



## St. Stephen City Council Agenda – May 7, 2014

Call To Order: 7:00 p.m.

Pledge of Allegiance

Approval of Minutes from April Meeting

Reading of Claims

Reading of Receipts

Treasurer's Report

Petitions, Requests and Communications

**Lyle Shefers ~ Milking Barn**

**Apple Duathlon**

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

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@  
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*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  
May 7, 2014 – 7:00 P.M.

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

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

ABSENT: Rusty Paggen.

MINUTES OF APRIL MEETING: The meeting minutes from April were reviewed. St. Stephen Fire & Rescue was referenced regarding the FD breakfast & raffle vs. St. Stephen FF Relief Association. Under the Park Board report, the regular porta pot price was listed. It should be \$50. Jeff Blenkush made a motion to approve the minutes with the listed changes. Danita Traut seconded the motion. Motion carried.

READING OF THE BILLS: The Clerk presented the Claims. A Claim was just received for Joe's Countryside Excavating. To date the Claims total: \$14,024.85. Jeff Blenkush made a motion to approve the Claims. Danita Traut seconded the motion. Motion carried.

READING OF RECEIPTS: Receipts for the month total: \$9,372.83.

<u>TREASURER'S REPORT:</u>	Beginning Balance	\$764,551.66
	Add: April Deposits	\$9,372.83
	Less: April Checks	\$29,064.12
	New Checkbook Balance	\$744,860.37

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

PETITIONS, REQUESTS AND COMMUNICATIONS:

**Apple Duathlon:** Mark Hallstrom and Adam Konczewski were in attendance to report on the upcoming race. The race will take place on Saturday, May 24<sup>th</sup>. It's the 32<sup>nd</sup> year of the event. Participants will be riding through St. Stephen beginning about 9:00 a.m. and the last rider will probably come through around 10:00 a.m. Volunteers will be through before the race to sweep the edge of the road.

**Lyle Shefers:** Lyle is looking to rebuild his milking barn. A new building would slightly encroach on the City's setback guidelines. The old milking bark would be taken down. If the building weren't allowed, Lyle would have to go through with applying for variance and conditional use permit. Lyle had examples of resolutions drawn up by other cities and Stearns County regarding land use issues and zoning administration. The City Attorney will have to review the memorandums to see if that's something the City should consider preparing. It was stated that the closest neighbor isn't being encroached upon. It was recommended that Lyle bring his request to the Planning Commission.

ST. STEPHEN FIRE & RESCUE: There were 9 calls in April. The May training will be taught by the Technical College on Decontaminations. The Relief Association had a \$5,000 donation for the Fire Equipment Fund. The Relief Association Raffle & Breakfast went well. The breakfast had 229 people attend. Another breakfast will take place on the Sunday of Fire Safety Week in October.

## PETITIONS, REQUESTS AND COMMUNICATIONS (cont.):

**Dave Gallup:** Dave Gallup is looking to build a home at 108 7<sup>th</sup> Avenue Northeast. One question brought up is the drainage on the lot. Mike Schwinghammer is the builder and stated that a defined ditch has been made on the South side of the lot. One concern is the elevation of the basement. It was stated that the house would be 31 feet from the easement without a walkout. Perry Nistler recommended approving the site permit as it seems the livability has been met regarding the construction. An additional question posed is the location of the 2<sup>nd</sup> septic system. Watab, Inc. will be contacted regarding this.

**EMERGENCY MANAGEMENT:** Paul Ritter shared that he attended the Governor's Conference in the Twin Cities. At the EMS Conference, Al Vouk & Ralph Barhorst were recognized for years of service. Paul shared that the City participated in a Communications Drill put on by the County. The Mayor sat in on the drill. It was confirmed that the siren was repaired. Paul shared that a drill will be taking place at Apollo HS in July. Apollo has been designated as the 3<sup>rd</sup> site to send people in the event of an incident at the Nuclear Plant in Monticello. Apollo could receive up to 30,000 people. Skywarn Training recently occurred in which siren sounding regulations were discussed.

## REPORTS OF BOARDS AND COMMITTEES:

1. **Road and Bridge:** Chuck Ertl brought his proposal to the Council regarding ditch cutting. In addition to the bid, brush cutting would be \$90/hr. Jacob's Lane would be included in the work done. Discussion took place about cutting brush along 3<sup>rd</sup> Ave SE. Peter Omann has in the past given permission for this to be maintained. A certificate of liability can be provided to the City. Tom Vouk made a motion to have Chuck Ertl do the ditch cutting for 2014. Danita Traut seconded the motion. Motion carried.

9<sup>th</sup> St NW ~ Peternell: Jerome Supan reported that some Class 5 is needed & the culverts need to be cleaned. The road has been maintained by the City. Tom Vouk made a motion to put down 2 loads of Class 5 and clean the culverts on 9<sup>th</sup> St NW. Jeff Blenkush seconded the motion. Motion carried.

On 2<sup>nd</sup> St NE, the blacktop is breaking down. Custom Servicing will be contacted for an estimate on service. The gate to the gravel pit is being made. The resident at 109 5<sup>th</sup> Ave SE complained about water issues due to a neighbor's landscaping. The City Engineer was going to look at this. The Church area no parking needs to be painted again. The barricade has been fixed at 2<sup>nd</sup> St NE. Potholes around town have been fixed. At 4<sup>th</sup> St NE: the Postmaster will be talking with the homeowners about moving their mailboxes. There are trees on the City right of way that need to be addressed. The Mayor will ride with Jerome regarding this.

2. **Park Board:** A Sartell-St. Stephen Community Ed. rep came regarding a donation from the St. Stephen Park Board. Monies collected from the Park Board will help fund T-ball, Soccer and Kids Club. The Girl Scouts are working on their Silver Award proposal. The tree giveaway was successful. The Easter Egg Hunt has 125 children put in their names for the drawing. Park regulations are being reviewed by the Park Board.
3. **Planning Commission:** Perry Nistler reported that Ordinance 41 has had changes made to it. Ordinance 45 will be reviewed next. Ben Supan's application for the Planning Commission will be reviewed.

**SHERIFF'S REPORT:** 4 wheeler complaints have been made.

**HEALTH COMMITTEE:** An issue was brought regarding grass clippings and leaves on 6<sup>th</sup> Ave NE in the City right of way and has been removed. Cleaning at Kroll's was discussed. Pat Kroll was in attendance and stated that he wouldn't be able to get his property cleaned by the court's ruling. The Mayor stated that

the court order will be followed and cleanup will begin on May 8<sup>th</sup>. The work will begin at 7:30 a.m. It was stated that many things involved in the cleanup are a health issue and must be cleaned up. The Council was questioned about garbage and recycling trucks driving through town and having debris blow out of them. It was recommended to contact the refuse company in the event it happens.

UNFINISHED BUSINESS:

Nothing at this time.

NEW BUSINESS:

The Mayor stated that the City's portion of Co Rd 2 has been slated to be worked on in 2017. The rumor is that the work isn't being done because of the Centennial. This is not true.

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

TIME: 8:52 p.m.

Respectfully submitted,

Cris M Drais

City Clerk

Cindy VandulWeyg

Mayor