

**MINUTES of the ST. CHARLES CITY COUNCIL  
for Tuesday, May 10, 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:** Kristine Engstrand (City Accountant), Rick Schaber (Park and Recreation Director) and Nick Koverman (City Administrator).

**OTHERS IN ATTENDANCE:** Cathy Groebner, Jill Veerkamp (St. Charles Press), Tom Wente (Smith Schafer & Associates), Dan White, and Winona County Commissioner Steve Jacob.

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

**4. Meeting Minutes**

-April 12, 2016  
Motion to approve: **Orv Dahl**  
No discussion.  
Motion carried.

-April 13, 2016 Board of Appeals  
Motion to approve: **Wayne Getz**  
No discussion.  
Motion carried.

-April 26, 2016  
Motion to approve: **David Kramer**  
No discussion.  
Motion carried.

**5. May Payables.**

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

**6. Notices and communications:** Admin. Koverman reminded council of the May 22, 2016 open house at the EMS building. A short ceremony will be held and plans were being set.

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

Reports were given.

**8. Winona County Commissioner Steve Jacob.** Commissioner Jacob addressed the Council and provided an update on various activities of the County including: the ATV ordinance, broadband, solar, and frac sand discussions. Clm. Getz thanked the commissioner for his work on the ATV ordinance.

**9. 2015 Audit-Tom Wentz.** Tom Wentz of Smith Schafer reviewed the 2015 audit which outlined a clean opinion with the city ending with a 51 percent reserve. The general message was that all payments and debts were being met on time and that the city was in good financial standing.

**10. Resolution #11-2016 Good Sport Liquor License.** Admin. Koverman presented the resolution to establish a liquor license for the new owner of the location citing that the appropriate background check and filings had been received and approval was recommended.

Motion to approve: **Dave Braun**

No further discussion.

Motion carried.

**11. 2016 Summer Park/Rec Staff.** Admin. Koverman relayed that the list contained all summer park/rec., pool, and required coaching staff for the 2016 season. A motion was made to approve the list as presented.

Motion to approve: **Wayne Getz**

No further discussion.

Motion carried.

**12. 2016 Gladiolus Days Button Contest Winner.** The Park Board reviewed the contestant submissions and recommended the submission from Mrs. Backes' 6<sup>th</sup> grade class of Olivia Drath. A motion was made to approve the design.

Motion to approve: **David Kramer**

No further discussion.

Motion carried.

**13. Commercial Rehab Request-Hardtke.** Admin. Koverman presented a request for a commercial rehabilitation loan as recommended by the EDA. The EDA made the recommendation to infuse the program with \$25,000 that was earmarked for a program that would not take effect until 2018. The program guidelines were amended to a maximum amount of \$5,000 in order to be able to accommodate more applications. The proposal from Jeff Hardtke was to finish tuckpointing, repair windows and paint. The Council agreed that the program was a good idea and a motion was made to approve the forgivable loan 5 year loan in the amount of \$5,000.

Motion to approve: **Orv Dahl**

No further discussion.

Motion carried.

#### **UNSCHEDULED PUBLIC APPEARANCES**

None.

Motion to adjourn at 6:37 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**