

**CITY OF ST. CLAIR
REGULAR CITY COUNCIL MEETING
TUESDAY, NOVEMBER 9, 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: Deb McCollum, Catherine Seys and Fire Chief Bill Fitzloff. Others present: Ralph and Winnis Buesing, Dean Mosher, Geoff Thornes, Chris Cousins, Mark Frahm and Jason Weinandt.

CANVASSING BOARD

Mayor Westphal called the Canvassing Board to order (the City Council serves as the legally constituted Canvassing Board). The City Clerk-Treasurer administered the Oath to the Canvassing Board. The Canvassing Board convened. The City Clerk-Treasurer presented the Abstract of Votes Cast for the City of St. Clair, County of Blue Earth, State of Minnesota at the State General Election held on Tuesday, November 2, 2010 as Compiled from the Official Returns. The Abstract of Vote Cast included the Summary of Election Day Statistics and the Summary of Totals for the Municipal Election. For the position of Mayor, Doug Westphal received 306 votes. There were 15 misc. write-in votes for Mayor. For the first (of 2) City Council positions, Chris Cousins received the most votes with 202. For the second City Council position, Michael Hughes and Jason Weinandt both received 186 votes. There were 16 misc. write-in votes for the City Council positions. With regard to a tie vote in a municipal election, Minnesota State Statute 205.185 Subd. 3 (c) states: "In case of a tie vote, the Canvassing Board having jurisdiction over the municipality shall determine the result by lot." As per the Office of the Minnesota Secretary of State, Elections Division, the method and procedure used for drawing lots is determined by the local Canvassing Board. Appropriate tiebreaking methods include flipping a coin, cutting cards, drawing straws, drawing a name from a hat, and other similar methods. The Canvassing Board agreed on cutting cards as the tiebreaking method. As per the procedure outlined by the Canvassing Board a new deck of cards was removed from the packaging, opened and shuffled. The cards were then fanned and each candidate was asked to draw a card. Michael Hughes drew the Jack of Spades. Jason Weinandt drew the Ace of Hearts. Jason Weinandt having drawn the high card was declared the winner of the second City Council position. Motion by Hughes, seconded by Phillips to approve the Abstract of Votes Cast. Motion carried with all in favor.

The City Clerk-Treasurer presented Resolution #2010-11-09 "Resolution Certifying Election Returns and Declaring the Results of the State General Election held on November 2, 2010". Motion by Spear, seconded by Karels to approve the Resolution Certifying Election Returns and Declaring the Results. Motion carried with all in favor.

Motion by Phillips, seconded by Hughes to adjourn the Canvassing Board and resume the Regular City Council meeting. Canvassing Board Adjourned at 7:15 p.m. and the Regular City Council meeting resumed. Motion carried with all in favor.

APPROVAL OF MINUTES AND BILLS

The minutes of the October 5, 2010 Regular City Council meeting (held at 7:00 p.m.) and the October 5, 2010 Variance Public Hearing (held at 6:30 p.m.) were approved with a motion by Karels, seconded by Phillips and carried with all in favor.

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

ZONING

The property at 109 Main Street East was discussed. Kel Schnittger was present representing the St. Clair Business Center located at 113 Main Street East (adjacent to 109 Main Street East). The property at 109 Main Street East is currently owned by the bank. Use of the property was briefly discussed, although the building appears to be in a state of disrepair. It was noted that grant and loan programs through the State are available to cities for clean up, redevelopment, demolition, etc. but such funding isn't available to a private investor. It was further noted that this avenue of funding hasn't been researched or pursued.

Geoff Thornes was present and raised questions regarding the history of the City and the historic value of the town. He also mentioned buildings that were significant to the city's past that are no longer here. Mr. Thornes specifically mentioned the hotel and the creamery. Mr. Thornes expressed interest in saving history and preserving (remodeling, repairing, restoring) the old buildings. Mr. Thornes stated that "it's not the building's fault" that it has fallen into disrepair.

FLOOD UPDATE ... WASTEWATER TREATMENT PLANT

City Engineer Jeff Domras (Bolton and Menk) was unable to attend the meeting but submitted a document for the Council to review. The document outlined flood related equipment and repair needs at the Wastewater Treatment Plant (WWTP). The document also included proposals from Vessco, Interstate Power Systems, Rice Lake Construction Group, Trojan UV and In Control and Mr. Domras' recommendations for completing the work. Information, proposals and recommendations reviewed by the Council included the following:

1. Rice Lake Construction Group repaired the Clarifier Arms at the WWTP. Repairs were done immediately after the flood and were completed prior to the start-up of the WWTP.
2. The Carbon Filter for the Sludge Storage Unit at the WWTP was damaged by the flood waters. Mr. Domras recommended that the Council approve purchase of a new VCS200 Filter from Vessco at a cost of \$2,700.00 plus tax and delivery. It was noted that exterior piping to the unit was repaired by Rice Lake Construction Group.
3. The 175 kW Backup Katolight (OnSite Energy) Generator was submerged by flood waters. Mr. Domras recommended that the Council approve purchase of a 180 kW from OnSite Energy at a cost of \$37,885.00. Mr. Domras further recommended that the City hire Fitzloff Electric to make the necessary electrical connections on the unit. It is anticipated to take up to 8 weeks to get the new generator.
4. Mr. Domras also suggested that the City Council declare the old generator as surplus property for proper disposal and that the City try and sell the generator "as is" on the MinnBid website (a site where cities can sell surplus property).
5. The Ultraviolet (UV) Disinfection system and controls were damaged by the flood waters. With regard to purchase of a new disinfection system Kris Swanson (Bolton and Menk Environmental Engineer) has reviewed the quotes obtained and recommended the following: a Trojan UV 3000 PTP Disinfection System from Trojan UV at a cost of \$35,288.00; UV controls from In Control for a cost of \$7,527.00; removal of the existing UV System and modifying of the channel and installing the new Trojan UV System by Rice Lake Construction Group at a cost of \$18,485; and necessary wiring of the system to be completed by Fitzloff Electric.

Motion by Hughes, seconded by Phillips to approve the recommendations made by Jeff Domras and Kris Sawnsen, Bolton and Menk, for a Carbon Filter for the Sludge Storage Unit (Vessco), 180kW MTU OnSite Energy Generator (Interstate Power Systems) and the UV Disinfection System (Trojan UV and Rice Lake Construction Group) as per the letter, proposals and supporting documents submitted by Jeff Domras, Bolton and Menk, dated November 8, 2010 referencing "LeSueur River Flooding Repairs at Wastewater Treatment Plant" and to declare the old generator as surplus property to be sold "as is" on MinnBid. Motion carried with all in favor.

FEMA UPDATE

FEMA representatives met with the City Clerk-Treasurer and the Mayor at the St. Clair City Hall on Wednesday, November 3rd for a "Kick Off" meeting. The meeting outlined FEMA procedure and requirements for reimbursement of flood related expenses. The next step is that a FEMA Project Specialist will be assigned to work with and guide the City through the FEMA process.

FIRE CHIEF'S REPORT

Fire Chief Bill Fitzloff reported on the following:

1. The Fire Chief and the City Clerk-Treasurer did a walk-through of the St. Clair Recycled Auto Parts property (formerly Northtown Auto). The walk-through is a requirement of the Conditional Use Permit. A few problem areas were noted but for the most part the property was in compliance. The City Clerk-Treasurer will contact St. Clair Recycled Auto Parts representatives regarding the problem areas.
2. 93 Kindergarteners and 1st graders and 37 Early Childhood children (and parents) participated in Fire Prevention program at the Fire Hall in October.
3. Forstner has completed maintenance on the fire trucks.
4. Clarey's has completed the annual maintenance on the compressor and Hurst tools.
5. Fire Chief Fitzloff and Assistant Chief Nate Mace attended the Regional Radio Board meeting. Assistant Chief Nate Mace also serves on the County Radio Board. It is expected that the radios will be purchased in February 2011. Blue Earth County has been awarded a grant which will cover 80% of the cost of the radios. After purchase of the radios paperwork will be submitted for grant funds.
6. Jeff's Repair completed maintenance on the older fire truck. Council Member Phillips stated that the Fire Dept. should support both repair businesses in town.

PUBLIC WORKS DEPT. REPORT

Public Works Employee Deb McCollum reported on the following:

1. The Public Works Dept. completed the fall water main/hydrant flushing in mid-October.
2. Annual sludge hauling was completed in October with 11 loads being hauled.
3. The Memorial Park Pavilion was winterized and closed for the season.
4. On November 2nd, the Public Works Dept. conducted tours at the Wastewater Treatment Plant for Ms. Lawton's 6th grade classes.

CITY CLERK-TREASURER'S REPORT

City Clerk-Treasurer Catherine Seys reported on the following:

1. The Bestmann property was discussed. The Bestmann family has petitioned the Office of Administrative Hearings, Municipal Boundary Adjustment, for detachment from the City. Motion by Spear, seconded by Hughes to contest the detachment and request the Boundary Adjustment Board to go right to the hearing since the City has already tried to negotiate with the Bestmann's via their attorney. The City Clerk will check with the City Attorney as to hearing procedure and approx. cost. Motion carried with all in favor.
2. City Wide Clean-Up Day was held on Saturday, October 16th. 75 appliance and electronics tags were sold for the event.
3. Dan Bezdicek submitted a memo to the Council regarding flood insurance for the Wastewater Treatment Plant through the League of MN Cities Insurance Trust (LMCIT). The LMCIT was unable to provide accurate Premium cost estimate is vague and actual premium cost is determined after application for coverage is submitted to the LMCIT. FEMA funding for mitigation at the WWTP area was also discussed. No decision was made with regard to flood insurance.

COUNCIL MEMBER REPORTS

1. The EDA met on Monday, October 18th to discuss and plan the Donuts with Santa and Mrs. Claus event. The event is scheduled for Saturday, December 4th from 9 a.m. to 11 a.m.
2. Council Member Phillips attended the October School Board meeting. Mayor Westphal will attend the November 22nd School Board meeting.
3. Holding a flood debriefing meeting was discussed. It was noted that the meeting should include representatives from the City, School, Fire Dept., Blue Earth County Emergency Management, etc. Discussion topics would include what went right, what we could have done different, equipment needs, communication issues, etc. The meeting will be scheduled in the near future.

PUBLIC COMMENT

1. Geoff Thornes questioned the status of the City Comprehensive Plan. The Council noted that one of the key items identified by the Clarity 20/20 Plan was connectivity (walking paths, sidewalks, etc.). A walking path was constructed this summer from Park Street South through Memorial Park to Miller Lane. A walking path is also planned from Church Street to the BP along Co. Rd. 28 South.
2. Rod Shunk was present and discussed his idea of a plaque commemorating the outstanding effort of all the volunteers and City staff in saving the Wastewater Treatment Plant and Lift Station during the flood. Mr. Shunk also suggested including pictures of the Wastewater Treatment Plant and Lift Station. The idea was discussed. The Council noted that the volunteer effort included hundreds of people from the City, the surrounding rural community and beyond. The credit goes to everyone who volunteered and helped in any way and it would be impossible to name names or to single out any individuals.

The meeting adjourned at 9:04 p.m. Motion to adjourn was made by Hughes, seconded by Phillips and carried with all in favor.

Catherine Seys, City Clerk-Treasurer