

**MINUTES of the ST. CHARLES CITY COUNCIL
For Tuesday, January 14, 2014 held at 7:00 p.m. at
830 Whitewater Avenue
St. Charles, Minnesota**

MEMBERS PRESENT:

Councilmen:

John Schaber

Dave Braun

Orv Dahl

Mayor Bill Spitzer

MEMBERS ABSENT:

Wayne Getz

STAFF PRESENT:

Ken Frank (Chief of Police), Kyle Karger (Public Works Supt.), Lyle Peterson (Fire Chief), Janell Dahl (Deputy Clerk).

OTHERS IN ATTENDANCE: Craig Hilmer (Press)

1. ESTABLISH QUORUM/CALL TO ORDER

Quorum was established with Mayor Spitzer calling the meeting to order at 7:00 p.m.

2. PLEDGE OF ALLEGIANCE

3. APPROVAL of the AGENDA:

Motion to approve the agenda with the addition of #18 Landscaping at Library: **John Schaber**

No Discussion.

Motion carried.

4. MEETING MINUTES:

-December 3, 2013

Motion to approve: **Dave Braun**

No discussion.

Motion carried.

-December 10, 2013

Motion to approve: **Orv Dahl**

No discussion.

Motion carried.

5. APPROVAL of the JANUARY PAYABLES

Motion to approve payables: **John Schaber**

6. Notices and Communications.

7. Reports of Boards and Committees: Various reports were given by Council.

8. Letter of Resignation

Motion to approve the resignation of Lineman Keith Engstrand: **Orv Dahl**

No discussion.

Motion approved.

9. Lineman Replacement Strategy

Supt. Karger reminded the Council that the City sent two employees to journeyman lineman school for three years and that he would like to offer the open position to one of them. Councilman Braun asked if the City needed three

linemen. Supt. Karger explained that we currently have the same number of employees as we had 30 years ago and the City has grown substantially since that time. Karger noted that even with the number of employees we have currently we are behind in sewer cleaning, patching, etc. because of the time off employees take in the summer so it does not seem feasible to not re-hire for this position. Mayor Spitzer asked with the resignation of Engstrand if it would impact snow removal for the rest of the winter and Supt. Karger responded that the schedule has been rearranged and changing routes should help save on man hours and equipment. He includes himself in helping with anything that comes up as an emergency to help save on over-time.

Motion to approve the promotion of either position internally and move discussion for the hiring process of either a park or street employee to the February Council meeting: **John Schaber**
No further discussion
Motion approved.

10. Dairyland Wholesale Power Contract Amendment

Supt. Karger explained that UMPA has negotiated to amend the Dairyland Power Cooperative contract for more favorable pricing which will help stabilize our electric rates over the next three years (until 2017); if not approved, this contract will be renegotiated in 2015. Councilman Schaber asked if there was a need to have a resolution for this. If there is a need for a resolution, it will be put on the next council agenda.

Motion to approve the amended DPC contract: **John Schaber**
No further discussion.
Motion approved.

11. St. Charles Volunteer Firemen Applicants

Chief Peterson presented the names of Marshall Ruhoff and Matt Clemens to add to the roster with a one year probation period bringing the total to one under full staff for the department.

Motion to approve: **Orv Dahl**
No further discussion.
Motion approved.

12. Statewide Health Improvement Plan (SHIP) Participation

Winona County Community Services Public Health has requested our support for the SHIP initiative to reduce chronic health conditions and disease. They are asking a member of the council or another person to join their committee. Administrator Koverman has offered to serve as part of the committee if a council member is not available for the meetings which will be held during the day time.

Motion to approve: **Dave Braun**
No further discussion.
Motion approved.

13. Safe Routes to School Planning Grant Application

The council and St. Charles school district had a joint meeting on December 3, 2013 and a planning grant application to Safe Routes to School (SRTS) program is being developed by school staff. They are asking for the council to participate in this grant application.

Motion to approve: **John Schaber**
No further discussion.
Motion carried.

14. Bicycling Across America

Administrator Koverman received a request for St. Charles to host an overnight stop for this organization on August 16, 2014. The fairground has been contacted to help host this event. It was noted that other organizations need to be contacted for interest in helping to host the event also.

15. GLAD – Taste of St. Charles II

Mayor Spitzer gave a brief update on a planned event by Growing Leaders and Diversity in either February or March. This event is to gauge public interest for community projects and to seek volunteers within the community for various projects.

16. Waiving of SAC/WAC/Building Permits (2014-2015)

Discussion was held for consideration of waiving SAC/WAC/Building Permit fees through 2015. The EDA did some comparisons from various other communities to determine ways to be competitive by waiving the \$1,500 sewer and water connection fees as has been done in the past. In addition it was discussed if the City would be willing to waive building permit fees with funds being used from the Rochester sales tax dollars to reimburse the costs associated with the new home building construction permits.

Motion to approve waiving SAC/WAC fees: **Dave Braun**

Discussion was tabled on waiving building permit fees to the next Council meeting where they asked that Admin. Koverman provide language for a resolution to accomplish this. Councilman Braun and Schaber asked that the language include that fees will only be waived for homes built under contract and for spec homes not be included. Councilman Braun also asked that a letter be submitted to the Dover-Eyota St. Charles Area Sanitary District asking them to consider waiving the sanitary district fees also.

No further discussion.

Motion carried.

17. Tulip Tree Proposal

Discussion was held on accepting a contract in the amount of \$1,300 from Rochester-based Tulip Tree Consulting to provide a survey to measure what St. Charles is doing well and what things need improvement. They will survey local residents as well as Rochester patrons in the downtown subway to ask what St. Charles is known for as well as what strengths have been noted.

Motion to approve: **John Schaber**

No further discussion.

Motion approved.

18. Library landscaping

Councilman Braun told other council members that it was brought up at the Library Board meeting that the library grounds are in need of some landscaping. Supt. Karger told the council that there is money in the forestry budget to do some landscaping around the library but reminded them that because of the heat reflected off the windows that unless everything is planted out several feet from them, it will not make it. Councilman Braun said he thought that maybe a local Boy Scout group or others could be contacted to see if they would do this project. Supt. Karger stated that he would like some landscaping work done around City Hall also.

UNSCHEDULED PUBLIC APPEARANCES:

None

Motion to adjourn at 7:57 p.m.

Motion to approve: **John Schaber**

Motion declared carried.

William J. Spitzer, Mayor

Attest: _____
Janell S. Dahl, Deputy Clerk