

CITY OF ST. CLAIR
REGULAR CITY COUNCIL MEETING
TUESDAY, MARCH 05, 2013

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., and Chris Cousins. Council Members absent: Jason Weinandt. 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), Nancy Schleuter and Gary Larson.

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 5, 2013 Regular City Council Meeting were approved with a motion by Phillips, seconded by Cousins, and carried with all in favor. The invoices, bills, and vendor's claims for the month of February 2013 were approved with a motion by Karels, seconded by Phillips and carried with all in favor.

DAN MURPHY, CITY BUILDING INSPECTION SERVICES

Dan Murphy, City Building Inspection Services, was in attendance at the February City Council meeting. The Council expressed concerns regarding a building project (121 Railroad Street), which has not been completed. City Clerk-Treasurer Catherine Seys presented a report submitted by Mr. Murphy stating that he has discussed the project with the homeowner and the homeowner has agreed to comply with the building code and have the project completed within six (6) months (by Sept. 1st). Mr. Murphy further reported that, since the property owner is cooperative and agrees to comply with the building code and the completion deadline, he doesn't feel it's necessary to involve the City Attorney at this time.

OLD BUSINESS

The following Old Business items were discussed:

1. RADIO READ WATER METERS – Public Works Supervisor Mark Krenik discussed pricing for radio read water meters from Dakota Supply. A representative from Dakota Supply will attend the April City Council meeting.
2. LIST OF BUILDING PERMITS ISSUED – The City Clerk-Treasurer noted that the list of building permits issued is posted on the bulletin board at City Hall and on the City website.
3. GENERAL CONSTRUCTION SERVICES – The City Clerk-Treasurer has contacted David Webb, General Construction Services regarding the DVD of the water tower construction project.

4. RFP GARBAGE and RECYCLING – Motion by Phillips, seconded by Karels to request proposals for garbage and recycling services. Proposals will be opened and reviewed at the regular June meeting. Motion carried with all in favor.
5. LEAF PICK-UP OPTIONS – The City of Mapleton has a leaf vac and City Clerk-Treasurer Seys has briefly discussed leaf pick-up options with Mapleton City Administrator Patty Woodruff. Additional details and cost information will be obtained.
6. GOLF CART ORDINANCE – The Golf Cart Ordinance and ATV Ordinance will be presented and discussed in April.
7. EMPLOYEE REVIEW FORM – The City Council will hold a workshop in late spring/early summer to discuss and develop an Employee Review form.
8. CITY LOT at 305 MAIN STREET EAST – The City Council would like the Economic Development Authority (EDA) to meet and discuss options for the City lot at 305 Main Street East.
9. PLAYGROUND COMMITTEE – The Council discussed having a ‘Spring Fling’ at Memorial Park to gather ideas for playground equipment.
10. LMC CITY POLICIES – City Clerk-Treasurer Catherine Seys distributed copies of the League of MN Cities City Policies manual.

NEW BUSINESS

The following New Business items were discussed:

1. SNOWMOBILES on SIDEWALKS – The problem of snowmobiles on City sidewalks was discussed. The City Clerk-Treasurer will contact the Blue Earth County Sheriff’s Dept. regarding the problem.
2. SNOW PLOWING and SNOW REMOVAL ORDINANCE – Council Members have received questions regarding the City snow plowing policy and procedures. The City Snow Plowing and Snow Removal Ordinance was discussed. The City Council stated that the Public Works Dept. is handling snow plowing in accordance with the City Ordinance. It is the responsibility of the City Public Works Supervisor (Mark Krenik) to make a judgment call, based on the weather forecast and various other factors, as to when to begin snow plowing operations on City streets. The City Council stated that the Public Works employees have done a good job with snow plowing this winter. They further noted that they agreed with how Mr. Krenik has handled snow plowing decisions.

REPORTS

The following reports were presented:

FIRE CHIEF’S REPORT

Fire Chief Bill Fitzloff reported on the following:

1. The Fire Truck Committee has met six (6) times to discuss and review options for replacement of the 1977 International Tanker. The Committee recommends that the City request bids for a Fire Truck Chassis and Fire Truck Apparatus. It was noted that there are adequate funds in the Fire Truck Fund for purchase of a new tanker truck. Motion by Phillips, seconded by Cousins to request bids for a

Fire Truck Chassis and Fire Truck Apparatus to replace the 1977 International Tanker. Motion carried with all in favor.

2. There is an opening on the Fire Dept. The Fire Chief will meet with the City Clerk regarding placing an ad in the Lake Region Times.
3. Eleven (11) St. Clair Fire Dept. members attended the Fire School at South Central College on March 2nd and 3rd. The Department also took a fire truck to the training. Fire Chief Fitzloff noted that an attorney from the League of MN Cities Insurance Trust was at the training to discuss City related issues including, fireworks at City celebrations and the need for the organization planning summer celebrations to have a 501C3.
4. So far, four (4) St. Clair Fire Dept. members have signed-up to attend the Skywarn training being held at 6:00 p.m. on March 26th at South Central College.

PUBLIC WORKS SUPERVISOR'S REPORT

Public Works Supervisor Mark Krenik reported on the following:

1. Mr. Krenik gave the Council a list of Public Works Dept. daily, weekly, monthly and annual job duties.

CITY CLERK-TREASURER'S REPORT

City Clerk-Treasurer Catherine Seys reported on the following

1. The South Central Safety Committee (SCSC) will be meeting in Pemberton on Thursday, March 14th. The training topic will be Lock-Out Tag Out.

EDA REPORT

The EDA Board has not met. The City Council requested that the EDA meet to discuss the City lot at 305 Main Street East and the City sign.

CITY COUNCIL MEMBER REPORTS

1. Council Member Phillips attended the February School Board meeting. Council Member Cousins will attend the March 18th School Board Meeting.
2. Council Member Karels reported that a St. Clair Days Fundraiser will be held on Saturday, April 13th at the Uptown Tavern from 5:00 p.m. to 8:00 p.m. Pulled pork sandwiches, beans, pickles, chips, bars, and beverage will be served. Adults – \$10.00; Kids 10 and under – \$5.00.

Meeting adjourned at 8:12 p.m. Motion to adjourn was made by Phillips, seconded by Karels and carried with all in favor.

Catherine Seys, City Clerk-Treasurer