

The City Council of the City of St. Charles welcomes you to its Regular Meeting of Tuesday, April 22, 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. Resolution #09-2014 Call CIP Public Hearing	APPROVE
7. Wimmer Eagle Scout Project	APPROVE
8. Faith Lutheran Logo Request	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, April 22, 2014

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**6. Resolution #09-2014 Call CIP Public Hearing.** Enclosed is the resolution calling for a public hearing as specified by Mike Bubany during the April 8<sup>th</sup> meeting.

**7. Wimmer Eagle Scout Project.** Enclosed is a proposed Eagle Scout project by Isaiah Wimmer to repaint the 200+ fire hydrants in town. Mr. Wimmer will be present to answer any questions regarding his project, but would like the Council's approval of the project.

**8. Faith Lutheran Church Logo Request.** Pastor Steve McGinley will be present to request the use of the St. Charles City logo for a fundraiser and promotion of the City. See the enclosed request for more information.

April 8, 2014

Nick Koverman  
City of Saint Charles  
830 Whitewater Ave  
Saint Charles, MN 55972



Dear Mr. Koverman and City Council:

Thank you! Words alone cannot express the impact your donation is having on southern Minnesota's economy.

Thank you for your recent donation of **\$1,500** to Southern Minnesota Initiative Foundation (SMIF)! With your support we are making an impact in the areas of entrepreneurship and early childhood development, and furthering our role as a collaborator in the overall economic development and vitality of our 20-county region.

Last year with our donors' support...

- Supported 93 businesses through loans and technical assistance for a total of \$806,000
- Supported 11 communities with entrepreneurial grants totaling \$174,245
- Supported 27 organizations with early childhood grants totaling \$367,465
- Supported 134 organizations with early childhood resources totaling \$385,032
- Supported 23 community foundations with assets of \$1,779,403
- Invested a total of \$4.5 million into southern Minnesota to enhance entrepreneurial and early childhood efforts

We look forward to sharing future success of the Foundation, made possible because of our donors, in our quarterly newsletter, "Taking the Initiative" and online at [www.smifoundation.org](http://www.smifoundation.org). Again, thank you for your partnership and investment in southern Minnesota's future.

Our sincere thanks for your support,

Timothy J. Penny  
President & CEO

P.S. Please enjoy the post-it notes as a small thanks for your support!

cc: June Reineke, SMIF Board Member

City Counsel,

I just wanted to thank the  
City of Stcharles for the \$1000.00  
~~cash~~ reimbursement for my frozen  
water pipes. This is a great community  
to live in. I appericate your help.

1284 Wabusha Ave

Dan

Thank you

It was much appreci

EXTRACT OF MINUTES OF A MEETING OF THE  
CITY COUNCIL OF ST. CHARLES, WINONA COUNTY, MINNESOTA

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of St. Charles, Winona County, Minnesota, was duly held at City Hall in the City of St. Charles, Minnesota on Monday, the 22nd day of April, 2014, at 7:00 P.M. for the purpose, in part, of calling a public hearing on the intention to issue general obligation capital improvement plan bonds and the proposal to adopt a capital improvement plan therefor.

The following Council members were present:

and the following were absent:

Council member \_\_\_\_\_ introduced the following resolution and moved its adoption:

RESOLUTION #09-2014  
CALLING PUBLIC HEARING ON  
THE INTENTION TO ISSUE GENERAL OBLIGATION CAPITAL  
IMPROVEMENT PLAN BONDS AND THE PROPOSAL TO  
ADOPT A CAPITAL IMPROVEMENT PLAN THEREFOR

A. WHEREAS, pursuant to Minnesota Statutes, Section 475.521, Subdivision 2, the City Council of the City of St. Charles, Minnesota (the "City") may issue bonds to finance capital improvements under its capital improvement plan (the "Plan") without an election provided that, among other things, prior to issuing the bonds the City adopts the Plan after a public hearing thereon and publishes a notice of its intention to issue the bonds and the date and time of a hearing to obtain public comment on the matter; and

B. WHEREAS, the City Council will hold a public hearing on its intention to issue general obligation capital improvement plan bonds (the "Bonds") and to adopt the Plan therefor pursuant thereto on Tuesday, May 27, 2014, at 7:00 P.M.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of St. Charles, Winona County, Minnesota, that the City Council hereby calls for a public hearing on its intent to issue the Bonds and to adopt the Plan therefor, such hearing to be held on the date and time set forth in Exhibit A attached hereto. The City Administrator is hereby directed to cause the notice to be published at least 14 but not more than 28 days before the hearing in the official newspaper of the City or a newspaper of general circulation in the City.

The motion for the adoption of the foregoing resolution was duly seconded by commissioner \_\_\_\_\_ and, after full discussion thereof and upon a vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA )  
COUNTY OF WINONA )  
CITY OF ST. CHARLES )

I, the undersigned, being the duly qualified and acting City Administrator of the City of St. Charles, Minnesota, DO HEREBY CERTIFY that I have compared the attached and foregoing extract of minutes with the original thereof on file in my office, and that the same is a full, true and complete transcript of the minutes of a meeting of the City Council of said City, duly called and held on the date therein indicated, insofar as such minutes relate to the City Council calling a public hearing on the intention to issue general obligation capital improvement plan bonds and proposal to adopt a capital improvement plan therefor.

WITNESS my hand this \_\_\_\_ day of April, 2014.

\_\_\_\_\_  
City Administrator

EXHIBIT A

CITY OF ST. CHARLES, MINNESOTA

NOTICE OF PUBLIC HEARING  
ON INTENTION TO ISSUE  
GENERAL OBLIGATION CAPITAL IMPROVEMENT PLAN BONDS  
AND PROPOSAL TO ADOPT A CAPITAL  
IMPROVEMENT PLAN THEREFOR

NOTICE IS HEREBY GIVEN, that the City Council of the City of St. Charles, Minnesota will meet on Tuesday, May 27, 2014, at 7:00 P.M. at City Hall in St. Charles, Minnesota, for the purpose of conducting a public hearing on (a) the intention to issue general obligation capital improvement plan bonds in an amount not to exceed \$2,100,000 and (b) the proposal to adopt a capital improvement plan therefor. The proceeds of the bonds will be used to construct a new emergency services building, pursuant to Minnesota Statutes, Section 475.521.

All persons interested may appear and be heard at the time and place set forth above.

If a petition requesting a vote on the issuance of the bonds is signed by voters equal to 5 percent of the votes cast in the City in the last general election and is filed with the City Administrator within 30 days after the public hearing, the bonds may only be issued upon obtaining the approval of the majority of the voters voting on the question of issuing the bonds.

Individuals unable to attend the public hearing can make written comment by writing to Mr. Nick Koverman, City Administrator, City of St. Charles, County of Winona, 830 Whitewater Avenue, St. Charles, Minnesota 55972. Written comments must be received prior to the public hearing.

BY ORDER OF THE CITY COUNCIL

/s/ Nick Koverman  
City Administrator

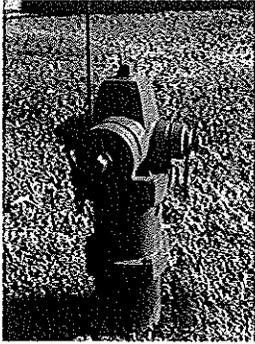
# Eagle Scout Service Project Proposal

## Project Description and Benefit

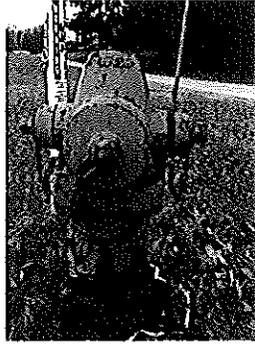
Eagle Scout candidate: **Isaiah Scott Wimmer**

Briefly describe the project. Attach sketches or "before" photographs if these will help others visualize it.

My project is to paint all of the fire hydrants in the city of St. Charles Minnesota. There are approximately 210+ fire hydrants.



This is a fire hydrant that was recently painted.



This is an old fire hydrant that is in great need of a new coat of red paint

Tell how your project will be helpful to the beneficiary. Why is it needed?

The painting of fire hydrants around the city would help out in magnificent ways. For starters, it will increase the beauty of the town and make it look friendly and clean. Another plus is that some hydrants can not be seen at night because of how dull they are. Painting them a bright red would increase visibility and decrease accidental crime.

When do you plan to begin work on the project? I will begin at the end of April 2014

How long do you think it will take to complete? This project will take approximately 2-3 months

## Giving Leadership

Approximately how many people will be needed to help on your project? 8-10

Where will you recruit them (unit members, friends, neighbors, family, others)? Explain:

I would recruit my fellow scouts, some of my friends from 4H, and my family.

What do you think will be most difficult about leading them?

Having them stay on track while they work to boost productivity.

**Materials** (Materials are things that become part of the finished project, such as lumber, nail, and paint.)

What types of materials, if any, will you need? You do not yet need a detailed list of exact quantities, but you must show you have a reasonable idea of what is required.

Paint and denatured alcohol.

## Eagle Scout Service Project Proposal, continued

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### Supplies *(Supplies are things you use up, such as masking tape, tarps, and garbage bags.)*

What kinds of supplies, if any, will you need? You do not yet need a detailed list or exact quantities, but you must show you have a reasonable idea of what is required.

A tarp, masking tape, latex gloves, safety glasses, and paper towels.

### Tools

What kind of tools, if any, will you need?

Paint brush, wire brush, paint stick, hammer, and a pry-bar.

### Permits and Permissions *(Note that property owners normally secure permits.)*

Will you need to secure permissions or permits (for example, building permits)? Who will obtain them? How much will they cost? How long will it take to secure them?

The city administrator, Nick Koverman, has granted me the ability to paint all of the fire hydrants belonging to the city.

### Preliminary Cost Estimate

*(You do not need exact costs. Reviewers will just want to see if you can reasonable expect to raise enough money to cover an initial estimate of expenses.)*

*(Enter your estimated expenses.)*

Items	Cost	Fundraising Explain where you will get the money for total costs indicated below, left.
Materials	\$0	Supplied by the city
Supplies	\$50	Supplied by the city and ACE Hardware
Tools	\$0	Supplied by the city
Other*	\$50	Supported by a local business - Beverages and Snacks for volunteers
<b>Total costs:</b>	<b>\$100</b>	

\*Such costs as food, water, gasoline, parking, permits, equipment rental, sales tax, etc.

### Project Phases *(You may have more than eight phases, or fewer, as needed; if more, click the button to add a phase.)*

Think of your project in terms of phases and list what they might be. The first might be to complete your final plan. Others might include fundraising, preparation, execution, and reporting. You may have as many phases as you want, but it is not necessary to become overly complicated.

1. Work with the city administrator to finalize the plan and materials needed
2. Organize my volunteers
3. Supply a demonstration for my volunteers on how to paint a fire hydrant
4. Give my volunteers a schedule that will tell them where and when they will be painting
5. I will deploy my volunteers to their specified work zone
6. I will then scout around the work zones to monitor my volunteers' progress and see if any assistance is needed
7. After all of the work is completed I will go back and obtain the approval of the city administrator to verify the work
- 8.

# Eagle Scout Service Project Proposal, continued

**Logistics** (A tour and activity plan has also been called a "tour permit." Check with your council service center to determine if one is required.)

How will you handle transportation of materials, supplies, tools, and helpers? Will you need a tour and activity plan?  
We will meet and pick up the supplies at my house. I will have adults and parents to help drive the volunteers to their work zones.

**Safety Issues** (The Guide to Safe Scouting is an important resource in considering safety issues.)

Describe the hazards and safety concerns you and your helpers should be aware of as this project is conducted.  
The paint and denatured alcohol are hazards. The latex gloves will protect the skin from these substances. I will supply safety glasses to all of the volunteers to avoid hazard contact with the eye.

**Further Planning** (You do not have to list every step, but it must be enough to show you have a reasonable idea of how to complete a final plan.)

List some action steps you will take to complete a final plan. For example, "Complete a more detailed set of drawings."  
Obtain maps of the city. Create an Excel Spreadsheet to record all of my "to be obtained" data.

**Candidate's Promise** (Signed before approvals below are granted)

On my honor as a Scout, I have read this entire workbook, including the "Message to Scouts and Parents or Guardians" on page 4-4. I promise to be the leader of this project, and to do my best to carry it out for the maximum benefit to the religious institution, school, or community I have chosen as beneficiary.

Signed

Date

**Unit Leader Approval\***

I have reviewed this proposal and discussed it with the candidate. I believe it provides impact worthy of an Eagle Scout service project, and will involve planning, development, and leadership. I am comfortable the Scout understands what to do, and how to lead the effort. I will see that the project is monitored, and that adults or others present will not overshadow him.

Signed

Date

4/9/2014

**Unit Committee Approval\***

This Eagle Scout candidate is a Life Scout, and registered in our unit. I have reviewed this proposal, I am comfortable the project is feasible, and I will do everything I can to see that our unit measures up to the level of support we have agreed to provide (if any). I certify that I have been authorized by our unit committee to provide its approval for this proposal.

Signed

Date

**Beneficiary Approval\***

This service project will provide significant benefit, and we will do all we can to see it through. We realize funding on our part is not required, but we have informed the Scout of the financial support (if any) that we have agreed to. We understand any fundraising he conducts will be in our name and that funds left over will come to us. We will provide receipts to donors as required.

Signed

Date

**Council or District Approval**

I have read sections 9.0.2.0 through 9.0.2.15, regarding the Eagle Scout Service Project, in the *Guide to Advancement*, No. 33088. I agree on my honor to apply the procedures as written, and in compliance with the policy on "Unauthorized Changes to Advancement." Accordingly, I approve this proposal. I will encourage the candidate to complete a final plan and further encourage him to share it with a project coach.

Signed

Date

\*While it makes sense to obtain them in the order they appear, there shall be no required sequence for the order of obtaining approvals marked with an asterisk (\*). However, council or district approval must come after the others.

April 16, 2014

To: The St. Charles City Council

From: Faith Lutheran Church  
Pastor Steve McGinley

Faith Lutheran Church requests the use of the City logo that is found on the welcome signs on Highways 14 and 74 and on the home page of the city website (without the gladiola), for a t-shirt to be sold by our junior high students, the proceeds of which will help finance their workcamp mission trip to Fort Collins, Colorado in July 2014.

There will be no modification of the logo, other than the color choices in a silk screen process through North Castle Printing, Winona, MN. We will not add anything that compromises your branding, nor will we mention our church anywhere on the t shirt. We would use a digital copy of the logo. To repeat, the logo will be exactly what is found on your welcome signs and home page of the city website (without the gladiola).

The benefit to you is more eye contact of the city brand.