

**MINUTES OF THE CITY COUNCIL
ST. AUGUSTA, MINNESOTA
October 3, 2017**

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 Reinert, Schulzetenberg and Zenzen; Attorney Couri, Building Inspector Hageman; Fire Chief Tabatt, Fire Department Lieutenant Rob Claseman, Fire Fighter Ben Voigt, Fire Fighter Butch Stang, Lt. Vic Weiss, Street Worker Mark Kiffmeyer, and Clerk/Administrator McCabe. **Council Member Diehl was absent.**

OTHERS PRESENT: Jill Tabatt, Deputy Popp, Deputy Florek, Dave Werschay, Matthew Nikodym, Daren Danielson, boy scout and his mother.

CONSENT AGENDA: Mayor Kroll indicated we have been presented with a letter which threatens litigation and will need to hold a closed session at the end of the meeting to discuss with our attorney.

A motion was made to approve the consent agenda as amended items 3A – 3C, by Mr. Reinert, seconded by Mr. Zenzen. Motion carried unanimously.

The following items were approved with the consent agenda:

City Council Minutes, September 5, 2017.
City Council Agenda, October 3, 2017.
Bill Payable, Receipts and Treasurer's Report dated
October 3, 2017 and for Checks #20409 – #20509.

**SHERIFF'S
REPORT:**

Lt. Weiss was in attendance and introduced Deputy Eric Popp and his training officer, Deputy Florek. Lt. Weiss reviewed the monthly report.

A motion was made to approve the Sheriff's Report as presented by Mr. Reinert, seconded by Mr. Zenzen. Motion carried unanimously.

**BUILDING INSPECTOR'S
REPORT:**

Mr. Hageman was in attendance to present the September building inspector's report. He indicated nine permits were issued during the month including three single family permit bringing the total to fourteen for the year (16 last year at this time.) 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 Ms. Schulzetenberg. Motion carried unanimously.

**FIRE DEPARTMENT
ISSUES:**

Chief Tabatt presented the August fire department report indicating there were eight calls, bringing the total to 73 for the year. He also reviewed the monthly training stating they did the training in house doing annual pump training on all the trucks and well operation training.

Duane Stang was in attendance representing the fire relief association. He had included in the packets a proposed amendment to their bylaws. He stated the disbursement section was wrong and any two of the officers listed could be signers on the

A motion was made to approve the amended by-laws by Ms. Schulzetenberg, seconded by Mr. Reinert. Motion carried unanimously.

Lt. Claseman had indicated the ordinance creating the fire department (#2006-01) stated the department would operate under Standard Operation Procedures, but the department in fact has always utilized Standard Operating Guidelines, so Ordinance #2017-07 has been presented to clear that up.

A motion was made to adopt Ordinance #2017-07 by Mr. Zenzen, seconded by Ms. Schulzetenberg. Motion carried unanimously.

Chief Tabatt reported that John Poganski has successfully completed all probationary status requirements and is recommending we remove him from the probationary status.

A motion was made to remove John Poganski from probationary status by Mr. Zenzen, seconded by Ms. Schulzetenberg. Motion carried unanimously.

Mr. McCabe presented schedules for bonding for a new fire truck and indicated we could include that discussion with our budget workshop meeting next week.

Lt. Claseman stated we have not yet been rejected for our AFG application.

Mr. Voigt explained we have a gas meter that has failed and requested authorization to purchase a new gas meter. Both suppliers indicated the meter would have to be replaced rather than repaired.

A motion was made to purchase the gas meter in the amount of \$856.71 by Mr. Zenzen, seconded by Ms. Schulzetenberg. Motion carried unanimously.

Mr. Claseman reported we were approved for two grants to purchase pagers and combined both grants will cover almost 100% of the cost.

A motion was made to approve the purchase of the pagers in an amount of \$4,730 by Mr. Zenzen, seconded by Ms. Schulzetenberg. Motion carried unanimously.

Mayor Kroll asked about the trailer for the new Gator and was told they could pick it up this week.

**PUBLIC WORKS
UPDATE:**

Mr. Kiffmeyer was in attendance and he reported he has been doing the mowing while weather permits.

Mayor Kroll asked about the tree on the neighboring property to him and Mr. Kiffmeyer assumed it was the small dead tree.

Mr. Kiffmeyer stated he picked up the culvert extensions for 230th Avenue. He indicated he would like to rent a track hoe to finish this project.

OPEN FORUM: No comments offered.

**SEAL COAT STRIPING
DISCUSSION:**

Mr. McCabe indicated Dave Werschay is in attendance to discuss potentially not striping Eagle's Landing. Mr. McCabe presented an email from Mr. Werschay along with a response from the SEH Traffic Engineer. Mr. Halter indicated because it is not a high volume road, the striping isn't required. He also stated studies show striping will slow traffic down, not speed it up. Mayor Kroll stated it is a safety consideration. Lt. Weiss indicated we can patrol and set the speed sign. Mr. Nikodym wondered if we could put a four way stop sign on 215th Street and Talon Drive. Mr. Halter suggested we do a traffic study. Mr. Danielson requested we have speed limit signs.

**ENGINEER'S
REPORT:**

Mr. Halter indicated he had nothing to offer.

Mayor Kroll wondered about the shouldering that was done on 23rd Avenue. Mr. Halter said he understands why it was done, it just doesn't look appealing. Mr. Kiffmeyer explained why he had done it and further explained he had done it on 43rd Avenue south of 230th Street a couple of years ago. Mr. Reinert wondered if we need to look at the way we are

redoing our roads. Mr. Halter stated we will look at with our next project explaining there may be additional costs.

ORDINANCES

#2017-08 and #2017-09:

Mr. McCabe explained these ordinances are amendments to ordinances adopted earlier this year. Ordinance #2017-08 amends the ordinance that created our storm water utility and better defines what can be done if payment is not made. Ordinance #2017-09, amends our 2017 fee schedule to include charges for the storm water utility.

A motion was made to approve Ordinances #2017-08 and #2017-09 by Mr. Zenzen, seconded by Ms. Schulzetenberg. Motion carried unanimously.

PERSONNEL POLICY

AMENDMENT:

Mr. McCabe presented a proposed amendment to the personnel policy explaining this is a requirement for reasonable suspicion drug and alcohol testing and would include any time there is an accident involving a city vehicle or equipment. Mr. Couri stated he had a few other statutory requirements that will need to be included.

COUNCIL MEMBER

PURVIEW:

CITY ADMINISTRATOR

REPORT:

Mr. McCabe indicated he wants direction on developing a policy for the time clock, specifically for those who don't report directly to City Hall. Mr. Couri stated you can exempt certain employees and even certain days.

Mr. McCabe wondered if we wanted to consider request for proposals on any of our contracted services. Mayor Kroll stated if we can we should get the ball rolling.

The meeting adjourned to closed session to address threatened litigation from Rick Schultz at 8:23pm.

The meeting re-opened at 8:47pm.

Mayor Kroll wondered where we are with the SIS property. Mr. Couri responded he is waiting to hear from Mr. Sis's attorney again. Mr. Couri inquired if we want to send a letter about both issues.

Mayor Kroll wondered about the house in Blackberry Farms. He indicated there is a new guy working for the US Bank subcontractor and they stated they would work on the issue. Mr. Couri explained the process if they don't take it down.

ADJOURMENT: A motion was made to adjourn at 9:03pm by Mr. Reinert seconded by Mr. Zenzen. Meeting Adjourned.

Approved this _____ day of November, 2017.

BJ Kroll, Mayor

Attest:

William R. McCabe, Clerk/Administrator