

**MINUTES of the ST. CHARLES CITY COUNCIL
for Tuesday, March 8, 2011 at 7:00 p.m.
830 Whitewater Avenue
St. Charles, MN 55972**

MEMBERS PRESENT:

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

STAFF PRESENT:

Nick Koverman City Administrator

OTHERS IN ATTENDANCE: Craig Hilmer, Dave Krause (city electric engineer), Anne Morse (Winona County Environmental), and Dan White.

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: With the addition of 8a. Conservation Improvement Plan and removal of 16. FMLA Request

Motion to approve the agenda: Dave Braun

Motion carried.

4). MEETING MINUTES

-February 8, 2011

Motion to approve: John Schaber

No further discussion

Motion declared carried

-February 22, 2011

Motion to approve: Wayne Getz

No further discussion

Motion declared carried

5). MARCH Payables.

Motion to approve: Orv Dahl

No further discussion

Motion declared carried.

6). NOTICES AND COMMUNICATIONS. The mayor provided updates as far as times of various political forums that local and area state representatives were hosting.

7). Reports of Boards and Commissions. Various reports were given. Clm. Dahl asked about the sweeper demonstration and if anything was being looked into. Admin. Koverman believed that a new style of street sweeper was introduced that utilized a truck chassis as opposed to the old style of machine, but that he would have to verify with Supt. Karger.

8). Winona County Hazard Mitigation Plan. Anne Morse from Winona County was present and briefly discussed the update of the plan that is currently under way. She is visiting all towns to find out what amendments need to be in place and the importance of hazard mitigation. The amendments need to be completed by April 15th and she asked if the Council could take some time to offer an additions. Mayor Spitzer expressed that he would work with Admin. Koverman to go over the amendments and help to

prioritize those action items. The item would be brought back at the 22nd meeting for approval to be sent to Ms. Morse.

8a). Conservation Improvement Plan. Admin. Koverman briefly highlighted the work that the city engineer was doing with regard to the Conservation Improvement Plan that is mandated by the State of Minnesota for energy reduction programs. Mr. Krause was present to begin the discussion of the program. Mr. Krause highlighted for the Council the requirement for electric utilities around the state to reduce their gross energy consumption by 1.5 percent or for St. Charles after the loss of North Star Foods it now means 300,000 kilowatts annually. After reviewing the energy sales the City should target roughly spending \$45,000 to meet that requirement of energy savings. He expressed that the utility should try to find the greatest return for the least investment. Various questions were raised as far as energy star rebates. Admin. Koverman then asked for clarification on the energy star program because he believed a separate program existed just for that and this was a separate issue. In addition, the rebates proposed were far less than currently exists and it is difficult enough to spend the money. It was also questioned whether or not those dollars could be used to turn off the lights at Brookwood on a timer switch and use those dollars as part of the program. Mr. Krause will review the rates the City currently provides for Energy Star Rebates and he expressed that he would bring an updated report to the April Council meeting.

9). Resolution #06-2011 Old Valley Road Quote Award. Administrator Koverman presented the resolution with the recommendation to award the quote to Winona Excavating. Clm. Getz had a few questions regarding the project to which they were answered. Following discussion of the need of the project by Admin. Koverman it was expressed that members of the Council would like to award the local contractor. While the Council did not necessarily have to award the lowest bid, Admin. Koverman was concerned that because it was essentially the bidding process that the City may open its self up to a liability if the decision is not to award to the lowest most responsible bidder, in which case, the City's engineering firm of WHKS had reviewed the bids and made the recommendation out of the seven bids received. A motion to award the contract to Pearson Builders was made.

Motion to approve: John Schaber

As part of further discussion Admin. Koverman again reiterated his concern and requested that he be allowed to contact the City Attorney in regards to this matter. He cautioned the Council with regard to the potential liability this may create by not potentially following what was deemed as the bidding process. Clm. Schaber withdrew his motion. A motion was then made to table until the attorney could review the process.

Motion to table: John Schaber

No further discussion.

Motion declared carried.

10. Well #5 Rehabilitation Funding Request. After reviewing his budgets again with the Well #5 rehabilitation, Supt. Karger requested to utilize reserve funds for the project as it was an unbudgeted, necessary expense. While his memo expressed that he could potentially fund the project entirely, dependent on other projects, repairs, etc. throughout the year he may need to look at reserves regardless. Because the expense depletes most of his annual budget and seeing as how it was only in the first quarter of the year, he felt it may be a good use of the reserve water budget. A brief discussion was held and the Council felt that it would be best to utilize the existing funds and budget in the water department.

11. Resolution 305-2011 One-Day Liquor/Gamblers Fastpitch. This is an annual tournament held in St. Charles. A motion was made to approve the 1-day liquor license.

Motion to approve: John Schaber

No further discussion.

Motion declared carried.

12). Summer Park & Rec. Brochure. After the Council briefly reviewed the brochure based on the Park & Rec recommendation to approve, a motion was made to approve the 2011 Summer Park & Recreation brochure.

Motion to approve: Dave Braun

No further discussion.

Motion declared carried.

13). 2011 Summer Job Posting. The Council reviewed the summer job list and a motion was made to approve the advertisement of the summer job list.

Motion to approve: Wayne Getz

No further discussion.

Motion declared carried.

14. St. Charles Wellness Complex. Mayor Spitzer read the information provided regarding the upcoming meeting regarding a proposed wellness complex and invited everyone to attend. He asked Council who was planning to attend to avoid a quorum. It appeared that there would be no complications and that a separate meeting notice would not need to be posted.

15. Library Board Member Phyllis Ruzek. The Council reviewed the application of Phyllis Ruzek for Library Board. A motion was made to appoint Mrs. Ruzek to the Library Board.

Motion to approve: Dave Braun

No further discussion.

Motion declared carried.

17. City Cleanup Days. City Cleanup Days were discussed as Saturday, May 21st for curbside appliance and furniture cleanup and May 18th for tires. It was also discussed that televisions and printers, monitors, laptops and CPUs could no longer be received because of cost. When the City initially took those pieces three years ago, companies would recycle the components free of charge to the city, however the last two years after receiving so many, the companies began to charge and last year's cost was over \$6,000 just for televisions and monitors. Now it was determined that other programs exist for residents to recycle televisions and similar products for free at Best Buy.

Unscheduled Appearances. None.

A motion to adjourn the meeting at 8:29 p.m.

Motion to approve: John Schaber

Motion declared carried.

William J. Spitzer, Mayor

Attest: _____
Nick Koverman, Administrator