

**MINUTES OF THE CITY COUNCIL
ST. AUGUSTA, MINNESOTA
January 7, 2025**

**Mr. Couri administrated the Oath of Office to Mayor Schmitz and Council members
Genereux and Skaalerud.**

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

PRESENT: Mayor Schmits, Council Members Backes, Hommerding, Genereux and Skaalerud; Fire Chief Kramer, Fire Captain Voigt, Attorney Couri, Engineer Bunders, Building Official Wallen and Clerk/Administrator McCabe via Teams Meeting.

OTHERS PRESENT: NeTia Bauman, Shawn Widmar, Paul Shea, Jill Shea, Amy Brand, Travis Barker and Representative Bernie Perryman

CONSENT AGENDA: Mr. McCabe indicated he had added to the updated packets his attendance at the annual MCMA Conference. Mr. Couri asked that we also add the Cannabis agreement with Stearns County to the agenda.

A motion was made by Mr. Backes, seconded by Mr. Genereux to approve the consent agenda as amended. Motion carried unanimously.

The following items were approved with the consent agenda:

City Council Minutes, December 5, 2024
Bill Payable, Receipts and Treasurer's Report dated January 7, 2025
for ePayments #25178e – 25198e and Checks #26229
- 26308.

City Council Agenda, January 7, 2025
B. McCabe's attendance at the Ehlers Finance Seminar
Gambling Permits and Temporary Liquor Licenses for St. Mary HOC
(June 22) and St. Wendelin (July 27)
B. McCabe's attendance at annual MCMA Conference.

SHERIFF'S REPORT: Lt. Widmer was in attendance and reviewed the November and December 2024 activity report.

A motion was made to approve the Sheriff's reports by Mr. Backes, seconded by Mr. Skaalerud. Motion carried unanimously.

**BUILDING INSPECTOR'S
REPORT:**

Mr. Wallen reviewed the December activity and discussed the totals for 2024. He indicated there were a total of 214 permits issued including 22 new homes and three new commercial permits. He stated the total values assigned to those permits was \$35,897,093.60; with the City collecting \$223,251.62 as their share of the fees.

A motion was made to approve the building inspector's report as presented by Mr. Hommerding, seconded by Mr. Backes; Motion carried unanimously.

**FIRE DEPT.
REPORT:**

Chief Kramer presented the November monthly report indicating there were 13 calls for the month bringing the total to 140 for the year as compared to 115 at this time in 2023. Monthly training was on cleaning the trucks and gear. Training by Fire Inc. was cancelled due to an extended call.

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

Chief Kramer presented a letter recommending Travis Barker get hired as a new fire fighter.

A motion was made to hire Mr. Barker by Mr. Backes, seconded by Mr. Skaalerud. Motion carried unanimously.

OPEN FORUM: no comments offered.

**GSDC FRACTIONAL
ECOMOMIC DEVELOPMENT
SERVICES:**

Ms. Bauman was in attendance to give a presentation on their proposed fractional economic development services. She began with a powerpoint highlighting all the things the GSDC do for the greater St. Cloud area. As she moved to the fractional economic services, she indicated they initially thought they would be able to hire a full time employee to be shared by multiple communities, with St. Augusta hoping for one day a week. If they get another community to take some time, Mr. McCabe will put it on the agenda for approval.

ACTING MAYOR: **A motion was made to appoint Mr. Homerding acting mayor by Mayor Schmitz, seconded by Mr. Genereux. Motion carried 4-0 with Mr. Hommerding abstaining.**

**BOARDS, COMMISSIONS,
OFFICIALS AND
COUNCIL**

REPRESENTATIVES: **A motion was made to make the following appointments by Mr. Backes, seconded by Mr. Genereux:**

Planning Commission: Ron Kraemer to an additional 3-year term and Paul Shea to a 3-year term.

Council Fire Department Representative: Justin Backes and Jeff Schmitz.

City Assessor: Jonathan Springer Stearns County Assessor's Office

City Attorney (Civil): Mike Couri – Couri and Ruppe
City Attorney (Prosecution): Jenall Kendal – Stearns County
Admin. Hearing Officer: Quinlivan and Hughes
City Engineer: Chris Bunders – Moore Engineering.
Planning Consultant: Robin Caufman – Bolton & Menk
Building Inspector: Mike Wallen, Inspectron
Electrical Inspector: Kelly Johnson
Weed Inspector: Paul Hollermann
Assistant Weed Inspector: Mark Kiffmeyer.

The motion passed unanimously.

**RESOLUTION
#2025-01, SETTING
COMPENSATION:**

Mr. McCabe presented a resolution with wages as budgeted.

A motion was made to approve Resolution #2025-01, approving the salaries by Mr. Backes, seconded by Mr. Hommerding. Motion carried unanimously.

**SCHEDULE OF REGULAR
MEETINGS, OFFICIAL NEWSPAPER
AND OFFICIAL
DEPOSITORIES:**

A motion was made to declare the regular council meetings on the First and Third Tuesday of each month at 7:00pm, the regular Planning Commission meetings on the Monday prior to the first Tuesday in each month at 6:00pm, EDA meetings as needed, to designate The St. Cloud Times the official newspaper Harvest Bank, Steifel, Hungtington Bank and US Bank as official depositories by Mr. Backes seconded by Mr. Skaalerud. Motion carried unanimously.

**RESOLUTION #2025-02,
DESIGNATING
SIGNERS:**

A motion was made to approve Resolution #2025-02 designating officials authorized to sign approved checks by Mr. Backes, seconded by Mr. Skaalerud. Motion carried unanimously.

**RESOLUTION #2025-03,
DESIGNATING 2026**

POLLING PLACE: A motion was made to approve Resolution #2025-03, designating the 2026 polling place by Mr. Backes, seconded by Mr. Hommerding. Motion carried unanimously.

**ORDINANCE #
2025-01, ADOPTING THE
2025 FEE**

SCHEDULE: There was a discussion on the cannabis fees and Mr. Couri suggested we approve the ordinance

A motion was made to approve Ordinance #2025-01, adopting the 2025 Fee Schedule as amended by Mr. Genereux, seconded by Mr. Backes. Motion carried unanimously.

**DATA PRACTICES
POLICIES:**

A motion was made to approve the data practices policies as presented by Mr. Genereux, seconded by Mr. Hommerding; Motion carried unanimously.

**ENGINEER'S
REPORT:**

Mr. Bunders presented Pay Request #3 for the 2024 Street Project recommending we pay \$42,021.85 holding a retainage of \$50,314.03.

A motion was made to approve the pay request in an amount of \$42,021.85 by Mr. Genereux, seconded by Mr. Skaalerud. Motion carried unanimously.

Mr. Bunders presented Pay Request #1 on the OTTA Seal Project recommending a payment in the amount of \$135,699.16 holding a retainage of \$7,142.06. This item will be brought back to the January 21 work session meeting.

Mr. Bunders also presented an update on both the 2024 Street Project and the Otta Seal Project.

**PLANNING COMMISSION
RECOMMENDATION, CANNABIS
ZONING ORDINANCE**

#2025-02: The planning commission unanimously recommended approval of Ordinance #2025-02. Mr. Couri explained why it was written like it was and what our responsibilities are moving forward.

A motion was made to approve Ordinance #2025-02 as amended and to publish in summary by Mr. Skaalerud, seconded by Mr. Backes. Motion carried unanimously.

**CANNABIS REGISTRATION
ORDINANCE**

#2025-03: Mr. Couri explained the necessity of this ordinance and why we weren't just deferring to Stearns County.

A motion was made to approve Ordinance #2025-03 as amended and to publish in summary by Mr. Genereux, seconded by Mr. Backes. Motion carried unanimously.

**STEARNS COUNTY
CANNABIS DELEGATION**

AGREEMENT: A motion was made to approve the agreement by Mr. Hommerding, seconded by Mr. Skaalerud. Motion carried unanimously.

**ADMIN COMPUTER
QUOTES:**

Mr. McCabe presented two quotes for a new computer indicating he has been using the Surface Pro since mid 2019. He indicated he likes the surface pro, but would be okay with the Mac Book Air based on their preference.

A motion was made to approve the purchase of the Surface Pro by Mr. Genereux, seconded by Mr. Hommerding. Motion carried unanimously.

**COUNCIL MEMBER
PURVIEW:**

**CITY ADMINISTRATOR
REPORT:**

Mr. McCabe provided the League of MN Cities Insurance for the members indicating he believes this may be the largest one we have received.

Mr. McCabe indicated Teresa Rasmuson will be retiring at the end of May. He provided the position description and asked that we advertise the position for interviews in February with March approval and a target start date of April 1.

A motion was made to approve of advertising for the position by Mr. Genereux, seconded by Mr. Skaalerud. Motion carried unanimously.

ADJOURNMENT: A motion was made to adjourn at 9:00pm by Mr. Hommerding seconded by Mr. Schmitz.

Approved this 4th day of February, 2025.

Jeff Schmitz, Mayor

Attest:

William R. McCabe, Clerk/Administrator