

**MINUTES of the ST. CHARLES CITY COUNCIL  
for Tuesday, August 24, 2010 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:**

Nick Koverman, Administrator  
Kyle Karger, Public Works Supt.  
Lyle Peterson, Fire Chief  
Keith Zantow, 1<sup>st</sup> Assistant Fire Chief,  
Scott Bunke, Public Works  
Marti Ellinghuysen, Public Works  
Kristine Huinker, City Accountant

**OTHERS IN ATTENDANCE:** Nancy Heim, Craig Hilmer (St. Charles Press), Mark Swenson, and Joe Sullivan.

**1. ESTABLISH QUORUM/CALL TO ORDER**

Quorum was established with Mayor Bill Spitzer calling the meeting to order at 7:01 p.m.

**2. PLEDGE of ALLEGIANCE**

**3. APPROVAL of the AGENDA: 12. EMS Weather Equipment**

**Motion to Approve: Wayne Getz**

**Seconded by: John Schaber**

**Motion declared carried**

**4. Notices and Communications:**

Mayor Spitzer congratulated Gladiolus Days royalty.

**5. Review of Financials**

Mayor Spitzer questioned Work Comp rate. Kristine Huinker replied that the City receives a discount later in the year which is then applied to reduce the expenditure. No further discussion was held.

**6. Fire Tanker Preview held for end of the meeting.**

**7. Coalition of Greater Minnesota Cities.** Joe Sullivan was present from CGMC to discuss the activities of the CGMC on behalf of St. Charles. He focused his discussion on LGA and how the CGMC worked to protect LGA and will continue to do so for greater Minnesota. He expressed that CGMC dues were frozen again for 2011 and have remained so for two years.

**8. Revolving Loan Request.** Admin. Koverman reviewed a revolving loan request from S&S Dairy Systems. The EDA reviewed the request on Friday for a \$25,000 loan at a rate of 4 percent. The new business would create 8 full time jobs with potential for 4 more within a year. A motion was made to approve the loan to S&S Dairy Systems.

**Motion to approve: Wayne Getz**

**Seconded by: Orv Dahl**

**Motion declared carried.**

9. 2011 Budget. Admin. Koverman presented the State's Final Overall Levy Limitation Notice. He discussed two options of an increase with regard to accepting the maximum levy which would be an increase of .49 percent or the option of including the unallotment amount of \$118,000 which was cut in 2010. Including this dollar amount would increase the levy to 15.31 percent. He also discussed if it was the decision of the Council to hold at a 0 percent increase in effect it would be approximately \$3,000 that the Council would need to cut. However, due to the due diligence of Council and city staff past budget reductions allow for a \$58,000 overage as compared to current operating revenues for the general fund budget. Given that Winona County has opted to improve radio communication County wide the City is responsible for \$50,000 in radios plus installation costs. This overage would be used to cover that expense as a one time expense and not an increase to operating costs. Admin. Koverman stated that in light of current economy that they city can live within its means with the additional cuts that it made at the beginning of 2010 with the minimal increase. He demonstrated how it would affect taxes on homes of \$150K-\$200K properties which ranged from \$8.20 to \$10.00. He also provided information detailing how of 19 other cities St. Charles had the lowest tax rate amongst those cities. Clm. Schaber expressed that while it would be nice to recoup the money lost, it would be difficult to have residents shoulder the additional burden. Council agreed and Mayor Spitzer asked which option the Council was leaning toward and that they would choose the .49 percent increase to the levy. A discussion was held with regard to 2011 CIP plans and one of the items reviewed was the street sweeper. The current piece of equipment is nearly 22 years and was scheduled to be replaced 7 years ago, but because of budgets it has been pushed to later years. Scott Bunke and Marti Ellinghuysen of the City's street department highlighted various concerns of the current unit with Mr. Ellinghuysen stating that the unit is used about 250-300 hours a year. He expressed that hydraulics are an issue making hill climbing difficult and that it would cost about \$20-\$25K to fix with annual expenses of roughly \$5,000. A demo machine is priced at \$130K. Clm. Getz raised concerns about the price and thought that it would be better to spend \$30,000 and get a few more years of service. However, Mr. Bunke added that the trade-in value would not increase for the unit despite the investment. Clm. Dahl questioned how much we had in reserve to be able to look at the expense and know how it would affect future CIP. The Mayor agreed that he would like to know that same information. It was then questioned how often the unit should be reviewed if it was agreed to budget \$30K for hydraulics and general repair. Clm. Schaber expressed his desire to have it reviewed annually with Clm. Braun agreeing. It was agreed to push off the unit for one year and review the unit.

A motion was made to budget for \$30K in repairs and to put the unit on the 2012 list for review.

Motion to approve: John Schaber

**Seconded by: Dave Braun**

**Orv Dahl voted Nay**

**The motion passed 3-1**

The discussion on putting the \$50,000 into the General Fund and transferring into the Capital Improvement to pay for the 800 Megahertz radio conversion was discussed and it was the consensus of the Council to implement that decision.

No further discussion was held.

**10. Dog Park at Jessens.** An update of the Winona County Fairboard's decision regarding the proposed dog park and to not include it on their property. As a backup plan the City has been working with the Lions and reviewed a location at Jessens Park. It is the hope that the additional amenity will increase traffic at the park. No diagram was provided of the proposed park, but Admin. Koverman expressed that Park/Rec. Director Rick Schaber and Greg Gall who helped to organize the Frisbee Golf area had devised a plan to locate the amenity there. Clm. Braun asked about water to the park and Admin. Koverman expressed that future plans with the golf course development would include running a water line to that area as well as septic for bathrooms. A motion was made to approve the dog park at Jessens Park.

**Motion to approve: John Schaber**

**Seconded by: Wayne Getz**

**Motion declared carried.**

**11. TNT Meeting Date.** Council briefly discussed the meeting date of December 14 to certify for the TNT meeting at 7:00 p.m. A motion was made to approve the Tuesday, December 14 date and time of 7:00 p.m.

**Motion to approve: John Schaber**

**Seconded by: Dave Braun**

**Motion declared carried.**

**12. EMS Weather Equipment.** Mayor Spitzer provided a proposal of various pieces of weather equipment and services for the local weather spotters and fire department in light of a recent storm that hit the area. The Council reviewed the request and it was discussed that an EMS Reserve fund would cover the expenses as the investment matures in November. A motion was made to purchase the equipment with the money to be taken from the EMS investment in November not to exceed \$1,000.

**Motion to approve: Wayne Getz**

**Seconded by: Orv Dahl**

**Motion declared carried.**

**6. Fire Tanker Preview.** Fire Chief Lyle Peterson presented information regarding the new tanker and final costs. He anticipates total costs will not exceed \$85,000 and that it has been valued used at \$180,000 and new \$225,000. He explained that over 371 hours of volunteer man time has been donated to the completion of the project. Nine different vendors in town have been used to help with the truck. The Council thanked the department for their time and dedication to the project.

*Unscheduled Appearances*

None.

**Motion to adjourn at 8:25 p.m.: John Schaber**

**Seconded by: Dave Braun**

**Motion declared carried.**

The Council viewed the truck outside following the meeting.

ATTEST

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**William J. Spitzer, Mayor**

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**Nick Koverman, Administrator**