

CITY OF ST. CLAIR  
REGULAR CITY COUNCIL MEETING  
AUGUST 5, 2008

The meeting was called to order by Mayor Brian Lynch at 7:00 p.m. The meeting was held in the Meeting Room of the St. Clair City Hall, 304 Main Street West, St. Clair, Minnesota. Council Members present: Mayor Lynch, Doug Westphal, Julie Spear, Mike Hughes and Sharon Miller. Council Members absent: None. City Staff present: Dennis Seys, Catherine Seys and Fire Chief Bill Fitzloff. Others present: Jeff Domras (Bolton and Menk), Mark Frahm and Tracy and Hunter Heinbaugh.

The minutes of the Regular July City Council meeting were approved with a motion by Hughes, seconded by Miller and carried with all in favor.

The bills for the month of July were approved with a motion by Spear, seconded by Hughes and carried with all in favor.

**CUB SCOUTS**

Tracy Heinbaugh, Cub Master for the local Cub Scout organization, was present with a request to bring the Twin Valley Council, Boy Scouts of America Portable Climbing Wall to Memorial Park for the September Cub Scout Sign-Up event. Ms. Heinbaugh explained that the Climbing Wall is used as a recruitment tool for Cub Scouts (1<sup>st</sup> – 5<sup>th</sup> grade). The proposed date for the event is Thursday, September 11<sup>th</sup> from 6:30 pm to 8:00 pm. Ms. Heinbaugh further stated that two (2) certified trainers will be on-site at all times and that parent permission slips are required for all participants. Motion by Westphal, seconded by Hughes to approve the request to bring the Portable Climbing Wall to Memorial Park on September 11<sup>th</sup> for the Cub Scout Sign-Up event. Motion carried with all in favor.

**WATER SYSTEM IMPROVEMENT PROJECT**

Jeff Domras, Bolton and Menk, was present to discuss progress on the Water System Improvement Project.

With regard to the Water Tower Project Mr. Domras stated that excavating has been done and the foundation has been poured for the Water Tower. Erection of the tower is expected to start in early September. The City is in receipt of Pay Estimates #1 in the amount of \$38,000.00 and Pay Estimate #2 in the amount of \$133,118.75 from General Construction Services for the Water Tower Project. Motion by Hughes, seconded by Westphal to approve payment of Pay Estimate #1 (\$38,000.00) and Pay Estimate #2 (\$133,118.75) to General Construction Services. Motion carried with all in favor.

With regard to the Water Treatment Facility and Well Project Mr. Domras stated that the old Water Treatment Plant (Pump House) was demolished in mid-July. Mr. Domras also discussed sealing of the old well, which was done in conjunction with construction of the 1978 well. It was noted that the inner casing was sealed, but the outer annular space was not sealed, noting that sealing of the annular space was not a requirement in 1978. As part of the Water System Improvement Project, the well constructed in 2007 (which is on-line and currently in use) will serve as the primary well for the City, the 1978 well will be upgraded with a larger pump and become the secondary (auxiliary) well for the City and the 35 gpm well, located in the City Hall building (which has served as an auxiliary well since 1978) will be sealed and abandoned. In upgrading the 1978 well some problems were encountered. The following work needs to be done to complete the upgrade to the 1978 well: furnish and install well development equipment and tools; well development and pumping (air lifting and cleaning); videotaping; furnish and install pitless unit; and seal annular space in the old well. Approximate cost \$23,600 to \$26,600. Motion by Hughes, seconded by Miller to proceed with work necessary to complete the upgrade to the 1978 well. Motion carried with all in favor.

The new Water Tower painting (colors) and logo were discussed. The Council has reviewed a number of options over the last several months. The options have been narrowed down to two (2) choices. Both choices implement the same colors (a white tower with a red stripe above and below the City name, with the City name being in black). The difference being, one choice has three trees (like the new City logo) along with the City name; the other has the City name without the trees. It was noted that a poll of the EDA Members indicated the majority chose the option *with* the trees. The Mayor asked for Council Members opinion, the opinion of the guests at the meeting and the opinion of Hunter Heinbaugh (a visitor at the meeting and a student going into the 1<sup>st</sup> grade at St. Clair School). Hunter Heinbaugh chose the option that included the three trees. Mayor Lynch asked Hunter Heinbaugh if he would like to make an honorary motion. An honorary motion was made by Hunter Heinbaugh and seconded by Council Member Miller to approve the Water Tower painting and logo option that includes the trees. Motion carried with all in favor.

#### **MEI SANITARY SEWER**

MEI is researching alternatives for wastewater disposal. A representative of MEI has contacted the City to explore the option of either connection to the City sanitary sewer system or hauling waste to the City Wastewater Treatment Facility. City Engineer, Jeff Domras, Bolton and Menk, will contact MEI and discuss further details with regard to type of wastewater, volume of wastewater, etc.

#### **FIRE CHIEF'S REPORT**

Fire Chief Bill Fitzloff reported on the following:

1. The new civil defense siren has been installed and will be tested tomorrow (1<sup>st</sup> Wednesday).
2. The new fire truck needs AC repair.
3. The Fire Dept. has responded to 65 calls to date in 2008.
4. The Fire Dept. Relief Assoc. requests the annual municipal support in the amount of \$5,000.00 for 2009. Motion by Miller, seconded by Spear to approve the request for \$5,000.00 municipal support for 2009. Motion carried with all in favor.

#### **PUBLIC WORKS DEPT. REPORT**

Public Works Supervisor Dennis Seys reported on the following:

1. The Street Repair Project by SMC, which included the overlay of Pilgrim Street and Winnebago Circle and miscellaneous patchwork has been completed.
2. Memorial Park vandalism on July 8<sup>th</sup> was discussed. Three kids were caught and charged.
3. A sanitary sewer force main break on Park Street North was repaired on Saturday, July 19<sup>th</sup>.

#### **CITY CLERK'S REPORT**

City Clerk-Treasurer Catherine Seys reported on the following:

1. A resolution was presented appointing Election Judges for the 2008 Primary and General Election. Motion made by Westphal, seconded by Hughes to appoint Tom Karels, Sr., Leona Mace, Muriel Mace, Mary Miller, Sharon Miller, Marlene Schultz, Ardis Steel and Catherine Seys (Head Judge). Motion carried with all in favor.
2. Preliminary information for the On-Line Mapping System has been completed by Bolton and Menk.
3. The City Clerk is working on a Site Lease Agreement for communication antennas/ equipment to be located on the new Water Tower.
4. The City Clerk is in the process of developing a more comprehensive Tree Regulations Ordinance. A procedure for dealing with tree and branch clean-up after a major windstorm was discussed. In the event of a major storm Emergency Council meeting will be held to address all clean up issues.

5. The City attorney has reviewed the Nuisance Ordinance. Motion by Westphal, seconded by Hughes to approve the Nuisance Ordinance as amended with changes recommended by the City Attorney. Motion carried with all in favor.
6. A Special City Council meeting will be held on Monday, August 18<sup>th</sup> at 5:30 p.m. to discuss the 2009 Budget and Levy and the Annual Employee Review.

#### COUNCIL MEMBER REPORTS

1. Council Member Westphal reported on the EDA meeting held on Monday, August 4<sup>th</sup> at 5:00 pm. The following items were discussed: banners have been ordered and should arrive soon, Water Tower logo, the EDA plans to develop a welcome for new residents in an effort to promote the City and local businesses, a big thanks to Mike Hughes for his work installing the new playground equipment.
2. The next School Board meeting is Monday, August 25<sup>th</sup> at 7:00 p.m. Council Member Miller will attend.
3. Council Member Westphal has been in contact with Zumbro Valley regarding spraying for brush in the riverbank erosion project area. The area will be monitored and spraying needs reviewed annually.
4. Mayor Lynch discussed obtaining additional trees for Memorial Park. Trees around the backstop area and trees to replace the plumb trees were discussed.
5. A representative from the Blue Earth County Sheriff's Dept. will be invited to an upcoming Council meeting to discuss vandalism, patrol hours and any other concerns.
6. Scheduling a joint City Council / School Board Workshop was discussed.
7. The Mayor and City Council Members wish to extend a BIG thank you to Laurie Thorstad and Deloris Smestad for planting and watering the flower barrels on Main Street ...  
*"THANK YOU LAURIE AND DEE!!!"*

Meeting adjourned at 8:40 p.m. Motion to adjourn made by Spear, seconded by Miller and carried with all in favor.

Catherine Seys, City Clerk-Treasurer