

**MINUTES of the ST. CHARLES CITY COUNCIL
for Tuesday, March 8, 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: Ken Frank (Police Chief), Officer Jose Pelaez, and Nick Koverman City Administrator

OTHERS IN ATTENDANCE: Mahlon Geib, Cassarra Frick, Ben Mompier (Winona County/GreenCorps), Craig Hilmer (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

-February 9, 2016
Motion to approve: **Dave Braun**
No discussion.
Motion declared carried.

-February 23, 2016
Motion to approve: **David Kramer**
No discussion.
Motion carried.

5. Notices and communications: Admin. Koverman shared that information will be coming regarding a Chicken 101 meeting that Rochester Country Feed and Produce will be hosting to help educate folks on how to care for chickens on Thursday, March 31, 2016 at 6 p.m. in the community center.

6. Reports of Boards and Committee:

Reports were given.

7. Presentation of the Colors. St. Charles Police Officer Jose Pelaez presented two flags to both the City of St. Charles and Police Chief Ken Frank in honor of their support during his deployment as U.S. Staff Sergeant during operation Inherent Resolve. Mayor Schaber and Council thanked him for his service to our country.

8. Ordinance #585 Renaming Brubaker Drive to Geib Boulevard (2nd Reading). Mayor Schaber provided a brief synopsis of the last discussion regarding the concern for response time for First Responders with respect to Geib Road and Geib Boulevard. Mr. Geib addressed the Council and relayed that he was aware of those concerns raised and empathized with the point of view. He shared that while he

did not take the issue lightly, he pointed out that there are five digits following Geib Rd. versus Geib Blvd which only has three. He also pointed out the difference in syllables of one versus two. He hoped the matter could be resolved easily as he felt it had taken enough time. Clm. Braun said he felt comfortable and agreed with Mr. Geib. Clm. Getz also agreed. Clm. Kramer thanked Mr. Geib for everything he has done for the community. Clm. Dahl also stated that he felt the concerns had been addressed. A motion to approve the second reading of Ordinance #585 was made.

Motion to approve: **Dave Braun**

No further discussion.

Motion carried.

9. St. Charles School Referendum Information—Mark Roubinek. Supt. of Schools Mark Roubinek presented information and answered questions on the upcoming school referendum.

10. St. Charles Farmer's Market-Ben Mompier. Mr. Mompier presented information updated the Council on the 2015 season and provided a quick look ahead at 2016. Council thanked him for his time.

11. SCPD Open Position. Police Chief Ken Frank presented information that showed the department's calls for service, the current and proposed organizational chart, as well as a comparison of other departments in surrounding communities. He outlined a proposed job description and reviewed what other departments are paying for similar type positions. Clm. Braun questioned why we would not look inside the ranks to fill the position from within. Clm. Kramer expressed that he believed we would look both inside and outside. Mayor Schaber expressed that he felt the Council should first decide if the idea of creating the position was of interest. Chief Frank reviewed that primary duties would be investigative in nature and that the person would serve as the second in command. Mayor Schaber suggested the idea of a 90 day interim trial for current officers, but stressed that the city still was looking for the best person for the position. Clm. Dahl agreed that in the end, the process should seek the best candidate possible. Clm. Kramer then added that what he felt could be some benefits of opening up the search outside of the current candidate pool as he has seen from his experience, he also discussed some of the difficulties associated with it as well. He then asked Admin. Koverman regarding the process. Koverman relayed that he would work with legal counsel to address the process from a union standpoint as well as any pay equity/comparable worth pieces that may be required. Clm. Kramer concluded that he felt that the department would be gaining capacity for a modest cost. Council agreed to continue exploring the option of the Sergeant position.

12. Birges First Addition Easements/License Agreements. Admin. Koverman reviewed the past actions of the Council to vacate a portion of a public alley associated with four residents along 14th and Bluff Avenue. The alley vacation has since been recorded and Koverman reviewed that all landowners had previously signed public utility easements with the city in order to proceed with the vacation. He requested formal adoption of the easements. In addition, two fence license agreements were also brought forth and legal counsel recommended that approval be set contingent upon the easements being in place upon granting the license agreements. Council concurred with the recommendation. A motion was made to approve the utility easements and the two license agreements to both Kruempels and VanBibber/Kastenschmidt contingent upon the easements agreements being in place.

Motion to approve: **Dave Braun**

No further discussion.

Motion carried.

13. Resolution #05-2015 Sewer Lining Project. Admin. Koverman highlighted for Council that WHKS submitted only one bid for consideration for the 5 blocks of sewer lining that was planned for 2016. An email from a second bidder had been received indicating that they would not be bidding due to their extreme workload. Koverman added that the bid was \$255.00 less than the engineer's estimate and almost \$5,000 below the previous year's bid from Visi-Sewer. A motion was made to approve the resolution as presented.

Motion to approve: **Wayne Getz**

No further discussion.

Motion carried.

14. Early Childhood Initiative-Green Space Request. Admin. Koverman reviewed a request from the Early Childhood Initiative of which the City partners with, to utilize the green space behind City Hall for an outdoor family concert for families with children ages 0-4. The concert will be held Sunday May 22 from 3-5 p.m. A motion was made to approve the use of the space.

Motion to approve: **Orv Dahl**

No further discussion.

Motion carried.

15. LMCIT Waiver Form. Mayor Schaber reviewed the annual form that demonstrates that the City does NOT WAIVE its monetary limits of liability. No further discussion was held and a motion to adopt the form to NOT WAIVE the city's monetary limits was made.

Motion to approve: **David Kramer**

No further discussion.

Motion carried.

16. March 22, 2016 Council Date. Mayor Schaber stated that staff has requested that the March 22 meeting be cancelled and moved to March 29 if necessary given staff training schedule. A motion was made to cancel the 22nd meeting and the ability to reschedule to the 29th if necessary.

Motion to approve: **David Kramer**

No further discussion.

Motion carried.

UNSCHEDULED PUBLIC APPEARANCES

None.

Motion to adjourn at 7:08 p.m.

Motion to approve: **Wayne Getz**

Motion declared carried.

John P. Schaber, Mayor

ATTEST

Nick Koverman, City Administrator