

CITY OF ST. CLAIR  
REGULAR CITY COUNCIL MEETING  
TUESDAY, APRIL 03, 2018

CALL TO ORDER

The meeting was called to order by Mayor Marvin More 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 More, Jason Weinandt, Cindy Glamm, Duke Arndt and Randy Thompson. Council Members absent: No Members were absent. City Staff present: Catherine Seys, City Clerk-Treasurer and Thad Baker, Public Works Supervisor. Bill Fitzloff, Fire Chief was attending another meeting and arrived at 8:00 p.m. Others present: Jeff Domras (Bolton and Menk), Nancy Thompson (St. Clair School Board Liaison) and Matt Strobel.

The Pledge of Allegiance was recited and Mayor More welcomed all visitors and guests.

APPROVAL OF AGENDA, MINUTES AND BILLS

A motion to approve the agenda was made by Council Member Glamm, seconded by Council Member Weinandt and approved with all in favor.

The minutes of March 06, 2018 Regular Council Meeting was approved with a motion by Council Member Glamm, seconded by Council Member Thompson and carried with all in favor.

The invoices and bills for the month of March 2018 were approved with a motion by Council Member Weinandt, seconded by Council Member Glamm and carried with all in favor.

UNFINISHED BUSINESS – The following Unfinished Business items were discussed:

BERM/FLOOD MITIGATION PROJECT – Jeff Domras (Bolton and Menk) was present and discussed the Berm Mitigation Project at the Wastewater Treatment Plant (raising the berm with sheet pilings). The bid opening on the project was Thursday, March 22, 2018 at 2:00 pm. Eight (8) bids were submitted with Janke General Contractors, Athens WI as the apparent low bidder. The abstract of bids was reviewed. The Janke General Contractors base bid was \$230,333.30. Three (3) alternates were also included in the bid with the Janke General Contractors bid amount for the alternates as follows:

1. sheet piling top cap - \$31,520.00,
2. discharge hose connection assembly and concrete drainage spillway - \$8,720.00
3. sheet piling coating system - \$28,462.50

The total Janke General Contractors bid (base bid, plus three (3) alternates) was \$299,035.80.

Mr. Domras requested references from Janke General Contractors and they provided references on 10 – 15 projects. Mr. Domras noted that Janke General Contractors has considerable experience in waterway projects, including sheet piling projects.

The completion date for the project is listed as July 26, 2018.

It was noted that Alternate #1 and #3 will not be eligible for FEMA funding. Alternate #2 is being reviewed by FEMA and eligibility is yet to be determined.

Mr. Domras recommended that the City take no action at this time and wait for FEMA approval before awarding the bid. Mr. Domras further noted that the bids are good for 60 days. Mr. Domras expects that the FEMA review will be complete and the City will be able to award the bid at the Regular May 1<sup>st</sup> meeting. It was noted that a Special City Council Meeting will be scheduled if warranted.

Flood protection at the Park Street North Lift Station was briefly discussed. Mr. Domras is preparing plans and expects to open bids on the Park Street North Lift Station portion of the Mitigation Project in May, with the Council considering and potentially awarding the bid in June.

NEW BUSINESS – The following New Business items were discussed.

ANNUAL POPPY PROCLAMATION – The annual Poppy Proclamation was presented. A motion was made by Council Member Glamm, seconded by Council Member Thompson to approve the proclamation designating the month of May 2018 as ‘Poppy Month’ in the City of St. Clair. Motion carried with all in favor.

## REPORTS

### FIRE CHIEF’S REPORT

In the absence of Fire Chief Fitzloff, Clerk-Treasurer Seys reported on the following:

1. The Annual Firefighters Dance will be held on Saturday, April 7<sup>th</sup> with the Eagle Lake and Madison Lake Fire Dept. The dance will be held at the Eagle Lake American Legion.
2. The Turn-Out Gear Committee is meeting this evening in Good Thunder to look at the turn-out gear the Good Thunder Fire Dept. recently purchased.
3. St. Clair Firefighters attended the South Central College First Responder Refresher Training at the St. Clair Fire Hall on March 19<sup>th</sup>, 21<sup>st</sup>, 26<sup>th</sup> and 28<sup>th</sup>.

When Fire Chief Fitzloff arrived he added the following:

4. The Fire Dept. has received two (2) applications. Applicants will be interviewed in the near future.
5. The Fire Dept. responded to 28 calls to date in 2018.
6. Fire trucks will be taken in for annual maintenance this month (April).

### PUBLIC WORKS DEPT. REPORT

Public Works Dept. Supervisor Thad Baker reported on the following:

1. The new City truck was pick-up from Harry Brown’s in Faribault on March 12<sup>th</sup>. Pro-Graphix (Eagle Lake) did the logo on the doors of the new truck. The truck is currently at Crysteel in Lake Crystal for install of the snow plow, sander and light bar. Public Works Supervisor Baker noted that he checked with Crysteel as to the cost of running bars on the truck, as the new truck is just over 5” higher than the old truck. The cost would be \$325.00. Motion by Council Member Thompson, seconded by Council Member Glamm to approve the purchase/install (from Crysteel) of running bars on the new truck for \$325.00. Motion carried with all in favor. Public Works Supervisor Baker stated that the truck came with a 3 year/60,000 mile warranty and that a 5 year/100,000 mile warranty is available for an additional cost of approx. \$2,000.00. The Council discussed the extended warranty and chose not to pursue it at this time.
2. KLM Engineering has submitted a proposal for Water Tower maintenance which includes 5 inspections over 12 years, including an ROV Inspection and four (4) dry tower cleanout inspections. The inspection cost is locked in for the 12 years of the agreement with a total cost of \$16,900.00. Motion by Council Member Glamm, seconded by Council Member Arndt to approve the KLM 12-year inspection agreement for \$16,900.00. Motion carried with all in favor.

### CITY CLERK-TREASURER’S REPORT

City Clerk-Treasurer Catherine Seys reported on the following:

1. The City of St. Clair will be hosting the Blue Earth County Mayors and Clerks Meeting on Thursday, April 12<sup>th</sup> at 6:30 pm. The meeting will be held in the St. Clair City Hall Meeting Room. The speaker for the evening will be Morgan Sommers, Disaster Program Specialist with the American Red Cross.
2. Severe Weather Awareness Week is next week (April 9<sup>th</sup> – 13<sup>th</sup>) with the Statewide Tornado Drill on Thursday, April 12<sup>th</sup>; sirens will sound statewide at 11:45 am and 6:55 pm.
3. City Wide Clean-Up Day has been scheduled with LJP Waste and Recycle for Saturday, May 5<sup>th</sup>. Clean-Up Day details are posted on the City website and were included with the last City Newsletter.
4. The Public Works employees and the City Clerk-Treasurer will attend the annual Safety Training on Wednesday, May 15<sup>th</sup> at the Eagle Lake City Hall. Topics covered will include: MN Right-to-Know, HAZCOMM, Lock Out/Tag Out, Blood Borne Pathogens, Confined Space Awareness, Worker Protection Standards and First Aid/CPR. The annual Safety Training is attended by Blue Earth County small city Clerks/Administrators, Public Works Employees and Police Officers.
5. Planning for St. Clair Days is underway; information is available on the City of St. Clair website and the St. Clair Days Facebook page.
6. The St. Clair Days Fundraiser is scheduled for Friday, April 20<sup>th</sup> from 5 pm to 8 pm at the Uptown Tavern. The meal includes pulled pork sandwiches, beans, chips, bars and a beverage for \$10.00. 'Curbside to go' is being offered this year.
7. The 2017 Annual Drinking Water Report (Consumer Confidence Report – CCR) was distributed to the Council. The report is provided by the MN Dept. of Health to all water systems in Minnesota. The report will be published in its entirety in the (Mankato) Free Press on Saturday, April 7, 2018. The report is also posted in three (3) locations on the City website. Paper copies of the report are available at the St. Clair City Hall.

#### CITY COUNCIL MEMBER REPORTS

1. Council Member Thompson attended the March 19<sup>th</sup> School Board Meeting. Council Member Thompson will also attend the April 23<sup>rd</sup> School Board meeting.
2. Clerk-Treasurer Seys attended the March 8<sup>th</sup> meeting of the Blue Earth County Mayors and Clerks. The meeting was hosted by the City of Eagle Lake at Uncle Alberts Cafe. The speaker for the evening was Robin Weise, Program Director for the Property Assessed Clean Energy Program (PACE). The next meeting will be held on Thursday, April 12<sup>th</sup> with the City of St. Clair hosting.

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

ADJOURNMENT – The meeting adjourned at 8:10 p.m. Motion to adjourn was made by Council Member Weinandt seconded by Council Member Glamm and carried with all in favor.

Catherine Seys, City Clerk-Treasurer