

**MINUTES OF THE CITY COUNCIL
ST. AUGUSTA, MINNESOTA
May 3, 2016**

CALL TO ORDER: The meeting was called to order by Mayor Kroll at 7:00 PM with the Pledge of Allegiance.

PRESENT: Mayor Kroll; Council Members Diehl, Schulzetenberg, Reinert and Zenzen Attorney Couri; Engineer Halter; Building Inspector Hagman; Clerk/Administrator McCabe; Fire Department Chief Tabatt, Assistant Fire Chief Orth,

OTHERS PRESENT: Stearns County Deputy Captain Jon Lentz,

CONSENT AGENDA: Mr. McCabe indicated the Mid State Inspections payment was incorrect, the correct amount should be \$5,777.76 not \$2,153.66.

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

The following items were approved with the consent agenda:

City Council Minutes, April 5, 2016.
City Council Agenda, May 3, 2016.
Bill Payable, Receipts and Treasurer's Report dated May 3, 2016 and for Checks #18740 -18810.
Liquor Licenses (St. Augusta Mini-Serv off sale; Delux Liquors off sale; Hayloft on sale, off sale and Sunday; American Legion Post 621 on sale and Sunday, Club Almar off sale, on sale and Sunday.)
Road Closure Request 245th Street for water ball and 5K Outdoor Liquor Sales Club Almar June 25-26.

SHERIFF'S REPORT: Captain Lentz introduced Lieutenant Vic Weis who will be taking over the captain's old duties and presented the April Sheriff's report indicating there were 45 contract hours spent. He reviewed the citations along with the call types.

A motion was made to approve the sheriff's report by Mr. Zenzen seconded by Ms. Schulzetenberg. Motion carried unanimously.

Captain Lentz indicated he received a complaint about noise on County Road 7. He will order extra patrol to look into the issue.

BUILDING INSPECTOR'S

REPORT:

Mr. Hagman was in attendance to present the April building inspector's report. He indicated sixteen permits were issued during the month, including three single family dwellings. He reviewed valuations and answered questions from the Council.

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

Mr. Zenzen wondered if there were any additional permits hanging out and Mr. Hagman stated he has a large one on his desk and a few others that have expressed interest.

FIRE DEPARTMENT

ISSUES:

Chief Tabatt was in attendance and presented the March 2016 run report, indicating we are up to 18 calls for the year as of the end of March. He reviewed the calls and discussed the internal training that was done.

Mr. Tabatt requested we move one of the lieutenants into a captain position and ultimately fill that position with an additional lieutenant.

A motion was made to approve the request of promoting a lieutenant to captain and requesting applicants to be promoted to lieutenant by Mr. Reinert, seconded by Mr. Diehl. Motion carried unanimously.

Mr. Tabatt requested we conduct interviews for the applicants we have on hand. He stated three of the four applicants are trained in firefighter I and II. None of them have first responder training.

A motion was made conduct those interviews by Mayor Kroll, seconded by Ms. Schulzetenberg. Motion carried unanimously.

Mayor Kroll wondered about the two pumpers and Asst. Chief Orth responded they were discussed and the pump service guys will be out next week to look at. Hose testing had been done on both pumpers and a gasket was broken on each pumper.

Asst. Chief Orth indicated the wives of the department would like to assist possibly by forming an auxiliary. They would like to become more active and able to help by bringing food to a fire scene, assist with ditch cleaning and wonders what needs to be done to address liability issues. Mr. Couri stated specific procedures would have to be written and he believes the League insurance covers volunteers. They

would specifically be designated as volunteers. He suggested we work through the League and the City would have to determine what we think about liability, but he wouldn't be concerned as that is why we have insurance. There was also brief discussion on liability issues for family riding in fire trucks during a parade and other issues.

Asst. Chief Orth asked if we can donate a gift to the National Night Out event of items such as fire extinguishers or smoke detectors. Mr. Couri indicated he is not sure there is statutory authority but those items could be donated specifically for a door prize item.

OPEN FORUM:

No comments given.

**2015 AUDITED
FINANCIAL
STATEMENT:**

Jason Miller of Smith Schaefer and Associates was in attendance to present the 2015 Audited Financial Statements. He began by going over a power point presentation that highlights areas of the financial statement. He indicated we have healthy fund balances in the general and enterprise funds. Mr. Miller presented two letters highlighting what they have done in completing their audit. The management audit and indicated the items (segregation of duties and material audit adjustments) were there last year as well.

A motion was made to approve the audit as presented by Mr. Diehl, seconded by Mr. Zenzen. Motion carried unanimously.

**ENGINEER'S
REPORT:**

Mr. Halter presented an estimate for a potential summer street project. He indicated the portion of Galaxy Road would cost approximately \$146,000 and 200th Street from County Road 7 until the pavement ends would be approximately \$237,000. He indicated bituminous has been coming in cheap and all over the place. This is assuming borings show this project could be done as a reclaim and overlay project, similar to what we did last year.

A motion was made to approve getting borings on Galaxy Road, 200th Street, 23rd Avenue, and 53rd Avenue and to authorize plans and specs being drawn up for Galaxy Road and 200th Street by Mr. Reinert, seconded by Mr. Diehl. Motion carried unanimously.

Mr. Zenzen wondered if we can move process along earlier for next year's street project. He was informed that is why we are authorizing the borings now.

Mr. Halter reported the SRTS project is the end of May and there are only a couple of sidewalk panels that need to be replaced.

Mr. McCabe reported he is meeting with the engineer to discuss the MS4 and storm water utility.

**PUMP MAINTENANCE
AGREEMENT AND
REPAIRS:**

A Motion was made to enter into a two year agreement with MN Pump Works by Ms. Schulzetenberg, seconded by Mr. Diehl. Mr. Couri asked for clarification on if it is per pump or per station. Mr. McCabe will look into it and a special meeting will be held prior to our Board of Review meeting on Friday.

**COUNCIL MEMBER
PURVIEW:**

Mr. Reinert wondered about the meeting with Lynden Township. Mr. Couri stated Lynden hasn't had any discussion with St. Cloud but has with Clearwater so are we still interested in meeting. I think the consensus is we have a preliminary discussion.

Mr. Reinert asked if we had any further discussion on vacating 237th Street. He wondered if we should not only notice those required, but also the entire neighborhood. Mr. Reinert indicated it possibly was intended to be vacated with the second phase of the development.

Mr. Diehl stated he believed this was one of the best audit presentation.

Mr. Diehl questioned the newsletter schedule and Mr. McCabe indicated since we had staff specifically assigned to doing, we have been doing only on an as needed basis. He stated he isn't exactly sure what needs to be included. He was asked how frequently other cities send out and he didn't know the answer.

Mayor Kroll indicated there have been issues with 58th Avenue off of 250th Street and on 207th Street off of State Highway 15. He suggests we haul in class 5 and grade the roads. He got quotes for hauling from two suppliers at \$90 and \$95 per hour.

A motion was made to approve the gravel improvements on 207th Street and 58th Avenue by Mr. Reinert, seconded by Mr. Diehl. Motion carried unanimously.

Mayor Kroll indicated we have issues on 28th Avenue due to beavers damming up the swamp. We have contracted with an individual to trap the beavers so the road repairs can be made.

**CITY ADMINISTRATOR
REPORT:**

Mr. McCabe indicated he had the sales rep from RDO out and he stated we should at least ask \$12,000. We will put it on the corner with a for sale sign and on Craig's List.

Mr. McCabe presented an offer for the pull behind grader of \$650. Consensus was to go ahead and sell the grader.

Mr. McCabe discussed the letter from John Kaiser. On items #1 through #7 it was general agreed that adequate information was provided but on #4 the amount could have been included in the minutes. Consensus was we would still attempt to email or mail the newsletter to those only who request them. The frequency will be determined based on what we have going on and at the National Night Out we will set up a table and small survey asking what residents would like to see in future newsletters.

ADJOURNMENT: A motion was made to adjourn at 9:00 pm by Mr. Reinert seconded by Mr. Diehl. Meeting Adjourned.

Approved this _____ day of June, 2016.

BJ Kroll, Mayor

Attest:

William R. McCabe, Clerk/Administrator