

REGULAR MEETING
SAUK RAPIDS CITY COUNCIL
SAUK RAPIDS GOVERNMENT CENTER,
250 Summit Ave N.
Monday, November 13, 2023
6:00PM
MINUTES

- 1. Call to Order and Pledge of Allegiance
Mayor Kurt Hunstiger called the meeting to order at 6:00 pm. All members present.
2. Additions or Changes to the Agenda
NONE
3. Approve the Agenda
Motion: Moved by Councilperson Sauer and seconded by Councilperson Ellering to approve the agenda. Motion carried unanimously.
4. Approve Minutes
A. 10-23-2023 Regular City Council Meeting Minutes
Motion: Moved by Councilperson Seamans and seconded by Councilperson Thronson to approve the 10-23-2023 Regular City Council Meeting Minutes. Motion carried unanimously.
5. Receive and File
NONE
6. Mayor's Communications
• Thank you to Veterans and Their Families-Mayor Hunstiger stated that with this past Saturday being Veterans Day, he wanted to take time to thank all veterans and their families for their service to our country.
7. Audience Items/Visitors Total Time Limit 2 Minutes for Items NOT on the Agenda
NONE
8. Public Hearings
A. Applicant
City of Sauk Rapids
Purpose
To Consider an Amendment to Ordinance Section 10.15C Which Regulates Energy Projects in the City of Sauk Rapids
1. Open Public Hearing
2. Close Public Hearing
Motion: Moved by Councilperson Sauer and seconded by Councilperson Ellering to close the public hearing. Motion carried unanimously.
3. Consider Action
Motion: Moved by Councilperson Sauer and seconded by Councilperson Thronson to approve the Ordinance amendment to Section 10.15C and approve the summary of publication resolution. Motion carried unanimously.
B. Applicant
Sauk Rapids Economic Development Authority
Purpose
To Consider the Re-Platting of Property Once Known as the Sauk Rapids Locker Plant Across from Coborn's Grocery Store
1. Open Public Hearing
2. Close Public Hearing
Motion: Moved by Councilperson Sauer and seconded by Councilperson Thronson to close the public hearing. Motion carried unanimously.
3. Consider Action
Motion: Moved by Councilperson Ellering and seconded by Councilperson Seamans to approve the Preliminary and Final Plat on the condition that the easements be subject to final design. Motion carried unanimously.
9. Consent Agenda

- A. Approve Plumbing and Mechanical Contractor Licenses for 2023
B. Approve Police Department's Continued Participation in Requesting Equipment From the Law Enforcement Support Office or other Federal Source
C. Approve Detailed Estimate for the Potential Undergrounding of Power Lines Along Second Ave South As A Part of the Second Ave South Reconstruction Project
D. Approve Authorizing Appointment to Police Officer Position
E. Approve Ferguson Waterworks Meter Reading Software Update and Equipment Purchase
F. Approve and Authorize Purchase of Park Pickup Truck
G. Approve Outdoor Specialties & Boundary Fencing Quotes for Pickleball Court Project
H. Approve Change Order No. 1 to the 2022 Riverfront Phase 2 Improvements Project
I. Approve Change Order No. 3 to the 2022 Industrial Boulevard Improvements Project
J. Approve Change Order No. 1 to the 2022 Overlay Improvements Project
K. Authorize SEH to Proceed with Topographic Survey for the 2024 Overlay Improvements
Motion: Moved by Councilperson Thronson and seconded by Councilperson Seamans to approve consent agenda item 9A-9K. Motion carried unanimously.
10. Regular Agenda
A. 2024 Budget
Jack Kahlhamer reviewed the Enterprise Fund Budgets as well as the Capital Plans. He provided a summary of the following funds along with proposed increases:
• Liquor Fund
• Water Fund
• Sewer Fund
• Storm Water Fund
• Street Light Fund
Reminder on Levy and Budget Amounts
Kahlhamer reminded the Council that the Truth & Taxation Public Hearing on the 2024 Final Levy and Budget will be on Monday, December 11, 2023 at 6:00pm.
The City Council agreed by consensus to continue moving forward with the budgets as presented.
B. Overlay Improvements
Motion: Moved by Councilperson Sauer and seconded by Councilperson Ellering to approve the Resolution Accepting the Feasibility Study and Calling for a Hearing for the 2024 Overlay Improvements. Motion carried unanimously.
11. Other Staff Items
NONE
12. Other Council Items and Communications
A. Compost Site Reminders-Councilperson Sauer reminded residents of the compost site hours as well as the fact that the final day that the compost site will be open for the season is Wednesday, November 22nd.
13. Approve List of Bills and Claims
Motion: Moved by Councilperson Thronson and seconded by Councilperson Seamans to approve the List of Bills and Claims. Motion carried unanimously.
14. Adjournment
Motion: Moved by Councilperson Ellering and seconded by Councilperson Thronson to adjourn the meeting. Motion carried unanimously.
Mayor Hunstiger adjourned the meeting at 6:39 pm
R-48-1B

SECTION 00 11 13
ADVERTISEMENT FOR BIDS
Sauk Rapids-Rice High School Theatrical
Lighting Upgrades
1835 Osauka Road Northeast
Sauk Rapids, Minnesota 56379

Independent School District #47 will receive single prime sealed bids for Sauk Rapids-Rice High School Theatrical Lighting Upgrades until 2:00 PM local time on December 19, 2023 at the Sauk Rapids-Rice Schools District Office, 1833 Osauka Road Northeast, Sauk Rapids, Minnesota 56379, at which time and place all bids will be publicly opened and read aloud.

Bidding documents, including the Proposal Form, Drawings and Specifications, will be on file at the Minnesota Builders Exchange; McGraw Hill Construction/Dodge Plan Center; Reed Construction; iSqFt Plan Room (St. Paul, MN), The Blue Book Building and Construction Network; and from PlanWell at:
https://customer.e-arc.com/arcEOC/Pwell_Project_Main.asp?pub=63-2-14030

American Reprographics Company, 4730 Park Glen Road, St. Louis Park, Minnesota 55416 (952) 697-8800, facsimile (952) 697-8803 will provide complete downloadable sets of the Bidding Documents to prospective bidders and subcontractors. The downloads will be available on or about November 17, 2023. A deposit check in the amount of \$25 made out to ARC for each set downloaded via the internet at https://www.e-arc.com/location/st-louis-park/ and clicking on the PlanWell icon, then the Public Plan Room icon, select Sauk Rapids-Rice High School Theatrical Lighting Upgrades.

Make proposals on the bid forms supplied in the Project Manual. No oral, telegraphic or telephonic proposals or modifications will be considered. Submit with each bid, a certified check or acceptable bidder's bond payable to Independent School District #47 in an amount equal to five percent (5%) of the total bid. The successful bidder will be required to furnish satisfactory Labor and Material Payment Bond, and Performance Bond.

Bids may not be withdrawn within forty five (45) days after the scheduled time of opening bids, without the consent of the Owner. The Owner reserves the right to accept any bid or to reject any or all bids, or parts of such bids, and waive informalities or irregularities in bidding.

A pre-bid walkthrough will be held on December 6, 2023 at 2:00 PM. Attendance is not mandatory but is highly encouraged. Attendees are to meet at Door #2 at 1833 Osauka Road Northeast, Sauk Rapids, Minnesota 56379.

The Owner requires Substantial Completion of the project on or before August 16, 2024.

Board of Education
Independent School District #47
END OF SECTION 00 11 13
R-47-2B

INDEPENDENT SCHOOL DISTRICT 47
SAUK RAPIDS-RICE PUBLIC SCHOOLS
CALL FOR BIDS
2024 RICE ELEMENTARY SCHOOL WINDOW AND
EXTERIOR WALL REHABILITATION

Notice is hereby given that sealed bids will be received for the 2024 RICE ELEMENTARY SCHOOL WINDOW AND EXTERIOR WALL REHABILITATION by Independent School District 47, hereinafter called the Owner, at the District Office, Door 2 on the Second Floor located at 1833 Osauka Road NE, Sauk Rapids, Minnesota 56379 until 10:00 a.m., local time on Thursday, December 14, 2023, at which time and place bids will be publicly opened and read aloud.

In general, the work consists of the removal of the existing masonry face brick, windows, masonry control joints, roof edge sheet metal, and associated materials, tuckpointing, and, masonry cleaning, and the installation of new masonry face brick, windows, thru-wall flashing, roof edge sheet metal and flashing, masonry mortar joints, and masonry control joint sealant as specified. It is the Owner's intent to award each Bid Item for the project to one Contractor. The Responsible Contractor submitting the lowest responsive Bid Item is required to provide appropriate trade crews working within the District, fully equipped and staged, until completion of the Contract or as directed by the Owner's Representative.

Bidding Documents have been prepared by ZMD Engineered Solutions, LLC (ZMD), 28 - 2nd Street NW, Suite #100, Osseo, MN 55369 (telephone: 763-515-8733) and will be available on Monday, November 27, 2023, at 12:00 p.m. To order documents and view project information such as Drawings, Specification, plan holder list, prebid sign-in sheet, addenda and bid results, visit the Franz Reprographics web site at www.franzrepro.com and select the Plan Room option. Please login with your email address and password, or Register if this is your first time in the Plan Room. Select the project from the list of public projects. Once you have selected the project, please review the Bid Package Information for ordering documents. To receive Electronic Downloads, Bid Addenda and Shipped Order Confirmations for this project,

you must make the following email address a Safe Sender in your Outlook Email: info@ipdservices.com If you do not, your email server may block the receipt of these notifications. These notifications are sent from this email address, not from the email address of ZMD Engineered Solutions, LLC or Franz Reprographics. If you encounter problems, please contact Franz Reprographics by phone at 763-503-3401.

Documents may also be reviewed at ZMD, and the Minnesota Builders Exchange.

On Tuesday, December 5, 2023, at 11:00 a.m., a pre-bid conference will be held at Rice Elementary School, 200 NE 3rd Ave, Rice, MN 56367. Attendees shall meet at the main entrance door of the school.

All interested bidders (Prime Contractors and Sub-Contractors) must submit with their bid the "Responsible Contractor Certificate" as provided in the Bid Documents verifying compliance to Minnesota Statute 16C.285, Subd. 3.

A Bid Bond or Certified Check for 5% of the maximum bid payable to Independent School District 47 is required as a guarantee that if the bid is accepted, the Bidder will execute and file the proposed contract and provide 100% Performance and Payment Bonds within ten (10) days after the award of the Contract. The Certified Check will be returned to the Bidder as soon as the Contract and Bonds are executed. If, after ten (10) days, the Bidder shall fail to execute said Contract and Bonds, the Certified Check or Bid Bond shall be forfeited to Independent School District 47, as liquidated damages.

The Owner reserves the right to waive irregularities and to reject any and all bids.

No bid may be withdrawn for a period of Sixty (60) days after the date set for the opening thereof.

At the Owner's discretion, liquidated damages in the amount of One Thousand Dollars (\$1,000.00) per calendar day will be assessed against the Contract if the project is not completed on the dates indicated.

This Advertisement for Bids is issued by the authority of Independent School District 47.

-- END OF SECTION --

R-47-2B

SUMMARY OF PUBLICATION
ORDINANCE No. 2023-817

The following is the official summary of Ordinance No. 2023-817 approved by the Sauk Rapids City Council on November 27, 2023:

The City Council made certain changes to the City's Fee Schedule with the adoption of Ordinance No. 2023-817. Some fees have been changed, some increased, and some new fees have been added consistent with services the City is providing.

A complete, printed copy of the ordinance is available for inspection by any person during regular office hours at City Hall or the entire Fee Schedule will be viewed on the City's website at www.ci.sauk-rapids.mn.us.

R-48-1B

PUBLIC NOTICES

NOTICE OF MORTGAGE FORECLOSURE SALE

THE RIGHT TO VERIFICATION OF THE DEBT AND IDENTITY OF THE ORIGINAL CREDITOR WITHIN THE TIME PROVIDED BY LAW IS NOT AFFECTED BY THIS ACTION.

NOTICE IS HEREBY GIVEN, that default has occurred in conditions of the following described mortgage:

DATE OF MORTGAGE: September 9, 2011

MORTGAGOR: Thomas Kolbo, a single adult.

MORTGAGEE: Mortgage Electronic Registration Systems, Inc. as nominee for Liberty Savings Bank its successors and assigns.

DATE AND PLACE OF RECORDING: Recorded September 21, 2011 Benton County Recorder, Document No. 383861.

ASSIGNMENTS OF MORTGAGE: Assigned to: JPMorgan Chase Bank, National Association. Dated December 17, 2015 Recorded December 23, 2015, as Document No. A413639.

And thereafter assigned to: Lakeview Loan Servicing, LLC. Dated October 9, 2019 Recorded October 15, 2019, as Document No. A438849.

TRANSACTION AGENT: Mortgage Electronic Registration Systems, Inc.

TRANSACTION AGENT'S MORTGAGE IDENTIFICATION NUMBER ON MORTGAGE:

1003624-1045299240-8 LENDER OR BROKER AND MORTGAGE ORIGINATOR STATED ON MORTGAGE: Liberty Savings Bank

RESIDENTIAL MORTGAGE SERVICER: LoanCare, LLC

MORTGAGE D PROPERTY ADDRESS: 909 7th Street Northeast, Rice, MN 56367

TAX PARCEL I.D. #: 150066600

LEGAL DESCRIPTION OF PROPERTY:

Lot 16, Block 2, Fox Meadows, Benton County, Minnesota.

COUNTY IN WHICH PROPERTY IS LOCATED: Benton

ORIGINAL PRINCIPAL AMOUNT OF MORTGAGE: \$161,658.00

AMOUNT DUE AND CLAIMED TO BE DUE AS OF DATE OF NOTICE, INCLUDING TAXES, IF ANY, PAID BY MORTGAGEE: \$125,602.93

That prior to the commencement of this mortgage foreclosure proceeding Mortgagee/Assignee of Mortgagee complied with all notice requirements as required by statute; That no action or proceeding has been instituted at law or otherwise to recover the debt secured by said mortgage, or any part thereof;

PURSUANT to the power of sale contained in

said mortgage, the above described property will be sold by the Sheriff of said county as follows:

DATE AND TIME OF SALE: January 11, 2024 at 10:00 AM

PLACE OF SALE: Benton County Sheriff's Office, 581 Highway 23 Northeast Foley, MN

to pay the debt then secured by said Mortgage, and taxes, if any, on said premises, and the costs and disbursements, including attorneys' fees allowed by law subject to redemption within six (6) months from the date of said sale by the mortgagor(s), their personal representatives or assigns unless reduced to Five (5) weeks under MN Stat. §580.07.

TIME AND DATE TO VACATE PROPERTY: If the real estate is an owner-occupied, single-family dwelling, unless otherwise provided by law, the date on or before which the mortgagor(s) must vacate the property if the mortgage is not reinstated under section 580.30 or the property is not redeemed under section 580.23 is 11:59 p.m. on July 11, 2024, unless that date falls on a weekend or legal holiday, in which case it is the next weekday, and unless the redemption period is reduced to 5 weeks under MN Stat. Secs. 580.07 or 582.032.

MORTGAGOR(S) RELEASED FROM FINANCIAL OBLIGATION

ON MORTGAGE: None "THE TIME ALLOWED BY LAW FOR REDEMPTION BY THE MORTGAGOR, THE MORTGAGOR'S PERSONAL REPRESENTATIVES OR ASSIGNS, MAY BE REDUCED TO FIVE WEEKS IF A JUDICIAL ORDER IS ENTERED UNDER MINNESOTA STATUTES, SECTION 582.032, DETERMINING, AMONG OTHER THINGS, THAT THE MORTGAGED PREMISES ARE IMPROVED WITH A RESIDENTIAL DWELLING OF LESS THAN FIVE UNITS, ARE NOT PROPERTY USED IN AGRICULTURAL PRODUCTION, AND ARE ABANDONED."

Dated: November 2, 2023

Lakeview Loan Servicing, LLC Mortgagee/Assignee of Mortgagee LIEBO, WEINGARDEN, DOBIE & BARBEE, P.L.L.P. Attorneys for Mortgagee/Assignee of Mortgagee 4500 Park Glen Road #300 Minneapolis, MN 55416 (952) 925-6888 100 - 23-005956 FC IN THE EVENT REQUIRED BY FEDERAL LAW: THIS IS A COMMUNICATION FROM A DEBT COLLECTOR.

R-45-6B

PUBLIC NOTICES

Notice of Public Hearing

The Benton County Board of Commissioners will conduct a public hearing on December 19, 2023 at 9:00 a.m. in the Benton County Boardroom, 531 Dewey Street, Foley, for the purpose of taking public testimony on possible changes to the Benton County fee schedule. All persons interested may appear and be heard at the time and place set forth above. Individuals unable to attend the public hearing can make written comment by writing to the Benton County Administrator, Benton County Courthouse, 531 Dewey Street, Box 129, Foley, Minnesota 56329. Written comments must be received prior to the public hearing. A copy of the current fee schedule and proposed changes can be obtained from the Benton County website (www.co.benton.mn.us) or by calling the Benton County Administrator's Office at 968-5000.

R-48-1B

Mayhew Lake Township Meeting Notice

Mayhew Lake Township monthly meetings will be at the Jess Molitor Shop Building 7032 Little Rock Rd. NE, Foley, from December through April at 7 p.m. on the first Tuesday of each month and at the Townhall, 9511 55th Ave. NE, Foley, from May through November at 7 p.m. on the first Tuesday of each month.

R-48-2B

NOTICE OF PUBLIC HEARINGS

*Note time change to 6:00 p.m.

NOTICE IS HEREBY GIVEN that the Benton County Planning Commission will conduct public hearings on December 14th, 2023, in the Commissioner's Room, Benton County Government Center, Foley, and beginning at *6:00 p.m. The Planning Commission will hear the following:

1. Jesse Arndt requesting approval of a 13-lot major preliminary plat entitled "Archibald Acres" in the R-3 Residential District. Pursuant to Section 10.8. The affected property is described as follows: part of Gov't Lot 1 and part of Gov't Lot 2, Section 9, Sauk Rapids Township.

2. Rolling Ridge Properties LLC, Randy Schmitz requesting an interim use permit to operate a Rural Event Venue in the Agricultural District. Pursuant to Sections 7.2.5(D), 9.17 and 11.7. The affected property is described as follows: NE1/4 SE1/4 Section 35, Watab Township.

3. New Heights Dairy, Brent Czech requesting a conditional use permit for a livestock waste storage facility in the Agricultural District. Pursuant to Sections 7.2.4(Z), 9.12 and 11.6. The affected property is described as follows: part of the SW1/4, Section 8, East Langola Township.

ANYONE with comments regarding the above will be heard at this meeting.

FR-48-1B

PROBATE NOTICE STATE OF MINNESOTA COUNTY OF BENTON DISTRICT COURT SEVENTH JUDICIAL DISTRICT PROBATE DIVISION Court File No: 05-PR-23-2007

NOTICE OF INFORMAL APPOINTMENT OF PERSONAL REPRESENTATIVE AND NOTICE TO CREDITORS (INTEREST)

In Re the Matter of Daniel H. Tollefson, also known as Daniel Harold Tollefson, Decedent.

Notice is given that an Application for Informal Appointment of Personal Representative was filed with the Registrar. No Will has been presented for probate. The Registrar accepted the application and appointed PATRICIA M. TOLLEFSON, whose address is 157 RIVERSIDE DR. NE, ST. CLOUD, MN 56304, to serve as the Personal Representative of the Decedent's estate.

Any heir or other interested person may be entitled to appointment as Personal Representative or may object to the appointment of the Personal Representative. Any objection to the appointment of the Personal Representative must be filed with the Court, and

any properly filed objection will be heard by the Court after notice is provided to interested persons of the date of hearing on the objection.

Unless objections are filed, and unless the Court orders otherwise, the Personal Representative has the full power to administer the estate, including, after thirty (30) days from the issuance of letters of general administration, the power to sell, encumber, lease, or distribute any interest in real estate owned by the Decedent.

Notice is further given that, subject to Minn. Stat. § 524.3-801, all creditors having claims against the Decedent's estate are required to present the claims to the Personal Representative or to the Court within four (4) months after the date of this notice or the claims will be barred.

Dated: November 17, 2023 /s/ Heidi Rasmussen Registrar

Dated: 11/17/2023 /s/ Megan Bergman Court Administrator

LUND ROSS, P.A. Betsey Lund Ross, Attorney at Law (#0389061) 1139 Franklin Ave. NE, Suite 2 Sauk Rapids, MN 56379 Telephone: (320) 259-4070 E-mail: Betsey@lundross-law.com ATTORNEY FOR APPLICANT

R-47-2B