



St. Stephen City Council Agenda – February 1, 2017

Call To Order: 6:30 PM

Pledge of Allegiance

Approval of Agenda

Approval of Minutes: January Meeting

Reading of Claims

Reading of Receipts

Treasurer's Report

Petitions, Requests and Communication

Daniel & Melissa Muehlbauer: Trobec Trust Property Purchase ~ Rezoning Request

St. Stephen Fire & Rescue

Reports:

Road & Bridge

Planning Commission

Sheriff's Report

Health Committee

Unfinished Business

Ordinances

New Business

Plow Truck

Miscellaneous Announcements

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.

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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

MINUTES
ST. STEPHEN CITY COUNCIL
FEBRUARY 1, 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 February meeting was reviewed. Under Unfinished Business, Assessment on Co Rd 2 was added. Under New Business, Senior Housing RFP was added. Gene Skaj made a motion to approve the agenda with the additions. Jeff Blenkush seconded the motion. Motion carried.

MINUTES OF THE MEETING: The minutes of the January Meeting were reviewed. Discussion took place regarding the site permit costs and where they are listed. The site permit will be updated. Jeff Blenkush made a motion to approve the minutes. Gene Skaj seconded the motion. Motion carried.

READING OF THE CLAIMS: The Clerk presented the Claims. To date, the total is: \$25,823.95. This includes 38 hours for Doug Legatt. 15 ½ hours for Rodger Bellinger will be calculated. 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: \$36,502.42. The Treasurer reported that she was having difficulties getting funds to transfer from 2016 to the 2017 cash control statement. At this time, no cash control statement is available. Once finalized a copy will be passed on to the Council.

TREASURER'S REPORT:

Beginning Balance	\$
ADD: January Deposits	\$36,502.42
LESS: January Checks	\$
New Checkbook Balance	\$

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

PETITIONS, REQUESTS AND COMMUNICATIONS:

Daniel & Melissa Muehlbauer: Trobec Trust Property Purchase, Rezoning Request ~ Melissa Muehlbauer was in attendance. She shared that the property she and her husband purchased is currently zoned B2. They are requesting to rezone the property to RR1. The Muehlbauer's have been before the Planning Commission. Dan Schultz, Planning Commission Chairperson, shared that the Planning Commission reviewed this request and voted to recommend allowing the Muehlbauer's to rezone the property to RR1. Tom Vouk shared that the property was zoned B2 when zoning began in the City. The reasoning for the Business zoning isn't really even known, even by the Trobec family that used to own the property. Discussion took place regarding a driveway onto the property and there currently is a driveway approach already in place. Tom Jovanovich, City Attorney, shared that the City needs to watch for spot zoning, but rezoning the property to RR1 would fit in with the other properties around it. Jeff Blenkush made a motion to order a public hearing on March 1st at 7:00 PM for Muehlbauer's request to rezone their property from B2 to RR1. Gene Skaj seconded the motion. Under current ordinance, the City Clerk will notify residents within 600' of the property.

T. STEPHEN FIRE & RESCUE: There were 9 calls in January. The February training will be CPR and Defib training. The Annual Relief Association Meeting took place on Monday, January 30th. Tom Vouk made a motion to approve the 5% deferred interest payment for the Relief Association pension for 2016. Danita Traut seconded the motion. Jeff Blenkush ~ Y, Gene Skaj ~ Y, Tom Vouk ~ Yes, Danita Traut ~ Y and Cindy VanderWeyst ~ Y. 5 Yes and 0 No. Motion carried. The Fire Dept Breakfast will be on Sunday, April 9th. A Cash Drawing will take place on April 28th at Howie's Corner Bar.

UNFINISHED BUSINESS:

Ordinances were reviewed in January by the City Council and Planning Commission. Final questions/concerns were shared with City Attorney, Tom Jovanovich. Discussion took place regarding removing and updating ordinances. Clarification was sought. Tom Jovanovich shared that some changes resulted from conforming with state statutes and LMC verbiage.

Gambling was discussed with the City Attorney present. One question asked was in regards to the trade area. The trade area of the St. Stephen Legion was discussed as an example of establishing the trade area in the ordinance. It was agreed to have a trade area of 15 miles around the City of St. Stephen as that includes the school districts. Discussion took place regarding permits vs. licenses. At the conclusion, Tom Jovanovich stated that he'd go through the ordinances and make the changes. He will add the trade area of 15 miles to the gambling ordinance draft and create a short publication regarding the public hearing. Gene Skaj made a motion to hold a public hearing on the ordinance updates/changes & additions on Wednesday, April 5th at 7:00 PM. Danita Traut seconded the motion. Motion carried.

Senior Housing RFP: City Attorney, Tom Jovanovich, shared a draft of the Senior Housing RFP. The Council discussed thoughts on donating land purchased in the Smoley Addition for the project. The Fire Chief recommended the City provide help with the required fire suppression per state code. Discussion took place on who to share the RFP with among the Council, City Attorney & City Engineer. It was clarified that the purchase price of the land will be included in the RFP as a means of showing what the City paid and are willing to donate in order to bring Senior Housing to the community. The updated market study needs to be sent to the City Attorney. In the discussion, it was agreed to clarify that the City won't operate or own the Senior Housing. Tom Jovanovich will finalize the RFP for the City Council to review and continue moving forward with.

Assessments of Co Rd 2 Reconstruction: Residents are wondering if they will be assessed for the City's cost of the reconstruction of Co Rd 2. It was confirmed that when Co Rd 5 was done years ago, the residents along the road weren't assessed. One point made was that the residents shouldn't be assessed as the majority of the drivers don't live on the road. The Council was in agreement to not assess the residents who live along Co Rd 2 for the construction costs that will be incurred by the City.

Miscellaneous Items: Bill Werlinger is attempting to purchase the lot behind Legatt's Garage for the purpose of putting up a storage building. Submittals for the building haven't been received as of the February Council meeting. Bill Werlinger will be attending the February 14th Planning Commission meeting. Discussion took place regarding the Hlebain property that Mark Rodenwald purchased. Questions have been raised about land being sold already and cleared. Tom Jovanovich, City Attorney, will look into the matter.

REPORTS OF BOARDS AND COMMITTEES (Following Unfinished Business while Attorney & Engineer were present):

1. **Road and Bridge:** Jerome Supan stated that Carr's will be trimming trees at the end of February.

2. **Planning Commission:** Dan Schultz shared that at their January meeting, elections were held. Dan Schultz was elected Chair of the Planning Commission. Perry Nistler was elected Deputy Chair. Gene Skaj made a motion to approve the election results of the Planning Commission. Jeff Blenkush seconded the motion. Motion carried. Dan shared again that Bill Werlinger will be at the February 14th meeting. Tim Haeg will also attend the February 14th meeting regarding the topic of changing zoning and the impact it can have on septic systems.

SHERIFF'S REPORT: Nothing at this time. No contract to date.

HEALTH COMMITTEE: Nothing at this time.


UNFINISHED BUSINESS: Nothing else (topics covered prior to Reports of Boards and Committees)

NEW BUSINESS: Rodger Bellinger was in attendance to discuss the status of the city's plow truck and that the City of Becker has a 2001 truck to sell. He shared various specs about the truck. The only reason it's being sold is because of space and getting a new truck. The truck wouldn't be available until late summer/early fall. He will keep the Council posted on the status of availability as another community has expressed interest in it also.

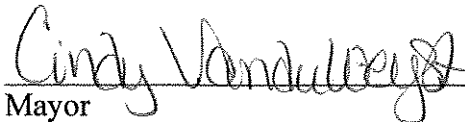
ADJOURNMENT: There being no further business, Jeff Blenkush made a motion to adjourn. Gene Skaj seconded the motion. Motion carried.

TIME: 9:26 PM

Respectfully submitted,



City Clerk



Mayor