



The City Council of the City of St. Charles welcomes you to its  
 Regular Meeting of Tuesday, October 27, 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. Ordinance #580 Vacating Public Alley (2 <sup>nd</sup> Reading)	APPROVE
7. 2016 Enterprise Budgets—Mike Bubany	INFORMATION
8. Snow Parking Exemptions	APPROVE
9. Safe Routes To School Letter of Intent Infrastructure Grante	APPROVE
10. SHIP Visual Preference Survey	DISCUSS

**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, October 27, 2015**

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**6. Ordinance #580 Public Alley Vacation (2<sup>nd</sup> Reading).** The second reading for the proposed alley vacation at 14<sup>th</sup> and Bluff Avenue will be held.

**7. 2016 Enterprise Budget.** Mike Bubany will be present from David Drown & Associates to discuss CIP and recommendation for increases. A copy of the update Capital Improvement plan for the utilities is included in the packet for review.

**8. Winter Parking Exemption.** Winter Parking exemptions will be presented Tuesday evening for consideration and approval.

**9. Safe Routes To School Infrastructure Grant Letter of Support.** Mark Roubinek will be present to help outline the recently completed Safe Routes To School plan. The basis of the plan will be used to move forward with a Safe Routes To School infrastructure grant. The St. Charles School District has pledged their support of the proposed grant. A maximum of \$300,000 can be awarded with the entity contributing 20 percent, which the school district has pledged half of the cost. The potential project would be completed in 2017. Through the partnership a combined "Letter of Intent" would be filed and the full application made by January 8, 2016. Staff will be present to discuss the application and the intent of filing by the October 29, 2015 deadline.

**10. SHIP Visual Preference Survey.** The Council will take a short visual preference survey as part of the Active Living sign sub-committee's project to help glean preferences of various forms of signage.

**ORDINANCE #580  
CITY OF ST. CHARLES**

**COUNTY OF WINONA**

**AN ORDINANCE TO VACATE A  
PORTION OF A PUBLIC RIGHT OF WAY**

The City of St. Charles does ordain:

Section 1. That the following described public right of way be and hereby is vacated and abolished:

That part of said Alley described as the 20 foot wide alley located in Block Nine (9), Birge's First Addition to the City of St. Charles (Formally known as CHATTANOOGA) Winona County, Minnesota as it now exists and said line there terminating.

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

Adopted this 25th day of August, 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: \_\_\_\_\_

15-YEAR WATER IMPROVEMENTS CIP PLAN  
CAPITAL IMPROVEMENT PLAN ESTIMATED PROJECT COSTS

<u>YEAR</u>	<u>PROJECT</u>	<u>EST. COST</u>
2016	Fairgrounds Watermain Loop	\$35,000
2017	Well #3 Chemical Room	\$35,000
2018		
2019	Whispering Hills Water Tower Cleaning	\$40,000
2020	SCADA System Replacement	\$50,000
2021	Sherwood Trailer Park Watermain Loop	\$175,000
2022	Trench Box Replacement	\$10,000
2023	4th Street & Highway 74 Watermain Loop	\$100,000
2024	Whispering Hills Booster Station Pump Replacement	\$60,000
2025	Whispering Hills Water Tower Painting	\$175,000
2026	Well #3 Motor Replacement and Rehab.	\$80,000
2027	I-90 Water Storage Tank Painting	\$375,000
2028	Watermain Improvements	\$250,000
2029	Well #5 Motor Replacement and Rehab.	\$90,000
2030	Radio System for Well Controls	\$50,000
2031	Well #4 Rehabilitation	\$75,000

**15-YEAR SEWER IMPROVEMENTS CIP PLAN  
CAPITAL IMPROVEMENT PLAN ESTIMATED PROJECT COSTS**

<b>YEAR</b>	<b>PROJECT</b>	<b>EST. COST</b>
2016	I & I	\$60,000
	Manhole Rehabilitation	<u>\$15,000</u>
		\$75,000
2017	I & I	\$75,000
	Manhole Rehabilitation	<u>\$20,000</u>
		\$95,000
2018	I & I	\$75,000
	Manhole Rehabilitation	<u>\$20,000</u>
		\$95,000
2019	I & I	\$75,000
	Manhole Rehabilitation	\$20,000
	Ford F700 Sewer Cleaner	<u>\$160,000</u>
		\$255,000
2020	I & I	\$75,000
	Manhole Rehabilitation	<u>\$20,000</u>
		\$95,000
2021	I & I	\$75,000
	Manhole Rehabilitation	<u>\$20,000</u>
		\$95,000
2022	I & I	\$75,000
	Manhole Rehabilitation	\$20,000
		\$95,000
2023	I & I	\$75,000
	Manhole Rehabilitation	\$20,000
	East Side L.S. Upgrade	<u>\$50,000</u>
		\$145,000
2024	I & I	\$75,000
	Manhole Rehabilitation	<u>\$30,000</u>
		\$105,000
2025	I & I	\$75,000
	Manhole Rehabilitation	<u>\$30,000</u>
		\$105,000
2026	I & I	\$15,000
	Manhole Rehabilitation	\$30,000
	Shop L.S. Upgrade	<u>\$50,000</u>
		\$95,000
2027	I & I	\$90,000
	Manhole Rehabilitation	<u>\$30,000</u>
		\$120,000

15-YEAR SEWER IMPROVEMENTS CIP PLAN  
CAPITAL IMPROVEMENT PLAN ESTIMATED PROJECT COSTS

2028	I & I	\$90,000
	Manhole Rehabilitation	<u>\$30,000</u>
		\$120,000
2029	I & I	\$90,000
	Manhole Rehabilitation	<u>\$30,000</u>
		\$120,000
2030	I & I	\$90,000
	Manhole Rehabilitation	<u>\$30,000</u>
		\$120,000
2031	I & I	\$90,000
	Manhole Rehabilitation	<u>\$30,000</u>
		\$120,000

**15-YEAR ELECTRIC IMPROVEMENTS  
CAPITAL IMPROVEMENT PLAN ESTIMATED PROJECT COSTS**

<b>YEAR</b>	<b>PROJECT</b>	<b>EST. COST</b>
2016	New System Construction	\$25,000
	System Improvements	\$25,000
	4) Engine catalyts / Ziegler - NESHAP	<u>\$210,000</u>
		\$260,000
2017	New System Construction	\$100,000
	System Improvements	\$50,000
	Ford Expedition - Replaced with Truck	\$30,000
	Old Shop Roof / Steel	<u>\$30,000</u>
	(Hwy 14 Lighting) Regular Budget	\$210,000
2018	New System Construction	\$125,000
	System Improvements	\$60,000
	Freightliner Bucket Truck	<u>\$150,000</u>
		\$335,000
2019	New System Construction	\$125,000
	System Improvements	\$60,000
	Skin Loader & Attachments	<u>\$70,000</u>
		\$255,000
2020	New System Construction	\$125,000
	System Improvements	\$60,000
	Chevy Tahoe - Replaced with Truck	<u>\$30,000</u>
		\$215,000
2021	New System Construction	\$125,000
	System Improvements	\$60,000
	City Shop - North 74 3-Phase Loop	<u>\$120,000</u>
		\$305,000
2022	New System Construction	\$125,000
	System Improvements	<u>\$60,000</u>
		\$185,000
2023	New System Construction	\$125,000
	System Improvements	<u>\$60,000</u>
		\$185,000
2024	New System Construction	\$125,000
	System Improvements	\$60,000
	East Side System 3-Phase Loop	<u>\$100,000</u>
		\$285,000
2025	New System Construction	\$125,000
	System Improvements	<u>\$60,000</u>
		\$185,000
2026	New Construction	\$125,000
	System Improvements	<u>\$60,000</u>
		\$185,000

15-YEAR ELECTRIC IMPROVEMENTS  
CAPITAL IMPROVEMENT PLAN ESTIMATED PROJECT COSTS

2027	International 4300 Bucket Truck 4*2	\$180,000
	New System Construction	\$125,000
	System Improvements	<u>\$60,000</u>
		\$365,000
2028	New System Construction	\$125,000
	System Improvements	<u>\$60,000</u>
		\$185,000
2029	New System Construction	\$125,000
	System Improvements	<u>\$60,000</u>
		\$185,000
2030	New System Construction	\$125,000
	System Improvements	<u>\$60,000</u>
		\$185,000
2031	New System Construction	\$125,000
	System Improvements	<u>\$60,000</u>
		\$185,000

15-YEAR STREET CIP PLAN

STREET IMPROVEMENTS  
CAPITAL IMPROVEMENT PLAN ESTIMATED PROJECT COSTS

YEAR	PROJECT	EST. COST
2016	Seal Coating & Street Maintenance	\$60,000
2017	Seal Coating & Street Maintenance	\$60,000
	4 x 4 1-Ton Pickup and Plow	<u>\$34,000</u>
		\$94,000
2018	Seal Coating & Street Maintenance	\$60,000
	Replace 2003 Sterling Plow Truck / Wing & Sander	<u>\$140,000</u>
		\$200,000
2019	Seal Coating & Street Maintenance	\$60,000
2020	Seal Coating & Street Maintenance	\$70,000
	Road Project	<u>\$2,000,000</u>
		\$2,070,000
2021	Seal Coating & Street Maintenance	\$70,000
	Salt / Sand Shed	<u>\$100,000</u>
		\$170,000
2022	Seal Coating & Street Maintenance	\$70,000
	Replace 2007 Freightliner Plow / Dump Truck	<u>\$165,000</u>
		\$235,000
2023	Seal Coating & Street Maintenance	\$70,000
	Replace Freightliner Plow / Dump Truck	<u>\$155,000</u>
		\$225,000
2024	Seal Coating & Street Maintenance	\$70,000
2025	Seal Coating & Street Maintenance	\$70,000
	Replace Total Patcher	<u>\$80,000</u>
		\$150,000
2026	Seal Coating & Street Maintenance	\$70,000
2027	Seal Coating & Street Maintenance	\$80,000
	Road Grader	<u>\$160,000</u>
		\$240,000
2028	Seal Coating & Street Maintenance	\$80,000

*Moved to General Fund*

15-YEAR STREET CIP PLAN

STREET IMPROVEMENTS  
CAPITAL IMPROVEMENT PLAN ESTIMATED PROJECT COSTS

2029	Seal Coating & Street Maintenance	\$80,000
2030	Seal Coating & Street Maintenance	\$80,000
	Replace 4 x 4 Pickup	<u>\$40,000</u>
		\$120,000
2031	Seal Coating & Street Maintenance	\$80,000

# 15-YEAR STORMWATER CIP PLAN

## STORM WATER IMPROVEMENTS CAPITAL IMPROVEMENT PLAN ESTIMATED PROJECT COSTS

YEAR	PROJECT	EST. COST
2016	Catch Basin Improvements	\$30,000
	Storm Sewer Improvements & Maintenance	<u>\$40,000</u>
		\$70,000
2017	Catch Basin Improvements	\$30,000
	Storm Sewer Improvements & Maintenance	\$40,000
	2nd Street Box Culvert Replacement	<u>\$100,000</u>
		\$170,000
2018	Catch Basin Improvements	\$35,000
	Storm Sewer Improvements & Maintenance	<u>\$45,000</u>
		\$80,000
2019	Catch Basin Improvements	\$35,000
	Storm Sewer Improvements & Maintenance	<u>\$45,000</u>
		\$80,000
2020	Catch Basin Improvements	\$35,000
	Pond Improvements/Inspection	<u>\$100,000</u>
		\$135,000
2021	Catch Basin Improvements	\$35,000
	Storm Sewer Improvements & Maintenance	<u>\$45,000</u>
		\$80,000
2022	Catch Basin Improvements	\$35,000
	Storm Sewer Improvements & Maintenance	<u>\$45,000</u>
		\$80,000
2023	Catch Basin Improvements	\$35,000
	Storm Sewer Improvements & Maintenance	<u>\$45,000</u>
		\$80,000
2024	Catch Basin Improvements	\$35,000
	Storm Sewer Improvements & Maintenance	<u>\$45,000</u>
		\$80,000
2025	Catch Basin Improvements	\$35,000
	Storm Sewer Improvements & Maintenance	\$45,000
	Pond Improvements/Inspection	<u>\$125,000</u>
		\$205,000
2026	Catch Basin Improvements	\$40,000
	Storm Sewer Improvements & Maintenance	<u>\$50,000</u>
		\$90,000

## 15-YEAR STORMWATER CIP PLAN

### STORM WATER IMPROVEMENTS CAPITAL IMPROVEMENT PLAN ESTIMATED PROJECT COSTS

2027	Catch Basin Improvements	\$40,000
	Storm Sewer Improvements & Maintenance	<u>\$50,000</u>
		\$90,000
2028	Catch Basin Improvements	\$40,000
	Storm Sewer Improvements & Maintenance	<u>\$50,000</u>
		\$90,000
2029	Catch Basin Improvements	\$40,000
	Storm Sewer Improvements & Maintenance	<u>\$50,000</u>
		\$90,000
2030	Catch Basin Improvements	\$40,000
	Storm Sewer Improvements & Maintenance	\$50,000
	Pond Improvements/Inspection	<u>\$150,000</u>
		\$240,000
2031	Catch Basin Improvements	\$40,000
	Storm Sewer Improvements & Maintenance	<u>\$50,000</u>
		\$90,000

(Discuss future enclosed storm sewer culverts)

**15-YEAR FORESTRY CIP PLAN  
CAPITAL IMPROVEMENT PLAN ESTIMATED PROJECT COSTS**

<b>YEAR</b>	<b>PROJECT</b>	<b>EST. COST</b>
2016	Repair & Maintenance	\$20,000
2017	Repair & Maintenance	\$20,000
2018	Repair & Maintenance	\$20,000
2019	Repair & Maintenance	\$20,000
2020	Repair & Maintenance	\$25,000
2021	Repair & Maintenance	\$25,000
2022	Repair & Maintenance	\$25,000
2023	Repair & Maintenance	\$25,000
2024	Repair & Maintenance	\$25,000
2025	Repair & Maintenance	\$25,000
2026	Repair & Maintenance	\$30,000
2027	Repair & Maintenance	\$30,000
2028	Repair & Maintenance	\$30,000
2029	Repair & Maintenance	\$30,000
2030	Repair & Maintenance	\$30,000
2031	Repair & Maintenance	\$30,000

15-YEAR CIP PLAN

SIDEWALK IMPROVEMENTS  
CAPITAL IMPROVEMENT PLAN ESTIMATED PROJECT COSTS 2016 - 2031

<u>YEAR</u>	<u>PROJECT</u>	<u>EST. COST</u>
2016	Annual Improvements	\$25,000
2017	Annual Improvements	\$25,000
2018	Annual Improvements	\$25,000
2019	Annual Improvements	\$25,000
2020	Annual Improvements	\$25,000
2021	Annual Improvements	\$30,000
2022	Annual Improvements	\$30,000
2023	Annual Improvements	\$30,000
2024	Annual Improvements	\$30,000
2025	Annual Improvements	\$30,000
2026	Annual Improvements	\$35,000
2027	Annual Improvements	\$35,000
2028	Annual Improvements	\$35,000
2029	Annual Improvements	\$35,000
2030	Annual Improvements	\$35,000
2031	Annual Improvements	\$35,000