

CITY OF ST. CLAIR
REGULAR CITY COUNCIL MEETING
NOVEMBER 6, 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 and Mike Hughes. Council Members absent: None. City Staff present: Deb McCollum, Catherine Seys and Fire Chief Bill Fitzloff. Others present: Jeff Domras, Tom Karels, Sr. and Jerry Phillips.

The minutes of the October 7th Regular City Council meeting, the October 14th Special Council meeting and the October 14th Joint School Board/City Council meeting were approved with a motion by Hughes, seconded by Spear and carried with all in favor.

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

ZONING PERMITS

The Zoning permit request submitted by Todd Scott to move a home in at 505 Main Street West was presented. Since the site plan indicates that all setbacks comply with the Zoning Ordinance a motion was made by Hughes, seconded by Westphal to approve the Zoning permit. Motion carried with all in favor. Building permit application has been submitted to the City building inspector.

WATER SYSTEM UPDATE

Jeff Domras, Bolton and Menk, reported on the following:

WATER TREATMENT FACILITY

1. Warranty items are being completed at the Water Treatment Facility.
2. Bolton and Menk will take care of the drainage concerns adjacent to the Water Treatment Facility building. Mr. Domras will discuss the proposal with the property owner.

WATER TOWER

The equipment and steel for the water tower is on site. Welding and erection will take 4 to 6 weeks depending on the weather. Painting of the tower will be done in the spring. The monthly Water Tower Project Status meeting was held Wednesday, November 5th at 10:00 a.m.

MINNESOTA ELEVATOR INCORPORATED (MEI)

MEI has made inquiry with the City as to the feasibility of disposing of their wastewater at the St. Clair Wastewater Treatment Plant (WWTP). MEI wastewater is currently being hauled to a waste disposal site in Illinois. Mr. Domras presented the Council with a report with regard to the MEI inquiry.

The following is an excerpt from Mr. Domras' report:

Before wastewater can be disposed of in a Publicly Owned Treatment Works (POTW) such as St. Clair's, it must first be in an acceptable form. MEI's finishing operations will generate high concentrations of BOD, Total Phosphorus and Total Toxic Organics (TTO). Prior to being treated at a POTW, the wastewater must be first separated and pretreated to meet the National Categorical Pretreatment Standards for a Metal Finishing Industry. MEI's wastewater would consist of the following:

- *Brine regeneration wastewater from the existing water softener*
- *Reject waste from the existing and new RO treatment systems*
- *Backwash water from a sand filter*

- *other pollutants within the National Categorical Pretreatment Standards*

MEI expects to generate about 10,000 gallons of wastewater per week that could be treated by the City of St. Clair's Treatment Plant. They will also generate waste that cannot be treated in St. Clair and instead, must be disposed in an industrial landfill.

MEI's 10,000 gallons per week is equivalent to approximately 4% of St. Clair's total weekly flow. Given MEI generates a high volume of concentrated wastewater when compared to normal City flows, a waste storage tank would be necessary to slowly release the wastewater to our system. Slow release will be necessary to prevent "shocking" the treatment facility with the concentrated waste.

Mr. Domras stated that a 5,000-gallon storage tank (furnished and installed by MEI) would need to be placed at the Wastewater Treatment Plant for the MEI wastewater. MEI wastewater would be hauled to the City Wastewater Treatment Plant (WWTP) three (3) times per week, for a total of 10,000 gallons per week. Mr. Domras also discussed proposed rates for accepting the MEI wastewater.

Mr. Domras listed benefits to accepting the MEI wastewater as: 1) increased revenue for the sewer utility fund; 2) keeping business local; and 3) providing service to local industry.

Mr. Domras listed concerns as: 1) the need to place of a 5,000 gallon storage tank at the Wastewater Treatment Plant site; 2) the MEI waste hauler will need to access to the Wastewater Treatment Plant site three (3) times per week; and 3) variability in the MEI wastewater characteristics (could lead to MN Pollution Control Agency violations and/or treatment problems at the City Wastewater Treatment Plant).

Deb McCollum, Public Works Dept., stated that the matter has been discussed with Ken Schreder, UC Lab. Mr. Schreder does the operation and testing at the Wastewater Treatment Plant. Mr. Schreder has expressed concerns and would be hesitant to accept the MEI wastewater given the risk of adverse affects to the City WWTP.

A Special City Council meeting will be scheduled to further discuss the issue. Ken Schreder (UC Lab), Herman (Bolton and Menk) and Brian Just (MEI) will be invited to attend.

DI-MAR CONSTRUCTION FINAL PAY ESTIMATE

Motion by Hughes, seconded by Spear to approve the DiMar Construction final pay estimate for the Water Treatment Facility. Motion carried with all in favor.

FIRE CHIEF'S REPORT

Fire Chief Bill Fitzloff reported on the following:

1. 119 students participated in Fire Prevention Week at the City Hall in October. An additional 35 Early Childhood children will participate on November 10th and 11th.
2. The Fire Dept. has responded to 83 calls to date in 2008.

PUBLIC WORKS DEPT. REPORT

Public Works Dept. Employee Deb McCollum reported on the following:

1. The Memorial Park pavilion has been winterized and closed for the season.
2. Fall water main flushing was completed in October.
3. Annual sludge hauling was done in October (12 loads for a total of 57,600 gallons).

CITY CLERK'S REPORT

City Clerk-Treasurer Catherine Seys reported on the following:

1. The Abstract of Votes Cast in the City of St. Clair at the State General Election held on Tuesday, November 4, 2008 was presented. The Abstract of Votes Cast included the Summary of Election Day Statistics, the Summary of Totals for the Municipal Election and the Municipal Election Write-in Tally. Motion by Spear, seconded by Hughes to approve the Abstract of Votes Cast as presented. Motion carried with all in favor.

2. Resolution #08-11-06a “A Resolution Canvassing the November 04, 2008 Municipal Election Returns and Declaring Results” was presented by the City Clerk-Treasurer. Motion by Hughes, seconded by Spear to approve the Canvassing Resolution. Motion carried with all in favor.
3. At the Regular Council meeting on October 7, 2008 Sharon Miller submitted a letter of resignation from her position as City Council Member. The City Clerk-Treasurer presented the Council with Resolution #08-11-06b “Resolution Accepting Resignation and Declaring Vacancy in Position”. Motion by Hughes, seconded by Westphal to approve the “Resolution Accepting Resignation and Declaring Vacancy”. Motion carried with all in favor. A notice of the vacancy will be placed in the November City Newsletter. The term runs through December 31, 2010.
4. The City Clerk-Treasurer attended the MN Clerks and Finance Officers Assoc. (MCFOA) Regional meeting in Mankato on October 30th. The Red Flag Rule, MN WARN and MN Rural Water Association programs were among items discussed.
5. The LawnPro service renewal and pre-payment letter for 2009 were discussed. Motion by Spear, seconded by Hughes to approve the LawnPro service renewal and pre-payment letter for 2009, with a change to service at the Wastewater treatment plant. The City will continue with fall application only at the WWTP, the spring application at the WWTP will be eliminated. Service at Memorial Park will remain the same as 2008.
6. St. Clair will be hosting the Blue Earth County Mayors and Clerks Assoc. on Thursday, November 13th at 6:30 pm at the St. Clair City Hall. Council Members are invited to attend.
7. The City Clerk-Treasurer discussed the on-line mapping system provided by Bolton and Menk. The system is up and running and will be a great asset to the City.

COUNCIL MEMBER REPORTS

Council Member Westphal reported on the EDA meeting held on Monday, November 3rd at 5 p.m. Items discussed included: MN Urban and Rural Homesteading Loan Program (MURL), Safe Route to School Grant Program, local contact for Farmers’ Market, Welcome to St. Clair Packet and City banners. EDA Member Nancy Schleuter has expressed interest in doing grant writing for the City. Motion by Spear, seconded by Hughes to accept Ms. Schleuter’s offer of grant writing (using EDA funds).

Council Member Spear attended the October School Board meeting. The next School Board meeting is Tuesday, November 18th at 5:30 pm.

Mayor Lynch reported that the status of trees for Memorial Park is uncertain at this time.

Meeting adjourned at 8:30 p.m. Motion to adjourn made by Westphal, seconded by Hughes and carried with all in favor.

Catherine Seys, City Clerk-Treasurer