



The City Council of the City of St. Charles welcomes you to its Regular Meeting of Tuesday, March 25, 2014 at 7:00 p.m. at 830 Whitewater Avenue, City Council Chambers, St. Charles, Minnesota.

ITEM	ACTION REQUESTED
1. Call to Order	
2. Pledge of Allegiance	
3. Approval of the Agenda	
4. Notices and Communications –	
5. Review of Financials	
6. Rugby Wind Update-Gary Price	DISCUSS
7. Ordinance #568 Whispering Greens Vacation-2 <sup>nd</sup> Reading	APPROVE
8. Resolution #06-2014 St. Charles Golf Course Liquor License	APPROVE
9. Resolution #07-2014 Accepting a donation from SE MN EMS	APPROVE

**UNSCHEDULED PUBLIC APPEARANCES:** Members of the audience may address any item not on the agenda. State Statute prohibits the City Council from discussing an item that is not on the agenda, but the City Council does listen to your concerns and has staff follow up on any questions you raise.

**ADJOURNMENT**

\*Attachment. Questions? Contact Nick Koverman at St. Charles City Hall at 932-3020 or by email at [nkoverman@stcharlesmn.org](mailto:nkoverman@stcharlesmn.org).



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**MEMORANDUM for the CITY COUNCIL of St. Charles for  
Tuesday, March 25, 2014**

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**6. Rugby Wind Update-Gary Price.** Gary Price, Upper Midwest Municipal Power Agency (UMMPA) staff member, will be present to provide the Council with a brief update on the Rugby Wind farm. The contract for the city's long-term PPA for wind energy has been in existence for over a year and Mr. Price will provide an update on the performance. He will also briefly review performance of the revised contract with Dairyland Power Cooperative since adoption.

**7. Ordinance #568 Whispering Green Vacation-2<sup>nd</sup> Reading.** Ordinance #568 is included in the packet for approval of the 2<sup>nd</sup> Reading. Agreements and a signed petition should be presented Tuesday evening prior to the approval.

**8. Resolution #06-2014 St. Charles Golf Course Liquor License.** Enclosed is a brief memo from the Chief of Police with respect to the background check on Dan and Heather Sullivan as the applicants of the St. Charles Golf Course liquor license.

**9. Resolution #07-2014 Accepting a donation from SE MN EMS.** A grant award of \$2,000 was received by the St. Charles Ambulance Association to help pay 50 percent of the costs for two Stryker cot extension kits.

**ORDINANCE #568  
CITY OF ST. CHARLES**

**COUNTY OF WINONA**

**AN ORDINANCE TO VACATE A  
PORTION OF PUBLIC RIGHT OF WAYS, DRAINAGE AND UTILITY EASEMENTS  
CREATED ON THE PLAT OF WHISPERING GREENS ADDITION IN THE CITY OF  
ST. CHARLES, WINONA COUNTY, MINNESOTA**

The City of St. Charles does ordain:

Section 1. That the following described public right of way, drainage and utilities easements created on the plat of WHISPERING GREENS ADDITION be and hereby is vacated and abolished:

All of Gladiola Drive, Iris Circle and all drainage and utility easements created on the plat of WHISPERING GREENS ADDITION, according to the recorded plat thereof on file and of record at the office of the County Recorder, Winona County, Minnesota.

Section 2. That this ordinance shall take effect thirty days after its publication.

Adopted this \_\_\_\_ day of \_\_\_\_\_, 2014 by the City Council of the City of St. Charles, Minnesota.

\_\_\_\_\_  
**John P. Schaber, Mayor Pro Tem**

Attest:

\_\_\_\_\_  
**Nick Koverman, City Administrator**

*First Reading:*

Date: \_\_\_\_\_

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Absent: \_\_\_\_\_

Abstain \_\_\_\_\_

*Second Reading:*

Date: \_\_\_\_\_

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Absent: \_\_\_\_\_

Abstain \_\_\_\_\_

*Published:*

Date: \_\_\_\_\_



# G-Cubed

ENGINEERING  
SURVEYING  
PLANNING

February 11<sup>th</sup>, 2014

City of St. Charles  
Attn: Nick Koverman  
830 Whitewater Ave  
St. Charles, Mn 55972

**RE: Whispering Greens Addition street and utility vacation and Replat**

Dear Nick,

The platting of the 32 single family lots in the Whispering Greens Addition artificially increased the land value and therefore the tax base on the land these lots are a part of. Due to the downturn in the housing market, construction of the streets and utilities required to actually market these lots is not economically feasible. If economic changed and development of this property was to proceed, it is highly likely the street and lot layout would be redrawn to meet the market need specific to this area.

On behalf of the owner, we are requesting that Gladiola Drive, Iris Circle and all drainage and utility easements created on the Whispering Greens Addition plat be vacated. This process will allow for the residential lots and some of the surrounding land to be replatted which will reduce the tax burden as well as set the property up for continuation of the golf course operation as well as potential future development. Enclosed is an application for a vacation petition, legal description for the vacation, as well as the recorded plat of Whispering Greens Addition and a new final plat to be called Whispering Greens Addition Replat. We will submit application for the final plat after the public hearing on the vacation.

By vacating Gladiola Drive, Outlot F and Outlot G of the Whispering Greens Addition appears to become landlocked. To alleviate this, an access easement will be granted to this owner. The access will follow the gravel drive extended south off the southerly end of in place Gladiola Drive. This is the route the adjacent owner is currently using.

One other item to consider is whether the City would like to retain a utility easement along the south side of Park Road. If required, this can be rededicated at the time of recording the Whispering Greens Addition Replat.

We thank you for your consideration of this request.

Sincerely,

Mark Welch P.E.

Cc: Matt McMahon St. Charles Golf Course Enterprises

Vacation Description

All of Gladiola Drive, Iris Circle and all drainage and utility easements created on the plat of WHISPERING GREENS ADDITION, according to the recorded plat thereof on file and of record at the office of the County Recorder, Winona County, Minnesota.



LITY AND DRAINAGE EASEMENT  
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**City of St. Charles  
Resolution #06-2014**

**A RESOLUTION APPROVING LIQUOR LICENSES**

**Whereas**, the following businesses have applied to the City of St. Charles, Minnesota for liquor licenses for the year 2014:

St. Charles Golf Course, 1920 Gladiola Drive – On-Sale, Sunday Licenses  
CHS, Inc., 518 West 6<sup>th</sup> St. – 3.2% Off-Sale License

**NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF ST. CHARLES, MINNESOTA that:**

1. The Council of the City of St. Charles hereby approves the Liquor License for the above named business.

Adopted by the Council of the City of St. Charles, Minnesota this 25<sup>th</sup> day of March, 2014.

\_\_\_\_\_  
**John Schaber, Mayor Pro-Tem**

Attest: \_\_\_\_\_  
**Nick Koverman, City Administrator**

**City of St. Charles Police Department**

**Chief – Ken Frank #601**

830 Whitewater Avenue

St. Charles, MN 55972

(507) 932-3020 · (507) 932-5301 FAX



March 18, 2014

Nick Koverman

City Administrator

St. Charles, MN 55972

RE: Daniel Paul Sullivan DOB/19810329 SCPD Case # 14000607

Dear Mr. Koverman;

Per your request and in keeping with MN SS 340A.412 subd. 2(a) I completed a criminal history background check on the above named individual for the purpose of on sale liquor license within the City of St. Charles. This background investigation was completed by myself and no area of concerns were found.

If you have any questions or are in need of further information please let me know.

Sincerely,

A handwritten signature in black ink, appearing to read "Ken Frank". The signature is stylized with a large initial "K" and a long horizontal stroke.

Chief Ken Frank

**"Proud to Serve"**



**City of St. Charles  
Resolution #07-2014**

**RESOLUTION ACKNOWLEDGING THE DONATION FROM  
SOUTHEAST MINNESOTA EMS**

**WHEREAS**, the City of St. Charles is generally authorized to accept contributions of real and personal property pursuant to Minnesota Statute 465.03 for the benefit of its citizens; and

**WHEREAS**, the St. Charles Volunteer Ambulance Association has received a donation in the amount of \$2,000 from Southeast Minnesota EMS to be used towards the purchase of expandable patient surfaces for Stryker cots.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ST. CHARLES, MINNESOTA THAT:** the City Council of the City of St. Charles acknowledges and accepts the \$2,000 donation from Southeast Minnesota EMS.

**BE IT FURTHER RESOLVED THAT:** the City Council of the City of St. Charles expresses its thanks and appreciation for the donation to the City of St. Charles.

Adopted this 25<sup>th</sup> day of March, 2014 by the City Council of the City of St. Charles.

CITY OF ST. CHARLES

\_\_\_\_\_  
**John Schaber, Mayor Pro-Tem**

ATTEST:

\_\_\_\_\_  
**Nick Koverman, City Administrator**