

REGULAR MEETING SAUK RAPIDS CITY COUNCIL SAUK RAPIDS GOVERNMENT CENTER, 250 Summit Ave N. Monday, January 14, 2019 6:00PM MINUTES

6:00 P.M. 1. Call to Order and Pledge of Allegiance Mayor Kurt Hunstiger called the meeting to order at 6:00 p.m. All members present. \*Oath of Office: Swearing In of Jason Ellering and Ellen Thronson as Councilpersons City Administrator, Ross Olson, resided over the swearing in of Jason Ellering and Ellen Thronson as newly re-elected Councilpersons. 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. 12-10-18 Regular City Council Meeting Minutes Motion: Moved by Councilperson Thronson and seconded by Councilperson Ellering to approve the 12-10-18 Regular City Council Meeting Minutes. Motion carried unanimously. 5. Receive and File NONE

6. Mayor's Communications • Sauk Rapids-Rice School District Update, Aaron Sinclair— Mayor Hunstiger noted that he has invited Sauk Rapids-Rice School District Superintendent, Aaron Sinclair, to come to the City Council meetings on a quarterly basis to provide an update on Sauk Rapids-Rice School District news. Community Conversations—Aaron Sinclair discussed the Community Conversations meetings that the the District has been sponsoring. The purpose of these meetings is to engage the community and to find what the community members are looking for from the Sauk Rapids-Rice School District. Pleasantview Fire—Sinclair stated that the Sauk Rapids-Rice School District experienced a fire in the temporary classrooms at Pleasantview Elementary last evening. He thanked the Sauk Rapids Fire Department, Police Department, and Benton County for their quick efforts in containing the fire and baracading the area in such a quick manner. Sinclair said that thanks to the quick actions of the emergency response teams, the fire that started in the portable classrooms doesn't appear to have crossed over causing damage to the main school building. He concluded by thanking the community for their support. Sinclair said that area businesses and community members dropped off school supplies and/or contributed with financial donations to ensure that all students had needed supplies for when they returned to school. • Retirement Recognition for Sauk Rapids Police Officer, John Zwack—Mayor Hunstiger and Chief Beise recognized John Zwack for his 27 years of service on the Sauk Rapids Police Department. Mayor Hunstiger thanked Zwack for his years of service and wished him a happy retirement. 7. Audience Items/Visitors Total Time Limit 2 Minutes for Items NOT on the Agenda Gerald Kaeter, 2041 Oak Drive, noted that the City received 9 applications for the vacant City Council seat. He noted that all of the applicants seem extremely qualified. Kaeter said that he hopes that the nine members are kept informed of the process as it moves forward. Kim Pettman, 315 Division Street, discussed pedestrian safety concerns as they relate to winter conditions. Pettman stated that for pedestrians or those with scooters, walkers, wheelchairs, etc. the sidewalk is their road system in which to travel on. She noted that when the ends of the sidewalks are not clear it creates an obstacle for pedestrians. Pettman asked that the City enforce its Ordinances and that the business owners maintain their sidewalks. She said that pedestrian safety is something that all drivers should be aware of year round. Pettman encouraged anyone with concerns regarding unkept sidewalks to call the non-emergency number for the Sauk Rapids Police Department. 8. Public Hearings NONE

9. Consent Agenda A. Approve Boards and Commissions for 2019 B. Approve Rinke Noonan 2019 Legal Rates C. Approve Staff Attendance to Ehlers Public Finance Seminar D. Accept Donations for the Sauk Rapids Police Canine Program E. Approve Refunding Royallynn Pizzerias LLC a Prorated Amount for Liquor License F. Approve 2018 4th Quarter Plumbing, Mechanical, and Building Permits G. Approve Insurance Agent of Record H. Approve Council Member(s) Attendance to the League of Minnesota Cities (LMC) Experienced Official Conference I. Approve Quinlivan & Hughes 2019 Legal Rates J. Approve Council Member/Staff Attendance to the League of Minnesota Cities 2019 Legislative Conference K. Approve Booster Station Valve Refurbish L. Approve Well #4 Rehab Project M. Approve Generator Purchase for Wells and Lift Stations N. Accept Officer Alex Wegner's Resignation O. Approve 2019 Plumbing and Mechanical Contractor Licenses—Pulled for discussion P. Approve a Resolution Relating to Parking Restrictions on Fourth Street South and Summit Avenue Q. Approve a Resolution Receiving the Feasibility Report and Calling a Hearing for the 2019 Ridge Road Improvements R. Approve Resolution Accepting Cash Donation for Sauk Rapids Fire Department S. Approve 2019 Fire Department First Assistant Chief Position T. Approve Attendance to the 2019 MN State Fire Officer's School Motion: Moved by Councilperson Ellering and seconded by Councilperson Sauer to approve agenda items 9A-9N and 9P-9T. Motion carried unanimously. 9-O. Approve 2019 Plumbing and Mechanical Contractor Licenses Motion: Moved by Councilperon Thronson seconded by Councilperson Sauer to approve the 2019 Plumbing and Mechanical Contractor Licenses. Motion carried unanimously with Councilperson Ellering abstaining from the vote. 10. Regular Agenda A. Riverfront Park Master Plan Presentation Todd Schultz advised the Council that after several months of work, the consulting firm, Confluence, is ready to present their master plan and vision for Southside/Lions Park. Terry Minarik and Brad Aldrich of Confluence walked the City Council through what they are envisioning for Southside and Lions Park. Minarik said that the plan being presented tonight is in stark contrast to the original concept that was considered by the City a year ago in both size and scale as well as the final elements and features. He explained that this plan has a much smaller footprint on Southside Park than the original plan, which started out as a field house and then evolved into a 400 capacity building with a bandshell/stage area that had a seating capacity of several thousand people. On the Lions Park side, the plan includes an interactive splash pad/water feature that will be supported by a structure that will include bathrooms and a small meeting/party room overlooking the interactive water feature. The mechanical equipment for the water feature will also be housed in the small structure. The interactive water feature could be lit up in the evening with LED lighting. The thought is that the water feature will not be a typical splash pad, but it instead will be characterized as an area with numerous in ground nozzles/jets that can shoot water into the air at various heights and combinations based on how they are programmed. The existing playground will largely stay the same, but the wood chip base would be replaced with a rubberized surface that will be more aesthetically pleasing and more functional than the wood chip base. There will be a basketball court added just north of the existing playground. The plan also includes a future playground area that would be built into the hill adjacent to the promenade. Lastly, the three existing open air structures will get a face lift and one of the buildings will be moved closer to the basketball court/playground area. On the Southside Park area, there will be a terrace/gathering area that can be used for multiple different events/shows. Seating for this area will accommodate a few hundrew people. The Consultants are still looking at possibly adding a water feature, like a fountain in the terrace area. The plan is for the seating to be built

into the natural hill. It was noted that the Committee favors stone blocks for seating such as granite or limestone. The plan calls for a building, but the ½ Cent Sales Tax Committee is still not certain on size. A 125 capacity building, 200 capacity building, and one option with only bathrooms and some storage space was presented. The ½ Cent Sales Tax Committee is leaning toward a modern style building with a higher peak design and lots of glass overlooking the park and river. It was noted that the building on the Lions side would be a similar but smaller version of this same style of building. Schultz noted that the plan after tonight will be to modify the master plan based on comments and feedback from the Council. The Plan would then be brought to the Planning Commission. An Open House will also take place before final Council approval after which point the process would move to the design stage. Schultz pointed out that due to a past grant agreement with the Department of Natural Resources (DNR) in Southside Park, there is a process that the City will need to work through with the DNR to get approval once the size of the building at Southside Park is determined. The City Council agreed by consensus to move forward with the 40-by 60-foot building shown tonight in terms of getting DNR approvals but knowing that the size of the building could potentially be scaled down. B. Approve the Plans and Specifications and Authorize Advertising for Bids for the 2019 4th Street South Improvement Project Motion: Moved by Councilperson Ellering and seconded by Councilperson Thronson to approve the Resolution Approving the Plans and Specifications and Authorizing the Advertising for Bids for the 2019 4th Street South Improvement project contingent upon approval from the Minnesota Department of Transportation State Aid Division. Motion carried unanimously. C. Approve the Appraisal Amounts and Authorize the Acquisition of Certain Properties for 4th Street South/Summit Avenue Roundabout Motion: Moved by Councilperson Sauer and seconded by Councilperson Ellering to approve the resolution determining the necessity for and authorizing the acquisition of certain properties for roadway purposes. Motion carried unanimously. D. City Council Vacancy Direction Ross Olson explained that the City Council authorized Administration to post the now open City Council seat back in November. He said that the City did receive nine letters of interest, which were included with tonight's meeting materials. Olson noted that in the past when a vacancy occurred, the City Council accepted letters of interest and conducted interviews. Olson stated that the City Council will need to provide direction on the number of applicants that they would like to interview. He noted that if this number is less than the total number of interested applicants, Administration will facilitate a voting/selection process. Olson explained that in the past, members provided Administration the names of the applicants that they would like to interview. He said that the number/names recommended would be selected by the City Council. Administration would then present the applicants receiving the highest number of votes on the interview date selected. The Council agreed by consensus to send Administration the top four candiates that they would like to see brought in for an interview for the vacant City Council seat. 11. Other Staff Items A. 1-29-19 St. Cloud Area Joint Cities Meeting—Ross Olson stated that the next St. Cloud Area Joint Cities Meeting will take place on January 29th, 2019 in Waite Park. Olson asked that those members interested in attending please let Administration know prior to January 25th. This meeting will be posted as a public meeting of the City Council. 12. Other Council Items and Communications 13. Approve List of Bills and Claims Motion: Moved by Councilperson Thronson and seconded by Councilperson Ellering to approve the List of Bills and Claims. Motion carried unanimously. 14. Adjournment Motion: Moved by Councilperson Sauer and seconded by Councilperson Thronson to adjourn the meeting. Motion carried unanimously. Mayor Hunstiger adjourned the meeting at 7:58 p.m. Respectfully Submitted, Dana Furman, Administrative Services Coordinator R-5-1B

PUBLIC HEARING NOTICE

The Sauk Rapids City Council will meet on Monday, February 11, 2019 at 6:00 p.m. or as soon thereafter as possible in the City Council Chambers at 250 Summit Avenue North, to consider improvements Ridge Road from Benton Drive to Scott Drive, pursuant to Minn. Stat. §§ 429.011 to 429.111. The project is a cooperative effort with the City of Sartell pursuant to a joint powers agreement. The proposed improvements include street improvements and drainage system improvements. The area proposed to be assessed for the improvements includes those properties abutting and within the drainage area of Ridge Road from Benton Drive to Scott Drive. The estimated total cost of the improvement project is \$7,808,090. A reasonable estimate of the impact of the assessment will be available at the hearing. Any person desiring to comment on this matter is invited to do so in writing or orally at the time of the public hearing. R-4-2B

CERTIFICATE OF ASSUMED NAME Minnesota Statutes Chapter 333

(1) The exact name under which the business is or will be conducted is: Me 2. (2) The address of the principal place of business is: 717 Broadway Avenue S #2, PO Box 183, Sauk Rapids, MN 56379. (3) List the name and complete street address of all persons conducting business under the above Assumed Name, OR if an entity, provide the legal corporate, LLC, or Limited Partnership name and registered office address: Cynthia Dropps, 717 Broadway Ave S #2, Sauk Rapids, MN 56379. (4) By typing my name, I, the undersigned, certify that I am signing this document as the person whose signature is required, or as agent of the person(s) whose signature would be required who has authorized me to sign this document on his/her behalf, or in both capacities. I further certify that I have completed all required fields, and that the information in this document is true and correct and in compliance with the applicable chapter of Minnesota Statutes. I understand that by signing this document I am subject to the penalties of perjury as set forth in Section 609.48 as if I had signed this document under oath. Cynthia Dropps, Business Owner 12/05/2018 R-5-2P

PUBLIC HEARING NOTICE

NOTICE IS HEREBY GIVEN that the Benton County Planning Commission will conduct a public hearing on February 14th, 2019 in the Commissioner's Room, Government Center, Foley, and beginning at 7:00 p.m. The Planning Commission will hear the following: 1. 7:00 p.m. Ronald and Gail Walz requesting approval of a one lot minor preliminary plat entitled "Walz Addition" in the Agricultural District. Pursuant to Section 10.7. The affected property is described as follows: part of NE1/4 NE1/4, Section 5, Minden Township. ANYONE wishing to be heard with reference to the above will be heard at this meeting. R-5-1B

BENTON COUNTY BOARD OF COMMISSIONERS REGULAR MEETING MINUTES JANUARY 8, 2019

The Benton County Board of Commissioners met in regular session on January 8, 2019 in the Benton County Board Room in Foley, MN with Commissioners Steve Heinen, Ed Popp, Spencer Buerkle, Jake Bauerly and Warren Peschl present. Call to order by Administrator Monty Headley was at 9:00 AM followed by the Pledge of Allegiance to the flag. Peschl nominated Bauerly for 2019 Chair of the Board. Second by Heinen. Nominations were closed and a unanimous ballot was cast for Bauerly for Board Chair for 2019. Chair Bauerly called for nominations for 2019 Board Vice-Chair. Popp nominated Buerkle for 2019 Vice-Chair of the Board. Second by Heinen. Nominations were closed and a unanimous ballot cast for Buerkle for Board Vice-Chair for 2019. Peschl/Buerkle unanimous to approve the amended agenda (add items: appointments to the Board of Adjustment, Planning Commission, and Extension Committee). No one was present to speak under Open Forum. Peschl/Buerkle unanimous to set 2019 County Board meeting dates and times as presented ("first and third" Tuesday of each month at 9:00 AM with the exception of the first Board meeting in December--the listing reflects a change of time from 9:00 AM to 7:00 PM to combine with the Truth in Taxation meeting.)

Consent Agenda item #5 (appointment to Water Resources Advisory Committee) was "pulled" for further discussion. Buerkle/Heinen unanimous to approve the remaining Consent Agenda: 1) approve the Regular Meeting Minutes of December 18, 2018 as written; 2) accept and file Management Team Meeting Minutes of November 8, 2018 as written; 3) set the 2019 per diem rate for Boards and Commissions at \$60.00 per meeting; 4) approve Engagement Letter with CliftonLarsonAllen to complete required 1094-C and 1095-C Forms for 2018, and authorize the Chair to sign; 6) adopt Resolution 2019- #1, accepting donation to the Sheriff's Office Police Activities League Program from Dennis Woggon, and authorize the Chair to sign; 7) adopt Resolution 2019-#2, authorizing use of alternative method to disseminate bids and requests for proposals, and authorize the Chair to sign; 8) approve Special Road Use Permit—Foley Fun Days—June 2019, and authorize the Chair to sign; 9) approve 2019 Tobacco License—Super America #5032; 10) approve reappointment of Mark Brenny to the Solid Waste Advisory Committee, Art Buhs to the Planning Commission, Marvin Neubert to the Board of Adjustment, and Gerry Feld to the Planning Commission; 11) approve appointment of Mark Kaschmitter to the Board of Adjustment and Jerry Lang to the Planning Commission; and 12) approve appointment of Julie Johnson to the Extension Committee. With regard to Consent Agenda item #5 (approve Jeff Bemboom from the City of Sartell as the new Municipality Representative on the Water Resources Advisory Committee) , Popp stated his belief that it would be in the best interest of the county to have a Benton County resident as appointee to the Water Resources Advisory Committee. Following brief discussion, Heinen/Buerkle unanimous to table this issue to the next meeting (the County will seek clarification from the Benton SWCD Water Plan Technician). Nadean Inman, Auditor-Treasurer, reported on the two newspaper bids that were received (Benton County News and Sauk Rapids Herald) for publication of the official proceedings of the County Board and other publications as required by law. She noted the rates included in the bids, along with a combined rate for publishing in both papers; the 2019 rates will mirror the 2018 rates. Buerkle/Peschl unanimous to designate the Benton County News and Sauk Rapids Herald as the official newspapers for Benton County. Popp/Heinen unanimous to re-designate the Auditor-Treasurer the authority to designate depository banks and to adopt Resolution 2019-#3, designating depository banks for Benton County, and authorize the Chair to sign.

Monty Headley, County Administrator, requested Board discussion on scheduling employee forums during 2019; in 2018, two forums were held at 8:00 AM prior to a regular County Board meeting. Following brief discussion, Heinen/Popp unanimous to schedule 2019 employee forums prior to the first Board meeting of each quarter, beginning with April (April 2, 2019). Headley explained that Foley Area CARE would like to locate a storage shed on County property, adjacent to the north side of the old Highway building; it is his opinion, as well as Property Management, that placing a shed at the proposed location would be acceptable and cause no issues for the County. Several Board members proposed that the color scheme of the shed be pleasing aesthetically. Popp/Heinen unanimous to allow Foley Area CARE to place a storage shed on County property adjacent to the old Highway Building. The Regular County Board meeting was recessed at 9:19 AM to conduct a Human Services Board meeting. The Regular County Board meeting was reconvened at 9:28 AM. Chris Byrd, County Engineer, explained that CR 78 from CSAH 2 to the Morrison County Line is to be reconstructed in 2019; to complete the necessary construction, additional right-of-way is needed. He noted that Benton County Road Right of Way Plat No. 13 clearly depicts and describes the limits of permanent right-of-way and parcel boundaries within the project limits. Popp/Heinen unanimous to approve Road Right of Way Plat No. 13 (CR 78) and authorize the Chair to sign the completed plat. Engineer's Update on CR 78 project: Staff is actively negotiating acquisition of right-of-way with all land owners along this corridor; the county has hired an appraiser for about 13 parcels to assist in determining the value of the land. Byrd commented "...we've offered a total of approximately \$200,000...I originally estimated about half of that for right-of-way costs (\$100,000)...a budget amendment will be required at a future meeting..." He stated that the design is being finalized and the county is currently going through the permitting process—because the project encompasses two public waters, the DNR and Army Corps of Engineers are involved in the permitting process. Byrd stated his hope to open bids in March, finalize contracts in April, and start construction in May or June. Byrd reported on the recent hiring of two Engineering Technicians, noting that a third Engineering Technician is scheduled to start on January 14th. Popp inquired about the status of the County Ditch #6 project. Byrd stated his hope to schedule a meeting of the County Ditch Authority in the near future. Peschl/Popp unanimous to adopt the 2019 slate of Boards and Commissions appointments as discussed and indicated. Board members reported on recent meetings they attended on behalf of the county. Under Commissioner Concerns, Commissioner Peschl asked that John Uphoff, Executive Director of the Benton Economic Partnership (BEP), appear before the Board to give an update on the BEP and other related economic development activities. Chair Bauerly welcomed new Commissioner, Steve Heinen, to the Board. Popp/Heinen unanimous to set Committees of the Whole: January 10, St. Cloud Air Transport Optimization Study Presentation; February 6, Meeting with Mark Sizer from Resource Training & Solutions Regarding Human Services Study/Meeting with County Engineer Regarding Transportation Issues; February 7 and 8, SCSU Winter Institute Conference; and February 13 and 14, AMC Legislative Conference. Chair Bauerly adjourned the meeting at 10:12 AM. ATTEST:

A. Jake Bauerly, Chair Benton County Board of Commissioners Montgomery Headley Benton County Administrator R-5-1B

**SAUK RAPIDS-RICE INDEPENDENT  
SCHOOL DISTRICT NO. 47  
ANNUAL SCHOOL BOARD ORGANIZATIONAL MEETING MINUTES  
Monday, January 7, 2019**

The 2019 Organizational Meeting of the Board of Education of Sauk Rapids-Rice Independent School District 47 was called to order by the 2018 Board Chair Hauck Monday, January 7, 2019 at seven o'clock p.m. in the Sauk Rapids-Rice Board Room of said district.

**ROLL CALL**

Members present included Braun, Butkowski, Hauck, Holthaus, Loidolt, Morse, and Solarz. Others present were Superintendent Sinclair, Director of Business Services Johnson, and Director of Teaching and Learning Bushman.

**PLEDGE OF ALLEGIANCE**

**OATH OF OFFICE**

2018 Board of Education Chair Hauck administered the Ceremonial Oath of Office to Board members Braun, Holthaus, and Loidolt who were elected on November 6, 2018 for four-year terms on the Sauk Rapids-Rice Board of Education.

**APPROVAL OF MEETING AGENDA**

A motion was made by Braun, seconded by Butkowski and unanimously carried to approve the meeting's agenda.

**ELECTION OF OFFICERS**

Holthaus nominated Butkowski as School Board Chair. Hearing no further nominations, the recommendation was made to close nominations and a unanimous ballot was cast for Butkowski. Butkowski accepted the nomination and was appointed as 2019 School Board Chair. The newly seated School Board Chair Butkowski took over the remaining officer elections and Board meeting.

Butkowski nominated Solarz as School Board Vice-Chair. Hearing no further nominations, the recommendation was made to close nominations and a unanimous ballot was cast for Solarz. Solarz accepted the nomination and was appointed as 2019 School Board Vice-Chair.

Holthaus nominated Braun as School Board Clerk. Hearing no further nominations, the recommendation was made to close nominations and a unanimous ballot was cast for Braun. Braun accepted the nomination and was appointed as 2019 School Board Clerk.

Morse nominated Holthaus as School Board Treasurer. Hearing no further nominations, the recommendation was made to close nominations and a unanimous ballot was cast for Holthaus. Holthaus accepted the nomination and was appointed as 2019 School Board Treasurer.

**School Board Meeting Schedule Chart**

<b>January 28, 2019</b> Board Meeting Listening Session <i>Middle School</i>	<b>May 13, 2019</b> Board Meeting <i>District Office</i>	<b>September 23, 2019</b> 5:30 p.m. Meeting Board Meeting <i>District Office</i>
<b>February 11, 2019</b> Board Meeting <i>District Office</i>	<b>May 20, 2019</b> Work Session/Consent <i>District Office</i>	<b>October 7, 2019</b> Board Meeting <i>District Office</i>
<b>February 25, 2019</b> Board Meeting Listening Session <i>Hillside</i>	<b>June 17, 2019</b> Board Meeting Listening Session <i>District Office</i>	<b>October 21, 2019</b> Board Meeting Listening Session <i>Rice Elementary</i>
<b>March 11, 2019</b> Work Session/Consent <i>District Office</i>	<b>July 15, 2019</b> Board Meeting Listening Session <i>District Office</i>	<b>November 4, 2019</b> Work Session/Consent <i>District Office</i>
<b>March 25, 2019</b> Board Meeting Listening Session <i>Mississippi Heights</i>	<b>August 5, 2019</b> Work Session/Consent <i>District Office</i>	<b>November 18, 2019</b> Board Meeting Listening Session <i>District Office</i>
<b>April 8, 2019</b> Board Meeting <i>District Office</i>	<b>August 19, 2019</b> Board Meeting <i>District Office</i>	<b>December 16, 2019</b> Board Meeting <i>District Office</i>
<b>April 22, 2019</b> Board Meeting Listening Session <i>Pleasantview</i>	<b>September 9, 2019</b> Board Meeting Listening Session <i>District Office</i>	<b>January 6, 2020</b> Board Organization Meeting <i>District Office</i>

**Scheduling of Listening Sessions**

It was recommended that the following "Listening Sessions" for 2019 be available for 6:00 p.m. in the location detailed below - upon request.

January 28, 2019 SRRMS	April 22, 2019 Pleasantview	September 9, 2019 District Office
February 25, 2019 Hillside	June 17, 2019 District Office	October 21, 2019 Rice Elementary
March 25, 2019 Mississippi Heights	July 15, 2019 District Office	November 18, 2019 District Office

A motion was made by Braun, seconded by Hauck and unanimously carried to adopt the preceding 2019 School Board Meeting/Work Session, Listening Session dates, and meeting locations and times. Board Meetings and/or Work Sessions and Listening Sessions will be conducted in Room E226 at the Sauk Rapids-Rice High School with the exception of the January 28, 2019, February 25, 2019, March 25, 2019, April 22, 2019, and October 21, 2019 Board Meetings, which will be held in the building locations detailed above.

**PUBLIC INPUT**

There was no public input at 7:30 p.m.

**DEPOSITORIES**

A motion was made by Hauck, seconded by Solarz and carried by a margin of six with Holthaus abstaining, to designate the following as official 2019 depositories for school district funds.

- |                               |   |
|-------------------------------|---|
| BankVista                     | Investments                               |
| Liquid Asset Fund             | Savings account, investments              |
| MN Trust                      | Investments                               |
| US Bank of St. Paul           | Regular checking                          |
| US Bank of Sauk Rapids        | Anderson scholarship CD, deposit accounts |
| Wells Fargo Brokerage Service | Investments                               |
| US Bank                       | Mayman/Misho Scholarship Account          |

**ELECTRONIC FUND TRANSFER AUTHORIZATION**

A motion was made by Solarz, seconded by Braun and unanimously carried to authorize the Superintendent and the Director of Business Services to make electronic transfers on behalf of the School District.

**OFFICIAL NEWSPAPER**

A motion was made by Morse, seconded by Holthaus and unanimously carried to designate the Sauk Rapids Herald as the District's official newspaper for 2019.

**LEGAL REPRESENTATION**

A motion was made by Braun, seconded by Morse and unanimously carried to designate Rupp, Anderson, Squires & Waldspurger as the District's legal counsel for 2017, and to authorize the Superintendent, Director of Business Services, and the Director of Human Resources and Administrative Services to contact them on behalf of the School District and Board.

**SCHOOL DISTRICT GENERAL RECORDS RETENTION SCHEDULE**

A motion was made by Hauck, seconded by Holthaus and unanimously carried to authorize continued adherence to the School District General Record Retention Schedule.

**APPOINTMENT OF COMMITTEE AND LIAISON ASSIGNMENTS**

A motion was made by Braun, seconded by Morse and unanimously carried to accept the following 2019 committee and liaison assignments:

<b>Board Committee Assignments</b>	<b>Board Members</b>
<b>Finance/Facilities Committee</b>	<b>Butkowski, Holthaus, Hauck</b>
<b>Negotiations Committee (Certified)</b>	<b>Braun, Butkowski, Hauck</b>
<b>Negotiations Committee (Non-Certified)</b>	<b>Braun, Holthaus, Solarz</b>
<b>Personnel Committee</b>	<b>Butkowski, Hauck, Loidolt</b>
<b>Public Relations Committee</b>	<b>Butkowski, Hauck, Morse</b>

**Board Representatives**

<b>on School District Committees</b>	<b>Board Members</b>
<b>Community Education Advisory Council</b>	<b>Braun, Morse</b>
<b>Curriculum Advisory Committee</b>	<b>Loidolt, Morse</b>
<b>ECFE Advisory Committee</b>	<b>Morse</b>
<b>Staff Development Advisory Committee</b>	<b>Holthaus</b>
<b>District Wellness Committee</b>	<b>Hauck</b>

	<b>Board Members</b>
<b>Liaisons to External Organizations</b>	
<b>Benton County Economic Partnership</b>	<b>Solarz</b>
<b>Benton Stearns Education District</b>	<b>Solarz</b>
<b>Career and Technical Education /Carl Perkins Consortium</b>	<b>Solarz</b>
<b>Statewide Health Improvement Program</b>	<b>Loidolt</b>
<b>Minnesota State High School League</b>	<b>Holthaus</b>
<b>Sauk Rapids-Rice Education Foundation</b>	<b>Braun</b>
<b>Sauk Rapids Chamber of Commerce</b>	<b>Braun</b>
<b>Rice Chamber of Commerce</b>	<b>Loidolt</b>

<b>Liaisons to District Buildings</b>	<b>Board Members</b>
<i>(Board Chair not in rotation due to Chair responsibilities.)</i>	<i>(Assigned alphabetically and rotated each calendar year)</i>
<b>Hillside Early Childhood Family Education</b>	<b>Braun</b>
<b>Rice Elementary School</b>	<b>Hauck</b>
<b>Pleasantview Elementary School</b>	<b>Holthaus</b>
<b>Mississippi Heights Elementary School</b>	<b>Loidolt</b>
<b>Middle School</b>	<b>Morse</b>
<b>High School</b>	<b>Solarz</b>

**MEETING AGENDA FORMAT AND PROCEDURE**

A motion was made by Holthaus, seconded Hauck and unanimously carried to accept the meeting and agenda format outlined in School Board Policy 203.5.

**COMPENSATION**

A motion was made by Hauck, seconded by Braun and unanimously carried to approve Board compensation at \$175.00 per Board meeting, \$125.00 per Board Committee meetings, \$400.00 for meetings lasting more than 6.0 hours, and mileage reimbursement for travel outside of the District at the 2019 IRS rate.

**CONSENT AGENDA**

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

**ADJOURNMENT**

With no further business appearing before the Board, a motion was made by Hauck, seconded by Braun and carried adjourning the meeting at 9:20 p.m.

Respectfully submitted,  
Lisa J. Braun, Board of Education Clerk  
Sauk Rapids-Rice ISD 47  
R-5-1B