

CITY OF ST. AUGUSTA CITY COUNCIL WORKSHOP MEETING

April 15, 2025

7:00 pm

AGENDA

1. Call Meeting to Order – Mayor Schmitz.
2. Pledge of Allegiance.
3. Consent Agenda
 - 3A. Bills Payable
 - 3B. Other
4. CIP Planning
5. Adjourn.

REMINDERS: Regular City Council Workshop Meeting, Tuesday, April 15, 2025 7:00pm
Area Cities Meeting, Tuesday, April 29, 2025 5:30pm at site TBD
Planning Commission Meeting, Monday, May 5, 2025 6:00pm
Regular City Council Meeting, Tuesday, May 6, 2025 7:00pm
Joint Planning Commission/Council Workshop, Tuesday, May 13, 7:00pm
Stearns County Municipal League Meeting, Tuesday, May 20, 2025 time and place TBD

***Check Summary Register©**

Checks 04/02/25-04/15/25

Name	Check Date	Check Amt	
10100 STATE BANK OF KIMBAL			
24517 GREAT AMERICA FINANCIAL SE	4/15/2025	\$121.34	general - mobile internet
24518 INSPECTRON	4/15/2025	\$10,910.47	general - 1st qtr 2025 permits
24519 KERVIN ZANZ	4/15/2025	\$87.47	sewer dept - reimburse overpayment
24520 MN DEPT OF LABOR & INDUSTR	4/15/2025	\$533.00	general - 1st qtr 2025 surcharge
24521 PAUL KOSHIOL	4/15/2025	\$12,829.00	CIP - parks dept, dog park shelter
24522 WEST CENTRAL SANITATION	4/15/2025	\$262.71	general - garbage service
24523 WILLIAM JARNOT	4/15/2025	\$55.71	water dept - reimburse overpayment
24524 XCEL ENERGY	4/15/2025	\$548.25	general - Mar 2025 usage
24525 CENTER POINT ENERGY	4/15/2025	\$383.37	fire dept - gas usage
24526 JASON KOSHOIL	4/15/2025	\$125.00	fire dept - straw for burning house down
24527 LMCIT	4/15/2025	\$14,988.00	general - 2025 work comp premium
24528 GANNETT MN LOCALIQ	4/15/2025	\$156.26	general - zoning amendment public hearing
25268e JOHN HANCOCK	4/2/2025	\$1,150.00	g - rasmuson def comp pay 7 25
25269e BANK FEES	4/2/2025	\$9.81	general - US Bank credit card fee/misc pera
25270e STATE OF MINNESOTA	4/3/2025	\$757.00	parks dept - 1st qtr sales tax
25271e BLUE CROSS BLUE SHIELD	4/9/2025	\$4,428.96	Chad - employer paid insurance
25272e STEARNS ELECTRIC ASSOCIATI	4/9/2025	\$1,784.57	fire dept - fire hall
25273e PERA	4/10/2025	\$2,169.98	emp pd pera
25274e STATE BANK OF KIMBALL	4/10/2025	\$3,908.50	941 taxes
25275e JOHN HANCOCK	4/10/2025	\$1,150.00	g - def comp pay 8 25 Hollermann
26479 VOID	4/10/2025	\$0.00	
26489 VALLEY GREEN COMPANIES	4/2/2025	\$1,223.10	parks dept - HLP fertilizer
26490 BILL MCCABE	4/3/2025	\$245.60	g - McCabe co-pay
26491 BLASHACK, CHAD C.	4/10/2025	\$1,779.84	
26492 HILL, MARY M	4/10/2025	\$894.31	
26493 HOLLERMANN, PAUL A.	4/10/2025	\$1,700.85	
26494 KIFFMEYER, MARK G.	4/10/2025	\$1,697.85	
26495 McCABE, WILLIAM R.	4/10/2025	\$2,936.28	
26496 RASMUSON, TERESA M.	4/10/2025	\$236.64	
26497 SCHLUETER, STEVEN F.	4/10/2025	\$115.33	
26498 WAIBEL, THOMAS F.	4/10/2025	\$72.37	
26499 CITY OF ST. AUGUSTA	4/15/2025	\$77.71	general - Mar 2025 usage
26500 CITY OF ST. CLOUD	4/15/2025	\$26,762.25	water dept - Feb 25 usage
	Total Checks	\$94,101.53	

Jeffery J Schmitz

FILTER: [Check Date] between #04/02/25# and #04/15/25# and [Check Nbr]>0 and [Cash Act]='10100'

***Check Detail Register©**

Batch: Apr 15 2025 mtg

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 STATE BANK OF KIMBAL					
24517	04/15/25	GREAT AMERICA FINANCIAL SERVICES			
E 101-41000-300		support services	\$121.34	38907972	general - mobile internet
		Total	\$121.34		
24518	04/15/25	INSPECTRON			
E 101-41220-300		support services	\$10,910.47		general - 1st qtr 2025 permits
		Total	\$10,910.47		
24519	04/15/25	KERVIN ZANZ			
E 601-49400-430		Miscellaneous	\$43.74		water dept - reimburse overpayment
E 602-49450-430		Miscellaneous	\$43.73		sewer dept - reimburse overpayment
		Total	\$87.47		
24520	04/15/25	MN DEPT OF LABOR & INDUSTRY			
E 101-41220-722		Bldg Permit Surcharge	\$533.00		general - 1st qtr 2025 surcharge
		Total	\$533.00		
24521	04/15/25	PAUL KOSHIOL			
E 450-45200-430		Miscellaneous	\$12,829.00		CIP - parks dept, dog park shelter
		Total	\$12,829.00		
24522	04/15/25	WEST CENTRAL SANITATION			
E 101-41000-384		Refuse/Garbage Disposal	\$226.17	13407973	general - garbage service
E 101-42270-384		Refuse/Garbage Disposal	\$36.54	13407973	fire dept - garbage service
		Total	\$262.71		
24523	04/15/25	WILLIAM JARNOT			
E 601-49400-430		Miscellaneous	\$27.85		water dept - reimburse overpayment
E 602-49450-430		Miscellaneous	\$27.86		sewer dept - reimburse overpayment
		Total	\$55.71		
24524	04/15/25	XCEL ENERGY			
E 101-41000-383		Gas Utilities	\$548.25		general - Mar 2025 usage
		Total	\$548.25		
26499	04/15/25	CITY OF ST. AUGUSTA			
E 101-41000-736		city halls sewer/water expe	\$77.71		general - Mar 2025 usage
		Total	\$77.71		
26500	04/15/25	CITY OF ST. CLOUD			
E 601-49400-312		Water/Contract Services	\$15,325.19		water dept - Feb 25 usage
E 602-49450-313		Sewer/Contract Services	\$6,450.75		sewer dept - Feb 25 treatment charges
E 602-47000-602		NR2 Project - principal/int	\$4,986.31		sewer dept - Feb 25 NR2
		Total	\$26,762.25		
		10100	\$52,187.91		

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Fund Summary					
<u>10100 STATE BANK OF KIMBAL</u>					
		101 GENERAL FUND	\$12,453.48		
		450 CAPITAL PROJECT FUND	\$12,829.00		
		601 WATER FUND	\$15,396.78		
		602 SEWER FUND	\$11,508.65		
			<hr/>		
			\$52,187.91		

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Jeffery J Schmitz

Workshop Information Sheet

Date of Workshop: April 15, 2025

Presenter: Chris Bunders, Senior Project Manager

Workshop Location: City of St. Augusta
1914 250th Street
St. Augusta, MN 56301

Subject: Capital Improvement Plan (CIP)

Purpose of Workshop:

The upcoming City Council workshop will initiate the creation and implementation of the City's first Capital Improvement Plan (CIP). The objective is to strategically identify, prioritize, budget, and align infrastructure projects to meet St. Augusta's current and future needs effectively.

Why This Matters:

Implementing a CIP provides a unique opportunity to collaboratively establish clear, meaningful priorities that reflect the community's values and long-term vision. By thoughtfully identifying and prioritizing your capital investments today, it will create a solid foundation that future leaders can build upon. This proactive approach ensures continuity, promotes efficient use of public resources, and strives to maintain a consistent, community-supported vision for years to come.

Goals for the Workshop:

- Introduce the concept and benefits of capital improvement planning.
- Project identification and prioritization: Discuss and clarify the City's infrastructure needs, goals, and priorities.
 - Establishing criteria for project selection (e.g., urgency, community impact, economic benefits).
 - Balancing immediate infrastructure needs with strategic, long-term planning.
- Ensure alignment of CIP development with community vision and strategic planning efforts.

How to Prepare for the Workshop:

- Identify Needs: Reflect on infrastructure needs within the community and bring relevant data or concerns to discuss.

- *Engage with Constituents:* Seek input from residents regarding infrastructure improvements and priorities they value most.
- *Think Strategically:* Consider the long-term vision for the community and which projects could significantly contribute to achieving it.

Desired Outcome:

By the end of this workshop, we hope to have a good start for:

- Establishing foundational guidelines for developing the City's first CIP.
- Providing direction on the identification of ideas and needs to be included in the CIP.
- Agree upon initial criteria and strategies for project prioritization.
- Discuss any next steps for community involvement and ongoing communication.

Your thoughtful preparation and active participation are critical to successfully defining the items that will be contained in the CIP. We look forward to your valuable insights and collaboration.

Future Topics:

The following are some future topics that will complement the process.

1. *Funding and Budgeting*
 - Identifying potential funding sources (grants, bonds, partnerships).
 - Establishing initial budget guidelines and financial parameters.
2. *Community Engagement*
 - Developing methods to effectively gather input and feedback from residents.
 - Planning transparent communication to ensure community understanding and support.

Possible Projects:

Below are a few project ideas to help as you prepare for the meeting and generate thoughts about the upcoming discussion.

- Overall Street Inventory
- Gaberdine Road
- WTP, Wells, Water Tower & distribution
- Fire Department
- Street & Utility Department
- City Hall Offices
- Parks and Trails throughout the community
- Sewer & water utilities to the west side of the City