



St. Stephen City Council Agenda – April 2, 2014

Call To Order: 7:00 p.m.

Pledge of Allegiance

Approval of Minutes from March Meeting

Reading of Claims

Reading of Receipts

Treasurer's Report

Petitions, Requests and Communications

Trobec's Bar ~ Chicken Fry, June _____, 2014

Girl Scout Troop Silver Award

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

City Officials

Cindy VanderWeyst
Mayor

Jeff Blenkush
Council Member

Rusty Paggen
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

St. Stephen Fire & Rescue

Emergency Management Report

Reports of Committees & Board

Road & Bridge

Park Board

Planning Commission

Sheriff's Report

Health Committee

Unfinished Business

New Business

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.

MINUTES
ST. STEPHEN CITY COUNCIL
April 2, 2014 – 7:00 P.M.

CALL TO ORDER: 7:00 P.M. PLEDGE OF ALLEGIANCE: All together.

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

ABSENT: None.

MINUTES OF MARCH MEETING: The meeting minutes from March were reviewed. Danita Traut asked that SSF&R be spelled out in the St. Stephen Fire & Rescue report and that FF be clarified as fire fighter. Danita Traut made a motion to approve the minutes with the correction. Jeff Blenkush seconded the motion. Motion carried.

READING OF THE BILLS: The Clerk presented the Claims. To date the Claims total: \$16,807.10. Jeff Blenkush made a motion to approve the Claims. Tom Vouk seconded the motion. Motion carried.

READING OF RECEIPTS: Receipts for the month total: \$61,704.95.

<u>TREASURER'S REPORT:</u>	Beginning Balance	\$722,145.70
	Add: March Deposits	\$61,704.95
	Less: March Checks	\$19,298.99
	New Checkbook Balance	\$764,551.66

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

PETITIONS, REQUESTS AND COMMUNICATIONS:

Girl Scout Troop 714: This 6th Grade troop is working on earning their Silver Award. The girls would like to serve the St. Stephen Community. A total of 50 hours must be put in to the project. Projects such as painting the bleachers at the ball fields, creating signs to mark the parks in town or planting at City Hall were discussed. Contact info was shared between the troop leaders and Kathy Monson.

Trobec's Chicken Fry: Ray Trobec requested approval to close ½ Street on Tuesday, June 3rd for the Chicken Fry. Sergeant Lentz was in attendance and said that there haven't been issues in the past with closing ½ Street since the Sheriff's Dept. is made aware of it. Danita Traut made a motion to close ½ Street on June 3, 2014, for the Trobec Chicken Fry. Jeff Blenkush seconded the motion. Motion carried.

SHERIFF'S REPORT: Sergeant Jon Lentz shared the hours served during January, February and March. Alcohol compliance checks were performed in March. Sergeant Lentz was questioned about snowmobiles on property. Discussion took place on deputies sitting in parking lots and following people out after leaving bars. Sergeant Lentz shared that all traffic stops are recorded with video and audio. If issues are reported to City Council members, a date and time is helpful in reviewing the issue. Discussion took place on how many deputies are on each shift. Sergeant Lentz shared that when deputies are parked in a parking lot that they could be participating in on-line training.

ST. STEPHEN FIRE & RESCUE: There were 10 calls in March. The April training will be done with the fire trailer. Fire Chief Drais reported that fire fighter, Chuck Verhaagh, did not meet training requirements and is no longer a fire fighter. The laptops on the fire engines will be upgraded via the County.

It was reported that a St. Wendel resident has requested to switch to Avon FD. The request is based on the response time due to the distance from the station. The two departments are in a mutual aid agreement with each other, so in the event of a fire or medical call, the Avon FD will be called in addition to St. Stephen responding. There are 8 houses in the area being referenced. St. Wendel contracts with St. Joseph and St. Stephen for fire service. Discussion took place regarding where to go next.

St. Stephen FF Relief Association will hold a raffle on Friday, April 25th at Howie's Corner Bar. St. Stephen FF Relief Association will hold a breakfast on Sunday, April 27th.

REPORTS OF BOARDS AND COMMITTEES:

1. **Road and Bridge:** Jim Anderson has been contacted regarding replacing the gate at the plow garage. Joe Paggen will patch roads where necessary.
2. **Park Board:** The March 16th bird house building event only had 5 children. The Easter Egg Hunt will take place on April 19th. A tree giveaway with the Sportsmen's Club will take place on April 26th. 1,500 seedlings are supposed to be dug up by the DNR. Discussion took place regarding posting hours at the parks.
3. **Planning Commission:** A resident called regarding having chickens and goats on their property. They have been invited to attend the meeting. An appraiser had questions regarding land owned by Margaret Robich.

SHERIFF'S REPORT: *Report located after the Petitions.*

EMERGENCY MANAGEMENT: Paul Ritter wasn't in attendance.

HEALTH COMMITTEE: A letter was received from Mary Kroll regarding the clean up deadline. The date won't be moved. A response will be prepared by the City Attorney.

UNFINISHED BUSINESS:

The Appeals & Equalization meeting will take place on Tuesday, May 6th from 6:30-7:00.

The Centennial Parade has been moved to 2:00 p.m. with a 12:00 p.m. staging start. The next meeting is scheduled for April 13th at 11:30 a.m.

Denise Leahy: Helping Hands – Helping Hands would like to hold its annual raffle drawing during the City's Centennial. Usually the drawing is held during Holdingford Days. Donations come from Holdingford and St. Stephen. Helping Hands would like the drawing to take place on Saturday, July 19th. Prizes are cash and merchandise. The range is between \$3,500-\$3,700. Danita Traut made a motion to approve a one day gambling permit for Helping Hands to do a raffle drawing on Saturday, July 19th. Jeff Blenkush seconded the motion. Motion carried.

Ben Supan asked if the area by the lower ball field in the Smoley Addition could be cleaned for the Centennial. The property isn't owned by the City.

A quote was received from Nelson Toilets: \$50 regular summer fee and \$85 handicapped fee. Tom Vouk made a motion to approve the bid for portapot service at the City parks. Danita Traut seconded the motion. Motion carried.

NEW BUSINESS:

A request to be billed on the 1st of each month was received from John Huls for lawn service. Danita Traut made a motion to pay John Huls \$1,700 for lawn service in May. Jeff Blenkush seconded the motion. Motion carried. Discussion took place regarding fertilizing at the ball fields, but without a sprinkler system, it could actually be a problem.

Mailboxes being moved at 4th St NE and grouped will be addressed by the Post Master.

Mayor VanderWeyst updated the Council that Marshall from the Cherrywood Assisted Living Facility called to cancel the meeting with St. Stephen. He stated that after reviewing the City's study, the city doesn't fit their model and that they aren't interested in coming to St. Stephen.

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

TIME: 8:26 p.m.

Respectfully submitted,

Cris Drais
City Clerk

Cindy Vanderweyst
Mayor