

MINUTES of the ST. CHARLES CITY COUNCIL
For Tuesday, November 13, 2012 held at 7:00 p.m. at
830 Whitewater Avenue
St. Charles, Minnesota

MEMBERS PRESENT:

Councilmen:

John Schaber

Dave Braun

Orv Dahl

Wayne Getz

Mayor Bill Spitzer

STAFF PRESENT:

Kyle Karger (Public Works Superintendent), Bill Eckles (Police Chief), Nick Koverman (City Administrator), and Kristine Huinker (City Accountant).

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

1. ESTABLISH QUOROM/CALL TO ORDER

Quorum was established with Mayor Spitzer calling the meeting to order at 7:30 p.m.

2. PLEDGE OF ALLEGIANCE

3. APPROVAL of the AGENDA: Deleting of items 7e). School Board report

Motion to approve the agenda: **John Schaber**

No discussion.

Motion carried.

4. APPROVAL of the MINUTES

-October 9, 2012

Motion to approve: **Orv Dahl**

No discussion.

Motion declared carried

-October 23, 2012

Motion to approve: **Dave Braun**

No discussion.

Motion declared carried

5. APPROVAL of the November PAYABLES

Motion to approve payables: **John Schaber**

6. Notices and Communications. Admin. Koverman highlighted the recent approval of Rochester's sale tax revenue that is projected to distribute \$5 million over 15 years to the 17 communities surrounding Rochester.

7. Reports of Boards and Committees: Discussion of reports and boards.

Councilman Getz entered at 7:36 p.m.

8. Resolution #31-2012 Canvassing the 2012 Election. Mayor Spitzer reviewed the results and asked for a motion to approve Resolution #31-2012. A motion to approve Resolution #31-2012 was made.

Motion to approve: **Orv Dahl**

No discussion.

Motion declared carried.

9. Real Estate Acquisition. Admin. Koverman reviewed from the closed sessions the DNR Acquisition program that the City has engaged in with David Griggs, the owner of three lots at the north end of Whitewater Avenue, for

the purchase of the three lots. After receiving the notice of the appraised value Mr. Griggs felt that the properties should have been valued higher based on rental rates and lost revenues. The program used by the DNR was different than the FEMA program that would use an income based approach rather than a straight appraisal value. The City had the option of not participating but due to the voluntary nature of the program and because of the area that has been cause for concern over the last several decades, the City Council felt it was appropriate. The City Council authorized Admin. Koverman to offer \$5,000 over and above the appraised value. Mr. Griggs agreed and signed the contract and title work will begin with a closing to be held as soon as the required paperwork is completed. A motion was made to approve the offer of \$5,000 toward the purchase of the three lots.

Motion to approve: **Wayne Getz**

No further discussion.

Motion declared carried.

10. 2012 Pool Report. Park and Rec Director Rick Schaber was present to highlight the 2012 pool season for the Council. He highlighted various pieces of the report outlining that family memberships had grown by 3 to 86 and single memberships rose from 58 to 68 members. While usage increased overall by 7 percent, the month of August still shows a dramatic decrease in usage. Clm. Braun raised the concern about closing early to the Council. Mr. Schaber expressed that he had heard the same comments from a few residents, but explained that due to the lack of potential lifeguards to work those last few weeks and citing the dramatic decrease in usage that while it could be done for at least an additional week, it would be very unlikely that he would be able to staff the pool for a second week. The cost per week when the Council had initially reduced the schedule in 2010 was \$5,000 per week for labor and utilities. A brief discussion about what other communities were keeping for hours as well as losses was held. No further discussion was held.

11. 2013 Budget Review. Admin. Koverman began discussion by leading with the past meeting held with Mike Bubany of David Drown & Associates. Staff, with the recommendations from Council, reworked the Capital Improvement Plan by shifting and cutting various projects. He highlighted a spreadsheet that outlined the bottleneck that was in place with the CIP schedule and how through consensus and adjustments the CIP plan was able to cash flow based on the incremental model of CIP levies proposed by Mr. Bubany. Clm. Braun questioned the fleet schedule with Clm. Getz agreeing that they felt the schedules could be extended. It was discussed how the proposed 10-year-old truck to be replaced in 2013 would be passed on to the Parks department thereby extending its life at no cost to the Parks department. This truck would replace the 1999 Ford. Staff expressed that they had placed the trucks on a schedule as adopted by Council and even stretched many of the years of service of the truck based on condition. Staff cautioned Council that while moving vehicles would be a Council decision, it may create future CIP cash concerns if too many items fell in the same year. Mayor Spitzer agreed and added that the Council should establish a system of replacement that they feel comfortable with and then stick to the schedule to avoid the problem outlined. The suggestion of a 6 month report with mileages and costs for Council to be able to track usage was expressed to potentially be helpful. It was also discussed how the use of an hour meter could help in areas that do not track miles as well. A fleet schedule spreadsheet was also distributed to help show the numbers of years and it was relayed that for the next Council meeting they would like to see the miles written down. Staff will bring this item back for the November 27th Council meeting.

12. Resolution #32-2012 Garbage and Recycling Rates. The proposed increase from Veolia of 3.7 percent was included in the new rates. The compost fee and additional charges were also outlined in the resolution. Clm. Getz asked about the discussion with the recycling fee with the county and it was discussed how the City was waiting for the County to finish negotiations with its provider. A discussion of a potential rebate or having the city folded into the County's program was held. A motion was made to approve the resolution as presented.

Motion to approve: **Wayne Getz**

No further discussion.

Motion carried.

13. Resolution #33-2012 Gas and Diesel Bids. The bids were reviewed for the gas and diesel contract and it was agreed that Kwik Trip would receive the unleaded gas contract and Greenway would receive the diesel bid. A motion to approve Resolution #33-2012 was made.

Motion to approve: **John Schaber**

No further discussion.

Motion carried.

14. 2013 CEDA Contract. The CEDA contract for \$30,897 was reviewed and approved.

Motion to approve: **Wayne Getz**

No further discussion.

Motion carried.

15. Ordinance #557 Regulating Discharge of Surface Waters 1st Reading. Admin. Koverman highlighted the ordinance that would include mandatory installation of sump pumps on new construction. This was a directive of the Council in order to prevent future inflow/infiltration or illegal connections to the sanitary sewer. A motion to approve the first reading was made.

Motion to approve: **John Schaber**

No further discussion.

Motion carried.

16. 2012 Meeting Schedule/City Hall Hours. Mayor Spitzer discussed the upcoming calendar of meeting dates with the second Tuesday falling on the 25th of December. In discussing the upcoming agenda items, barring any unforeseen issues, the Council and staff felt that all could be accomplished during the December 11th meeting. While it was agreed it may be a full agenda, Council felt it could be done. A tentative date of December 18th was discussed as a possible alternate if needed. A motion to cancel the Tuesday, December 25th meeting was made.

Motion to approve: **John Schaber**

No further discussion.

Motion carried.

The first meeting in 2013 was discussed and a date of Wednesday, January 2 at 5 p.m. was recommended.

Motion to approve: **Dave Braun**

No further discussion.

Motion carried.

Mayor Spitzer discussed that the Library would be closed all day Monday, December 24th and the request was made with respect to City Hall being closed the full day. Historically City Hall has been closed the afternoon of Christmas Eve. Clm. Schaber expressed that his agency was closing the full two days and Clm. Braun concurred. A motion was made to close the full day December 24th.

Motion to approve: **Dave Braun**

No further discussion.

Motion carried.

Unscheduled Public Appearances

None.

Motion to adjourn at: 8:37 p.m.

Motion to approve: **Wayne Getz**

No further discussion.

Motion declared carried.

William J. Spitzer, Mayor

Attest: _____
Nick Koverman, City Administrator