

MINUTES of the ST. CHARLES CITY COUNCIL
For Tuesday, May 14, 2013 held at 7:00 p.m. at
830 Whitewater Avenue
St. Charles, Minnesota

MEMBERS PRESENT:

Councilmen:

John Schaber

Dave Braun

Orv Dahl

Wayne Getz

Mayor Bill Spitzer

STAFF PRESENT:

Chris Lennon (Interim Chief), Cassie Leppien, and Nick Koverman (City Administrator).

OTHERS IN ATTENDANCE: Dan White, Cathy Groebner, Duane Hebert (Winona County Administrator), Ken Frank, and Craig Hilmer (St. Charles Press).

1. ESTABLISH QUOROM/CALL TO ORDER

Quorum was established with Mayor 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: **Orv Dahl**

No discussion.

Motion carried.

4. MEETING MINUTES

-April 9, 2013

Motion to approve: Dave Braun

No discussion.

Motion carried.

-April 23, 2013

Motion to approve: Wayne Getz

No discussion.

Motion carried.

APPROVAL of the MAY PAYABLES

Motion to approve payables: **John Schaber**

6. Notices and Communications. Update of EMS Open House and City Cleanup Day.

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

8. Winona County-Criminal Data Presentation-Winona County Administrator Duane Herbert was present to highlight the LEAN project proposal to the Council with respect to the direction to sign a contract with LETG. Mr. Hebert stated that he felt the County Board would move to pay for all expenses associated with the move to this new system if the City was willing to commit personnel to learn and train on the new system. He was hoping the City would provide a 5 year commitment to the process in lieu of payment. Mayor Spitzer asked if this system would encompass mobiles, dispatch, the county attorney's office, and all other users, to which Mr. Hebert acknowledged that it would include the whole system. Mr. Hebert outlined that use of the flood recovery dollars that have come back to the County would be used to improve the entire county's system. The mayor then asked if it would be possible for the City to receive a grant or loan as part of the upgrade in order to provide computers in the police

squad cars. Mr. Hebert stated he would relay this request to the Board. Council agreed this was a good provision and when asked if Interim Chief Lennon thought it would be useful, Chief Lennon supported the move citing numerous inefficiencies with the current system. Mr. Hebert asked for a motion that would signify the City's commitment to staffing resources for training, and a commitment for a minimum of 5 years. A motion was made to accept the program for a period of 5 years and provide the necessary resources for learning and training with the caveat to seek a loan/grant option for computers in the squads.

Motion to approve: **John Schaber**

No further discussion.

The motion carried.

9. Public Hearing-Ordinance #563 Residency Requirement-

A motion to open the public hearing was called at 7:34 p.m.

Motion to open: **John Schaber**

No further discussion.

Motion carried.

Admin. Koverman read the ordinance that would amend the current residency requirement from 10 miles to a 30 minute response time. It was discussed that it would provide an incentive and retention tool for future candidates, while still maintaining the services expected.

Mayor Spitzer called for comment once, twice, three times. Hearing no comments, he called for a motion to close the public hearing.

Motion to close at 7:36 p.m.

Motion to approve: **Wayne Getz**

No further discussion.

The motion carried.

10. Ordinance #563 Amending Residency Requirement 1st Reading. No further comment was made. A motion to approve the 1st reading of Ordinance #563 was made.

Motion to approve: **Orv Dahl**

No further discussion.

The motion carried.

11. Police Chief Recommendation. Admin. Koverman highlighted a memorandum that was included in the packet outlining the process that led to the recommendation of the committee to hire Kenneth Frank. Admin. Koverman highlighted that since the recommendation, Mr. Frank had requested that he be hired at the third step of \$55,599. Mayor Spitzer then took each piece individually. A motion was made to hire Kenneth Frank as Police Chief of St. Charles contingent upon successful completion of a background check, psychological evaluation and physical.

Motion to approve: **Orv Dahl**

No further discussion.

The motion carried.

The motion was made to start Mr. Frank at the third step beginning at \$55,599.

Motion to approve: **Dave Braun**

No further discussion.

The motion carried.

Upon conclusion, Mr. Frank made the request to Council for consideration of the following items:

- relocation expenses
- uniform equipment allowance
- cell phone allowance
- contribution into MN State Deferred Compensation

The mayor stated the request would be deferred to Admin. Koverman for review and a recommendation brought back to the Council. All Councilmen concurred.

12. National EMT Proclamation. Mayor Spitzer read the proclamation aloud and invited everyone to the open house May 22.

13. 2013 Summer Park and Rec Staff. The recommendation from the Park Board was presented for the 2013 summer staff list. A motion was made to approve the list as presented.

Motion to approve: **Dave Braun**

No further discussion.

Motion carried.

14. 2013 Gladiolus Days Button Contest Winner. Mayor Spitzer presented the name of Megan Shanahan as the recommendation as 2013 button design contest winner. A motion was made to approve the recommendation.

Motion to approve: **John Schaber**

No further discussion.

Motion carried.

15. Mayor's Conference Update. Mayor Spitzer provided an update of the conference.

16. City Managers/County Managers Conference Update. Admin. Koverman provided an update of the conference.

UNSCHEDULED PUBLIC APPEARANCES

-Ken Frank approached the Council and requested the Council to actively seek an application for the COPS School Resource Officer grant. Mayor Spitzer asked the Council to provide a consensus regarding the application and was granted permission.

-Dan White thanked the Council for their work and effort.

Motion to adjourn at 8:14 p.m.

Motion to approve: **Wayne Getz**

Motion declared carried.

William J. Spitzer, Mayor

Attest: _____
Nick Koverman, City Administrator