

**MINUTES OF THE CITY COUNCIL
ST. AUGUSTA, MINNESOTA
July 6, 2021**

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

PRESENT: Mayor Zenzen, Council Members Backes, Genereux, Coleman and Schmitz; Engineer Boots; Attorney Couri; Fire Lieutenant Claseman, Fire Captain Voigt, and Clerk/Administrator McCabe.

OTHERS PRESENT: Father Richard Voigt, Jason Salzbrun, Dan Salzbrun, Brendan Claseman, Sherri Stang and Jackie Steinhofer.

CONSENT AGENDA: Mr. McCabe indicated he had one addition to the consent agenda, item 3E - a temporary liquor license for Luxemburg Rec Club for their family tournament on August 13-15. He also added on payable to Central McGowan for \$35.

A motion was made to approve the consent agenda items 3A – 3E as amended by Mr. Backes seconded by Mr. Schmitz. Motion carried unanimously.

The following items were approved with the consent agenda:

City Council Minutes, June 1, 2021
Bill Payable, Receipts and Treasurer's Report dated July 6, 2021
and for US Bank payment, and Checks #24323-
24429.

City Council Agenda, July 6, 2021
C. Blashack and P. Hollerman's attendance at Annual Rural
Water Conference.

Temporary Liquor License, Lux Rec Club, August 13-15, 2021

SHERIFF'S REPORT: Deputy Hemmesch was not in attendance and the written June Sheriff's report was presented. He indicated there were 42.5 contract hours spent during the month.

A motion was made to approve the Sheriff's report as presented by Mr. Backes, seconded by Mr. Schmitz. Motion carried unanimously.

**BUILDING INSPECTOR'S
REPORT:**

Mr. Harren was in attendance and presented the quarterly building report. He indicated a total of 56 permits were issued during the quarter including 12 in the month of June. There were three new single family home permits issued in June bringing the total for the year to 13.

A motion was made to accept as presented by Mr. Backes, seconded by Mrs. Coleman. Motion carried unanimously.

**FIRE DEPT.
REPORT:**

Captain Voigt was in attendance and presented the May run and training report. There were four calls during the month bringing the total to 39 calls for the year as compared to 53 at this time last year. Fire Inc., provided EMR training and additional in house training was done on defensive driving.

A motion was made to approve the monthly fire report by Mr. Backes, seconded by Mr. Genereux. Motion carried unanimously.

Captain Voigt reported they have grant applications in progress. He also reported there is a recall on the new engine.

He also reported the generator is installed but they are waiting for the electrician to switch it on.

OPEN FORUM:

Jason and Dan Salzbrun inquired about the solar panel project at Father Voigt's. Mr. McCabe explained the process and answered their questions.

Lt. Claseman reported some holes on Fallow Road right off of State Highway 15.

**ENGINEER'S
REPORT:**

Mr. Boots reported the street project progressed smoothly, with only punch list items remaining. He presented a request for payment totaling \$391,232.99.

A motion was made to approve the pay request to Knife River in the amount of \$91,232.99 by Mr. Genereux, seconded by Ms. Coleman. Motion carried unanimously.

**PUBLIC HEARING
VACATE UTILITY AND
DRAINAGE
EASEMENT IN**

EAGLE'S LANDNG:

Mayor Zeznen opened the public hearing and asked for comments. Mr. McCabe reported this was the result of a lot being split and sold to adjoining property owners.

A motion was made to approve Resolution #2021-08, vacating a portion of the drainage and utility easement in Eagle's Landing by Mr. Backes, seconded by Mr. Schmitz. Motion carried unanimously.

PUBLIC HEARING

**VACATE UTILITY AND
DRAINAGE
EASEMENT IN
VOIGT VALLEY:**

Mayor Zenzen opened the public hearing and asked for comments. Mr. McCabe explained it was due to a neighbor selling land to another neighbor to create a larger lot so there would be adequate acreage to allow for more than one accessory structure.

A motion was made to approve Resolution #2021-09, vacating a portion of a drainage and utility easement in Voigt Valley by Mr. Backes, seconded by Mrs. Coleman. Motion carried unanimously.

**REQUEST FOR RELEASE
OF LETTER OF CREDIT –
NORTH CENTRAL
UTILITY:**

Mr. McCabe presented an email requesting the release of the letter of credit for North Central Utility.

A motion was made to release the letter of credit (\$293,750) by Mr. Backes, seconded by Mr. Schmitz. Motion carried unanimously.

**SOFTWARE
PURCHASE:**

Mr. McCabe presented a quote for additional utility billing software that will allow automatic payments and thus credit card payments.

A motion was made to purchase the software from Banyon Data for an amount of \$1,190 by Mr. Backes, seconded by Ms. Coleman. Motion carried unanimously.

**UTILITY BILLING CLERK/
ADMINISTRATIVE
ASSISTANT:**

Mr. McCabe presented the position description for this position. He indicated the position has been vacant since 2013 when the last part time employee moved away from the area.

A motion was made to advertise for the position by Mr. Backes, seconded by Mr. Genereux. Motion carried unanimously.

**COUNCIL MEMBER
PURVIEW:**

Mr. Schmitz wondered what was being built along State Highway 15 just south of County Road 141. Mr. McCabe and Mr. Harren explained it will be an agricultural building.

Mr. Genereux wondered about the warning siren.

Mr. Genereux asked if the brush on the east end of the trail can be taken care of.

Mr. Zenzen indicated he heard a voicemail left on one of the machines, he suggested the other Council members listen to it to see what staff deal with on a daily basis.

CITY ADMINISTRATOR

REPORT: Mr. McCabe presented a request for funding from the Initiative Foundation. Consensus was to pass this year again.

Mr. McCabe reported he visited with four contractors for the Annis Acres ditch project, two refused to consider and two never returned the call.

ADJOURMENT: **A motion was made to adjourn to at 8:15. Mr. Schmitz, seconded by Ms. Coleman. Meeting Adjourned.**

Approved this 3rd day of August, 2021.

Michael G. Zenzen, Mayor

Attest:

William R. McCabe, Clerk/Administrator