



St. Stephen City Council Agenda – October 5, 2016

Call To Order: 6:30 PM

Pledge of Allegiance

Approval of Agenda

Approval of Minutes: Motion to Table September Minutes

Reading of Claims

Reading of Receipts

Treasurer's Report

Petitions, Requests and Communication:

Jerry Hettwer: Knight's of Columbus Gambling Permit

St. Stephen Fire & Rescue

Reports:

Road & Bridge

Planning Commission

Sheriff's Report

Health Committee

Unfinished Business

New Business

Miscellaneous Announcements

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.

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

City Officials

Cindy VanderWeyst
Mayor

Jeff Blenkush
Council Member

Gene Skaj
Council Member

Danita Traut
Council Member

Tom Vouk
Council Member

Dolores Supan
Treasurer

Cris Draais
City Clerk
[crisdrais@
midconetwork.com](mailto:crisdrais@midconetwork.com)

Website:
cityofststephen.com

MINUTES
ST. STEPHEN CITY COUNCIL
OCTOBER 5, 2016

CALL TO ORDER: 6:30 P.M. PLEDGE OF ALLEGIANCE: All together.

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

ABSENT: None.

APPROVAL OF AGENDA: The agenda was reviewed. Gene Skaj made a motion to approve the agenda. Jeff Blenkush seconded the motion. Motion carried.

APPROVAL OF MINUTES: Jeff Blenkush made a motion to table the September minutes. Gene Skaj seconded the motion. Motion carried.

READING OF THE CLAIMS: The Clerk presented the Claims. To date, the Claims total is \$41,299.39. Jeff Blenkush made a motion to approve the Claims to date. Gene Skaj seconded the motion. Motion carried.

READING OF RECEIPTS: Receipts for the month total: \$35,022.57. The Treasurer reported that the ending balance was \$1,162,928.39.

TREASURER'S REPORT:

Beginning Balance	\$1,214,284.84
ADD: September Deposits	\$35,022.57
LESS: September Checks	\$86,379.02
New Checkbook Balance	\$1,162,928.39

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

PETITIONS, REQUESTS AND COMMUNICATIONS:

Jerry Hettwer, Bishop Trobec Council #5276 Knights of Columbus, Gambling Permit Request: Jerry Hettwer requested a one day gambling permit for the Knights of Columbus for BINGO on Sunday, October 30, 2016. Jeff Blenkush made a motion to approve a one day gambling permit for the Knights of Columbus for Sunday, October 30, 2016. Danita Traut seconded the motion. Motion carried.

ST. STEPHEN FIRE & RESCUE: There were 10 calls in September. To date there have been 70 calls. The October training will be vehicle extrication. Hose testing will be done for SSF&R. Jim Schumer is celebrating 39 years on the FD. Mike Ringstad resigned from SSF&R. The Chiefs Conference is October 27-29, 2016 in St. Cloud. Gene Skaj shared that the St. Stephen Fire Relief Association had \$5,000.00 to donate to the Fire Equipment Fund. The FD Fall Breakfast will be on Sunday, October 9th. Open House with a Badge Ceremony will be on Saturday, October 15th. The gun raffle will be on October 28th at Howie's Corner Bar.

EMERGENCY MANAGEMENT: Nothing at this time.

REPORTS OF BOARDS AND COMMITTEES:

- 1. Road and Bridge:** ½ Street was discussed with Randy Sabart. It was calculated that in order to do a current study of the potential project, it would cost \$7,900.00. The study would be a part of the model flow of water on ½ Street. Discussion took place regarding if City work would even fix the problems and how to keep the solution at a low cost. The Council agreed to table the letter from Randy Sabart regarding a drainage study of ½ Street.

2nd St NE Construction Project: Todd Orth contacted the City Clerk via telephone and left voicemails regarding the work done at the end of his driveway. Randy Sabart shared that he's also been contacted by Todd Orth in person, via phone and they've exchanged emails. Randy shared pictures with the Council of Todd Orth's driveway pre and post work. Randy feels that they've reached an impasse. It was agreed that Todd Orth's driveway may be different but not worse than its condition before the construction. Richard Kopetka also left a voicemail with the Clerk and Randy will contact him again. The Application for Payment #1 was shared with the Council. Line item 53 is for work done by Steve Schlichting's property in order to prevent an erosion problem. Randy asked about the invoice from Tri-City Paving for the patch work done. It was agreed that it should be a separate invoice as it'd be paid from a different fund. Randy updated the Council that Jim Justin's culvert was reconstructed. Randy also shared that at Keith Traut's a top soil berm was put in as concern was expressed regarding the new drainage. Discussion took place between Randy and the Council that the expectations of the residents was higher than the work done. The residents were expecting a full reconstruction of the road. Discussion took place regarding the intersection of 2nd St NE and 2 ½ Ave NE. The radius put in reflects the future road. If a stop sign were put in at the intersection, the driver would look left and right vs looking back. Jeff Blenkush made a motion to approve the Application for Payment #1 for the 2nd St NE Construction Project. Danita Traut seconded the motion. Motion carried.

Jerome Supan shared that he got verbal permission from Brian Dockendorf to clean the ditch on 12th Ave NE after the crops have been removed.

A road tour has been taken regarding tree trimming needs in the City limits by Jerome, Cindy VanderWeyst and Jeff Blenkush.

The City Attorney will prepare the letter regarding the easement along 9th Ave for the three residents. Cindy VanderWeyst will check with the Attorney regarding the tone of the letter as the initial draft was extremely formal and didn't represent the City.

- 2. Planning Commission:** Dan Schultz reported that the buyers of the Trobec property along Co Rd 2 will be bringing a rezoning request before the Planning Commission and City Council. Dan shared that Angela Mortezaee is potentially resigning as her family is working on purchasing a home in Sartell.

SHERIFF'S REPORT: No report received to date.

HEALTH COMMITTEE: Nothing at this time.

UNFINISHED BUSINESS: Cindy VanderWeyst updated that Council that she shared Bill Vouk Jr's letter regarding a potential rental property in a residentially zoned home with the City Attorney. The City Attorney reviewed the City's ordinances and the City doesn't have an ordinance regarding rental property like area cities: St. Joseph and St. Cloud. Those cities have rental property ordinances due to the colleges. Tom Jovanovich requested the Council agree upon sending a letter to Bill Vouk Jr. The Council agreed that the City Attorney should prepare a letter on its behalf regarding Bill Vouk Jr's concern.

Cindy VanderWeyst shared that JR Ferche Inc is letting go of all snow plowing for the 2016 season.

NEW BUSINESS: Nothing at this time.

MISCELLANEOUS ANNOUNCEMENTS: Nothing at this time.

ADJOURNMENT: There being no further business, Jeff Blenkush made a motion to adjourn. Gene Skaj seconded the motion. Motion carried. TIME: 7:56 PM

Respectfully submitted,

Cris M Drais
City Clerk

Cindy VanderWeyst
Mayor