

MINUTES of the ST. CHARLES CITY COUNCIL
For Tuesday, November 27, 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), Rick Schaber (Park & Recreation Director), Bill Eckles (Police Chief), Kristine Huinker (City Accountant), Nick Koverman (City Administrator).

OTHERS IN ATTENDANCE: Nathan Campbell (St. Charles Press).

1. ESTABLISH QUOROM/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: **John Schaber**

No discussion.

Motion carried.

4. Notices and Communications. Admin. Koverman informed the Council that the City's Auditing firm will begin pre-testing for the annual audit the end of December.

5. REVIEW OF FINANCIALS. No questions.

6. Ordinance #557 Regulating Discharge of Surface Waters 2nd Reading. Mayor Spitzer asked the Council if they had any additional questions for the second reading of the ordinance that will require the use of sump pumps in new construction. No questions were asked and Council agreed with the language. A motion was made to approve the 2nd reading.

Motion to approve: **Orv Dahl**

No further discussion.

Motion carried.

7. Ordinance #558 Amending Sewer Rates 1st Reading. Admin. Koverman presented the ordinance that reflected an increase to sewer rates of 6 percent due to the Dover Eyota St. Charles Sanitary Sewer District increase. This was also on recommendation from the city's financial advisor, Mike Bubany.. A motion was made to approve the 1st reading.

Motion to approve: **Wayne Getz**

No further discussion.

Motion carried.

8. Ordinance #559 Amending Water Rates 1st Reading. Admin. Koverman reviewed the ordinance as presented and highlighted the changes to the rates which reflect a 3 percent increase on a recommendation from Mike Bubany of David Drown & Associates. Clm. Braun expressed his concern and disagreement with the increase. The Council held a discussion of what the increase meant and what the city was doing to help its customers. Clm. Schaber requested information comparing St. Charles to other communities to make sure we are not out of line with the charges we do have. It was highlighted that as part of the Truth In Taxation presentation that the City of St. Charles

has one of the lowest tax rates if not the lowest compared to almost two dozen cities in southeast Minnesota. It was also reviewed that the rate increase was also a result of the bond refinancing and how the State of Minnesota requests debt services be recorded. It was relayed that potential flat lining of water could be as soon as 2015. The total increase on a user of 5,000 gallons would be 91 cents. A motion to approve the first reading of Ordinance #559 was made.

Motion to approve: **John Schaber**

Opposed: **Dave Braun**

No further discussion.

Motion carried.

9. Resolution #34-2012 Adopting 2013 Liquor License. A motion was made to approve the annual license renewals.

Motion to approve: **Wayne Getz**

No further discussion.

Motion carried.

10. Resolution #35-2012 Adopting 2013 Cigarette Licenses. A motion to approve the annual license renewals.

Motion to approve: **Orv Dahl**

No further discussion.

Motion carried.

11. Winter Parking Exemptions. The winter parking exemption for Robert Wolter was reviewed and approved.

Motion to approve: **John Schaber**

No further discussion.

Motion carried.

12. DESCASD Term Appointment. A motion was made by John Schaber to appointment Bill Spitzer to the sanitary sewer district board. Hearing no other nominations the motion was made.

Motion to approve: **John Schaber**

No further discussion.

Motion carried.

13. ERT Team Participation. Admin. Koverman highlighted for the Council the Officer Robbie Floerke's request to serve on the Winona County ERT team after completing an interview and tentatively joining. According to the commander in charge of the ERT there are certain responsibilities of the organization wishing to send a participant. Training time, calls, etc. will be paid for by the community. If called out coverage will be sought for Officer Floerke. On training days, coverage will be sought to allow for that monthly training but will not add to his overtime status and will count as regular hours. Time will be flexed to avoid overtime if at all possible. The city is responsible for applicable training costs and costs of gear unless Officer Floerke wants to have his own items to keep. Officer Floerke will provide his own means of transportation to callouts, but will be paid by the city. It is the intent that training and expertise will be shared with the fellow officers. Officer Floerke will be trained as a Less-Lethal instructor for the use of tear gas and other tools. This training could be shared with St. Charles officers. It is estimated that the cost to have the ERT respond is approximately \$5,400. The City currently contributes \$750 to the team and this could be used to pay for the additional time. While there are initial upfront expenses the costs would lessen over time. The Council discussed the issue and all agreed that having the expertise in house was a value to the department and city. A motion to approve the participation of Officer Floerke on the ERT team as discussed was motioned.

Motion to approve: **John Schaber**

No further discussion.

Motion carried.

14. Resolution #36-2012 Granting Authority to Assign Fund Balance. A motion was made to approve the resolution that was part of the accounting GASB 54 rule established by the State of MN.

Motion to approve: **John Schaber**

No further discussion.

Motion carried.

15. Resolution #37-2012 Committing Construction Improvement Fund Balance/Revenues. A motion was made to approve the resolution that reflected the accounting GASB 54 rule established to commit construction improvement fund balances/revenues.

Motion to approve: **Dave Braun**

No further discussion.

Motion carried.

16. Resolution #38-2012 Committing Specific Revenue Sources. The motion was made to approve the resolution that establishes the categories of the specific revenue sources per the GASB 54 accounting rules.

Motion to approve: **Wayne Getz**

No further discussion.

Motion carried.

17. 2013 Budget/Goals. Admin. Koverman presented some potential Goals for 2013. He reviewed the goals with the Council and his reasoning behind them. He asked for input. A discussion was held and the Council talked about better educating the public/informing the public, bringing residents to a forum to seek solutions or answers to questions, and to talk with fellow towns to determine best practices. Admin. Koverman highlighted various resources and tools and how the City currently has programs in place as answers to several of the concerns.

Motion to adjourn 8:30 p.m.: **Wayne Getz**

No further discussion.

Motion carried.

PUBLIC APPEARANCES

None

William J. Spitzer, Mayor

Attest: _____

Nick Koverman, City Administrator