

CITY OF ST. CLAIR
REGULAR CITY COUNCIL MEETING
THURSDAY, AUGUST 29, 2013

The meeting was called to order by Mayor Douglas Westphal at 7:01 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: No Members were absent. City Staff present: Catherine Seys, City Clerk-Treasurer; and Bill Fitzloff, Fire Chief. Others present: Connie Johns, St. Clair School Board Liaison.

After calling the meeting to order Mayor Westphal welcomed all visitors and guests, the Pledge of Allegiance was then recited.

APPROVAL OF MINUTES AND BILLS

The minutes of the August 5, 2013 (7:00 p.m.) Regular City Council Meeting, the August 5, 2013 (6:30 p.m.) Special Meeting (Audit Presentation), and the August 5, 2013 Special Meeting (Employee Review Form) were approved with a motion by Council Member Phillips, seconded by Council Member Karels, and carried with all in favor. The invoices, bills, and vendor's claims for the month of August 2013 were approved with a motion by Council Member Karels, seconded by Council Member Weinandt and carried with all in favor.

OLD BUSINESS – The following Old Business items were discussed:

1. ALL-TERRAIN VEHICLE (ATV), MINI-TRUCK, AND MOTORIZED GOLF CART ORDINANCE – The Council reviewed the proposed ordinance and application form with the changes recommended by Blue Earth County Sheriff's Deputy Tim Mohr. The Council discussed a sticker-type vehicle permit. Reflective vs. non-reflective, where to affix the permit on the vehicle, and the permit expiration were also discussed. Clerk-Treasurer Seys will contact Deputy Mohr for his recommendation as to placement of the permit sticker on the vehicle. Clerk-Treasurer Seys will also check on the cost of purchasing the permit stickers.
2. COUNCIL MEETING GUIDELINES AND PUBLIC HEARING PROCEDURE PAMPHLETS – Clerk-Treasurer Seys presented a pamphlet outlining City Council meeting procedures, including: guidelines for participation, public comment during a meeting, and Council meeting decorum and a pamphlet outlining Public Hearing procedure and Public Hearing decorum. Motion by Council Member Phillips, seconded by Council Member Weinandt to approve the pamphlets. The pamphlets will be available to citizens attending City Council proceedings. Motion carried with all in favor.
3. EMPLOYEE REVIEW FORM – The City Council reviewed the Employee Review Form and the Employee Self Evaluation Form. Motion by Council Member Weinandt, seconded by Council Member Karels to approve the forms. Motion carried with all in favor.
4. ST. CLAIR RECYCLED AUTO PARTS PROPERTY – The School and City are investigating a possible funding source for clean-up of the St. Clair Recycled Auto Parts property.
5. SPECIAL COUNCIL MEETING and CHANGE IN REGULAR MEETING DATE – A Special City Council meeting was scheduled for Monday, October 7th at 6:30 p.m. to discuss possible detachment of certain residential properties on the north side of the LeSueur River. Affected residents will be

invited to attend. Due to Council Member conflicts the Regular October City Council meeting will be held on Monday, October 7th at 7:00 p.m. Motion by Council Member Karels, seconded by Council Member Phillips to schedule a Special City Council meeting for Monday, October 7th at 6:30 p.m. and to schedule the Regular City Council meeting for Monday, October 7th at 7:00 p.m. Motion carried with all in favor.

NEW BUSINESS – The following New Business items were discussed:

1. IMMACULATE CONCEPTION CATHOLIC CHURCH WINTER FESTIVAL RAFFLE – The Immaculate Conception Catholic Church CCW requests approval of the Charitable Gambling application to conduct a raffle during their annual Winter Festival to be held on Saturday, December 7, 2013. Motion made by Council Member Cousins, seconded by Council Member Phillips to approve the request. Motion carried with all in favor.
2. DOG CONCERNS – Dogs running at large, stray dogs, and potentially dangerous dogs, and who's responsible for such animals was discussed. It was noted that residents should call the City Clerk to report a stray dog or cat or a dog or cat running at large. The City Public Works Dept. employees will pick-up the animal and take it to the impound in Mankato. Residents should call 9-1-1 to report a dog bite or a potentially dangerous dog (a dog who's behavior poses a threat or danger to public safety) – including biting, nipping, growling, chasing, and similar aggressive behavior. A Blue Earth County Sheriff's Dept. Deputy will be dispatched to handle such situations.
3. HAZARD MITIGATION – The Blue Earth County All-Hazard Mitigation Plan has been approved by the Blue Earth County Board of Commissioners and the Federal Emergency Management Agency. Motion by Council Member Weinandt, seconded by Council Member Cousins to pass Resolution # 2013-04 "A Resolution Adopting the All-Hazard Mitigation Plan". Motion carried with all in favor.

FIRE CHIEF'S REPORT

Fire Chief Bill Fitzloff reported on the following:

1. The 4th Annual Fire Dept. Pizza Fundraiser, hosted by Mitt's BP, has been scheduled for Thursday, October 10th.
2. The Fire Dept. has responded to 62 calls in 2013.

PUBLIC WORKS DEPT. REPORT

1. Borgen, Inc. completed the annual crack sealing project the week of August 19th.
2. Midwest Testing will be installing the radio read water meters starting the week of September 16th. Letters will be mailed to residents on Sept. 7th explaining the installation process.

CITY CLERK-TREASURER'S REPORT

City Clerk-Treasurer Catherine Seys reported on the following:

1. St. Clair will be hosting the South Central Safety Committee (SCSC) meeting and training on Thursday, October 3rd. Blue Earth County Emergency Management representatives will be the guest speakers for the training.

CITY COUNCIL MEMBER REPORTS

1. Council Member Phillips attended the August 19th School Board meeting. Council Member Weinandt will attend the next School Board Meeting on Monday, September 23rd.

2. Council Member Cousins attended and reported on the League of MN Cities Improving Service Delivery Committee meeting.
3. Fire Chief Fitzloff reported a weed concern at 109 Main Street East.

PUBLIC COMMENT – There were no comments from the public during this portion of the meeting.

ADJOURNMENT

The meeting adjourned at 7:57 p.m. Motion to adjourn was made by Council Member Phillips, seconded by Council Member Karels and carried with all in favor.

Catherine Seys, City Clerk-Treasurer