

**MINUTES OF THE CITY COUNCIL  
ST. AUGUSTA, MINNESOTA  
September 5, 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 Diehl, Reinert, Schulzetenberg and Zenzen; Attorney Couri, Building Inspector Hageman; Fire Chief Tabatt, Assistant Fire Chief Orth, Fire Captain Shawn Steinhoffer, Fire Department Lieutenant Rob Claseman, Water/Wastewater Operator Chad Blashack, and Clerk/Administrator McCabe.

**OTHERS PRESENT:** Jill Tabatt, Mary Orth, Mitch Pilarski, Jackie Steinhoffer, Shari Stang

**CONSENT AGENDA:** Mr. McCabe indicated he added a Gambling Premise Permit application to the consent agenda for Operation Stand Down.

**A motion was made to approve the consent agenda as presented items 3A – 3G, by Mr. Zenzen second by Ms. Schulzetenberg. Motion carried unanimously.**

The following items were approved with the consent agenda:

City Council Minutes, August 1, 2017.  
City Council Agenda, September 5, 2017.  
Bill Payable, Receipts and Treasurer's Report dated September 5, 2017 and for Checks #20309 – 20408.  
Temporary Liquor License, St. Wendelin September 23  
Temporary Liquor License, St. Mary HOC December 1-2  
Stearns County Prosecution Contract 2018-2019  
Gambling Premise Permit, Operation Stand Down, Club Almar December 10, 2017.

**SHERIFF'S  
REPORT:**

Lt. Weiss was in attendance and indicated he will be changing jobs from the patrol division to the investigation division and is not sure what his job duties will entail moving forward. He reported about the alarm ordinance he is working on along with the County Attorney. He presented the August Sheriff's Report indicating 43 hours were spent on the contract and reviewing call types. He answered questions from the Council.

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

\*\*\*\*\* Mr. Reinert entered the meeting. \*\*\*\*\*

## **BUILDING INSPECTOR'S**

### **REPORT:**

Mr. Hageman was in attendance to present the August building inspector's report. He indicated fourteen permits were issued during the month including one single family permit bringing the total to eleven 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 July fire department report indicating there were six calls, bringing the total to 65 for the year. He also reviewed the monthly training stating they did the training in house doing their defensive driving course along with the training on the new side by side gator.

Chief Tabatt requested approval for him, Assistant Chief Orth and Captain Steinhoffer at the annual Chief's conference at a total of \$1,656 plus mileage and food.

**A motion was made to approve the attendance of Chief Tabatt, Assistant Chief Orth and Captain Steinhoffer at the annual Chief's conference by Ms. Schulzetenberg, seconded by Mr. Diehl. Motion carried unanimously.**

Chief Tabatt indicated Emergency Apparatus called and indicated it has been a year since their last visit and they will be visiting some point later this month.

Chief Tabatt stated there has been parking issues around the fire department from the ball field. He requested signs indicating no parking fire lane be placed around the loop west of the fire hall. Mr. McCabe was directed to order four signs to be placed around the loop.

## **PUBLIC WORKS**

### **UPDATE:**

Mr. Blashack was in attendance and indicated he had flushed approximately 50% of all fire hydrants since the beginning of the summer. He indicated he has also been working the gate valves and reported on the items fixed because of this routine maintenance. Mr. Blashack indicated jetting will be done later this month and signs are installed on County Road 7 and 75. He reported he is having an issue getting the beacons working on the speed signs on County Road 7.

The flashers are working for speed and he said we will try a few other items. Mr. Blashack indicated the lift stations are working as they are supposed to after the last repair. He reported they had done some considerable spraying and said he thinks the progress was good.

**OPEN FORUM:**

Mr. Pilarski was in attendance to discuss the Legion Sign on County Road 7 and 247<sup>th</sup> Street. Mr. Pilarski briefly summarized the history of their putting up a new LED Video graphic sign. He indicated he is trying to come up with an agreement with the current land owner but they have concerns with the landowner's demands. He is requesting a variance that allows the sign to be moved off the current landowner's property into the right of way (approximately 3-6 inches to the south.) Mr. Couri explained the difference versus our sign ordinance (zoning ordinance) and our right-of-way ordinance. He explained that we can have an encroachment agreement, but that may not take away the private property ownership issue. Mr. Couri further explains "prescriptive easement rights," explaining what his current rights may be. He finished by stating there is no authority to grant a use variance. Mr. Reinert wondered what the "do nothing" option is. He also wondered about what we could do in the future about signage when Mr. Schultz's lot further develops.

**ENGINEER'S REPORT:**

Mr. Halter presented the final pay application for the 2017 Street Project in an amount of \$21,271.69. He explained this is approximately \$5,000 under budget.

**A motion was made to approve the final pay application in an amount of \$21,271.69 by Mr. Zenzen, seconded by Ms. Schulzetenberg. Motion carried unanimously.**

**RESOLUTION #2017-09:**

Mr. McCabe presented a preliminary levy of approximately a 2% increase over 2017. There was brief discussion on budget and debt service levy. More discussion took place on replacing a fire truck and how that would affect the debt service levy. Mr. Reinert indicated he had inquired about just replacing a pump.

**A motion was made to approve Resolution #2017-09 approving the preliminary levy by Ms. Schulzetenberg, seconded by Mr. Zenzen. Motion carried unanimously.**

**COUNCIL MEMBER PURVIEW:**

Mr. Reinert inquired about procedure to shoulder a road, saying he believes 23<sup>rd</sup> Avenue is wasteful and embarrassing. Mr. McCabe stated Mr. Kiffmeyer intended to be here to respond to the question.

Mr. Zenzen indicated he is wondering about accident reporting, wondering if we have a standard reporting form. Mr. Reinert and Ms. Schulzetenberg both stated they have a standard incident report and it is all about documentation. Mr. Reinert stated if there is equipment damage, there is mandatory drug testing for insurance purposes. Mr. McCabe was instructed to provide an amended personnel policy that included drug testing after an accident or on suspicion.

Mayor Kroll indicated he asked about purchasing a time clock and Mr. McCabe responded he looked at Office Max and believes we can get one less expensive at Sams Club.

Mayor Kroll asked Mr. Zenzen about the bridge in Kiffmeyer Park and Mr. Zenzen stated he would get to it later this month.

Mr. McCabe reported the Park Board is looking for a spec on the dugout covers.

#### **CITY ADMINISTRATOR**

##### **REPORT:**

Mr. McCabe indicated the Coalition Letter and Storm Water letter were included for information.

A budget workshop meeting was scheduled for October 10 at 6pm.

Mr. Couri reported on the fire house at 1680 Forest Glen Circle stating a contractor of US Bank said they would be pulling permits shortly but will have it down by September 29. He said based on our report, we can force it to be taken down, but suggested we let the process play out.

Mr. Couri stated he visited with Mr. Sis's attorney and his attorney said he might have a way to get approval of a Conditional Use Permit. He suggests we maybe sit down and have a meeting with him. Mr. McCabe reminded him we adopted an ordinance prohibiting the containers and Mr. Couri stated he would look at and have a discussion with Mr. Sis's attorney.

**ADJOURNMENT: A motion was made to adjourn at 9:10pm by Mr. Reinert seconded by Mr. Diehl. Meeting Adjourned.**

Approved this \_\_\_\_\_ day of October, 2017.

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BJ Kroll, Mayor

Attest:

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William R. McCabe, Clerk/Administrator