

**CITY OF ST. CLAIR
REGULAR CITY COUNCIL MEETING
TUESDAY, APRIL 6, 2010**

The meeting was called to order by Mayor Douglas 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: Mayor Westphal, Julie Spear, Mike Hughes, Jerry Phillips and Tom Karels, Sr. Council Members absent: None. City Staff present: Dennis Seys, Catherine Seys and Fire Chief Bill Fitzloff. Others present: Jeff Domras, Mark Frahm and Rob Moffitt.

APPROVAL OF MINUTES AND BILLS

The minutes of the March 2, 2010 Regular City Council meeting were approved with a motion by Karels, seconded by Hughes and carried with all in favor.

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

ZONING PERMITS

Rob Moffitt, 221 Mill Street, was present with a building permit application for a 12' X 12' storage shed. It was discussed that due to size a variance is required. A motion was made by Hughes, seconded by Phillips to schedule a Variance Public Hearing for Tuesday, May 4, 2010 at 6:30 p.m. Motion carried with all in favor.

WATER TOWER PROJECT

Jeff Domras, Bolton and Menk, reported that a final inspection and walk through was done at the Water Tower on Friday, April 2, 2010 at 10:30 a.m. Those in attendance included: Dave Webb (General Construction Services), Jennifer Sass and Harvey Strom (USDA Rural Development), Dennis Seys and Deb McCollum (St. Clair Public Works Dept.) and Jeff Domras (Bolton and Menk). A meeting was also held at the City Hall after the inspection, where site grading and turf restoration, lowering of the hydrant and touch up painting of the interior standpipes were discussed. In addition to those mentioned above, Catherine Seys (City Clerk-Treasurer) and Matt Webb (General Construction Services) were in attendance at the meeting. Mr. Domras discussed with the Council, the possibility of assessing liquidated damages. The Council wants to see the project finished and felt assessing liquidated damages would only prolong finalizing the project. The Council decided not to pursue liquidated damages.

Mr. Domras reported that he will contact DiMar Construction regarding touch up painting at the Water Treatment Facility.

Mr. Domras also reported that he has obtained measurements and specifications and will contact local cement masons for quotes on the drainageway to be located to the north of the Water Treatment Facility.

FIRE CHIEF'S REPORT

Fire Chief Bill Fitzloff reported on the following:

1. April 19th through the 23rd is Severe Weather Awareness Week. The statewide tornado drill on Thursday, April 22nd at 1:45 p.m. Several St. Clair firefighters will be attending the Skywarn class at South Central College on Thursday, April 15th.
2. 18 members of the St. Clair Fire Dept. completed the First Responder Refresher held March 22, 24, 29 and 31 at the St. Clair Fire Hall.
3. In 2009, Blue Earth County submitted a grant application to FEMA for 800 MHz Radio equipment for Fire Departments county-wide. If awarded, the grant will cover 80% of the cost of the 800 MHz radio equipment. Local Cities/Fire Departments will be responsible for funding the remaining 20%. In St. Clair the Radio equipment is estimated to cost \$70,000 (20% approximately \$14,000). A motion was made by Karels, seconded by Phillips to approve funding of the 20% (approximately \$14,000) if the FEMA grant for 800 MHz Radio equipment is awarded. Motion carried with all in favor. Fire Chief reported

that the area Fire Chief's will meet at the St. Clair Fire Hall on Thursday, April 8th to discuss FEMA grant requirements.

PUBLIC WORKS DEPT. REPORT

Public Works Supervisor Dennis Seys reported on the following:

1. The bulk water station was discussed. Mr. Seys reported that the bulk water station will be located near the Wastewater Treatment Plant. The station will be approximately 16' high and will be installed the end of April or first part of May.
2. The Annual Street Repair (overlay) Project and continuing with the overlaying program in the Goodrich Addition was discussed. Palmer Drive and Winslow Circle are on the schedule for overlay this year, plus three (3) patch areas (Front Street South, Park Street South and Main Street East). Bids will be obtained for the overlay project. It was also discussed to obtain a bid for a bituminous walkway from Park Street South through the water tower property and Memorial Park. Bids will be opened and reviewed at the May 4th Regular City Council meeting.
3. Jim Johnson, Bargaen, Inc. has contacted the Public Works Dept. with regard to the annual crack sealing. Mr. Seys suggests crack sealing Mill Street, Park Street South and Front Street East. It was also noted that there is a large crack on Hiawatha Drive. The Council agreed to proceed with the annual crack sealing. \$5,000.00 has been budgeted for 2010 crack sealing.
4. Mr. Seys discussed the deteriorating concrete apron on the east side of the Fire Dept. Bargain, Inc. has a rubber mat product that Mr. Johnson (Bargaen, Inc.) recommended at a cost of \$1,000.00. After discussion the Council decided to try the Bargaen product as it appears to be a cost effective solution to the problem.
5. Street Sweeping will be done on curb and gutter streets in late April/ early May.
6. Spring water main flushing will be done the week of April 12th or 19th depending on weather.
7. The Memorial Park Pavilion will be opened for the season this week.
8. Leon Depuydt (Leon's Custom Backhoe) completed site clean up on the south half of the storm water drainage ditch. Mr. Depuydt did the clean out of the south half of the drainage ditch in the fall of 2009. It was reported that there is now good flow in the storm water drainage ditch and the City will not need to clean out the north half of the ditch as anticipated.
9. Zumbro Valley Forestry will be contacted to spray the riverbank erosion project area (as per funding requirements).
10. Purchase of a new lawn mower was discussed. Lawn mower purchase was previously discussed during the 2010 Budget Workshop. Funds are available for the purchase in the Public Works Dept. equipment fund. A 64", zero turn mower was discussed. The Council directed the Public Works Dept. Supervisor to pursue purchase of the new lawn mower.

CITY CLERK'S REPORT

City Clerk-Treasurer Catherine Seys reported on the following:

1. The City Emergency Operations Plan was presented to the Council for review in March. Motion by Spear, seconded by Hughes to approve the Emergency Operations Plan. Motion carried with all in favor.
2. The City has registered for participation in the 2010 National Night Out (NNO) which will be held on Tuesday, August 3rd. Council Member Spear will help with organizing the event in St. Clair.
3. The City Clerk-Treasurer attended the Municipal Clerks and Finance Officers Association (MCFOA) Conference in St. Cloud on March 16th – 19th. Conference sessions included: Election law changes; effective committees and teamwork; safety, Work Comp and OSHA; social media; Data Practices; records retention; and orienting new Councils and Commissions.

4. The Athletic Backers requested approval of the Charitable Gambling application to conduct a raffle during St. Clair Days. The raffle drawing will be held on Sunday, June 27th after the parade. Motion by Hughes, seconded by Phillips to approve the request from the Athletic Backers for the annual St. Clair Days Raffle. Motion carried with all in favor.

ST. CLAIR DAYS UPDATE

A St. Clair Days meeting was held on Tuesday, March 9th. The meeting was well attended. Planning is underway for most St. Clair Days activities and events. The next St. Clair Days meeting is scheduled for Tuesday, April 13th at 6:30 p.m.

COUNCIL MEMBER REPORTS

1. Council Member Hughes reported on the Economic Development Authority (EDA) meeting held on Monday, April 5th at 5:00 p.m. Items discussed included a Dog Park, City sign and nuisance issues. Council Member Hughes further discussed the Dog Park idea. An area adjacent to the Wastewater Treatment Plant (WWTP) was discussed as a possible location. Mr. Hughes discussed that the area adjacent to WWTP would be a cost effective location since a good portion of the proposed site is already enclosed by chain link fence. After considerable discussion it was determined that the area by the WWTP was not a suitable location for a dog park due to potential problems and risk to the WWTP.
2. Council Member Hughes will attend the April 1^{9th} School Board meeting.
3. Mayor Westphal and the City Clerk attended the Blue Earth County Mayors and Clerks meeting held in Madison Lake on March 11th. Speakers for the evening were Jerry Groebner (reporting on the history of the Mayors and Clerks organization) and John Rollings with the Soil and Water Conservation District. The next Mayors and Clerks meeting will be in Mankato on April 8th.

The meeting adjourned at 8:25 p.m. Motion to adjourn was made by Phillips, seconded by Hughes and carried with all in favor.

Catherine Seys, City Clerk-

Treasurer