

**MINUTES of the ST. CHARLES CITY COUNCIL**  
**For Tuesday, November 22, 2016 held at 6:00 p.m. at**  
**830 Whitewater Avenue**  
**St. Charles, Minnesota**

**MEMBERS PRESENT:**

Councilmen:  
David Kramer  
Dave Braun (absent)  
Orv Dahl  
Wayne Getz  
Mayor John Schaber

**STAFF PRESENT:**

Nick Koverman (City Administrator).

**OTHERS IN ATTENDANCE:** Dan White and Jill Veerkamp (St. Charles Press).

**1. ESTABLISH QUOROM/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: Addition: 11. Revolving Loan Request-Cabin Coffee**

Motion to approve the agenda: **Wayne Getz**

No discussion.

Motion carried.

**4. Notices and Communications.** Clm. Kramer provided a report from the school board meeting held on November 14.

**5. Review of Financials.** No questions.

**6. 2017 Preliminary Budget Review.** Admin. Koverman briefly reviewed the summary budget memo and past items discussed. The Truth In Taxation meeting will be held December 13, 2016 and if there were any additional questions to let him know prior to the meeting.

**7. Resolution #28-2016 Liquor License Renewal.** Mayor Schaber presented the renewal liquor licenses for approval. A motion was made to approve the resolution as presented.

Motion to approve: **Orv Dahl**

No further discussion.

Motion carried.

**8. Resolution #29-2016 Cigarette License Renewal.** The mayor presented the resolution for cigarette license renewals. A motion to approve the resolution as presented was made.

Motion to approve: **David Kramer**

No further discussion.

Motion carried.

**9. Ordinance #590 Amending Sewer Rates (1<sup>st</sup> Reading).** An ordinance was presented that reflects the district's proposed increase and the 2017 rate structure. Admin. Koverman relayed that the City of St. Charles, per Mike Bubany, was not increasing its own sewer rate, but that given the sanitary district's increase, it is best to keep the rate reflective of the current structure. A motion to approve the first reading was made.

Motion to approve: **Wayne Getz**

No further discussion.

Motion carried.

**10. Ordinance #591 Administrative Fines & Fees. (1<sup>st</sup> Reading).** Admin. Koverman highlighted the minor changes with respect to the Administrative Fines & Fees for 2017. No questions were asked. A motion to approve the first reading of the ordinance was made.

Motion to approve: **Orv Dahl**

No further discussion.

Motion carried.

**11. RLF Request #4-16.** Admin. Koverman highlighted a request for \$5,000 from Cabin Coffee from the Rochester Sales Tax dollars for the construction of a food grade shed to allow for internal expansion at their location. Koverman relayed concerns brought up by the EDA, but that ultimately the group elected to recommend the loan/grant as it could potentially be the first step in a larger expansion project. A condition to the loan was that if the shed was located off site during the life of the loan that the loan would become immediately due and payable to the City. Council agreed with the condition. A motion to approve the loan request of \$5,000 from the Rochester Sales Tax dollars with the discussed condition was moved.

Motion to approve: **Wayne Getz**

No further discussion.

Motion carried.

#### **UNSCHEDULED PUBLIC APPEARANCES**

Dan White at 730 Whitewater Avenue reported positive notions within the city.

Motion to adjourn at 6:10 p.m.

Motion to approve: **Wayne Getz**

Motion declared carried.

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**John Schaber, Mayor**

Attest: \_\_\_\_\_  
**Nick Koverman, City Administrator**