

**MINUTES OF THE CITY COUNCIL  
ST. AUGUSTA, MINNESOTA  
December 5, 2023**

**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, Schmitz, Coleman and Hommerding; Engineer Boots, Attorney Couri, Fire Chief Kramer, Assistant Fire Chief Steinhofer; Stearns County Deputy Meeland, and Clerk/Administrator McCabe.

**OTHERS PRESENT:** Brent Ahmann, Chad Erdmann, Amy Brand, Victoria Ludtke,

**CONSENT AGENDA: A motion was made to approve the consent agenda by Mr. Backes, seconded by Ms. Coleman. Motion carried unanimously.**

The following items were approved with the consent agenda:

City Council Minutes, November 7, 2023.  
Bill Payable, Receipts and Treasurer's Report dated December 5, 2023 and for US Bank payment and Checks #24885e – 24904e and #28449 -28500 and #25187-25277.  
City Council Personnel Policy Workshop Minutes, November 21, 2023.  
Pleasure Land Stormwater BMP Maintenance Agreement  
Amended Personnel Policy

**SHERIFF'S REPORT:** Deputy Meeland was in attendance and presented the November Sheriff's report. He indicated there were 38 hours spent on the contract and reviewed the call types.

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

**BUILDING INSPECTOR'S REPORT:**

Mr. McCabe presented the monthly building inspector's report. He noted there were 24 total permits issued during the month of November including one new home permit bringing the total to the year to 27.

**A motion was made to approve the building inspectors report by Mr. Backes, seconded by Mr. Schmitz. Motion carried unanimously.**

**FIRE DEPT. REPORT:**

The fire report was submitted indicating there were 13 calls for the month of October bringing the total to the year to 107. Training was done by Fire Inc and was a SCBA confidence course trailer and in house training of dodge ball air management.

**A motion was mad to approve the fire report as presented by Mr. Backes, seconded by Mr. Schmitz. Motion carried unanimously.**

Chief Kramer also presented a quote for new office computers for the fire hall totaling \$4,199.93.

**A motion was made to authorize the expenditure of \$4,199.93 by Mr. Backes, seconded by Ms. Coleman. Motion carried unanimously.**

Assistant Chief Steinhofer presented a quote for new SCBA bottles.

**A motion was made to approve the purchase of the new SCBA bottles in an amount of \$8,100 by Mr. Backes, seconded by Mr. Hommerding. Motion carried unanimously.**

**CENTER POINT ENERGY  
GAS FRANCHISE  
ORDINANCE  
#2023-05:**

Mr. McCabe presented a proposed gas franchise ordinance for Center Point Energy as the existing has recently expired.

**A motion was made to adopt Ordinance #2023-05 by Mr. Backes, seconded by Mr. Schmitz. Motion carried unanimously.**

**TRUTH-IN-TAXATION  
PUBLIC HEARING,  
FINAL 2024 BUDGET AND  
FINAL LEVY:**

Mayor Zenzen opened the public hearing on the proposed final budget and tax levy. Mr. McCabe explained the final budget saw an overall reduction in expenditures and revenues, mostly due the expiration of debt. He noted the proposed final levy was an increase of 6.68% but the overall tax rate was negative.

**A motion was made to adopt the final budget as presented and approve Resolution #2023-16, approving the final levy by Mr. Backes, seconded by Mr. Schmitz. Motion carried unanimously.**

**OPEN FORUM:**

Mr. Erdmann indicated he was in to start the process on his permit application.

**ENGINEER'S  
REPORT:**

Mr. Boots presented a task order for the 2024 Street Project.

**A motion was made to approve the task order by Mr. Backes, seconded by Ms. Coleman. Motion carried unanimously.**

Mr. Boots had included a summary of the final plans for the 2024 Street Project and he also indicated he had a complete copy if anyone wanted to review the plans. He indicated we needed to approve the plans and call for advertisement of bids.

**A motion was made to approve the plans for the 2024 Street Project and call for bids by Mr. Schmitz, seconded by Mr. Hommerding. Motion carried unanimously.**

**COUNCIL MEMBER  
PURVIEW:**

Mr. Schmitz indicated he has received complaints about noise on engine brakes. He visited with the State DOT representative about signage and the rep stated he needed to know that it could be enforced. Deputy Meeland stated we have an ordinance and suggested we work with the highway department and county on where to put signs.

Ms. Coleman asked Mr. Couri if we could require single sex groups to have meetings within the City. Mr. Couri stated it is really up to whoever is hosting the meeting as long as it isn't on City property.

Mr. Schmitz indicated people are parking on the cul-de-sac near the storage units and wondered if this is allowed. Mr. McCabe stated we have an ordinance that prohibits them from parking. Mr. Couri explained the process.

**A motion was made to provide a prospective bonus of \$200 to regular staff and \$100 to part time employees by Mr. Backes, seconded by Mr. Schmitz. Motion carried unanimously.**

Mayor Zenzen indicated he had calls on 13<sup>th</sup> Avenue and what is going on in Emerald Ponds.

**CITY ADMINISTRATOR  
REPORT:**

Mr. McCabe requested authorization to hire Mason Voigt as a part time snow plow driver.

**A motion was made to hire Mason Voigt as a part time snow plow driver at \$21.18/hour by Mr. Backes, seconded by Ms. Coleman. Motion carried unanimously.**

Mr. McCabe provided a presentation from Nuvei along with a proposal to move to their system for online payments. He indicated the only cost to the city would be \$9.95/month and nuvei would solicit customers and provide support for the system. Nuvei is a partner with the utility billing software of Banyon Data.

**A motion was made to approve moving forward with Nuvei by Mr. Schmitz, seconded by Mr. Backes. Motion carried unanimously.**

**ADJOURNMENT: A motion was made to adjourn at 8:15pm by Mr. Hommerding, seconded by Mr. Schmitz. Motion carried unanimously.**

Approved this 2<sup>nd</sup> day of January, 2024.

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Michael G. Zenzen, Mayor

Attest:

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William R. McCabe, Clerk/Administrator