

**MINUTES of the ST. CHARLES CITY COUNCIL**  
**For Tuesday, December 22, 2015 held at 6:00 p.m. at**  
**830 Whitewater Avenue**  
**St. Charles, Minnesota**

**MEMBERS PRESENT:**

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

**STAFF PRESENT:**

Nick Koverman (City Administrator).

**OTHERS IN ATTENDANCE:** Dan White, Cathy Groebner, Scott Krohse, Sam Krohse, John Castillo, Melissa LaStillo, Mitzi Storm, Nathan Storm, Matthew Storm, Calvin Zickrick, Nick Wolter, David Braun, Evan Timm, Christian Wolter, Bryan Todd, and Craig Hilmer (St. Charles Press).

**1. ESTABLISH QUOROM/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 18.) January 4, 2016 meeting**

Motion to approve the agenda: **Dave Braun**

No discussion.

Motion carried.

**4. Notices and Communications.** None.

**5. Review of Financials.** No questions.

**6. Board Reports.** Reports were given for School Board and Park Board.

**7. Ordinance #581 Storm Water Rates (2<sup>nd</sup> Reading).** The second reading for a \$0.71 storm water fee increase was read. A motion to approve the reading was made.

Motion to approve: **Dave Braun**

No further discussion.

Motion carried.

**8. Ordinance #582 Amending Fence Standards (2<sup>nd</sup> Reading).** The second reading was reviewed by Mayor Schaber. No further comments were made. A motion to approve the resolution was made.

Motion to approve: **Orv Dahl**

No further discussion.

Motion carried.

**9. Ordinance #583 Setting Administrative Fines and Fees. (1<sup>st</sup> Reading).** Admin. Koverman reviewed for the Council the few changes to the schedule and outlined several presented by the police department. No questions were asked. A motion to approve the first reading was made.

Motion to approve: **Orv Dahl**

No further discussion.

Motion carried.

**10. Resolution #36-2015 Approve Final Levy Collectible 2016.** The proposed levy reflects an 8.16 percent increase as discussed. No further questions were asked. A motion to approve the resolution as presented was made.

Motion to approve: **Dave Braun**

No further discussion.

Motion carried.

**11. Resolution #37-2015 Establishing 2016 Budget.** No discussion was held. A motion to approve the resolution as presented was made.

Motion to approve: **Wayne Getz**

No further discussion.

Motion carried.

**12. Resolution #38-2015 Amending Advanced Disposal Garbage Rates.** The resolution was presented for consideration that reflected a 3 percent increase. A motion was made to approve the increase.

Motion to approve: **Wayne Getz**

No further discussion.

Motion carried.

**13. Resolution #39-2015 Resolution of Support 2015 TAP Application.** Admin. Koverman presented the Council with an updated resolution for the upcoming Transportation Administration Program application. The Council was required to approve a resolution of support for the application/project. A motion was made to approve the resolution.

Motion to approve: **Dave Braun**

No further discussion.

Motion carried.

**14. Resolution #40-2015 Resolution of Support 2015 SRTS Application.** A resolution of support for the Safe Routes To School application was also drafted to accompany the application. A motion was made to approve the resolution of support for the January 8, 2016 SRTS application.

Motion to approve: **Orv Dahl**

No further discussion.

Motion carried.

**15. December 31, 2015 Closing 3p.m.** Admin. Koverman highlighted that city hall has closed at 3 p.m. in order to allow for a closing of accounts and transition to the next year's work flow. A motion to approve the closing at 3 p.m. was made.

Motion to approve: **Dave Braun**

No further discussion.

Motion carried.

**16. City contribution to Medical Flex Spending Account.** Admin. Koverman briefly reviewed a memo that highlighted a request to contribute the maximum of \$2,550 to a Flex Spending Medical account in lieu of a Health Savings Account contribution of \$3,920 (family contribution) as new rules prohibit contribution to HSAs when retirement age is met. Other alternatives were looked at, but a Flex Medical account was determined to be the best alternative. A motion was made to approve the contribution.

Motion to approve: **Wayne Getz**

No further discussion.

Motion carried.

**17. Administrator Time Off Request.** A request for time off was reviewed and a motion to approve that request was made.

Motion to approve: **Dave Braun**

No further discussion.

Motion carried.

**18. January 4, 2016 meeting.** Mayor Schaber expressed that a date for the first Council meeting in 2016 was necessary. The Monday, January 4, 2016 was reviewed with a 5 p.m. time. All Councilmen were in favor of the date and time. A motion to approve the discussed date and time was made.

Motion to approve: **Wayne Getz**

No further discussion.

Motion carried.

**UNSCHEDULED PUBLIC APPEARANCES**

Dan White at 730 Whitewater Avenue thanked the Council and Mayor for their service. He gave a brief report on the public bus service.

Motion to adjourn at 6:16p.m.

Motion to approve: **David Kramer**

Motion declared carried.

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**John Schaber, Mayor**

Attest: \_\_\_\_\_

**Janell Dahl, Deputy City Clerk**