

MINUTES of the ST. CHARLES CITY COUNCIL
For Tuesday, September 22, 2015 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:

Kristine Engstrand (City Accountant), Janell Dahl (Deputy City Clerk), Kyle Karger (PW Supt.), Lyle Peterson (Fire Chief), Nick Koverman (City Administrator).

OTHERS IN ATTENDANCE: Dan White, Bryan Todd (Post Bulletin), Rick Engstrom, and Craig Hilmer (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 the agenda: **Orv Dahl**
No discussion.
Motion carried.

4. Notices and Communications. Admin. Koverman relayed an invitation from the SE MN Together to discuss the workforce shortage as well as the invitation to discuss the promotional program that was also awarded through SMIF. He also shared the invitation to the United Methodist Church dedication ceremony on October 11.

5. Review of Financials. No questions.

6. Reports of Boards and Committees. Admin. Koverman provided an update on the Library Board meeting. Clm. Kramer discussed the school board's progress on seeking various capital improvement projects and the potential implications to the local tax levy as they seek to leverage local dollars for state dollars.

7. Public Hearing-Special Assessments. A motion to open the public hearing for the special assessments was moved at 6:05 p.m.

Motion to approve: **Orv Dahl**
No further discussion.
Motion carried.

Mayor Schaber welcomed anyone who wished to come forward regarding their special assessment to be heard. He called once, twice, three times. Having no one come forward, he called for a motion to close the public hearing. A motion was made at 6:07 p.m.

Motion to approve: **David Kramer**
No further discussion.
Motion carried.

8. Resolution #24-2015 Adopting Special Assessment. Hearing no further discussion, a motion was made to approve Resolution #24-2015 as presented.

Motion to approve: **Wayne Getz**
No further discussion.
Motion carried.

9. Fort Culvert. Mayor Schaber addressed the Council and briefly described the meeting held between himself, Clm. Kramer, Steve Pearson, Mr. Fort and Neil Britton, an engineer with Widseth Smith Nolting. The Council reviewed the bid from Mr. Pearson as it related to the discussion and the options put forth. Clm. Getz asked city engineer Rick Engstrom what the city should or should not do. Mr. Engstrom recounted for the Council that when the 2007 flood occurred, no overflow problem was determined. The issue at hand was the freezing of the pipe that is due to the weeping and the improper installation of the

secondary culvert that was not installed at the proper depth or pitch. Clm. Kramer expressed that he felt the addition drainage pipe would take care of the pipe freezing. Mr. Engstrom relayed that he felt the pipe could be run along side the existing culvert and still be effective. The probable cost of that work would only be about \$10,000. Clm. Kramer relayed that while it was his opinion that it was not a city street, but rather a private drive, through his conversations with the owner he believed the owner would be reluctant and that vacation of the road would not be palatable. Clm. Dahl expressed that if the city agrees to fix the problem, as has been discussed in the past, he believed the vacation should be part of the deal because if it was not the property owner would come back in the future. Supt. Kyle Karger asked if the 6-inch pipe was big enough and would allow the water to properly drain. Engstrom then explained to the Council how the pipe would effectively work. A motion was made by Clm. Dahl to approve the tiling work and then to vacate the cartway. Clm. Kramer offered an amendment to the motion to allow for the removal of the 15" culvert at the top of the hill, the grading/reshaping of the roadway, and ditch work along the cartway. The Council concurred with the amendment. No further discussion was held.

Motion to approve: **Orv Dahl**

Motion amended: **David Kramer**

No further discussion.

Motion carried.

10. EPA Impact on Rice Rules. Admin. Koverman expressed that for more information if the Council wished that Richard Heinemann from UMMEG was available for a phone conference to talk through more of the requirements of the NESHAP/Rice Rules that are being imposed by the federal Environmental Protection Agency. According to Koverman, it was also relayed during a Dairyland Power meeting that he attended the prior week, that they are assuming that the municipal electric companies will be complying with the new rule. The Council expressed that they had the information they needed and it was their understanding that the upgrade was necessary in order to remain in compliance and receive the credit from Dairyland. No more discussion was held.

11. Resolution #25-2015 Accepting and Awarding Bids for Diesel Engine Retrofit. Tom Nigon, electrical engineer with Star Energy Services, reviewed the various bids and tabulation of points for the City Council. He reviewed the bids from Fairbanks Morse Engine (\$152,287), Farabee Mechanical Inc. (\$193,352), and Ziegler Power Systems (\$206,910). Mr. Nigon reviewed the point tabulation and noted several points with the various bids. He described the point system and relayed that Ziegler Power Systems scored the best with 92.1 points. He noted some points of concern with the associated bids, expressing that it was called out that various pieces of work would need to be performed by the owner (city) and that it could be added to the overall cost of the project. In addition, if work needed to be completed but not all the materials/labor were ready, the owner would be charged for down time. Based on his analysis of the submitted bids, Mr. Nigon recommended accepting the bid from Ziegler Power Systems. The Council did not have any further questions. Clm. Kramer expressed that several of the points posed significant risk, which helped to validate the recommendation of Mr. Nigon. A motion to approve the resolution as presented was made.

Motion: **Wayne Getz**

No discussion.

Motion carried.

12 and 13. Fire Relief Contribution and Fire Department Volunteer Roster. Fire Chief Lyle Peterson presented information to the Council with respect to the fire relief benefit paid to volunteers. The account showed the funds were stable with a total fund of \$735,000 to date that could be used toward retirements. Currently fireman earn \$1,800 for every year served. Chief Peterson showed to the Council how if everyone retired, the fund would still be whole. The request to the Council was to increase the benefit to \$2,000 for every year of service which would be retroactive. He again showed how the fund would remain whole, but also indicated that fireman need to be vested 10 years before they can collect any funds, but must either be 20 years of service or 50 years of age to collect. The pay would not begin until Jan. 1 of 2016 he indicated.

As part of his presentation he then requested that the Council extend the number of rostered volunteers from 28 to 30 volunteers. He expressed that as he conducts interview, he wants to be able to offer positions if there are in town spots that could be possible. It was questioned how that compares to other departments. Chief Peterson expressed that it may be higher than surrounding departments, but that he does not try to keep up with his counterparts, but rather lead by example.

A motion was made to approve the increase of annual benefit from \$1,800/year of service to \$2,000/year of service.

Motion to approve: **David Kramer**

No further discussion.

Motion carried.

A motion was made to increase the fire department volunteer roster from 28-30 members.

Motion to approve: **Wayne Getz**

No further discussion.

Motion carried.

14. Resolution #26-2015 Approving 2016 Preliminary Levy. Admin. Koverman presented the resolution with the points of a preliminary levy at 9.89 percent. Mayor Schaber expressed that this amount could be reduced, but would be the highest it could be set at. A motion to approve the resolution as presented was made.

Motion to approve: **David Kramer**

No further discussion.

Motion carried.

15. Resolution #28-2015 Approving Interfund Loan Repayment. City Accountant Kristine Engstrand presented Council with the interfund loan agreement from the Capital Improvement Fund to the General Fund which originally was taken in the amount of \$50,000 for the I-90 Construction Fund. The Capital Improvement Fund was in the position to repay the existing \$30,000 loan back to the General Fund on the date of September 22, 2015. Engstrand offered that it helps to clean up the funds and was CIP fund was in the position to be able to do so. Hearing no further questions, a motion was made to approve the resolution as presented.

Motion to approve: **Orv Dahl**

No further discussion.

Motion carried.

16. Resolution #27-2015 Part-time Officer to PERA. Admin. Koverman relayed that when an officer meets the required amount, the officer must be added to PERA. A motion was made to approve the resolution as presented.

Motion to approve: **David Kramer**

No further discussion.

Motion carried.

UNSCHEDULED PUBLIC APPEARANCES

None

Motion to adjourn at 6:49 p.m.

Motion to approve: **Wayne Getz**

Motion declared carried.

John Schaber, Mayor

Attest: _____

Nick Koverman, City Administrator