

CITY OF ST. CLAIR
REGULAR CITY COUNCIL MEETING
OCTOBER 7, 2008

The meeting was called to order by Mayor Pro-Tem Doug Westphal 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: Doug Westphal, Julie Spear, Mike Hughes and Sharon Miller. Mayor Lynch arrived at 7:30 p.m. Council Members absent: None. City Staff present: Dennis Seys, Catherine Seys and Fire Chief Bill Fitzloff. Others present: Jeff Domras, Mark Frahm, David and Matt Webb, Tom Karels, Sr. and Jerry Phillips.

The minutes of the Regular September City Council meeting was approved with a motion by Hughes, seconded by Spear and carried with all in favor.

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

WATER PROJECT UPDATE

Jeff Domras (Bolton and Menk) discussed the Water Treatment Facility and Well Project. A few items need to be completed on the project (bituminous patch, chemical room fan and a small chlorine leak). Storm water drainage concerns to the North of the Water Treatment Facility were discussed. It was discussed that a 10' portion of the driveway will be blacktopped to help alleviate some of the problem. A retaining wall was also discussed. Mr. Domras will discuss the drainage concerns with Katie Sterk and John Graupman. A Special City Council meeting will be held on Tuesday, October 14, 2008 at 5:45 p.m. (prior to the School Board/ City Council Joint Meeting) to further discuss the drainage concerns and options.

David Webb and Matt Webb were present from General Construction Services to discuss progress on the water tower. David Webb informed the Council that tower pieces have been fabricated and painting (primer) is being completed. Tower pieces are expected to be delivered to the site in the next couple weeks. Erection of the tower should begin in late October or the first part of November. Mr. Webb explained that they are completing a water tower project in Cosmos Minnesota and will be coming to St. Clair when the Cosmos project is finished. The Council asked Mr. Webb if there is adequate room on-site for the tower pieces. Mr. Webb assured the Council that adequate room is available. Blacktopping of the patch area on Park Street South (the area where water connections were made relating to the Water Treatment Facility and Well Project) was discussed. Mr. Webb recommended that, due to the heavy equipment and delivery of extremely heavy materials onto the site for the Water Tower Project, blacktopping of the patch area be delayed until spring when construction is complete. Mr. Webb also encouraged Council Members and residents to come to the site "to take look" as the water tower is being constructed.

Pay Estimate #3 in the amount of \$340,290.00 from General Construction Services was presented for payment. Motion by Hughes, seconded by Westphal to approve Pay Estimate #3 in the amount of \$340,290.00 and to approve submission for the Pay Estimate to Rural Development. Payment of Pay Estimate #3 (\$340,290.00) will occur when all materials are on site. Motion carried with all in favor.

FIRE CHIEF'S REPORT

Fire Chief Bill Fitzloff reported on the following:

1. 90 children are planning to participate in Fire Prevention Week at the St. Clair Fire Hall.
2. Forstner will be in for maintenance on the fire trucks.
3. Someone has expressed interest in buying the old siren pole. The Council instructed Fire Chief Fitzloff to sell the pole.

PUBLIC WORKS DEPT. REPORT

Public Works Supervisor Dennis Seys reported on the following:

1. Fall watermain flushing will be done the week of October 20th.
2. Sludge will be hauled in late October as weather permits. It is expected that 60,000 to 75,000 gallons will be hauled.
3. The RAS pump at the Waste Water Treatment Plant was replaced.
4. Mr. Seys checked on cost of a sander (to be mounted in the truck box). Crysteel cost \$4,949.00. The City will check into purchase of a sander through the Cooperative Purchasing program.
5. Banner brackets have arrived. The banners will be mounted on the white-way streetlights on Main Street. Exact location for banners (on the poles) was discussed. It was noted that poles already have flag brackets, Christmas decoration brackets and street signs. Banners will be put up in the spring.

CITY CLERK'S REPORT

City Clerk-Treasurer Catherine Seys reported on the following:

1. The City Clerk presented an Ordinance titled "Burning of Solid Fuels in External Solid Fuel Fired heating Devices" for Council consideration. The Council and Fire Chief will review the ordinance and further discuss it at the November Council meeting.
2. The City Clerk presented information on the Red Flag Rule, an Identity Theft Prevention Program, for Council consideration. All utility providers are required to have an Identity Theft Prevention Program in place by November 1, 2008. The program presented is modeled after a program developed by the MMUA (Minnesota Municipal Utilities Association) and the Minnesota Rural Water Association. Motion by Miller, seconded by Hughes to approve and adopt the Identity Theft Prevention Program. Motion carried with all in favor.
3. The City Clerk presented a Site Lease Agreement for communication antennas and equipment to be located on the new water tower. The City Clerk will research what other communities charge as a fee for placement of such antennas and equipment.
4. The Tree Regulations Ordinance was presented to the Council. The City Attorney has reviewed the Ordinance. The City Clerk has made changes as recommended by the City Attorney. Motion by Hughes, seconded by Spear to approve and adopt the Tree Regulations Ordinance. Motion carried with all in favor.
5. A Joint School Board/ City Council Workshop will be held on Tuesday, October 14, 2008 at 6:00 p.m. at the School.
6. The Immaculate Conception Catholic CCW requested approval of the Charitable Gambling application to conduct a raffle during their annual Winter Festival to be held on Saturday, December 6, 2008. Motion by Spear, seconded by Westphal to approve the request. Motion carried with all in favor.
7. The City-Wide Clean-Up Day held on Saturday, September 27th was very successful.
8. Motion by Westphal, seconded by Spear to appoint Nancy Schleuter to serve as an Election Judge in the November 4th General Election. It is necessary to appoint a judge to replace Tom Karels, Sr. who will be on the ballot. Motion carried with all in favor.

COUNCIL MEMBER REPORTS

1. EDA President Doug Westphal reported on the EDA meeting held Monday, October 6th at 5:00 p.m. Ordering an 8' slide for Memorial Park and the City Welcome Packet were among items discussed.
2. Council Member Spear attended the September School Board meeting.

OTHER MISCELLANEOUS BUSINESS

1. A building permit application submitted by Bruce Prange, 307 Hilton Drive, to build a 10' X 16' storage shed was discussed. Due to the size of the structure a Variance is required. A public hearing will be scheduled for Thursday, November 6, 2008 at 6:30 p.m. to discuss and solicit public input with regard to the Variance request.

2. **Public Works Supervisor Dennis Seys met with Mayor Lynch regarding locations for trees to be moved to Memorial Park. Not date has been set for moving the trees.**
3. **St. Clair will host the Blue Earth County Mayors and Clerks meeting on Thursday, November 13th at 6:30 p.m. at City Hall.**
4. **Council Member Sharon Miller submitted her resignation from the City Council effective November 1, 2008. Mayor Lynch extended his appreciation to Council Member Miller for her years of service to the City, School and community. Motion by Westphal, seconded by Spear to reluctantly accept Council Members Miller's resignation. Motion carried with all in favor. The vacancy on the City Council will be filled by appointment.**

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

Catherine Seys, City Clerk-Treasurer