



St. Stephen City Council Agenda – November 5, 2014

Call To Order: 7:00 p.m.

Pledge of Allegiance

Approval of October Meeting Minutes

Reading of Claims

Reading of Receipts

Treasurer's Report

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

Petitions, Requests and Communications

Mark Rodenwald: Hlebain Property

St. Stephen River Runners Gambling Permit

St. Stephen Fire & Rescue

Fire Department Ordinance

Reports of Committees & Board:

Road & Bridge

Park Board

Planning Commission

Sheriff's Report

Health Committee

Unfinished Business

New Business

Canvassing of Election Results: Monday, November 10th @ ??

Contract for Assessing Services

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
November 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 OCTOBER MEETING: The meeting minutes from the October Meeting were reviewed. Under the Resolution revoking 6th Ave SE, the motion was seconded by Tom Vouk. The Clerk will check the recorder to calculate the ending time of the meeting. Jeff Blenkush made a motion to approve the minutes with corrections made. Rusty Paggen seconded the motion. Motion carried.

READING OF THE BILLS: The Clerk presented the Claims. To date the Claims total: \$40,099.54. A Claim will have to be prepared to reimburse St. Wendel Township for the properties now covered by Avon FD. from November 1, 2014 to the end of 2014. The Claim will be for \$83.00. A Claim will have to be prepared for Paggen's Auto Body for the service on the plow truck. A Claim was prepared to reimburse the Sartell-St. Stephen School District for Cris Drais' Election Judge pay. Cris is paid by the School District while serving as an Election Judge, so the district is reimbursed for the 8 hour school day. Danita Traut made a motion to approve the Claims. Jeff Blenkush seconded the motion. Motion carried.

READING OF RECEIPTS: Receipts for the month total: \$9,398.41. Discussion took place regarding deposits. A deposit from Midcontinent for the August Franchise Fees was listed on the October Receipts register. Deposits are made the Thursday after the Council meeting, so they are a month behind from the date on the Receipts Register.

TREASURER'S REPORT:

Beginning Balance	\$824,895.40
ADD: October Deposits	\$9,398.41
LESS: October Checks	\$40,104.31
New Checkbook Balance	\$794,189.50

An Investment Activity Report was shared 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:

Mark Rodenwald, Property Development: Mark presented 2 concepts to the City Council for developing the recently purchased property on the Corner of Co Rd 5 & 6th Ave NE. It was recommended to bring the concepts to the Planning Commission for review and recommendation at their next meeting. Due to Veterans Day, the meeting will have to be moved to Tuesday, November 18th.

St. Stephen River Runners: Cindy presented a request from the snowmobile club for a gambling permit for a snowmobile raffle on December 5, 2015 at Howie's Corner Bar. Jeff Blenkush made a motion to approve a gambling permit for the St. Stephen River Runners for December 5, 2015 in order to raffle off a snowmobile. Danita Traut seconded the motion. Cindy VanderWeyst abstained. Motion carried.

ST. STEPHEN FIRE & RESCUE: The FD has had 74 calls to date. Mike Ringstad's 5 year anniversary was recognized. Jeff and Gene attended the Chief's Convention in St. Cloud. Units 10 & 12 were serviced. Gene Skaj gave the Treasurer a check for \$4,000 to be put in the Equipment Fund. Gene stated that the 2% monies should be being deposited soon. The gun raffle went well with all 400 tickets being sold. 10 guns were raffled.

EMERGENCY MANAGEMENT: Paul Ritter reported that he attended the 3rd Quarter meeting recently. St. Cloud wasn't going to be testing their sirens during the month of November due to an upgrade being performed. The County Emergency Management Manager position has been posted. St. Stephen's sirens both worked this month.

REPORTS OF BOARDS AND COMMITTEES:

- 1. Road and Bridge:** Jerome Supan reported that Joe Paggen worked on the shoulder of 6th Ave SE. Jerome shared that he heard that Brockway Township wasn't in favor of the road conversation presented by Jerry Hettwer. Discussion took place regarding a No Outlet sign on 9th Ave NW. The County will be contacted for ordering a sign. Ed Peternell Jr.'s address was discussed. Ed moved his driveway, but when the FD had a call to his residence, Gold Cross didn't go to the correct location. It was agreed that Ed needs to contact the County with the updated information.
- 2. Park Board:** There was no October meeting. LeRoy asked via Kathy Monson that the upper field concession stand door be replaced. There was no Haunted House in October. LeRoy has winterized the parks. The Park Board is thinking of a lighting contest on December 16th. Trobec's Bus and the St. Stephen Church Choir will be contacted. Kathy stated that even if elected, she will not take the Chairperson position for the Park Board. The Park Board didn't receive a grant for playground equipment. Discussion took place regarding the Park Board. Kathy shared her concerns about members saying they'll do the work and then don't, people share they don't have time to help, there aren't enough members and follow through is poor. Discussion took place regarding continuing community events with a Park Overseer. Meetings would only need to take place when events were coming up or when necessary. The Park Board ordinance would need to be changed. It was confirmed that Christmas lights will be put up the Friday after Thanksgiving at 9:00 AM in town.
- 3. Planning Commission:** The October meeting was short. The November meeting will have to be on the 18th due to Veterans Day. Dan Schultz, Deputy Chair, discussed membership with the Council. He shared that City's with a population under 1,000 usually don't have Planning Commissions.

Fire Department Ordinance Discussion: The changes to the Ordinance 22 were discussed. The title was changed as the department really isn't a volunteer department as the fire fighters are paid an hourly rate during calls. The changes in the ordinance reflect the League of MN Cities model. All changes were discussed at length via email and phone by the City Attorney and Fire Chief. The Fire Department is aware of the changes. Tom Vouk made a motion to hold a public hearing on changes to Ordinance 22: Fire and Rescue Department on December 3, 2014, following the Truth in Taxation Budget Hearing. Danita Traut seconded the motion. Jeff Blenkush abstained. Motion carried.

SHERIFF'S REPORT: Theft and vandalism in town were discussed.

HEALTH COMMITTEE: The property cleaned in May hasn't been checked recently. The Council was waiting for the leaves to fall in order to check if more items have been brought on the property. The Clerk shared that the same property owner questioned the zoning of the lot he owns behind Legatt's Garage. It is zoned General Business.

UNFINISHED BUSINESS: The quote from Ferche for Snow Removal was reviewed. The amounts per vehicle are the same. The cost for sand/salt is \$10 more. Jeff Blenkush made a motion to approve the quote from Ferche for Snow Removal. Tom Vouk seconded the motion. Motion carried.

NEW BUSINESS: A meeting date for Canvassing the 2014 Election needs to be set. Canvassing the election results will take place on Monday, November 10, 2014, at 6:30 PM.

The contract for Assessing Services with Stearns County was presented to the Council. The contract expired in 2008. The only change to the contract from the previous contract is that it will be brought forward for renewal every 5 years vs. every 2 years. Jeff Blenkush made a motion to approve the Assessing Services Contract with Stearns County. Danita Traut seconded the motion. Motion carried.

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

TIME: 8:24 PM

Respectfully submitted,

Cris M Drais
City Clerk

Cindy Vandulweg
Mayor