



The City Council of the City of St. Charles welcomes you to its Regular Meeting of Tuesday, June 14, 2022 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. June 14, 2022 Agenda	APPROVE
4. Meeting Minutes	APPROVE
-May 10, 2022	
-May 23, 2022	
5. June Payables	APPROVE
6. Notices and Communications (if applicable)	INFORMATION
7. Reports of Boards and Committees:	INFORMATION
7a. Administrator's Report, Nick Koverman	
7b. Public Works Superintendent Report, Kyle Karger (TBD)	
7c. Chief of Police Report, Jose Pelaez	
7d. Ambulance Report, Josh Smith (TBD)	
7e. Library Board Report, David Kramer	
7f. EDA, John Schaber	
7g. School Board, John Steffel	
8. Public Hearing-Pine Ridge Second Tax Abatement	HOLD
9. Resolution # 21-2022 Tax Abatement	APPROVE
10. Public Hearing Ordinance #638 Catalytic Converter	HOLD
11. Ordinance #638 Catalytic Converter (1 st Reading)	APPROVE
12. Public Hearing Ordinance #639 Utility Billing Process	HOLD
13. Ordinance #639 Amending Utility Billing (1 st Reading)	APPROVE
14. Advertisement for Bids -2022 Stream Debris Project	APPROVE
15. Summer PD Intern Request	APPROVE
16. Community Policing Letter Request	APPROVE
17. Public Project Fine Mural Request	APPROVE
18. Accept EDA Resignation-Jon Marley	APPROVE
19. Tim Gossman-EDA Appointment	APPROVE
20. LMCIT Insurance Updates	DISCUSS

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

***Attachment. Questions? Contact Nick Koverman at St. Charles City Hall at 932-3020 or by email at nkoverman@stcharlesmn.org.**



MEMORANDUM for the CITY COUNCIL of St. Charles for
Tuesday, June 14, 2022

- 8. Public Hearing-Pine Ridge Second Tax Abatement.**
- 9. Resolution #21-2022 Approving Tax Abatement- Pine Ridge Second.** Please see enclosed resolution for consideration.
- 10. Public Hearing--Ordinance #638 Catalytic Converter.** A public hearing will be held for consideration of the proposed ordinance.
- 11. Ordinance #638 Catalytic Converter (1st Reading).** Please see the enclosed ordinance for consideration.
- 12. Public Hearing Ordinance #639 Utility Billing Process.** A public hearing will be held for consideration of the proposed ordinance.
- 13. Ordinance #639 Amending Utility Billing (1st Reading).** Please see the enclosed ordinance for consideration.
- 14. Advertisement for Bids -2022 Stream Debris Project.** Daren Sikkink from WHKS will be present to briefly highlight the proposed 2022 Stream Debris Cleanup Project and the approval to advertise for bids is requested.
- 15. Summer PD Intern Request.** Please see the enclosed request.
- 16. Community Policing Letter Request.** Chief Pelaez will be present to discuss a proposal to seek community partners for additional Community Policing Strategies utilized in many other Minnesota communities.
- 17. Public Project Fine Mural Request.** Enclosed is a request from Project Fine for the use of display space at City Park that will be part of Welcoming Week events. The proposal was recommended for approval by the St. Charles Park Board.
- 18. Accept EDA Resignation-Jon Marley.** A resignation was received from Jon Marley for his position on the EDA. Approval is recommended.
- 19. Tim Gossman-EDA Appointment.** Approval is recommended to fill Mr. Marley's unexpired term (Dec. 31, 2028). Mr. Gossman has been approved by Merchants Bank to serve in Mr. Marley's vacancy.
- 20. LMCIT Insurance Updates.** Various updates will be provided regarding the claims that staff is currently working to resolve.

MINUTES of the ST. CHARLES CITY COUNCIL
for Tuesday, May 10, 2022 held at 6:00 p.m. at
830 Whitewater Avenue,
St. Charles, Minnesota

MEMBERS PRESENT:

Councilmen:

Mayor John Schaber

Dave Braun

John Steffel

Wayne Getz

David Kramer

STAFF PRESENT: Melissa Krusmark (City Accountant), Scott Bunke (Public Works Foreman), Cris Gastner (EDA Director) and Nick Koverman (City Administrator).

OTHERS IN ATTENDANCE: Jason Boynton (Smith Schafer & Associates), Mike Bubany (David Drown & Associates), and Kim Irlke (St. Charles Press).

1. ESTABLISH QUORUM/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: Addition of item 24. #18-2022 Calling for an Abatement Hearing

Motion to approve the agenda.

Motion to approve: **Dave Braun**

No further discussion.

Motion carried.

4. Meeting Minutes

April 12, 2022

Motion to approve: **John Steffel**

No further discussion.

Motion declared carried.

April 13, 2022 Board of Equalization

Motion to approve: **David Kramer**

No further discussion.

Motion declared carried.

March 22, 2022

Motion to approve: **Wayne Getz**

No further discussion

Motion declared carried.

5. May Payables. No questions were asked.

Motion to approve: **John Steffel**

No further discussion.

Motion declared carried.

6. Notices and communications: None.

7. Reports of Boards and Committee: Chief Pelaez updated the Council regarding a squad car graphics art contest sponsored with the 3rd, 4th, and 5th grades at the St. Charles Elementary School. One graphic from each grade would be selected and featured on rear quarter panel of the new 2022 police squads. The

winners had not been notified at that time. Chief Pelaez also thanked the police department intern for her support over the past several weeks. The mayor shared that recruiting efforts for the ambulance were ongoing and that staffing the schedule was still the primary concern and focus of the director's attention. Various other reports were given.

8. Special Assessment Hearing 9. #13-2022 Approving a Special Assessment. It was discussed that at this time, staff was requesting a motion to table upon further review through legal staff. A motion to table the hearing and item #9 was motioned.

Motion to approve: **Dave Braun**

No further discussion.

Motion carried.

10. 2021 St. Charles Audit – Smith Schafer & Associates. Jason Boynton of Smith Schafer & Associates presented the City's 2021 Audit. Mr. Boynton shared highlights of the 2021 audit and stated that the city received a "clean" opinion and no issues were found or determined. He summarized that the General Fund reserve balance was at 42 percent, which is in between the policy of 25-50 percent, all debt payments were being paid in a timely fashion, rates are keeping pace with costs and debt service requirements. Local Government Aid (LGA) represented 32 percent of the general fund revenues (\$994,602), while local tax levies support 42 percent of revenues, with fees covering the additional amounts. Council thanked Mr. Boynton for his time.

11. Public Hearing for Consideration of TIF 1-10 NRB Metals. A motion to open the public hearing at 6:36 p.m.

Motion to approve: **Dave Braun**

Seconded: **John Steffel**

No further discussion.

Motion carried.

Mayor Schaber called for anyone interested in speaking on behalf of the creation of a proposed TIF District to support a business expansion by NRB Metals. Mayor Schaber called once, twice, three times. Hearing no one, he called for a motion to close the public hearing at 6:37 p.m.

Motion to approve: **David Kramer**

Seconded by: **Wayne Getz**

No further discussion.

Motion carried.

EDA Director Cris Gastner highlighted the proposed \$1 million expansion project at NRB Metals. The proposed TIF assistance would be structured as a Pay As You Go, which is customary, over 10 years for a total of \$120,000 plus interest. He reminded Council that the City has participated in the previous two expansions and that the mechanism has worked and was able to be utilized to see the projects realized. The EDA recommended approval and Mike Bubany of David Drown & Associates had put together the plan which received approval. Mr. Gastner asked for any questions/concerns. Council thanked him for his time.

12. Resolution #14-2022 TIF 1-10 NRB. Mayor Schaber asked for any additional comment. Hearing none, he called for a motion to approve the resolution as presented. A motion was made to approve the resolution and plan as presented.

Motion to approve: **David Kramer**

Seconded by: **Dave Braun**

No further discussion.

Motion carried.

13. NRB TIF Development Agreement. With no further questions, a motion was made to approve the TIF Development Agreement.

Motion to approve: **Dave Braun**

No further discussion.

Motion carried.

24. #18-2022 Setting of Public Hearing for Consideration of Tax Abatement-Pine Ridge 2nd. Cris Gastner relayed that a request was received from Dan Pearson, developer for Pine Ridge 2nd, for the consideration of tax abatement toward the proposed Pine Ridge Second Subdivision. The request was only to set the public hearing date at this time. The EDA would consider the plan and forward a recommendation to the City Council that would then be discussed at the proposed June 14th public hearing date after working the proposal and plan with Mike Bubany. A motion and seconded was made to approve the resolution as presented.

Motion to approve: **John Steffel**

Seconded by: **David Kramer**

No further discussion.

Motion carried.

14. Proposed 2023 Electric Project Proposal. Admin. Koverman led the discussion highlighting the enclosed Council memo and related information from city electrical engineer James Parrow. Over the last several months, the electric utility department has been planning out and exploring a scope of project to replace 70+ year old underground concentric services, while also removing several overhead services and moving them to more reliable and stable underground facilities. Mr. Parrow had review up to 12 proposed projects and estimated the cost at approximately \$750,000.00. In consultation with Mr. Bubany of David Drown & Associates, it was discussed which financial mechanism would be most advantageous to the City. He recommended using cash reserves as he detailed that the reserves would be replenished over time. He did urge that Council should pass a future intent to reimburse resolution so that if they decided to bond for utility funds in the future for any unforeseen event, that they have that option. Public Works Foreman Scott Bunke was present and shared that the reasoning the electric department was presenting the request so early was that through discussions with Mr. Parrow and several other utilities, projects slated for 2023 were being ordered now, as supply issues and shortages were anticipated. No down payment or purchase is required to make the order and thus the cost could be placed in the 2023 project, but getting on the list was the most important aspect. Mayor Schaber asked Council for any thoughts, questions or concerns. Hearing none, a motion was made to approve having staff move forward with the proposed 2023 electric project.

Motion to approve: **Wayne Getz**

No further discussion.

Motion carried.

15. Resolution #15-2022 4-day Temporary Liquor License. This is an annual resolution for approval for the Winona County Fairgrounds to the American Legion for the annual liquor license. A motion was moved for approval.

Motion to approve: **John Steffel**

No further discussion.

Motion carried.

16. Resolution #16-2022 1-day Temporary Liquor License. This is the annual resolution for the same above event for the Winona County Fair.

Motion to approve: **Dave Braun**

No further discussion.

Motion carried.

17. 2022 Summer Park & Rec Hires. The list of summer hires was presented to the St. Charles Park Board and recommended for approval. A motion to approve the list was moved.

Motion to approve: **David Kramer**

No further discussion.

Motion carried.

18. 2022 Glad Days Button Contest Winner. The Park Board reviewed the various entries and recommended approval of Daltyn McCready in Mrs. Young's 6th grade class. A motion was made to approve McCready as the button contest winner.

Motion to approve: **Wayne Getz**

No further discussion.

Motion carried.

19. EMT Hiring Recommendation. Mayor Schaber read the recommendation of Paige Dailey for the St. Charles Ambulance Association. A motion was made to approve the hiring.

Motion to approve: **David Kramer**

No further discussion.

Motion carried.

20. Resolution #17-2022 Accepting a Donation from the Moose Lodge #1114. A motion was made to the St. Charles Fire Department and the St. Charles Ambulance in the amount of \$5,000.00. Half of the proceeds was earmarked toward the purchase of a statue for the EMS building. A motion was made to approve the resolution as presented.

Motion to approve: **Dave Braun**

No further discussion.

Motion carried.

21. 2022 SEMCAC CIP Contract. A proposed 2022 agreement was presented. An additional item was listed according to Mr. Koverman that was recommended by SEMCAC. The contract fulfills the State's requirement for Conservation Improvement Programs for low income. A motion was made to approve the contract as presented.

Motion to approve: **Wayne Getz**

No further discussion.

Motion carried.

22. Habitat For Humanity-Parkland Dedication Request. The waiving of fees for up to 6 lots for parkland dedication was discussed at the Park Board Monday evening. Clm. Braun relayed that because of the proposed partnership between Habitat, a non-profit entity, and Winona County, the Park Board recommended approval. Council concurred with the recommendation and a motion was made to approve the request by Habitat for Humanity to waive the associated parkland dedication fees.

Motion to approve: **John Steffel**

No further discussion.

Motion carried.

23. May Council Date change—May 23, 2022. Given the special election that will take place on Tuesday, May 24, it was requested that Council meet Monday, May 23rd at 6 p.m. All members agreed to the time and a motion was made to move the Council date to the proposed Monday, May 23rd at 6 p.m.

Motion to approve: **David Kramer**

No further discussion.

Motion carried.

Unscheduled Public Appearances. None.

Motion to adjourn at 7:05 p.m.: **Wayne Getz**

No further discussion.

Motion carried.

ATTEST

John Schaber, Mayor

Nick Koverman, City Administrator

MINUTES of the ST. CHARLES CITY COUNCIL
for Monday, May 23, 2022 held at 6:00 p.m. at
830 Whitewater Avenue,
St. Charles, Minnesota

MEMBERS PRESENT:

Councilmen:

Mayor John Schaber

Dave Braun

John Steffel

Wayne Getz

David Kramer

STAFF PRESENT: Nick Koverman (City Administrator) and Brandon Fitzsimmons (Flaherty & Hood) via TEAMS.

OTHERS IN ATTENDANCE: Kim Irlhke, (St. Charles Press) and Dan Pearson (Pearson Builders Inc.)

1. ESTABLISH QUORUM/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: **Dave Braun**

No discussion.

Motion carried.

4. Notices and communications. None

5. Review of Financials. No questions or comments. A motion was made to approve the financials as presented.

Motion to approve: **David Kramer**

No further discussion.

Motion carried.

6. Resolution #19-2022 Preliminary/Final Plat Approval Whitewater Industrial Park III. Admin. Koverman briefly highlighted that the Planning & Zoning Commission reviewed the Preliminary and Final Plan for the proposed development of 5 lots for Whitewater Industrial Park III. City engineer Daren Sikkink provided a memo and recommended contingent approval of the plat with a final review of the construction plans and payment of fees associated with the development. No questions were asked and a motion to approve the resolution contingent upon the engineer's memo and recommendation was moved.

Motion to approve: **Wayne Getz**

No further discussion.

Motion carried.

7. Temporary Drainage/Utility Easement Outlot A. Admin. Koverman relayed that questions around the reasoning for the temporary versus perpetual easement on the exhibit were questioned at the P&Z meeting. Through clarification, the various utilities that exist in Outlot A would be temporary until such time of platting or 2 years from the date of approval. An additional electrical easement was added to the exhibit that would provide the easement for Mr. Walch's house that would be approved as part of his minor subdivision. With that information, a motion was made to approve the temporary drainage/utility easement of Outlot A.

Motion to approve: **David Kramer**

No further discussion.

Motion carried.

8. Minor Subdivision—Walch. Admin. Koverman reviewed with the Council that staff worked with legal counsel to concur that Mr. Walch could seek a minor subdivision of the land deemed Outlot A and that private services could be installed to that parcel. However, per the development agreement, Alissa Harrington of Flaherty & Hood also noted that a development agreement should accompany the minor subdivision. Koverman was continuing to work with legal counsel to finalize the document, but that the minor subdivision could be approved contingent upon the signing of the development agreement. A motion was made to approve the minor subdivision request contingent upon the approval of a development agreement.

Motion to approve: **David Kramer**

No further discussion.

Motion declared carried.

9. Resolution #20-2022 Accepting an Ambulance Donation (City of Dover). A motion to approve the donation in the amount of \$3,000.00 for the St. Charles Ambulance was approved.

Motion to approve: **Dave Braun**

No further discussion.

Motion declared carried.

10. Pay Request No 9 Maguire Iron, INC. A motion to approve the final pay request in the amount of \$5,000.00 was moved.

Motion to approve: **Wayne Getz**

No further discussion.

Motion declared carried.

11. CLOSED SESSION---Labor Negotiations Strategy pursuant to Minn. Stat. 13D.03 Subd. 1. A motion to close the meeting was moved at 6:10 p.m.

Motion to approve: **Dave Braun**

Second by: John Steffel

No further discussion.

Motion declared carried.

Those present included the following: John Schaber, Wayne Getz, Dave Braun, David Kramer, John Steffel, Admin. Koverman, and City Attorney Brandon Fitzsimmons (via TEAMS).

The Council reopened the public meeting at 6:40 p.m.

12. Job Classification and Compensation Study Update. Mayor Schaber called for a motion to approve the 2022 Job Classification and Compensation Study Update as presented by Flaherty & Hood and the motion was so moved.

Motion to approve: **Dave Braun**

No further discussion.

Motion carried.

UNSCHEDULED PUBLIC APPEARANCES

None.

A motion to adjourn at 6:42 p.m.

Motion to approve: **Wayne Getz**

No further discussion.

Motion carried.

John Schaber, Mayor

ATTEST:

Nick Koverman, City Administrator

300 Centennial Office Building
658 Cedar Street
St. Paul, MN 55155
Telephone: 651-201-2473
TTY: 651-297-4357



Nick Koverman, Administrator
City of St. Charles
830 Whitewater Ave
St. Charles, MN 55972-1129

Dear Clerk:

The State Demographer is required by law to produce annual population and household estimates for each of Minnesota's cities and townships. Enclosed you will find a sheet containing the April 1, 2021, population and household estimates for your jurisdiction.

These estimates are being sent to you now for review and comment. It's important that our estimates are accurate, as they are used to distribute state aid to cities and townships. If you have questions about how our estimates impact a specific program, please contact the state agency responsible for that program.

The enclosed figures represent estimated population and household changes since the 2020 Census. The number of households corresponds to the number of occupied housing units. A household may be a single family, one person living alone, or any group of people who share the same living area. While we believe that our estimates are usually accurate, we realize there may be occasional problems. For this reason, we value your comments. We may not be aware of such changes as housing demolitions, the gain or loss of group quarters (like college dormitories, nursing homes, etc.), construction of public housing and the gain or loss of mobile homes.

Please note that our estimates:

- pertain to one year ago, not the present;
- have also been sent to your county auditor for review;
- are subject to change and are not considered final until they are released to the Minnesota Department of Revenue in July.

If you are satisfied with our estimates, it is not necessary to contact us or provide any further information. If you wish to challenge our estimates, please send us the appropriate data described in the enclosed challenge guide by **June 24, 2022**. Questions or comments should be directed to Eric Guthrie by email or at the address listed on the letterhead. **Since we are working away from the office during the pandemic, the best way to reach us is by e-mail at local.estimated@state.mn.us.** You may also try to reach us by phone at (651) 201-2473.

Thank you for taking time to review these estimates.

Sincerely,

A handwritten signature in black ink, appearing to read 'Susan Brower', with a long horizontal flourish extending to the right.

Susan Brower
State Demographer

Enclosures

DATE: June 1, 2022
TO: Nick Koverman, Administrator
City of St. Charles
FROM: **Susan Brower**
Minnesota State Demographer
SUBJECT: 2021 Population and Household Estimates

Your April 1, 2021 population estimate is 3,981.

Your April 1, 2021 household estimate is 1,546.

If you have any questions or comments about these estimates, please contact the State Demographic Center, 300 Centennial Office Building, 658 Cedar Street, St. Paul, MN 55155, phone (651) 201-2473 or send an e-mail to local.estimated@state.mn.us. All challenges must be submitted in writing. Please refer to the enclosed sheet for details.

Saint Charles 2021 Drinking Water Report

This report contains important information about your drinking water. Have someone translate it for you, or speak with someone who understands it.

Información importante. Si no la entiende, haga que alguien se la traduzca ahora.

Making Safe Drinking Water

Your drinking water comes from a groundwater source: three wells ranging from 667 to 736 feet deep, that draw water from the Multiple, Wonewoc Sandstone and Wonewoc-Eau Claire aquifers.

Saint Charles works hard to provide you with safe and reliable drinking water that meets federal and state water quality requirements. The purpose of this report is to provide you with information on your drinking water and how to protect our precious water resources.

Contact Kyle Karger, Public Works Director, at 507-932-3020 or kkarger@stcharlesmn.org if you have questions about Saint Charles's drinking water. You can also ask for information about how you can take part in decisions that may affect water quality.

The U.S. Environmental Protection Agency sets safe drinking water standards. These standards limit the amounts of specific contaminants allowed in drinking water. This ensures that tap water is safe to drink for most people. The U.S. Food and Drug Administration regulates the amount of certain contaminants in bottled water. Bottled water must provide the same public health protection as public tap water.

Drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that water poses a health risk. More information about contaminants and potential health effects can be obtained by calling the Environmental Protection Agency's Safe Drinking Water Hotline at 1-800-426-4791.

Saint Charles Monitoring Results

This report contains our monitoring results from January 1 to December 31, 2021.

We work with the Minnesota Department of Health to test drinking water for more than 100 contaminants. It is not unusual to detect contaminants in small amounts. No water supply is ever completely free of contaminants. Drinking water standards protect Minnesotans from substances that may be harmful to their health.

Learn more by visiting the Minnesota Department of Health's webpage [Basics of Monitoring and testing of Drinking Water in Minnesota](https://www.health.state.mn.us/communities/environment/water/factsheet/sampling.html) (<https://www.health.state.mn.us/communities/environment/water/factsheet/sampling.html>).

How to Read the Water Quality Data Tables

The tables below show the contaminants we found last year or the most recent time we sampled for that contaminant. They also show the levels of those contaminants and the Environmental Protection Agency's limits. Substances that we tested for but did not find are not included in the tables.

We sample for some contaminants less than once a year because their levels in water are not expected to change from year to year. If we found any of these contaminants the last time we sampled for them, we included them in the tables below with the detection date.

We may have done additional monitoring for contaminants that are not included in the Safe Drinking Water Act. To request a copy of these results, call the Minnesota Department of Health at 651-201-4700 between 8:00 a.m. and 4:30 p.m., Monday through Friday.

Some contaminants are monitored regularly throughout the year, and rolling (or moving) annual averages are used to manage compliance. Because of this averaging, there are times where the Range of Detected Test Results for the calendar year is lower than the Highest Average or Highest Single Test Result, because it occurred in the previous calendar year.

Definitions

- **AL (Action Level):** The concentration of a contaminant which, if exceeded, triggers treatment or other requirements which a water system must follow.
- **EPA:** Environmental Protection Agency
- **MCL (Maximum contaminant level):** The highest level of a contaminant that is allowed in drinking water. MCLs are set as close to the MCLGs as feasible using the best available treatment technology.
- **MCLG (Maximum contaminant level goal):** The level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs allow for a margin of safety.
- **MRDL (Maximum residual disinfectant level):** The highest level of a disinfectant allowed in drinking water. There is convincing evidence that addition of a disinfectant is necessary for control of microbial contaminants.
- **MRDLG (Maximum residual disinfectant level goal):** The level of a drinking water disinfectant below which there is no known or expected risk to health. MRDLGs do not reflect the benefits of the use of disinfectants to control microbial contaminants.
- **N/A (Not applicable):** Does not apply.
- **pCi/l (picocuries per liter):** A measure of radioactivity.
- **ppb (parts per billion):** One part per billion in water is like one drop in one billion drops of water, or about one drop in a swimming pool. ppb is the same as micrograms per liter ($\mu\text{g/l}$).
- **ppm (parts per million):** One part per million is like one drop in one million drops of water, or about one cup in a swimming pool. ppm is the same as milligrams per liter (mg/l).
- **PWSID:** Public water system identification.

Monitoring Results – Regulated Substances

LEAD AND COPPER – Tested at customer taps.

Contaminant (Date, if sampled in previous year)	EPA's Ideal Goal (MCLG)	EPA's Action Level	90% of Results Were Less Than	Number of Homes with High Levels	Violation	Typical Sources
Lead (07/20/20)	0 ppb	90% of homes less than 15 ppb	<0.5 ppb	0 out of 20	NO	Corrosion of household plumbing.
Copper (07/20/20)	0 ppm	90% of homes less than 1.3 ppm	0.58 ppm	0 out of 20	NO	Corrosion of household plumbing.

INORGANIC & ORGANIC CONTAMINANTS – Tested in drinking water.

Contaminant (Date, if sampled in previous year)	EPA's Ideal Goal (MCLG)	EPA's Limit (MCL)	Highest Average or Highest Single Test Result	Range of Detected Test Results	Violation	Typical Sources
Combined Radium	0 pCi/l	5.4 pCi/l	5.9 pCi/l	1.1 - 5.9 pCi/l	NO	Erosion of natural deposits.
Barium (12/21/17)	2 ppm	2 ppm	0.07 ppm	N/A	NO	Discharge of drilling wastes; Discharge from metal refineries; Erosion of natural deposit.
Xylenes	10 ppm	10 ppm	0 ppm	N/A	NO	Discharge from petroleum factories; Discharge from chemical factories.
Gross Alpha	0 pCi/l	15.4 pCi/l	3.2 pCi/l	0.0 - 3.2 pCi/l	NO	Erosion of natural deposits.

Potential Health Effects and Corrective Actions (If Applicable)

Combined Radium: During the year our system had a combined radium result that was greater than the MCL. By the end of the year, only one quarterly sample had been collected.

Since there is variability in sampling results, and this is not an acute contaminant, four quarterly sample results are used to determine compliance. Quarterly monitoring for combined radium is being conducted on our system.

CONTAMINANTS RELATED TO DISINFECTION – Tested in drinking water.

Substance (Date, if sampled in previous year)	EPA's Ideal Goal (MCLG or MRDLG)	EPA's Limit (MCL or MRDL)	Highest Average or Highest Single Test Result	Range of Detected Test Results	Violation	Typical Sources
Total Chlorine	4.0 ppm	4.0 ppm	1.23 ppm	0.98 - 1.48 ppm	NO	Water additive used to control microbes.

OTHER SUBSTANCES – Tested in drinking water.

Substance (Date, if sampled in previous year)	EPA's Ideal Goal (MCLG)	EPA's Limit (MCL)	Highest Average or Highest Single Test Result	Range of Detected Test Results	Violation	Typical Sources
Fluoride	4.0 ppm	4.0 ppm	0.79 ppm	0.69 - 0.82 ppm	NO	Erosion of natural deposits; Water additive to promote strong teeth.

Potential Health Effects and Corrective Actions (If Applicable)

Fluoride: Fluoride is nature's cavity fighter, with small amounts present naturally in many drinking water sources. There is an overwhelming weight of credible, peer-reviewed, scientific evidence that fluoridation reduces tooth decay and cavities in children and adults, even when there is availability of fluoride from other sources, such as fluoride toothpaste and mouth rinses. Since studies show that optimal fluoride levels in drinking water benefit public health, municipal community water systems adjust the level of fluoride in the water to an optimal concentration between 0.5 to 0.9 parts per million (ppm) to protect your teeth. Fluoride levels below 2.0 ppm are not expected to increase the risk of a cosmetic condition known as enamel fluorosis.

Some People Are More Vulnerable to Contaminants in Drinking Water

Some people may be more vulnerable to contaminants in drinking water than the general population. Immuno-compromised persons such as persons with cancer undergoing chemotherapy, persons who have

undergone organ transplants, people with HIV/AIDS or other immune system disorders, some elderly, and infants can be particularly at risk from infections. The developing fetus and therefore pregnant women may also be more vulnerable to contaminants in drinking water. These people or their caregivers should seek advice about drinking water from their health care providers. EPA/Centers for Disease Control (CDC) guidelines on appropriate means to lessen the risk of infection by *Cryptosporidium* and other microbial contaminants are available from the Safe Drinking Water Hotline at 1-800-426-4791.

Learn More about Your Drinking Water

Drinking Water Sources

Minnesota's primary drinking water sources are groundwater and surface water. Groundwater is the water found in aquifers beneath the surface of the land. Groundwater supplies 75 percent of Minnesota's drinking water. Surface water is the water in lakes, rivers, and streams above the surface of the land. Surface water supplies 25 percent of Minnesota's drinking water.

Contaminants can get in drinking water sources from the natural environment and from people's daily activities. There are five main types of contaminants in drinking water sources.

- **Microbial contaminants**, such as viruses, bacteria, and parasites. Sources include sewage treatment plants, septic systems, agricultural livestock operations, pets, and wildlife.
- **Inorganic contaminants** include salts and metals from natural sources (e.g. rock and soil), oil and gas production, mining and farming operations, urban stormwater runoff, and wastewater discharges.
- **Pesticides and herbicides** are chemicals used to reduce or kill unwanted plants and pests. Sources include agriculture, urban stormwater runoff, and commercial and residential properties.
- **Organic chemical contaminants** include synthetic and volatile organic compounds. Sources include industrial processes and petroleum production, gas stations, urban stormwater runoff, and septic systems.
- **Radioactive contaminants** such as radium, thorium, and uranium isotopes come from natural sources (e.g. radon gas from soils and rock), mining operations, and oil and gas production.

The Minnesota Department of Health provides information about your drinking water source(s) in a source water assessment, including:

- How Saint Charles is protecting your drinking water source(s);
- Nearby threats to your drinking water sources;
- How easily water and pollution can move from the surface of the land into drinking water sources, based on natural geology and the way wells are constructed.

Find your source water assessment at [Source Water Assessments](https://www.health.state.mn.us/communities/environment/water/swp/swa) (<https://www.health.state.mn.us/communities/environment/water/swp/swa>) or call 651-201-4700 between 8:00 a.m. and 4:30 p.m., Monday through Friday.

Lead in Drinking Water

You may be in contact with lead through paint, water, dust, soil, food, hobbies, or your job. Coming in contact with lead can cause serious health problems for everyone. There is no safe level of lead. Babies, children under six years, and pregnant women are at the highest risk.

Lead is rarely in a drinking water source, but it can get in your drinking water as it passes through lead service lines and your household plumbing system. Saint Charles is responsible for providing high quality drinking water, but it cannot control the plumbing materials used in private buildings.

Read below to learn how you can protect yourself from lead in drinking water.

1. **Let the water run** for 30-60 seconds before using it for drinking or cooking if the water has not been turned on in over six hours. If you have a lead service line, you may need to let the water run longer. A service line is the underground pipe that brings water from the main water pipe under the street to your home.
 - You can find out if you have a lead service line by contacting your public water system, or you can check by following the steps at: <https://www.mprnews.org/story/2016/06/24/npr-find-lead-pipes-in-your-home>
 - The only way to know if lead has been reduced by letting it run is to check with a test. If letting the water run does not reduce lead, consider other options to reduce your exposure.
2. **Use cold water** for drinking, making food, and making baby formula. Hot water releases more lead from pipes than cold water.
3. **Test your water.** In most cases, letting the water run and using cold water for drinking and cooking should keep lead levels low in your drinking water. If you are still concerned about lead, arrange with a laboratory to test your tap water. Testing your water is important if young children or pregnant women drink your tap water.
 - Contact a Minnesota Department of Health accredited laboratory to get a sample container and instructions on how to submit a sample:
[Environmental Laboratory Accreditation Program](https://eldo.web.health.state.mn.us/public/accreditedlabs/labsearch.seam)
<https://eldo.web.health.state.mn.us/public/accreditedlabs/labsearch.seam>
 The Minnesota Department of Health can help you understand your test results.
4. **Treat your water** if a test shows your water has high levels of lead after you let the water run.
 - Read about water treatment units:
[Point-of-Use Water Treatment Units for Lead Reduction](https://www.health.state.mn.us/communities/environment/water/factsheet/poulead.html)
<https://www.health.state.mn.us/communities/environment/water/factsheet/poulead.html>

Learn more:

- Visit [Lead in Drinking Water](https://www.health.state.mn.us/communities/environment/water/contaminants/lead.html)
<https://www.health.state.mn.us/communities/environment/water/contaminants/lead.html>
- Visit [Basic Information about Lead in Drinking Water](http://www.epa.gov/safewater/lead) (<http://www.epa.gov/safewater/lead>)
- Call the EPA Safe Drinking Water Hotline at 1-800-426-4791. To learn about how to reduce your contact with lead from sources other than your drinking water, visit [Common Sources](https://www.health.state.mn.us/communities/environment/lead/fs/common.html)
<https://www.health.state.mn.us/communities/environment/lead/fs/common.html>.

Help Protect Our Most Precious Resource – Water

The Value of Water

Drinking water is a precious resource, yet we often take it for granted.

Throughout history, civilizations have risen and fallen based on access to a plentiful, safe water supply. That's still the case today. Water is key to healthy people and healthy communities.

Water is also vital to our economy. We need water for manufacturing, agriculture, energy production, and more. One-fifth of the U.S. economy would come to a stop without a reliable and clean source of water.

Systems are in place to provide you with safe drinking water. The state of Minnesota and local water systems work to protect drinking water sources. For example, we might work to seal an unused well to prevent contamination of the groundwater. We treat water to remove harmful contaminants. And we do extensive testing to ensure the safety of drinking water.

If we detect a problem, we take corrective action and notify the public. Water from a public water system like yours is tested more thoroughly and regulated more closely than water from any other source, including bottled water.

Conservation

Conservation is essential, even in the land of 10,000 lakes. For example, in parts of the metropolitan area, groundwater is being used faster than it can be replaced. Some agricultural regions in Minnesota are vulnerable to drought, which can affect crop yields and municipal water supplies.

We must use our water wisely. Below are some tips to help you and your family conserve – and save money in the process.

- Fix running toilets—they can waste hundreds of gallons of water.
- Turn off the tap while shaving or brushing your teeth.
- Shower instead of bathe. Bathing uses more water than showering, on average.
- Only run full loads of laundry, and set the washing machine to the correct water level.
- Only run the dishwasher when it's full.
- Use water-efficient appliances (look for the WaterSense label).
- Use water-friendly landscaping, such as native plants.
- When you do water your yard, water slowly, deeply, and less frequently. Water early in the morning and close to the ground.
- Learn more
 - [Minnesota Pollution Control Agency's Conserving Water webpage \(https://www.pca.state.mn.us/living-green/conserving-water\)](https://www.pca.state.mn.us/living-green/conserving-water)
 - [U.S. Environmental Protection Agency's WaterSense webpage \(https://www.epa.gov/watersense\)](https://www.epa.gov/watersense)

Reduce Backflow at Cross Connections

Bacteria and chemicals can enter the drinking water supply from polluted water sources in a process called backflow. Backflow occurs at connection points between drinking water and non-drinking water supplies (cross connections) due to water pressure differences.

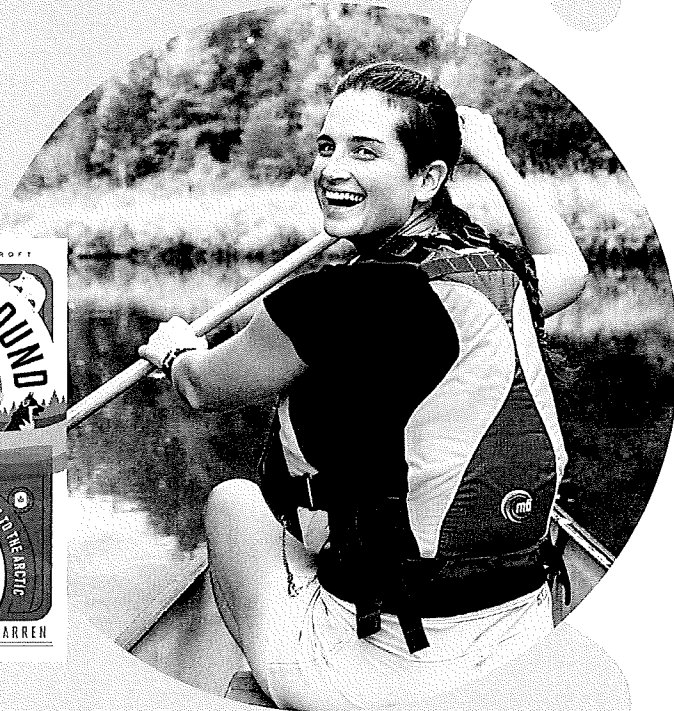
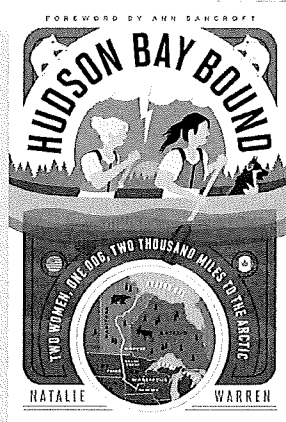
For example, if a person sprays an herbicide with a garden hose, the herbicide could enter the home's plumbing and then enter the drinking water supply. This could happen if the water pressure in the hose is greater than the water pressure in the home's pipes.

Property owners can help prevent backflow. Pay attention to cross connections, such as garden hoses.

The Minnesota Department of Health and American Water Works Association recommend the following:

- Do not submerge hoses in buckets, pools, tubs, or sinks.
- Keep the end of hoses clear of possible contaminants.
- Do not use spray attachments without a backflow prevention device. Attach these devices to threaded faucets. Such devices are inexpensive and available at hardware stores.
- Use a licensed plumber to install backflow prevention devices.
- Maintain air gaps between hose outlets and liquids. An air gap is a vertical space between the water outlet and the flood level of a fixture (e.g. the space between a wall-mounted faucet and the sink rim). It must be at least twice the diameter of the water supply outlet, and at least one inch.
- Commercial property owners should develop a plan for flushing or cleaning water systems to minimize the risk of drawing contaminants into uncontaminated areas.

THE FIRST WOMAN TO
CANOE FROM MINNEAPOLIS
TO HUDSON BAY :
**NATALIE
WARREN**



MINNESOTA AUTHOR TOUR 2022

ST. CHARLES PUBLIC LIBRARY

JUNE 27, 2022 ~ 6:30PM

507.932.3227



**MINNESOTA
LIBRARY LEGACY**



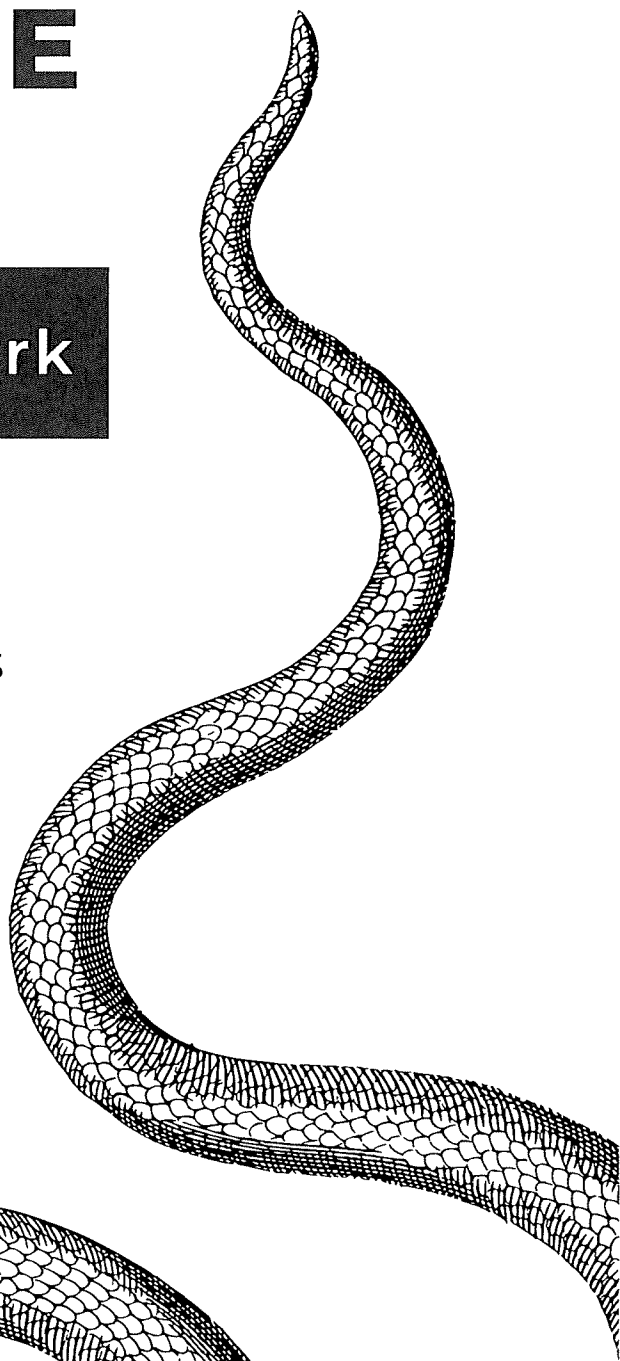
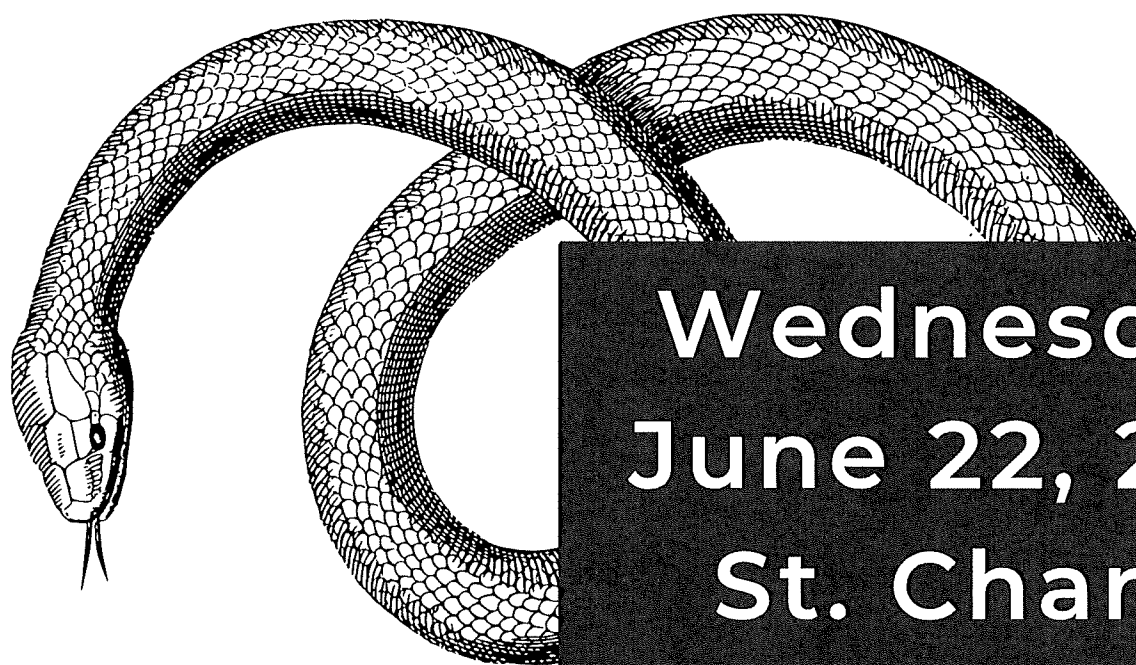
**CLEAN
WATER
LAND &
LEGACY
AMENDMENT**



SNAKES OF THE BLUFFLANDS

With Whitewater State Park

Fifteen of Minnesota's 17 species of snakes, including the timber rattlesnake, live in the blufflands of southeast Minnesota. Come learn about these fascinating creatures and how we can live, work and play alongside them. Bring your camera for photos of live snakes.

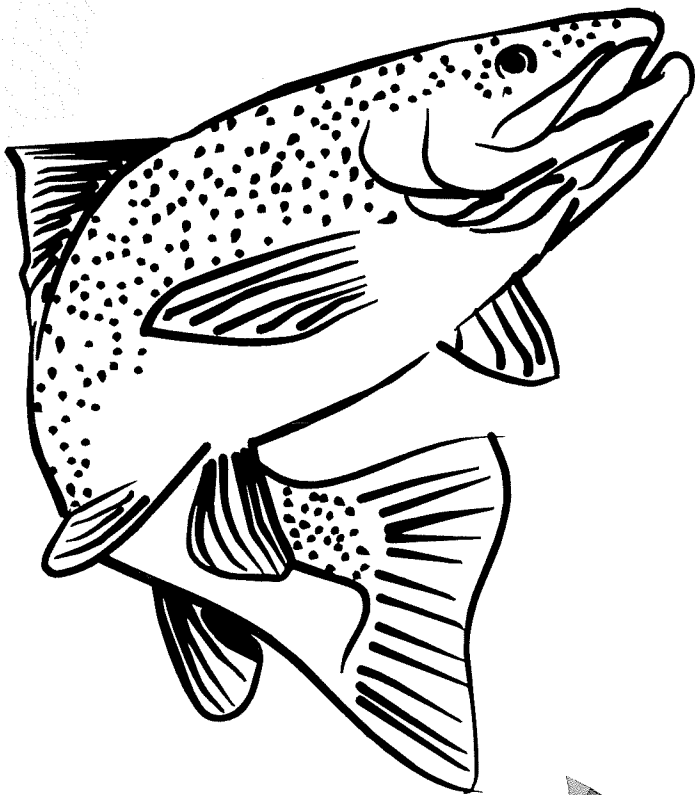


**Wednesday,
June 22, 2 pm
St. Charles
Public Library**

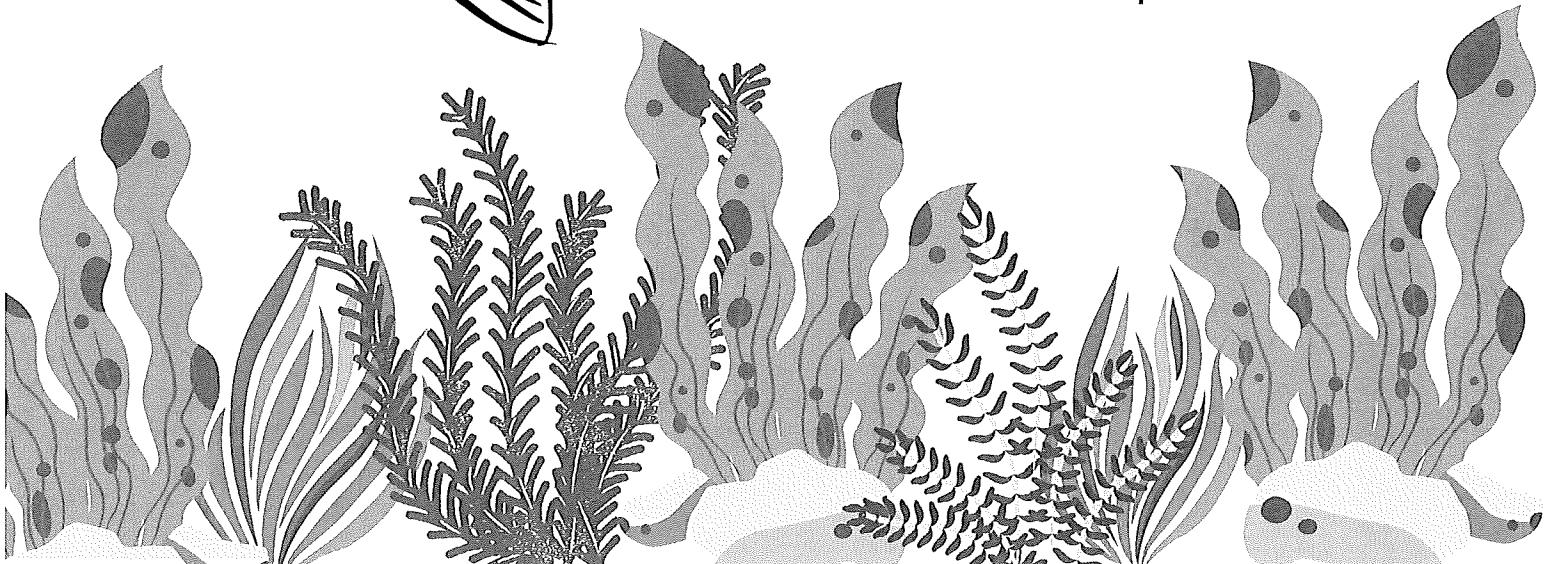
FISH PRINTING

With Whitewater State Park

Thursday, June 30 at 2PM
St. Charles Public Library



Join a naturalist from Whitewater State Park to learn about the fish of Minnesota. We'll paint rubber fish to make fish prints you can keep. This program is free of charge. Ages 3 and older. A parent or caregiver must be present.





City Administrator's Report—May 2022

May 2 – Consulted with F&H on various projects and activities.

May 4-6—Attended the annual Minnesota City/County Manager Association conference.

May 9-13—Shelly Schossow attended the Clerks Institute Training in the Cities.

May 10—Held a St. Charles School Trail meeting with Supt. Apse and WHKS members.

May 11—Mayor Schaber, Clm. Steffel, F&H City Attorney Brandon Fitzsimmons and myself met with representatives from IBEW and the city utility department in the evening to continue discussions.

May 14—City Clean Up Day.

May 17—Attended the professional development training group meeting.

May 18—Attended the SCACF meeting (5:30 p.m) to continue planning for various upcoming projects.

May 19—Held P&Z meeting.

May 20—Continued working with Alissa Harrington (F&H) on special projects.

May 23—Council

May 24—Elections

May 25—Attended professional development group meeting virtually. Attended Green Space meeting in the evening. The group will look to find financial partners to update the green space plan as discussion turned to how the space is being used and what amenities should there be, versus what was proposed in the initial plan.

May 26—Attended the St. Charles School Board meeting at 4:45 p.m. along with Park & Rec Director Rick Schaber to receive approval for the revised trail plan.

St. Charles Police Department
830 Whitewater Ave.
St. Charles, MN 55972
Chief, Jose Pelaez #601
(507) 932-8020



June 14, 2022

- Through the month of May, Officers participated in extra seatbelt enforcement campaign. This enforcement campaign is part of the state's Towards Zero Deaths (TZD) traffic safety program aimed to reduce traffic crashes, injuries, and deaths on Minnesota roads.
- Through the month of May, Officers completed OSHA-mandated *Hearing Conservation* training.
- Through the month of May, Officers completed POST-mandated *Mental Health (part 4 of 4) PATROL* training. This course demonstrates the appropriate use of assessment skills and intervention and de-escalation strategies in scenarios with persons showing signs of mental illness and/or high emotional intensity.
- Through the month of May, Officers completed POST-mandated *Implicit Bias (Part 2 of 2) PATROL* training. This course provides officers with suggestions for reducing the impact of implicit bias on law enforcement decisions and police-community relationships.
- Through the month of May, Officers completed daily department policy trainings (LEXIPOL)
- May 5th and 6th, Chief Pelaez and Officer Floerke presented to the 5th grade class (St. Charles Elementary School) about the consequences of bullying and social media safety.
- May 17th and May 18th, Officers completed POST-mandated annual Use of Force (STORM) training (part 1 of 2).
- May 20th, Officers taught a Kids' Bike Safety class.
- May 25th, Chief Pelaez assisted the St. Charles High School in conducting mock job interviews for 9th graders.
- On May 26th and 27th, Officers completed POST-mandated annual TASER re-certification.
- Officer Renee Hewitt and Officer Myles Wolters graduated from the Minnesota Chiefs of Police (MCPA) – Leadership Academy. The MCPA's Leadership Academy is a 4-day school that helps participant's develop skills on how to make a distinct transition from street officer to supervisor. The academy is taught by seasoned law enforcement leaders and covers topics such as: leadership, ethics in law enforcement, human resources, personnel development, media relations, and team building. Congratulations to both!
- On May 28th, Officers attended the Family Fun Day event at the St. Charles High School.

Respectfully submitted,

Chief, Jose Pelaez

INTEGRITY – RESPECT – EXCELLENCE – HONOR - COMPASSION





St. Charles Police Department

May 26 at 6:03 PM · 🌐

...

Yesterday, Chief Pelaez assisted conducting mock job interviews with 9th graders at the St. Charles High School. Thank you Mrs. Thorson for letting us be part of this great initiative.



Boost this post to get more reach for St. Charles Police Department.

Boost post



Cassara Pelaez, Al Walz and 65 others

2 Comments · 6 Shares



Like



Comment



Share



Most relevant ▼



Write a comment





St. Charles Police Department

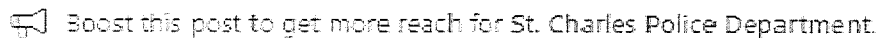
May 28 at 4:46 PM

Today we visited the Family Fun Day event at the St. Charles High School. Many fun activities for the kids, good food, and we even got tattoos!



중·단기 사업

An aerial photograph of the University of Wisconsin-Madison campus. The Old Capitol building, a large, light-colored, multi-story structure with a prominent dome, is the central focus. To its left is a modern, lower building with a dark roof. A large parking lot in the foreground is filled with numerous cars, many of which are dark-colored and appear to be vintage or racing cars. A flagpole with the American flag stands to the left of the modern building. The background is filled with dense trees and a clear sky.



Boost post



Figure 1. The effect of the concentration of the inhibitor on the rate of polymerization of the monomer. The reaction conditions were: $[M] = 0.05 \text{ mol/L}$, $[AIBN] = 0.001 \text{ mol/L}$, $[I] = 0.001 \text{ mol/L}$, $[I] = 0.002 \text{ mol/L}$, $[I] = 0.004 \text{ mol/L}$, $[I] = 0.008 \text{ mol/L}$, $[I] = 0.016 \text{ mol/L}$, $[I] = 0.032 \text{ mol/L}$, $[I] = 0.064 \text{ mol/L}$, $[I] = 0.128 \text{ mol/L}$, $[I] = 0.256 \text{ mol/L}$, $[I] = 0.512 \text{ mol/L}$, $[I] = 1.024 \text{ mol/L}$, $[I] = 2.048 \text{ mol/L}$, $[I] = 4.096 \text{ mol/L}$, $[I] = 8.192 \text{ mol/L}$, $[I] = 16.384 \text{ mol/L}$, $[I] = 32.768 \text{ mol/L}$, $[I] = 65.536 \text{ mol/L}$, $[I] = 131.072 \text{ mol/L}$, $[I] = 262.144 \text{ mol/L}$, $[I] = 524.288 \text{ mol/L}$, $[I] = 1048.576 \text{ mol/L}$, $[I] = 2097.152 \text{ mol/L}$, $[I] = 4194.304 \text{ mol/L}$, $[I] = 8388.608 \text{ mol/L}$, $[I] = 16777.216 \text{ mol/L}$, $[I] = 33554.432 \text{ mol/L}$, $[I] = 67108.864 \text{ mol/L}$, $[I] = 134217.728 \text{ mol/L}$, $[I] = 268435.456 \text{ mol/L}$, $[I] = 536870.912 \text{ 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PUBLIC WORKS REPORT – May 2022

- Work on streetlights; rubber goods inspection; power plant & substation report; set 3 phase basement at NAPA alley location; pulled wire on electrical projects; disconnect & reconnect service at 455 Whitewater Ave; repair communication line at power plant; push up brush pile.
- Hooked up secondary pad for temporary electric service; make up elbows on Soppa Drive; pull pipe into transformers on hillcrest; clean show; work with Mastec on projects; energize 3 phase TA at 1019 Whitewater Ave; clean up and stock work trucks; meeting on 2023 projects and future inventory orders.
- Repairs on boulevards Reds Addition; weed spray substation & power plant; repair flagpole at city shop; banners hung on Main Street & highways; checking fence permits; electrical engineering discussions on future projects; put together & hung flowerpots; set back inspections for new houses; repaired lights on I-90; service disconnect/reconnect at 454 Whitewater Ave; and installed new ground grid & basement behind Mac's apartments.
- Fuel up trucks; utility locates; new solar installation report; new inventory and stocking shelves; changed out three secondary pedestals on Hillcrest Drive; ordered electrical material; tested new electric meter; talked with electric suppliers about quotes on materials; transformer orders will take 1.5 years to fill, used to take 1-2 months; MMUA Safety meeting; Whispering Hills seed boulevards & sweep streets.
- Dirt repairs by old shop; repair washed out alleys from spring rains; west first street, edge roads; poured & replaced curbs; cleaned shop; dirt & seed on Brookwood parks; 20) stumps/trees taken out because of Emerald Ash Borer; repaired manhole on St. Charles Ave; Cut arrow template for I-90 turn lane; repainted I-90 turn lane & center stripe; added gravel to shoulder on 20th Street and seeded Bluff & 7th Street.
- Haul compost to city rental pit; inspected and check electrical slings; straightened stop sign on 7th and Bluff Ave; rip rap installed to repair washouts; pushed up brush and compost piles; worked on replacing street signs; picked up downed tree on 7th street; hauling dirt from city rental pit to shop; City saved about five years of dirt and storing at pit from I-90 project; cleared culvert on West 6th Street; organizing & cleaned old street shop by well#5; checked & cleaned storm water catch basins; seeded library lawn; cleaned up town after storm 5/30/22.

- Finals on electric & water for City Hall; worked on well 3 interior all redone & painted; repaired fire hydrants by Loves Truck Stop; nitrate samples; lowered curb stop on Bluff Ave; well chemical delivery from Hawkins; installed new check valve in well #3; bacteria/coliform water samples for monthly/weekly testing; overflowed I-90 water tower; pumped out pit at Hillside Cemetery; City clean up day Saturday May 14th at the shop; read electric and water meters and shut water off at 261 Whitewater Ave for repairs.
- Plumbing problems at 367 East 13th & replaced meter top; got chlorine tested and running at swimming pool; repaired fluoride leak in well; mapped and located manholes and water valves; located water main on 5th Street, hauled water meters to City Hall; inspected valves and manholes for damage from road construction.

Sincerely,
Kyle Karger, Director of Public Works

City of St. Charles
Economic Development Authority
Regular Meeting
Minutes
June 3rd, 2022

1. Meeting was called to order at 7:13 am at City Hall by Chair Bill Spitzer. Present were: Bill Spitzer, Mayor John Schaber, Tim Hoff, Ryan Grobe, EDA Coordinator Cris Gastner, and City Administrator Nick Koverman
2. **Minutes:** The minutes were discussed and approved
3. **Financials:** The financials were discussed and approved
4. **Business Items:**
 - a. Marley Resignation
Gastner informed the Board that Jon Marley had met with he and Koverman a couple weeks earlier to inform them the he was leaving Merchants Bank and moving back to Indiana, and therefore he needed to resign from the EDA board. He was very grateful for his time on our Board and the work that he was able to be a part of with us. Koverman has reached out to Merchants to see about a possible replacement for Marley's seat as past practice has been to have both local banks represented on the EDA board. A motion was made by Hoff and seconded by Schaber to accept Marley's resignation. All Ayes, Motion carries.
 - b. Tax Abatement Public Hearing Recommendation
Due to the uncertainty in the market and the rising infrastructure construction costs and increased home construction costs Pearson builders is requesting Tax Abatement to assist in the infrastructure costs.

Because this would be the first time the City has considered abatement on a market rate housing project based on rising infrastructure costs and dwindling buildable lots, Gastner created a potential structure for the assistance that could be replicated for future developments without putting the City in a negative position. The proposed assistance for Pearson's 12-lot Pine Ridge 2nd Subdivision would be based on a 60% abatement of the City's portion of taxes for up to 10 years. This will provide up to \$120,000 (10k per lot) of pay-as-you-go assistance to the project.

After some discussion to clarify the details of the terms, a motion was made by Hoff and Seconded by Schaber to recommend approval of the request to City Council at their meeting on June 14th. All Ayes, motion carries.
 - c. Koverman and Gastner updated the board on ongoing projects

Meeting was adjourned.

PEARSON BUILDERS INC.



St. Charles, MN

LIC. 7603

1-507-932-5852

April 18, 2022

Attention: St. Charles City Council

I am writing this letter to requesting for tax abatement from the City of St. Charles.

Project description:

Pine Ridge 2nd Subdivision (12 lots)

Objectives of this project:

Provides 12 more lots for people to build new homes

City & Public Benefit for this project:

The benefits of this project to the City of St. Charles are growth of the City's tax base, new housing options for potential new residents that could provide new employees to businesses in the city and/or new students to the School District, new housing options for current residents that would then open their current houses to potential new residents.

Budget breakdown for your project:

See Attached Document

Due to rapidly rising construction costs, this project would not be feasible without the assistance of Tax Abatement from the City of St. Charles. Because of these rising construction costs the pricing for the lots becomes simply too expensive, making the risk for the development too great to move forward.

Should you have any questions please contact me at 507-932-5852 or pearson@hbcsc.net.

Thank you,

Dan Pearson

137 East 15th Street St. Charles MN 55972 pearson@hbcsc.net www.Pearson-Builders.com

City of St. Charles, Minnesota

2022 Tax Abatement

(Pearson Builders)

<i>Task</i>	<i>Completion Date</i>
City Council authorizes preparation of Tax Abatement Plan	5/10/2022
City Council resolution calling public hearing	5/10/2022
Deadline for hearing notice(s) to Official Newspaper	5/26/2022
Hearing Notice published in Official Newspaper	Thursday, 6/2/2022
Public Hearing	Tues., 6:00 P.M., 6/14/2022
City Council resolution approving Tax Abatement	6/14/2022

About 6 years. \$400K taxable values, 3 per year starting in 2023 (hits taxes 2025). Total of 12.

2025	3	7200	7200
2026	3	14400	21600
2027	3	21600	43200
2028	3	28800	72000
2029		28800	100800
2030		28800	129600

CITY OF ST. CHARLES, MINNESOTA

RESOLUTION #21-2022

**RESOLUTION APPROVING
PROPERTY TAX ABATEMENT RELATED TO
PEARSON PROPERTIES, INC. HOUSING PROJECT 2022**

BE IT RESOLVED by the City Council (the "Council") of the City of St. Charles, Minnesota (the "City") as follows:

Section 1. Recitals.

1.01. The City has contemplated granting a property tax abatement in order to assist with the cost of constructing public improvements associated with Pine Ridge Second Subdivision, a single-family residential development located in the City of St. Charles, Minnesota (the "City"), pursuant to Minnesota Statutes Sections 469.1812 through 469.1810 (the "Act").

1.02. Pursuant to Section 469.1813, subd. 2(a) of the Act, the City may identify particular parcels and provide, by resolution, that the City may reduce all or a portion of the City's share of property taxes on the tax parcel in question to reduce all or part of the property tax amount for the political subdivision of the parcel.

1.03. The City has identified certain parcels, specifically all lots associated with the Pine Ridge Second Subdivision (the "Abatement Parcels") on which the City proposes to abate 60% of the City's share of taxes generated by the development of new housing units. Said abatements shall be levied for the purposes of reimbursing Pearson Properties, Inc. (the "Developer") for up to \$120,000 worth of public infrastructure, subject to all the terms and conditions of this resolution.

1.04 The City Abatement on all Abatement Parcels shall not exceed \$120,000 collected over a 10-year period commencing with taxes payable year 2025.

1.05. On June 14, 2022, the City Council conducted a duly noticed public hearing on the Abatement at which the views of all interested persons were heard.

Section 2. Findings.

2.01. It is hereby found and determined that the benefits to the City from the abatement will be at least equal to the costs to the City of the Abatement, because the project will result in the installation of expensive public infrastructure and provide much needed housing opportunities which will have a positive impact on the local economy and would not happen without public assistance.

2.02. It is hereby found and determined that the abatement is in the public interest for the following reasons:

- (a) the abatement will increase tax base by assisting in the construction of single-family residential lots.
- (b) the abatement shall assist with the construction of public infrastructure.

Section 3. Actions Ratified; Abatement Approved.

3.01. The Council hereby ratifies all actions of the City's staff and consultants in arranging for approval of this resolution in accordance with the Act.

3.02. Subject to the provisions of the Act, the Abatement is hereby approved and adopted subject to the terms and conditions noted in the attached Property Tax Abatement Plan, hereby incorporated into this Resolution.

3.03 In accordance with Section 469.1813, subdivision 8 of the Act, in no year shall the abatement, together with all other abatements approved by the City under the Act and paid in that year exceed the greater of 10% of the City's Net Tax Capacity for that year or \$200,000 (the "Abatement Cap"). The City may grant any other abatements permitted under the Act after the date of this resolution, provided that to the extent the total abatements in any year exceed the Abatement Cap, the allocation of Abatement Cap to such other abatements is subordinate to the Abatements under this Resolution.

Approved by the City Council of the City of St. Charles, Minnesota this 14th day of June, 2022.

John Schaber, Mayor

Attest:

Nick Koverman, City Administrator

BASIC TERMS OF DEVELOPMENT CONTRACT

DEVELOPER:

Pearson Properties, Inc.
Dan Pearson, CEO
137 East 15th Street
St. Charles, MN 55972

DEVELOPMENT SITE / Abatement Parcels:

Commencing at the southeast corner of the Northeast Quarter of the Northeast Quarter of said Section 20; thence on an assumed bearing of North 89 degrees 38 minutes 04 seconds West along the south line of said Northeast Quarter of the Northeast Quarter, said south line also being the south line of PINE RIDGE, according to the plat thereof on file at the County Recorder's Office, said Winona County, a distance of 494.51 feet to the southwest corner of said PINE RIDGE and the point of beginning; thence continue North 89 degrees 38 minutes 04 seconds West along said south line of the Northeast Quarter of the Northeast Quarter a distance of 456.18 feet; thence North 00 degrees 21 minutes 56 seconds East 368.34 feet to the southerly line of Block 2, WHISPERING HILLS SIXTH ADDITION, according to the plat thereof on file at said County Recorder's Office; thence North 89 degrees 42 minutes 10 seconds East along said southerly line a distance of 69.36 feet; thence North 01 degree 09 minutes 26 seconds West along said southerly line a distance of 130.91 feet; thence North 01 degree 09 minutes 26 seconds West along said southerly line a distance of 130.91 feet; thence South 89 degrees 38 minutes 04 seconds East along said southerly line a distance of 370.33 feet to the northwest corner of said PINE RIDGE; thence South 01 degree 10 minutes 23 seconds East along the westerly line of said PINE RIDGE a distance of 390.14 feet; thence South 89 degrees 38 minutes 04 seconds East along said westerly line a distance of 9.49 feet; thence South 00 degrees 21 minutes 56 seconds West along said westerly line a distance of 110.00 feet to the point of beginning. Has caused the same to be surveyed and platted as PINE RIDGE SECOND SUBDIVISION and does hereby dedicate to the public for public use the public ways and the utility easements as created by this plat.

Developer Agrees To:

- Subdivide Development Site to Pine Ridge Second Subdivision, a single-family residential development (12 lots).
- Install public improvements to adequately serve the Development Site to the satisfaction of the City's Engineer.
- Indemnify the City for the project.

City Agrees To:

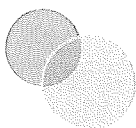
- Authorize Tax Abatement to provide assistance to the project on a pay as you go basis to reimburse infrastructure costs.
- The amount of the assistance shall be capped at the lesser of \$120,000, or;
- 60% of the new City taxes generated by the Development Site over 10 years commencing with taxes payable 2025

City of St. Charles, Minnesota

2022 Property Tax Abatement Plan (Pearson Properties, Inc. Housing Project)

Public Hearing:

June 14, 2022



DDA

David Drown Associates, Inc.
Public Finance Advisors

Minneapolis Office:
5029 Upton Avenue South
Minneapolis, MN 55410
612-920-3320 (phone); 612-605-2375 (fax)
www.daviddrown.com

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Property Tax Abatement Plan (Pearson Properties, Inc. Housing Project)

Introduction

Pearson Properties, Inc. (the "Developer") is proposing to construct a new 12-lot, single-family residential subdivision (Pine Ridge 2nd) within the corporate limits of the City of St. Charles (the "City"). The Developer has noted that increasing costs of infrastructure construction (due to high inflation, supply chain issues, etc.) will result in lot costs that exceed marketability. The Developer has requested that the City provide tax abatement assistance to reimburse a portion of such costs.

The Developer is specifically requesting \$120,000 worth of infrastructure costs be reimbursed (an average of \$10,000 per lot). The City intends to authorize a Tax Abatement pay-as-you-go contract for this purpose.

Section 1 Definitions

The terms defined in this section have the meanings given herein, unless the context in which they are used indicates a different meaning:

"City" means the City of St. Charles, Minnesota.

"Developer" means Pearson Properties, Inc., its successors and/or assigns.

"Plan" means the Tax Abatement Plan associated with assisting the Developer (this document).

"Project" means the installation of public infrastructure to serve the proposed Pine Ridge 2nd Subdivision (12 single-family lots).

"Project Area" means the geographic area or parcels included in the Project, specifically the following piece of land (parcel numbers yet to be assigned):

Commencing at the southeast corner of the Northeast Quarter of the Northeast Quarter of said Section 20; thence on an assumed bearing of North 89 degrees 38 minutes 04 seconds West along the south line of said Northeast Quarter of the Northeast Quarter, said south line also being the south line of PINE RIDGE, according to the plat thereof on file at the County Recorder's Office, said Winona County, a distance of 494.51 feet to the southwest corner of said PINE RIDGE and the point of beginning; thence continue North 89 degrees 38 minutes 04 seconds West along said south line of the Northeast Quarter of the Northeast Quarter a distance of 456.18 feet; thence North 00 degrees 21 minutes 56 seconds East 368.34 feet to the southerly line of Block 2, WHISPERING HILLS SIXTH ADDITION, according to the plat thereof on file at said County Recorder's Office; thence North 89 degrees 42 minutes 10 seconds East along said southerly line a distance of 69.36 feet; thence North 01 degree 09 minutes 26 seconds West along said southerly line a distance of 130.91 feet; thence North 01 degree 09 minutes 26 seconds West along said southerly line a distance of 130.91 feet; thence South 89 degrees 38 minutes 04 seconds East along said southerly line a distance of 370.33 feet to the northwest corner of said PINE RIDGE; thence South 01 degree 10 minutes 23 seconds East along the westerly line of said PINE RIDGE a distance of 390.14 feet; thence South 89 degrees 38 minutes 04 seconds East along said westerly line a distance of 9.49 feet; thence South 00 degrees 21 minutes 56 seconds West along said westerly line a distance of 110.00 feet to the point of beginning. Has caused the same to be surveyed and platted as PINE RIDGE SECOND SUBDIVISION and does hereby dedicate to the public for public use the public ways and the utility easements as created by this plat

"State" means the State of Minnesota.

"Tax Abatement Law" means Minnesota Statutes, Sections 469.1812 to 469.1815, both inclusive, as amended from time to time).

Section 2 Statutory Authorization & Limitations

The City is empowered under the provisions of Tax Abatement Law to authorize property tax abatement.

In accordance with Section 469.1813, subdivision 8 of the Tax Abatement Law, in no year shall the abatement, together with all other abatements approved by the City and County paid in that year exceed the greater of 10% of the respective jurisdiction's Net Tax Capacity for that year or \$200,000 (the "Abatement Cap"). As it may apply to the Abatement Cap, the abatements contemplated in this Plan are subordinated to any previously approved abatements currently being administered by the respective jurisdictions.

Similarly, each jurisdiction may grant any other abatements permitted under the Act after the date of this resolution, provided that to the extent the total abatements in any year exceed the Abatement Cap, the allocation of Abatement Cap to such other abatements is subordinate to the abatements under this Plan.

Pay 2022 Net Tax Capacity	\$3,341,050 (Dept. of Revenue PRISM)
10%	\$334,105
Less Current Abatements*	<u>(\$130,333)</u>
Annual Capacity	\$203,772

* Current Abatements include revenue pledge towards 2021A bonds only.

Section 3 Statement of Need and Public Purpose / Public Benefits

Without property tax assistance, the Developer would be unable to move forward which would prevent the public benefits associated with the Project. The Project serves the following public purposes listed under State Statute 469.1813, Subdivision 1:

1. the tax abatement shall increase tax base, and
2. the tax abatement shall assist with the installation of public infrastructure.

Refer to Exhibit 2 for the estimated revenues. The City intends to abate 60% of the new taxes generated by the Project for up to 10 years, commencing with taxes payable 2025, on a pay as you go basis (see development contract). Total abatement shall not exceed \$120,000.

It is hereby found and determined that the benefits to the City from the abatement will be at least equal to the costs to the City of the Abatement, because the project will result in the installation of expensive public infrastructure and provide much needed housing opportunities which will have a positive impact on the local economy and would not happen without public assistance.

Section 4 Specific Development Expected

The Developer is expected to install public improvements to serve a 12-lot, single-family residential development. Said improvements shall be installed to the satisfaction of the City's Engineer.

Section 5 Property to be Included

The property to be included in this Plan shall include all property associated with the proposed Pine Ridge Second Subdivision. A map showing the location of the boundaries of the Project Area is included as Exhibit 1 of this document.

Section 6 Estimated Sources and Uses of Funds (Public Costs)

Below are the estimated sources and uses for this Plan. The City reserves the right to deviate from these figures as long as the total amount of tax abatement does not exceed \$120,000 collected over 10 years commencing with taxes payable year 2025.

Uses of Funds:

Public Infrastructure to be reimbursed	\$120,000
Planning	3,500
Legal	2,000
Total Uses of Funds	\$125,500

Sources of Funds:

City Tax Abatements	\$120,000
Other City Funds	5,500
Total Sources of Funds	\$125,500

Section 7 Estimated Revenues

Refer to Exhibit 2 for the estimated revenues. The City intends to abate 60% of the new taxes generated by the Project for up to 10 years, commencing with taxes payable 2025, on a pay as you go basis (see development contract). Total abatement shall not exceed \$120,000.

Section 8 Duration Limit

The abatement contemplated in this Plan shall be for a maximum of ten years commencing with taxes payable 2025.

Section 9 Funding Mechanism

The City intends to abate 60% of the new taxes generated by the Project for up to 10 years, commencing with taxes payable 2025, on a pay as you go basis (see development contract). Total abatement shall not exceed \$120,000.

Section 10 Wage & Job Goals

Minnesota Statutes Sections 116J.991 to 116J.993 (the "Business Subsidy Act") require a business receiving at least \$150,000 of state or local government assistance to create a net increase in jobs in Minnesota within two years of receiving assistance and meet wage level and job creation goals established by the funding agency. Businesses not meeting these conditions must repay the assistance to the funding agency.

Housing projects are exempted from the provisions of the Business Subsidy Act and therefore is not applicable to this Plan.

Exhibits

Map of Project Area.....	Exhibit 1
Revenue Projections	Exhibit 2

City of St. Charles, Minnesota

Pearson Properties, Inc. Housing Project

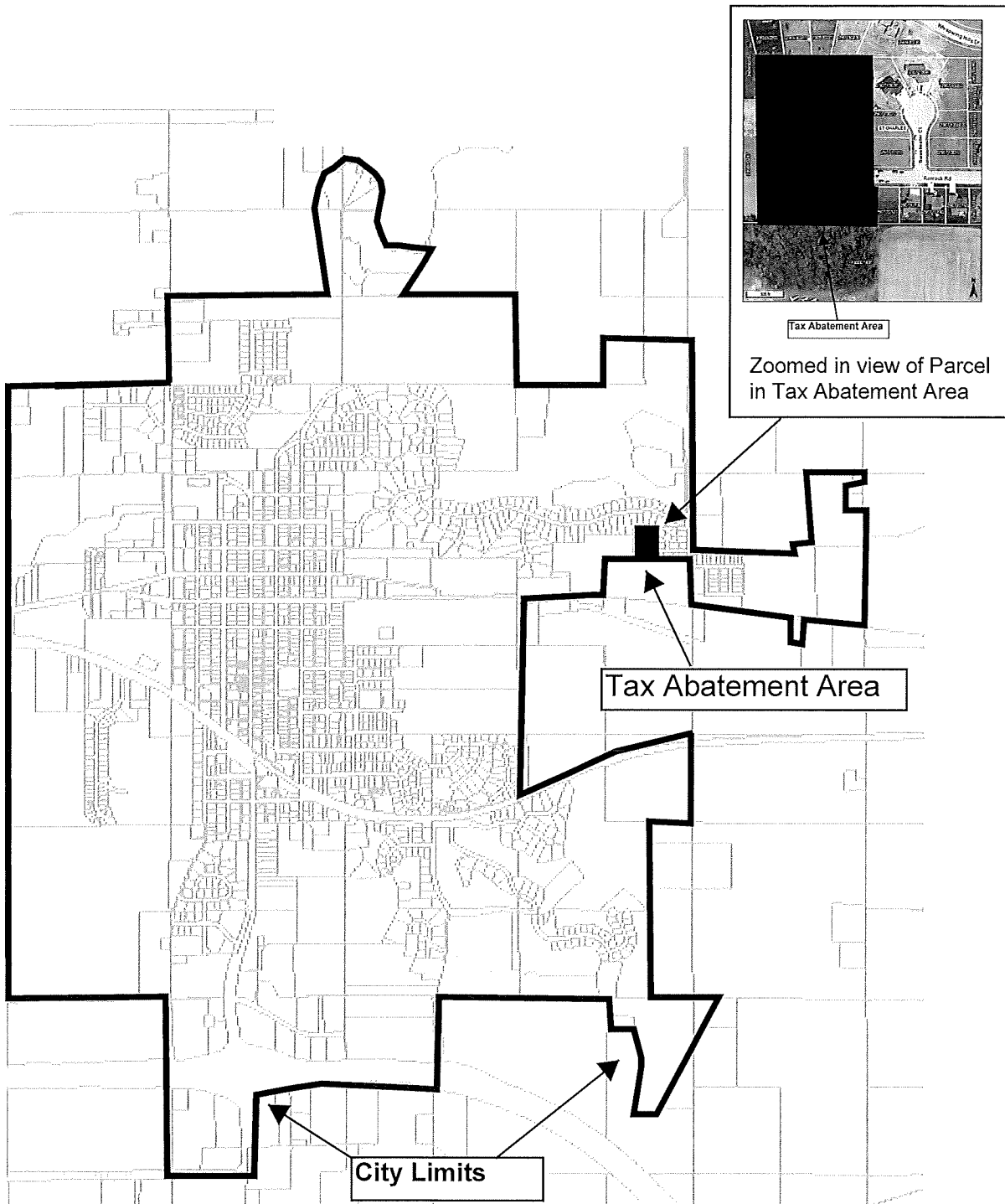


Exhibit 1

CITY OF ST. CHARLES, MINNESOTA
PEARSON PROPERTIES, INC. HOUSING PROJECT
2022 PROPERTY TAX ABATEMENT PLAN

BASIC ASSUMPTIONS

400,000 Estimated Average Taxable Valuation of Homes (after MVE)

12 Total # of Units

4,000 Tax Capacity / Home

49% Estimated City Tax Rate

60% Reimbursement %

1,180 Tax Abatement per Unit

YEAR	Homes Constructed	Tax Abatement
2023	3	-
2024	3	-
2025	3	3,540
2026	3	7,080
2027	0	10,620
2028	0	14,160
2029	0	14,160
2030	0	14,160
2031	0	14,160
2032	0	14,160
2033	0	14,160
2034	0	14,160
	12	120,358

NOTE: Total Abatement shall not exceed \$120,000

CITY OF ST. CHARLES

ORDINANCE #638

**AN ORDINANCE OF THE CITY OF ST. CHARLES, MINNESOTA,
AMENDING CHAPTER 130 OF ITS CODE OF ORDINANCES TO ADDRESS
CATALYTIC CONVERTER THEFT**

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

Section 1. Title XIII: General Regulations, Chapter 130: General Offenses, is hereby amended to add a new section as follows:

§ 130.40. – Catalytic Converters.

(A) *Sale of catalytic converters.* No person or business may sell a used catalytic converter that is not attached to a vehicle. This section does not apply to a bona fide automobile repair garage or used auto parts dealer; whose license permits the installation, replacement, maintenance, or removal of catalytic converters.

(B) *Purchase of catalytic converters.* No person or business may purchase a used catalytic converter that is not attached to a vehicle unless the seller is a licensed business, whose license permits the installation, replacement, maintenance, or removal of catalytic converters. The purchase of any catalytic converter must meet the recording requirements laid out in Minn. Stat. § 325E.21, Subd. 1(b).

(C) *Possession of catalytic converters.* No person shall be in possession of one (1) or more catalytic converters that do not belong to a vehicle or vehicles owned by the individual in possession of the catalytic converter(s), or that the individual cannot provide verification of legal receipt of the catalytic converter from the vehicle owner.

Section 2. Title XIII: General Regulations, Chapter 130: General Offenses, Section 130.99 Penalty is amended as follows:

A violation of § 130.20 and § 130.40 is a misdemeanor. The court may order restitution paid to any public agency for the costs of the emergency response resulting from the actions constituting a violation of § 130.20, not exceeding \$500 per public agency for each such response. A public agency seeking such restitution shall consult with the prosecuting attorney regarding the expenses incurred by the public agency, and the prosecuting attorney shall include the expenses in the statement of restitution pursuant to M.S. § 611A.04.

Section 3. This Ordinance shall take effect thirty days after its publication.

Adopted this ____ day of _____, 2022 by the City Council of the City of St. Charles, Minnesota.

Mayor John Schaber

Attest:

Nick Koverman, City Administrator

First Reading:

Date: _____

Ayes: _____
Nays: _____
Absent: _____
Abstain _____

Second Reading:

Date: _____

Ayes: _____
Nays: _____
Absent: _____
Abstain _____

Published:

Date: _____

CITY OF ST. CHARLES

ORDINANCE #639

AN ORDINANCE OF THE CITY OF ST. CHARLES, MINNESOTA, AMENDING ST. CHARLES CODE RELATED TO UTILITY APPLICATION AND BILLING

THE CITY OF ST. CHARLES DOES ORDAIN (deleted material is ~~struck through~~; new material is underlined; subsections which are not being amended are omitted; and provisions renumbered are only referenced by title):

Section 1. Title V: Public Works, Chapter 50: General Public Works Provisions, of the City Code of St. Charles, Minnesota, be amended as follows:

§ 50.03 APPLICATION FOR SERVICE.

(A) Application for service and owner-customer responsibility.

(1) Application for water, sewer and electric utility service shall be made to the City of St. Charles on forms prescribed by the city and furnished by the city.

(2) A separate application for utility service may be required for each class of service to a applicant at a separate address or location.

(3) Every applicant for utility service from the city, and every owner of property for which application is made, shall be deemed by application to consent to all ordinances, rules, regulations and policies of the city relating to the municipal water, sewer and electric systems.

(4) Application for service and establishment of a utility account may be made by the property owner, the owner's representative, or the tenant of a commercial property, unless provided herein. Tenants of residential, multi-unit buildings with separate metering may apply for services if the owner or owner's representative gives written permission and agrees to continue to provide utility services to all unoccupied units between tenant occupancies, if any unit in the building is occupied.

(B) Application for service installation.

(1) Application for a service installation shall be made by the property owner or by the owner's representative. The property owner shall pay the city the fees or deposit required for the service connection installation as provided in this chapter when making application.

~~(A) Application procedure.~~

~~—(1) Application for a water, sewer or electric service installation and for utility service shall be made to the City Administrator on forms prescribed by the City Administrator and furnished by the city.~~

~~—(2) By signing, the applicant shall agree to conform to this chapter and to rules and regulations that may be established by the city as conditions for use of the public utilities.~~

(B C) Conditions of service.

(1) The utility service supplied by the city is supplied upon the express condition that the product becomes the customer's property after it passes the water main, sewer main or electrical primary, and the city shall not in any event be liable for loss or damage to any person or property, resulting directly or indirectly from the use, misuse or presence of the utility service on the customer's premises, or elsewhere, after it passes the point of delivery to the customer. Each of the parties shall hold the other free and harmless of and from all liability, damages, actions and causes of action caused by or through the ownership, maintenance or operation of its utility property and equipment, and the liability division point shall be the point of delivery as herein defined or as stated in a specific contract between city and customer.

~~—(2) The city may refuse to connect service at a new location for any applicant indebted to the city for utility service rendered at another location until the applicant has paid, or made satisfactory arrangements to pay, the indebtedness and has complied with other requirements for service.~~

~~—(3) Application for a service installation shall be made by the property owner to be served or by the owner's representative. The applicant property owner shall pay the city the fees or deposit required for the service connection installation as provided in this chapter when making application.~~

(4 2) Customers are responsible for securing information from the city pertaining to service availability at a specific location. The city shall be notified of the service connections and metering equipment. The customer is advised to secure this information prior to installation of interior wiring to assure service at a mutually agreeable time and location.

~~—(5) A separate application or contract, where required, may be made to cover each class of service to each individual, firm or corporation, at each separate address or location. Each application shall require the installation of 1 meter, except that the city may install more than 1 meter for its convenience.~~

(6 3) The parties understand and agree that a signed agreement shall be binding upon and inure to the benefits of the successors, legal representatives and assigns of the respective parties, but no assignment by the customer of any agreement shall be binding upon the city unless the city consents to the assignment in writing. Any agreements are subject to the approval of the City Council.

(7 4) The term of any signed agreement may be stated in the agreement, and service after the term's expiration shall be continued on a month to month basis until terminated according to § 50.06(G), unless other specific cancellation or continuation stipulations are made a part of the signed agreement.

§ 50.04 METERS.

(B) ~~Deposit~~ Installation cost. Five-eighths-inch meters shall be installed by plumbers at customer's expense at cost plus 10%; meters larger than 5/8-inch shall be billed to the customer at cost plus 10%. Each ~~customer~~ property owner shall additionally pay a connection fee per installed meter as stated in § 50.05 below.

§ 50.05 CHARGES FOR SERVICE CONNECTIONS.

(A) Electrical service connection ~~p~~Permit and fees.

(1) Connection ~~shall~~ may be made to the city electric utility only after electrical affidavit is received by city and Electric Superintendent approves application.

(2) ~~See the city yearly fee schedule. The City Council shall adopt a schedule of fees for electrical service connection permits from time to time.~~

(3) For electrical service connection fees, see § 54.09.

~~—(B) Connection fees.~~

~~—(1) When a water connection requires installing a service line from the main to the property line, or the applicant must provide this installation in accordance with city specifications, which would also include street repairs, curb repair and property landscaping.~~

~~—(2) For electrical service connection fees, see § 54.09.~~

(B) Sewer and Water Service Connection fees.

(1) The City Council shall adopt a schedule of fees for sewer and water service connection from time to time.

(2) When a sewer or water connection requires installing a service line from the main to the property line the applicant shall provide for the service line installation in accordance with city specifications, including all costs for installation, street repairs, curb repair and property landscaping.

(C) Determination of adequacy.

(1) No connection to any city utility shall proceed ~~issued~~ until the ~~City Superintendent~~ Public Works Director has determined that adequate utility services exist to serve the property or that proper provisions have been made for installing adequate service to the property.

(2) An assessment project or bond by a contractor is required to ensure the project will be completed. Adequacy of main service shall be determined according to the main extension policies the Council adopts by resolution.

~~—(D) Disconnect/reconnect fee. If a customer requests a temporary interruption of service, a fee of \$30 per meter shall be paid in advance. This fee shall cover 1 disconnection and subsequent reconnection.~~

§ 50.06 ACCOUNT, BILLING AND COLLECTING.

(A) Temporary interruption of service fee (disconnect/reconnect). If a customer or property owner requests a temporary interruption of service, a fee of \$50 per meter shall be paid in advance. The fee shall cover one (1) disconnect and subsequent reconnection.

~~(A) Application for service and owner-customer responsibility.~~

~~— (1) Application for water, sewer and electric utility service shall be made to the City of St. Charles on forms prescribed by the city and furnished by the city.~~

~~— (2) Every person applying for utility service from the city, and every owner of property for which application is made, shall be deemed by application to consent to all ordinances, rules and regulations of the city relating to the municipal water, sewer and electric systems.~~

~~— (3) All utility accounts shall be carried in the name of the customer who personally, or by his or her authorized agent, shall apply for the service. The customer shall be liable for utility service supplied to his or her property.~~

(B) Billing. Utility service shall be billed to the party contracting for the service.

(1) All municipal utilities shall be billed monthly or quarterly and a utilities statement or statements shall be mailed by the city to each consumer.

(2) Statements for total water, sewer and electric charges for the preceding billing period shall be mailed by the city to each customer no later than three days after the beginning of the next billing period.

(3) The amount listed on the statement shall be due on or before the fifteenth day of the billing period. All utilities charges shall be delinquent if they are unpaid at the close of business on the thirtieth day following such billing, provided, that if the thirtieth day shall fall on a Saturday, Sunday, or legal holiday, the time shall be extended to the close of business on the next succeeding day on which business is normally transacted. A penalty in the amount of 10% of the delinquent amount shall be added to all delinquent charges. If service is suspended due to delinquency it shall not be restored at that location until any disconnect charges have been paid for each utility and all amounts owed for service and penalties have been paid.

(C) Meter deposits. At the time of filing an application for utility service, any applicant who does not have a 12-month history of payment for ~~electric~~ utility service with the city is required to pay a meter deposit.

(1) The meter deposit shall be established annually per the administrative fines and fees ordinance ~~for applicants residing at rental properties, residing at applicant-owned residential property and for applicants renting, owning or operating a commercial business.~~

(2) The deposit shall be refunded after 12 consecutive months of prompt payment or upon prior termination of service with all bills paid.

(3) Deposits shall bear an interest rate that will be adjusted annually in accordance with the Department of Commerce from the date of deposit to the date of refund.

(D) Interest payable.

(1) The rate of interest payable by the city on its security deposits will be simple interest as established annually by the Department of Commerce from the date of deposit or January 1, 1975, whichever is later or as otherwise specified from time to time by appropriate state law.

(2) Payment of interest to the customer may be made at the time the deposit is returned.

(3) The deposit shall cease to draw interest when any of the following occur:

(a) The deposit is returned;

(b) The customer's account becomes delinquent;

(c) Notice is sent to the customer's last known address that the deposit is no longer required; or

(d) Service is disconnected.

(E) Refund of deposits. The deposit plus interest, if any, is to be refunded under any of the following conditions:

(1) Upon customer's request after 12 consecutive months of the customer's bill being paid on time;

(2) After the customer has paid the final bill upon termination of service; or

(3) If the service is discontinued and there are charges due the city for service to the customer, the cash deposit plus interest will be applied to the charges, and the remaining balance of the deposit plus interest, if any, will be returned to the customer together with a statement of charges, credits and balance. If there is a balance due or credit of less than \$1, no refund or billing shall be made.

(F) Shut-off for non-payment.

(1) (a) The city shall endeavor to collect delinquent accounts promptly. In any case where satisfactory arrangements for payment have not been made, the St. Charles Utility Department may discontinue service to the delinquent customer after the procedural requirements of division (F)(2) below and, if applicable, the Winter Disconnect Rule, have been satisfied.

(b) When service to any premises has been discontinued, service shall not be restored to the same customer except upon payment of all delinquent amounts due or the establishment of a satisfactory payment arrangement plus a fee for disconnection and reconnection as established annually by the administrative fines and fees ordinance.

(2) (a) Service shall not be shut off under division (F)(1) above until a mailed and a delivered notice have been given to the customer.

(b) The final delivered notice shall state that if payment is not made by a certain date, the service to the premises will be shut off.

(c) The final notice shall clearly inform the customer of the amount of the past due bill, the options available to the customer and shall identify the telephone number, address and officer who will handle the customer's complaint.

(G) Collection with taxes.

(1) Delinquent water, sewer and electric charges shall be certified to the City Administrator who shall prepare an assessment roll each year providing for assessment of the delinquent amounts against the respective properties served.

(2) The assessment roll shall be delivered to the City Council for adoption bi-annually during the first regular meeting of July and October of each year.

(3) Upon adoption, the Deputy Clerk shall certify the assessment roll to the County Auditor for collection with taxes.

furnished.

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

Adopted this ____ day of _____, 2022 by the City Council of the City of St. Charles, Minnesota.

Mayor

Attest:

Nick Koverman, City Administrator

First Reading:

Date: _____

Ayes: _____

Nays: _____

Absent: _____

Abstain _____

Second Reading:

Date: _____

Ayes: _____

Nays: _____

Absent: _____

Abstain _____

Published:

Date: _____

**Request for City Council Action**

Date: June 14, 2022

Requested Council Date: June 14, 2022

Originating Department: Police Department & Administration

Council Action Requested: Student Intern Offer to John Schmidt

Background Information

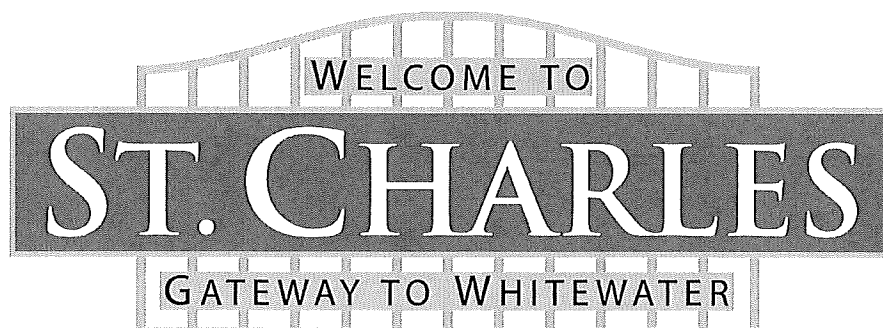
The St. Charles Police Department would like to continue to offer a student internship program as it has proven to be very beneficial, not only for the students in helping them meet their college credits requirements and gaining first-hand police work experience, but also for the department, as in the past, interns have assisted officers during their shifts, during community events, and with numerous projects within the department.

This year the St. Charles Police Department would like to offer the internship to John Schmidt. John was born in Africa and was raised by his adoptive family in Stearns County, Minnesota. John attended college at Kent State University (Kent, OH) where he pursued a degree in business. He then transferred to Winona State University (WSU) where is currently pursuing a bachelor's degree in Criminal Justice. While attending college, John has dedicated many hours in volunteer work and charities, including raising money and supplies for kids in need in the Cleveland, OH area. John also plays football for WSU's football team and has participated in many community outreach activities with the team. John's goal is to become a police officer after graduating college.

Chief Pelaez conducted a personal interview with John and has successfully finalized a background check. All of John's current and past supervisors spoke highly of him. Further, John's work ethic and passion for community service would make him a great fit for the internship position.

Request for action

I respectfully request the council' approval to hire John Schmidt as the new police department's student intern.



Project FINE

Focus on Integrating Newcomers through Education

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April 25, 2022

Dear City of St. Charles,

I am writing regarding Welcoming Week, which will be held on September 9-18, 2022. During this annual event, we come together to recognize the contributions of refugees and immigrants and the valuable role that all residents play in creating a community where all feel welcomed. Project FINE and the City of St Charles have been collaborating for many years on Welcoming Week events, including celebrations held at City Hall and the library and we are so grateful for your partnership.

This Welcoming Week, one of our proposed projects is to create a mural project to be displayed in St. Charles. Last year, we partnered on a similar project in Winona with the Winona County History Center and the City of Winona Creative Laureate Sarah Johnson. For that project, we met with a small group to develop a mural design that represented the welcoming spirit of the community and its' many cultural backgrounds. The murals will be displayed on the side of the Winona County History Center beginning in early May.

We are hoping to complete a similar project in St. Charles, beginning this summer by engaging community members in the design process. The painting of the mural would take place during our community-wide Welcoming Week event, allowing all residents to come and participate in the creation of the mural. The mural will be painted on a 4x8 sheet of plywood using outdoor paints to ensure that it will last for years to come.

In addition to collaborating on the public Welcoming Week event, we are requesting a space for the mural to be displayed in St. Charles. This could perhaps be in a park or other municipal space. With the mural painting occurring in September, we anticipate that the installation of the mural would be in Spring of 2023. I appreciate your consideration of this proposal and will provide photos of the Winona murals once the installation is completed.

Sincerely,



Fatima Said
Executive Director

