



The City Council of the City of St. Charles welcomes you to its Regular Meeting of Tuesday, April 10, 2012 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. April 10, 2012 Agenda	APPROVE
4. Meeting Minutes -March 13, 2012	APPROVE
5. April Payables	APPROVE
6. Notices and Communications (if applicable)	INFORMATION
7. Reports of Boards and Committees:	INFORMATION
7a. Administrator's Report, Nick Koverman	
7b. Public Works Superintendent Report, Kyle Karger	
7c. Chief of Police Report, Bill Eckles	
7d. Library Board Report, Dave Braun (TBD)	
7e. EDA Report, Wayne Gelz (TBD)	
7f. Park Board, Orv Dahl (TBD)	
7g. School Board, John Schaber	
8. Franklin Energy CIP Contract	APPROVE
9. SEMCAC CIP Agreement	APPROVE
10. Rugby Wind Project Agreement	
-Resolution # 12-2012	
-Member Guaranty	
-Contract for Purchase/Sale of Capacity	APPROVE
11. SEMMCHRA Acquisition Program	
-Resolution # 10-2012 Adopting Voluntary Acquisition Program	
-Resolution # 11-2012 Approving SEMMCHRA to Submit Application	APPROVE
12. Water Service Policy	INFORMATION
13. LED Lights-190	INFORMATION
14. Oil Tank Request	APPROVE
15. Siren Control	INFORMATION
16. Mowing Bids (TBD)	APPROVE
17. Dog Park Sign (TBD)	APPROVE
18. Mayor's Annual Conference	INFORMATION
19. Beyond The Yellow Ribbon	INFORMATION
20. Winona County Invasive Collaborative	INFORMATION

**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 10, 2012**

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**8. Franklin Energy CIP Contract.** City Staff have been working with Franklin Energy for the last several months developing a proposal that will meet the City's mandated needs to reach 340,000 kilowatt hours saved per year. Through the development of a strategy that focuses on multi-family housing units and small businesses, Franklin Energy is confident they can assist the City in accomplishing the intended goal. Enclosed is information on Franklin Energy and the products and services they will provide to the City. Several other larger utilities use the services of Franklin and it is the staff's recommendation to contract this firm for the services as outlined.

**9. SEMCAC CIP Agreement.** As part of the state's CIP mandated program, the municipal utility must allot 2 percent of the 1.5 percent of gross revenues to the delivery of service for low income residents. After meeting with a representative from SEMCAC, this group is already currently working with these residents and will be able to administer this program very efficiently. Initially the program only requires approximately \$920 be spent. However, with the funds available and the program services that we hope to offer as a utility, the funds to expend are recommended to be increased to \$2,500. If funds allow in the late season, we would look to add additional dollars to this program.

**10. Rugby Wind Project Agreement.** Three components of the capacity and energy wind agreement are included in the packet for review. A summary sheet from Richard Heinemann, UMMPA's attorney, is included in the packet. The UMMPA group is recommending approval of this agreement as it will satisfy many of the state mandates as well as provide a long-term green energy for the community for a small portion of the City's consumption. Follow up questions will be held during the meeting.

**11. SEMMCHRA Acquisition Program.** Administration has been working with SEMMCHRA to develop a relocation/buyout/demolition project that will be submitted to the Department of Natural Resources for three trailers on Whitewater Avenue. Enclosed are the corresponding resolutions that would need to be approved to begin the process. Karen DuCharme from SEMMCHRA will be present to answer any questions.

**12. Water Service Policy.** As requested by Council with respect to the discussion of the City taking ownership of the infrastructure from the curb stop to the main, various pieces of information are included for review (i.e. Cresco Iowa's policy, an estimate from City Engineer Rick Engstrom for a complete repair of a water line to the service main, and a program instituted by Rochester Public Utilities). According to a past city worker, former city mayor Harold McCready amended the city's policy during his term from 1972-1978. Information has not been found related to the reasoning to this point. City Attorney Chris Hood expressed that as a precursory review of the matter that just assuming ownership of a portion of lateral line that has been paid for and maintained by the property owner may be a problem. One option he would pose would be to amend the ordinance to say that the City will pay for future maintenance of the lateral between the main and the curb stop but then the City would of course be picking up that cost for future repairs or replacement. Rick Engstrom, City Engineer, will also be present to help answer any additional questions.

**13. LED Lights – I90.** Information is included in the packet that highlights the usage of the LED lights within the Chattanooga Innovation Park. The information shows the standard lights used along the highway and the monthly cost associated with that usage.

**14. Oil Tank Request.** Information is included in the packet that outlines prior options for the purchase of an oil tank to be used in conjunction with the Total Patcher unit. The information shows past costs of up to \$42,000 for a 3,000 gallon tank. Information was provided to the Public Works department with respect to a 10-year-old 4,000 gallon tank for \$15,000. Supt. Karger will be present to answer any questions related to this.

**15. Siren Control.** Enclosed is information highlighting the easibility of the siren system that has been installed into the St. Charles Fire Hall in time for the possible tornado season. Staff have been working with the new Winona

County Emergency Management Director to ensure that all sirens are fully functioning and that the fire hall equipment was installed.

**16. 2012 Mowing Bids.** The St. Charles Park and Rec Board will be discussing the 2012 mowing bids and will be distributed Tuesday evening.

**17. Dog Park Sign.** The St. Charles Park and Rec Board will be discussing the approval of a commemorative sign for the newly opened dog park. The final recommendation will be presented during the meeting.

**18. Mayor's Annual Conference.** The 2012 Mayor's Annual Conference is slated to be held April 27-28. Final preparations are being made as the group will be traveling to St. Charles to visit as part of their tour. More details will be shared during the meeting.

**19. Beyond The Yellow Ribbon.** Admin. Koverman will be provide an update on the return of the troops during the meeting.

**20. Winona County Invasive Collaborative.** Admin. Koverman attended a meeting April 5 to discuss a new initiative by the County for the creation of a group to provide education, resources, and awareness for various invasive species that threaten the County. A handout will be presented during the meeting on Emerald Ashbore.