

**MINUTES of the ST. CHARLES CITY COUNCIL  
for Tuesday, February 8, 2011 at 7:00 p.m.  
830 Whitewater Avenue  
St. Charles, MN 55972**

**MEMBERS PRESENT:**

Councilmen:  
John Schaber  
Dave Braun  
Orv Dahl  
Wayne Getz  
Mayor Bill Spitzer

**STAFF PRESENT:**

Nick Koverman City Administrator

**OTHERS IN ATTENDANCE:** Bill Angerman and Daren Sikkink (WHKS), and Pat Glynn.

**1). ESTABLISH QUORUM/CALL TO ORDER**

Quorum was established with Mayor Bill 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: Wayne Getz**

**Motion carried.**

**4). NOTICES AND COMMUNICATIONS. None**

**5). Reports of Boards and Commissions.** Various reports were given.

**6). Resolution #02-2011 Feasibility Report and Setting Public Improvement Hearing Date.** Bill Angerman, vice president and senior engineer with WHKS, presented the feasibility report regarding the assessment of the I-90 project. The report had been previously approved by the Council, but was formally adopted through the resolution. Mr. Angerman discussed that the EDA will be the assessee for the project. As part of the discussion, Mr. Angerman highlighted a construction schedule and timeline with regard to the project and the initial steps that WHKS would take to prepare for the requested public improvement hearing date of March 22, 2011. It was explained that it is at this time that costs would begin to be incurred as a result of the further engineering necessary to begin drafting plans and specifications to put out for bid to gather estimates for the project. A motion was made to approve Resolution #02-2011 Feasibility Study and the setting of the March 22ng Public Hearing Date as well as the supporting documents with WHKS performing that work for the City. In addition, a discussion was held with regard to the Environmental Assessment Worksheet. Admin Koverman reviewed the information with regard to the City being the Responsible Government Unit (RGU) and the requirements as defined by Minnesota Rule  
**No further discussion.**  
**Motion declared carried.**

**7). 2010 Year End Reports.** Department heads were present to answer any questions regarding the final 2010 year end reports. Vice mayor John Schaber went department by department asking Council for any questions or concerns. Supt. Karger made one addition to his report with recent information regarding the generation plant. The purpose of the plant when it was purchased was to alleviate demand charges by Dairyland Power as well as provide emergency generation backup to the City in case of power outages outside of city limits with transmission lines, etc. In 2010, the plant generated 61,423 kilowatt hours and ran 55 hours. According to Dairyland Power, the demand charge the City would have been billed based on consumption would have been \$537,840 in 2010. After the bond payment of \$297,807 (which also pays for the electric line upgrade and several of other electrical projects) and fuel and maintenance of \$49,633, the City still saved taxpayers \$190,398. Initially when the project went on line, demand charges were approximately \$350,000, which shows the increasing market rates since that fall of 2004.

**8). Library Board Member.** A recommendation to appoint Mary Carlson to the Library Board was reviewed. A motion was made to approve Mrs. Carlson to that appointment.

**Motion to approve: Dave Braun**

**No further discussion**

**Motion declared carried.**

**9). Resolution #01-2011 Veolia Rate Increase.** Per the Veolia contract and Waste Management Ordinance the contractor may annually increase rates for trash and recycling. This year the contract rate called for 2.9 percent increase. However, given the substantial rate reduction that was seen in the initial year, residents will not see that full increase in their rates. The rates for a 96 gallon service will increase by .32 cents, while 64 and 32 gallon service is actually reduced by 14 cents. A motion to approve Resolution #01-2011 was made.

**Motion to approve: Wayne Getz**

**No further discussion.**

**Motion declared carried.**

**10). Awarding Auditor Bids.** Bids were reviewed by the Council from four firms. A discussion was held with regard to the excellent service we currently receive from Smith Schaefer and Associates and how the bid received was lower than all of the top firms, excluding an individual CPA. It was agreed to continue with the excellent service and professional guidance through Smith Schaefer and to award the contract to Smith Schaefer up to 2013. Because of this RFP the City will experience a savings of \$6,035 in 2011, \$5,750 in 2012, and \$5,485. However, Admin. Koverman expressed that the Council may not see a direct savings with regard to the other services out for bid. A motion to award the contract to Smith Schaefer and Associates was made.

**Motion to approve: Orv Dahl**

**No further discussion.**

**Motion declared carried.**

**11). Procession of Property Policy.** Admin. Koverman reviewed the policy that was provided by City Attorney Wayne Schauble for approval. Statewide issues relating to processing of seizure of property was addressed in the Metro area with a subsequent policy being adopted by many departments. The policy was reviewed and recommended for approval. A motion was made to approve the Procession of Property Policy.

**Motion to approve: Dave Braun**

**No further discussion.**

**Motion declared carried.**

**12). Quotation for Well #5.** Supt. Karger provided the Council with an update regarding the work performed on Well #5. He expressed that the last time the well received any major work was almost 17 years ago. A quarter of the pipe needed to be replaced as well as the spider system associated with the well. It was the opinion of the well company that the incorrect spider components were installed which were the cause of the subsequent problems. Clm. Getz asked various questions concerning the rehab and concurred with the recommendations from Supt. Karger.

*Unscheduled Appearances. None.*

A motion to adjourn the meeting at 7:35 p.m.

**Motion to approve: Dave Braun**

**Motion declared carried.**

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**John Schaber, Vice Mayor**

Attest: \_\_\_\_\_  
**Nick Koverman, Administrator**

