

MINUTES of the ST. CHARLES CITY COUNCIL
For Tuesday, July 23, 2013 held at 7:00 p.m. at
830 Whitewater Avenue
St. Charles, Minnesota

MEMBERS PRESENT:

Councilmen:

John Schaber

Dave Braun (absent)

Orv Dahl

Wayne Getz (absent)

Mayor Bill Spitzer

STAFF PRESENT:

Jeff Hardtke (Ambulance Director), and Nick Koverman (City Administrator).

OTHERS IN ATTENDANCE: Craig Hilmer, Cathy Groebner, and Cassara Fishbaugher.

1. ESTABLISH QUOROM/CALL TO ORDER

Quorum was established with Mayor Spitzer calling the meeting to order at 7:00 p.m.

2. PLEDGE OF ALLEGIANCE

3. APPROVAL of the AGENDA:

Motion to approve the agenda: **Orv Dahl**

No discussion.

Motion carried.

4. Notices and Communications. Admin. Koverman reviewed a letter from the Minnesota Department of Health related to the Wellhead Protection Plan as well as articles he had recently received or reviewed. He reminded everyone of the Ronald McDonald Ride fundraiser on Sunday.

5. REVIEW OF FINANCIALS. No comments.

6. Ambulance Director Salary. Jeff Hardtke, the current director of the St. Charles Ambulance Association, was present to request an increase in salary from \$2,000 to \$5,000. The last increase was over 5 years prior and a review of other area director's salaries was completed that showed that the requested salary was a comparable pay, but that St. Charles far exceeded the demands of volunteers by more than doubling the call volume. Director Hardtke listed the numerous tasks and ever changing health care reimbursement and state and federal mandates that must be recorded and submitted to the state. Because of the nature and role of volunteers, Mr. Hardtke expressed that the demand on the director position has drastically evolved over his tenure and that with the required number of hours that he felt the increase was justified. The ambulance association voted unanimously to approve the raise as a recommendation to the council. Clm. Dahl expressed that with the comparisons it was apparent he was well underpaid and was comfortable with the request. Mayor Spitzer expressed that he also was comfortable with the increase as long as the budget was able to handle the request, which upon a quick review showed that the ambulance would be below budget even with the increase. Clm. Schaber concurred, expressing how the two units have brought added responsibility, maintenance and time. When asked, Admin. Koverman expressed that the future of the department potentially looks like it may incorporate a fulltime position as day-time call response may dwindle and call volume increases. Incrementally increasing as a way to move in that direction is a reasonable approach. A motion to approve the \$3,000 increase to be effective 2013 incrementally.

Motion to approve: **Orv Dahl**

No further discussion.

Motion carried.

7. Feasibility Study Cost Share. Admin. Koverman reviewed the request and recommendation from the St. Charles EDA to participate in a \$5,000 feasibility for the possible Cobblestone Hotel project in the I-90 Commercial/Industrial Park. Cobblestone has not only offered to share in the cost, but also to reimburse the city should the project not move forward, Admin. Koverman relayed. Knowing this fact provided the EDA with a strong comfort level and given the fact that a hotel has been something that the community has wanted since 2000 provided a strong impetus for the decision. In addition, Admin. Koverman applied for and received a \$1,200 grant from Dairyland Power that helps to fund these types of studies that are potentially economically advantageous to the community. A motion to approve the City's partnership with Cobblestone to fund a feasibility study for \$1,300 was approved.

Motion to approve: **John Schaber**

No further discussion.

Motion carried.

8. Resolution #15-2013 Adopting the Amended Winona County All-Hazard Mitigation Plan. Admin. Koverman highlighted the reason for the amendment as the St. Charles Public Utility department is making an application to FEMA to receive grant money toward burying the 4th Street mainline feeder from overhead to underground as a precautionary measure. The plan amendment is necessary to be current with the 5 year update before making the application. A full review of the plan will be made at a later date by the county. A motion to approve the amendment and resolution was made.

Motion to approve: **John Schaber**

No further discussion.

Motion carried.

UNSCHEDULED PUBLIC APPEARANCES

None

9. Administrator Review.

Motion to close the meeting 7:23 p.m.: **Orv Dahl**

Closed meeting began at 7:26 p.m.

Motion to adjourn into an open session following the closed portion was at 7:43 p.m.: John Schaber

A motion was made to have Mayor Spitzer formalize the evaluation: John Schaber

No further discussion.

Motion carried.

Motion to adjourn at 7:45 p.m.

Motion to approve: **John Schaber**

Motion declared carried.

William J. Spitzer, Mayor

Attest: _____
Nick Koverman, City Administrator