



The City Council of the City of St. Charles welcomes you to its
 Regular Meeting of Tuesday, July 28, 2020 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 623 Vacating Utility & Drainage Easements (2 nd Reading)	APPROVE
7. Resolution #25-2020 Accepting Grant of Real Property	APPROVE
8. City Accountant-Request for Council Action	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: 490 056 528#



MEMORANDUM for the CITY COUNCIL of St. Charles for
Tuesday, July 28, 2020

6. Ordinance #623 Vacating Utility & Drainage Easement (2nd Reading). Please see the enclosed ordinance for consideration.

7. Resolution #25-2020 Accepting Grant of Real Property. Please see the enclosed resolution and exhibits as part of the granting of the alley from St. Charles School District #858.

8. Accountant-Request For Council Action. Please see the enclosed request and recommendation.

ST. CHARLES RESIDENTIAL SALES JANUARY - JUNE 2020

PARCEL NUMBER	LOCATION		PURCHASE PRICE	EMV	BUYER	SELLER	DOCUMENT NO.
29.010.1000	106 E 15th St, St. Charles	R	\$67,000.00	\$76,100.00	Wolter	Bauer Estates LLC	621931
29.010.0330	237 14th St W, St. Charles	R	\$162,500.00	\$57,800.00	Bailey/McRae	Boyum	622796
29.030.0180	1519 Oakview Dr, St. Charles	R	\$150,000.00	\$119,100.00	Kilkus/Sayles	Hofschulte	623010
29.060.2030	637 Wabasha Ave, St. Charles	R	\$154,400.00	\$122,000.00	Albrechtson/House	Sisler	623146
29.010.0690	1430 Whitewater Ave, St. Charles	R	\$150,000.00	\$131,900.00	Wright/Dahl	Krenzke	623190
29.072.0280	609 Northern Hills Trl, St. Charles	R	\$389,900.00	\$312,000.00	Phelps	Schultz	623187
29.000.0810	836 Bluff Ave, St. Charles	R	\$169,900.00	\$138,800.00	Ihrke	Phelps	623189
29.060.0700	306 Whitewater Ave, St. Charles	R	\$118,500.00	\$116,800.00	Sobeck	Williams	623313
29.074.0190	782 Northern Hills Circle, St. Charles	R	\$330,000.00	\$348,600.00	Hutkowski	Austin	623413
29.015.0220	1143 Whitewater Ave, St. Charles	R	\$115,000.00	\$159,600.00	St Charles Real Estate, LLC	Hagen	623709
29.030.0140	1591 Oakview Dr, St. Charles	R	\$20,000.00	\$35,000.00	Decker	First Alliance Credit Union	623814
29.071.0090	312 Springer Ave, St. Charles	R	\$275,000.00	\$251,600.00	McMahon	Polzin	623848
29.064.0100	412 Dawn Ave, St. Charles	R	\$220,000.00	\$203,100.00	Ihrke	Kroening (et al)	624165
29.049.0010	442 Wiskow Way, St. Charles	R	\$244,250.00	\$202,500.00	Kraft	Ellinghuysen	624233
29.052.0120	348 Meadow View Dr, St. Charles	R	\$257,000.00	\$251,800.00	Ernthum	Kirschbaum	624229
29.045.0190	906 St. Charles Ave, St. Charles	R	\$127,500.00	\$135,500.00	Hoff	Johnson	624284
29.000.0990	431 13th Street East, St. Charles	R	\$154,540.00	\$133,500.00	Claiborne/Dickrell	Kemnitz	624353
29.060.1110	442 Church Ave, St. Charles	R	\$185,000.00	\$134,300.00	Rahlf Properties, LLC	Decker	624477
29.046.0230	163 Gladiola Dr, St. Charles	R	\$359,900.00	\$320,300.00	McGuire	Maloney	624516
29.062.0040	384 Saint Martin Ave, St. Charles	R	\$195,000.00	\$188,100.00	Hateli	Fix Trust	624539
29.030.0030	1400 Oakview Dr, St. Charles	R	\$131,900.00	\$118,700.00	Tibbals	Mitchell	624629
29.060.2230	113 E 7th St, St. Charles	R	\$147,200.00	\$102,800.00	Kulper	Wohlert	624606
29.044.0100	1348 Terry Dr, St. Charles	R	\$275,000.00	\$238,400.00	Ehlenfeldt'	Ihrke	624750
29.010.0920	160 West 15th St, St. Charles	R	\$265,000.00	\$219,300.00	Britian/Gerdt's	Hoekstra	624709
29.060.0910	460 St Charles Ave, St. Charles	R	\$330,000.00	\$334,700.00	Aoun	Salveti	624796
29.060.1860	524 Wabasha Ave, St. Charles	R	\$129,000.00	\$162,400.00	Buske	Aiken & Companies, LLC	624926
29.060.2670	719 Church Ave, St. Charles	R	\$72,000.00	\$120,800.00	Heim	Crow	625007
29.040.0040	466 W 5th St, St. Charles	R	\$149,000.00	\$117,900.00	Mcnamara/Barthelme	Ernthum	625145
29.060.1180	460 Richland Ave, St. Charles	R	\$184,000.00	\$148,600.00	Reps	Johnson	625272

ST. CHARLES COMMERCIAL SALES JANUARY - JUNE 2020

PARCEL NUMBER	LOCATION	PURCHASE PRICE	EMV	BUYER	SELLER	DOCUMENT NUMBER	TYPE
29.026.0060	2122 & 2142 Enterprise Dr, St. Charles	\$550,000.00	\$257,900.00	Love's Travel Stops & Country Stores, Inc	Danmar Properties, LLC	622075	Unimproved/Vacant Land/Commerical
29.001.0030	St. Charles	\$50,000.00	\$119,100.00	St. Charles Real Estate LLC	Gilmore Trust	622468	Unimproved/Vacant Land/Commerical
29.000.0680	St. Charles	\$320,000.00	\$497,200.00	Chattanooga Land, LLC	Fisher Properties, LLC	622608	Manufacturing/General Light
29.000.0681	St. Charles	\$320,000.00	\$249,600.00	Todd	Fisher Properties, LLC	622602	Manufacturing/General Light
29.060.1841	237 6th St W, St. Charles	\$155,000.00	\$147,000.00	St. Charles Real Estate LLC	Davis	623663	Retail/General retail
29.060.1840	572 St. Charles Ave, St. Charles	\$37,500.00	\$66,700.00	St. Charles Real Estate LLC	Davis	623662	Retail/General retail
29.015.0080	931 Whitewater Ave, St. Charles	\$34,000.00	\$41,600.00	St. Charles Real Estate LLC	Venkat and Carey, LLC	624340	Office/General Office

This information is being provided for reference purposes only without warranty and may not be a complete listing. Data cited for any other purpose should be verified by the proper legal documentation.

NOTICE OF PRIMARY ELECTION

To the Deputy City Clerk and voters of the City of St. Charles

In the County of Winona, State of Minnesota.

Notice is Hereby Given, that a Primary Election will be held in the Election Precinct at: (Give location of polling place)

City Hall
830 Whitewater Avenue
St. Charles, MN 55972

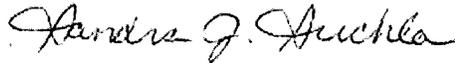
on Tuesday, the Eleventh (11th) day of August, 2020, at which the polls will be open from the hours of 7 o'clock AM to the hour of eight (8) o'clock PM for the purpose of nominating candidates for the following offices which are to be voted for at the General Election to be held on Tuesday, the Third (3rd) day of November, 2020, to-wit:

FEDERAL OFFICES

One United States Senator

COUNTY OFFICES

One County Commissioner for the Fourth Commissioner District



Sandra J. Suchla County Auditor

Dated _____ July 23, _____, 2020 Winona County Minnesota

**ORDINANCE #623
CITY OF ST. CHARLES**

COUNTY OF WINONA

**AN ORDINANCE TO VACATE A
PORTION OF A PUBLIC UTILITY EASEMENT OF LOTS 1 AND 2 OF BLOCK 3 ON
THE PLAT OF CHATTANOOGA INNOVATION PARK IN THE CITY OF ST.
CHARLES, WINONA COUNTY, MINNESOTA**

The City of St. Charles does ordain:

Section 1. That the following described utility easements created on the plat of the CHATTANOOGA INNOVATION PARK SUBDIVISION be hereby vacated and abolished:

LEGAL DESCRIPTION FOR VACATION OF UTILITY EASEMENT
IN LOT 1, BLOCK 3, CHATTANOOGA INNOVATION PARK

Vacating the utility easement dedicated over, under, and across that part of the easterly 5 feet of Lot 1, Block 3, CHATTANOOGA INNOVATION PARK, according to the recorded plat thereof, Winona County, Minnesota, which lies southerly of the northeasterly 10 feet and northerly of the southwesterly 15 feet thereof.

LEGAL DESCRIPTION FOR VACATION OF UTILITY EASEMENT IN LOT 2,
BLOCK 3, CHATTANOOGA INNOVATION PARK

Vacating the utility easement dedicated over, under, and across that part of the westerly 5 feet of Lot 2, Block 3, CHATTANOOGA INNOVATION PARK, according to the recorded plat thereof, Winona County, Minnesota, which lies southerly of the northeasterly 10 feet and northerly of the southwesterly 15 feet thereof.

Section 2. That this Ordinance shall take effect 30 days after its publication.

Adopted this 28th day of July 2020 by the City Council of the City of St. Charles, Minnesota.

John Schaber, Mayor

Attest:

Janell Dahl, Deputy City Clerk

First Reading:

Date: _____

Ayes: _____

Nays: _____

Absent: _____

Abstain _____

Second Reading:

Date: _____

Ayes: _____

Nays: _____

Absent: _____

Abstain _____

Published:

Date: _____

**NOTICE OF COMPLETION
OF VACATION PROCEEDING**

You are hereby notified that effective July 28, 2020, the vacation of the below described easements in the Chattanooga Innovation Park was completed by the City Council of the City of St. Charles, Minnesota.

LEGAL DESCRIPTION FOR VACATION OF UTILITY EASEMENT IN LOT 1,
BLOCK 3, CHATTANOOGA INNOVATION PARK

Vacating the utility easement dedicated over, under, and across that part of the easterly 5 feet of Lot 1, Block 3, CHATTANOOGA INNOVATION PARK, according to the recorded plat thereof, Winona County, Minnesota, which lies southerly of the northeasterly 10 feet and northerly of the southwesterly 15 feet thereof.

LEGAL DESCRIPTION FOR VACATION OF UTILITY EASEMENT IN LOT 2,
BLOCK 3, CHATTANOOGA INNOVATION PARK

Vacating the utility easement dedicated over, under, and across that part of the westerly 5 feet of Lot 2, Block 3, CHATTANOOGA INNOVATION PARK, according to the recorded plat thereof, Winona County, Minnesota, which lies southerly of the northeasterly 10 feet and northerly of the southwesterly 15 feet thereof.

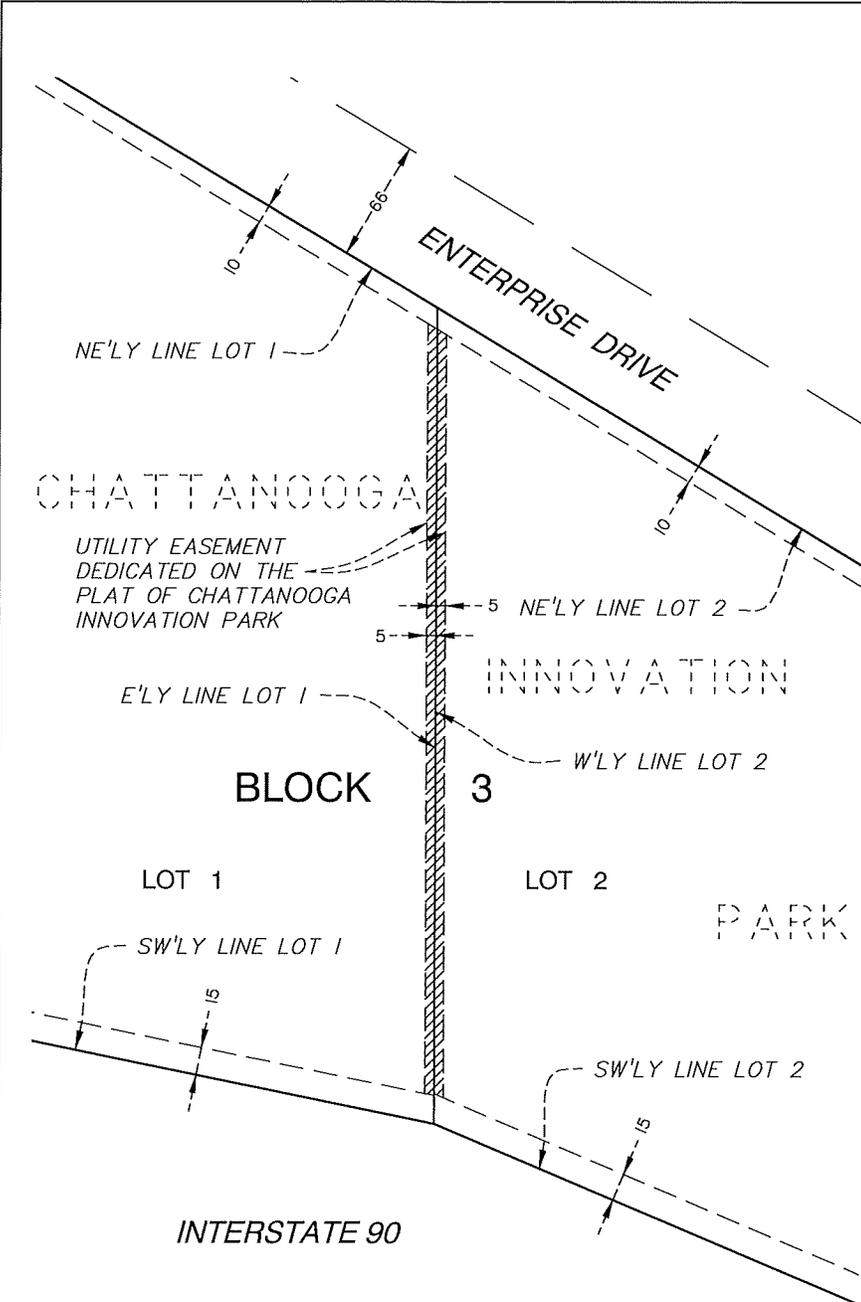
Dated this 28th day of July, 2020.

Janell Dahl, Deputy City Clerk

Entered in the transfer record

County Auditor/Treasurer

Date

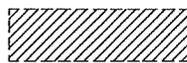


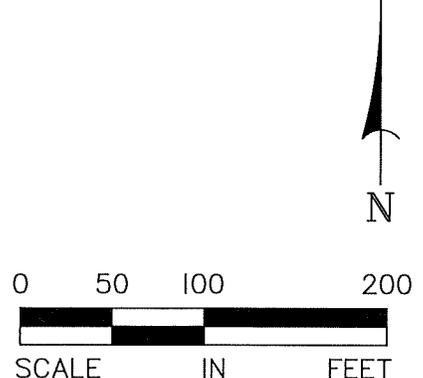
LEGAL DESCRIPTION FOR VACATION OF UTILITY EASEMENT IN LOT 1, BLOCK 3, CHATTANOOGA INNOVATION PARK

Vacating the utility easement dedicated over, under, and across that part of the easterly 5 feet of Lot 1, Block 3, CHATTANOOGA INNOVATION PARK, according to the recorded plat thereof, Winona County, Minnesota, which lies southerly of the northeasterly 15 feet and northerly of the southwesterly 15 feet thereof.

LEGAL DESCRIPTION FOR VACATION OF UTILITY EASEMENT IN LOT 2, BLOCK 3, CHATTANOOGA INNOVATION PARK

Vacating the utility easement dedicated over, under, and across that part of the westerly 5 feet of Lot 2, Block 3, CHATTANOOGA INNOVATION PARK, according to the recorded plat thereof, Winona County, Minnesota, which lies southerly of the northeasterly 10 feet and northerly of the southwesterly 15 feet thereof.

 UTILITY EASEMENT VACATION AREA



Design File: 180225	Checked By: PG
Dwg Name: utility easement vac	Drawn By: DPE
Date: 5/22/2020	Scale: 1" = 100'

UTILITY EASEMENT VACATION EXHIBIT
 LOTS 1 AND 2, BLOCK 3, CHATTANOOGA INNOVATION PARK
 ST. CHARLES, MINNESOTA



Alliant Engineering, Inc.
 733 Marquette Ave, Ste 700
 Minneapolis, MN 55402
 612.758.3080 MAIN
 612.758.3099 FAX
 www.alliant-inc.com

City of St. Charles
Resolution #25-2020

A RESOLUTION BY THE MAYOR AND CITY COUNCIL OF THE CITY OF ST. CHARLES, MINNESOTA ACCEPTING THE GRANT OF REAL PROPERTY IN ST. CHARLES, MINNESOTA, AND DISPENSING WITH REVIEW OF THE GRANT/ACQUISITION BY THE ST. CHARLES PLANNING COMMISSION

- WHEREAS, Independent School District #858 (“Donor”), holds fee title to certain real property located in the Original Plat in the City of St. Charles, Winona County, Minnesota, a copy of the legal description of the portion of property which the Donor intends to donate to the City of St. Charles is attached hereto as Exhibit A (the “Property”); and
- WHEREAS, The Property is depicted in Exhibit B, which is attached hereto and incorporated herein by reference; and
- WHEREAS, The Property has continuously been operated as a public alley for many years, despite being owned in fee title by the Donor; and
- WHEREAS, Donor desires to donate the Property to the City of St. Charles (“City”) for continued use as a municipally owned alley open to the public for vehicular and pedestrian travel; and
- WHEREAS, A draft Quit Claim Deed has been prepared containing the legal description of the Property to be donated to the City and is attached hereto and incorporated by reference as Exhibit C; and
- WHEREAS, Minnesota Statutes, Section 465.03 provides that the City may accept a grant of real property and maintain the same for the benefit of its citizens in accordance with the terms prescribed by the Donor, and that acceptance of such grant is subject to a resolution of the City Council adopted by a two-thirds majority of its members, expressing the terms of the grant in full; and
- WHEREAS, Minnesota Statutes, Section 462.356, subdivision 2, states that no publicly owned interest in real property within a city shall be acquired or disposed of until after the planning commission has reviewed the proposed acquisition or disposal and reported in writing to the city council its findings as to compliance of the proposed acquisition or disposal with the comprehensive plan; and
- WHEREAS, The same statute further states, however, that the city council may, by resolution adopted by two-thirds vote, dispense with the requirements of this subdivision when in its judgment it finds that the acquisition or disposal of real property has no relationship to the comprehensive plan.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL THAT: The City Council hereby finds that accepting the grant/acquisition of the Property by the Donor to the City has no relationship to the City's Comprehensive Plan, and therefore review of the proposed grant/acquisition by the St. Charles Planning Commission is not required under Minn. Stat. § 462.356, Subd. 2, and is hereby dispensed with as allowed by that statute.

BE IT FURTHER RESOLVED THAT: The City Council hereby: (1) accepts the grant/acquisition of the Property by the Donor to the City; (2) authorizes and directs the City Clerk to (a) seek execution of the deed substantially in the form hereby approved and allowing any necessary minor or technical changes, (b) execute such other documentation as is necessary to accomplish the donation to and acquisition of the Property by the City of St. Charles, and (c) record such executed deed and such other documentation as necessary with the Winona County Recorder's Office and pay such related fees.

PASSED by the City Council of the City of St. Charles on this 28th day of July, 2020.

ATTEST

Janell Dahl, Deputy City Clerk

John Schaber, Mayor

EXHIBIT A

Legal Description of Property

Block 25 of the Original Plat of St. Charles, according to the plat thereof on file at the office of the County Recorder, Winona County, Minnesota, excepting the following:

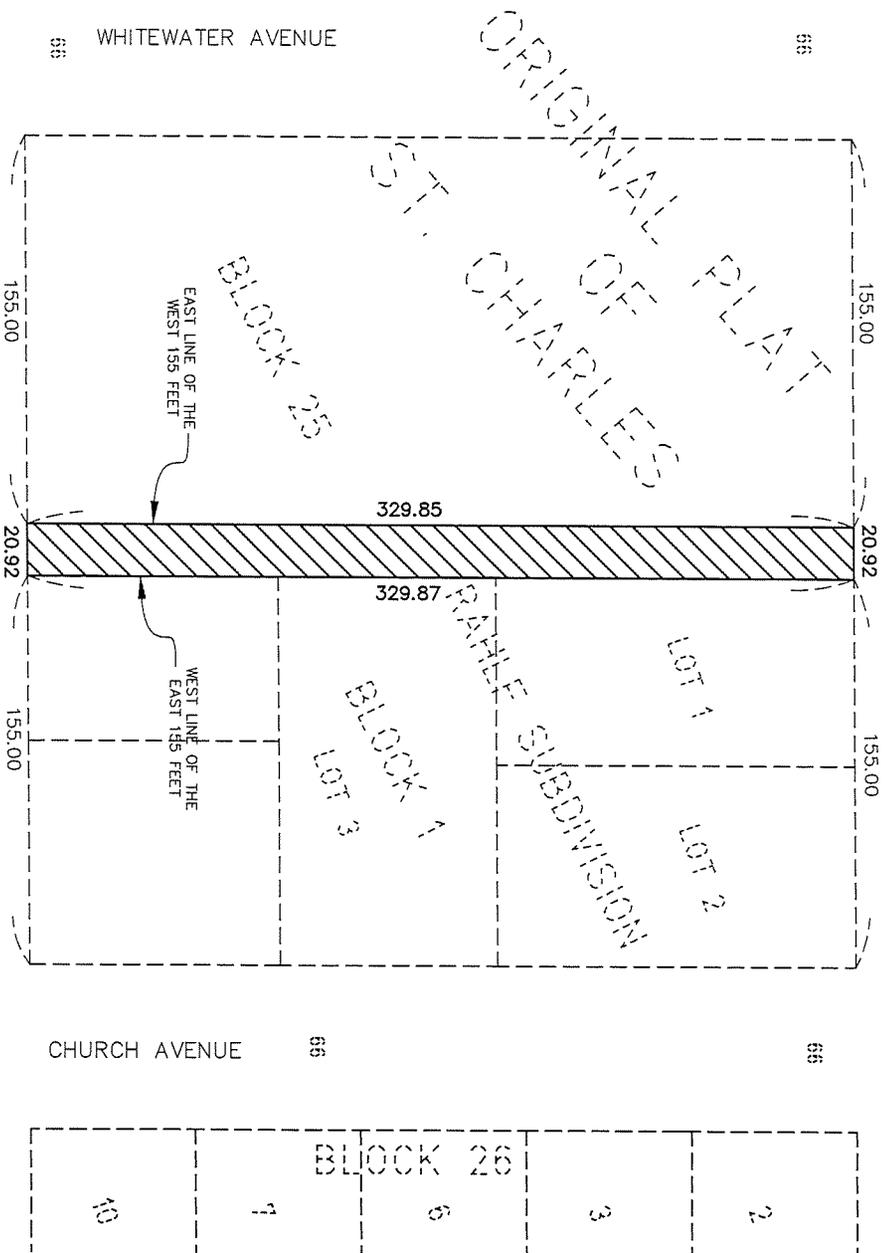
The east 155 feet of Block 25 of the Original Plat of St. Charles.

And

The west 155 feet of Block 25 of the Original Plat of St. Charles.

EXHIBIT B

Depiction of Property



**Request for City Council Action**

Date: July 23, 2020

Requested Council Date: July 26, 2020

Originating Department: Administration

Council Action Requested: Recommendation of Melissa Krusmark as City Accountant

Background Information: On Tuesday, July 21, 2020 the interview committee of Janell Dahl, Cassie Smith and Nick Koverman held seven interviews. After reviewing all of the qualified applicants, while it was a difficult decision, it was the consensus of the committee to offer the position of City Accountant to Melissa Krusmark. Mrs. Krusmark brings with her a Bachelor's Degree in Accounting and Business Management and is a licensed Certified Public Accountant (CPA) with over 10 years of experience in the field.

Mrs. Krusmark's knowledge and experience combined with her personable and professional attitude, her drive to continue learning and ask questions when she doesn't know the answers, experience with the conversion of her company's accounting software programs, and overall pleasant nature, were just some of the attributes the committee recognized as strengths.

It is recommended to offer Mrs. Krusmark the position of City Accountant at the 3rd step (\$58,822.40). If approved Mrs. Krusmark could begin Monday, August 3, 2020.

