

CITY OF ST. CLAIR
REGULAR CITY COUNCIL MEETING
WEDNESDAY, FEBRUARY 03, 2016

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, Jerry Phillips, Thomas Karels, Sr., Jason Weinandt and Cindy Glamm. Council Members absent: No members were absent. 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), Nancy Thompson (School Board Liaison), Mary Miller and Sue Chesley.

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

APPROVAL OF AGENDA, MINUTES AND BILLS

The agenda was approved with a motion by Council Member Glamm, seconded by Council Member Karels and carried with all in favor. The minutes of January 05, 2016 Regular Council Meeting were approved with a motion by Council Member Phillips, seconded by Council Member Weinandt and carried with all in favor. The invoices and bills for the month of January 2016 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:

1. WATER TREATMENT FACILITY GENERATOR – The generator start-up has been completed and the unit is in operation.
2. INTERNET ISSUES – Clerk-Treasurer Seys contacted Consolidated Communications regarding Internet issues reported by residents and experienced at the City Office. The Consolidated Communications representative stated that many factors could contribute to these issues, including: wireless router problems and radio frequency interference. The representative further stated that Consolidated Communications tracks ‘trends’ in their trouble tickets and that no trends have been noted in St. Clair. Clerk-Treasurer Seys noted that often when internet issues arise they can be resolved without contacting Consolidated Communications, so in those instances there would be no trouble ticket issued. Council Member Weinandt has discussed the internet issues with a contact he has at Consolidated Communications. The internet issues are being reviewed and Clerk-Treasurer Seys will be contacted with the findings.

NEW BUSINESS – The following New Business items were discussed:

1. 226 MAIN STREET WEST – Mary Miller (property owner of the vacant lot at 226 Main Street West) and realtor Sue Chesley were present. Ms. Chesley explained that someone is interested in purchasing the property and building a 25’ X 36’ home. Ms. Miller and Ms. Chesley are present to discuss the setback requirements for the property and whether the proposed home will conform with the City Zoning Ordinance. It was noted that the width of the property (132’ at the narrowest point) will more than adequately accommodate the proposed 36’ wide home within the required 10’ side yard setback. However, it’s unclear as to whether the setback requirements will be met for the proposed depth of the home (25’) or if a Variance will be needed. Setbacks for the property were discussed. The front yard setback is 25’ from the property line. The side yard setback is 10’ from the property line. The rear yard setback (for this particular property) is 30’ from the bluff. It was

clarified during discussion that the front yard setback is measured from the property line, not from the curb or street, noting that the road right-of-way (the area between the curb/street and the property line) is approx. 10'. It was noted that previously, Council Member Karels and Mary Miller did a sketch of the property and measured the setbacks. Ms. Chesley presented the sketch to the City Council. According to the sketch and measurements taken by Council Member Karels, the proposed 25'X 36' home would meet the setback requirements; however the front yard setback on the sketch was measured from the street/curb and not from the property line. The Council discussed that there is no way to determine whether the proposed 25' X 36' home will conform to the Zoning Ordinance setback requirements without knowing the location of the front property line. The Council discussed that Mrs. Miller needs to have the property surveyed to determine the property lines before any decision can be made. Ms. Chesley stated that they will have the property surveyed as soon as possible, but noted that time is of the essence. It was the decision of the Council that a Special Meeting would be held (if warranted) after the survey has been completed and property lines have been determined.

2. CITYFORCE PLANNING and ZONING SOFTWARE – The City Building Official (Dan Murphy, City Building Inspection Services) is on vacation this week and has been invited to attend the Regular March City Council meeting (Wednesday, March 2nd) to discuss the CityForce program and answer Council questions.

FIRE CHIEF’S REPORT

Fire Chief Bill Fitzloff reported on the following:

1. Fire Chief Fitzloff discussed the grass rig apparatus. At the January City Council meeting, Fire Chief Fitzloff reported that Midwest Fire had provided options for the grass rig apparatus that will meet the 2015 NFPA standards. After further discussions between Fire Chief Fitzloff and Midwest Fire representatives it was determined that they (Midwest Fire) would not begin manufacturing the apparatus until the Fire Dept./City signed the waiver of liability. Fire Chief Fitzloff met with City Attorney Chris Kennedy regarding this matter on Friday, January 22nd. It was the recommendation of Mr. Kennedy that the Fire Dept./City should not sign the waiver of liability. Mr. Kennedy further recommended that if Midwest Fire would not build the apparatus without the signed waiver, the contract between the City and Midwest Fire should be terminated. As of January 29, 2016 the contract with Midwest Fire for manufacturing of the grass rig apparatus was officially terminated and the full deposit paid to Midwest Fire, in the amount of \$7,000, has been returned. Motion by Council Member Glamm, seconded by Council Member Phillips to re-bid for the grass rig apparatus. Motion carried with all in favor. Fire Chief Fitzloff noted that Grass Rig Committee will meet in the near future to start the re-bidding process.

2. Fire Chief Fitzloff presented the following list of calls for 2015:

CITY/TOWNSHIP	FIRE	MEDICAL	CO	10-52	GAS LEAK	ALARM	OTHER	TOTAL
CITY OF ST. CLAIR	3	24	0	0	0	0	0	27
DECORIA TOWNSHIP	13	0	0	5	0	2	0	20
LeRAY TOWNSHIP	1	5	0	1	0	0	0	7
MANKATO TOWNSHIP	3	20	1	7	0	1	1 (horse rescue)	33
McPHERSON TOWNSHIP	3	7	0	0	0	1	1 (missing person)	12
MEDO TOWNSHIP	0	0	0	0	0	0	0	0
TOTAL	23	56	1	13	0	4	2	99
MUTUAL AID GIVEN: (2) Good Thunder and Janesville					MUTUAL AID RECEIVED: 0			

3. Fire Chief Fitzloff request permission for the Fire Dept. to use the Public Works Dept. snow removal equipment (John Deer 444H Payloader and City truck/snow plow) if necessary when responding to a fire or rescue emergency during inclement winter weather. Fire Chief Fitzloff noted that only Fire Dept. members with experience in operating heavy equipment/snow plow equipment (Marvin More, Harold Fitzloff or Jamie Will) would be allowed to use the equipment. The Council approved the request.
4. The Fire Dept. continues to discuss options for new turn-out gear lockers. Fire Chief Fitzloff noted that 10 lockers on the South wall and 16 lockers on the west wall is one option being discussed.

PUBLIC WORKS DEPT. REPORT

Public Works Supervisor Mark Krenik reported on the following:

1. The sanitary sewer line at the Blue Earth County Shop was discussed. As discussed at the January City Council meeting, sand and other debris from the pit/floor drain at the County Shop is getting into the sanitary sewer service line and the sewer main. Mayor More (who works at the County Shop) reported at the January meeting that the County is looking for ways to remedy the problem. On Thursday, January 21st, the County had a vac unit brought to suck the debris from the pit/floor drain and sanitary sewer line/main. When the vac unit couldn't remove the debris effectively, a jetter was used to clean the line. The force of the jetter pushed the debris through the sewer main to the Wastewater Treatment Plant (WWTP). This debris caused significant problems at the WWTP, killing off the good bacteria needed for the plant to operate effectively. To re-establish the good bacteria, 17,000 gallons of sludge from the City of Mankato was hauled into our WWTP. Mr. Krenik is closely monitoring the WWTP and working to get the plant operating efficiently. Mr. Krenik noted that steps need to be taken at the County Shop to prevent the problem from occurring in the future.

CITY CLERK-TREASURER'S REPORT

City Clerk-Treasurer Catherine Seys reported on the following:

1. City Clerks and Administrators from Blue Earth County attended an Emergency Management meeting at the Justice Center on Wednesday, January 6th. Topics discussed included: Blizzard Emergency (Mike Maurer) and CodeRED Emergency Notification System (Paul Barta). Eric Weller discussed the Tornado Workshop and Elected Officials Briefing scheduled for Wednesday, March 23rd at the Verizon Center.
2. The MN Waste Processing Agreement and increase was discussed and tabled until the Regular March City Council Meeting (Wednesday, March 2nd).
3. The Land Filling and Land Excavation/Grading Activities Ordinance was approved by the City Council at the Regular December City Council meeting. The approval was based on review by the City Engineer Jeff Domras. Mr. Domras has completed his review and copy of the Ordinance (with changes made by Mr. Domras) was presented to the Council.
4. A brief Election Update was presented. MN Precinct Caucuses will be held the evening of Tuesday, March 1st. [Caucus locations will be announced on the MN Secretary of State website (MN Votes) the week of February 8th.] The Primary Election will be held on Tuesday, August 9th and the General Election will be held on Tuesday, November 8th.

CITY COUNCIL MEMBER REPORTS

1. Council Member Phillips was unable to attend the January 25th School Board Meeting, he will attend the February 22nd School Board Meeting.
2. Mayor More and Clerk-Treasurer Seys attended the Blue Earth County Mayors and Clerks met in Mapleton on January 14th. The speaker for the evening was Blue Earth County Attorney Pat McDermott. The next meeting will be hosted by the City of Lake Crystal on February 11th.

3. Mayor More is checking into some housing options.
4. It was noted that the EDA hasn't been active in recent years. The Council briefly discussed re-establishing the EDA.

PUBLIC COMMENT

There was no comment 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 Phillips, seconded by Council Member Glamm and carried with all in favor.

Catherine Seys, City Clerk-Treasurer