



St. Stephen City Council Agenda – March 5, 2014

Call To Order: 7:00 p.m.

Pledge of Allegiance

Approval of Minutes from February Meeting

Reading of Claims

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

City Officials

Cindy VanderWeyst
Mayor

Jeff Blenkush
Council Member

Rusty Pagen
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

Reading of Receipts

Treasurer's Report

Petitions, Requests and Communications

Verdell Rudolph ~ Centennial Photo Album & Event

St. Stephen Fire & Rescue

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

March 5, 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 FEBRUARY MEETING: The meeting minutes from February were reviewed. In the Treasurer's Report, the motion didn't reflect approval of the report. 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. The Clerk stated that a claim is still needed for Eggen's for fuel service. To date the Claims total: \$17, 090.78. Jeff Blenkush made a motion to approve the Claims. Danita Traut seconded the motion. Motion carried.

READING OF RECEIPTS: Receipts for the month total: \$2,331.23.

| | | |
|----------------------------|------------------------|--------------|
| <u>TREASURER'S REPORT:</u> | Beginning Balance | \$740,755.47 |
| | Add: February Deposits | \$2,331.23 |
| | Less: February Checks | \$20,941.00 |
| | New Checkbook Balance | \$722,145.70 |

Dolores Supan shared a current investments statement with the Council.

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

PETITIONS, REQUESTS AND COMMUNICATIONS:

Verdell Rudolph: Centennial Memory Book ~ Discussion took place regarding the number of memory books to order for the City Centennial. The Council agreed to ordering 500 books. If more are needed, a discounted price will be honored, but it won't be the same as the initial price. No more pictures will be taken after April 1st. Verdell will attend the May 7th Council meeting to update the Council on the status of the memory book. Verdell volunteered herself, husband, daughter & son-in-law to sell the albums during the Centennial. The City will provide a tent for use.

FIRE DEPARTMENT: There were 4 fire calls in February. 2 calls were chimney fires which the department hasn't had for years but with the price of heating, families are turning to burning wood. The March training will be Skywarn training put on by Stearns County. Fire Chief Drais reported that currently one FF hasn't met the department training requirement.

SSF&R will hold a raffle on Friday, April 25th at Howie's Corner Bar. SSF&R will hold a breakfast on Sunday, April 27th.

REPORTS OF BOARDS AND COMMITTEES:

1. **Road and Bridge:** Jerome Supan, Road Overseer, discussed the trees in the Smoley Addition that are hanging over the roadway. Once the snow is gone, the City Engineer will confirm the City's easement with regards to cutting branches.
2. **Park Board:** The Sportsmen's Club will be hosting a bird house building project with the Park Board on Sunday, March 16th from 1:00-3:00 p.m. at City Hall. All materials will be prepared for assembly. The Easter Egg Hunt will be Saturday, April 19th at 11:00 a.m. Other items discussed at the meeting were the Summer Ball Program, portapot rentals and a motorcycle run in May.
3. **Planning Commission:** Section 41 of the City's Ordinance book was reviewed. Section 45 will be reviewed next. The March 11th meeting will be canceled. All members will be notified.

SHERIFF'S REPORT: Nothing at this time. Sergeant Jon Lentz will be attending the April Council meeting.

EMERGENCY MANAGEMENT: Paul Ritter will attend the April meeting.

HEALTH COMMITTEE: Nothing at this time.

UNFINISHED BUSINESS:

Centennial: A planning meeting will take place on Sunday, March 9th at 11:30 at City Hall in an attempt to finalize things for the celebration. Discussion took place regarding the parade route. The Sheriff Dept. will allow the closing of Co Rd 2 for the parade. A car show is being organized for Friday, July 18th. Discussion took place regarding a budget. Since the City's Centennial is being celebrated, donations won't be solicited. A to date of rentals and band costs of \$11,000 was shared. A request for \$25,000 was shared with the Council. Jeff Blenkush made a motion to approve a budget of \$25,000 for the City's Centennial. Tom Vouk seconded the motion. Motion carried.

Ferche Property in Smoley Addition: In looking at the parcel tax papers, the 2 smaller parcels haven't had a change in value. The larger parcel has changed significantly. Discussion took place regarding the Council's position on pursuing the sale of the land. The Mayor will check with Jason Ferche if he will discuss selling the land again.

Citizen Concern: Danita shared plowing concerns/texts that she's received. She was advised to invite the residents to a City Council meeting and share their concerns.

NEW BUSINESS:

Frontline: The City received a quote to do annual service on the City's sirens from Frontline out of Monticello. The cost would be \$500 total to service both sirens. Tom Vouk made a motion to have Frontline service the City's sirens. Jeff Blenkush seconded the motion. Motion carried.

Astech: The City received a quote from Astech regarding street sweeping. Jeff Blenkush made a motion to have Astech clean the City streets when possible. Danita Traut seconded the motion. Motion carried.

Board of Appeal & Equalization: The meeting date is Tuesday, May 6th at 6:30 p.m.

Right of Way Letter: A revision of the letter for the residents on 9th Ave NW will be disregarded again by the Council.

County Sealcoating on Co Rd 2: The cost to do the shoulder is between \$2,500-\$3,000. Jeff Blenkush made a motion to not do the sealcoating on the shoulder of Co Rd 2. Rusty Paggen seconded the motion. Motion carried.



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

TIME: 8:27 p.m.

Respectfully submitted,

Cris M Drais
City Clerk

Cindy Vandulweg
Mayor

