



**SARTELL CITY COUNCIL MEETING MINUTES  
FEBRUARY 11, 2019**

Pursuant to due call and notice thereof, a regular meeting of the Sartell City Council was held on February 11, 2019, in the Council Chambers of Sartell City Hall. Mayor Fitzthum called the meeting to order at 6:00 p.m.

**COUNCIL PRESENT:** Mayor Fitzthum, Council Members: Chisum, Andel, Elness, and Kolb

**COUNCIL ABSENT:** None

**STAFF PRESENT:** Mary Degiovanni, City Administrator, Anita Archambeau, Community Development Director; Jon Halter, City Engineer; April Ryan, City Engineer; John Kothenbeutel, Public Works Director; Dale Struffert, Asst. Police Chief; Heidi Ostlie, Finance Director; Rebecca Wicklund, Recording Secretary and Ted Venske, Videographer.

**PLEDGE OF ALLEGIANCE**

**AGENDA REVIEW AND ADOPTION**

**Direction/Action**

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

Aye Votes: Fitzthum, Chisum, Andel, Elness, Kolb

Nay Votes: None

Motion Carried.

**APPROVAL OF CITY COUNCIL MINUTES**

January 28, 2019 5:00 Special Meeting

January 28, 2019 Regular Meeting

January 28, 2019 6:50 Special Meeting

**Direction/Action**

A motion was made by Chisum and seconded by Elness to approve the Special and Regular Meeting minutes as presented. The following voted:

Aye Votes: Fitzthum, Chisum, Andel, Elness, Kolb

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 76555-76642 and Electronic Payments 3834-3859
- d. Acceptance of Fire Department Report
- e. Approval of City-Chamber Agreement Amendment and revised 2019 Fund Budget

- f. Approval of Appointment of Deputy Police Chief
- g. Approval of Fund Transfers
- h. Approval of Budgeted Public Works Equipment
- i. Approval of Transfer of 3.2% off-sale Liquor License-SuperAmerica/Speedway

**Direction/Action**

A motion was made by Elness and seconded by Andel to approve the consent agenda as presented. The following voted:

Aye Votes: Fitzthum, Chisum, Andel, Elness, Kolb

Nay Votes: None

Motion Carried.

**PUBLIC HEARING**

**SMALL CITIES DEVELOPMENT GRANT**

Archambeau introduced Ed Zimny from Central MN Housing Partnership who presented information regarding the Small Cities Grant application and process. The Public Hearing was opened and there being no one wishing to testify, the public hearing was closed.

**Direction/Action**

A motion was made by Chisum and seconded by Elness to approve the Citizen Participation Plan, adopt the Resolution approving the Application to the Small Cities Development Grant Program, authorizing staff to provide a letter indicating the City's \$20,000 total financial commitment, and authorizing the Mayor to sign the Conflict of Interest Policy. The following voted:

Aye Votes: Fitzthum, Chisum, Andel, Elness, Kolb

Nay Votes: None

Motion Carried.

**NEW BUSINESS**

**CITY HALL PARKING LOT OVERLAY**

Engineer Halter presented the proposed overlay project and the need for the maintenance.

**Direction/Action**

A motion was made by Andel and seconded by Elness to awarded the City Hall parking lot improvements to Knife River. The following voted:

Aye Votes: Fitzthum, Chisum, Andel, Elness, Kolb

Nay Votes: None

Motion Carried.

**DEPARTMENT REPORTS**

Police Department: Struffert presented the monthly report.

Public Works: Kothenbeutel presented the monthly report.

City Engineer: Halter presented the monthly report.

Community Development: Archambeau presented the monthly report and added that staff will be meeting with property owners on Pinecone Road North who may be interested in annexing into city on as part of the Pinecone Road North assessment terms.

Finance: Ostlie presented the monthly report.

**CITY COUNCIL UPDATES AND MISCELLANEOUS BUSINESS**

Council congratulated staff on their work on the new website and public works for doing a great job with all the snow removal in recent weeks.

**ADJOURN**

A motion was made by Chisum and seconded by Andel to adjourn the meeting at 6:20 p.m. The motion carried unanimously.

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Rebecca Wicklund, Recording Secretary

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Ryan Fitzthum, Mayor