



## St. Stephen City Council Agenda – April 5, 2017

Call To Order: 6:30 PM  
Pledge of Allegiance  
Approval of Agenda

Approval of Minutes: March Council Meeting

Reading of Claims  
Reading of Receipts  
Treasurer's Report

Petitions, Requests and Communication:

Husker Athletic Booster Club, Gambling Premises Approval Request (after public hearing)

St. Stephen River Runners, Gambling Raffle Approval Request (after public hearing)

Mark Halstrom, Apple Duathlon

**7:00 Public Hearing: City Ordinance Code Adoption**

St. Stephen Fire & Rescue  
Emergency Management

Reports:

Road & Bridge

Planning Commission

Sheriff's Report: Lieutenant Vic Weiss, 2016 Summary

Health Committee

Unfinished Business

New Business

Miscellaneous Announcements:

Monday, April 17th: Sartell-St. Stephen School Board Meeting, St. Stephen City Hall @ 6:00 PM

Tuesday, April 18th: Appeals and Equalization Meeting at 6:30 PM

Meeting Adjourned

*This agenda has been prepared to provide information regarding an upcoming meeting of the St. Stephen City Council. This document does not claim to be complete and is subject to change at any time.*

2 6th Avenue SE  
St. Stephen, MN  
56375  
320-251-0964

**City Officials**

Cindy VanderWeyst  
Mayor

Jeff Blenkush  
Council Member

Gene Skaj  
Council Member

Danita Traut  
Council Member

Tom Vouk  
Council Member

Dolores Supan  
Treasurer

Cris Drais  
City Clerk  
[crisdrais@midconetwork.com](mailto:crisdrais@midconetwork.com)

Website:  
[cityofststephen.com](http://cityofststephen.com)

MINUTES  
ST. STEPHEN CITY COUNCIL  
APRIL 6, 2017

CALL TO ORDER: 6:30 P.M. PLEDGE OF ALLEGIANCE: All together.

MEMBERS PRESENT: Cindy VanderWeyst-Mayor, Jeff Blenkush, Gene Skaj, Danita Traut and Thomas J. Vouk – Council, Dolores Supan-Treasurer and Cris Drais-City Clerk.

ABSENT: None.

APPROVAL OF AGENDA: The agenda for the April meeting was reviewed. Gene Skaj made a motion to approve the agenda. Jeff Blenkush seconded the motion. Motion carried.

MINUTES OF THE MEETING: The minutes of the March Meeting were reviewed. Under Members Present, the Clerk edited attendance and accidentally erased Jeff Blenkush's name. Jeff Blenkush was in attendance. Gene Skaj made a motion to approve the minutes with the change. Jeff Blenkush seconded the motion. Motion carried.

READING OF THE CLAIMS: The Clerk presented the Claims. To date, the total is: \$8,876.34. Jeff Blenkush made a motion to approve the Claims to date. Gene Skaj seconded the motion. Motion carried.

READING OF RECEIPTS: Receipts for the month total: \$60,527.64.

TREASURER'S REPORT:

Beginning Balance	\$1,057,964.21
ADD: March Deposits	\$60,527.64
LESS: March Checks	\$54,739.41
New Checkbook Balance	<b>\$1,063,752.44</b>

Danita Traut made a motion to approve the Treasurer's Report. Gene Skaj seconded the motion. Motion carried.

PETITIONS, REQUESTS AND COMMUNICATIONS:

**Mark Halstrom ~ Apple Duathlon** (After Road & Bridge Report): Mark Halstrom reported that the Apple Duathlon will take place on Saturday, May 27<sup>th</sup> during Memorial Day Weekend. Lieutenant Vic Weiss was in attendance and shared that a deputy would be present at the CSAH 5 and 6<sup>th</sup> Ave SE intersection, CSAH 2 & 5 intersection and CSAH 2 & 1. The City Clerk said she'd contacted Stearns County Engineer, Jodi Teich, regarding the construction and the race. Jodi stated that the athletes would be guaranteed a riding surface in the event reconstruction begins on the City's end. The Clerk will keep in touch with Mark if any issues arise before the event takes place.

ST. STEPHEN FIRE & RESCUE (After Treasurer's Report): There were 9 calls in March. CPR and the EMR Refresher were completed in March. The April training will be handling patients with diminished mental capacity and start triage. Two new members will start EMR training. A fire fighter has missed too many trainings and will be notified of his release from the department. The Relief Association made a \$10,000 contribution to the Fire Equipment Fund. The Fire Dept Breakfast will be on Sunday, April 9<sup>th</sup>. A Cash Drawing will take place on April 8<sup>th</sup> at Howie's Corner Bar. The Relief Association Annual Audit was submitted.

EMERGENCY MANAGEMENT: Paul Ritter was not in attendance. The sirens did go off for the 1<sup>st</sup> Wednesday of the month.

REPORTS OF BOARDS AND COMMITTEES:

- 1. Road and Bridge:** Jerome Supan asked about having Randy Sabart, City Engineer, tour the City to review road conditions. The Council was in agreement. The Mayor requested having the City Hall parking long seal-coated. Discussion took place regarding the 12<sup>th</sup> Ave NE ditch. Randy Sabart will also look at that. Discussion took place regarding striping 6<sup>th</sup> Ave SE, as no work will be done on it right now with the CSAH 2 reconstruction. Randy Sabart will be contacted regarding this also.
- 2. Planning Commission (After Mark Halstrom's Petition):** Dan Schultz shared that Steve Syoka will be attending the April PC meeting. He is working to purchase the C. Trobec Trust property along CSAH 2. He has/will be submitting a letter to the Planning Commission and Nancy has submitted a letter for review at the PC meeting. The Clerk will prepare enough copies for the Planning Commission. Dan shared that a discussion took place regarding changing the meeting night of the Planning Commission. It was brought to a vote and passed to change the meeting night. Dan stated that he abstained during the vote. Concerns regarding changing a meeting night: location to use if the FD is meeting/training that night, having visitors to a meeting in a small place when needing to move and a possible conflict for the Recorder with changing the meeting night. The consensus of the Council is to keep the Planning Commission meeting night on the 2<sup>nd</sup> Tuesday of the month. Discussion took place regarding the Rodenwald Property. To date, trees have been cut and a potential road is being planned out.

SHERIFF'S REPORT: Lieutenant Vic Weiss was in attendance and shared information from the year 2016. There were 450 calls for service. 250 of them were traffic related and there wasn't any real pattern of the other 200 calls. Compliance checks are done twice a year. The County saw a spike in failed checks in 2016 and is looking into the situation. Mailbox theft, counterfeit currency and checks have been an issue in our area. Telephone fraud victimizing elderly has continued to occur.

Lieutenant Weiss recognized Sheriff Sanner for 35 years of service. The County Commissioners will be looking at how to fill the Sheriff's position. Lieutenant Weiss reported that 2 drug service dogs have been added to the department. The County has purchased a drone for search purposes. It has capability for daytime and nighttime vision. The speed trailer will be put out. A request was made to have night patrol service begin in the park areas with school dismissing.

***The Regular Meeting was closed at 7:00 PM for the Public Hearing: City Ordinance Code Adoption***

Mayor VanderWeyst introduced Attorney Susan Kadlec who summarized the purpose of the public hearing and summarized the new ordinance, Ordinance 56: Gambling. Mayor VanderWeyst went through the ordinances by chapter and asked the audience for any questions or comments:

- Chapter 1: Questions or Comments – No
- Chapter 2: Questions or Comments – No
- Chapter 3: Questions or Comments – No
- Chapter 4: Questions or Comments – No
- Chapter 5: Questions or Comments – No
- Chapter 6: Questions or Comments – No
- Chapter 7: Questions or Comments – No
- Chapter 8: RESERVED: No ordinance currently
- Chapter 9: Questions or Comments – No
- Chapter 10: RESERVED: No ordinance currently

A member of the St. Stephen River Runners asked if he could comment on Ordinance 56: Gambling and was allowed to address the Council. He stated that the Club had concerns regarding the "trade area" of 15 miles per the ordinance and that 75% of the net profits need to be spent within the trade area.

Section 56.12: EXPENDITURE OF PROCEEDS/LOCAL BENEFITS.

Subd. 1: Each organization licensed or permitted to conduct lawful gambling within the City shall annually expend 75% of its net profits from gambling within the trade area of the City of St. Stephen in a manner which provides a broad base benefit or benefits non-members of the organization. The expenditure shall be managed as follows:

Subd. 2: No later than January 31 of each calendar year each organization shall be responsible for providing a summary illustrating that seventy-five percent (75%) of the net proceeds have been expended within the City of St. Stephen meeting the criteria stated in section 56.10, reaching a broad base. If the expenditures for the calendar year do not meet the 75% of the criteria, the organization shall contribute the difference to the City of St. Stephen no later than February 15 of each calendar year.

The River Runners feel that it is too restricting. A member of the Holdingford Husker Athletic Booster Club asked to address the Council and also stated that the Athletic Boosters also have concern regarding the trade area established in the ordinance.

The Council was asked if there is a difference between a 1-day gambling permit and a gambling license. No, the Gambling Ordinance applies to both types of gambling.

The Council was asked if the ordinance created a profit for the City? No, the ordinance doesn't create a profit for the City.

Discussion continued regarding the trade area designated in the ordinance and the percentage of net proceeds to be spent within the trade area.

The Mayor asked two (2) more if there were any more questions or comments on the proposed ordinance updates/changes and the addition of Ordinance 56: Gambling. No more questions or comments were asked or made.

Gene Skaj made a motion to close the Public Hearing: City Ordinance Code Adoption. Danita Traut seconded the motion. Motion carried. Public Hearing closed at 7:36 PM.

Council Discussion: Council members continued to discuss the trade area and net proceeds to be spent within the trade area. The River Runners asked if the Council would consider tabling the gambling ordinance to discuss at another time. The Mayor suggested changing the trade area to 25 miles (up from 15 miles), lowering the investigation fee to \$50 and decreasing the percentage to be spent in the trade area to 50%. Discussion continued regarding the numbers the Mayor suggested. Council members were in favor of expanding the trade area to 25 miles and decreasing the percentage to be spent in the trade area to 50%. No comments were made regarding the lower investigation fee.

Dan Schultz stated that the ordinances regarding planning were in order.

Susan Kadlec was asked about the liquor license. Does the verbiage added to the City's Liquor License Ordinance come from the League of MN Cities? Yes it does. Is the City's proposed Liquor License Ordinance similar to other communities? Yes it is.

Discussion took place regarding Chapter 6: 61.12: Public Consumption and concern regarding drinking on the sidewalk. It was confirmed that this has always been in the ordinance. Lieutenant Weiss stated that for special events in town, the Sheriff's Department takes informal direction from the City Council regarding this.

Jeff Blenkush made a motion to approve the ordinance adopting city code: AN ORDINANCE ENACTING A CODE OF ORDINANCES FOR THE CITY OF ST. STEPHEN, MINNESOTA, AMENDING, RESTATING, REVISING, UPDATING, CODIFYING, AND COMPILING CERTAIN ORDINANCES OF THE CITY DEALING WITH THE SUBJECTS EMBRACED IN THE CODE OF ORDINANCES, AND PROVIDING PENALTIES FOR THE VIOLATION OF THE CODE OF ORDINANCES with changes to Ordinance 56: Gambling having a trade area of 25 miles and the percentage of the net proceeds to be spent in the trade area to 50%. Danita Traut seconded the motion. Motion carried. The Ordinance Adopting City Code will be published on Friday, April 14, 2017.

PETITIONS, REQUESTS AND COMMUNICATIONS (con't):

**St. Stephen River Runners, Gambling Raffle Approval Request:** The St. Stephen River Runners requested approval of a gambling raffle for February 10, 2018, for a snowmobile (purchased outside of the 25 mile trade area). Gene Skaj made a motion to approve the gambling raffle request for February 10, 2018, for a snowmobile. Jeff Blenkush seconded the motion. Jeff Blenkush: Yes, Gene Skaj: Yes, Danita Traut: Yes, Cindy VanderWeyst: No and Tom Vouk: Yes. Yes: 4 and No: 1. Motion carried.

**Husker Athletic Booster Club, Gambling Premises Approval Request:** The Holdingford Husker Athletic Booster Club requested approval of a gambling premises application in order to sell pull-tabs via machine at Trobec's Bar & Grill. Danita Traut made a motion to approve a gambling premises application for the Husker Athletic Booster Club for Trobec's Bar & Grill. Gene Skaj seconded the motion. Motion carried.

HEALTH COMMITTEE: Nothing at this time.


UNFINISHED BUSINESS: Discussion took place regarding the Summer Ball program. Registration is open until April 15<sup>th</sup>. The Easter Egg Hunt will take place on Saturday, April 15<sup>th</sup> at 10:00 AM. Volunteers will meet at 9:00 AM to prepare. Car Show update: Father Geno has been visited with and is okay with the event taking place on the Church's property. Tom Vouk secured the DJ for the Car Show. It was asked if the Becker snowplow was still available and reported that no, it was sold to the City of Avon.

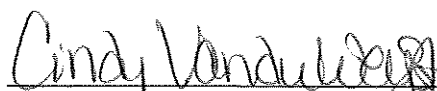
NEW BUSINESS: Jerome Supan reported that the American Legion would be holding a steak fry on April 29<sup>th</sup>. It was asked if there would a charge for booths at the Car Show? Discussion took place on charging for booths. Currently, no charge will be issued. If there were room at the Car Show, it would be okay for someone to put up a booth. Someone who sells car prints made the request.

ADJOURNMENT: There being no further business, Jeff Blenkush made a motion to adjourn. Gene Skaj seconded the motion. Motion carried.

TIME: 8:58 PM

Respectfully submitted,

  
City Clerk

  
Mayor