

**MINUTES of the ST. CHARLES CITY COUNCIL
for Tuesday, February 9, 2016 held at 6:00 p.m. at
830 Whitewater Avenue,
St. Charles, Minnesota**

MEMBERS PRESENT:

Councilmen:
Mayor John Schaber
Dave Braun
Orv Dahl
Wayne Getz
David Kramer

STAFF PRESENT: Ken Frank (Police Chief), Lyle Peterson (Fire Chief), and Nick Koverman City Administrator

OTHERS IN ATTENDANCE: Craig Hilmer (St. Charles Press) and Cathy Groebner.

1. ESTABLISH QUORUM/CALL TO ORDER

Quorum was established with Mayor Schaber calling the meeting to order at 6:00 p.m.

2. PLEDGE of ALLEGIANCE

3. APPROVAL of the AGENDA

Motion to approve the agenda with addition of parking exemption: **Orv Dahl**
No discussion.
Motion carried.

4. Meeting Minutes

-January 4, 2016
Motion to approve: **David Kramer**
No discussion.
Motion declared carried.

-January 12, 2016
Motion to approve: **Orv Dahl**
No discussion.
Motion carried.

-January 26, 2016
Motion to approve: **Orv Dahl**
No discussion.
Motion carried.

5. February Payables.

Motion to approve: **Dave Braun**
No discussion.
Motion declared carried.

6. Notices and communications: None

7. Reports of Boards and Committee:

Clm. Braun highlighted the recent discussion regarding funding from Winona County for libraries as it relates to the 1990 formula used to determine support of libraries. He expressed that there seemed to be a lack of support for changing the formula. He also highlighted the upcoming fundraiser, April 9th, and the Early Childhood Initiative event for February 13.

8. Bob Bambenek-Winona County Recorder- 2015 Overview. Mr. Bambenek shared various numbers with the Council with respect to city and county sales. Mayor Schaber asked about the duplicate name issue that the City is currently working through and he highlighted that there are several duplications that already exist throughout the county and that the county would be seeking authority to review plats and street names as part of the process.

9. Agin Resignation—Officer Proposal. Mayor Schaber thanked Officer Agin for his service to the community and called for acceptance of his resignation.

Motion to approve: **Wayne Getz**

No further discussion.

Motion carried.

Chief Frank addressed the council to request the investigation of a second in command. He highlighted various duties that he felt would fall onto the newly created position. He expressed that the position would be opened up in order to find the best qualified candidate. He relayed that it was one of his goals when he first came on board to help establish a chain of command for the police department and that this opening presented the opportunity.

Cm. Getz expressed that there was no cost to investigating a proposal of this nature. Cm. Braun questioned why we wouldn't hire from within. Mayor Schaber expressed that he felt the skillset could be different and that we would be doing our due diligence. Cm. Kramer requested more information regarding the organizational structure, part-time, full-time, shifts, and just basic information to give him general knowledge of the department currently operates versus how it would be impacted. A motion was made to explore the idea of a second in command and flushing out the current structure versus the proposed.

Motion to approve: **Wayne Getz**

No further discussion.

Motion carried.

10. Hiring of Janitorial. A recent resignation was accepted for the janitor position and the recommendation was to hire the next candidate of Dillon Zillmer at \$10.90/hr.

Motion to approve: **David Kramer**

No discussion.

Motion carried.

11. CGMC Request for 2016 Wastewater Legal and Regulatory Fund. Mayor Schaber expressed that at this time the City had not received some information related to the fund and would wait to participate. No further discussion was held.

12. Resolution #03-2016 Public Library Fundraiser. Mayor Schaber expressed that it was an annual resolution tied to the library fundraiser. A motion was made to approve the resolution as presented.

Motion to approve: **Dave Braun**

No further discussion.

Motion carried.

13. Tour of EMS Building.

UNSCHEDULED PUBLIC APPEARANCES

Mayor Schaber called for public appearances prior to adjourning to tour the EMS building, but invited all audience members to take part in the tour.

Motion to adjourn at 6:35p.m.

Motion to approve: **Wayne Getz**

Motion declared carried.

John P. Schaber, Mayor

ATTEST

Nick Koverman, City Administrator