



The City Council of the City of St. Charles welcomes you to its
 Regular Meeting of Tuesday, February 23, 2021 at 6:00 p.m.
 at 830 Whitewater Avenue, City Council Chambers, St. Charles, Minnesota.

ITEM	ACTION REQUESTED
1. Call to Order	
2. Pledge of Allegiance	
3. Approval of the Agenda	
4. Notices and Communications –	
5. Review of Financials	
6. Ordinance #630 Amending Language 152.41 (2 nd Reading)	APPROVE
7. Trinity Lutheran Request—Summer Gospel events (Green Space)	APPROVE
8. Solar Interconnection System Impact Study	APPROVE
9. Soppa Petition for Annexation	APPROVE
10. Resolution #06-2021 St. Charles Township Donation to Ambulance	APPROVE
11. Board of Appeals & Equalization—April 14, 2021	APPROVE

UNSCHEDULED PUBLIC APPEARANCES: Members of the audience may address any item not on the agenda. State Statute prohibits the City Council from discussing an item that is not on the agenda, but the City Council does listen to your concerns and has staff follow up on any questions you raise.

ADJOURNMENT

Please Note: Some or all councilmembers may participate by telephone or other electronic means as permitted through Minn. Stat. 13D.021. To attend the conference call please dial 1-320-460-1726 and the conference ID: 995 262 38#



MEMORANDUM for the CITY COUNCIL of St. Charles for
Tuesday, February 23, 2021

6. Ordinance #630 Amending Language 152.41 (2nd Reading). Please see the enclosed resolution for consideration.

7. Trinity Lutheran Request—Summer Gospel Events (Green Space). Please see the enclosed request for partnered use of the City Hall green space.

8. Solar Interconnection System Impact Study. Included is a memo from StarEnergy advisor and electrical engineer for the City of St. Charles, James Parrow. In discussion of solar arrays and interconnection to the system, staff believe that excess power is being displaced onto the transmission line to which St. Charles is not receiving credit. In discussion with Mr. Parrow, the utility has the option of passing this charge onto any new requests for solar installations. However, staff would recommend conducting an Interconnection System Impact Study so that in the event that an application is received, the utility can provide the study and relay that at this time, no additional solar installations would be accepted unless certain upgrades/improvements to the system are made, which would be attributable to the proposed applicant.

9. Soppa Petition for Annexation. Staff has been working with the owners of RMTD LLC in preparation of the Chattanooga Innovation Park expansion. Currently two parcels consisting of 10 acres remains as the only property not in city limits in the area of the business park. Staff is working with RMTD LLC to partner on a regional pond that will service the development and the adjoining land. If the petition is approved, staff will make arrangements to propose an orderly annexation with St. Charles Township for the property in partnership with the landowners.

10. Resolution #06-2021 St. Charles Township Donation to Ambulance. A donation of \$1,000.00 was received from the St. Charles Township for the St. Charles Volunteer Ambulance.

11. 2021 Board of Appeals & Equalization—April 14, 2021. The proposed date of April 14, 2021 is set for a 7 p.m. meeting of the Board of Equalization. It is recommended to approve the date for publication.

Project FINE

Focus on Integrating Newcomers through Education

202 West Third Street Winona, MN 55987
507-452-4100 Fax 507-452-4644 www.projectfine.org

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Fatima Said
Executive Director

Katie van Eijl
Program Manager

February 12, 2021

Greetings from Project FINE!

I hope that you are doing well and staying healthy, here at Project FINE we are busier than ever as we work to serve our community and support refugee and immigrant families. The past year has been a challenge for all of us, but we have also learned many new things and experienced the kindness and generosity of our friends and neighbors.

We began 2020 with a celebration of our 30th anniversary, but because of COVID-19 we weren't able to commemorate the year as we had planned. Even though we weren't able to gather in person for our Annual Report to the Community event, I want to share my gratitude for your support of Project FINE and our mission - because of your collaboration we are able to continue to serve our community and pursue our mission and vision.

Because you are one of our valued partners, I am happy to share the enclosed 2020 Annual Report publication with you. We are proud of the impact Project FINE was able to make in the community during the past year and look forward to many, many more. I hope you will take time to read through this report, as I know you will be inspired by the difference that Project FINE is making in the lives of our newest community members.

Thank you again for your support of Project FINE, we look forward to working with you in the years to come.

Sincerely,



Fatima Said
Executive Director

CITY OF ST. CHARLES

ORDINANCE #630

**AN ORDINANCE OF THE CITY OF ST. CHARLES, MINNESOTA, AMENDING
PORTIONS OF THE GENERAL REGULATIONS SECTION 152.41**

THE CITY OF ST. CHARLES DOES ORDAIN (deleted material is enclosed in brackets and lined out; new material is underlined; subsections which are not being amended are omitted):

Section 1. Title XV: Land Usage, Chapter 152: Zoning, Section 152.41 (General Regulations) of the City Code of St. Charles, Minnesota, be amended as follows:

K (2) Signs may be erected in an R-1, R-1M, R-2 or R-3 District subject to the following provisions:

(g) Identification signs not to exceed 125 square feet per building elevation may be placed on any public school. These signs may be illuminated.

Section 2: This Ordinance shall take effect thirty days after its publication.

Adopted this 9th day of February, 2021 by the City Council of the City of St. Charles, Minnesota.

John Schaber, Mayor

Attest:

Nick Koverman, City Administrator

First Reading:

Date: _____

In 2021 Trinity Lutheran Church would like to conduct three outdoor Gospel concerts in the green space next to City Hall and proceeds would be split between important causes in the community similar to what we did in 2020.

Area bands would be hired to provide entertainment. A free will offering will be requested as people enter the event.

As we did in 2020 we will follow any required social distancing guidelines in place on the days of the three concerts. Trinity church members would fence the area, guide attendees to enter and leave through designated gates, and encourage safe distancing all in compliance with Governor Walz's rules on large gatherings. Under those rules outside events do not require masks although we would have masks available for those who wish to wear them. We would monitor the number of people at the event and limit attendance to no more than 250 individuals, therefore allowing plenty of safe distancing at the event. Trinity Lutheran members will monitor the "Entrance" and "Exit" gates and will take care of all set up and tear down of the fencing as well as garbage pickup after the event. If state rules allow we would plan to serve food and beverages at the events following state rule protocols (no alcohol).

Our request is to use the city's garbage cans, green space and electricity for each concert from 5 PM until 8 PM on Wednesday June 23rd, July 21st, and August 11th. We also ask that the bathrooms in the city hall be available during the event which removes the cost of renting portable toilets.

We would pay directly all costs of the band, advertising, fencing, and liability insurance for the event and since proceeds are going directly to important causes in our community we would ask the city to allow our use of the green space at no cost.

We wish to thank the City Council for allowing our use of the space in 2020 that allowed us to raise over \$1800 for community causes. Your cooperation is important and appreciated.



Memo

To: Nick Koverman (City Administrator), Kyle Karger (Director of Public Works)

From: Kristi Robinson, P.E. (STAR Energy Services LLC)

Date: February 18, 2021

Re: Future DER Interconnections and Technical Studies

The City of St. Charles requested STAR Energy Services to address the cumulative DER interconnections on St. Charles' distribution system and identify if power is being sent in a reverse direction to MiEnergy Electric Cooperative's (MEC's) electric system. Upon a short analysis of the wholesale metering data for the City, it was determined that St. Charles's cumulative DER interconnections are causing a reverse power flow onto MEC's system. In effect, this means St. Charles's minimum daytime electric load is 0 kW at times throughout the year.

St. Charles' minimum daytime load has an effect on the next proposed DER system. The adopted interconnection process for both MEC and the City of St. Charles indicates that when the available daytime minimum load is smaller than the capacity of the next proposed DER system, a Supplemental Review study is needed to identify the technical effects on the distribution system with regards to safety and reliability, power quality and minimum load.

The results of the Supplemental Review study may indicate that certain capacity amounts of future DER systems may still be possible on St. Charles's distribution system with or without minor modifications to the distribution system. The Supplemental Review study may also indicate that System Impact and Facility studies are needed for future proposed DER systems to clearly identify the technical adverse effects on the distribution system and the changes that would need to occur to negate such identified issues.



Issues that can arise due to unaddressed reverse power flow include:

- Sectionalizing devices operating incorrectly which affects power reliability and safe operation of the distribution system,
- Voltage level shifts on the distribution grid that can affect motors and electronics,
- Power quality fluctuations, and
- Contractual conflict with wholesale providers

A Supplemental Review would identify if any of these issues are or will be occurring with additional DER interconnections. Depending on the complexity of the identified issues, the additional System Impact and Facility studies would also need to occur.

The cost to perform a Supplemental Review is approximately \$2,000. System Impact or Facility studies will cost up to \$10,000 each dependent of the complexity of the identified adverse issues from the Supplemental Review study.

To recap, the next DER interconnection request the City of St. Charles receives, no matter the capacity size or type, requires a Supplemental Review study prior to approval of the interconnection application. Per the adopted interconnection process, the costs of any studies are to be paid by the interconnection applicant. The interconnection applicant may choose to withdraw their interconnection application or proceed directly to requesting the System Impact and Facility studies.

IN THE MATTER OF THE PETITION
OF A PROPERTY OWNER(S) IN THE TOWN
OF ST.CHARLES FOR ANNEXATION TO
THE CITY OF ST.CHARLES PURSUANT
TO MINNESOTA STATUTES, CHAPTER 414

**PROPERTY OWNER
PETITION FOR ANNEXATION**

TO: CITY COUNCIL, CITY OF ST.CHARLES, WINONA COUNTY, MINNESOTA

TOWNSHIP BOARD, ST.CHARLES TOWNSHIP, WINONA COUNTY,
MINNESOTA

The undersigned, being the owner(s) of property located in St. Charles Township, Winona County, Minnesota, hereby request annexation of the below referenced property (the "Subject Area") to the City of St. Charles, Winona County, Minnesota.

For purposes of this Petition for Annexation, the undersigned property owner(s) respectfully state that:

1. The Subject Area to be annexed, as referenced below, consists entirely of land that is located within St. Charles Township, Winona County, Minnesota.
2. A legal description of the Subject Area is attached hereto as Exhibit A.
3. A map showing the Subject Area is attached hereto as Exhibit B.
4. The undersigned property owner petitioner(s) own 100% of the Subject Area.
5. The undersigned property owner petitioner(s) has voluntarily signed and filed a copy of this Petition with the City of St. Charles and St. Charles Township seeking annexation of the Subject Area for purposes of receiving City services, which services are located adjacent to and in close proximity to the Subject Area.
6. The Subject Area proposed for annexation abuts or is located in close proximity to the City of St. Charles and none of it is presently a part of any incorporated city.
7. The proposed annexation to the City of St. Charles is in the best interest of the Subject Area and the undersigned property owner petitioner(s).

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STREET ADDRESS OF SUBJECT AREA (Provide complete street address not a P.O. Box)

Parcel D & E (10 acres—See Legal)
Street

St. Charles MN 55972
City State Zip Code


Property Identification (PID) Number: 130002441 and 130002440

SIGNATURE(S) OF ALL PROPERTY OWNERS OF SUBJECT AREA:

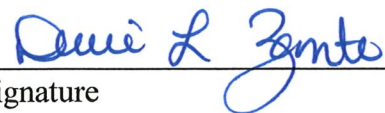
Linus Soppa
Printed Name of RMTD LLC or Individual Owner #1

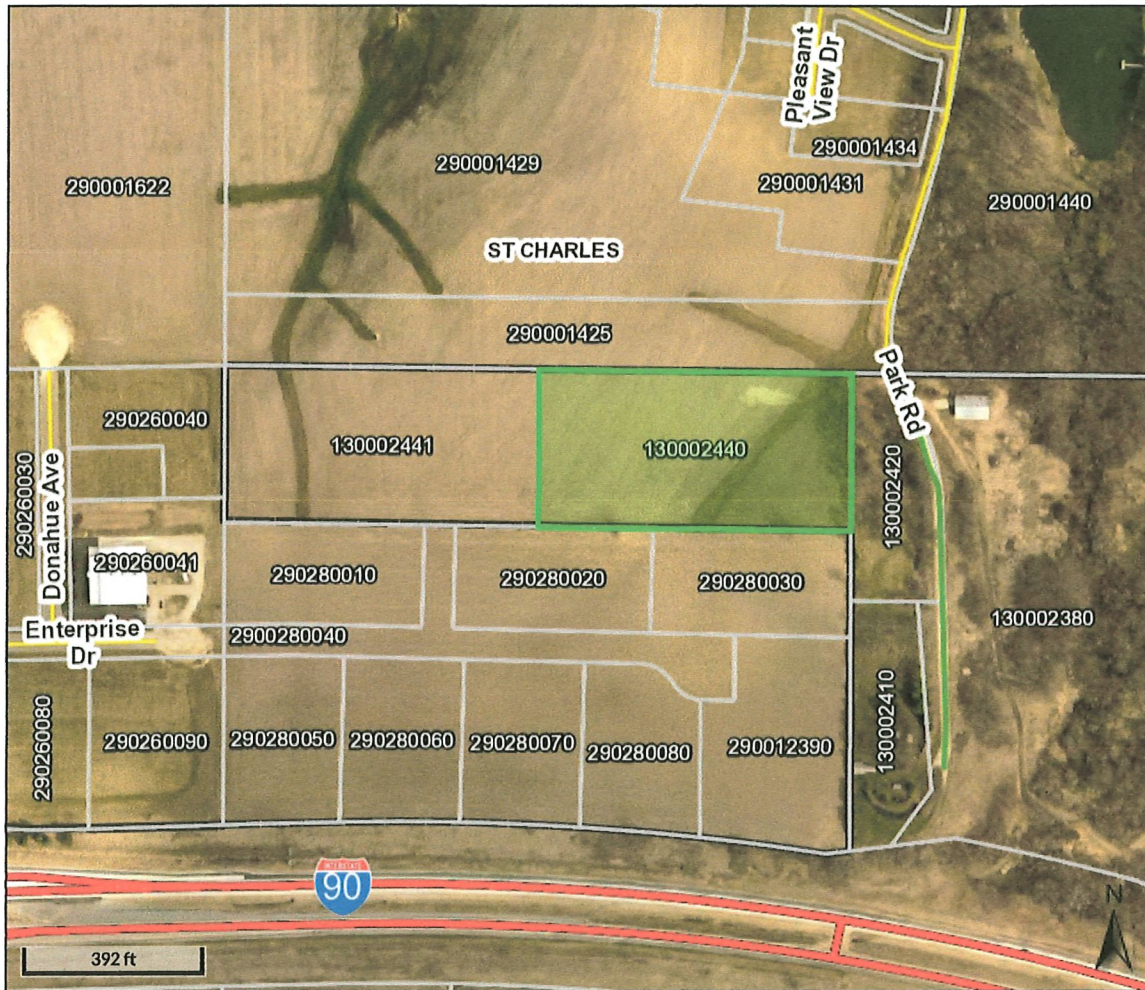
 2-18-21
Signature Date

Terry Soppa
Printed Name of RMTD LLC or Individual Owner #2

 2-18-21
Signature Date

Dori Soppa Zanto
Printed Name of RMTD LLC or Individual Owner #3

 2-18-21
Signature Date




Overview



Legend

Roads

-  Other
-  Interstate
-  US/State Highway
-  City Streets
-  County Road
-  Township Road
-  Private Drive

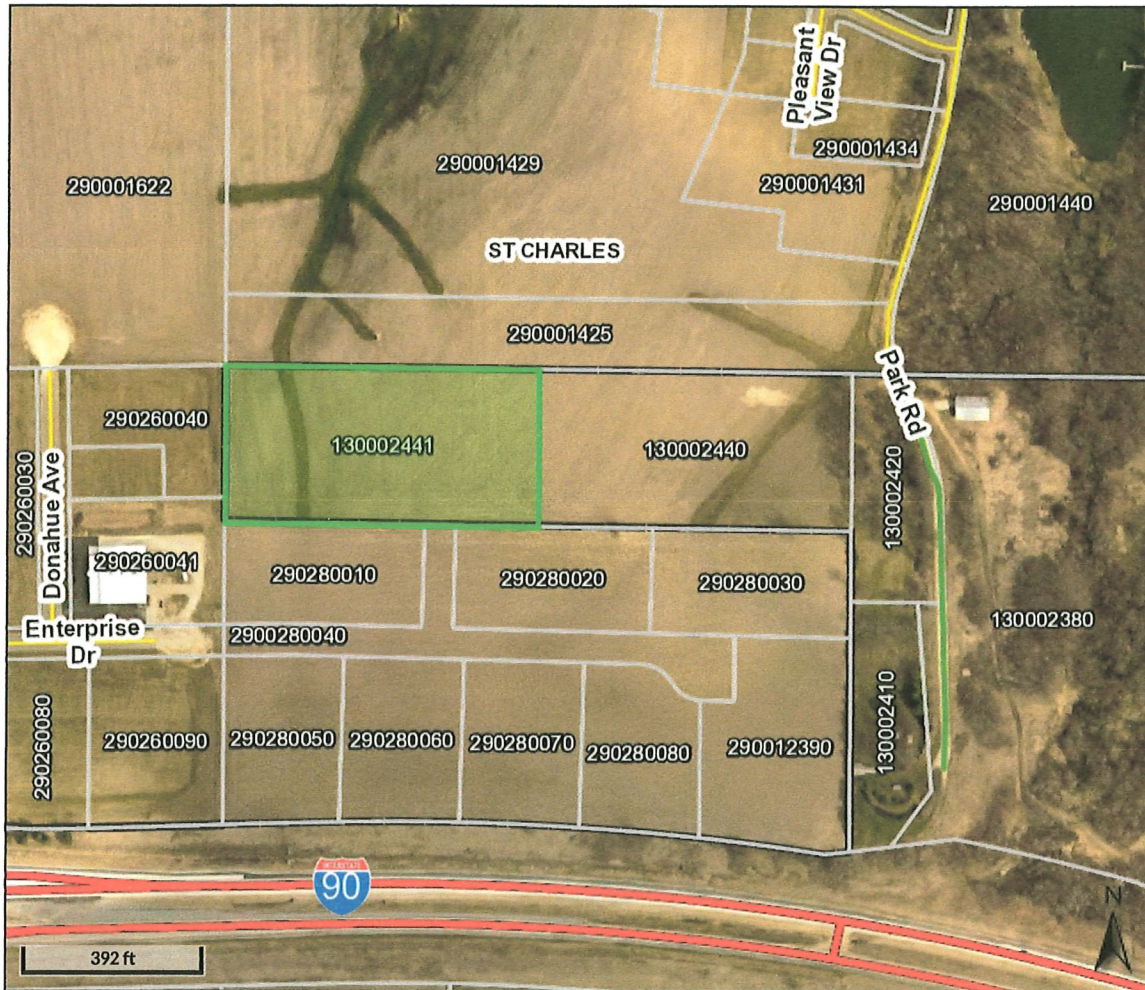
-  Municipalities
-  Winona Boundary
-  Parcel

Parcel ID	130002440	Alternate ID	n/a	Owner Address	RMTD LLC
Sec/Twp/Rng	29-106-010	Class	101 - AGRICULTURAL		1397 SOPPA DR
Property Address		Acreage	5		ST CHARLES, MN 55972
District	SAINT CHARLES TWP				
Brief Tax Description	Sect-29 Twp-106 Range-010 5.00 AC PART N 10 ACRES OF NW 1/4 SW 1/4 BEG AT NE CORNER OF NW 1/4 SW 1/4, S 0 DEG W ALONG E LINE OF NW 1/4 SW 1/4 329.79' TO SE CORNER OF N 10 ACRES, N 89 DEG W ALONG S LINE OF N 10 ACRES 660', N 0 DEG E 329.79' TO N LINE OF NW 1/4 SW 1/4, S 89 DEG E ALONG N LINE 660' TO PT OF BEG				
	(Note: Not to be used on legal documents)				

Note: This map is created from data contained in Winona County GIS and is for reference purposes only. While significant effort has been invested to depict boundary extents as accurately as possible per existing records, this map should not be considered a replacement for professional land survey.

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GEOSPATIAL



Overview





Legend

Roads

-  Other
-  Interstate
-  US/State Highway
-  City Streets
-  County Road
-  Township Road
-  Private Drive

Municipalities

-  Winona Boundary
-  Parcel

Parcel ID	130002441	Alternate ID	n/a	Owner Address	RMTD LLC
Sec/Twp/Rng	29-106-010	Class	101 - AGRICULTURAL		1397 SOPPA DR
Property Address		Acreage	5		ST CHARLES, MN 55972
District	SAINT CHARLES TWP				
Brief Tax Description	Sect-29 Twp-106 Range-010 5.00 AC PART OF N 10 ACRES OF NW 1/4 SW 1/4 BEG AT NW CORNER OF NW 1/4 SW 1/4, S 0 DEG W ALONG W LINE OF NW 1/4 SW 1/4 329.79' TO SW CORNER OF N 10 ACRES, S 89 DEG E 660.98', N 0 DEG E 329.79' TO N LINE OF NW 1/4 SW 1/4, N 89 DEG W ALONG N LINE 660.88' TO PT OF BEG				
	(Note: Not to be used on legal documents)				

Note: This map is created from data contained in Winona County GIS and is for reference purposes only. While significant effort has been invested to depict boundary extents as accurately as possible per existing records, this map should not be considered a replacement for professional land survey.

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City of St. Charles
Resolution #06-2021

**RESOLUTION ACKNOWLEDGING THE DONATION TO THE ST. CHARLES VOLUNTEER
AMBULANCE FROM ST. CHARLES TOWNSHIP**

WHEREAS, the City of St. Charles is generally authorized to accept contributions of real and personal property pursuant to Minnesota Statute 465.03 for the benefit of its citizens; and

WHEREAS, the St. Charles Volunteer Ambulance has received a donation in the amount of \$1,000.00 from the St. Charles Township to be used by the St. Charles Volunteer Ambulance Association.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ST. CHARLES, MINNESOTA THAT: the City Council of the City of St. Charles acknowledges and accepts the \$1,000.00 donation from the St. Charles Township.

BE IT FURTHER RESOLVED THAT: the City Council of the City of St. Charles expresses its thanks and appreciation for the donation.

Adopted this 23rd day of February, 2021 by the City Council of the City of St. Charles.

CITY OF ST. CHARLES

John Schaber, Mayor

ATTEST:

Nick Koverman, City Administrator

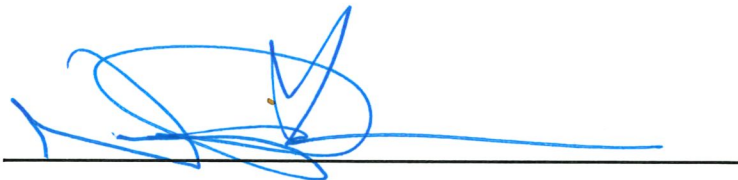
ASSESSMENT NOTICE

This may affect your 2022 property taxes.

NOTICE IS HEREBY GIVEN that the Board of Appeal & Equalization for the **City of St. Charles**, Winona County, Minnesota, will meet on **Wednesday** the **14th** day of **April, 2021** at **7:00 PM** within a virtual meeting. The purpose of this meeting is to determine whether property in the jurisdiction has been properly valued and classified by the assessor.

If you believe the value or classification of your property is incorrect, please contact your assessor's office to discuss your concerns. If you disagree with the valuation or classification after discussing it with your assessor, you may appear before the local Board of Appeal and Equalization. The board will review your assessments and may make corrections as needed. Generally, you must appeal to the local board before appealing to the county board of Appeal and Equalization.

Given under my hand this 23 day of February 2021.

A handwritten signature in blue ink, consisting of several loops and a long horizontal stroke, positioned above a solid black line.

Clerk