

**For Tuesday, March 10, 2015 held at 6:00 p.m. at
830 Whitewater Avenue
St. Charles, Minnesota**

MEMBERS PRESENT:

Councilmen:

Dave Braun
Orv Dahl
Wayne Getz
David Kramer
John Schaber

MEMBERS ABSENT:

None

STAFF PRESENT:

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

OTHERS IN ATTENDANCE: Lyle Peterson(fire), Dan White, Steve Jacob (Winona County Commissioner) and Craig Hilmer (Press).

1. ESTABLISH QUOROM/CALL TO ORDER

Quorum was established with Mayor John Schaber calling the meeting to order at 6:00 p.m.

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF THE AGENDA : addition 18). #09-2015 Reimbursable Expenditure Bond Agreement.

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

No discussion.

Motion carried.

4. MEETING MINUTES

-February 10, 2015

Motion to approve: **Dave Braun**

Motion carried.

-February 24, 2015

Motion to approve: **Orv Dahl**

Motion carried.

5. APPROVAL OF February PAYABLES

Motion to approve payables: **Wayne Getz**

6. Notices and Communications. Admin. Koverman highlighted the Project Fine June 14 fundraising event that will be held in Winona and asked that Councilmen let him know if they would like to attend. He also highlighted that the Blandin Community Leadership Program application deadline has closed and that enough applications were received and that a selection committee would start reviewing them to narrow down the cohort of twenty-four.

7. Reports of Boards and Committees: Various reports were given. Clm. Kramer provided an update from the EMS Building Committee and highlighted that the committee was focused on a functional space while balancing the look of the building to be nice, but not extravagant. He also highlighted discussions on the additional stormwater that will be generated and how that issue was going to be addressed. He highlighted the variances that would need to be addressed as part of the project. A brief discussion was held that if there is open space that isn't used within the buildings that perhaps the square footage should be removed. Clm. Kramer expressed that the footprint of the building was pretty much set before he came on to the committee. He added

that eliminating a bay while it saves money in the short term could be more costly in the future because the cheapest time to build is during construction because of economies of scale. Clm. Dahl added that during the meetings he has attended the committee is struggling to see how everything will fit. Chief Peterson was present and added that the garage space was full and that those pieces of equipment would need to be stored somewhere in the fire hall.

8. Winona County Update-Steve Jacob. County Commissioner Jacob provided updates for the Council with respect to LETG, the County recycling program, the county ATV ordinance, consolidation of buildings, and transportation. He expressed that Winona County did not increase taxes again for 2015. He then asked what the Council thought of the road condition in Winona County? Various ideas for taxing to pay for the roads was discussed as well as how roads were repaired and at what cost. Commissioner Jacob thanked the Council for their time.

9. Cold Storage Shed. Admin. Koverman started by relaying that the bond attorney had informed him that no funds could be used for rent/lease/construction of any items requested other than what was specified on the bond. He then highlighted that 6 local contractors were contacted to bid on the shed with none being interested. He then relayed the past 3 bids highlighting: Menards (\$46,800), Chatfield Lumber (\$52,481.47) and Schultz Builders (formerly King, \$54,000). Clm. Kramer asked about the location of the building. Supt. Karger explained the initial idea of location and then highlighted how over the years that some materials had been discarded because of the elements. Clm. Getz expressed that he would have a difficult time supporting using funds from the sewer or water department for the project. Clm. Dahl expressed that if you subtract the cost of rent of nearly \$11,000 than in his mind a building for \$37,000 is worthwhile. Clm. Kramer asked if he anticipated heating the building, Supt. Karger expressed that in the future he could see it being heated. A timeline of 30 days was given for a timeline of construction. A discussion of what items would be stored in the building was held. Clm. Kramer expressed that if the \$10,800 was applied it would be a cost opportune time to build that side of shed. He expressed he felt it could be a cost saving project long term and a benefit for operations. A motion to approve the construction of the shed and awarding the project to Menards was made.
Motion to approve: **David Kramer**
Ayes: David Kramer, Orv Dahl, John Schaber
Nays: Dave Braun, Wayne Getz
No further discussion.
Motion carried.

A discussion of allocation of costs was then held. It was asked if the fire department would be willing to contribute \$5,000 out of their existing budget and Fire Chief Peterson expressed that he could come up with \$5,000 toward the construction. The Council then discussed \$10,000 from the street department with the remaining \$31,800 being designated Electric Department CIP.

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

10. Fire Department Applications. Fire Chief Peterson presented the names of Mike Hughes and Tate Pearson for new members on the fire department. The two men would bring the fire department roster back to the original twenty-eight.
Motion to approve: **Wayne Getz**
No further discussion.
Motion carried.

11. Joint School Board/City Council Meeting. Admin. Koverman relayed that planning for a joint school board/city council meeting has been ongoing and that an April 6th date at 6:30 p.m. is tentative. He will bring back more information as it is provided.

12. Well #4 Rehabilitation Update. Supt. Karger provided the Council with an update of the rehabilitation of Well#4 to the Council. Video of the well showed that chemical treatment or even bilging of the well was not necessary at this time according to Bergerson-Caswell. They recommended running the well weekly to help

with the maintenance of the well. However, the 4 inch pipe was corroded and was replaced with a larger pipe and a 75 horse motor replaced the 60 horse pump with a soft start which will increase the gallons per minute from approximately 300 gpm to 400 gpm.

- 13. Resolution #08-2015 Accepting a Donation from Kieffer Apartments.** Admin. Koverman relayed that Paul Kieffer had approached the city about donating the remaining land adjacent to the existing Kieffer Park for public purposes. The city attorney reviewed the possible donation of approximately 19.07 acres and found that a First Right of Refusal existed on the property and Satisfaction of Mortgages had not been recorded. He advised that a tentative approval of the resolution accepting the donation could be made contingent upon the satisfactory completion of these items. Admin. Koverman said that Rick Schaber had been in discussions with the school district and that while a baseball field was not feasible, other options would be reviewed. Admin. Koverman had stated that Mr. Kieffer relayed that he was acceptable with donating the land to the city with the idea of a public purpose use. The Council was appreciative and felt comfortable with the acceptance of the donation under the conditions of a public use. A motion was made to approve Resolution #08-2015 contingent upon the successful completion of the First Right of Refusal and Satisfaction of Mortgages.

Motion to approve: **Dave Braun**

No further discussion.

Motion carried.

- 14. Resolution #07-2015 Street Funding Legislation Support.** Admin. Koverman expressed that the League of Minnesota Cities sent around a resolution asking for support of proposed legislation that would adopt a funding mechanism for communities of less than a population of 5,000 to be able to access for aging infrastructure improvements. The Council briefly reviewed the resolution and a motion was made to adopt as presented.

Motion to approve: **Wayne Getz**

No further discussion.

Motion carried.

- 15. 2015 Goals.** The Council reviewed the 2014 and 2013 goals as well as the strategic (1-3 year) goals. The Council then began to combine various pieces. The changes were requested to be brought back to the City Council at the following meeting.

- 16. Advertisement for Summer Park and Rec Job List.** Mayor Schaber briefly reviewed the summer job list for Park and Rec and aquatic center openings. A motion to approve was made.

Motion to approve: **Wayne Getz**

No further discussion.

Motion carried.

- 17. Policy for Sale of Surplus Municipal Property.** Admin. Koverman presented an option for the possible sale of miscellaneous and excess equipment that is owned by the city. This electronic option allows for competitive sale of materials. The proposed policy was presented for consideration. The city attorney had provided a sample policy that was used. The Council felt this provided a good option for the city. A motion was made to approve the policy as presented.

Motion to approve: **Dave Braun**

No further discussion.

Motion carried.

- 18. Resolution 09-2015 Reimbursable Bond Agreement.** Admin. Koverman highlighted that a resolution that allowed for the reimbursement of city funds from the EMS bond was required. Mike Bubany of David Drown & Associates provided the resolution and will be present at the upcoming March 24, 2015 meeting to review the bond process, Koverman added. A motion was made to approve the resolution as presented.

Motion to approve: **David Kramer**

Seconded by: **Orv Dahl**

No further discussion.

Motion carried.

No public appearances.

Motion to adjourn at 7:50 p.m.
Motion to approve: **Wayne Getz**
Motion declared carried.

John Schaber, Mayor

Attest: _____
Nick Koverman, City Administrator