

CITY OF ST. CLAIR
REGULAR CITY COUNCIL MEETING
TUESDAY, MARCH 6, 2012

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: Mark Krenik, Public Works Supervisor; Catherine Seys, City Clerk-Treasurer; and Bill Fitzloff, Fire Chief. Others present: Connie Johns (St. Clair School Board liaison), Jeff Domras (Bolton and Menk), Jim Johnson (Bargen, Inc.) 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 February 2, 2012 Regular City Council were approved with a motion by Karels, seconded by Weinandt and carried with all in favor.

The invoices, bills and vendor's claims for the month of February were approved with a motion by Phillips, seconded by Weinandt and carried with all in favor.

FIRE CHIEF'S REPORT

Fire Chief Bill Fitzloff reported on the following:

1. The Fire Dept. has updated their Standard Operating Procedures to Standard Operating Guidelines (SOG). The Council reviewed and approved the SOG's with a motion by Karels, seconded by Cousins and carried with all in favor.
2. The annual Skywarn Training will be held on Tuesday, March 13th at South Central College starting at 6:00 p.m.
3. The St. Clair, Eagle Lake and Madison Lake Firefighters Dance will be held on Saturday, March 31st from 8:00 p.m. to 12 midnight at the Eagle Lake American Legion. Music by "69 Cents".
4. Six (6) members of the St. Clair Fire Dept. participated in training at South Central College on Saturday, March 3rd.
5. The Public Safety Training Contract between South Central College and the St. Clair Fire Dept. was reviewed and discussed. Motion by Karels, seconded by Phillips to approve the contract. Motion carried with all in favor.

BARGEN, INC.

Jim Johnson (Bargen, Inc.) was present. The City of St. Clair has worked with Mr. Johnson and Bargen, Inc. for many years for the annual crack sealing project on City streets. Mr. Johnson discussed several new products available from Bargen, Inc., including a bio-based clear coat sealant product and a 'gap' product which provides super adhesion to both concrete and bituminous surfaces. Public Works Supervisor Mark Krenik will assess the City streets and discuss the needs with Mr. Johnson.

PUBLIC WORKS DEPT. REPORT

Public Works Dept. Supervisor Mark Krenik reported on the following:

1. MTU On-Site Energy has submitted a re-quote of the Planned Maintenance Agreements for the two (2) generator units [one generator is located at the Wastewater Treatment Plant (WWTP),

the other generator is located by the Lift Station on Park Street North]. It was noted that MTU On-Site Energy has not increased the rates since the agreement was implemented in 2006. Jeff Domras (Bolton and Menk) will check if there is any maintenance/service included with the WWTP generator (purchased in 2011). Motion by Weinandt, seconded by Karels to approve the Planned Maintenance Agreement for the generator located at Park Street North and approve the Planned Maintenance Agreement for the WWTP generator only if there is not maintenance/service included with the purchase of the new generator. Motion carried with all in favor.

2. Mayor Westphal noted that Mr. Krenik's six (6) month probationary period will be up in April. Motion by Cousins, seconded by Weinandt to schedule an employee review for Mr. Krenik on Tuesday, April 3, 2012 at 6:00 p.m. Motion carried with all in favor. It was noted that this will be a closed meeting.
3. Mr. Krenik will contact Dan at Dakota Supply Group (DSG) to see if he would be able to attend the April 3rd Regular Council meeting to discuss and provide additional information on the remote read water meters.

CITY CLERK-TREASURER'S REPORT

City Clerk-Treasurer Catherine Seys reported on the following:

1. The South Central Safety Committee (SCSC) meeting and training will be held on Thursday, March 29th in Pemberton. The training topics will include office safety and ergonomics and OSHA requirements (logs, files, etc.).
2. Al Forsberg, Blue Earth County Engineer, contacted the City Clerk to discuss the County's street overlay project scheduled for the summer of 2012. The project includes overlaying all County streets within the City of St. Clair, including: Main Street West/Co.Rd. 43, Main Street East, Co.Rd. 15, Co.Rd. 28 South, Park Street North and Co.Rd. 28 North. Mr. Forsberg noted that the County roads will not be closed during the overlay project; one lane will remain open at all times.
3. The annual street repair project and the 2012 sidewalk project were discussed. Information regarding the projects will be presented to the Council at the April 3rd City Council meeting. Bids for the projects will be opened and reviewed at the May 1st City Council meeting.
4. 2012 Election Update:
 - Resolution # 2012-03 "Resolution Re-Establishing Precinct and Polling Place in the City of St. Clair, Minnesota" was presented. It was noted that MN Statute requires that precinct boundaries must be re-established when the legislature has been redistricted. The precinct boundary for the City of St. Clair is the City limits. The polling place for the City of St. Clair is the St. Clair City Hall/Fire Station, 304 Main Street West, St. Clair, Minnesota. Motion by Weinandt, seconded by Phillips to approve Resolution #2012-03 "Resolution Re-Establishing Precinct and Polling Place in the City of St. Clair, Minnesota". Motion carried with all in favor.
 - Township Clerks and City Clerks from Blue Earth County attended training on a new elections software program "Modus Elections Manager" on Wednesday, February 22nd at the Blue Earth County Court House.
 - The State Primary Election will be Tuesday, August 14, 2012 and the General Election will be Tuesday, November 6, 2012. Polls are open from 7:00 a.m. to 8:30 p.m. for both Elections. St. Clair residents vote at the St. Clair City Hall, 304 Main Street West.

RALPH BUESING, 324 FRONT STREET WEST

Ralph Buesing was present to discuss the following items:

1. Mr. Buesing is concerned that changes have been made to the width of the street in front of his house and that the street is encroaching into his yard;
2. Mr. Buesing noted that a portion of Front Street is only a “proposed” street, not an actual street;
3. Mr. Buesing is concerned for pedestrians on Front Street West and Front Street South, due to amount of traffic and the number of vehicles exceeding the speed limit; and
4. Mr. Buesing also expressed concern regarding a storm drain intake located on his property that is in need of repair.

The City Clerk-Treasurer will check the Blue Earth County records regarding the items relating to Front Street. The City Clerk-Treasurer will contact the Blue Earth County Sheriff’s Dept. regarding the Front Street West/South speeding concern. The City Public Works Supervisor will check on the storm drain intake matter and report back to the Council at the April 3rd Council meeting.

COUNCIL MEMBER REPORTS

1. Council Members Cousins attended the February School Board meeting. Items discussed included bond refunding. Connie Johns reported that the matter of visiting basketball team buses dropping-off/loading students and bus parking has been addressed and will be policed more effectively next year. Mayor Westphal will attend the next School Board meeting on March 19th.
2. The Blue Earth County Mayors and Clerks met in Skyline on February 8th. The Mayor Westphal and Clerk-Treasurer Seys were unable to attend. The next meeting will be March 8th in Lake Crystal.
3. The St. Clair Days Fundraiser was discussed. A hog roast fundraiser will be held at the Uptown Tavern on Saturday, March 31st. Planning is well underway for St. Clair Days 2012, including the traditional events: Miss St. Clair Pageant, Fun Run, City Wide Garage Sales, Medallion Hunt, Softball Tournaments, Parade, Kids Day, Volleyball Tournament, etc. The St. Clair Days Committee is also planning and raising funds for a fireworks display, which is scheduled for Friday, June 22nd.

Meeting adjourned at 8:22 p.m. Motion to adjourn was made by Weinandt, seconded by Karels and carried with all in favor.

Catherine Seys, City Clerk-Treasurer