

February 27, 2006

SARTELL CITY COUNCIL MEETING

MINUTES OF FEBRUARY 27, 2006

4TH MEETING

Pursuant to due call and notice thereof, the 4th meeting of 2006 was held on February 27, 2006 in the council chambers of the Sartell City Hall. Mayor Pogatshnik called the meeting to order at 7 p.m.

COUNCIL PRESENT: Mayor Pogatshnik, Council members: Lewandowski, O’Driscoll, Orndorff, Perske
COUNCIL ABSENT: None
PRESENT: Patti Gartland, City Administrator
Mary Degiovanni, Finance Director
Judy Molitor, Administrative Secretary
Brad Borders, Public Works Director
Dale Struffert, Deputy Police Chief
Mike Nelson, City Engineer
Anita Rasmussen, Planning & Community Development Director

PLEDGE OF ALLEGIANCE

AGENDA REVIEW AND ADOPTION

Mayor Pogatshnik removed consent agenda item “j” from the consent agenda to be discussed under item #4.

A MOTION WAS MADE BY O’DRISCOLL AND SECONDED BY ORNDORFF ADOPTING THE AGENDA AS AMENDED.

UPON VOTE BEING TAKEN THE FOLLOWING VOTED:

AYE: POGATSHNIK, LEWANDOWSKI, O’DRISCOLL, ORNDORFF, PERSKE

NAY: NONE

MOTION CARRIED

SPECIAL PRESENTATION – Fire Chief Ken Heim & Ken Schulte

Fire Chief Ken Heim and Fire Fighter, Ken Schulte presented the city with the second oil print labeled “Lightening Strike”. Mr. Schulte gave a brief update on the history of the fire department and the first oil print labeled “ False Alarm” also donated and hanging in the Council Chambers. Mayor Pogatshnik accepted the print on behalf of the City and the Council, expressing thanks to the Fire Department for their generosity.

SPECIAL PRESENTATION – SummerFest 2006

Due to his involvement with SummerFest, Council member O’Driscoll stepped down from the dais and removed himself from any voting privilege during this presentation.

President, Ann Doyscher-Domres, along with co-chairs, Dave Lindbloom and Jason Mathiason provided an update on the planned activities and events for this summer’s festival and thanked the City for their monetary help as well as the help received from the fire, maintenance and police departments during the past years. Ann said this event could not happen without the help from the City.

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Consent Agenda Item 'J'

Approval of fire works & noise exemption permit and waiver of permit fees for SummerFest 2006 and Winter Haven/New Years Eve 2006

**A MOTION WAS MADE BY ORNDORFF AND SECONDED BY LEWANDOWSKI APPROVING THE FIRE WORKS AND NOISE EXEMPTION PERMIT AND WAIVER OF PERMIT FEES FOR SUMMERFEST 2006 AND WINTER HAVEN/NEW YEARS EVE 2006. UPON VOTE BEING TAKEN THE FOLLOWING VOTED:
AYE: POGATSHNIK, LEWANDOWSKI, ORNDORFF, PERSKE
NAY: NONE
MOTION CARRIED**

Council member O'Driscoll returned to the dais at 7:14 p.m.

APPROVAL OF CITY COUNCIL MINUTES

a. February 13, 2006 – Regular Meeting

**A MOTION WAS MADE BY LEWANDOWSKI AND SECONDED BY PERSKE APPROVING THE MINUTES AS PRESENTED. UPON VOTE BEING TAKEN THE FOLLOWING VOTED:
AYE: POGATSHNIK, LEWANDOWSKI, O'DRISCOLL, ORNDORFF, PERSKE
NAY: NONE
MOTION CARRIED**

CONSENT AGENDA

- a. Approval of Public Works Commission notes for February 14, 2006
- b. First reading and set public hearing date for March 13, 2006, for zoning ordinance amendments to Title 10, Chapters 7 (industrial), 9 (Site Plans), and 10 (Parking & Loading Requirements)
- c. Approval of grant application submission to the Initiative Foundation's Healthy Communities Partnership Program for natural resource inventory services
- d. Set Stearns County Board of Review meeting for 6 p.m. on Wednesday, May 10, 2006
- e. Approval to remove Rick Schmatz from probationary status
- f. Approval of contract renewal with Leggett, Brashears & Graham, Inc. for groundwater monitoring at Northside Park
- g. Approval to purchase the budgeted plasma metal cutter for the Public Works Department
- h. Approval to purchase budgeted PC workstation and file server for the Fire Department
- i. Approval of resolution ordering feasibility study for 2nd Street South from 4th Avenue to bridge and CR 78 public improvements for 2007-2008
- j. ~~Approval of fire works & noise exemption permit and waiver of permit fees for SummerFest 2006 and Winter Haven/New Years Eve 2006~~
- k. Resolution amending the Municipal State Aid designation for the City of Sartell
- l. Approval of change order proposals 1-4 for the Public Works building project for a net additional cost of \$3,452.

**A MOTION WAS MADE BY O;DRISCOLL AND SECONDED BY PERSKE APPROVING CONSENT AGENDA ITEMS A THROUGH I, K & L AS PRESENTED. UPON VOTE BEING TAKEN THE FOLLOWING VOTED:
AYE: POGATSHNIK, LEWANDOWSKI, O'DRISCOLL, ORNDORFF, PERSKE
NAY: NONE
MOTION CARRIED**

PUBLIC HEARINGS

a. Waterside Way preliminary plat & final plat

7:15 p.m. Mayor Pogatshnik opened and explained how the hearing would be conducted. Anita Rasmussen made the presentation.

Owners, Frank and Mary Jo Eisenschenk and developer, Wershay Homes, Inc. are proposing a division of an existing large lot on Riverside Avenue and creating three lots . One of the lots includes the existing home and two new buildable lots. Access for all three lots are proposed to come from one access on County Road 1. The lot is approximately 2 acres located just north of Heritage Drive along County Road 1 (Riverside Avenue).

Required setbacks are 10 feet side yard and 30 feet front and rear yard and the developer is in agreement with the condition to maintain a minimum setback of 140' or in line with the existing home's setback. All three lots exceed the 9,500 square foot requirement and meet the minimum 50 feet frontage requirement.

A payment in-lieu for park dedication shall be collected prior to the recording of the plat in the amount of \$2010.00.

The comprehensive plan designates County Road 1 as containing 100' ROW. It appears that the current ROW is 33 feet. The plat is proposing an additional 17 feet which would be 50 feet from centerline.

Typical easements of 6 feet on interior lot lines and 12 feet along roadways are provided. A tree inventory has been completed for the property.

The Planning Commission and Staff recommend approval of the preliminary plat on the following conditions:

1. All requests/concerns by the Engineering department are resolved
2. That the buildings and pavement areas which cross property lines be removed prior to the issuance of a building permit on lots 1,2, and 3
3. That the owner and developer obtain the appropriate permits from Stearns County as it relates to access and appropriate right of way.
4. A preliminary utility plan is submitted
5. That the homes would be built back to the established setback line (140')

The following comments were heard from the public, although comments do not reflect entire statements made:

Jan Bettenberg, 634 Riverside Avenue South, Sartell, asked how the city sewer system will service all three lots? Jan said he did not want their property all disrupted to extend 2 more services and doesn't believe the present city lines will be able to handle additional homes. Bettenberg's would like to maintain the size of the present lots and feel that if the city will allow smaller lots along the river, the value of his property should go down. He expressed concern of neighboring homes being built in a way to block his view and possibly his view could end up to be his neighbors "back yard".

Stephen Thrune, 708 Riverside Avenue South, Sartell, acknowledged that most of the homes along the river in this area are older homes on large lots and he does not think that dividing this property into 3 lots would fit into the character of the neighborhood. Thrune did not think this should even be considered by the Council because to him, it is just a way for the developer to make more money. If two additional homes would be squeezed onto this one lot, it would change the entire character of the neighborhood.

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Jan Bettenberg, 634 Riverside Avenue South, Sartell, talked about the garage and extra shed that would need to be removed from the property in order to divide the lot into 3.

Courtney Watson, 700 Riverside Avenue South, Sartell, presented a letter in opposition to the lot split signed by neighbors, some of which were unable to attend the meeting. (The letter will be made a part of the record). Watson agreed that splitting this lot into 3 small lots does not fit the character of the area, also expressing concern for the future splitting of lots. The "for sale" sign went up prior to being approved by the Council, presumptuous on the developers part, according to Watson. Watson asked the City Council to preserve and protect the river view and wild life and not allow this lot split.

Jane Bennett, 4146 Pine Point Road, Sartell, sympathizes with the neighbors and their concerns to keep the area as it is. According to Bennett the shoreline regulations proposes larger lot widths. Suggested the City hold off on a decision tonight. Bennett also agrees that this lot splitting would be out of character for the area.

Donna Bettenberg, 634 Riverside Avenue South, Sartell, asked if the property has definitely been sold or if there is a pending sale? The Developer verified the pending sale. Donna talked about pine trees on her property from Germany that she doesn't want harmed in any way.

Bob Blenkush, 517 Heritage Drive, Sartell, talked about the new transportation plan and asked Anita to identify on the plat where Roberts Road is proposed to connect to Riverside Avenue. Blenkush asked the Council to take into consideration the transportation plan and the possibility of adding more homes/cars to a major intersection.

Anita Rasmussen, Planning & Community Development Director identified the approximate connection of Roberts Road on Riverside Avenue. A tree inventory has been done on the property and provided for Council's review.

Developer, David Wershay of Wershay Homes, Inc. said the value of the proposed homes would be \$400,000.00 to \$500,000.00.

Donna Bettenberg, 634 Riverside Avenue South, Sartell, asked the developer to identify on the plat an approximate location for the proposed homes.

Anita Rasmussen explained the agreement from the developer to maintain a minimum setback of 140' or in line with the existing homes.

Elaine Thrune, 708 Riverside Avenue South, Sartell, stated that they were not concerned about the setbacks as much as the disturbance of the quality of life and neighborhood. They picked this neighborhood for the size of the lots, comfort of homes, space and trees. Doesn't feel it make sense to divide this lot.

Jennifer Watson, 700 Riverside Avenue South, Sartell, feels that it all comes down to how much money the developer can make. They picked this area to raise their family and they have to live with two additional homes in their neighborhood, the developer can build homes, make money and leave.

Hearing no more comments, Mayor Pogatshnik closed the hearing at 7:50 p.m.

Council member Perske asked the City Engineer if the sewer capacity could handle 2 additional homes. Mike Nelson explained that there was an 8" sewer line on the property and that the water line extends across the entire property, could definitely handle additional homes.

Mayor Pogatshnik asked if another cut would be necessary under County Road 1 to extend the 8" sewer line. Mike Nelson said that an additional cut would not be necessary.

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Council member O'Driscoll discussed sewer and water services and if the capacity would be available for additional property owners. The City Engineer confirmed availability.

Council member Orndorff agrees with the residents and change of character for the neighborhood if this lot is split. With the aging homes along the river and the possibility of other areas being approached in the same manner, Orndorff feels the Council may set a precedence if this is approved. Orndorff cannot support the request.

Council member O'Driscoll supports development in the City however is concerned, if this is approved, of access and increased traffic and the impact on County Road 1.

Council member Lewandowski struggled with coming to terms on how much land would be alright to develop on the river. If two lots were suggested would that be okay, or is it that dividing this into three lots is too many for the neighborhood? Not everyone would be able to afford a large lot, therefore we need to have standards.

Mayor Pogatschnik does feel the developer was presumptuous on this being approved by the Council and therefore the "for sale" sign went up. No development in Sartell has narrow lots like this plat is proposing. Mayor was concerned of the potential of this happening all along the river, where would it stop?

Council member Lewandowski asked if the issue could be tabled, or grant the developer an extension of time to bring back another plan? Anita explained the 60 day rule.

A MOTION WAS MADE BY ORNDORFF AND SECONDED BY LEWANDOWSKI ADOPTING RESOLUTION 39-06 APPROVING THE PRELIMINARY PLAT OF WATERSIDE WAY.

Council member O'Driscoll asked if the developer was interested in the 60 day extension. Linda Brown, representing the developer, suggested the Council consider tabling action in order to allow them time to explore options.

Both Council member Orndorff and Lewandowski withdrew their motion and second. Discussion followed regarding staff preparing a resolution of intent to deny based on findings of fact, bringing the plat back within 60 days.

A MOTION WAS MADE BY ORNDORFF ADOPTING A MOTION OF INTENT TO DENY THE PRELIMINARY PLAT OF WATERSIDE WAY AND REQUESTING STAFF TO PREPARE FINDINGS OF FACT FOR FUTURE COUNCIL CONSIDERATION. THE MOTION WAS SECONDED BY LEWANDOWSKI.

UPON VOTE BEING TAKEN THE FOLLOWING VOTED:

AYE: POGATSHNIK, LEWANDOWSKI, O'DRISCOLL, ORNDORFF, PERSKE

NAY: NONE

MOTION CARRIED

Council member O'Driscoll verified that the neighborhood would be notified of the action taken and that final action will be taken within the 60 day extension. Anita reaffirmed.

b. Rezoning request to R5 PUD for Heritage Place

8:20 p.m. Mayor opened the public hearing. Anita Rasmussen presented the rezoning request from Kornovich Development to rezone a portion of the property commonly referred to as Heritage Place Development. The property is currently zoned CDZ with medium and high density residential designations, as well as some limited commercial. The portion of the property proposed for rezoning is the area south of Brianna Drive and west of 50th Avenue South. The remainder of the property is proposed to stay as CDZ.

The subject property is roughly 7 acres which had been previously platted with Townhomes as the permitted use. The revised proposed use for this 7-acre property is single-family detached homes with smaller lot widths and square footage.

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The Planning Commission and Staff recommend approval of the request to rezone certain property from CDZ to PUD with the following conditions:

1. Five percent of the units shall be committed towards the Life Cycle Housing program which meets applicable rental restrictions or selling price point.
2. That phase 2 would not be allowed to proceed without the construction of Robert's Road to Pine Cone Road or the reconstruction of 50th Avenue occurs (per EAW approval).

The following comments were heard from the public, although comments do not reflect entire statements made:

Developer, Lonny Kornovich said he revised the plat to reduce the density for less impact on the neighborhood.

Bob Ferche, 823 6th Avenue SE, St. Stephen, asked Anita about the amount of Commercial property. Anita said the amount of commercial property had been reduced as well and identified the commercial corner on the plat.

Linda Peschl, 720 11th Street South, Sartell, asked about long-term plans for the phase three? Anita indicated that phase three would be townhomes or apartments. Peschl approves of the density reduction.

Jeff Yurczyk, 5200 County Road 119, St. Cloud, thought there was a moratorium on this land. He questioned the accuracy of the water study done on this property when it was dry and now there is about four feet of water in the ponds. Yurczyk asked what will happen to the property to the north, doesn't want an apartment building built close to homes to block out the sun, like in some other area of Sartell. Anita explained that this land was not affected by the moratorium and explained the allowed uses for property to the north.

Mark Skaj, 32625 50th Avenue, St. Cloud, lives south of the plat and asked Anita to explain how the density is calculated. Skaj also, asked about the layout of the lots.

Council member Orndorff said that sometimes the reduction in density can be misleading and that neighbors need to understand how the density is calculated.

8:40 p.m. Mayor closed the public hearing.

Resolution adopting findings of fact supporting (or denying) the approval of rezoning to R-5 Planned Unit Development.

A MOTION WAS MADE BY O'DRISCOLL AND SECONDED BY ORNDORFF APPROVING RESOLUTION 40-06 ADOPTING FINDINGS OF FACT 40-06 REZONING CERTAIN PROPERTIES TO PLANNED UNIT DEVELOPMENT.

UPON VOTE BEING TAKEN THE FOLLOWING VOTED:

AYE: POGATSHNIK, LEWANDOWSKI, O'DRISCOLL, ORNDORFF, PERSKE

NAY: NONE

MOTION CARRIED

Ordinance approving rezoning from CDZ to R5 Planned Unit Development

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A MOTION WAS MADE BY O'DRISCOLL AND SECONDED BY ORNDOFF APPROVING ORDINANCE 06-07 REZONING PROPERTY FROM CDZ COMPREHENSIVE DESIGN ZONE TO R-5 PLANNED UNIT DEVELOPMENT.

UPON VOTE BEING TAKEN THE FOLLOWING VOTED:

AYE: POGATSHNIK, LEWANDOWSKI, O'DRISCOLL, ORNDORFF, PERSKE

NAY: NONE

MOTION CARRIED

c. Heritage Place revised preliminary plat

8:43 p.m. Mayor Pogatshnik opened the public hearing. Anita Rasmussen presented the request for a revised preliminary plat approval on behalf of Kornovich Development. The property is approximately 105 acres located south of Heritage Drive and west of 50th Avenue.

A WCA permit was reviewed and approved during the previous preliminary plat review. No changes to that permit are being requested. Outlots will need to be re-platted. Each block will be required to go through site plan approval to ensure the plans are consistent with the CDZ district site requirements, in addition to parking, landscaping, signage, lighting, and fire department requirements.

Approval of the revised preliminary plat of Heritage Place is recommended based on the following conditions being met:

1. The Outlots will need to be re-platted
2. 5% of the units shall be committed towards the Life Cycle Housing commitment, which meet applicable rental restrictions or selling price point.
3. Park dedication will be in the form of a payment in lieu of land dedication.
4. The outlots will not be allowed to be platted until after the expiration of the Interim Moratorium for this area is complete (est. Feb. 2007).
5. The developer agrees that the ultimate location of Robert's Road may need to be adjusted based upon the outcome of the environmental study completed for the roadway.
6. As the individual apartment and townhome lots develop, each development will be required to go through site plan approval where the ingress/egress will be determined and approved.
7. Engineering issues are addressed.
8. That phase 2 would not be allowed to proceed without the construction of Robert's Road to Pine Cone Road or the reconstruction of 50th Avenue occurs (per EAW approval).

The following comments were heard from the public, although comments do not reflect entire statements made:

Mark Skaj, 32625 50th Avenue, St. Cloud, identified the front and back of the development as it relates to his property and expressed concern of density.

Linda Peschl, 720 11th Street South, Sartell, approves of the density, even if it means smaller lots with individual homes. She feels there is value in individual homes.

Bob Ferche, 823 6th Avenue SE, St. Stephen asked Anita to point out the commercial portion of the plat.

Mark Skaj, 32625 50th Avenue, St. Cloud, talked about parking issues for homes with small lots.

Bob Ferche, 823 6th Avenue SE, St. Stephen, asked about required street lighting.

Jeff Yurczyk, 5200 County Road 119, St. Cloud, asked the City Engineer what direction the city services will come from?

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Bob Blenkush, 517 Heritage Drive, Sartell, discussed the drainage of storm water and retention ponds.

Mark Skaj, 32625 50th Avenue, St. Cloud, talked about the culvert on 50th Avenue being able to handle storm water run off.

8:57 p.m. Mayor Pogatshnik closed the hearing.

Council member Orndorff has concerns of approximately 8 homes having driveways on 7th Avenue South and front yards on a busy road.

Council member O'Driscoll asked for Anita to outline on the plat the approximate location of the extension of 7th Avenue South.

**A MOTION WAS MADE BY LEWANDOWSKI AND SECONDED BY PERSKE ADOPTING RESOLUTION 41-06 APPROVING THE PRELIMINARY PLAT AND PLANNED UNIT DEVELOPMENT AGREEMENT OF HERITAGE PLACE.
UPON VOTE BEING TAKEN THE FOLLOWING VOTED:
AYE: POGATSHNIK, LEWANDOWSKI, O'DRISCOLL, PERSKE
NAY: ORNDORFF
MOTION CARRIED**

**A MOTION WAS MADE BY LEWANDOWSKI AND SECONDED BY PERSKE ADOPTING RESOLUTION 42-06 DECLARING ADEQUACY OF PETITION AND ORDERING PREPARATION OF FEASIBILITY REPORT OF HERITAGE PLACE.
UPON VOTE BEING TAKEN THE FOLLOWING VOTED:
AYE: POGATSHNIK, LEWANDOWSKI, O'DRISCOLL, PERSKE
NAY: ORNDORFF
MOTION CARRIED**

d. Ordinance amendments relating to open burning

9:14 p.m. Mayor Pogatshnik opened the public hearing. Patti explained that action taken by the Council in early 2001 to prohibit open burning was done by simple motion and should have taken the form of adoption of an ordinance. The motion also appeared to be limited to the fall of 2001. Assuming the Council wishes to continue the open burning prohibition, adoption of the ordinance is recommended. This ordinance also provides for a process to facilitate prairie burning which is the recommended method for proper maintenance of a native prairie such as that located behind City Hall.

There were no comments from the public and Mayor Pogatshnik closed the hearing at 9:15 p.m.

**A MOTION WAS MADE BY ORNDORFF AND SECONDED BY LEWANDOWSKI ADOPTING ORDINANCE 06-08 AMENDING TITLE 4, CHAPTER 2, OPEN BURN.
UPON VOTE BEING TAKEN THE FOLLOWING VOTED:
AYE: POGATSHNIK, LEWANDOWSKI, O'DRISCOLL, ORNDORFF, PERSKE
NAY: NONE
MOTION CARRIED**

9:16 – 90 Recess

OLD BUSINESS

a. Ferche South Plat 5 final plat

Anita Rasmussen presented the final plat of Ferche South Plat 5 located west of Pine Cone Road and south of Troop Drive. This final plat is consistent with the approved preliminary plat known as Ferche 600. Setbacks for the development of this property would require no buildings or parking lot areas within the

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drainage and utility easements. No structure shall be placed 50 feet from the boundary line of an R-1 district. No park dedication is required as the dedication requirements were fulfilled as part of the Ferche 600 and Ferche South Pine Cone Road Plat 2 requirements. No new public streets are being proposed with this plat.

Staff and the Planning Commission recommend approval of the final plat provided the following conditions are met:

1. Executed cross egress and ingress easements will need to be submitted prior to the release of the final plat for recording. Those easements shall allow the movement of vehicular traffic between lots 1 and 2, block 1 and outlot A.

A MOTION WAS MADE BY O'DRISCOLL AND SECONDED BY ORNDORFF ADOPTING RESOLUTION 43-06 APPROVING THE FINAL PLAT OF FERCHE SOUTH PINE CONE PLAT 5.

UPON VOTE BEING TAKEN THE FOLLOWING VOTED:

AYE: POGATSHNIK, LEWANDOWSKI, O'DRISCOLL, ORNDORFF, PERSKE

NAY: NONE

MOTION CARRIED

b. Pine Cone Square site plan

Ken Olson is requesting site plan approval for Pine Cone Square to construct an office center in two phases on the corner of Pine Cone Road and Troop Drive. The site is proposed to have one primary access from Troop Drive which will line up with the existing access across Troop Drive. The site area is approximately 5 acres with a proposal for 5 buildings on two lots. The site plan meets the requirements for setbacks, height, landscaping, off street parking and lighting.

Staff and the Joint Planning Commission recommend approval based on the following conditions being met.

1. That all comments and concerns by the Engineering Department are met.
2. A cross parking easement agreement will need to be drawn and a copy of the agreement will need to be supplied to the City.

A MOTION WAS MADE BY O'DRISCOLL AND SECONDED BY ORNDORFF APPROVING THE SITE PLAN FOR PINE CONE SQUARE.

UPON VOTE BEING TAKEN THE FOLLOWING VOTED:

AYE: POGATSHNIK, LEWANDOWSKI, O'DRISCOLL, ORNDORFF, PERSKE

NAY: NONE

MOTION CARRIED

NEW BUSINESS

a. Liquor license transfer request for Blue Line sports Bar & Grill

Patti explained the request from Anthony Sykora and Scott Widor to transfer liquor license for the Blue Line Sports Bar & Grill into their name. Approval is recommended subject to the city receiving proof of liquor liability and worker's comp insurance. Patti also explained the need for their establishment to remain in compliance with applicable laws.

A MOTION WAS MADE BY ORNDORFF AND SECONDED BY PERSKE APPROVING THE LIQUOR LICENSE TRANSFER FOR THE BLUE LINE SPORTS BAR & GRILL PROVIDED THE NECESSARY LIQUOR LIABILITY AND WORKER'S COMPENSATION INSURANCE IS RECEIVED.

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UPON VOTE BEING TAKEN THE FOLLOWING VOTED:

AYE: POGATSHNIK, LEWANDOWSKI, O'DRISCOLL, ORNDORFF, PERSKE

NAY: NONE

MOTION CARRIED

DEPARTMENT REPORTS

Police Department

Dale Struffert, Deputy Police Chief updated the Council on the new radios the department is using since February 17th. Struffert is working on background information of the applicants for the new police officer position and will be making a recommendation at the March 27th City Council meeting.

Public Works

Director, Brad Borders was available to answer questions from the Council.

City Engineer

Bi-Monthly Memorandum

Engineer, Mike Nelson presented his memorandum.

Planning and Community Development Director

Bi-Monthly Memorandum

Anita presented her bi-monthly memorandum.

Recommendation for part-time Planning Associate position appointment

Anita explained her recommendation for approval of Carla Chapman as the part-time Planning Associate for approximately 20 hours per week beginning March 20th at a starting salary of \$16.04 per hour.

Council member O'Driscoll asked if the hours were flexible and if the applicant is also flexible with more or less hours. Anita said she is flexible with hours.

Council member Perske reaffirmed the part time planning associate would be under Anita's direction.

A MOTION WAS MADE BY LEWANDOWSKI AND SECONDED BY O'DRISCOLL APPROVING THE APPOINTMENT OF CARLA CHAPMAN AS THE PART-TIME PLANNING ASSOCIATE FOR APPROXIMATELY 20 HOURS PER WEEK.

UPON VOTE BEING TAKEN THE FOLLOWING VOTED:

AYE: POGATSHNIK, LEWANDOWSKI, O'DRISCOLL, ORNDORFF, PERSKE

NAY: NONE

MOTION CARRIED

Council member Orndorff asked the status of Winners Bar and requested the Building Inspector conduct a follow-up site inspection to address construction equipment in the parking lot and debris on the side of the building.

City Administrator

Professional Development

A MOTION WAS MADE BY ORNDORFF AND SECONDED BY LEWANDOWSKI APPROVING THE PROFESSIONAL DEVELOPMENT CLASSES AS RECOMMENDED.

UPON VOTE BEING TAKEN THE FOLLOWING VOTED:

AYE: POGATSHNIK, LEWANDOWSKI, O'DRISCOLL, ORNDORFF, PERSKE

NAY: NONE

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MOTION CARRIED

Update on development and environmental review process information for the 97 acre TH 15 property

Patti briefed the council on the handout prepared regarding the 97 acre parcel on Highway 15 and the results of the meeting held this afternoon. Consensus was to move forward with an EAW, market study and AUAR report.

Confirmation or rescheduling of Council Workshop scheduled for March 27, 2006.

All council members confirmed attendance at the March 27, 2006 workshop.

Local Option Sales Tax survey proposal from SCSU Survey Institute

Patti explained the proposal included in the Council packet for a telephone survey by SCSU Survey Institute to assist in determining what types of sales tax expenditures have the greatest potential for voter approval this fall. We believe that this particular survey methodology will generate the highest quality form of feedback and input and be most indicative of the preferences of our residents. The proposed time frame is for the survey to be completed in late June with analysis of the result provided in July.

A MOTION WAS MADE BY LEWANDOWSKI AND SECONDED BY O'DRISCOLL APPROVING A CONTRACT WITH SCSU FOR SALES TAX SURVEY.

UPON VOTE BEING TAKEN THE FOLLOWING VOTED:

AYE: POGATSHNIK, LEWANDOWSKI, O'DRISCOLL, ORNDORFF, PERSKE

NAY: NONE

MOTION CARRIED

PAYMENT OF VOUCHERS

A MOTION WAS MADE BY LEWANDOWSKI AND SECONDED BY PERSKE APPROVING THE PAYMENT OF VOUCHERS.

UPON VOTE BEING TAKEN THE FOLLOWING VOTED:

AYE: POGATSHNIK, LEWANDOWSKI, O'DRISCOLL, ORNDORFF, PERSKE

NAY: NONE

MOTION CARRIED

ADJOURN

A MOTION WAS MADE BY ORNDORFF AND SECONDED BY LEWANDOWSKI TO ADJOURN THE MEETING AT 10:23 P.M.

UPON VOTE BEING TAKEN THE FOLLOWING VOTED:

AYE: POGATSHNIK, LEWANDOWSKI, O'DRISCOLL, ORNDORFF, PERSKE

NAY: NONE

MOTION CARRIED

Minutes By:

Judy Molitor
Administrative Secretary

MAYOR

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