

MINUTES of the ST. CHARLES CITY COUNCIL
For Tuesday, November 26, 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:

Kyle Karger (Public Works Supt.) and Nick Koverman (City Administrator).

OTHERS IN ATTENDANCE: Rep. Steve Drazkowski, Tom Nigon (Electrical Engineer-Star Energy Services), Dan White, 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: **Dave Braun**

No discussion.

Motion carried.

4. Notices and Communications. Clm. Schaber briefly updated the Council regarding the first meeting of the Emergency Management Services Building Committee. Future meetings will be set prior to Council meetings at 5:45 p.m.

5. REVIEW OF FINANCIALS. No comments.

6. Rep. Steve Drazkowski. Rep. Drazkowski provided an update on the past legislative session and what he expects in the next. Council thanked him for his time and requested that he support Local Government Aid (LGA) as it is a crucial funding component of his constituents, as well as requested support for a proposed EMS Building and trail project.

7. Ordinance #564 Amending the Zoning District (943 Wabasha Avenue) 2nd Reading. Mayor Spitzer asked if anyone had any comments or questions with respect to the second reading. Admin. Koverman relayed that he had not heard any feedback following the first reading. A motion was made to approve the rezoning of the three parcels owned by Stephen Conlin from an I-1 to an R-3 zoning district.

Motion to approve: **John Schaber**

No further discussion.

Motion carried.

8. Ordinance #565 Amending Sewer Rates-1st Reading. Mayor Spitzer expressed that this was the recommendation of Mike Bubany and that the 6 percent sewer increase was heavily due to the pass-through cost increase by the sanitary district. A motion to approve the first reading was made.

Motion to approve: **Wayne Getz**

No further discussion.

Motion carried.

9. Ordinance #566 Water Rates – 1st Reading. Admin. Koverman highlighted Mr. Bubany's recommendation recounting that the incremental funding allows for the city to pay cash for projects rather than take a loan (bond), but that forecasts show that within the next few years those increases could be slowed or stopped dependent on projects. Motion to approve: **Orv Dahl**
No further discussion.
Motion carried.

10. Ordinance #567 Administrative Fees 2014 1st Reading. Admin. Koverman relayed the various changes including the addition of a state administrative ticket for various traffic offenses which would greatly reduce a state ticket for items such as speeding tickets 10 mph or under, stop line offenses, and windshield cracks. An administrative hearing officer fee will also be instituted as the rule requires this option to offender. Clm. Braun

11. Tom Nigon-Star Energy Services-2014 4th Street Project. Tom Nigon, the city's electrical engineer, presented Council with the proposed 2014 project of taking mainline overhead power lines to underground utilities. He expressed that much of the line was a cable primarily installed in the 1970's that many utilities began replacing because of the faulty nature of the design. In addition, he highlighted how this line serves as the mainline feeder for the entire town. He stressed how crucial this service was to the town and if in the case of an emergency it could take a minimum of 12-24 hours to make a repair. This project has been reviewed for several years and various grant applications have been, but were unsuccessful. He provided options to the Council for phasing, but stated that the mainline 4th Street project would be submitted as one RFP in order to receive better bids and the nature of the line. Telecommunications would also be put in one trench. The total cost of the proposed project was \$588,000, while the additional project to replace the service at Well 3 was \$133,000. The Council discussed the project and Admin. Koverman expressed that a portion of the funds had been budgeted initially thinking the project could be split in half, but without that ability, the electric reserves would be utilized to complete the project. The total time necessary to complete the project would be about 3 months. The council agreed with Nigon on the importance of the project and in conclusion a motion was made to approve Tom Nigon to draft and send out the RFP for the 4th Street RFP to be completed in 2014.

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

12. 1999 Payloader Upgrade. Admin. Koverman presented the information that Council had requested with respect to used units, and potential lease options. He also added that the representative provided a 2013 unit with 4.1 hours, a few less features for \$75,980 if delivered in January, 2014. Koverman highlighted the warranties that come with both units. The lease option was then discussed that provided the Council with the ability to trade in for a new unit every 2-4 years dependent on the number of years decided, however Koverman relayed that with a 3 year warranty it made more sense, if leasing was a desired option, to renew every 36 months in order to eliminate major repair costs, tire replacement, etc. The range of a 3 year lease was approximately \$5,000-\$7,000 per year after the unit was paid for. The only reason he showed this as an option was due to the fact that if Council chose the \$86,000 unit over the course of 15 years it would cost about \$5,800/year to own. However, he pointed out the repair costs and tire costs that were not included in that ownership cost of \$5,800 a year. Various other options were discussed such as renting by the hour. Additional questions of warranty timing, the 2013 versus the 2014 unit and others were held. More information was requested. A motion to table the discussion until the next meeting was made.

Motion to table: **John Schaber**
No further discussion.
Motion carried.

13. Collaborative School Board Meeting-Dec. 3—7 p.m. Mayor Spitzer highlighted the upcoming meeting and asked if there were items that Council was interested in to let Admin. Koverman know.

14. 2014 DESCASD 2-year Appointment. Mayor Spitzer expressed that the term of Wayne Getz was up for 2 years. A motion was made to nominate Clm. Getz to serve on the DESCASD board for another 2 year term. Clm. Getz accepted the nomination.
Motion to approve: **John Schaber**

No further discussion.
Motion carried.

15. 2013 Staff and Council Retreat Review. Admin. Koverman briefly highlighted the retreat and outlined the goals and 1-3 goals that were devised by the staff and council present. Admin. Koverman requested a motion to approve the goals designed by the collective group. A motion to approve both sets of goals was made.

Motion to approve: **John Schaber**

No further discussion.
Motion carried.

16. Town Meeting Initiative. Mayor Spitzer briefly highlighted the work begin done by the committee that was formed. He expressed that they are considering a Taste of St. Charles event to develop projects. Mayor Spitzer highlighted that December 5th would be the next meeting and that Council was invited. To let Admin. Koverman know if they were interested in attending.

UNSCHEDULED PUBLIC APPEARANCES

Dan White. Talked about the work of the resident committee that he was a part of and encouraged Council's involvement.

Motion to adjourn at 8:31 p.m.: **Wayne Getz**

No further discussion.
Motion declared carried.

William J. Spitzer, Mayor

Attest: _____
Nick Koverman, City Administrator