

**MINUTES OF THE CITY COUNCIL  
ST. AUGUSTA, MINNESOTA  
January 6, 2015**

**CALL TO ORDER:** The meeting was called to order by Mayor Kroll at 7:00 PM with the Pledge of Allegiance. Mayor Kroll, Mike Zenzen and Jim Diehl were sworn in for their respective offices.

**PRESENT:** Mayor Kroll; Council Members Diehl, Reinert, Schulzetenberg and Zenzen; Engineer Wotzka; Attorney Couri; Building Inspector Hagman and Clerk/Administrator McCabe.

**OTHERS PRESENT:** Deputy Jon Lentz.

**CONSENT AGENDA:** Mr. Zenzen questioned the fire truck purchase and asked when we will pay the remainder. Mr. McCabe stated at delivery.

**A motion was made to approve the consent agenda items 3A – 3E, by Mr. Diehl, second by Mr. Zenzen. Motion carried unanimously.**

The following items were approved with the consent agenda:

City Council Minutes, December 2, 2014.  
Bill Payable, Receipts and Treasurer's Report dated  
January 6, 2015 and for Checks #17200 - #17278.  
City Council Agenda, January 6, 2015.  
December Animal Report  
City Council Minutes, December 12, 2014

**SHERIFF'S REPORT:** Lt. Lentz was in attendance and presented the December report. He reported 44.5 hours were spent on contract and 14 citations issued. He reviewed call types for December and answered questions from the Council.

**A motion was made to approve the December report by Mr. Zenzen, seconded by Mr. Diehl. Motion carried unanimously.**

**BUILDING INSPECTOR'S  
REPORT:**

Mr. Hagman presented the December building report. He indicated 2 permits were issued bringing the total for the year to 101. He indicated that was down compared to the last 2 years as in 2011 there were 156 permits issued. We finished with 11 single family permits which is up from the last two years.

**A motion was made to approve the building inspector's report as presented by Mr. Zenzen, seconded by Mr. Diehl. Motion carried unanimously.**

**OPEN FORUM:** No comments offered.

**ACTING MAYOR:** A motion was made to appoint Donna Schulzetenberg acting mayor by Mr. Reinert, seconded by Mr. Zenzen. Motion carried unanimously.

**BOARDS, COMMISSIONS,  
OFFICIALS AND  
COUNCIL**

**REPRESENTATIVES:** A motion was made to make the following appointments by Mr. Reinert, seconded by Mr. Diehl:

**Planning Commission: Glen Lommel, Steve Noble and Rick Christian to an additional 3-year term.**

**Park Board: John Olson and Don Meyer to an additional 3-year term.**

**Council Representative to Park Board: Mike Zenzen.**

**EDA: Bob Kroll and Dan Miller to an additional 3-year term.**

**Council Fire Department Representative: Jim Diehl.**

**Representatives to APO: Mayor Kroll, Donna Schulzetenberg, and Mike Zenzen.**

**Road Supervisor: Mayor Kroll**

**City Assessor: Don Ramler, Stearns County Assessor's Office**

**City Attorney (Civil): Mike Couri – Couri and Ruppe**

**City Attorney (Prosecution): Jenall Kendal – Stearns County**

**Admin. Hearing Officer: Quinlivan and Hughes**

**City Engineer: Jon Halter – S.E.H.**

**Planning Consultant: WSB – Kelsey Johnson**

**Building Inspector:** Steve Hagman, Mid State  
Inspection Services, Inc.

**Electrical Inspector:** Darrel Nemeth

**Animal Control Officer:** Charles Voigt

**Weed Inspector:** Paul Reinert.  
**Assistant Weed Inspector:** Mark Kiffmeyer.

The motion passed unanimously.

**RESOLUTION  
#2015-01, SETTING  
COMPENSATION:**

Mr. McCabe presented a resolution with wages equal to a 1% increase over 2014 as was included in the budget

A motion was made to approve Resolution #2015-01, approving a 1% pay raise and setting compensation for elected and appointed officials by Mr. Zenzen, seconded by Mr. Reinert. Motion carried unanimously.

**SCHEDULE OF REGULAR  
MEETINGS, OFFICIAL NEWSPAPER  
AND OFFICIAL  
DEPOSITORIES:**

A motion was made to declare the regular council meetings on the First and Third Tuesday of each month at 7:00pm, the regular Planning Commission meetings on the first Monday after a Tuesday in each month at 7:00pm, and Park Board meetings on the final Monday of each month at 7:00pm, EDA meetings as needed, to designate The St. Cloud Times the official newspaper Harvest Bank, Wells Fargo and US Bank as official depositories by Mr. Reinert, seconded by Mr. Zenzen. Motion carried unanimously.

**RESOLUTION #2015-02,  
DESIGNATING  
SIGNERS:**

A motion was made to approve Resolution #2015-02 designating officials authorized to sign approved checks by Mr. Diehl, seconded by Mr. Zenzen. Motion carried unanimously.

**RESOLUTION #2014-03,  
CONFLICT OF  
INTEREST:**

A motion was made to approve Resolution #2015-03 by Mr. Reinert, seconded by Mr. Diehl. Motion carried 3-0 with Mayor Kroll and Mr. Zenzen abstaining.

## **ORDINANCE**

### **#2015-01:**

**A motion was made to approve Ordinance #2015-01, adopting the fee schedule by Mr. Zenzen, seconded by Mr. Reinert. Motion carried unanimously.**

## **PERSONNEL POLICY**

### **AMENDMENT:**

Mr. McCabe presented a proposed amendment to the personnel policy requiring maintenance workers to wear certain safety equipment/gear and to implement a boot allowance. Mr. Zenzen suggested we add to the t-shirts wording "with sleeves."

**A motion was made to adopt as amended by Mr. Zenzen, seconded by Mr. Reinert. Motion carried unanimously.**

## **SNOW BLOWER FOR**

### **TRACTOR/SKID:**

Mr. McCabe presented quotes for a snow blower for either the tractor or skid steer. Mayor Kroll wondered if it was completely necessary. Other discussion focused on the potential need and consensus was we are not willing at this time.

## **ENGINEER'S**

### **REPORT:**

Mr. Wotzka briefed the Council on the Safe Routes to School project. Mr. Couri explained that Nagle Appraisal was conducting the appraisals and a meeting would be scheduled soon with the property owners. The appraisals will be completed January 23 and the meeting with property owners will be held as soon as possible thereafter.

Mr. Wotzka brought up the 2015 street project and the construction agreement that is proposed. He also asked about culvert crossing on 230<sup>th</sup> Street and if we would like to modify that. He asked if we would have a motion to approve the contract. Mr. McCabe stated he thought the amount was high based on the fact it was a simple mill and overlay project. Mr. Wotzka stated in his experience this is a fair price. Mayor Kroll stated he is at the point of almost asking for a Request for Proposal. Mr. Reinert asked if we get a full time inspector for that cost. Mr. Couri reported he was researching and working with Mr. Halter on saving the sales tax cost on this project and indicated it might not be worth the effort but would be reported on at probably the February meeting.

**A motion was made to approve the engineering agreement by Mr. Reinert, seconded by Mr. Zenzen. Motion carried unanimously.**

## **COUNCIL MEMBER**

### **PURVIEW:**

Mr. Diehl again asked about the sign on 247<sup>th</sup> Street.

Ms. Schulzetenberg wondered about the meeting in Terrace Hills. Mr. McCabe stated he hadn't heard anything.

Mr. Zenzen wondered about when we expected delivery of the tanker. Mr. McCabe stated we are assuming in the next couple of weeks.

Mayor Kroll wondered what thoughts were about the City installing and paying the electricity on existing poles where our busier intersections, such as 23<sup>rd</sup> Avenue and 215<sup>th</sup> Street. Mr. Wotzka indicated if the intersections are on County Roads, there may be funding available. Mr. Diehl stated these intersections are general traffic versus individual benefit.

## **CITY ADMINISTRATOR**

### **REPORT:**

Mr. McCabe presented the letter on the MS4 designation and indicated we were ultimately going to have to put a plan in place. He explained he would bring more information to a future meeting.

Mr. McCabe presented a request from the fire department for a flammable cabinet.

**A motion was made to approve the purchase of the flammable cabinet for \$1,200 by Mr. Reinert, seconded by Ms. Schulzetenberg. Motion carried unanimously.**

Mr. McCabe reported that the desk top computer for the fire department was no longer working. Mr. Reinert suggested we look at a desk top as it is less expensive.

**A motion was made to spend up to \$1,000 on a new computer for the fire department by Mr. Reinert, suggested by Mr. Zenzen. Motion carried unanimously.**

Mr. Reinert wondered why the fire department is represented at more meetings and was told it isn't common.

**ADJOURMENT: A motion was made to adjourn at 8:25pm by Mr. Reinert seconded by Mr. Zenzen. Meeting Adjourned.**

Approved this \_\_\_\_\_ day of February, 2015.

---

BJ Kroll, Mayor

Attest:

William R. McCabe, Clerk/Administrator