



St. Stephen City Council Agenda – September 7, 2016

Call To Order: 6:30 PM
Pledge of Allegiance
Approval of Agenda

Approval of Minutes: August Council Meeting, 1/2 St Neighborhood Meeting & 2017 Proposed Budget Meeting

Reading of Claims
Reading of Receipts
Treasurer's Report

Public Hearings: Temporary Family Health Care Dwellings Law @ 7:00 PM

Petitions, Requests and Communication:

John Huls ~ Gambling Permit, St. Wendel Sportsmen's Club

Jim Justin: 2nd St NE Construction Project

Garrett Hansen: Insurance Renewal

St. Stephen Fire & Rescue

Reports:

Road & Bridge:

Planning Commission

Sheriff's Report

Health Committee

Unfinished Business

New Business

Bill Vouk Jr.: Letter re: Zoning

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

Website:
cityofststephen.com

MINUTES
ST. STEPHEN CITY COUNCIL
SEPTEMBER 7, 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: The minutes from the August Council Meeting were reviewed. Danita Traut made a motion to approve the minutes. Jeff Blenkush seconded the motion. Motion carried. The minutes from the ½ St Neighborhood Meeting were reviewed. Gene Skaj made a motion to approve the minutes. Danita Traut seconded the motion. Jeff Blenkush abstained. Motion carried. The minutes from the 2017 Proposed Budget Meeting were reviewed. Discussion took place regarding information from the County regarding a line item for the bond. Jeff Blenkush made a motion to approve the minutes. Danita Traut seconded the motion. Motion carried.

READING OF THE CLAIMS: The Clerk presented the Claims. In addition to the Claims presented, a claim will be prepared for \$900 for Jeff Drais, Gene Skaj & Jeff Blenkush to attend the State Fire Chief's Convention in St. Cloud. To date, the Claims total is \$84,251.50. 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: \$252,504.59. The Treasurer reported that the ending balance was \$1,214,284.84.

TREASURER'S REPORT:

Beginning Balance	\$1,075,987.06
ADD: August Deposits	\$252,504.59
LESS: August Checks	\$114,206.81
New Checkbook Balance	\$1,214,284.84

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

PETITIONS, REQUESTS AND COMMUNICATIONS:

Jodi Teich, Stearns County Engineer, Co Rd 2 Construction Project in 2017: Jodi gave the Council background information regarding money spent by the County and City regarding the Co Rd 5 project and how monies are calculated for projects. Currently, the perspective cost for the Co Rd 2 construction is approximately \$260,000. The designer is working on the road design in preparation of the final cost. 1.2 miles of road to be reconstructed is within the City limits to the intersection. The County will return to the Council with an update of the timeline and plans. The road will be constructed with two 12' lanes and 8' wide shoulders. The City would be billed as the contractor is paid for services. The Council confirmed that payments will be made from the Road & Bridge Fund. Discussion took place regarding adding more curbing along Co Rd 2 to the south as the concern is always where to direct the water to. Discussion took place regarding easements.

John Huls, St. Wendel Sportsmen's Club, Gambling Permit: The St. Wendel Sportsmen's Club requested approval of a one day gambling permit for a meat raffle on September 24, 2016 at The Rusty Nail. Jeff Blenkush made a motion to approve a one day gambling permit for the St. Wendel Sportsmen's Club for September 24, 2016.

Regular Meeting closed at 6:59 PM for Public Hearing on Temporary Family Health Care Dwellings Act

Cindy VanderWeyst asked if anyone attending the meeting had questions or comments regarding the Temporary Family Health Care Dwellings Act passed into law on May 12, 2016 by Governor Dayton. No comments or questions were brought before the Council. The Mayor asked those in attendance again if anyone had questions or comments. No response. The Mayor asked a third time and no questions or comments were brought before the Council. Gene Skaj made a motion to close the Public Hearing. Danita Traut seconded the motion. Motion carried. Cindy VanderWeyst asked for questions or comments of the Council. Tom Vouk reiterated that via the League of MN Cities, the Act isn't a good fit for the City of St. Stephen. Danita Traut stated that based on the information from the League and the City's Attorney, St. Stephen has lot sizes that are small which makes it hard to accommodate additional housing on the lot. Gene Skaj made a motion to approve opting out of the requirements of Minnesota statutes, section 462.3593. Jeff Blenkush seconded the motion. Motion carried.

PETITIONS, REQUESTS AND COMMUNICATIONS (con't):

Jim Justin, 2nd St NE Construction Project: Jim stated that he wanted an update from City Engineer, Randy Sabart regarding the 2nd St NE project. Jim shared pictures he sent to the City Clerk. Jim stated he's looking for clarification on the final result compared to what was originally in place. Randy Sabart stated that the project was a reclaiming project vs a reconstruction project. Jim expressed drainage concerns after the construction has taken place. Discussion took place regarding backfill work done, culverts, driveway grading and driveway aprons. Water flow was also discussed. Linda Justin asked about the different contours found on the road. Was a straight away ever considered? It was restated that the project was not reconstruction. The road elevation was raised 6 inches with the reclaim project. It was stated that Kim Bechtold (not in attendance) who had water and ice issues in the past could have more issues because the road elevation was raised. Steven Schlichting asked if residents were ever contacted regarding their personal concerns. It was stated that that would be difficult to do as it wasn't a reconstruction and could "open a can of worms" regarding requests for work to be done. Tammy Skaj asked what the timeline was for seeding. The substantial completion date was September 2nd. Obviously that date has come and gone regarding seeding. Alvin Skaj asked about the backsides of the ditches. Will someone be coming back to regrade the ditches? Randy stated that he will come to town the following day and check on the issues brought forth to the Council.

Garrett Hansen, City Insurance Renewal: Garrett reviewed the insurance policy of the City's for 2016-2017. There is a 1 ½ % inflation on figures for renewal. The new siren on Co Rd 2 will need to be added to the insurance policy. The property at City Hall will be increased from \$200,000.00 to \$325,000.00 due to the replacement of turn-out gear, air packs and radios.

Dave Trobec, Trobec's Bar & Grill (added to the agenda at this point): Dave requested permission to have outdoor music on Saturday, September 24th during the Sartell All School Reunion. The Council didn't see any concern with having music outside during the All School Reunion.

ST. STEPHEN FIRE & RESCUE: There were 8 calls in August and 2 to date in September. To date there have been 61 calls. The September training will be Incident Command and Knox Box training at the Church of St. Stephen. 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. The Chiefs Conference will be in St. Cloud this year in October. Fire Chief Jeff Drais reported that daytime fire fighters are needed!

EMERGENCY MANAGEMENT: Paul Ritter reported that there was nothing new to report. The next quarterly meeting will be in October.

REPORTS OF BOARDS AND COMMITTEES:

- 1. Road and Bridge:** ½ Street was discussed at Jodi Teich was still in attendance. Cindy VanderWeyst informed Jodi that a neighborhood meeting was held with the residents in August regarding their concerns about how the water drains on ½ Street. Randy recapped that in 2011 a conversation regarding the condition of ½ Street. As the water travels past the school there are problems with drainage taking place in back yards and last year a resident brought a drainage issue before the Council. In 2011 Randy prepared 3 options for the Council to review. One of the options was to collect drainage water and to take it to Co Rd 5 in order for it to travel to the wetland. Jodi stated that she'd look at the area more closely. Of course the County doesn't want to just move the problem. The ditch would have to be looked at to see if it's sufficient to hold the water flow. Tom Vouk requested that the 2011 plans be sent to Jodi. Randy Sabart will take care of that. Discussion took place regarding the space along ½ Street due to houses, where to redirect the water to, another drainage pond, land acquisition and rate of flow. Randy Sabart will attend the October meeting to discuss ½ Street further.

Jerome Supan stated that there is a problem with water on the road on 12th Ave NE. Discussion took place regarding cleaning the ditch by moving dirt back out to the field. Jerome stated that if the ditch isn't cleaned, there will be water on the road. One issue with working on the road is that it's a Township road. Tom Vouk made a motion to clean the ditch on 12th Ave NE after the crops have been taken out. Jeff Blenkush seconded the motion. Jeff Blenkush: Yes, Gene Skaj: Yes, Danita Traut: Yes, Tom Vouk: Yes and Cindy VanderWeyst: No. Yes: 4 and No: 1. Motion carried.

Jerome asked about trimming trees along 6th Ave NE and in the Smoley Addition. Randy Sabart, Cindy VanderWeyst and City Attorney Tom Jovanovich will review this.

Jerome asked about getting a quote from JR Ferche, Inc regarding plowing. Cindy stated that they've been contacted regarding plowing the City.

Road patching work was done in front of Mike Schwinghammer's property and on 2nd Ave NE.

- 2. Planning Commission:** Dan Schultz reported that there was no meeting in August. Property for sale along Co Rd 2 by Nancy White on behalf of her family, Trobec's, will be brought before the Planning Commission as an interested party is wondering how to move forward with purchasing the property although it's zoned Business. Danita Traut asked when the Brad Crabtree property was last checked as she'd been contacted regarding it and the last time it was checked there weren't any concerns.

SHERIFF'S REPORT: No report received to date.

HEALTH COMMITTEE: Cindy VanderWeyst updated the Council that in speaking with the County, letters will be sent out next year when weeds are blooming to the residents.

UNFINISHED BUSINESS: Danita Traut asked about vehicles being stored on personal property. Cindy VanderWeyst will check with the City Attorney. If there's an issue, a letter should come from the City Attorney.

Discussion took place regarding residents not calling Council members while they are at work or visiting them while at work. Residents should be told that if they have a problem, it should be brought before the Council.

NEW BUSINESS: The Clerk will contact Midco regarding email addresses for the Council so their private email addresses don't have to be given out. A letter from Bill Vouk Jr regarding zoning was shared with the Council. Bill believes that the house at 8 2nd Ave NE is zoned residential but is being used as a rental property. The Council recommended giving the letter to the City Attorney and requesting his guidance on the issue.

MISCELLANEOUS ANNOUNCEMENTS: Cindy VanderWeyst shared that the City will publish a 1 page insert in the Sartell-St. Stephen Newsleader monthly. The cost is only \$100 per month. Dan Schultz suggested including a summary of the last Council meeting in the insert. It was suggested to include parking ordinance information in the October publication.

ADJOURNMENT: There being no further business, Jeff Blenkush made a motion to adjourn. Gene Skaj seconded the motion. Motion carried. TIME: 9:21 PM

Respectfully submitted,

Cris (N) Drais
City Clerk

Cindy Vandulweyst
Mayor