

**MINUTES of the ST. CHARLES CITY COUNCIL  
For Tuesday, March 11, 2014 held at 7:00 p.m. at  
830 Whitewater Avenue  
St. Charles, Minnesota**

**MEMBERS PRESENT:**

Councilmen:  
John Schaber  
Dave Braun  
Orv Dahl  
Wayne Getz  
Bill Spitzer

**MEMBERS ABSENT:**

None

**STAFF PRESENT:**

Ken Frank (Chief of Police), and Kyle Karger (Public Works Supt.).

**OTHERS IN ATTENDANCE:** Tom Nigon, Mark Welch, Brian Todd, and Craig Hilmer (Press).

**1. ESTABLISH QUORUM/CALL TO ORDER**

Quorum was established with Mayor Bill 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: **Dave Braun**  
No Discussion.  
Motion carried.

**4. MEETING MINUTES:**

-February 11, 2014

Motion to approve: **John Schaber**

Clm. Getz offered a friendly amendment adding that his name was deleted from those present. A motion to approve the minutes with the change requested.  
Motion carried.

-February 25, 2014

Motion to approve: **Orv Dahl**

No discussion.  
Motion carried.

**5. APPROVAL of the MARCH PAYABLES**

Motion to approve payables: **John Schaber**

**6. Notices and Communications.**

**7. Reports of Boards and Committees:** Various reports were given by Council.

**8. Resolution #04-2014 4<sup>th</sup> Street Electric Upgrade Project.** Tom Nigon of Star Energy Services presented the bids that were received as part of the main line 4<sup>th</sup> Street Upgrade project which will take overhead feeder lines to underground. The bids also provided an option for connecting the well between St. Charles and Whitewater Avenue north of 4<sup>th</sup> Street from overhead to underground. The four bids from Karian Peterson, Michels Communications, M.J. Electric, and Push INC. were reviewed. The total of the projects including replacing the well overhead line to underground was reviewed and Push INC. was selected as the lowest most responsible

bidder at \$62,810 (\$532,881-4<sup>th</sup> Street/\$88,929-well). Nigon expressed that he felt the bids were favorable and better than he had originally estimated. His estimate he pointed out to Council for the two projects was \$721,000. He recommended that both projects be completed and the bid be awarded to Push INC. The Council agreed with the recommendation and concurred that it was in the best interest of the public utility to replace the aging overhead line for safety and reliability reasons. A motion was made to approve Resolution #04-2014.

Motion to approve: **Wayne Getz**

No further discussion.

Motion carried.

**9.Ordinance #568 Vacating Whispering Greens ROW, Easements.** Administrator Koverman reviewed the request from St. Charles Golf Course Enterprises owner, Matt McMahon. He highlighted the agreements for easement that Mr. McMahon and adjoining property owners to the south, Michelle and Trooper Rinn, were working on in order to finalize the vacation. Clm. Schaber expressed that the Planning & Zoning Commission reviewed the request and because both owners were working toward agreements, the Commission forwarded a positive recommendation to approve the readings. Clm. Schaber expressed that because two readings are required, he felt comfortable conducting the first reading for the vacation. A motion was made to approve the first reading.

Motion to approve: John Schaber

No further discussion

Motion carried.

**10.EDA Revolving Loan Fund Request.** Two project requests were reviewed by the EDA and received favorable recommendations for improvements to the WhiteRose Bridal and Thymless Flowers. Both projects would receive the maximum downtown rehabilitation loan dollars of \$10,000 that would qualify as a forgivable loan over 5 years. The Council reviewed both projects and a motion was made to approve the loan amounts. A motion was made to approve the Downtown Rehabilitation Loan Funds.

Motion to approve: **Wayne Getz**

No further discussion.

Motion approved.

**11. Downtown Beautification/Transportation Plan.** Admin. Koverman discussed the proposal was presented to the EDA for a downtown beautification/transportation plan that would provide a long-term vision and concept for the downtown business district while incorporating 9<sup>th</sup> and 11<sup>th</sup> Street corridors. This concept plan would bring stakeholders to the table and inquire as to the future vision of the downtown and how transportation, parking, pedestrians, and landscape design can all work together for the betterment of the community. The plan could then be used to help in applying for grants or program dollars to help facilitate projects and concepts. Clm. Getz expressed that he like the idea of providing that long-term vision of what downtown could be. The Council as a whole agreed. Brief discussion was held on the idea of bumpouts and the desired impacts for residents and guests of St. Charles. The cost of the plan was \$13,900 which was proposed to be used from the Rochester Sales Tax dollars. Council agreed that it would be a good investment into the downtown infrastructure of St. Charles as we prepare for the future including the Rochester Medical Destination project.

Motion to approve: **Dave Braun**

No further discussion.

Motion approved.

Motion to approve: **John Schaber**

No further discussion.

Motion approved.

**12. LMCIT Insurance Liability Waiver.** Mayor Spitzer briefly highlighted the insurance tort liability waiver form that is an annual form with the insurance renewal package. A motion to approve the waiver stating tat the Council does not waive its limit liability coverage was made.

Motion to approve: **John Schaber**

No further discussion.

Motion carried.

**13. 2014 Summer Job Posting.** The 2014 summer job posting list was reviewed and a motion was made to approve the posting.

Motion to approve: **Wayne Getz**

No further discussion.

Motion carried.

**14. Resolution #05-2014 Request to waive DESCASD's SAC fee, 2014-2015.** Admin. Koverman informed the Council that he had attended the Eyota EDA meeting and presented the request of the St. Charles EDA to request of the DESCASD board to suspend the SAC fee for new home construction for 2014-2015 as a way to compete with neighboring communities as we try to attract new residents to St. Charles and the area. The Eyota EDA requested a resolution be drafted that could be circulated to all the communities for consideration.

Motion to approve: **Orv Dahl**

No further discussion.

Motion carried.

**UNSCHEDULED PUBLIC APPEARANCES:**

None

Motion to adjourn at 7:32 p.m.

Motion to approve: **John Schaber**

Motion declared carried.

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**William J. Spitzer, Mayor**

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

**Nick Koverman, City Administrator**