



The City Council of the City of St. Charles welcomes you to its  
 Regular Meeting of Tuesday, September 22, 2020 at 6:00 p.m.  
 at 830 Whitewater Avenue, City Council Chambers, St. Charles, Minnesota.

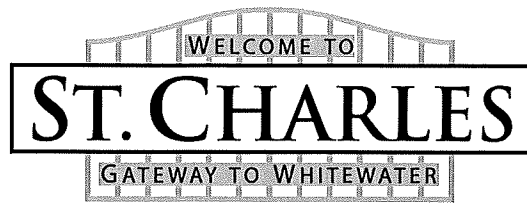
ITEM	ACTION REQUESTED
1. Call to Order	
2. Pledge of Allegiance	
3. Approval of the Agenda	
4. Notices and Communications –	
5. Review of Financials	
6. CGMC Presentation-Elizabeth Wefel	INFORMATION
7. Resolution #29-2020 Preliminary 2021 Budget	APPROVE
8. Resolution #30-2020 EDA 2021 Levy	APPROVE
9. Truth In Taxation—December 8, 2020	APPROVE
10. Mutual Aid Agreement-St. Charles/Lewiston Ambulance	APPROVE
11. 2020 CIP Allocations	APPROVE

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

Please Note: Some or all councilmembers may participate by telephone or other electronic means as permitted through Minn. Stat. 13D.021.

To attend the conference call please dial 1-320-460-1726  
 and the conference ID: 940 735 504#

**ADJOURNMENT**



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**MEMORANDUM for the CITY COUNCIL of St. Charles for**  
**Tuesday, September 22, 2020**

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**6. Coalition of Greater MN Cities—Elizabeth Wefel.** Materials are included in the packet from the Coalition of Greater MN Cities. She will be present via teleconference to provide a brief update and answer any questions.

**7. Resolution #29-2020 Preliminary 2021 Budget.** Included for consideration is the resolution for the preliminary budget that will be certified to Winona County for planned budget year 20201.

**8. Resolution #30-2020 EDA 2021 Levy.** Included for consideration is the resolution for the proposed 2021 EDA levy that is based on a percent of the taxable market value. The proposed lev is \$51,419 which is \$2,524 higher than the 2020 levied amount.

**9. Truth In Taxation—December 8, 2020.** Included for consideration is the notice to Winona County to select Tuesday, December 8, 2020 at the Truth in Taxation meeting date.

**10. Mutual Aid Agreement—St. Charles/Lewiston Ambulance.** Included for consideration is a mutual aid agreement prepared by the Emergency Services Medical Regulatory Board (EMSRB). While an existing general mutual aid contract already exists between agencies, Holly Jacob, the SE MN EMSRB representative, relayed that the proposed agreement covers departments in a staffing crisis situation for a short period. Several area agencies will also be approving the proposed agreement.

**11. 2020 CIP Allocation.** Please see the enclosed Request for Council Action to review requested amendments to the CIP project schedule for 2020.





Coalition of Greater Minnesota Cities

2020

# Session Report

## Session Timeline

**February 6:** CGMC holds pre-session press conference

**February 11:** Legislative session begins

**March 11:** CGMC Legislative Action Day

**March 16:** Governor issues “stay at home” order, Legislature goes on hiatus

**April 6:** Legislature returns with limited in-person activities

**May 18:** Session adjourns

**June 12:** First special session begins

**June 20:** First special session ends

**July 13:** Second special session begins

**July 21:** Second special session ends

When the Legislature reconvened in February, Minnesota had a \$1.5 billion budget surplus, low unemployment and high expectations for a productive session.

What a difference a few weeks can make.

On March 11, more than 100 city leaders from across Greater Minnesota traveled to St. Paul for CGMC’s Legislative Action Day. COVID-19 still seemed like a problem that was happening somewhere far away from Minnesota. But just days later the Legislature went on an unexpected hiatus, businesses and schools closed their doors, and Minnesotans joined the rest of the nation in hunkering down at home amid a global pandemic unlike anything the world had seen in more than 100 years.

Minnesota — and most of the world — had come to a sudden halt.

In the weeks and months that followed, CGMC jumped in to help our member cities navigate these uncertain times. We created a COVID-19 resources page on our website ([greatermncities.org/resources/covid-19/](https://greatermncities.org/resources/covid-19/)); sent out multiple emails with advice on labor and employment issues, meeting laws and public facilities; surveyed our members to gauge their top concerns; held several webinars; led a Zoom meeting with Governor Walz; and increased production of our CGMC in Brief newsletter — all while continuing to fight for Greater Minnesota cities at the Legislature.

Read on for more information about the 2020 legislative session and CGMC’s continued role as the leading advocate for Greater Minnesota communities.



## Infrastructure needs pile up as bonding bill remains in limbo

CGMC's top priority this session was the passage of a large capital investment package ("bonding bill") that funds critical infrastructure needs. With Minnesota experiencing record-low interest rates, a AAA bond rating and significant bonding capacity—and more than \$5.3 billion in bonding requests—we pushed for a bill that totals at least \$1.5 billion in general obligation bonds.

In the fall of 2019, the House and Senate Capital Investment Committees toured dozens of potential bonding projects and held informational hearings around the state. City leaders and CGMC staff participated in several of the meetings to advocate for Greater Minnesota's needs.

In January, Gov. Walz unveiled his \$2.03 billion bonding plan, which included many CGMC priorities. Once session began, the House continued to hold multiple hearings on bonding, but the Senate held only one, focused solely on transportation.

In February, CGMC held a press conference where several city leaders spoke about the need for a bonding bill that funds water infrastructure, child care facilities, economic development programs and other needs. Bonding was also the main focus of our annual Legislative Action Day in March.

### CGMC bonding priorities

- At least a \$1.5B bill
- \$200M in water infrastructure funding through the Public Facilities Authority
- \$20M for the Greater Minnesota Business Development Public Infrastructure Grant Program
- \$20M for child care facilities grants
- \$10M for public infrastructure to support housing
- \$200M for local roads & bridges

When the Legislature returned from its hiatus and the session deadline neared, the House and Senate scrambled to put their versions of the bonding bill up for a vote. On May 16, the House voted down a nearly \$2 billion bill, while the Senate voted down a \$998 million bill the following day. Neither chamber was able to secure the two-thirds majority needed to pass a bonding bill, and session adjourned without one.

Knowing a special session was ahead, CGMC continued to press for a \$1.5 billion bill by sending letters to legislative leaders, issuing an "action alert" that urged members to contact their local legislators and penning a guest column ([bit.ly/CGMC-bonding-column](https://bit.ly/CGMC-bonding-column)).

Frustratingly, two special sessions came and went without a bonding bill. Legislative leaders said they had reached an agreement on the size of the bill, \$1.35 billion, but the bill failed to pass during the July special session.

There continues to be discussion about the potential for more special sessions this summer and fall. Despite the waning construction season, CGMC continues to emphasize the importance of the bonding bill and urge legislators to pass a \$1.5 billion bill that addresses critical needs.



*CGMC held a press conference (via conference call) to highlight the need for a bonding bill. From left: Foley City Administrator Sarah Brunn, Little Falls Mayor Greg Zylka, CGMC Media & Communications Director Julie Liew, CGMC Executive Director Bradley Peterson and Initiative Foundation Vice President Don Hickman.*

## CGMC fights for fair share of CARES Act funding

On March 27, Congress passed the \$2 trillion Coronavirus Aid, Relief and Economic Security Act (CARES Act) to address economic ramifications caused by the COVID-19 pandemic.

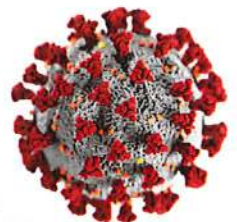
Minnesota received \$2 billion under the CARES Act. The federal government recommended \$841 million go to local governments for expenses related to COVID-19 response efforts, but the specific distribution amounts and mechanisms were left up to the state.

CGMC jumped in to fight for Greater Minnesota to receive a fair share of the funding. We joined forces with other local government groups to work with legislators and members of the Walz administration on a formula to provide equitable funding to every county, city and township in the state.

By the time the June special session began, all four legislative leaders had agreed on the formula. A bill passed with strong bipartisan support in the Senate, but the House amended it to include unrelated spending measures. The Senate refused to accept the amendments, and the special session adjourned without a CARES Act bill. As a result, funding decisions were left up to Gov. Walz.

CGMC was highly critical, both publicly and in private talks with lawmakers and the Walz administration, of the delay in getting the money out to cities. After days of mounting pressure, Gov. Walz ultimately decided to distribute all \$841 million to local governments using the formula previously agreed upon by legislative leaders and supported by CGMC.

For information on how your city can access and use its CARES Act funding, please consult the Minnesota Department of Revenue.





## CGMC continues to seek solutions to the child care shortage

In addition to seeking funding for child care facilities through the bonding bill, CGMC teamed up with our partner organization, the Greater Minnesota Partnership (GMNP), to pursue legislation to fund two successful existing programs that aim to increase child care access in Greater Minnesota and attract and retain providers:

**Minnesota Initiative Foundations Child Care Grants** - We sought \$4 million to expand efforts by the six Initiative Foundations to assist child care providers in business planning, mentoring and workforce development to stabilize the provider marketplace in Greater Minnesota.

**DEED Child Care Grants** - We sought \$10 million (with 50% dedicated to Greater Minnesota) for grants for child care business start-ups or expansions, training, facility modification, employee retention and licensing assistance.

Early in the year, House DFL leadership announced child care as their top priority for the 2020 session and that



*Tim Penny testified in support of a bill to fund the Minnesota Initiative Foundations' efforts to improve child care access.*

they planned to commit \$500 million of the projected budget surplus for investments in child care and early childhood education. Most of the funds would go toward raising the Child Care Assistance Program (CCAP) reimbursement rate and scholarships for families choosing high-rated providers. The proposal also included CGMC's priorities: \$10 million for DEED child care grants and \$4 million to support the work of the Initiative Foundations.

Unfortunately, as the pandemic took hold and the budget surplus vanished, the House moved away from this plan.

One of the early bills passed in the state's response to the pandemic created a \$30 million grant program to support child care providers who served essential workers during the shelter-in-place order. Providers in Greater Minnesota were awarded 53% of the allocated funds.

During the June special session, the Legislature increased funding for the CCAP program, which helps cover child care costs for more than 30,000 low-income children across the state. Before this bill, Minnesota faced losing up to \$5.5 million in federal funding because the state's CCAP reimbursement rates were below the federal requirement. The new \$85 million investment will come from two federal sources.

The child care crisis has been a major problem in Greater Minnesota for several years, and the pandemic has made it even worse. CGMC and GMNP will continue to work with legislators and other organizations to seek solutions to this vexing problem.

## CGMC pursues plans to boost housing in Greater Minnesota

In the fall of 2019, CGMC and GMNP surveyed business and community leaders and hosted two regional working sessions to help identify issues and opportunities for housing in Greater Minnesota.

Coming out of those sessions, we developed three legislative proposals to address housing concerns:

- \$5 million for the Greater Minnesota Fix-up Fund to assist cities in rehabilitating dilapidated housing
- \$2.5 million in state bonds to create a grant program for public infrastructure needed for new housing development
- \$2 million for the Workforce Housing Development Fund and changes in the program to allow grants of up to 50% of the project costs



*Jackson Economic Development Coordinator Tom Nelson, Sen. Kent Eken and Melrose City Administrator Colleen Winter testified in support of a proposal to help Greater Minnesota cities repair dilapidated housing.*

Although each of the three bills was heard in at least one of the bodies, the COVID-19 pandemic eliminated the possibility of any new general fund spending this session that was not tied to addressing the pandemic.

Given that our housing bills were heard this session and there was general support for the ideas in concept, we are well-positioned to being them forward again in 2021.

## Help for small businesses

The COVID-19 pandemic and related shutdown orders hit small businesses especially hard. CGMC and GMNP played an active role in urging the Legislature to implement means of support such as emergency grants and loans to help keep small businesses afloat.

One of the few bright spots of the June special session was the passage of a new Small Business Relief Grant Program. Of the \$62.5 million allocated to the program, 50% will go to businesses in Greater Minnesota. The deadline to apply for grants has since passed and recipients will be selected through a lottery.





## CGMC explores strategy to prevent 'forever chemicals' from entering wastewater treatment facilities

One environmental issue that rose to the forefront for CGMC this year was per- and polyfluoroalkyl substances (PFAS), a class of long-lasting "forever" chemicals linked to various health concerns. Due to their widespread use in items such as cookware, water-resistant products and firefighting foam, many states including Minnesota have ramped up efforts to regulate PFAS.

CGMC partnered with the League of Minnesota Cities on a bill to create the "Municipal PFAS Source Reduction Initiative," a three-pronged approach focused on studying the sources of PFAS, developing strategies to prevent PFAS from entering wastewater plants, and educating wastewater professionals and the public on PFAS and habits that result in them entering the environment. We sought \$500,000 for this initiative.

The proposal was well-received by



legislators, but the committee chairs in both bodies prevented it from moving forward. The Senate chair would not hear the bill because it would spend money, while the House chair refused to hear it because he was opposed to any bill that would create a study group.

CGMC, working with the League, also spent a significant time pushing back against problematic legislation related to PFAS. We successfully stopped House legislation that could have made cities liable for the presence of PFAS in their wastewater. We also pushed back

on legislation that would have required the premature creation of water quality standards for a subcategory of PFAS within two years.

The CGMC will continue to work on municipal PFAS source reduction and we plan to meet with the MPCA over the summer to determine next steps.

### CGMC's other top environmental issues

- Chloride
- Class 3 & 4 Waters/Salty Parameters
- Permit fee increases
- Microplastics and other emerging contaminants
- Reestablishment of Wastewater and Water Operator Council
- Nitrogen and nitrate standards

## Looking ahead to 2021 and beyond

The COVID-19 pandemic will undoubtedly leave lasting impacts on the state and local communities.

Perhaps the biggest obstacle in the near future will be the state budget. In February, Minnesota had a \$1.5 billion surplus, the largest in state history. By May, the surplus had morphed into a \$2.4 billion deficit.

### What do budget woes mean for LGA?

When the budget projection was released in May, CGMC sent a letter urging legislators and Gov. Walz to continue to make LGA payments on time and in full. We also spoke out in the media about the increased importance of LGA as cities deal with unanticipated expenses caused by the pandemic.

We remain hopeful that 2020 LGA payments will be distributed as planned. However, as the state budget outlook becomes clearer in the coming months, CGMC and city leaders must continue to vigorously defend LGA.

### Transportation funding takes a hit

Since transportation continues to be a contentious issue at the Capitol, we entered the 2020 session knowing that an agreement on a major transportation funding plan was unlikely. We did not, however, anticipate a global pandemic would wreak havoc on the state's existing transportation revenues.

The number of people using the roads and buying gas and vehicles took a nosedive this spring. Minnesota Department of Transportation (MnDOT) estimates that revenues from the gas tax and motor vehicle sales taxes, which provide millions for the state's transportation system, will see dramatic decreases this year.

MnDOT has indicated that the revenue losses will not impact 2020 municipal street aid distributions or this year's highway projects. However, the impact on funds available for 2021 could be significant.

### CGMC leads the way

As we all cope with the challenges ahead, CGMC will continue to play a key role in advocating for the needs and concerns facing Greater Minnesota

cities. Looking ahead to the November election and 2021, CGMC is ready to fight for the issues that are important to your city!



### About the CGMC

The Coalition of Greater Minnesota Cities is dedicated to a strong Greater Minnesota. Our mission is to develop viable, progressive communities through strong economic growth and good local government.

We support fair property taxes, sensible environmental regulation, a balanced transportation system, sound land use planning and effective economic development tools to meet that goal.

Visit us at  
[greatermncities.org](http://greatermncities.org)





# DEDICATED TO A STRONGER GREATER MINNESOTA

The CGMC is fighting for Greater Minnesota cities throughout the COVID-19 pandemic.

## Looking Out for Your Bottom Line

- Leading efforts to demand this year's LGA be paid on time and in full
- Fought for Greater MN cities' fair share of federal CARES Act dollars
- Successfully fought against a prohibition on new local sales taxes
- Pushing for more budgetary tools and increased flexibility for cities

## Labor & Employment Support

- Hosts webinars to help cities navigate public employment concerns
- Consistently communicate up-to-date legal guidance and resources
- Publish in-depth reports on how COVID-19 directly impacts public employment

## Investing in Your Recovery

- Pushing for a bonding bill to support Minnesota's economy
- Helped craft COVID-19 small business loan legislation
- Fought for new investment and reforms to solve the child care shortfall
- Examined a regional approach to re-opening businesses with Gov. Walz

For more COVID-19 resources and tools for cities, visit the CGMC website at [greatermncities.org/resources/covid-19/](https://greatermncities.org/resources/covid-19/).



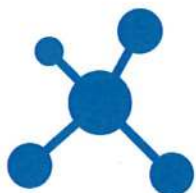


## CGMC Environmental Program

# Emerging Issues & Continued Advocacy

### Legislative Issues

#### Per- and Polyfluoroalkyl Substances (PFAS)



PFAS are a class of pervasive chemicals that have been linked to various health concerns and have been found in a variety of waterbodies across the state. PFAS can be removed from drinking water through expensive treatment, but there is no technologically feasible method for removing them from wastewater.

**CGMC's Role:** We plan to focus on source reduction strategies at the Legislature and with the Minnesota Pollution Control Agency (MPCA), as well as defend against any proposals that seek to place liability on cities for the presence of PFAS in wastewater or drinking water.

#### Chloride

More than 100 cities may be facing chloride limits in their wastewater permits, but there is no feasible method to remove chloride at a wastewater facility. Most cities will need a variance from these permit requirements, and a variance will still require efforts by the city to reduce chloride. Some cities may be required to install central water softening, but others may be able to address the issue by working with citizens to remove and/or upgrade home water softening equipment.



**CGMC's Role:** We are pushing for legislative funding for grants to assist cities with the removal or upgrade of home water softeners. We will also continue to monitor this issue, submit comments, and take other steps to support chloride variances.

#### Reestablishment of Wastewater and Water Operator Advisory Council



The Wastewater and Water Operator Advisory Council provided operators from our cities an opportunity to help shape the requirements and regulations governing their operations, but the statutory authority for this council lapsed. MPCA sought to reestablish this council during the 2020 legislative session, but the legislation stalled.

**CGMC's Role:** We supported this legislation and will continue to do so.

#### Microplastics

Tiny bits of plastic, known as microplastic, are appearing in waters across the globe. By themselves, plastics may cause harm to humans and animals, but this concern is compounded because PFAS and other contaminants may accumulate on microplastics. Federal regulators and state legislators are looking at ways to mitigate this risk.



**CGMC's Role:** We are monitoring this issue to ensure that sole responsibility for addressing microplastics is not placed on municipal wastewater facilities.

#### Funding for Innovative Approaches and Climate Impact



As the cost of wastewater treatment increases, cities are looking to alternative approaches to address water quality issues and the impacts of the changing climate. Current state funding may not always support innovative projects because they do not fit into traditional program definitions.

**CGMC's Role:** CGMC is exploring how current funding programs can be improved and/or how new programs might be created to support innovative water quality approaches.





## CGMC Environmental Program Emerging Issues & Continued Advocacy

### Legal & Regulatory Issues

#### Integrating Wastewater Permitting in Watershed Framework



At the directive of the Legislature, state and local agencies have been moving toward a water quality framework based on watersheds, but to date permitting for wastewater facilities had not been well integrated into that approach.

**CGMC's Role:** We are working with MPCA to explore better and more cost-effective ways to integrate wastewater permitting into the watershed framework. This work will include an informational webinar for municipal wastewater operators and examining whether further legislation is needed to assist in this integration.

#### Lake Pepin TMDL

Nearly two-thirds of Minnesota's watersheds drain into Lake Pepin and are therefore subject to the Lake Pepin Total Maximum Daily Load (TMDL) plan. This plan seeks to impose phosphorus limits on cities' wastewater and stormwater even though data shows the lake is no longer impaired.



**CGMC's Role:** We joined with other local government advocacy organizations to bring a contested case action on the TMDL. We hope to negotiate a solution with the MPCA on this issue.



#### Nitrogen and Nitrate Standards (EPA Nutrient Criteria)

The federal Environmental Protection Agency is developing nutrient criteria for lakes that will regulate nitrogen and nitrate. These standards could have major negative economic impacts for municipal wastewater facilities.

**CGMC's Role:** CGMC is participating in the federal rulemaking process and will monitor state developments.

#### Class 3 & 4 Waters/Salty Parameters

Multiple CGMC members have unnecessary permit limits based on MPCA's outdated Class 3 and 4 water quality standards, which have caused major impediments to economic development (i.e. Luverne and TruShrimp). In addition to the cities that currently have problematic permit limits, more than 20 CGMC members are slated to receive outdated permit limits unless MPCA updates the underlying water quality standards.

**CGMC's Role:** We are engaging with MPCA to push for revised Class 3 and 4 water quality limits and for the revision of permits with outdated limits.



#### Proposed Permit Fee Increase



MPCA is seeking to impose a fee increase on water quality related permits to generate more funding for its water quality operations. A significant portion of this increase will fall on municipalities.

**CGMC's Role:** We continue to push for increased general fund spending for water quality operations, rather than requiring local municipalities to pay for these increases.





# SAVE THE DATE

**Mark your calendar for upcoming  
CGMC events:**

**Fall Conference**

Nov. 19-20, 2020, Willmar

**Legislative Action Day**

Jan. 27, 2021, St. Paul

**Summer Conference**

July 28-30, 2021, Red Wing

**Website**

[greatermncities.org](http://greatermncities.org)

**Facebook**

[facebook.com/greatermncities](https://facebook.com/greatermncities)

**Twitter**

[@greatermncities](https://twitter.com/greatermncities)

**YouTube**

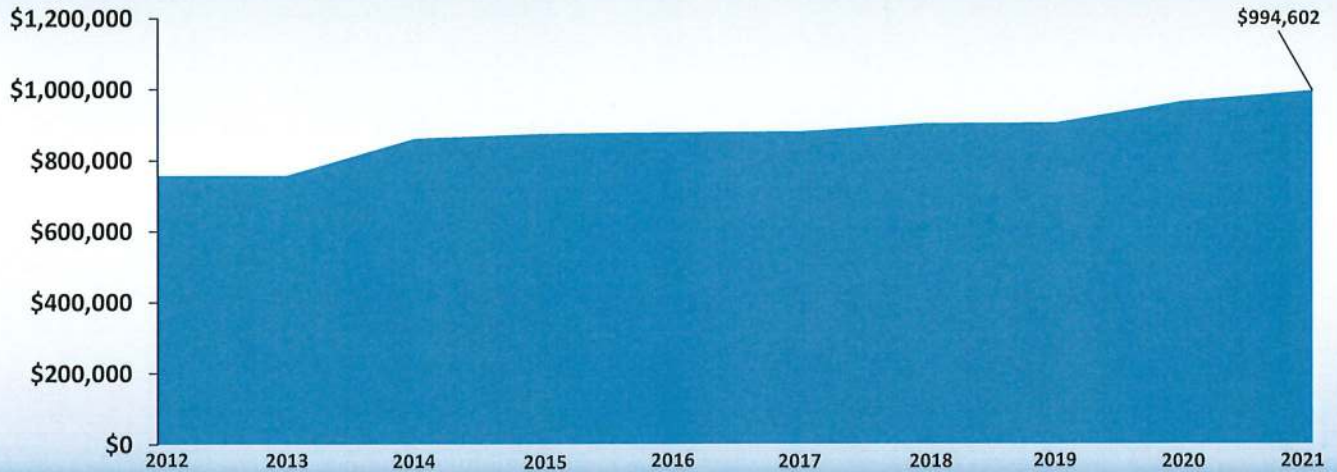
[youtube.com/GreaterMNCities](https://youtube.com/GreaterMNCities)

# FOLLOW CGMC ON SOCIAL MEDIA



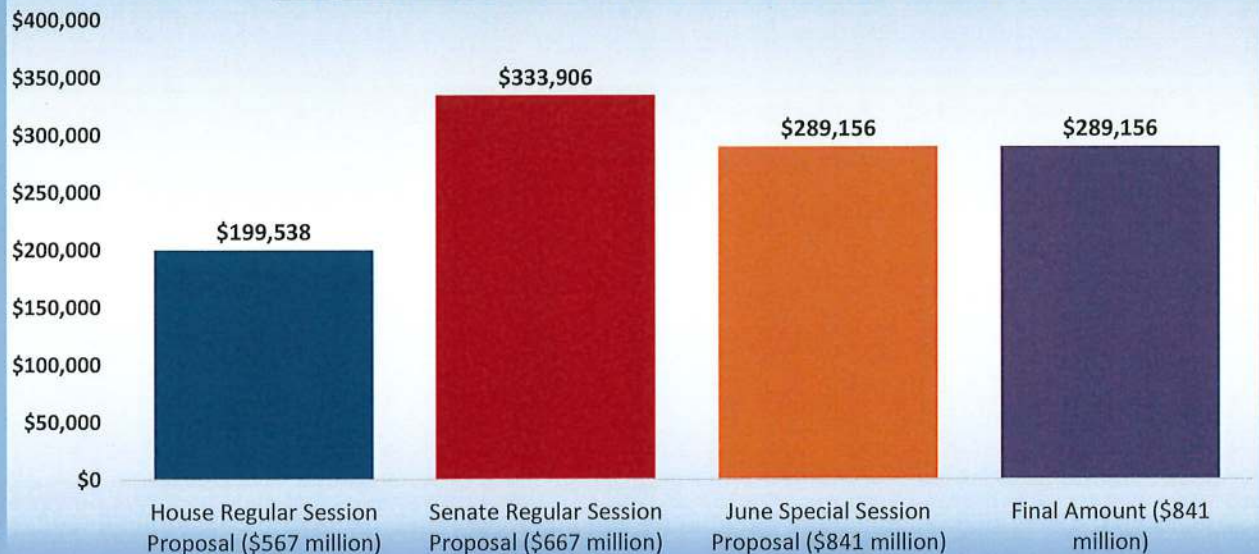
## 2020 CGMC City Report

### St Charles LGA History 2012-2021



In 2021, the City of St Charles will receive \$994,602 in LGA, which is an increase of \$30,000 compared to 2020 (\$964,602).

### CARES Act Distributions for the City of St Charles



Between the end of the 2020 regular session and the first special session, additional federal guidance clarified the amount suggested for distribution to local governments (an increase from \$667M to \$841M). Despite failure to come to agreement during the June special session, Governor Walz used his administrative powers to authorize distribution of this money on June 25, 2020.



**CITY OF ST. CHARLES**

**Resolution #29-2020**

**A Resolution Approving Preliminary 2020  
Tax Levy Collectible in 2021**

**WHEREAS**, the City of St. Charles requires revenue to meet its expenses.

**NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF ST. CHARLES** that the following sum of money be levied for the current year, collectible in 2021, upon the property in said City of St. Charles, for the following purposes:

<b>FUND</b>	<b><u>2020</u></b>
2019A Bond Fund	\$ 82,235
2018A Bond Fund	\$ 81,585
Advertising Fund	\$ 20,360
Capital Improvement Fund	\$ 396,965
Celebration/Public Safety Fund	\$ 7,000
Fire	\$ 71,753
General Fund	\$ 366,307
Library Fund	\$ 128,686
2015A EMS Bond Fund	<u>\$ 99,655</u>
<b>Total Preliminary Levy</b>	<b>\$ 1,254,546</b>

The City Administrator is hereby authorized to transmit a copy of this resolution to the Council Auditor of Winona County, Minnesota.

Adopted this 22nd day of September 2020 by the Council of the City of St. Charles, Minnesota.

\_\_\_\_\_  
**John Schaber, Mayor**

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



**CITY OF ST. CHARLES  
WINONA COUNTY, MINNESOTA**

**RESOLUTION #30-2020  
RESOLUTION APPROVING LEVY REQUEST SUBMITTED BY THE  
ST. CHARLES ECONOMIC DEVELOPMENT AUTHORITY  
FOR TAXES PAYABLE 2021**

**WHEREAS**, the St. Charles Economic Development Authority (“EDA”) has prepared and presented a budget to the City Council of St. Charles, Minnesota and an estimate for tax revenues needed for EDA programs and operations for the 2021 calendar year; and,

**WHEREAS**, pursuant to Minnesota Statutes Section 469.107 a City may authorize a levy for economic development purposes in an amount that does not exceed 0.01813% of its taxable market value; and

**WHEREAS**, a levy request by an EDA requires the governing body (City Council) to approve certification of said levy request to the County Auditor by September 30<sup>th</sup> for the following year’s taxes; and

**WHEREAS**, said levy request is to be treated as a special taxing district in accordance with Minnesota Statutes Section 275.066 and appear as a separate line item on the 2021 property tax statements; and

**WHEREAS**, the levy request contemplated in this Resolution is to be considered a stand-alone request and is not to be automatically renewed for future years’ taxes.

**NOW THEREFORE BE IT RESOLVED** by the City Council of the City of St. Charles, Winona County, Minnesota that the levy request for taxes payable 2021 for all taxable property within the corporate boundaries of the City of St. Charles, Winona County, Minnesota in the amount of \$51,419 submitted by the St. Charles EDA and City Council of St. Charles is hereby approved for certification to the Winona County Auditor.

Adopted this 22nd day of September 2020 by the Council of the City of St. Charles, Minnesota.

\_\_\_\_\_  
John Schaber, Mayor

ATTEST:

\_\_\_\_\_  
Nick Koverman, City Administrator

**CERTIFICATION**

I, Nick Koverman, duly appointed City Administrator of the City of St. Charles, do hereby certify that the above resolution is a true and correct copy of Resolution #29-2020 entitled “RESOLUTION APPROVING LEVY REQUEST SUBMITTED BY THE ST. CHARLES ECONOMIC DEVELOPMENT AUTHORITY FOR TAXES PAYABLE 2021 passed and approved by the St. Charles City Council, Minnesota, on the 22nd day of September, 2020.

\_\_\_\_\_  
City Administrator, City of St. Charles





*Winona County Auditor-Treasurer  
202 W. Third Street  
Winona, MN 55987*

**TRUTH IN TAXATION  
REQUEST FOR INFORMATION**

**City/School/Township Name:** City of St. Charles

**Meeting Date:** December 8, 2020

**Meeting Time:** 6 p.m.

**Meeting Location:** City Hall

830 Whitewater Avenue

St. Charles, MN 55972

**Written Comments Address:** 830 Whitewater Avenue

St. Charles, MN 55972

\_\_\_\_\_

Entities must submit their hearing date information to the County Auditor-Treasurer of each county by September 30, 2020.

Please return Meeting Information to:

Winona County Deputy Auditor-Treasurer  
202 W. Third St  
Winona, MN 55987  
Fax (507) 454-9368  
[autr@co.winona.mn.us](mailto:autr@co.winona.mn.us)



## Service Area Coverage Agreement Between

### LEWISTON AMBULANCE & ST. CHARLES AMBULANCE

#### **PURPOSE:**

The purpose of this agreement is to identify and record the willingness of the above listed organizations to mutually assist each other during periods of scheduling difficulties when one of the services signatory to this agreement is unable to staff a legal crew configured to adhere to Minnesota Statute 144E.

#### **SERVICE FEES:**

Services agree and understand there will be no bill sent by the service covering the other service's primary service area under this agreement. Each service agrees to be responsible for billing directly those patient(s) who are transported as a result of providing service area coverage. Usual and customary charges will apply. It shall be the responsibility of the transporting agency to collect reimbursement for patient transport services rendered.

#### **LIABILITY COVERAGE:**

Each service agrees to provide and maintain its own appropriate liability, auto, workers compensations, and professional malpractice insurance in amounts that, at a minimum, are equal to those that are required by law and State Licensure.

1. For the purposes of the Minnesota Municipal Tort Liability Act (MN Statute 466), the employees and officers of the responding party are deemed to be employees (as defined in MN Statute 466.01, subdivision 6) of the requesting party.
2. The requesting party agrees to defend and indemnify the responding party against any claims brought or actions filed against the responding party or any officer, employee, or volunteer of the responding party for injury to, death of, or damage to the property of any third request for assistance by the requesting party pursuant to this agreement.
3. No party to this agreement nor any officer of any party shall be liable to any other party or to any other person for failure of any party to furnish assistance to any other party.



## **COMMUNICATIONS:**

Communications between Ambulances and their Communication Center(s) will take place on their customary dispatch channels.

## **RECIPROCITY OF SIMILAR ASSISTANCE:**

It is the intent of this agreement that both services will provide the same type of reciprocal service area coverage to each other whenever possible.

## **PROCESS:**

1. If one service identifies gaps in the duty schedule, the service needing coverage assistance will contact the other service signatory to this agreement by end of business office hours on the day prior to the day when coverage is needed. In the event scheduling assistance is needed throughout a weekend, notification will be made by end of business office hours on the Friday preceding the weekend.
2. Notification will be made via email. Emails will be sent to the designated person(s) of the service being requested for coverage at an address agreeable to both services. A confirmation email will be required to verify the service being requested for coverage can indeed facilitate this request. Copies of these emails will be retained for verification of this coverage. In the event email is not available, efforts will be made to contact the service representative via phone. Records will be obtained when email is available.
3. Services will assure maps of service areas are readily available for all service areas covered under this agreement.
4. Services understand coverage is restricted to no more than 12 hours per 24 hour period.
5. Notification of this coverage will be made to the respective County Public Safety Answering Point (PSAP) or the agency responsible for dispatching both services signatory to this agreement. This notification will be made by the service requesting the service area coverage.
6. Notification will be made to crew members of both services signatory to this agreement. This notification will be made by the designated person(s) from each service.
7. In the event the service requesting service area coverage has members available after the covering service has been scheduled, the coverage by the second service will remain in effect with crew members from the service requesting service area coverage having the ability to first respond to requests for service.

If either party wishes to discontinue this agreement, the other party must be notified in writing 30 days in advance.

\_\_\_\_\_  
Beth Carlson, Mayor  
City of Lewiston

DATE: \_\_\_\_\_

\_\_\_\_\_  
Matt Essig, Ambulance Director  
City of Lewiston

DATE: \_\_\_\_\_

\_\_\_\_\_  
Jeff Hardtke, Ambulance Director  
City of St. Charles

DATE: \_\_\_\_\_

\_\_\_\_\_  
Nick Koverman, Administrator  
City of St. Charles

DATE: \_\_\_\_\_



**Request for City Council Action**

Date: September 18, 2020

Requested Council Date: September 22, 2020

Originating Department: Administration/PD/Parks

Council Action Requested: Re-allocation of CIP dollars

Background Information: For the 2020 budgeted Capital Improvement Plan (Fund 25), several projects were slated to be completed. However, due to COVID and the ability to receive services or change from other partners, staff is requesting to utilize those dollars for other necessary projects.

**\$10,000-PD Office/garage.** Carpet for the city hall office space and hallways had been explored. The timing and process involved to replace the carpet is more involved and timing would be difficult due to COVID. Chief Frank has explored the option of finishing the city hall garage space along with redoing the hallway and office area with an epoxy finish that will help to seal and protect the areas for a longer period. The original office area was sealed but has not held up to high traffic and grit. An estimate was received for \$9,198.80.

**\$50,000-Parks-Sherwood Mobile Home Park Improvement.** With the school district approving the artificial turf, at this time, additional soccer fields are not needed which were planned for the Sherwood Mobile Home Park space. A sum of \$50,000 had been budgeted to help in the partnership. Park & Rec Director Rick Schaber has requested that the funds be used toward reroofing and siding of the City Park garage/storage building. The original wood siding is rotting on the bottom and would be replaced and steel siding would be installed. The total project cost for the roof and siding is \$20,100. In addition, a grant was applied for through the Bremer Foundation to assist with access improvements at City Park to the ballfield, but was unsuccessful. A quote was received to do the concrete to rectify some of the drainage and access issues for the ballfields of \$9,160 as well as a sidewalk to one of the play spaces for ADA requirements. The sidewalk was not included in the quote, but will be presented Tuesday evening.

