

REGULAR MEETING  
SAUK RAPIDS CITY COUNCIL  
SAUK RAPIDS GOVERNMENT CENTER,  
250 Summit Ave N.  
Monday, August 26, 2024  
6:00PM  
MINUTES

1. Call to Order and Pledge of Allegiance

Mayor Kurt Hunstiger called the meeting to order at 6:00pm. Members present: Nick Sauer and Dottie Seamans. Members absent: Ellen Thronson and Jason Ellering.

2. Additions or Changes to the Agenda

Ashley Bukowski requested that agenda item 9-F be moved to the regular agenda as 10-B.

3. Approve the Agenda

Motion: Moved by Councilperson Seamans and seconded by Councilperson Sauer to approve the agenda as amended. Motion carried unanimously.

4. Approve Minutes

A. 7-22-2024 Regular City Council Meeting Minutes

Motion: Moved by Councilperson Sauer and seconded by Councilperson Seamans to approve the 7-22-2024 Regular City Council Meeting Minutes. Motion carried unanimously.

5. Receive and File

A. 8-15-2024 Canvassing Board Meeting Minutes

Motion: Moved by Councilperson Seamans and seconded by Councilperson Sauer to receive and file the 8-15-2024 Canvassing Board Meeting Minutes. Motion carried unanimously.

6. Mayor's Communications

• Pickleball Courts are Open-Mayor Hunstiger encouraged residents to go and check out the new pickleball courts at Bob Cross Park.

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 Improvements of West Highview Drive From Benton Oaks Drive to Approximately 200 Feet North of North Highview Drive, North Highview Drive From West Highview Drive to Oak Drive, Oak Drive From North Highview Drive To Approximately 180 Feet South, High Drive from West Highview Drive to Approximately 150 Feet North of High Court, and High Court

- 1. Open Public Hearing
- 2. Close Public Hearing

Motion: Moved by Councilperson Sauer and seconded by Councilperson Seamans to continue the public hearing at the September 23rd City Council Meeting. Motion carried unanimously.

- 3. Consider Action

9. Consent Agenda

A. Approve Attendance to the 2024 MN State Fire Chief's Conference

B. Approve 2024 Plumbing and Mechanical Contract Licenses

C. Approve Change Order No. 1 to the 2024 Railway Avenue Sewer Extension Project

D. Approve Change Order No. 2 to the Contract A: Well No. 7 Construction and Well No. 6 Modifications Project

E. Approve Change Order No. 2 to the Contract B: Well No. 7 Construction and Well No. 6 Modifications Project

F. Approve Interim Ordinance Establishing a Moratorium on the Issuance of New Residential Licenses-Moved to Agenda Item 10-B

Motion: Moved by Councilperson Seamans and seconded by Councilperson Sauer to approve consent agenda items 9A-9E. Motion carried unanimously.

10. Regular Agenda

A. 404 Garage Condos LLC7 Site Plan and Fee Reduction

Motion: Moved by Councilperson Sauer and seconded by Councilperson Seamans to approve the site plan and fee reduction with the condition that a building permit be granted only after the following conditions are met:

- 1. All civil plans to be approved by staff and subject to final design
- 2. Developer provides access to fire, police, and public works in the event there is a public need to access the property
- 3. The EDA or City Council approve all future plats including Common Interest Community Plats
- 4. Contingent upon the proposed land sale and the proposed business subsidy being approved by the EDA.

Motion carried unanimously.

B. Approve Interim Ordinance Establishing a Moratorium on the Issuance of New Residential Licenses

Motion: Moved by Councilperson Sauer and seconded by Councilperson Seamans to adopt the Interim Ordinance Establishing a Moratorium on the Issuance of New Residential Rental Licenses. Motion carried unanimously.

11. Other Staff Items

A. Rock the Riverside Update

Ross Olson noted that there are three weeks remaining of the 2024 summer concert series.

B. Cookout With the Cops

Assistant Police Chief, Brent Bukowski, stated that last week's Cookout With the Cops was a success. Assistant Chief Bukowski extended a thank you to Sam's Club, Dutch Maid Bakery, Manea's Meats, and C&L Distributing for the food and water donations. He also thanked all of the residents who attended the event.

12. Other Council Items and Communications

A. Recent Storm Damage-Councilperson Sauer thanked the Public Works Department and Police Department with their help in moving downed trees that were blocking the roadways in storm damaged neighborhoods.

B. National Night Out-Councilperson Sauer thanked the Sauk Rapids Police Department, Fire Department, and all of the neighborhoods who participated in this year's National Night Out. He said that it was fun to see community members spending time together and getting to know their neighbors.

C. Elections-Councilperson Sauer thanked Dana Furman, City Clerk, for all of the work that she did in preparing for the State Primary Election. He also thanked all of the community members who serve as election judges.

13. Approve List of Bills and Claims

Motion: Moved by Councilperson Seamans and seconded by Councilperson Sauer to approve the List of Bills and Claims. Motion carried unanimously.

14. Adjournment

Motion: Moved by Councilperson Seamans and seconded by Councilperson Sauer to adjourn the meeting. Motion carried unanimously.

Mayor Hunstiger adjourned the meeting at 7:25 pm.

R-37-1B

SAUK RAPIDS-RICE INDEPENDENT SCHOOL DISTRICT NO. 47

REGULAR SEMI-MONTHLY BOARD MEETING  
Monday, August 20, 2024

A semi-monthly meeting of the Sauk Rapids-Rice ISD 47 Board of Education was called to order by Chair Butkowski Monday, August 20, 2024 at 6:00 p.m. (CDT) in the District Office Boardroom.

ROLL CALL

Members present included Butkowski, Dwyer, Hauck, Holthaus, Johnson, Loidolt, and Morse. Others present were Superintendent Bergstrom, Director of Business Services Fiereck, Director of Human Resources and Administrative Services Schoenherr, Director of Teaching and Learning Boser, Director of Technology Zimpel, Director of Community Education Wilke, SRRHS Principal Logrono, Pleasantview Principal Froiland, Rice Principal Bushman, Sauk Rapids Mayor Hunstiger, and Sauk Rapids City Councilperson Sauer.

ESTABLISHMENT OF A QUORUM

Chair Butkowski asked Clerk Loidolt to affirm there was a quorum in attendance. Clerk Loidolt affirmed there was a quorum.

APPROVAL OF MEETING AGENDA

A motion was made by Morse, seconded by Johnson and unanimously carried to approve the meeting's "Agenda".

CONSENT AGENDA

A motion was made by Holthaus, seconded by Hauck and unanimously carried approve the meeting's "Consent Agenda".

PUBLIC INPUT

There was no public input at 6:57 p.m.

ACTION

TRUTH IN TAXATION

A motion was made by Holthaus, seconded by Johnson and unanimously carried to set the date and time of the district's "Truth in Taxation" hearing for 2024. The notice will be printed on individual tax statements and sent to property owners in the district. The hearing will be held during the regular Board meeting on Monday, December 9, 2024 beginning at six o'clock p.m.

APPROVAL OF 2024 - 2025 DISTRICT CODE OF CONDUCT, SRRHS, SRRMS, ELEMENTARY, AND EARLY CHILDHOOD HANDBOOKS

A motion was made by Morse, seconded by Dwyer and unanimously carried to approve the district's Code of Conduct and building handbooks, which were posted for Board review on July 22, 2024.

APPROVAL OF FOOD SERVICE PRICES FOR THE 2024 - 2025 SCHOOL YEAR

A motion was made by Johnson, seconded by Loidolt and unanimously carried to approve the prices for second breakfast and lunch meals for students, all adult breakfast and lunch prices, as well as elementary, secondary and adult extra milk price for the 2024 - 2025 school year. All students will receive one free reimbursable meal for both breakfast and lunch, but payment is required for all non-program meals. Non-program meal price increases from last year are as follows: second student meals increase of .15 cents breakfast/.05 cents lunch; increase for all adult meals .15 cents breakfast/.05 cents lunch; and extra milk remains at .50 cents for students and adults.

APPROVAL TO CHANGE SUBSTITUTE PAY

A motion was made by Holthaus, seconded by Dwyer and unanimously carried to approve the district's substitute compensation for the 2024 - 2025 school year. These proposed compensation adjustments were made in comparison with other Central Minnesota school districts and to alleviate substitute shortages in district buildings. This action will be effective September 1, 2024.

APPROVAL OF HEALTH INSURANCE RENEWAL RATES FOR 2025

A motion was made by Holthaus, seconded by Hauck and unanimously carried to approve the district's 2025 health insurance renewal rates. The 2025 health insurance rates were reviewed and are recommended by the district's insurance committee.

ADOPTION OF THE RESOLUTION AUTHORIZING OVERNIGHT STAYS FOR MINNESOTA STATE HIGH SCHOOL LEAGUE (MSHSL) SPONSORED EVENTS

A motion was made by Morse, seconded by Holthaus and unanimously carried to adopt the annual resolution authorizing in-state overnight stays for participants in all qualified MSHSL activities for the 2024 - 2025 school year.

ADOPTION OF THE DONATION RESOLUTION

A motion was made by Johnson, seconded by Dwyer and unanimously carried to adopt the Donation Resolution. It is recommended by the Minnesota School Boards Association that a Donation Resolution be adopted in the Action area of the agenda rather than in Consent.

ADJOURNMENT

With no further business appearing before the Board, a motion was made by Holthaus, seconded by Loidolt and unanimously carried to adjourn the meeting at 7:32 p.m.

Respectfully submitted,

Lisa Loidolt,  
Board of Education Clerk  
Sauk Rapids-Rice ISD 47  
R-37-1B

**NOTICE OF HEARING ON PROPOSED ASSESSMENT FOR EAGLE VIEW COMMONS AGRICULTURAL BEST MANAGEMENT PRACTICES LOAN FOR A COMMUNITY SEPTIC REPLACEMENT/UPGRADE**  
**NOTICE IS HEREBY GIVEN** that the Benton County Board of Commissioners will meet at 9:00 a.m., on October 1, 2024, in the Benton County Board Room, Benton County Government Center, 531 Dewey St, Foley, to consider adoption of the proposed assessment for an Agricultural Best Management Practices loan for a community septic replacement/upgrade. Adoption by the Benton County Board of Commissioners of the proposed assessment may occur at the hearing. The proposed parcels to be assessed are those lying within Lots 1-8, Block 1, Lots 1-3, Block 2, Lots 1-11, Block 4, Lots 1-5, Block 5, Lots 1-5, Block 6, Lots 1-4, Block 7 and Lots 1-4, Block 8, Eagle View Commons, Benton County, Minnesota.

The proposed assessment roll is available for public inspection with the Benton County Auditor/Treasurers Office. The total amount of the proposed assessment is \$442,813.76. Written or oral objections will be considered at the meeting. **NO APPEAL TO DISTRICT COURT MAY BE TAKEN AS TO THE AMOUNT OF AN ASSESSMENT UNLESS A WRITTEN OBJECTION SIGNED BY THE AFFECTED PROPERTY OWNER IS FILED WITH THE BENTON COUNTY AUDITOR/TREASURERS OFFICE PRIOR TO THE ASSESSMENT HEARING OR PRESENTED TO THE BOARD CHAIR AT THE HEARING.** The Benton County Board of Commissioners may upon such notice consider any objection to the amount of a proposed individual assessment at an adjourned meeting upon such further notice to the affected property owners as it deems advisable.

An owner may appeal an assessment to district court pursuant to Minn. Stat. § 429.081 by serving notice of the appeal upon the Benton County Auditor/Treasurers Office within 30 days after the adoption of the assessment and filing such notice with the district court within ten days after service upon the Benton County Auditor/Treasurers Office.

R-37-1B

SUMMARY OF PUBLICATION  
ORDINANCE No. 2024-820

The following is the official summary of Ordinance No. 2024-820 approved by the Sauk Rapids City Council on August 26, 2024:

AN INTERIM ORDINANCE ESTABLISHING A MORATORIUM ON THE ISSUANCE OF NEW RESIDENTIAL RENTAL LICENSES. It is the intent and effect of this Ordinance to prohibit the issuance of new licenses for residential rental properties for one (1) year so the City of Sauk Rapids can study the effect of such activities; the appropriateness of existing regulations, designations, and ordinances; the correct licensing scheme; and ensure that regulations and designations are consistent with existing laws and adequately protect the public health, safety, and welfare. Existing licenses for residential rental properties may be renewed.

A complete, printed copy of the ordinance is available for inspection by any person during regular office hours at City Hall.

R-37-1B

**PUBLIC NOTICES**

**SPECIAL BUDGET MEETING  
SAUK RAPIDS CITY COUNCIL  
COUNCIL CHAMBERS, 250 SUMMIT AVE. N.  
Monday, August 26, 2024  
5:15PM  
MINUTES**

**5:15 PM****Call to order and Pledge of Allegiance**

Mayor Hunstiger called the meeting to order at 5:15pm. Members present: Nick Sauer and Dottie Seamans. Members absent: Ellen Thronson and Jason Ellering.

**Regular Agenda****A. 2025 Budget Workshop****General Fund Budget**

Jack Kahlhamer advised that the total proposed increase for the General Fund budget for 2025 is \$572,600 or a 6.83% increase. The total proposed General Fund Budget for 2025 is \$8,953,400.

**Levy Review**

Kahlhamer stated that the total proposed levy for 2025 is \$6,377,600, which is a 9.0% increase. The levy increase will equal \$528,200.

**Tax Impact on Residential Homes**

Kahlhamer noted that the Benton County Assessor did say that some residential home values went up in areas and down in other areas.

**Area Cities Tax Rates**

Kahlhamer reviewed the tax rates of area cities for comparison purposes. The City of Sauk Rapids' final tax rate for 2024 was 38.30%, which was the lowest tax rate. 42.09% is the anticipated tax rate for the City of Sauk Rapids for 2025.

**Debt Service Summary Budget**

Kahlhamer discussed the debt service budget.

**Budget and Levy Amount Reminders**

Kahlhamer stated that the Enterprise Fund Budgets and the Capital Plans will be brought to the council at a later date.

Kahlhamer stated that the adoption of the Preliminary Levy will be at the regular city council meeting on Monday, September 23rd. The public hearing on the 2025 Final Levy and Budget will be on Monday, December 9th.

Kahlhamer proposed that the budget be re-discussed at 6:00 PM on September 9th, if necessary.

The City Council agreed by consensus to continue with the budget as presented and did not feel that the September 9th budget meeting was necessary.

**Adjournment**

Motion: Moved by Councilperson Sauer and seconded by Councilperson Seamans to adjourn the meeting. Motion carried unanimously.

Mayor Hunstiger adjourned the meeting at 5:38 PM  
R-37-1B