

**SARTELL CITY COUNCIL
SPECIAL MEETING**

MINUTES OF NOVEMBER 1, 2016

Pursuant to due call and notice thereof, a special meeting was held on November 1, 2016 at Sartell City Hall. Mayor Nicoll called the meeting to order at 5:30 p.m.

COUNCIL PRESENT: Mayor Sarah Jane Nicoll, Pat Lynch, Steve Hennes, David Peterson

ALSO PRESENT: Anita Rasmussen, Community Development Director/Assist City Administrator
Mike Nielsen, City Engineer
Mary Degiovanni, City Administrator

AGENDA REVIEW AND ADOPTION

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

POLICY UPDATES

Degiovanni and Nielsen overviewed the change to the assessment policy. Staff will bring back full policy for review/update in 2017, at which time application of policy toward corner lots can be reviewed. A motion was made by Peterson and seconded by Hennes to adopt the policy revision as presented. The motion carried unanimously.

Degiovanni presented the records/data policies as suggested by the State and reviewed by Flaherty & Hood as the City's legal counsel on these issues. Staff confirmed that Sartell has adopted the MN Records Retention Schedule. A motion was made by Lynch and seconded by Hennes to adopt the Data Practices Policy for Data Subjects, the Data Practices Policy for Members of the Public, and the City of Sartell Policy for Ensuring the Security of Not Public Data as recommended. The motion carried unanimously.

Rasmussen discussed the park policies by Resolution and Policy drafts submitted to Council with updates as recommended by Park Commission and staff. Peterson made a motion to approve the policies as presented but eliminating the "Crave the Change" logo on the recommended signage. The motion died for lack of second. A motion was made by Lynch and seconded by Hennes to approve the policies as presented with signage acknowledging Crave the Change since they are donating funds for the signs. Peterson said he would be voting against the motion because of his concern about a precedent being set with the signage acknowledging a donor. Lynch said he was comfortable considering on a case by case basis since the City has acknowledged donors in various ways in the past, including business names on t-shirts for sponsoring our police youth programs, etc. Upon vote being called, motion carried with Hennes, Nicoll and Lynch in favor and Peterson opposed.

PINECONE REGIONAL PARK PARKING LOT

Nielsen updated the Council on the site soils creating higher costs to the project and that it may result in a portion of the lot not being paved next Spring to keep the project on budget, but that all the soils work would be completed so that even a small amount of unpaved area could be used as overflow parking when needed. No action was requested of the Council as the work being done is still within the budget with contingency.

APPROVAL OF RIGHT OF WAY ACQUISITION

Igor Lenzner, legal counsel representing the City on this issue, presented the updated Stipulation of Settlement terms. Igor confirmed the monitoring wells would most likely not need to be moved, but the City's expense if they did was estimated at about \$6,000 per well and would be a normal project cost in most scenarios where we need to relocate something on private property due to our construction. A motion was made by Peterson and seconded by Lynch to adopt the Resolution Authorizing the Purchase of Property for the 4th Avenue/50th Avenue Project. The motion carried unanimously.

ADJOURN

Upon motion made by Hennes and seconded by Lynch, the Mayor adjourned the meeting at 6:00 p.m.

Mary Degiovanni, City Administrator

Sarah Jane Nicoll, Mayor