

**MINUTES OF THE CITY COUNCIL
ST. AUGUSTA, MINNESOTA
June 4, 2024**

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, Coleman, Hommerding, and Schmitz; Fire Chief Kramer, Stearns County Deputy Widmer, Public Works Supervisor Kiffmeyer, Engineer Morast and Clerk/Administrator McCabe.

OTHERS PRESENT: Jenna Innes, Amber from Moore, Gary Meyer

CONSENT AGENDA: Mr. McCabe asked that we add a gambling permit for the St. Augusta Fire Relief Association at Club Almar on October 11, 2024.

A motion was made to approve the consent agenda as amended by Mr. Schmitz, seconded by Ms. Coleman. Motion carried 4-0.

The following items were approved with the consent agenda:

City Council Minutes, May 7, 2024.
City Council Agenda, June 4, 2024.
Bill Payable, Receipts and Treasurer's Report dated June 4, 2024
and for ePayments #25023e – 25038e and Checks
#25616 – 25693.
City Council Minutes, May 14, 2024.

SHERIFF'S REPORT: Deputy Widmer presented the sheriff's report indicating 40.75 hours were spent on the contract during the month of May. He reviewed the call types and other points of interest.

A motion to approve the Sheriff's report as presented was made by Mr. Hommerding, seconded by Mr. Schmitz. 4-0.

**BUILDING INSPECTOR'S
REPORT:**

Mr. McCabe presented the February building inspector's report indicating there were 25 permits issued during the month including two new house permits bringing the total to eleven for the year and one new commercial building.

A motion was made to approve the building inspector's report as presented by Mr. Schmitz, seconded by Mr. Coleman. Motion carried 4-0.

**2023 AUDITED FINANCIAL
STATEMENT**

PRESENTATION: Jenna Innes, representing Smith Schafer, was in attendance and presented the 2023 Audited Financial Statements. She explained what they did to test the financials, reviewed a power point presentation

highlighting the main points of the financials and answered questions from the Council.

A motion was made to approve the financials as presented by Mr. Schmitz, seconded by Mr. Hommerding. Motion carried 4-0.

**FIRE DEPT.
REPORT:**

Chief Kramer presented the April monthly report indicating there were 16 calls for the month bringing the total to 50 on the year as compared to 32 at this time in 2023. Monthly training was provided by Fire Inc. grass fire equipment, fire ground OPS class along with water management.

A motion was made to approve the report by Mr. Schmitz, seconded by Ms. Coleman. Motion carried 4-0.

Chief Kramer presented a request to hire Ryan Blake with the condition that he passes his background check and physical fitness test.

A motion was hire Mr. Blake as our 25th firefighter with the condition he passes the background check and physical fitness test by Mr. Schmitz, seconded by Mayor Zenzen. Motion carried 4-0.

**PUBLIC WORKS UPDATE
PARK MOWER**

QUOTE:

Mr. Kiffmeyer presented a quote for a new zero turn lawn mower for the parks. He indicated the old John Deere mower is starting to fall apart and he indicated he thought it would be better to have two mowers that use the same parts.

A motion was made to approve the quote from Powerhouse for a new mower at a price of \$8,259 by Mr. Schmitz, seconded by Mr. Hommerding. Motion carried unanimously.

**PUBLIC WORKS UPDATE
PATCHING**

QUOTES:

Mr. Kiffmeyer provided quotes for three street patches and a patch with new tar at City Hall. Mr. McCabe provided a spreadsheet comparing each individual patch job. Mr. Hommerding suggested we skip the City Hall work with the street budget that we are doing more than normal. Mr. Schmitz said he didn't think we could go wrong with any of the contractors quality wise. Ms. Coleman wondered if we have been rotating who we use on patches and was told we hadn't, she indicated she is okay with spreading the work around.

- **Mr. Backes entered the meeting at 7:25pm**

A motion was made to award the patching to Granite City Paving less the new work at City Hall by Mr. Hommerding, seconded by Mr. Backes. Motion carried 4-0 with Mr. Schmitz abstaining.

Mr. McCabe indicated we need to have a discussion on Gaberdine Road. He stated we have received a bunch of complaints on the condition of the road. He asked to have the feasibility study updated to determine if we should be starting the process of beginning an assessment project. He noted if we do this as an assessment project, we can move up the process of having the road done prior to our currently budgeted time period. Mr. Morast was asked to have the feasibility study updated for the August city council meeting.

OPEN FORUM: No comments offered.

ENGINEER’S REPORT: Mr. Morast gave a brief update on the 2024 Street Project.

A motion was made to approve the engineer’s report by Mr. Schmitz, seconded by Mr. Backes. Motion carried unanimously.

Mr. Morast presented a recommendation on the Otta Seal Improvement Project for 48th Avenue and Beaver Lake Road. Mr. McCabe presented an alternate to the Otta Seal, submitted by Diversified Paving. Mr. McCabe stated if we approved this project in either form, the funding would come from our 2024 and 2035 Seal Coat line item in our CIP budget. Mayor Zenzen and Mr. Hommerding wondered if we should hold off rather than spend down reserves. Mr. Backes stated he is in favor of having more gravel roads for low traveled roads. There was a discussion about how to keep up with the roads by adding to the CIP budget.

A motion was made to approve the Otta Seal bid of \$140,733.40 by Mr. Schmitz, seconded by Mr. Backes. Motion carried unanimously.

**PLANNING COMMISSION
RECOMMENDATION
PLEASURELAND PRELIMINARY
AND FINAL PLAT:**

Mr. McCabe indicated the planning commission unanimously recommended approval of the preliminary and final plat with the conditions included in the resolution.

A motion was made to approve Resolution #2024-12, approving the preliminary and final plat for Pleasureland RV by Mr. Schmitz, seconded by Mr. Hommerding. Motion carried unanimously.

**PLANNING COMMISSION
RECOMMENDATION
PLEASURELAND
VARIANCE:**

Mr. McCabe reported the planning commission unanimously recommended approval of the variance that allows the Conditional Use Permit to be valid on both of the Pleasureland RV plat.

A motion was made to approve Resolution #2024-13 as amended, approving a variance for Pleasureland by Mr. Schmitz, seconded by Mr. Backes. Motion carried unanimously.

**PLANNING COMMISSION
RECOMMENDATION
ZACHMAN VARIANCE**

REQUEST: Mr. McCabe indicated the planning commission unanimously recommended approval of the variance.

A motion was made to approve Resolution #2024-14, approving the variance by Mr. Backes, seconded by Ms. Coleman. Motion carried unanimously.

**COUNCIL MEMBER
PURVIEW:**

Ms. Coleman said thanks for the work on Galaxy Road.

Mayor Zenzen indicated he thought there was good discussion tonight on topics everyone didn't agree on.

**CITY ADMINISTRATOR
REPORT:**

Mr. McCabe reported that we had an employee in an accident while driving the wheel loader. The employee was hit from behind while trying to turn into Kiffmeyer Park. The wheel loader has been taken to Titan Machinery to assess damage. The employee has been seeing a chiropractor and a work comp claim has been opened.

Mr. McCabe presented the June 1, 2024 State Demographer's population estimate.

ADJOURMENT: A motion was made to adjourn at 8:45 pm by Mr. Hommerding, seconded by Mr. Schmitz.

Approved this 2nd day of July, 2024.

Michael G. Zenzen, Mayor

Attest:

William R. McCabe, Clerk/Administrator