

MINUTES
ST. STEPHEN CITY COUNCIL
July 5, 2023

CALL TO ORDER: 6:30 P.M.

PLEDGE OF ALLEGIANCE: Led by Lisa Marvin

MEMBERS PRESENT: Lisa Marvin – Mayor, Gene Skaj, Danita Traut, Steve Trobec, and Thomas Vouk, Council.

ALSO PRESENT: Dayna Then, City Clerk.

GUESTS: Lieutenant from Stearns County Sheriff's Office, Amanda Hawkins, Frank Vouk, Paul Ritter, and Bobby Hlebain.

APPROVAL OF AGENDA: Motion was made by Gene Skaj, seconded by Steve Trobec to approve the agenda. All in favor, motion carried.

MEETING MINUTES: The meeting minutes were reviewed. A motion was made by Danita Traut, seconded by Gene Skaj, to approve the June 7th, meeting minutes. All in favor, motion carried.

A motion was made by Steve Trobec, seconded by Gene Skaj to approve the April 25th, special meeting minutes. All in favor, motion carried.

READING OF THE CLAIMS: Claims were reviewed. A motion was made by Tom Vouk, seconded by Danita Traut, to approve the claims with the correction of claim # 18234 to be coded from Ice and Snow Removal account to Fire account. All in favor, motion carried.

READING OF RECEIPTS: Receipts were reviewed. A motion was made by Danita Traut, seconded by Gene Skaj to approve the receipts. All in favor, motion carried.

TREASURER'S REPORT: For the period: 5/1/2023 to 5/31/2023

Beginning Balance	\$1,745,193.85
Total Receipts	\$1,810.04
Total Disbursed	\$64,894.74
Ending Balance	\$1,682,109.15
Less Deposits in Transit	\$0.00
Plus Outstanding Checks	\$11,565.73
Total Per Bank Statement	\$1,693,674.88

A motion was made by Danita Traut, seconded by Steve Trobec, to approve the treasurer's report. All in favor, motion carried.

PETITIONS, REQUESTS AND COMMUNICATIONS: Motion was made by Danita Traut, seconded by Steve Trobec to approve the Gambling Permit for the St. Stephen Lions Club to hold a raffle on October 14th at Trobecs. All in favor, motion carried.

ST. STEPHEN FIRE & RESCUE: Gene Skaj reported that there were 14 calls in June, 4 calls already in July for a total of 66 calls in 2023. This month's training will consist of SCBA Test and Blood Borne Pathogens. EMR refresher will be held in September.

RELIEF ASSOCIATION: Gene Skaj reported that the audit is still in progress.

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EMERGENCY MANAGEMENT: None

REPORTS OF BOARDS AND COMMITTEES:

1. **Road and Bridge:** Bobby Hlebain gave a report on street conditions and asked the council and Randy to revisit the crack sealing and pot hole repair needs. Randy stated that we are in the time frame of 7 to 10 years out of having sealing repairs done for the City Hall parking lot. Randy will request some bids.
2. **Planning Commission:** Amanda Hawkins reported that there are no new issues. The Planning Board will continue to work on the additions to the ordinance pertaining to cannabis use and the new laws that will be upcoming in August through legislature.
3. **Park:** The repairs to the dugouts at Smoley Field have been scheduled for August 9th and park walking paths crack sealing repairs are scheduled on July 17th and 19th. Lisa Marvin asked that Dayna and Ken work on setting a schedule for the sprinkler system schedule at city hall.
4. **Personnel:** None
5. **Health Committee:** None

SHERIFF'S REPORT: Lieutenant, Klein stated there were 30.50 service hours this month. Average things such as traffic stops, fireworks, couple medicals and no major violations.

UNFINISHED BUSINESS:

White Oak County Estates: The final plat has been recorded with the county and final signed Mylars have been delivered to City Hall.

Ferche Addition- Continued: The council, Liz and Randy reviewed the amended developers' agreement that was submitted by Peter Doyle. Liz expressed her concerns with some of the terms and verbiage stated in the amended agreement. Randy followed up with his feedback on line items. Liz will respond to Peter Doyle with some clarifications to the agreement and will have a final for review at the August meeting.

National Night Out: Danita reported that the planning for the event has come together well with items including a car show, music, Lions Club will be serving hot dogs and root beer floats, Sportsmans club will have bird house building, American Legion will have flag folding, face painting and Traut Excavating will bring some equipment.

NEW BUSINESS:

August Budget Meeting: Council has set the Annual Budget Meeting for August 23rd at 6:00 pm.

All City Garage Sale: Council has set the all-city garage sale for September 28th and 29th.

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MISCELLANEOUS ANNOUNCEMENTS:

St. Stephen Sportsmen's Club: None

Newsleader deadline dates: Aug. 4 & 18, Sept. 1 & 15, Oct. 6 & 20, Nov. Nov. 3 & 17, Dec. 1 & 15.

ADJOURNMENT: A motion was made by Gene Skaj, seconded by Danita Traut, to adjourn the meeting. Meeting adjourned at 8:34 p.m.

Respectfully submitted,

Dayna D. Then, City Clerk

Lisa Marvin, City Mayor