

**MINUTES of the ST. CHARLES CITY COUNCIL  
for Tuesday, June 14, 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:** Nick Koverman (City Administrator).

**OTHERS IN ATTENDANCE:** Cathy Groebner and Jill Veerkamp (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**

-May 10, 2016

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

-May 24, 2016

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

**5. June Payables.**

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

**6. Notices and communications:** None.

**7. Reports of Boards and Committee:**

Reports were given.

**8. Resolution #14-2016. Donation from Ruth A. Jacobs Trust.** The resolution that approved the receipt of \$22,419.94 for City Park was approved.

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

**9. Resolution #15-2016 Off-Site Gambling American Legion.** Discussion of the annual permit to the American Legion for a gambling permit for the Winona County Fair was held. A motion was made to approve the resolution as presented.

Motion to approve: Wayne Getz

No further discussion.

Motion carried.

**10. Resolution #16-2016 Two-Day Intoxicating Liquor License-American Legion.** Discussion of the annual permit was briefly held. A motion to approve the license for the Fair was made.

Motion to approve: **Dave Braun**

No further discussion.

Motion carried.

**11. Resolution #16-2016 Three-Day Intoxicating Liquor License-American Legion.** Discussion of the annual permit was briefly held. A motion to approve the license for the Fair was made.

Motion to approve: **David Kramer**

No further discussion.

Motion carried.

**12. WHKS Professional Service Agreement-SRTS Application.** Admin. Koverman presented the Safe Routes To School Service Agreement for engineering done prior to the actual construction project. The value of the service contract was \$30,000. Mayor Schaber asked if anyone had any questions. Hearing none he called for a motion to approve as presented.

Motion to approve: **Orv Dahl**

No further discussion.

Motion carried.

**13. Commercial Rehab Request-#2-16.** Admin. Koverman presented the two requests outlined within the proposal. The first was from the Southeast Minnesota Rural Education & Resource Center for \$5,000 for a handicap accessible ramp for the new location. Koverman acknowledged that the project has changed from the rear of the building to the front, but that they would only be approved for 50 percent of the project up to \$5,000 maximum. The second request was from Kathy Wendt of Fresh Click photography for \$4,275.00 for installing a new overhang, awning, painting and sign. Both projects met the eligibility requirements by the EDA and were approved. After no further discussion a motion was made to approve the request.

Motion to approve: **Dave Braun**

No further discussion.

Motion carried.

**14. Promotional Video.** Mayor Schaber highlighted the EDA discussion surrounding the production of a 4-part video series that would highlight and showcase various aspects of St. Charles. Areas like tourism, school, the I-90 business park, amenities, or other items could be featured. The proposed cost for four 30-second videos was \$850, however, Admin. Koverman had spoken with the Chamber of Commerce who would be willing to partner for \$200 to help benefit the businesses. All Council concurred that it was a good idea and a motion was made to move forward.

Motion to approve: **Wayne Getz**

No further discussion.

Motion carried.

**15. City Cleanup Review.** Admin. Koverman reviewed the tire pickup and cleanup day by relaying the number of total tires at 882 at a cost of \$2,764.00 City cleanup day saw just over 64 tons collected which was a 33 percent increase in tonnage compared to the previous year of 43 tons. The cost associated with the cleanup was \$9,285.29, as compared to \$8,481.00 in 2015. It was relayed that while the cost wasn't as bad as what was assumed the increased amount of tonnage, it was readily apparent that increased dumping of material from residents beyond city limits was occurring. Staff met with the General Manager of Advanced Disposal, David Meyer, and he expressed the concern for the growing amount of rubbish. He offered several suggestions utilized in other communities they service with one being having a single drop off point

and thus far doing away with curbside pickup. Koverman relayed that he impressed that more education of our residents also needed to be provided by Advanced Disposal as to what can be placed in the garbage on a regular pickup day as much of the material seen could have been disposed of in that manner. The total cost for cleanup day and tire pick up exceeded the budgeted amount of \$11,500 and therefore changes will need to be made for future cleanup events. Council expressed that they liked the idea of the single location for pickup and being able to verify residency for items dropped off. Discussion was held as to the possible location between the city shop and the fairgrounds and pros and cons of each piece were discussed. It was also expressed if it could be figured out how to get service to residents who absolutely had no way of getting material to the location could be figured out. It was agreed that discontinuing the curbside pickup would be a necessary change to the service provided in order to try and keep the service affordable.

**16. Council Meeting Dates.** Mayor Schaber expressed that he would not be in attendance at the June 28<sup>th</sup> meeting and would like tentative approval to cancel if no agenda was necessary. In addition, given the closing times of the Envirolastech financing, Admin. Koverman relayed that he would like to move the July 12<sup>th</sup> meeting to the 19<sup>th</sup> in order to allow for the necessary pieces to be taken care of at that time. The Council agreed and a motion was made to tentatively cancel the 28<sup>th</sup> and move the 12<sup>th</sup> to the 19<sup>th</sup> meeting.  
Motion to approve: **Dave Braun**  
No further discussion.  
Motion carried.

#### **UNSCHEDULED PUBLIC APPEARANCES**

None.

Motion to adjourn at 6:28 p.m.  
Motion to approve: **Wayne Getz**  
Motion declared carried.

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**John P. Schaber, Mayor**

ATTEST

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**Nick Koverman, City Administrator**