

CITY OF ST. CLAIR  
REGULAR CITY COUNCIL MEETING  
TUESDAY, OCTOBER 2, 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), Nancy Schleuter, 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 Regular September City Council Meeting were approved with a motion by Phillips, seconded by Karels, and carried with all in favor.

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

ZONING PERMIT REQUESTS

The Zoning Permit request submitted by Mike and Cathy Hughes, 508 Palmer Drive for a 10' X 12' garden shed was approved with a motion by Phillips, seconded by Karels and carried with all in favor.

FIRE CHIEF'S REPORT

Fire Chief Bill Fitzloff reported on the following:

1. The St. Clair Fire Dept. Pizza Fundraiser hosted by Mitt's BP is scheduled for Thursday, October 11<sup>th</sup>.
2. The Fire Dept. has responded to 61 calls so far in 2012.
3. On October 9<sup>th</sup> the St. Clair Fire Dept. will host its annual Fire Prevention program for students in Kindergarten and 1<sup>st</sup> Grade. The Fire Dept. will also present the program to the children in the Early Childhood and Follow Me Pre-School programs.
4. The Fire Dept. has been awarded an AgStar grant for \$1,000.00.

PUBLIC WORKS DEPT. REPORT

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

1. The 2012 Sidewalk Project started on September 25<sup>th</sup>. The project is approx. half finished. There have been a few minor glitzes but for the most part the project has gone well.
2. Fall watermain/hydrant flushing will be done next week.
3. The annual sludge hauling is scheduled for Thursday, October 4<sup>th</sup>.
4. The Memorial Park pavilion will be winterized and closed for the season after the fall Community Ed soccer program is finished. It was noted that the pavilion will be closed sooner if there is a threat of a hard frost.
5. The National Honor Society (NHS) will be hosting "Rake St. Clair" on Sunday, October 28<sup>th</sup>. The Public Works Dept. will be picking up and disposing of the leaves on Monday, October 29<sup>th</sup>. The City Clerk contacted the City of Eagle Lake and asked about using their leaf vac. The Eagle Lake

City Administrator will discuss the request with the Eagle Lake City Council and contact us with the Council decision.

6. The picnic shelter at Memorial Park was again discussed. Mr. Krenik noted that the picnic shelter is not very sturdy and needs to be re-shingled. Mr. Krenik also noted that the Memorial Park pavilion needs to be re-shingled. After discussion a motion was made by Karels, seconded by Phillips to obtain estimates on shingling the Memorial Park pavilion and picnic shelter and for fixing/repairing the picnic shelter (adding lag bolts and "L" brackets) to make the shelter sturdier. It was further discussed to do the project this fall or next spring as weather permits. Motion carried with all in favor.

#### CITY CLERK-TREASURER'S REPORT

City Clerk-Treasurer Catherine Seys reported on the following:

1. The closing on the refinancing/refunding of two (2) bonds was Tuesday, September 18, 2012.
2. The City of St. Clair hosted the South Central Safety Committee (SCSC) meeting and training on Thursday, September 27<sup>th</sup>. The training topic was Emergency Management and Incident Command. Brenda Olmscheid, Mike Maurer and Eric Weller from Blue Earth County Emergency Management were the guest speakers. Mr. Weller presented a power point presentation on setting up an Incident Command Center during a disaster/emergency. Ms. Olmscheid prepared a box of Emergency Management materials, forms, and documents (including: damage assessment forms, evacuation information forms, intake forms, checklists, volunteer log, personnel log, daily log, resource directory, maps, etc.) for each City in the SCSC. It was an excellent session.
3. 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 1, 2012. Motion by Cousins, seconded by Weinandt to approve the request. Motion carried with all in favor.
4. An agreement between the City of St. Clair and Blue Earth County regarding an annual fee of \$500.00 to help defray operating costs of election equipment (precinct counter and ballot marking equipment) purchased by the County as part of the Help America Vote Act (HAVA). The agreement will be in effect through January 2015. Motion to approve the agreement and annual fee was made by Phillips, seconded by Karels and carried with all in favor.
5. District 5 County Commissioner Kip Bruender will hold a 'meet and greet' at the St. Clair City Hall on Wednesday, October 10<sup>th</sup> from 7:15 p.m. to 7:45 p.m.
6. A Special City Council meeting will be scheduled with Lisa Malinski, Blue Earth County Finance Dept., to discuss the implications of decertifying the TIF District.

#### LONG RANGE PLANNING

1. The sidewalk project, which includes replacing sidewalks on Main Street West, Agency Street, Park Street North and the 200, 300 and 400 block of Main Street East, is underway.
2. The EDA is pursuing options for the location of a City sign.

#### COUNCIL MEMBER REPORTS

1. The EDA met on September 18<sup>th</sup> and October 1<sup>st</sup>. Items of discussion included a City Sign, Donuts with Santa and Mrs. Claus and a Winter Photography Contest.
2. Council Member Karels attended the September 17<sup>th</sup> School Board meeting. The first lift of blacktopping has been completed on the new track. It was noted that the entire cost was

covered by community and Athletic Backer donations. Council Member Phillips will attend the October 22nd School Board meeting.

3. The Blue Earth County Mayors and Clerks met in Vernon Center on Thursday, September 13<sup>th</sup>, the speaker for the evening was State Representative Tony Cornish. The next Mayors and Clerks meeting will be held on Thursday, October 11<sup>th</sup> in Mankato.

Meeting adjourned at 8:10 p.m. Motion to adjourn was made by Weinandt, seconded by Phillips and carried with all in favor.

Catherine Seys, City Clerk-Treasurer