

**CITY OF ST. CLAIR
REGULAR CITY COUNCIL MEETING
TUESDAY, SEPTEMBER 6, 2011**

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, Chris Cousins and Jason Weinandt. Council Members absent: Jerry Phillips, Thomas Karels, Sr. City Staff present: Deb McCollum, Public Works Dept., City Clerk-Treasurer Catherine Seys and Fire Chief Bill Fitzloff. Others present: Jeff Domras (Bolton and Menk), Connie Johns (representing the St. Clair School Board), Dan Niles and Jan Clements (JDD Companies), Ralph Buesing, Ginny Fitzloff and Geoff Thornes. After calling the meeting to order Mayor Westphal welcomed all visitors and guests and the Pledge of Allegiance was recited.

APPROVAL OF MINUTES AND BILLS

The minutes of the August 1, 2011 Regular City Council meeting were approved with a motion by Cousins, seconded by Weinandt and carried with all in favor.

The minutes of the August 30th City Council Budget Workshop were approved with a motion by Weinandt, seconded by Cousins and carried with all in favor.

The bills for the month of August were approved with a motion by Cousins, seconded by Weinandt and carried with all in favor.

ZONING PERMITS

The application submitted by Stacy Tonn, 329 Main Street West, to move in an 8' X 10' storage building was approved with a motion by Cousins, seconded by Weinandt and carried with all in favor.

WASTEWATER TREATMENT PLANT (WWTP) BERM PROJECT

Jeff Domras (Bolton and Menk) was present to discuss the WWTP Berm Project. The City has received a partial pay request from JJD Companies in the amount of \$139,631.95. Mr. Domras explained that this amount reflects all but the final turf work on the berm project. Mr. Domras stated that the final pay estimate on the project would be presented at the October City Council meeting. Motion by Weinandt, seconded by Cousins to approve payment of the partial pay request from JJD Companies in the amount of \$139,631.95. Motion carried with all in favor.

LOG JAM REMOVAL

Removal of the log jam located west to the Wastewater Treatment Plant was discussed. Log jam concerns were also discussed at the Budget Workshop on August 30, 2011. At the August 1, 2011 City Council meeting, the Council reviewed an estimate from CAB Construction for removal of the log jam in the amount of \$45,500. An estimate was also obtained from JJD Companies (the WWTP Berm contractor) in the amount of \$18,860, plus rip rap. This amount included the log jam removal of \$15,360 and turf restoration of \$3,500. Mr. Domras discussed that the costs on the berm project are coming in considerably under bid. In reviewing the numbers, the berm project is coming in at \$180,140, if the City were to approve the log jam removal [per the estimate from JJD Companies, of \$22,860 (\$18,860 plus \$4,000 est. for rip rap)], that would bring the total project (berm project and log jam removal) to \$203,000, which is \$8,000 under the berm project BID amount of \$211,000. Motion by Cousins, seconded by Weinandt to approve a change order to the WWTP Berm Project that would include the Log Jam removal at an estimated cost of \$22,860. Motion carried with all in favor.

FIRE CHIEF'S REPORT

Fire Chief Bill Fitzloff reported on the following:

1. The Fire Dept. received a thank you letter from the Mayor of the City of Eagle Lake for their help in the train derailment which happened on the east side of Eagle Lake on August 3, 2011.

2. The hydrant in front of the School needs to be repaired.
3. Fire Chief Fitzloff discussed that \$5,000 is transferred annually from Fire Dept. funds (received from Township Fire contracts) to the Fire Dept. Relief Assoc. Mr. Fitzloff explained that the transfer did not take place in 2010. Motion by Cousins, seconded by Westphal to approve the transfer of \$5,000 from Fire Dept. funds (received from the Township fire contracts) to the St. Clair Fire Dept. Relief Assoc. Motion carried with Westphal and Cousins in favor. Council Member Weinandt abstained.
4. The Fire Dept. will be submitting a FEMA Assistance to Firefighters Grant (AFG) for a \$200,000 tanker truck. If the grant is awarded the grant will cover 75% of the cost, the remaining 25% will be paid from the Fire Dept. general fund. Motion by Cousins, seconded by Westphal to approve the disbursement of the 25% share for the \$200,000 tanker truck from the Fire Dept. general fund if the FEMA AFG grant is awarded. Motion carried with Cousins and Westphal in favor. Council Member Weinandt abstained.

PUBLIC WORKS DEPT. REPORT

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

1. WW Blacktopping is expected to be in town soon to complete the annual Street Overlay Project.
2. The purchase of a 4" stand-by electric pump to be used at the Wastewater Treatment Plant berm inlet was discussed. Motion by Weinandt, seconded by Cousins to pursue purchase of the 4" electric pump. Motion carried with all in favor.
3. Residential tap water samples were collected and submitted for the required lead and copper testing program. Samples/ testing is required every three (3) years.
4. Street damage due to sump pump draining in the street/curb at 506 Miller Lane was discussed. Property owner Ginny Fitzloff stated that the sump pump is no longer draining into the street/curb, the sump pump is draining into a sump pit in the yard. Ms. Fitzloff stated that the property is for sale and she wants to ensure that the situation will not be a problem for a future owner.
5. Public Works Supervisor Dennis Seys has submitted a letter to the City Council announcing his retirement effective December 30, 2011. Motion by Weinandt, seconded by Cousins to accept the letter of retirement submitted by Mr. Seys. Motion carried with all in favor.
6. Motion by Weinandt, seconded by Cousins, the City will be accepting applications for the position of Public Works Supervisor. The position will be advertised. The application deadline will be Monday, September 26, 2011 at 4:00 p.m. The City Council will meet at 6:00 p.m. on Monday, September 26, 2011 to discuss the interview procedure, review the applications and select applicants to be interviewed. The City Council will meet on Wednesday, September 28, 2011 and Thursday, September 29, 2011 starting at 6:00 p.m. to interview selected applicants. Motion carried with all in favor.

CITY CLERK-TREASURER'S REPORT

City Clerk-Treasurer Catherine Seys reported on the following:

1. Ms. Seys spoke to the MN DOT Engineer in charge of the Highway 83 project. Construction on the project is expected to begin again after Labor Day (Sept. 6th). The estimated completion date is mid-October.
2. The South Central Safety Committee (SCSC) will meet in Eagle Lake on Sept. 21st. The training topic will be slips, trips, falls and scaffolding and ladder safety.
3. Ms. Seys and representatives from Medo Township met with Al Kleuver on August 24th at the St. Clair City Hall. The meeting was with regard to the Blue Earth County Hazard Mitigation Plan. The plan is being updated county-wide and must be submitted for County review by January 2012.
4. Ms. Seys met with Reggie Edwards from Region Nine on August 10th. Mr. Edwards is meeting with City and School District representatives from the region with regard to renewable energy opportunities.

5. St. Clair resident Lisa Nagel is putting together a 20 page book with 100 pictures from the 2010 fall flood. Ms. Nagel would like the City to post information regarding the book on the City Facebook page and the City website. It was noted that the City has posted similar items in the past. The information will be posted.
6. The Immaculate Conception Catholic Church CCW requested approval of the Charitable Gambling application to conduct a raffle during their annual Winter Festival to be held on Saturday, December 3, 2011. Motion by Cousins, seconded by Weinandt to approve the request. Motion carried with all in favor.

LONG RANGE PLANNING

The Council discussed allocating some time at each regular City Council meeting to discuss long range planning and City goals. The following items were discussed:

1. The City Clerk-Treasurer will obtain additional copies of the City Comprehensive Plan (Clarity 20/20) for the City Council.
2. Building a new fire hall or relocating the Public Works Dept. shop to a new building near the Wastewater Treatment Plant was briefly discussed. Concerns were expressed regarding safety of the firefighters putting on gear in the same area where trucks are located. Also parking/driving concerns when there are meetings or groups using the City Hall meeting room and the Fire Dept. is responding to a call.
3. Sidewalks and connectivity were also discussed as a priority identified in the Clarity 20/20 Plan.
4. Setting goals was discussed - short range (2 yr.), mid range (5 to 10 yrs.) and long range (10 to 20+ yrs.).

COUNCIL MEMBER REPORTS

1. School Board Representative Connie Johns discussed items addressed at the August School Board meeting. Items included the football situation, Netbook (electronic books) for students and the student handbook. Council Member Weinandt will attend the September 19th School Board meeting.
2. The Blue Earth County Mayors and Clerks will meet in Amboy on Sept. 8th. The speaker for the evening will be a representative from Waste Management.

Meeting adjourned at 8:32 p.m. Motion to adjourn was made by Weinandt, seconded by Cousins and carried with all in favor.

Catherine Seys, City Clerk-Treasurer