

**MINUTES OF THE CITY COUNCIL
ST. AUGUSTA, MINNESOTA
August 4, 2020**

CALL TO ORDER: The meeting was called to order by Mayor Zenzen via Zoom Meeting at 7:00 PM.

PRESENT: Mayor Zenzen, Council Members Backes, Schulzetnberg and Genereux; Attorney Couri, Engineer Boots; Fire Lieutenant Claseman, Stearns County Deputy Hemmesch, Treasurer Rasmuson and Clerk/Administrator McCabe.

OTHERS PRESENT: None

CONSENT AGENDA: Mr. McCabe indicated he added three gambling permits for St. Mary HOC (October 10, November 20 and February 6) and two temporary liquor licenses for St. Mary HOC (November 20 and February 6) to the consent agenda.

A motion was made to approve the consent agenda items 3A – 3E by Ms. Schulzetenberg, second by Mr. Genereux, Motion 3-0.

The following items were approved with the consent agenda:

City Council Minutes, July 7 2020.

Bill Payable, Receipts and Treasurer's Report dated April August 4, 2020 and for US Bank payment and Checks #23480 – 23642.

City Council Agenda, August 4, 2020

Gambling Permit Requests, St. Mary HOC (Oct. 10, No. 20 and Feb. 6).

Temporary Liquor Licenses, St. Mary HOC (Nov. 20 and Feb 6).

SHERIFF'S REPORT: Lt. Hemmesch was in attendance and presented the report for July. He indicated there were 44 contract hours spent and he reviewed the call types and indicated there were 30 citations issued. He answered questions from the Council.

A motion was made to approve the Sheriff's report as presented by Mr. Genereux, seconded by Ms. Schulzetenberg. Motion carried 3-0.

BUILDING INSPECTOR'S REPORT:

Mr. McCabe presented the updated spreadsheet indicating there were 7 permits issued in July including the Dollar General Permit and 0 single family dwellings.

A motion was made to approve the building inspector's report as presented by Ms. Schulzetenberg, seconded by Mr. Genereux. Motion carried 3-0.

**FIRE DEPT.
REPORT:**

Lt Rob Claseman presented the monthly report for June indicating there were 12 calls, bringing the total for the year to 65. Monthly training was done in house and was on UTV driving course.

A motion was made to approve the report by Mr. Genereux, seconded by Ms. Schulzetenberg. Motion carried 3-0.

OPEN FORUM:

None.

**ENGINEER'S
REPORT:**

Mr. Boots indicated this item was added as a follow up to the discussion from last month's meeting. Mr. McCabe suggested we table until Mr. Backes is in as he had some thoughts on this item.

Mr. Boots presented Change Order Number 1 on the 2020 Street Project. He explained the changes that were made and indicated it ends with an increase of \$10,870.75.

A motion was made to approve Change Order #1 in an amount of \$10,870.75 by Ms. Schulzetenberg, seconded by Mr. Genereux. Motion carried 3-0.

Mr. Boots indicated our storm water ordinance requires a storm water application and suggested we amend the fee schedule to include the fee. Mr. McCabe indicated he has added the ordinance on adopting the fee schedule.

Ms. Schulzetenberg asked about fees and who's paying for them and are residents being charged twice. Mr. McCabe and Mr. Boots explained how the fees work. Developers are the ones who incur these fees. Ms. Schulzetenberg asked there is any refund for the \$500 fee. Mr. Boots said it depends on the time it takes. Discussion on changing the fee schedule was discussed. Mr. McCabe said the fee could be \$100 fee and an escrow of \$650; the remaining escrow is returned.

A motion was made to approve of the storm water application and Ordinance #2020 - 03, as amended and amending the 2020 fee schedule by Mr. Genereux, seconded by Mayor Zenzen. Motion carried 3-0.

Mr. Boots reported on the 2020 project and indicated there have been communication issues with Mr. McCabe. Mr. Boots explained they have a deadline of Sep 1 and stated this will be fixed for future projects,

shoring up the project at this point. Mr. Genereux wondered about the damage to the public works building. Mr. Boots stated the contractor is probably waiting for the completion of the project to make sure no other damage occurs.

**CARES ACT EXPENDITURES/
COVID-19**

DISCUSSION:

Mr. McCabe indicated he wanted to talk about potential uses for the CARES Act funds. He presented the Council with quotes for new Chrome Books for the public works department and potentially Council and Boards (planning commission and park board). He also presented quotes for a camera to video tape the meetings to be posted on the City's website. Lt. Rob Claseman indicated they had some ideas and asked for permission to purchase 2 LUCAS Device CPR Machines. Mr. McCabe presented Resolution #2020-12, stating findings of fact and authorizing the CARES Act Expenditures.

Ms. Schulzetenberg asked about total costs and Mr. McCabe responded that with the proposal we would be at about \$49,000. Ms. Schulzetenberg inquired about possibly upgrading internet in some rural areas. Mr. Couri responded the problem was the deadline of November 15, 2020. Mr. McCabe indicated the City can grant funds to small businesses affected by COVID-19, but he wants to wait with authorizing those grants until after we pay for things the city needs. He presented grant paperwork (policy, application and grant agreement) for review. Mr. Couri mentioned returning money to the school district rather than Stearns County and Mr. McCabe stated he hadn't heard or read that anywhere. Mr. Couri will look into that further. Also, Mr. Couri indicated he would like to see a small amendment in the grant agreement on when it terminates.

Discussion about the number of laptops and the Lucas Device were discussed. Laptops have a short shelf life and Ms. Schulzetenberg thought that may be excessive at this point. The Lucas Device comes with a battery; its longevity depends on how often it is used. Mayor Zenzen said it expands our opportunities to get these devices.

A motion was made to approve Resolution #2020-12, Stating Findings of Fact and Approving the CARES Act Expenditures and listing 15 Chrome Books, the video camera and 2 LUCAS Devices on a motion by Ms. Schulzetenberg, seconded by Mr. Genereux. Motion carried 3-0.

A motion was made to approve the Grant Paperwork on a motion by Ms. Schulzetenberg, seconded by Mr. Genereux. Motion carried 3-0.

COUNCIL MEMBER

PURVIEW: Mr. Genereux asked about some of the charges from the US Bank Card. Mr. McCabe responded the Site One charges were for sprinkler heads and other misc. charges, the Amazon charge was for thermometers for City Hall and fire department and the North Central International charge was for repairs to the International plow truck.

Ms. Schulzetenberg asked about reservations for the park and Mr. McCabe said we still are taking reservations and people are using the shelter at 25% capacity.

***** **Mr. Backes came into the meeting at 8:05 PM.** *****

There was discussion of the drainage ditch in Annis Acres near Mr. Hartkopf's property. Mr. Genereux asked if the city could show some goodwill and cut down the trees that will eventually block the ditch. Mr. Backes said in his observation, there may be a small area that is not allowing it to drain properly. He indicated his shoes did not get wet while walking behind Jesse George's property. Mr. Boots agreed there may be a little sediment but it's still draining as designed. Mr. Backes said shooting the Hartkopf elevations would be okay but not Jesse's. Mr. Boots asked for a motion to authorize the spending. Ms. Schulzetenberg indicated she would be agreeable to this. Mayor Zenzen said it's a drainage ditch and water is flowing so he's not sure it is necessary.

A motion was made to authorize shooting the elevations from 232nd street to pond at a cost not to exceed \$1,000 by Mr. Genereux, seconded by Ms. Schulzetenberg. Motion carried unanimously.

CITY ADMINISTRATOR

REPORT: Mr. McCabe reported that the filing period was open for Mayor and City Council and the primary election is on August 11.

ADJOURMENT: **A motion was made to adjourn at 8:30pm by Mr. Genereux, seconded by Ms. Schulzetenberg. Meeting Adjourned.**

Approved this 1st day of September, 2020.

Michael G. Zenzen, Mayor

Attest:

William R. McCabe, Clerk/Administrator