



The City Council of the City of St. Charles welcomes you to its
 Regular Meeting of Tuesday, December 22, 2015 at 6:00 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. Board Reports	
1. Park Board – Orv Dahl	
2. School Board – David Kramer	
7. Ordinance #581 Storm Water Rates (2 nd Reading)	APPROVE
8. Ordinance #582 Amending Fence Standards (2 nd Reading)	APPROVE
9. Ordinance #583 Setting Administrative Fines & Fees (1 st Reading)	APPROVE
10. Resolution #36-2015 Approve Final Levy Collectible 2016	APPROVE
11. Resolution #37-2015 Establishing 2016 Budget	APPROVE
12. Resolution #38-2015 Amending Advanced Disposal Garbage Rates	APPROVE
13. Resolution #39-2015 Resolution of Support 2015 TAP Application	APPROVE
14. Resolution #40-2015 Resolution of Support 2015 SRTS Application	APPROVE
15. December 31, 2015 Closing 3pm.	APPROVE
16. City contribution to Flex Account	APPROVE
17. Administrator Time Off 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



**MEMORANDUM for the CITY COUNCIL of St. Charles for
Tuesday, December 22, 2015**

- 7. Ordinance #581 Storm Water Rates (2nd Reading).** The proposed ordinance is included for consideration.
- 8. Ordinance #582 Amending Fence Standards (2nd Reading).** The proposed ordinance is included for consideration.
- 9. Ordinance #583 Setting Administrative Fines & Fees (1st Reading).** The proposed ordinance is included for consideration.
- 10. Resolution #36-2015 Approve Final Levy Collectible 2016.** Please see resolution included.
- 11. Resolution #37-2015 Establishing the 2016 Budget.** Please see resolution included.
- 12. Resolution #38-2015 Amending Advanced Disposal Garbage Rates.** Please see resolution included.
- 13. Resolution #39-2015 Resolution of Support 2015 TAP Application.** A resolution of support is required for the January 8, 2016 full application. A brief discussion of the process will be held.
- 14. Resolution #40-2015 Resolution of Support 2015 SRTS Application.** A resolution of support is required for the January 8, 2016 full application. A brief discussion of the process will be held.
- 15. City Hall Closing—December 31, 2015 at 3 p.m.** Historically City Hall has been closed at 3 p.m. in order to allow staff to back up systems and convert files.
- 16. City Contribution to Flex Spending Account.** Please see Request for Council Action
- 17. Administrator Time Off Request.** A request for January 11-15 is being requested.

PARK BOARD
MINUTES
Monday, December 14th, 2015
7:00 pm

MEMBERS PRESENT:

Jamie Bjerke, Kris Slavin, Laura Schaber, Mike Schultz, Orv Dahl & Mark Maloney.

MEMBERS ABSENT:

Dan Leistikow, Greg Gall & Jim Abbott.

AGENDA:

The Board approved the December 14th, 2015 Agenda on a motion by M. Schultz, seconded by K. Slavin. Motion declared & carried.

OCTOBER MINUTES:

The Board approved the October 12th, 2015 Minutes on a motion by M. Maloney, seconded by L. Schaber. Motion declared & carried.

PARK ACTIVITES:

R. Schaber reported that the City Crew/Frank Kaehler repaired/replaced the fence line between the City Park & Mr. Kaehler's property. The City has an agreement with Mr. Kaehler to share the cost for any improvements/repairs on the fence. The City Crew also did some work along the trail where there have been some water issues.

RECREATION ACTIVITES:

R. Schaber reported that Winter Programs started in early November & will go thru until the end of March of 2016.

CITY BIKE TRAIL PLAN:

R. Schaber reported that the Winona County Planning Department was planning to give an update at tonight's meeting, but had to cancel due to illness. See attached sheet.

2016 GLADIOLUS DAYS:

R. Schaber reported that the community meeting for new ideas/input was held on December 9th. R. Schaber stated that no new organizations/people attended the meeting, but there was a good discussion about some new ideas & the future of Gladiolus Days with the committee members.

2015 POOL REPORT:

The Board approved the 2015 Pool Report on a motion by O. Dahl, seconded by M. Schultz. Motion declared & carried. See attached sheet.

2015 RECREATION REPORT:

The Board approved the 2015 Recreation Report on a motion by J. Bjerke, seconded by K. Slavin. Motion declared & carried. See attached sheet.

2015 BOARD APPRECIATION DINNER:

R. Schaber reported that the Board Appreciation Dinner is scheduled for Friday, January 8th, 2016 at the Moose Lodge. R. Schaber stated that each Board member will be getting an invite in the mail.

YOUTH BASKETBALL REQUEST:

R. Schaber reported that he received a request from one of the Traveling Team Coaches about waiving his son's player fee for compensation for his coaching. The current policy is that the volunteer coaches for all Travel Teams do not receive any compensation. After a long discussion, the Board decided not to change the current policy on a motion by M. Maloney, seconded by M. Schultz. Motion declared & carried.

BOARD TERM LIMITS:

Greg Gall, Mike Schultz, Laura Schaber & Jamie Bjerke have all agreed to their second 3 year term on the Park Board. Orv Dahl made a motion to approve the Board members new terms, seconded by M. Schultz. Motion declared & carried.

ECI OPEN GYM PROGRAM:

J. Berke presented a proposal to assist with the current Open Gym Program. The Board approved the new program on a motion by M. Schultz, seconded by L. Schaber. Motion declared & carried. See attached sheet.

ADJOURNMENT:

Motion to adjourn by M. Schultz, seconded by O. Dahl. Motion declared & carried. The meeting adjourned at 8:15 pm.

City of St. Charles

Ordinance #581

AN ORDINANCE OF THE CITY OF ST. CHARLES, MINNESOTA AMENDING
ST. CHARLES CODE - SECTION
§50.10 KNOWN AS STORM WATER RATES

THE CITY OF ST. CHARLES DOES ORDAIN (deleted material is enclosed in brackets and stricken; new material is underlined; subsections which are not being amended are omitted):

Section 1. Title V: Public Works, Chapter 50 General Public Works Provisions, of the City Code of St. Charles, Minnesota

§50.10 (C) RATES AND CHARGES

- 1) Residential customers will be billed ~~\$(5.00)~~5.71/month
- 2) Commercial customers will be billed ~~\$(12.18)~~12.89/month
- 3) Industrial customers will be billed ~~\$(22.18)~~22.89/month

Section 2: This Ordinance shall take effect thirty days after its publication or on January 20, 2016, whichever is later.

Adopted this 22nd day of December, 2015 by the City Council of the City of St. Charles, Minnesota.

John Schaber, Mayor

Attest: _____
Nick Koverman, City Administrator

First Reading:

Date: _____

Ayes: _____

Nays: _____

Absent: _____

Abstain _____

Second Reading:

Date: _____

Ayes: _____

Nays: _____

Absent: _____

Abstain _____

Published:

Date: _____

CITY OF ST. CHARLES

ORDINANCE #582

AN ORDINANCE OF THE CITY OF ST. CHARLES, MINNESOTA, AMENDING ST. CHARLES CODE FENCE STANDARDS.

THE CITY OF ST. CHARLES DOES ORDAIN (deleted material is enclosed in brackets and lined out; new material is underlined; subsections which are not being amended are omitted):

Section 1. Title XV: Land Usage, Chapter 152: Zoning, Section 152.41 Regulations; General, of the City Code of St. Charles, Minnesota, be amended as follows:

§ 152.41 REGULATIONS; GENERAL.

(F) *Vision clearance.*

(1) Fences, walls or accessory structures in front yard:

(a) In any residential district, no fence, wall, accessory structure or shrub planting shall be over ~~(3-feet)~~ 36 inches in height within 20 feet of any street corner, except for trees with branches and foliage removed a height of eight (8) feet above the ground, so as to interfere with traffic visibility across the corner; and

(b) No fence, wall, accessory structure or shrub planting shall be over ~~(3-feet)~~ 36 inches in height with an opacity over 50 percent, but may be 48 inches in height with an opacity under 50 percent (e.g. wrought iron, chain link, split-rail, vinyl, or board) within 25 feet of the front property line.

(2) Fences, walls or accessory structures in side and rear yard:

(a) In any residential district, no fence, wall or accessory structure, other than a retaining wall, shall be over 6 feet in height along the side or rear lot line; and

(b) The side lot line will be considered that area of a lot which extends along the side line of the lot from the rear property line to a point 25 feet from the front property line.

(3) Fences may be used to locate property lines with the required front, side and rear yards within a residential district.

(4) No fence, wall, shrub planting or accessory structure shall be erected within a public easement and/or right-of-way.

(5) The finished side shall face the abutting property or street right-of-way.

(6) Fences shall not be constructed of chicken wire, welded wire, pallets, barbed wire, snow fence, branches, animal gates, farm fence materials or materials originally intended for other purposes, unless approved by the Zoning Administrator.

(7) A Certificate of Survey may be required if property lines cannot be located as the city does not have licensed surveyors on staff to perform this service. If the zoning administrator in his or her sole judgement and discretion, notifies the property owner/applicant that a survey is required, no permit will

be issued until a survey is provided to the City by the owner/applicant as signed by a licensed surveyor and that such survey is at the property owner's/applicant's sole cost and expense. Further, it is the responsibility of the property owner/applicant to contact the surveyor and arrange the survey.

(8) All fences shall have at least one external access gate.

(9) The permit fee shall be as set by Ordinance of the City Council. The permit fee shall be paid at the time of application.

(10) A permit is required for all fences within any residential district.

(11) All fences shall be properly maintained with respect to appearance and safety.

Section 2: This Ordinance shall take effect thirty days after its publication.

Adopted this ____ day of _____, 2015 by the City Council of the City of St. Charles, Minnesota.

John Schaber, Mayor

Attest:

Nick Koverman, City Administrator

First Reading:

Date: _____

Ayes: _____

Nays: _____

Absent: _____

Abstain _____

Second Reading:

Date: _____

Ayes: _____

Nays: _____

Absent: _____

Abstain _____

CITY OF ST. CHARLES
APPLICATION FOR ZONING PERMIT FOR FENCE

Owner's Name _____

Address _____

Please attach drawing of proposed fence location in relation to property lines and residence.

Contact Gopher State One Call at 1-800-252-1166 for location of utilities prior to construction.

Zoning Ordinance #152.41(F). Fences in Residential (R-1) Locations of the City of St. Charles:

1. No fence, wall, shrub planting or accessory structure shall be erected within a public easement and/or right-of-way.
2. The finished side shall face the abutting property or street right-of-way.
3. Fences shall not be constructed of chicken wire, welded wire, barbed wire, pallets, snow fence, branches, animal gates, farm fence materials or materials originally intended for other purposes, unless approved by the Zoning Administrator.
4. A Certificate of Survey may be required if property lines cannot be located as the city does not have licensed surveyors on staff to perform this service. If the zoning administrator in his or her sole judgement and discretion, notifies the property owner/applicant that a survey is required, no permit will be issued until a survey is provided to the City by the owner/applicant as signed by a licensed surveyor and that such survey is at the property owner's/applicant's sole cost and expense. Further, it is the responsibility of the property owner/applicant to contact the surveyor and arrange the survey.
5. All fences shall have at least one external access gate.

Fences, walls or accessory structures in side and rear yard:

1. In any residential district, no fence, wall or accessory structure, other than a retaining wall, shall be over 6 feet in height along the side or rear lot line; and
2. The side lot line will be considered that area of a lot which extends along the side line of the lot from the rear property line to a point 25 feet from the front property line.

Fences in front yards must comply with the following:

1. In any residential district, no fence, wall, accessory structure or shrub planting shall be over 36 inches in height within 20 feet of any street corner, except for trees with branches and foliage removed at a height of eight (8) feet above the ground, so as to interfere with traffic visibility across the corner; and
2. No fence, wall, accessory structure or shrub planting shall be over 36 inches in height with an opacity over 50 percent, but may be 48 inches in height with an opacity under 50 percent (e.g. wrought iron, chain link, split rail, vinyl, or board) within 25 feet of the front property line.

NOTE 1: Some properties in the city are governed by homeowner associations/covenants/bylaws that require certain property improvements. Please check to see whether this may apply to you.

I acknowledge that I will ensure that the fence is constructed and installed properly and in accordance with the regulations set forth in the City of St. Charles Zoning Code Ordinance.

Applicant's Signature

Date

A fee of \$25.00 shall be paid upon approval of the permit.

.....
(FOR ZONING ADMINISTRATOR USE)

Existing Zone Classification _____ Date _____

Comments: _____

(Zoning Administrator)

**CITY OF ST CHARLES
ORDINANCE #583**

**AN ORDINANCE ESTABLISHING AN ADMINISTRATIVE
SCHEDULE OF FEES FOR THE CITY OF ST. CHARLES
AND REPEALING ORDINANCE #575**

THE CITY OF ST. CHARLES DOES ORDAIN (deleted material is stricken and enclosed in brackets; new material is underlined; subsections which are not being amended are omitted):

WHEREAS, the administrative and public works operation of the City of St. Charles often requires fees to be charged for services rendered or for materials sold;

WHEREAS, the administrative and public works operation of the City of St. Charles often requires fees to be charged for services rendered or for materials sold;

THE CITY OF ST. CHARLES DOES ORDAIN:

1. Unless otherwise specifically stated in State of Local Laws, the following fees are established and deemed appropriate for use by the Chief Administrative Official of the City of St. Charles:

Copy Machine

Interoffice	\$0.05	per copy
General Public	\$0.25	per copy

Faxes

Interoffice	\$0.25	per page
General Public	\$1.00	per page

Maps

Size: 1" = 800'	\$3.00
Size: 1" = 400'	\$5.00
Size: 1" = 200'	\$20.00

Books And Manuals

Comprehensive Plan	\$25.00	per copy
City Budget Documents	\$25.00	per copy
Capital Improvement Plan	\$10.00	per copy
Zoning Ordinance	\$10.00	per copy
Subdivision Regulations	\$10.00	per copy
City Charter	\$10.00	per copy
Police/Accident Reports	\$5.00	per copy
Digital Media Copy (DVD/CD)	\$30.00	per initial copy
- additional copy of DVD/CD	\$5.00	each

Zoning And Subdivisions

\$25.00

Fence Permit

Conditional Use Permit; Home Occupation Permit;
Variance & Zoning Amendments

\$50.00

A)Published Legal Notice	\$50.00
B) 0-10 Mailed Area Notices	\$45.00
C) 11-20 Mailed Area Notices	\$50.00
D) 21-30 Mailed Area Notices	\$55.00
E) Excess Mailed Area Notices	\$60.00

Preliminary Plat Application

A) Application	\$925.00
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B) Each Lot In Subdivision	\$25.00
Final Plat Application	
A) Application	\$925.00
B) Each Lot In Subdivision	\$25.00

City Day Labor And Equipment – Per Hour

Day Labor Per Person	\$50.00
Day Labor Per Person (Nights/Weekends)	\$75.00
Equipment: Pickup, Water Tap	\$60.00
Equipment: Dump Truck, Flatbed, Tractor	\$80.00
Equipment: Grader, Loader, Sweeper, Boom Truck, Digger Derrick	\$90.00

Goods And Materials

	Cost/Postage +10%
Copperhorn	\$38.00
Meter Spuds	\$15.00
Remote Water Meter	\$200.00
Water Valve Extension & Cover	\$30.00
	As set by Council through Ordinance
Water Usage (Per 1000 Gallons)	\$6.00
Meter Bottom	\$66.00/YD
Sand & Salt Mixture	

Mileage

City Car Available	\$0.45
City Car Unavailable	\$(0.565) <u>(0.575)</u>

Meal Per Diem

Breakfast	\$10.00
Lunch	\$15.00
Dinner	\$20.00

Dog Licenses (2 Year)

Regular License Fee	\$18.00
Neutered/Spayed	\$9.00
Late Fee	\$10.00
<u>Multiple Pet Permit</u>	<u>\$20.00</u>

Cat Licenses (2 Year)

1) Regular License Fee	\$12.00
2) Neutered/Spayed	\$6.00
3) Late Fee	\$10.00

Subdivision Inspection Fees

Street & Utility Inspection Fee	\$4500.00	Up to 15 lots
	\$300.00	Per additional lot

Park Dedication Fee

Per Residential Lot	\$650.00
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Hook-Up Fees

Sanitary District Connection Fee -Single Family	\$2,640.00
Sanitary District Connection Fee Multi-Family Without Individual Laundry	\$2,115.00
Sanitary District Connect Fee Multi-Family Without Garbage Disposal Or Dishwasher	\$1,980.00
Sanitary District Connect Fee Multi-Family Laundry Facilities, Without Garbage Disposals Or Dishwasher	\$1,580.00
Water Hook-Up Fee	\$700.00
Sewer Hook-Up Fee	\$800.00

Water & Sewer Impact Fee

Water \$1,350.00/Sewer \$2,500.00	\$3,850.00 per acre
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Dance Permit Fees

Dance	\$10.00
Officer (4 Hours)	\$100.00 per officer
Additional Officer Hours	\$25.00 each additional hour

ATV Permit Fee (2 year)

\$25.00

Building Permit Fees

Value	Fee
\$1-\$500	\$25.00
\$501-\$2,000	\$25.00 for the first \$500.00 plus \$1.75 for each additional hundred or fraction thereof, to and including \$2,000.00
\$2,001-\$25,000	\$51.25 for the first \$2,000.00 plus \$4.30 for each additional thousand or fraction thereof, to and including \$25,000.00
\$25,001-\$50,000	\$150.15 for the first \$25,000.00 plus \$3.65 for each additional thousand or fraction thereof, to and including \$50,000.00
\$50,001-\$100,000	\$241.40 for the first \$50,000.00 plus \$2.45 for each additional thousand or fraction thereof, to and including \$100,000.00
\$100,001+	\$363.90 for the first \$100,000.00 plus \$1.75 for each additional thousand or fraction thereof.
Plan Check Fee:	75% of building permit fee.
State Surcharge:	Valuation multiplied by .0005
Water/Sewer Inspection Fee:	\$ 57.00
Plumbing Fee:	\$ 45.00 Add State of Minnesota \$5.00 fee
Mechanical Fee:	\$ 45.00 Add State of Minnesota \$5.00 fee

Miscellaneous Building Permit Fees: (All Miscellaneous Building Permit Fees will be charged an additional \$5.00 fee by the State of Minnesota)

Install New Fireplace/Woodstove	\$35.00	Install Gas Pipe Line	\$45.00
Replacement of Fireplace Gas Insert	\$25.00	Roof Top (HVAC)	\$95.00
Replace Furnace	\$45.00	Re-Roof	\$45.00
Install Air Conditioned	\$45.00	Re-Side	\$45.00
Install Water Heater	\$45.00	Pool/Spa/Hot Tub	\$45.00
Demolition	\$75.00	Reactivate permit	\$25.00
Sump Pump Inspection	\$45.00		

Administrative Fines/Fees

Statute/Ordinance	Description	Administrative Fine/Fee
	Building Code Violation (various)	\$50.00
	Failure to License animals	\$25.00
	Public Nuisance (various)	\$50.00
	Snowmobile Violations	\$50.00
	Failure to License ATV	\$50.00
	Garbage Refuse Scavenging	\$25.00
	Vehicle on Bike Path	\$25.00
	Various Offenses; animals	\$25.00
	Loud music/party (certain hours)	\$50.00
	Unauthorized service/meter tampering	\$50.00
	Snow Parking (§70.10)	\$25.00
	<u>Storage of Seized Property</u>	<u>\$25.00/day-maximum of 30 days</u>
	<u>Firearms Storage</u>	<u>\$10/month</u>
	<u>Digital Video Evidence</u>	<u>\$25.00</u>
	Description	State Administrative Citations
	Speeding Ticket (10 mph under per Minn. Stat. 169.14)	\$60.00
	Stop Line Violations under Minn. Stat. 169.30, 169.46 to 169.68 and 169.69 to 165.75)	\$60.00
	Administrative Citation Hearing Officer	\$30.00/case

2. Areas not covered herein may require a fee payment which shall be determined at the discretion of the City Administrator.

3. Ordinance (~~#567~~) #575 is hereby repealed.

4. This Ordinance shall take effect and be in force 30 days after its publication of summary.

Adopted this 12th day of January, 2015 by the Council of the City of St. Charles, Minnesota.

Mayor John Schaber

Attest:

Nick Koverman, City Administrator

First Reading:

Date: _____

Ayes: _____

Nays: _____

Absent: _____

Abstain: _____

Second Reading:

Date: _____

Ayes: _____

Nays: _____

Absent: _____

Abstain: _____

Published:

Date: _____

CITY OF ST. CHARLES

Resolution #36-2015

**A Resolution Approving Final 2015
Tax Levy Collectible in 2016**

WHEREAS, the City of St. Charles requires revenue to meet its expenses.

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF ST. CHARLES that the following sum of money be levied for the current year, collectible in 2016, upon the property in said City of St. Charles, for the following purposes:

FUND	<u>2016</u>
2011A Bond Fund	\$ 216,877
Advertising Fund	\$ 21,275
Capital Improvement Fund	\$ 275,600
Celebration/Public Safety Fund	\$ 6,500
Fire	\$ 64,600
General Fund	\$ 121,200
Library Fund	\$ 106,000
2015A Bond Fund	\$ 76,736
Tax Abatement	<u>\$ 10,085</u>
Total Final Levy	\$ 898,873

The City Administrator is hereby authorized to transmit a copy of this resolution to the County Auditor of Winona County, Minnesota.

Adopted this 22nd day of December 2015 by the Council of the City of St. Charles, Minnesota.

John Schaber, Mayor

Attest: _____
Nick Koverman, City Administrator

**City of St. Charles
Resolution #37-2015**

**A RESOLUTION ESTABLISHING THE 2016 BUDGET
OF THE CITY OF ST. CHARLES, MINNESOTA**

WHEREAS, the proposed budget has been duly noticed and publicly examined by the City Council; and,

WHEREAS, the required truth-in-taxation hearing has been duly noticed and heard;

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

The Council of the City of St. Charles hereby resolves that the 2016 Budget of the City of St. Charles is established at \$7,203,801 is hereby approved.

The City Administrator is hereby directed to have on file and available for public inspection the executed "form" copy of the 2016 Budget.

Adopted this 22nd day of December 2015 by the Council of the City of St. Charles, Minnesota.

John Schaber, Mayor

Attest: _____
Nick Koverman, City Administrator

**CITY OF ST. CHARLES
RESOLUTION #38-2015**

A RESOLUTION AMENDING THE GARBAGE AND RECYCLING RATE

WHEREAS, pursuant to City Waste Management System Contract an annual increase for garbage and recycling services will be established annually or as needed by city resolution in accordance to City Code 53.45 H(1987 Code, §410.11).

WHEREAS, the City of St. Charles acknowledges the 3% increase for refuse and 3.0% for recycling as follows:

ADVANCED DISPOSAL RATE INCREASE

**35 gallon bag service \$9.13 to \$9.40 for trash and \$3.15 to \$3.25 for recycling
65 gallon cart service \$10.24 to \$10.55 for trash and \$3.15 to \$3.25 for recycling
95 gallon cart service \$11.52 to \$11.86 for trash and \$3.15 to \$3.25 for recycling**

WHEREAS, in addition to the Advanced Disposal increase the City of St. Charles will charge .75 cents per month to each trash service in order to recover expenses associated with garbage collection service, bad debt, postage, and administrative time;

WHEREAS, the total **ADVANCED DISPOSAL RATE** will be:

**35 gallon cart trash service will be \$10.15 and \$3.25 for recycling
65 gallon cart trash service will be \$11.30 and \$3.25 for recycling
95 gallon cart trash service will be \$12.64 and \$3.25 for recycling**

WHEREAS, all single family residential dwellings and multi-unit apartment dwellings will be charged a .75 cents per month Compost fee, which is used to support the Compost Site and City Cleanup Day.

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

The new rates for garbage and recycling will go into effect January 1, 2016.

Adopted by the Council of the City of St. Charles, Minnesota this day, December 22, 2015.

John Schaber, Mayor

Attest: _____
Nick Koverman, City Administrator

**Resolution #39-2015
City of St. Charles**

**A RESOLUTION OF SUPPORT FOR THE 2015 TRANSPORTATION ALTERNATIVES PROGRAM (TAP) FROM
THE CITY OF ST. CHARLES, MINNESOTA**

WHEREAS, the City Council of the City of St. Charles is the official governing body of the City of St. Charles; and

WHEREAS, the City of St. Charles places a high value on student and pedestrian safety in St. Charles and is proactively working to provide safety enhancements at identified roadways with conditions that have been identified by the Safe Routes To School planning committee that presents safety concerns for pedestrians; and

WHEREAS, the City of St. Charles in cooperation with St. Charles Public Schools has created a community-wide Safe Routes to School Plan with identified safe routes to school safety improvement locations and is working to increase the opportunities for students to safely walk and bike to school; and

WHEREAS, St. Charles Public Schools, who is the local authority of the public schools involved in the project, have indicated support of the proposed project within the City of St. Charles; and

WHEREAS, the City documents its acceptance of the responsibility for operation and maintenance of the project facilities located within the public right-of-way, throughout its useful life; and

WHEREAS, the City of St. Charles will seek approval from the Winona County Board of Commissioners to serve as the sponsoring agency to act on its behalf related to the "Transportation Alternatives" project identified as the Highway 74 and 11th Street Crossing Improvement project; and

WHEREAS, the City of St. Charles and St. Charles School District accept responsibility for an amount equal to or greater than 20% of the eligible project construction costs, including design, construction, construction engineering, administration, rights-of-way, and peripheral project costs as well as for seeing this project through to its completion, with compliance of all applicable laws, rules and regulations; and

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of St. Charles in regular meeting assembled to adopt this Resolution in support of the request for funds under the Transportation Alternative Program.

BE, IT FURTHER RESOLVED, that a copy of this Resolution be provided to the TAP grant committee for the Highway 74 and 11th Street Crossing Improvement project application.

Passed and adopted this 22nd day of December 2015.

ATTEST:

John Schaber, Mayor

Nick Koverman, City Administrator

Certification

I hereby certify that the foregoing resolution is a true and correct copy of a resolution adopted by the City of St. Charles on this 22nd day of December 2015

SIGNED:

WITNESSED:

(Signature)

(Signature)

(Title)

(Date)

(Title)

(Date)

**Resolution #40-2015
City of St. Charles**

**RESOLUTION OF SUPPORT FOR A SAFE ROUTES TO SCHOOL (SRTS) CROSSING
IMPROVEMENT PROJECT AT HIGHWAY 74 AND 11TH STREET FOR THE CITY OF ST. CHARLES,
MINNESOTA**

WHEREAS, the City Council of the City of St. Charles is the official governing body of the City of St. Charles; and

WHEREAS, the City of St. Charles places a high value on student and pedestrian safety in St. Charles and is proactively working to provide safety enhancements at identified roadways with conditions that have been identified by the Safe Routes To School planning committee that presents safety concerns for pedestrians; and

WHEREAS, the City of St. Charles in cooperation with St. Charles Public Schools has created a community-wide Safe Routes to School Plan with identified safe routes to school safety improvement locations and is working to increase the opportunities for students to safely walk and bike to school; and

WHEREAS, St. Charles Public Schools, who is the local authority of the two public schools involved in the project, have indicated support of the proposed project within the City of St. Charles; and

WHEREAS, the City documents its acceptance of the responsibility for operation and maintenance of the project facilities located within the public right-of-way, throughout their useful life; and

WHEREAS, the City of St. Charles and St. Charles School District accept responsibility for an amount equal to or greater than 20% of the eligible project construction costs, including design, construction, construction engineering, administration, rights-of-way, and peripheral project costs, and

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of St. Charles in regular meeting assembled to adopt this Resolution in support of the request for federal funds under the Safe Routes to School Category of the federal surface transportation funding act.

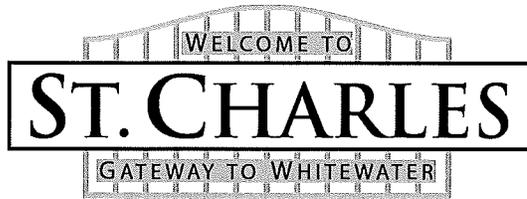
BE, IT FURTHER RESOLVED, that a copy of this Resolution be provided to the SRTS infrastructure grant committee for the Highway 74 and 11th Street Crossing Improvement project application.

Passed and adopted this 22nd day of December 2015.

ATTEST:

John Schaber, Mayor

Nick Koverman, City Administrator

**Request for City Council Action**

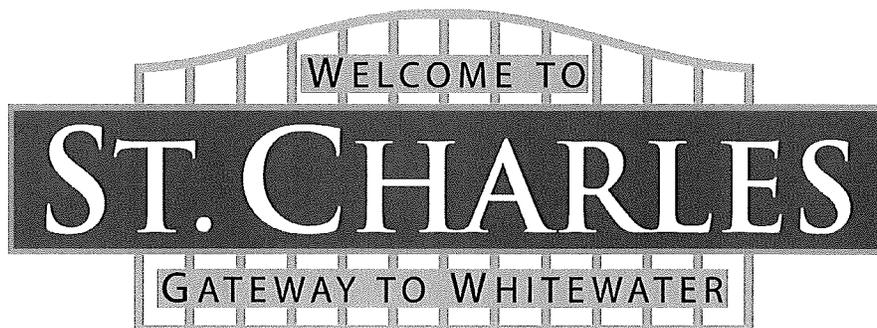
Date: December 18, 2015

Requested Council Date: December 22, 2015

Originating Department: Administration

Council Action Requested: City Contribution to Flex Plan

Background Information: Due to ACA rules, cities are unable to contribute to Health Savings Accounts (HSA) with high deductible plans when participants reach retirement age. Currently the city contributes \$2,520 (single) and \$3,720 (family) toward the high deductible plans. Various alternatives were researched as possibilities for a current employee who will continue service to the city, but the only alternative that will work within the guidelines would be for the city to contribute to a Flex spending account (maximum \$2,550) in lieu of the family contribution. The recommendation is for the city to make this contribution in lieu of the family contribution amount.





Request for City Council Action

