

**MINUTES of the ST. CHARLES CITY COUNCIL
for Tuesday, April 12, 2016 held at 6:00 p.m. at
830 Whitewater Avenue,
St. Charles, Minnesota**

MEMBERS PRESENT:

Councilmen:
Mayor John Schaber
Dave Braun
Orv Dahl
Wayne Getz
David Kramer

STAFF PRESENT: Lyle Peterson (Fire Chief), Jeff Hardtke (Ambulance Director), and Nick Koverman
City Administrator

OTHERS IN ATTENDANCE: Cathy Groebner, Travis Lange (Benike Construction), and Craig Hilmer
(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

Motion to approve: **Wayne Getz**
No discussion.
Motion carried.

4. Meeting Minutes

-March 8, 2016
Motion to approve: **Dave Braun**
No discussion.
Motion carried.

5. April Payables.

Motion to approve: **Orv Dahl**
No discussion.
Motion carried.

6. Notices and communications: Admin. Koverman shared the information regarding the upcoming June
12th Project Fine dinner.

7. Reports of Boards and Committee:

Reports were given.

8. Public Hearing-Utility Assessment. A motion was called to open the public hearing.

Motion to open at 6:11 p.m.: **Orv Dahl**
No discussion.
Motion carried.

Mayor Schaber called for any comments regarding the proposed assessment. He called three times.
Hearing no comment a motion was made to close the public hearing.

Motion to close at 6:12 p.m.: **David Kramer**
No discussion.
Motion carried.

9. Resolution #06-2016 Utility Assessment. Mayor Schaber called for a motion to accept the proposed assessment. Motion to approve as presented.

Motion to approve: **Dave Braun**

No further discussion.

Motion carried.

10. EMS/PD Project Cap/Review. Admin. Koverman reviewed a memo that outlined the revenues and expenditures for the EMS building project and the police renovation and garage addition. He also highlighted a memo from Benike Construction that outlined the various change orders to the project and why many of the items were either upgrades to the project, not part of the original design but required, owner provided which included normal infrastructure pieces that would be common (i.e. phone lines, computer lines, internet, phone system, etc.), or modifications in the field that were necessary in relation to other components of the project. Several additional costs were not factored into the project cost of construction by the builder as they were outside the scope of the service, but nevertheless, part of the project. As a result of these various factors, and after factoring any due credits/reductions, the project exceeded the estimated cost by eight tenths of one percent (\$22,605.76). Project manager Travis Lange was present and relayed to the Council that all of the changes to the project were done for the various reasons Admin. Koverman listed, but that each one made for either a better overall product or were simply necessary for any type of construction. All councilmen agreed that the overall project was well done and that they appreciated the work and effort by all staff and contractors to make the best project for the community. He also relayed that this was the first project of this size that he has worked on that the budget has fallen to within under 1 percent and that it is most common to be in the 10-15 percent range. No additional comments or questions were asked.

11. Loader Renewal. Mayor Schaber relayed that in 2014 the City purchased a new loader and entered in to a 3-year arrangement in order to take advantage of a rolling warranty thereby saving the city costs of long-term maintenance issues. The updated contract was presented to the Council for consideration. Clm. Braun agreed that it was a good decision for the city as it will continue to save the city money long-term. A motion was made to approve the renewal of the loader for 2017.

Motion to approve: Dave Braun

No further discussion.

Motion carried.

12. Resolution #07-2016 Donation from the St. Charles Lions Club. The mayor discussed the \$250.00 donation from the Lions to the Blandin Committee group related to the upcoming program of Safe Travels Make Happy Arrivals.

Motion to approve: Orv Dahl

No further discussion.

Motion carried.

13. Resolution #08-2016 Donation from the Loyal Order of Moose. Mayor Schaber

Motion to approve: **Dave Braun**

No further discussion.

Motion carried.

13. Resolution #05-2015 Sewer Lining Project. Admin. Koverman highlighted for Council that WHKS submitted only one bid for consideration for the 5 blocks of sewer lining that was planned for 2016. An email from a second bidder had been received indicating that they would not be bidding due to their extreme workload. Koverman added that the bid was \$255.00 less than the engineer's estimate and almost \$5,000 below the previous year's bid from Visi-Sewer. A motion was made to approve the resolution as presented.

Motion to approve: **Wayne Getz**

No further discussion.

Motion carried.

14. Early Childhood Initiative-Green Space Request. Admin. Koverman reviewed a request from the Early Childhood Initiative of which the City partners with, to utilize the green space behind City Hall for an outdoor family concert for families with children ages 0-4. The concert will be held Sunday May 22 from 3-5 p.m. A motion was made to approve the use of the space.

Motion to approve: **Orv Dahl**

No further discussion.

Motion carried.

15. LMCIT Waiver Form. Mayor Schaber reviewed the annual form that demonstrates that the City does NOT WAIVE its monetary limits of liability. No further discussion was held and a motion to adopt the form to NOT WAIVE the city's monetary limits was made.

Motion to approve: **David Kramer**

No further discussion.

Motion carried.

16. March 22, 2016 Council Date. Mayor Schaber stated that staff has requested that the March 22 meeting be cancelled and moved to March 29 if necessary given staff training schedule. A motion was made to cancel the 22nd meeting and the ability to reschedule to the 29th if necessary.

Motion to approve: **David Kramer**

No further discussion.

Motion carried.

UNSCHEDULED PUBLIC APPEARANCES

None.

Motion to adjourn at 7:08 p.m.

Motion to approve: **Wayne Getz**

Motion declared carried.

John P. Schaber, Mayor

ATTEST

Nick Koverman, City Administrator