

CITY OF ST. CLAIR
REGULAR CITY COUNCIL MEETING
TUESDAY, MARCH 04, 2014

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: Catherine Seys, City Clerk-Treasurer, Mark Krenik, Public Works Supervisor and Bill Fitzloff, Fire Chief. Others present: Jeff Domras (Bolton and Menk), Connie Johns (St. Clair School Board Liaison), Daniel Petsinger (Radio Link Internet), Mary Miller, Ross Carlson, Mike Hughes, Tracy Heinbaugh, Seven (7) Scouts from Boy Scout Troop #130 and Troop Leader David Kruse.

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

APPROVAL OF MINUTES AND BILLS

The minutes of January 28, 2014 Regular (February) City Council Meeting 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 February 2014 were approved with a motion by Council Member Cousins, seconded by Council Member Phillips and carried with all in favor.

UNFINISHED BUSINESS – The following Unfinished Business items were discussed:

1. RADIO LINK INTERNET – Daniel Petsinger was present representing Radio Link Internet (RLI). Mr. Petsinger discussed the proposed 'draft' agreement prepared by Clerk-Treasurer Seys. Mr. Petsinger prefers to use a 'Rooftop Lease Agreement' since certain items in the draft agreement pertain to a 'Site Lease Agreement'. Mr. Petsinger's attorney will review and amend language in the draft agreement. Mr. Petsinger questioned item 12.4 of the draft agreement relating to 'additional insured' and 'Certificate of Insurance'. Mr. Petsinger will provide the City with a Certificate of Insurance but does not agree to naming the City as an 'additional insured'. Clerk-Treasurer Seys will clarify this item with the City insurance agent. General liability insurance was discussed. The size of the exterior cabinet was also discussed. Mr. Petsinger noted that the exterior cabinet would be approximately 3' X 3' in size. It was noted that due to the size of the cabinet a building permit would not be required. City Engineer, Jeff Domras, requested from Mr. Petsinger a site plan showing the general location on the tower where equipment will be located, as well as a plan for the concrete pad and cabinet/structure. Mr. Domras also requested information on how the cables and equipment will be attached to the tower railings. Mr. Petsinger stated that he is 'okay' with the section of the agreement relating to after-hours access to the water tower. The City will further discuss the agreement at the next Council meeting.
2. KITCHEN REMODELING PROJECT – An estimate has been received from Lowe's and Menards. The City Clerk will request an updated estimate from Jim Nicolai (Nicolai Cabinetry). Mayor Westphal and Clerk-Treasurer Seys will review the estimates and put together a recommendation for the next Council meeting.

NEW BUSINESS – The following New Business items were discussed:

1. 226 MAIN STREET WEST – The home at 226 Main Street West (owned by Mary Miller) was damaged by fire on February 12th. Homeowner Mary Miller was present to discuss the situation and to request that the Council issue an ‘Order to Raze’ the home. The home is considered a ‘non-conforming’ structure, as it does not meet the setback requirements set forth in the City Zoning Ordinance. According to the City Zoning Ordinance, if a non-conforming structure is destroyed to an extent exceeding 50% of its fair market value (as indicated by the Blue Earth County Land Records Office); a future structure on the site must conform to the Zoning Ordinance. It has been determined that the damage to the home exceeds 50% of the fair market value. It has further been determined that rebuilding the home in compliance with the City Zoning Ordinance is not feasible since the setback requirements cannot be met. Mrs. Miller noted that due to the extremely cold weather she has not been back in the house, but requested time to remove personal items prior to the razing of the structure. Motion by Council Member Phillips, seconded by Council Member Cousins to issue an ‘Order to Raze’ the structure, granting Mrs. Miller time to remove items prior to the razing. The razing will take place was weather permits.
2. CITY ATTORNEY – Mayor Westphal has been in contact with City Attorney Elizabeth Weinandt (Betters Weinandt Attorneys at Law). Ms. Weinandt has indicated that her practice is going in a different direction and away from municipal law. Ms. Weinandt indicated that she’s would like to step down as City Attorney. Clerk-Treasurer Seys noted that attorney Chris Kennedy represent a number of cities in the area. Mayor Westphal will contact Mr. Kennedy regarding the City Attorney position.
3. HOME-BASED BUSINESS (229 MAIN STREET WEST) – Jerry Thorstad is proposing to locate a home-based business in his garage at 229 Main Street West. Mr. Thorstad has requested a letter from the City stating that the proposed home-based business meets the requirements set forth in the City Zoning Ordinance. Clerk-Treasurer Seys has reviewed the Zoning Ordinance with regard to Home Occupations and has found that the business Mr. Thorstad is proposing complies with the Zoning requirements. Clerk-Treasurer Seys will prepare a letter for Mr. Thorstad stating such compliance.

FIRE CHIEF’S REPORT

Fire Chief Bill Fitzloff reported on the following:

1. Fire Chief Fitzloff discussed the Fire Contracts. The Contracts expire March 31st. Fire Chief Fitzloff will meet with Township Boards in the St. Clair Fire District (Decoria, LeRay, Mankato, McPherson, and Medo) to negotiate the new Fire Contracts. The new contracts will run for three (3) years, from April 1, 2014 to March 31, 2017.
2. Three (3) firefighters from St. Clair attended the Fire School in North Mankato on March 1st and 2nd.
3. The Fire Dept. responded to 22 calls so far in 2014.
4. The Fire Dept. responded to a total of 104 calls in 2013. Fire Chief Fitzloff noted that 2013 was the first year in his tenure as Fire Chief that the Fire Dept. didn’t give or receive any mutual aid. The calls for 2013 are as follows:

CITY/TOWNSHIP	FIRE	MEDICAL	CO	10-52	GAS LEAK	ALARM	TOTAL
CITY OF ST. CLAIR	1	21	0	0	1	0	23
DECORIA TOWNSHIP	3	11	0	4	0	0	18
LeRAY TOWNSHIP	2	0	0	0	0	0	2
MANKATO TOWNSHIP	6	34	1	3	0	0	44
McPHERSON TOWNSHIP	3	9	0	2	0	0	14
MEDO TOWNSHIP	1	2	0	0	0	0	3
TOTAL CALLS	16	77	1	9	1	0	104

PUBLIC WORKS DEPT. REPORT

Public Works Supervisor Mark Krenik reported on the following:

1. With the recent blizzard and high wind events and the threat of power outage associated with those weather conditions, Mr. Krenik stressed to the Council the need for a generator at the Water Treatment Facility.
2. Removing snow from intersections and cul de sac's around town was discussed. Mr. Krenik noted that he doesn't feel snow removal is warranted at this time, since it's March and the snow will be melting soon.

CITY CLERK-TREASURER'S REPORT

City Clerk-Treasurer Catherine Seys reported on the following:

1. The South Central Safety Committee (SCSC) will meet on Thursday, March 27th. The topic of the training will be First Aid and CPR.

CITY COUNCIL MEMBER REPORTS

1. Council Member Karels attended the February School Board Meeting. Council Member Phillips will attend the March 24th meeting.
2. The Blue Earth County Mayors and Clerks met in Eagle Lake on February 13th, neither the Mayor nor the Clerk were able to attend the meeting. The next Mayors and Clerks meeting will be held in Lake Crystal on March 13th. Mayor Westphal noted that St. Clair will be hosting the Mayors and Clerks on April 10th.
3. The Playground Equipment Committee is obtaining information and plans for new playground equipment for Memorial Park. The Committee hopes to have the equipment installed by early summer.

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

ADJOURNMENT

The meeting adjourned at 8:22 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