

**CITY OF ST. CLAIR
REGULAR CITY COUNCIL MEETING
TUESDAY, OCTOBER 4, 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, Jerry Phillips, Thomas Karels, Sr., Chris Cousins and Jason Weinandt. Council Members absent: None. City Staff present: Dennis Seys, Public Works Supervisor, Catherine Seys, City Clerk-Treasurer and Bill Fitzloff, Fire Chief. Others present: Jeff Domras (Bolton and Menk), Connie Johns (representing the St. Clair School Board), Mark Krenik (newly hired Public Works Supervisor), Dan Niles and Jo Niles (JDD Companies), Jake Huber (President of the St. Clair School National Honor Society) and Ralph Buesing.

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 September 6, 2011 Regular City Council meeting were approved with a motion by Karels, seconded by Phillips and carried with all in favor.

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

ZONING PERMITS

The application submitted by George Johannsen, 229 Mill Street, to move in an 8' X 8' storage building was approved with a motion by Phillips, seconded by Karels and carried with all in favor.

NEW PUBLIC WORKS SUPERVISOR

As announced at the regular September City Council meeting, Public Works Supervisor Dennis Seys will be retiring effective December 30, 2011. Mayor Westphal introduced and welcomed Mark Krenik the new Public Works Supervisor. Mr. Krenik will start work on October 24th.

WASTEWATER TREATMENT PLANT (WWTP) BERM PROJECT

Jeff Domras (Bolton and Menk) was present to discuss the WWTP Berm and Log Jam Removal Project. Mr. Domras noted that both projects have been completed by JJD Companies. The City has received the final pay request from JJD Companies in the amount of \$39,910.45. Mr. Domras recommended that the Council accept the final project and approve payment. Motion by Phillips, seconded by Karels to accept the final project and approve payment of the final pay request from JJD Companies in the amount of \$39,910.45. Motion carried with all in favor.

FIRE CHIEF'S REPORT

Fire Chief Bill Fitzloff reported on the following:

1. The week of October 9th is Fire Prevention Week. The Fire Dept. will host Fire Prevention education programs at the Fire Hall on Tuesday, October 12th.
2. Mitt's BP will host the 2nd Annual St. Clair Fire Dept. Pizza Fundraiser on Thursday, October 13th from 5 p.m. to 8:30 p.m.
3. The St. Clair Fire Dept. has responded to 76 calls in 2011.

PUBLIC WORKS DEPT. REPORT

Public Works Dept. Supervisor Dennis Seys reported on the following:

1. WW Blacktopping is expected to be in town this week to complete the annual Street Overlay Project.
2. The City has experienced problems with several pumps at the Wastewater Treatment Plant (WWTP). Pumps were pulled and found to be plugged with various debris, including

several mop heads. The City Clerk Treasurer noted that an item was placed in the last City Newsletter highlighting items not to flush or put down the drain.

3. A pump for the berm inlet was discussed. Mr. Seys obtained and estimate Pioneer Pump Inc. for a stand-by pump for the Wastewater Treatment Plant (WWTP) berm inlet. The Pioneer Pump representative recommended a 6" pump rather than a 4". The pump would be mounted on a trailer, diesel, self-priming and able to run approx. 24 hours before refueling. The cost of the pump is \$33,000. The Council discussed other options including rental, MN WARN and purchasing a used pump. It was noted that during a wide-spread flood event it might be hard to find a pump (through MN WARN or rental) when everyone else is looking for one too. Mr. Seys noted that we can contact other suppliers and obtain additional quotes. The Council will consider the various options and discuss the matter at a later date.
4. The fall watermain/ hydrant flushing will be done the week of October 24th.
5. Annual sludge hauling will be done as soon as the crops are off and the landsite is ready.
6. The Memorial Park pavilion will be winterized and closed for the season after the fall soccer program is finished (Oct. 15th) or sooner if there is a threat of a hard frost.
7. The Bulk Water Station will be winterized and closed for the season. Mr. Seys noted that the bulk water station got a fair amount of use this season due to the Highway 83 project.

CITY CLERK-TREASURER'S REPORT

City Clerk-Treasurer Catherine Seys reported on the following:

1. Snow removal on the Memorial Park walking path (from Park Street South across the park to Miller Lane) and the new walking path from Church Street to Mitt's BP was discussed. Ty Mittelstaedt (Inch to Inches Snow Plowing) has submitted a contract for snow removal on the two (2) City walking paths. Per the contract, snow removal services will be billed at \$23.50 per snow storm event. It was noted that the snow will be blown or pushed then blown, depending on the depth of the snow. Liability relating to damage to City property (i.e.: water hydrant) was discussed. City Clerk-Treasurer Seys contacted Mr. Mittelstaedt. Mr. Mittelstaedt stated that his liability insurance would cover any damages to City property. Motion by Karels, seconded by Cousins to accept the bid and enter into a contract with Inch to Inches Snow Plowing for snow removal services on the Memorial Park walking path and the walking path from Church Street to Mitt's BP based on the liability insurance meeting the minimum standards recommended by the LMC.
2. The Council discussed an amendment to the Snow Plowing and Snow Removal Ordinance relating to ice/snow removal on public sidewalks. The amendment would require that property owners adjacent to a public sidewalk have ice/snow removed within 36 hours after the ice/snow ceases to fall. If the property owner fails to remove the ice/snow within the designated time, the City would have the ice/snow removed. The property owner would be responsible for the cost of ice/snow removal by the City. In October of each year property owners (adjacent to public sidewalks) will receive written notification outlining their responsibilities for ice/snow removal from public sidewalks. This will be the only notice property owners receive, thereafter, if sidewalks are not cleared within the designated time the City will hire the snow removed at a charge to the property owner of \$50.00 per occurrence. The City will send billing statements for snow removal at the end of the winter season. Any charge not paid within 30 days will be certified to Blue Earth County for collection with property taxes. Motion by Phillips, seconded by Weinandt to amend the City of St. Clair Ordinance Code Chapter 75: Snow Plowing and Removal, Section 75.04 Ice and/or Snow Removal from Public Sidewalks as discussed. Motion carried with all in favor.
3. The South Central Safety Committee (SCSC) met in Eagle Lake on Sept. 21st. The training topic will be slips, trips, falls and scaffolding and ladder safety. The next meeting and training will be in Good Thunder on November 16th.
4. City Wide Clean Up day was held on Saturday, October 1, 2011. The City Clerk-Treasurer issued 57 tags for electronics and appliances for the Clean Up Day.

5. AT&T will not be renewing their lease agreement with the City of St. Clair for rental of space for cell antennas and equipment at 200 Park Street South (Water Treatment Facility/Water Tower property). The City has been contacted by Fred Low, Ganymede Corporation (facilitator for AT&T) with regard to the removal of the AT&T equipment and materials (telephone pole, equipment pad, ice bridge, coaxial cable, antennas and antenna mounts). AT&T is interested in being allowed to leave the equipment and materials (listed above) in place after the site is decommissioned. Ownership of the equipment and materials would be transferred directly to the City of St. Clair. It was noted that AT&T would remove the radio cabinets and no hazardous materials would be left on site. It was further noted that AT&T would be willing to pay the City of St. Clair a fee of \$5,000 as part of the agreement. The Council discussed the matter with Jeff Domras (Bolton and Menk). Mr. Domras noted several disadvantages to accepting the agreement and leaving the equipment and materials on site. Mr. Domras further noted that if the City were to have to pay for the removal of the equipment and materials it would likely cost more than \$5,000, plus the inconvenience of having to coordinate the removal with various contractors. After discussion a motion was made by Cousins, seconded by Phillips to reject the offer and ask that the equipment and materials be removed within 60 days or in accordance with the AT&T lease agreement. Motion carried with all in favor.
6. Renewal of Liquor Licenses for 2012 was discussed. Motion by Weinandt, seconded by Karels to approve the 2012 liquor license renewal for the St. Clair American Legion Club (Club and Sunday Liquor Licenses) and the Uptown Tavern (On-Sale, Off-Sale and Sunday Liquor Licenses). Motion carried with all in favor.
7. The City Council scheduled the annual employee reviews for 5:30 p.m. on Tuesday, November 1st.
8. Jake Huber was present representing the St. Clair School National Honor Society (NHS). The NHS is planning a "Rake the Town" day. The event is scheduled for Monday, November 7th. Mr. Huber noted that School is not in session that day. The NHS members would like to help people and get involved in the community. The group plans to ask local businesses to sponsor the event by donating money to be used towards the purchase leaf bags. Council Member Cousins suggested that the NHS contact Steve at Lowe's for a possible donation of leaf bags. Mr. Huber stated that the leaf raking will be done at 'no charge' but the NHS will accept a free will offering. The NHS will prepare and post flyers with information about the event. The Council considered helping with the event by disposing of the leaves. It was noted that the City of Eagle Lake has a leaf vac; the City Clerk-Treasurer will contact the Eagle Lake City Administrator and ask if they would rent the unit to the City of St. Clair for the leaf raking day. The Council will further discuss the matter at the November 1st City Council meeting. Mr. Huber also noted that the NHS will be meeting later this week to work out the details for the leaf raking day. The Council offered to support the event by including information in the next City Newsletter and posting the event on the City website and the Facebook page.

LONG RANGE PLANNING

Council Members will review the City Comprehensive Plan (Clarity 20/20) for discussion at the November 1st City Council meeting.

COUNCIL MEMBER REPORTS

1. The Economic Development Authority (EDA) will meet on Monday, October 10th at 5:00 p.m. to discuss Donuts with Santa and Mrs. Claus.
2. Council Member Weinandt attended the September School Board meeting. Item discussed included strategic planning and shared/ cooperative services. Council Member Karels will attend the October 24th School Board meeting.
3. The Blue Earth County Mayors and Clerks met in Amboy on September 8th. The speaker for the evening will be a representative from Waste Management. The next meeting will

be held in Mapleton on October 13th. The speaker for the evening will be Bryan Stading from the Riverbend Center for Entrepreneurial Facilitation.

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

Catherine Seys, City Clerk-Treasurer