

**MINUTES of the ST. CHARLES CITY COUNCIL
For Tuesday, January 27, 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:

PW Supt. Kyle Karger, Police Chief Ken Frank and Nick Koverman (City Administrator).

OTHERS IN ATTENDANCE: Andrew Archer, Jacqueline Archer, Dan White, and Craig Hilmer.

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:

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

4. Meeting Minutes-January 13, 2015

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

5. Notices and Communications. Admin. Koverman briefly reviewed the SEMLM meeting as well as the notice from SMIF thanking the City for its pledge.

6. Electric Service Request-A. Archer—Admin. Koverman highlighted an electric service request for a 3-phase 480 volt service within a residentially zoned district. Typically this specific type of service is generally found in a commercial or industrially zoned district, but through conversation with the owner of the property at 2000 Hillcrest Drive, he has outlined the proposed use for electric equipment that will be indoors and at a very low decibel rating (less than a vacuum cleaner). Admin. Koverman expressed that because it is an extraordinary type of request, city code addresses that it is a determination for the Council. Because the city has already provided a service, the question of the cost of installing the service is at question in addition to whether or not the Council chooses to allow the separate request. In working through the request Supt. Kyle Karger and Admin. Koverman offered a compromise as the city could move forward a future project for adding an additional connection through a loop. By partnering together it could lessen the cost of the potential line as both parties could use a joint bore, which is the primary cost. Supt. Karger addressed safety issues and relayed that putting the service on a dedicated line would reduce or eliminate any potential threat. The homeowner would still responsible for various equipment necessary to provide his own service at his home in addition to any equipment necessary to not adversely affect other services in the area. The line extension would run approximately 900 feet and would need to be placed in the ground. Clm. Kramer asked Mr. Archer that the city was willing to move up the project and partner, if Mr. Archer would be willing to pay the cost. Mr. Archer agreed that he would. After hearing more detail from Mr. Archer and the reasoning, the Council agreed that it would be a good service to provide. A separate service agreement was recommended that would outline costs and expectations. Once the agreement is drafted and Mr. Archer has reviewed and approved it then the City Council will adopt it and the work can be scheduled. A motion was made to direct to staff to work with the city attorney to draft an agreement in order to provide the requested 3-phase 480 volt service to the location property.

Motion to approve: **Dave Braun**
No further discussion.
Motion carried.

7. Snow Parking Ordinance. Mr. Steffel who requested to address the Council was not present. The discussion was tabled until a later date. Motion to table the discussion.

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

8. Public Hearing Ordinance #578 Special Vehicle Use.

Motion to open the public hearing at 6:19 p.m.: **Orv Dahl**
No discussion.
Motion carried.

Admin. Koverman presented a summary of the ordinance for the Council that outlined the proposed changes. He highlighted the various aspects including the definitions and the new restrictions. Mayor Schaber then asked for any resident comment/input. He called once, twice, three times. Hearing none, he called for a motion to close the public hearing.

Motion to close the public hearing at 6:21 p.m.: **David Kramer**
No discussion.
Motion carried.

9. Ordinance #576 Special Vehicle Use (1st Reading). Clm. Kramer expressed that he understood the definitions, but asked about incorporating the statute number as opposed to the definition as it may be amended from time to time and by only including the statute number it would eliminate that need. He also questioned language points in items 5 and 6. After discussion of clarifying the points a motion was made to approve the 1st Reading with the suggested changes.

Motion to approve: **David Kramer**
No discussion.
Motion carried.

10. Public Hearing Ordinance #577 Dangerous Dog Ordinance. A motion was made to open the public hearing at 6:25 p.m.: **Wayne Getz**

No discussion.
Motion carried.

Admin. Koverman highlighted the ordinance changes that included aligning the language with state statute as well as improving language with respect to the potentially dangerous dog and the definition of the proper enclosure. In addition, while limits on the number of pets was removed, it was added that a multiple pet permit license would be required for owners of 3 or more animals. The multiple pet permit would require proper enclosures/fencing for residents with 3 or more dogs and would allow law enforcement to work with residents to ensure that proper care is being taken. Mayor Schaber called for public comment once, twice, three times. Hearing none, he called for a motion to close the public hearing at 6:32 p.m.

Motion to close: **Dave Braun**
No further discussion.
Motion carried.

11. Ordinance #577 Dangerous Dog Ordinance (1st Reading). Clm. Kramer expressed how he believed it was a nice balance within the language that retained resident's rights with protecting the community and pets without limiting people. No further discussion was held. A motion to approve the 1st reading was made.

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

12. 2015 Pay Equity Report. Admin. Koverman presented the 2015 Pay Equity Report and briefly highlighted the intent of the pay equity report. The report demonstrated compliance and recommended approval. A motion was made to approve the 2015 Pay Equity Report.

Motion to approve: **David Kramer**
No further discussion.
Motion carried.

13. Police Department Staffing/Military Leave Request. Chief Frank addressed the Council informing them of a recent letter of resignation from a part-time officer who accepted a full-time position elsewhere as well as an upcoming deployment for a fulltime officer. Chief Frank highlighted the case for a need to seek additional part-time officers and also requested to investigate the potential option of a temporary full-time staff member to fill in in his absence. Admin. Koverman expressed that communication has been held with the Union business agent in order to discuss a Memorandum of Understanding for the temporary position. Chief Frank requested the ability to advertise for 2-3 part-time officers. Clm. Braun questioned how many officers we had and if they were fulfilling their shifts. Chief Frank discussed the various shifts and officers and expressed that it is good to have numbers. Clm. Dahl expressed that he felt it was a good idea especially if it did not cost the city any money as their training and licensures were the responsibility of another department. A motion was made to approve the advertisement of 2-3 part-time officers in addition to investigating a temporary fulltime position from within the department.

Motion to approve: **Dave Braun**
No further discussion.
Motion carried.

14. 2015 Blandin Foundation. Mayor Schaber provided the Council with an update on a recent meeting he attended as the process for the 2015 Leadership program kicked off. The program will look for 24 citizens split into 12 women and 12 men to attend a week long training with follow up sessions in later August and November. The steering committee is helping to provide potential candidates and more information will be coming forward.

15. Safe Routes To School Bicycle Fleet Grant Award. The St. Charles School District was awarded the MNDOT Safe Routes To School Bicycle Fleet grant award recently. Only 4 applications were approved out of the 16 applicants. Discussions are being held with the ambulance, park and rec, and police departments as far as potential programs/events.

16. Rate Schedule Rider for Distributed Generation. Admin. Koverman relayed that the attached rate schedule was required according to the electrical engineer as it related to alternative energy services the city provides. The schedule is required by the Minnesota Public Utilities Commission. Hearing no further discussion a motion was made to approve the rate schedule.

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

17. Rolling Hills Transit promotional video collaboration. Admin. Koverman provided a brief update on the public bus transit program as he relayed that delivery of the bus was delayed and won't be in full operation until March. Service to Eyota and Dover will begin in February as Semcac will utilize a replacement bus to at least offer some service until the two buses are delivered. Eyota approached St. Charles and Dover about putting together a video that could be used to help market the bus service to help spread the word. Eyota is using this format and will continue to produce separate videos moving forward but wanted to know if our communities wanted to cooperatively purchase the first video. The video could be put on public channels such as MediaCom and HBC in addition to our own website. The cost share would be \$600 for St. Charles if Dover was not to participate, but could be lower if Dover joined. The request was for a worst case scenario of \$600. All Councilman agreed that it would be in the community's best interest with moving forward with the cooperative media production. A motion to approve participating with Eyota for a cost of \$600 was made.

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

18. Contract for Hazardous Materials Testing. Admin. Koverman presented two proposals for hazardous materials testing of both the fire hall and house on Church Avenue. While both estimates were fairly close, he highlighted that he did not like language that left the final cost open ended. WHKS had reviewed the proposals and felt that the both were qualified and would recommend Braun Intertec as the lowest bid. Clm. Kramer highlighted

the number of tests that would be performed in comparison with the Coulee Region estimate noting that it was a difference of 20 tests and did not have language that left the cost open-ended. He also noted a contractual issue that he would request to have stricken if the contract was awarded to Braun Intertec. Based on those factors, a motion was made to approve the contract with Coulee Region Environmental for \$4,158.

Motion to approve: **David Kramer**

No further discussion.

Motion carried.

19. EMS Building committee Update. Admin. Koverman updated the Council that two firms had submitted proposals and that the committee would be interviewing those firms the following week with a recommendation being brought to Council. Clm. Braun expressed his continued concern with respect to costs and building what the community needed. Clm. Dahl stated that he felt that throughout the discussion at the committee he felt that everyone involved was cost-conscious while focusing on what the community needed.

20. Resolution #01-2015 Resolution of Support for Ramsey County Regional Railroad Authority. Mayor Schaber expressed that as a member of the High Speed Rail Commission, he felt the resolution supported the direction of both organizations as they make a request for funding resources. A motion to approve the resolution as presented was made.

Motion to approve: **David Kramer**

No further discussion.

Motion carried.

UNSCHEDULED PUBLIC APPEARANCES

-Dan White thanked the Council for their decision of support for the public bus transit proposal.

Motion to adjourn at 7:03 p.m.

Motion to approve: **Wayne Getz**

Motion declared carried.

John Schaber, Mayor

Attest: _____

Nick Koverman, City Administrator