

**MINUTES of the ST. CHARLES CITY COUNCIL
for Wednesday, November 9, 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: Fire Chief Lyle Peterson, Police Chief Ken Frank, City Accountant Kristine Engstrand and Nick Koverman (City Administrator).

OTHERS IN ATTENDANCE: Mike and Sonja Bubany, Dan White, Amy Berends, and Jill Veerkamp (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

-October 11, 2016
Motion to approve: **Orv Dahl**
No discussion
Motion carried.

5. November Payables.

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

6. Notices and communications: Admin. Koverman relayed that David Kramer volunteered and was selected to sit on the Project Fine committee to represent St. Charles.

7. Reports of Boards and Committee:

Reports were given.

11. Fire Department Update. Fire Chief Lyle Peterson provided an update on the upcoming elections for officers. He relayed that would not seek the position of Fire Chief, but relayed that Mike Schultz and Matt Wiskow would seek the position. The second assistant position would be Joe Hewitt and Fran Schmit. He then relayed that after 30 years of service with the department he will be retiring in January. The Council thanked him for his years of service. He also invited the Council to their December 10th banquet. No other action was taken.

8. Resolution #25-2016 Canvassing Municipal Election. Mayor Schaber briefly reviewed the election results and called for a motion to approve the resolution.

Motion to approve: **Orv Dahl**

No further discussion.
Motion carried.

9. 2016 CIP/Enterprise Budgets. Mike Bubany from David Drown & Associates provided a brief outlook for 2017 in relation to water/sewer/CIP and storm sewer revenues. While the City does not need to increase rates for water and stormwater, the Dover Eyota St. Chalres Sanitary District will be increasing rates and the City will show that as a pass through and will present an amending ordinance at a later date. The rate will be adjusted from \$6.11/1000 gallons to \$6.17/1000 gallons. Mr. Bubany relayed that the City is in a strong position overall. He also relayed that water rates have only increased \$10 since 2014 which he commended the City for keeping rates as low as they have. No questions were asked.

10. Healthcare Renewal. Admin. Koverman highlighted the memo in the Council packet and relayed that since the last meeting, he was able to meet with representatives from both unions as well as non-union staff and all have stated they would sign off on the proposal. He reminded Council that the proposed plan would save both employee and the city. He did also report that he has yet to receive any quotes/information regarding the premiums for a service cooperative plan and with a December 1 renewal plan looming. He recommended that the Council move forward with the proposed option based on the support of the groups. A motion was made to approve the new health insurance program.

Motion to approve: **Dave Braun**

No further discussion.
Motion carried.

12. Resolution #27-2016 Office of Justice Programs Agreement. Chief Ken Frank presented the proposed agreement that allows the department to take part in a grant that he had received for locating residents with Dimensia and alzheimers. A motion was made to approve the agreement as presented.

Motion to table: **David Kramer**

No further discussion.
Motion carried.

13. Part-time Officer Advertisement. Chief Frank relayed that several of the part-time officers have recently accepted new full-time positions with various departments and requested the need for 2-3 additional part-time staff to fill the vacancies. A motion was made to approve advertising to fill the vacancies.

Motion to approve: **Wayne Getz**

No further discussion.
Motion carried.

14. SMIF's Community Grant Program. SCACF Partnership. Amy Berends, president of the St. Charles Area Community Foundation, was present to discuss the recent Community Grant partnership program through SMIF, whereby if the foundation receives \$2,500 in donations to the endowment, SMIF will contribute \$10,000 toward a community project. She relayed that the community project she hoped to partner with other organizations on would be a potential use of the green space behind city hall. Various ideas for the space have been discussed over time and the group is hoping to put a planning grant together as to the best use of the space. No questions were asked by Council and they agreed and a motion to support seeking the grant to utilize the green space behind city hall was so moved.

Motion to approve: **Orv Dahl**

No further discussion.
Motion carried.

15. Resolution #26-2016 Gas and Diesel Bids. The resolution was presented for consideration that reflected the winning bid of Kwik Trip for gasoline with a .09 cent discount and CHS Rochester with the winning bid of .04 cents for the winning bid. A motion was made to approve the resolution as presented.

Motion to approve: **Dave Braun**

No further discussion.
Motion carried.

16. RCA Loan Request #3-16. Two projects were reviewed as part of the RCA; NAPA Auto Parts for \$1,156.00 and Bill Sire for \$4,400.00. No questions were asked. A motion to approve the request as presented was moved.

Motion to approve: **Wayne Getz**

No further discussion.

Motion carried.

17. Library Board Appointment. Clm. Braun presented the name of Lori Hilmer for the Library Board vacancy and relayed that the board felt she would be a good fit for the board with her experience and skills. A motion was made to appoint Mrs. Hilmer to the board.

Motion to approve: **Dave Braun**

No further discussion.

Motion carried.

18. Sanitary District Appointment. A vacancy currently exists on the sanitary district as Bill Spitzer's term will expire the end of the year and he will not seek reappointment. Mayor Schaber asked if anyone was interested and Clm. Kramer volunteered to serve on the board. A motion was made to approve the appointment of Clm. Kramer to Sanitary District.

Motion to approve: **David Kramer**

No further discussion.

Motion carried.

UNSCHEDULED PUBLIC APPEARANCES

None.

Motion to adjourn at 6:32 p.m.

Motion to approve: **Wayne Getz**

Motion declared carried.

John P. Schaber, Mayor

ATTEST

Nick Koverman, City Administrator