

**MINUTES of the ST. CHARLES CITY COUNCIL
For Tuesday, October 27, 2015 held at 6:00 p.m. at
830 Whitewater Avenue
St. Charles, Minnesota**

MEMBERS PRESENT:

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

STAFF PRESENT:

Kristine Engstrand (City Accountant), Kyle Karger (PW Supt.), Nick Koverman (City Administrator).

OTHERS IN ATTENDANCE: Dan White, Mark Roubinek (Supt. of Schools), Mike Bubany (David Drown & Associates), Craig Hilmer (St. Charles Press).

1. ESTABLISH QUOROM/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: **Wayne Getz**
No discussion.
Motion carried.

4. Notices and Communications. None.

5. Review of Financials. No questions.

6. Ordinance #580 Vacating Public Alley (2nd Reading). Mayor Schaber reviewed the purpose of the ordinance and alley vacation and asked if there were any additional questions from Council. Hearing none, he called for a motion to approve the second reading. A motion was made to accept the 2nd reading of Ordinance #580.

Motion to approve: **Dave Braun**

No further discussion.

Motion carried.

9. Safe Routes To School Letter of Intent Infrastructure Grant. Supt. of Schools Mark Roubinek presented a request to seek a formal Letter of Intent for the Safe Routes To School infrastructure grant program. The SRTS committee recently received a draft copy of the plan that had been worked on over the past year. While there are several take aways from the plan, the two primary areas of concern addressed both Hwy 14 and 74. It was determined that a proposal for the improvement of 11th and Whitewater presented fewer hurdles and was something that MnDOT had discussed previously with the city as far as being in favor of a proposed project. Admin. Koverman added that if the Council and School Board elected not to move forward at a future date, that the application could be withdrawn. A preliminary idea and cost estimates were developed for the proposed Letter of Intent. The infrastructure grant requires 20 percent participation that would be a shared cost by the school district and city. A maximum of \$300,000 is being sought through the program, while the total cost of the project is estimated at \$365,000. The remaining dollars would be shared between both entities. Council felt this would be a benefit to the community and enhance the safety surrounding one of our busiest corridors. A motion to approve staff to submit a Letter of Intent and future application was made.

Motion to approve: **Wayne Getz**

No further discussion.

Motion carried.

7. 2016 Enterprise Budgets—Mike Bubany. Mike Bubany, the city's financial advisor, discussed the enterprise budgets and relayed that despite a small adjustment by the Dover Eyota St. Charles Area Sanitary District, that the city would not need to increase rates for 2016. In addition, because of the bond coming off line for the water department, he also recommended no increase to rates for 2016 and expressed that dependent on future projects the city may be able to not raise rates for a couple of years. After reviewing storm water capital improvement plans, he relayed that in order to meet its obligations the fund will need to increase by .71 cents per customer in 2016. Clm. Braun expressed that he preferred incremental rates over time rather than

large increases at once. The Council briefly discussed the 2016 reduction in CIP funding amounts in order to reduce the impact of the proposed property tax levy for the community. No further questions were asked.

8. Snow Parking Exemptions. A list of snow parking exemptions were read aloud to Council by Mayor Schaber as annual permits for residents who are unable to park off the street. A motion to approve the annual permit was made.

Motion to approve: **Orv Dahl**

No further discussion.

Motion carried.

10. SHIP Visual Preference Survey. Admin. Koverman lead the Council and guests through a visual preference survey as part of the SHIP sign committee's work to determine preferences for various sign styles for different uses.

UNSCHEDULED PUBLIC APPEARANCES

None

Motion to adjourn at 6:27 p.m.

Motion to approve: **Wayne Getz**

Motion declared carried.

John Schaber, Mayor

Attest:

Nick Koverman, City Administrator