis as to whether specific annual projects meet the criteria for special assessments.

TAP GRANT AND CROSSWALK STUDY

Halter presented the Crosswalk Study and Tap Grant information. Fitzthum suggested crossings at Pinecone Road and Central Park Blvd, 2nd Street South and 4th Ave. South, and 2 ½ Street and 19th Avenue also be reviewed.

Direction/Action

A motion was made by Lynch and seconded by Fitzthum to approve the Resolution Authorizing the Application to the Transportation Alternatives Projects Grant Program. The following voted:

Aye Votes: Lynch, Chisum, Fitzthum, Peterson, Nicoll

Nay Votes: None

Motion Carried

DEPARTMENT REPORTS

Police Department: Hughes presented his report.

Public Works: Kothenbeutel presented his monthly report. Christmas Tree Drop off will be January 6, 2018, from 9am-3pm.

City Engineer: Halter presented the monthly engineering report.

Community Development: Archambeau presented her monthly report.

Administration/Finance: Degiovanni & Tumberg presented their monthly report.

CITY COUNCIL UPDATES AND MISCELLANEOUS BUSINESS

Council gave updates on various meetings and events.

ADJOURN

A motion was made by Fitzthum and seconded by Chisum to adjourn the meeting at 8:31 p.m. The motion carried unanimously.

Rebecca Wicklund, Recording Secretary

Sarah Jane Nicoll, Mayor