



St. Stephen City Council Agenda – July 2, 2014

Call To Order: 7:00 p.m.

Pledge of Allegiance

Approval of June Meeting Minutes

Reading of Claims

Reading of Receipts

Treasurer's Report

Petitions, Requests and Communications

Howie's Corner Bar, Kevin Lang: Conditional Use Permit

Carly Stich, St. Wendel Chairman: Fire Coverage

Centennial Memory Book ~ Verdell Rudolph

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

Reports of Committees & Board:

Road & Bridge

Plow Truck Maintenance

Park Board

Planning Commission

August Meeting Start Time after 8:00 p.m. due to State Primary

Sheriff's Report

Health Committee

Saturday, August 2nd ~ Household Hazardous Waste Collection

Unfinished Business

New Business

Approval of State Primary Election Judges

Budget Planning Meeting Date: August 20, 2014

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
July 2, 2014 – 7:00 P.M.

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

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

ABSENT: Cindy VanderWeyst.

MINUTES OF JUNE MEETING: The meeting minutes from June were reviewed. Danita Traut made a motion to approve the minutes. Rusty Paggen seconded the motion. Motion carried.

READING OF THE BILLS: The Clerk presented the Claims. The mowing payment is a pre-payment set up. To date the Claims total: \$16,554.38. The Fire Department is paid for the 1st six months of service in July. Rusty Paggen made a motion to approve the Claims. Tom Vouk seconded the motion. Motion carried.

READING OF RECEIPTS: Receipts for the month total: \$86,691.14.

<u>TREASURER'S REPORT:</u>	Beginning Balance	\$734,715.57
	Add: June Deposits	\$86,691.14
	Less: June Checks	\$30,915.33
	New Checkbook Balance	\$790,491.38

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

PETITIONS, REQUESTS AND COMMUNICATIONS:

Carly Stich, St. Wendel Chairman: Fire Coverage ~ St. Wendel Township has some residents that would like to change their fire protection to the Avon Fire Department due to the distance comparison of Avon FD & St. Stephen Fire & Rescue responding to a call. The request includes 12 parcels of land. The Fire Chief figured out how much of the fire contract these parcels were worth financially. Based on the value of property, these 12 parcels would make a difference of \$516.06 in the Fire Contract with St. Wendel.

Discussion took place regarding the fire contract with St. Wendel Township. The most recent contract found was for a 10 year period from 1997-2007. The contract will be sent to the City Attorney for review and preparation for renewal.

Mr. Stich asked for a bill to be prepared for the St. Wendel Township Annual meeting that will show what the Township would be charged with the 12 parcels still being covered by St. Stephen Fire & Rescue and without the 12 parcels in the contract.

Tom Vouk made a motion to give the City Attorney permission to draw up a new fire contract with St. Wendel Township excluding the 12 parcels that will move to the Avon FD coverage area. Rusty Paggen seconded the motion. Motion carried.

ST. STEPHEN FIRE & RESCUE: There were 7 calls in June. There have been 43 calls in 2014. The FD responded to an arson call that was actually in Holdingford's fire district, but dispatch called out St. Stephen. It was an abandoned manufactured home. The fire was reported to the Fire Marshall. July's training will be the annual Fit Test. Turn out gear replacement is being looked at by the FD. There are 12

sets of gear that need to be replaced. A new law states that turnout gear cannot be older than 10 years. Gear will be replaced over the next 3 years.

REPORTS OF BOARDS AND COMMITTEES:

1. **Road and Bridge:** Discussion took place regarding the plow truck. The box needs to be sandblasted and painted. The auger also needs to be looked at. Tom Vouk made a motion to have the plow truck receive maintenance on the sand/salt box and auger at Paggen's Auto Body. Danita Traut seconded the motion. Rusty Paggen abstained. Motion carried.
2. **Park Board:** Kathy Monson reported that the Girl Scout Troop is ready to paint the bleachers. Kathy has posted the Park Ordinance at the City's parks.
3. **Planning Commission:** Via Tom Vouk, Ordinance 45 has been reviewed. A topic to be discussed by the Planning Commission is a community septic system. The August meeting cannot begin until after 8:00 p.m. due to the State Primary.

SHERIFF'S REPORT: Nothing at this time.

HEALTH COMMITTEE: The Household Hazardous Waste Collection via Stearns County will take place on Saturday, August 2nd at City Hall. It will be open from 9:00 a.m. – 12:00 p.m.

UNFINISHED BUSINESS: Discussion took place regarding the Centennial. To date, 61 applications have been turned in for the Parade.

NEW BUSINESS: The Clerk presented information regarding the Election Judges for the 2014 Election season. All Judges will attend training. Election Judges are paid \$8.00 per hour and 56¢ per mile. Rusty Paggen made a motion to approve the Election Judges for 2014. Danita Traut seconded the motion. Motion carried.

The proposed Budget Planning Meeting Date is August 20, 2014. The meeting will take place on this date at 6:30 p.m.

A Lease Agreement between Tom Vouk and the City of St. Stephen for the use of Tom's property during the Centennial Celebration for the fireworks and Tractor Show was presented to the Council. The Lease Agreement was drawn up by the City's Attorney. Rusty Paggen made a motion to approve the City signing a Lease Agreement between the City of St. Stephen and Tom Vouk for the use of Tom's property during the Centennial Celebration at a cost of \$1.00. Danita Traut seconded the motion. Tom Vouk abstained. Motion carried.

Verdell Rudolph shared the final proof of the Centennial Memory Book. The book is expected to be completed by July 15th or 16th. Rusty Paggen made a motion to approve the balance payment of \$4,322.00 for the memory books. Tom Vouk seconded the motion. Motion carried.

It was reported that Jason Ferche was contacted regarding the purchase of his land in the Smoley Addition. He didn't return a call regarding the inquiry.

It was reported that a resident on the 5th Ave SE cul-de-sac that lives next to the park and pond would like the City to removed trees from its property as the trees blow debris in to her pool.

PETITIONS, REQUESTS AND COMMUNICATIONS:

Howie's Corner Bar, Kevin Lang: Conditional Use Permit ~ Kevin is requesting adding outdoor seating from the spring to fall on the front side of the bar from 11:00 a.m. – 9:00 p.m. Food and beverages would be served at the tables. The County has stated that they will follow the guidelines set forth by the City. Kevin shared that if someone wants to eat lunch outside, the deck on the other side of the building is shaded at noon. Danita Traut made a motion to set a Public Hearing for the Conditional Use Permit for Howie's Corner Bar on Monday, July 21st at 7:00 p.m. Tom Vouk seconded the motion. Rusty Paggen abstained. Motion carried.

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

TIME: 8:37 p.m.

Respectfully submitted,

Cris M Drais
City Clerk

JMB
Acting Mayor