



The City Council of the City of St. Charles welcomes you to its Regular Meeting of Tuesday, July 28, 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. Coalition of Greater Minnesota Cities Presentation	INFORMATION
7. Resolution #20-2015 Part-time Officers to PERA	APPROVE
8. 2016 Budget Timeline	APPROVE
9. 2015 Budget Amendment	APPROVE
10. Closed Session—Administrator Review	CLOSED

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.**



MEMORANDUM for the CITY COUNCIL of St. Charles for
Tuesday, July 28, 2015

6. Coalition of Greater Minnesota Cities. The City of St. Charles is a member of the Coalition of Greater Minnesota Cities and Elizabeth Wefel, an attorney/lobbyist with the CGMC, will be present to provide a highlight of the session in relation to the work by the CGMC.

7. Resolution #20-2015 Part-time Officer to PERA. Please find the enclosed resolution for approval to add the appropriate officer(s) to the PERA contribution pool.

8. 2016 Budget Timeline. The proposed budget timeline is included for Council review and approval as the process of the 2016 budget begins.

9. 2015 Budget Amendment. Kristine Huinker will be present to discuss minor budget amendments that should be adopted prior to beginning the 2016 budgeting process. A memo is included outlining the changes requested.

10. Closed Session-Administrator Review. Closed Meeting Pursuant to Minn. Statute 13D.05 Subd. 3(a).

Resolution #20-2015

A Resolution Authorizing Qualified Part-Time Police Officers to Participate in the City's PERA Plan

WHEREAS, the policy of the State of Minnesota as declared in Minnesota Statutes 353.63 is to give special consideration to employees who perform hazardous work and devote their time and skills to protecting the property and personal safety of others; and

WHEREAS, Minnesota Statutes Section 353.64 permits governmental subdivisions to request coverage in the Public Employees Police and Fire plan for eligible employees of police or sheriff departments whose position duties meet the requirements stated therein and listed below.

BE IT RESOLVED that the City of St. Charles, Minnesota hereby declares that the position of part-time police officer, currently held by Jacob Braun and Colton Herman, meet all of the following Police and Fire Plan membership requirements:

1. Said position requires a license by the Minnesota peace officer standards and training board under sections 626.84 to 626.863 and this employee is so licensed;
2. Said position's primary (over 50%) duty is to enforce the general criminal laws of the state;
3. Said position charges this employee with the prevention and detection of crime;
4. Said position gives this employee the full power of arrest, and
5. Said position is assigned to a designated police or sheriff's department.

BE IT FURTHER RESOLVED that this governing body hereby requests that the named employee be accepted as a member of the Public Employees Police and Fire Plan effective the date of this employee's initial Police and Fire Plan salary deduction by the governmental subdivision.

Passed and approved this 28th day of July, 2015.

John Schaber, Mayor

Attest: _____
Nick Koverman, City Administrator

STATE OF MINNESOTA
COUNTY of Winona

I, Nick Koverman, City Administrator of the City of St. Charles, do hereby certify that this is a true and correct transcript of the resolution that was adopted at a meeting held on the 28th day of July; the original of which is on file in this office. I further certify that ____ members voted in favor of this resolution and that ____ members were present and voting.

INTEROFFICE MEMORANDUM

TO: MAYOR AND COUNCIL MEMBERS
FROM: KRISTINE
SUBJECT: 2015 PROPOSED AMENDED BUDGET
DATE: 7/23/2015
CC: NICK KOVERMAN

There are a few accounts that need amending prior to starting the 2016 budget.

I found two line items that have negative budget amounts, which must have resulted from a glitch in the Banyon Data system. Line item 10-33-300-2-0-359 has a negative balance of (\$5,000) where it should have read a positive \$5,000; line item 10-33-300-2-0-360 has a negative balance of (\$10,000) where it should have read a positive of \$10,000. This results in an adjustment of \$30,000 for expenditures.

Also, the City has received funds from the State of Minnesota which were unanticipated. The funding results from legislature that has passed to assist cities less than 5,000 in population with road improvements. The total the City will receive is \$50,948. These funds have been allocated to the General Fund.

I have included the amended budget summary showing the impact of these changes. Please let me know if you have additional questions.


Kristine Engstrand
City Accountant

City of St. Charles
 2015 Budget Summary - Amended

<u>Governmental Funds</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>DIFFERENCE</u>
10 GENERAL	1,428,781.00	(1,399,915.00)	28,866.00
19 COMPOST	13,500.00	(12,000.00)	1,500.00
20 ADVERTISING	25,275.00	(25,275.00)	-
21 FIRE	136,514.00	(136,436.00)	78.00
24 CELEBRATION	23,000.00	(23,000.00)	-
25 CIP	291,000.00	(287,000.00)	4,000.00
26 LIBRARY	152,720.00	(152,720.00)	-
27 EMS	10,500.00	(10,500.00)	-
34 EDA	53,864.00	(43,887.00)	9,977.00
47 TIF 6	20,000.00	(11,200.00)	8,800.00
58 TANKER T	14,786.00	(14,786.00)	-
60 2011A G.O. & REF BONDS	219,965.00	(219,965.00)	-
	<u>2,389,905.00</u>	<u>(2,336,684.00)</u>	<u>53,221.00</u>
<u>Enterprise Funds</u>			
22 AMBULANCE	191,000.00	(172,600.00)	18,400.00
23 WASTE MANAGEMENT	197,375.00	(195,535.00)	1,840.00
70 ELECTRIC	2,935,000.00	(2,895,530.00)	39,470.00
71 WATER	540,330.00	(533,325.00)	7,005.00
72 SEWER	694,110.00	(680,105.00)	14,005.00
73 STORM WATER MGMT	98,205.00	(78,100.00)	20,105.00
	<u>4,656,020.00</u>	<u>(4,555,195.00)</u>	<u>100,825.00</u>
TOTALS	<u><u>7,045,925.00</u></u>	<u><u>(6,891,879.00)</u></u>	<u><u>154,046.00</u></u>

Chapter 75

EFFECTIVE DATE. --

-- This section is effective July 1, 2015, for distribution calculations on or after that date.

Sec. 13.

[162.145] SMALL CITIES ASSISTANCE. --

Subdivision 1. --

Definitions. --

-- (a) For purposes of this section, the following terms have the meanings given them. --

-- (b) "Eligible city" means a statutory or home rule charter city that does not receive municipal state aid under sections 162.09 to 162.14 in the calendar year in which funds are distributed under this section. --

-- (c) "Maximum aid" means 3.5 multiplied by the unweighted average amount of assistance to a city in a fiscal year. --

-- (d) "Population" means the most recent population estimated or established as of 30 days before the date of an allocation under subdivision 4, of (i) the most recent federal census, (ii) a special census conducted under contract with the United States Bureau of the Census, (iii) a population estimate made by the Metropolitan Council pursuant to section 473.24, or (iv) a population estimate of the state demographer made pursuant to section 4A.02. --

-- (e) "State-aid adjustment factor" means the greater of zero, or: --

-- (1) 0.005; minus --

-- (2) the number of lane miles of county state-aid highway in a city, divided by the total number of lane miles of county state-aid highway in all eligible cities. --

-- (f) "Total population" means the sum of populations of all eligible cities. --

Subd. 2. --

Small cities assistance account. --

-- A small cities assistance account is created in the special revenue fund. The account consists of funds as provided by law, and any other money donated, allotted, transferred, or otherwise provided to the account. Money in the account may only be expended as provided under this section. --

Subd. 3. --

Administration. --

- (2) road projects partially located within the city; –
- (3) projects on county state-aid highways located within the city; and –
- (4) cost participation on road projects under the jurisdiction of another unit of government. –

– (b) Except for projects under paragraph (a), clause (3), funds distributed under this section are not subject to state-aid requirements under this chapter, including but not limited to engineering standards adopted by the commissioner in rules.