

CITY OF ST. CLAIR
REGULAR CITY COUNCIL MEETING
TUESDAY, MAY 01, 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 and Bill Fitzloff, Fire Chief. Others present: Jeff Domras (Bolton and Menk), Nancy Thompson (St. Clair School Board Liaison).

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

APPROVAL OF AGENDA, MINUTES AND BILLS

Discussion of the property at 204 Park Street North was added under 'New Business'. A motion to approve the agenda with the addition was made by Council Member Glamm, seconded by Council Member Thompson and approved with all in favor.

The minutes of April 03, 2018 Regular Council Meeting was approved with a motion by Council Member Glamm, seconded by Council Member Weinandt and carried with all in favor.

The invoices and bills for the month of April 2018 were approved with a motion by Council Member Glamm, seconded by Council Member Weinandt 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. Mr. Domras followed up on items discussed at the Special City Council meeting on Monday, April 16th:

- H&H Study and the Soil Study. At the Special meeting the Council asked if the H&H Study and the Soil Study could be removed from the FEMA funding equation and paid outright by the City. The answer Mr. Domras received from Ryan Blake Smith (HSEM/FEMA) was that the H&H Study and the Soil Study were identified in the Project Worksheet and required by FEMA and had to remain as part of Mitigation Project.
- Pump hose connection assembly and spillway, Mr. Domras sent documentation to Ryan Blake Smith (HSEM/FEMA) justifying the need for the hose connection assembly and spillway.
- Berm height, steel vs vinyl sheet pilings and Z-shaped vs flat sheet pilings. Mr. Domras sent documentation to Ryan Blake Smith (HSEM/FEMA) explaining the reason for the berm height and justification relating to choosing steel sheet pilings rather than vinyl and for choosing Z-shaped sheet pilings rather than flat-shaped sheet pilings.
- Berm Mitigation Project Components. Mr. Domras noted that since HSEM/FEMA won't allow the H&H Study and the Soil Study to be removed from the FEMA funding equation and paid outright by the City, the City will go ahead with Project #1 (WWTP Berm Sheet Piling) and Project #3 (Permanent Flood Protection around the Park Street North Lift Station) and eliminate Project #2 (8" Pump) from the Berm Mitigation Project.

Mr. Domras stated that he reiterated to Ryan Blake Smith that there is an urgency for HSEM/FEMA to obligate FEMA funds for the Berm Mitigation Project as the bids have been opened and reviewed and the last day to award the bid (May 22nd) is fast approaching.

Mr. Domras and the Council expressed frustration with FEMA and the length of time it takes to get approvals from FEMA. Mr. Domras discussed the Park Street North Lift Station portion of the Flood Mitigation Project. Mr. Domras presented drawings of the proposed permanent flood wall. The proposed permanent flood wall will be a concrete structure. Mr. Domras noted that verbal approval has been received from County Engineer Ryan Thilges for the permanent flood wall, but he will be in contact with Mr. Thilges for written approval. Mr. Domras discussed that a permanent easement (approx. 5') will be needed from the property owners (Fitzloff Properties). Mr. Domras discussed the change in the entrance/access to the Post Office with the proposed shift of the parking lot entrance to the south. It was noted that this shift to the south will not change the width of the parking lot entrance. Mr. Domras discussed that the proposed permanent structure will be concrete with stop logs proposed for the 12' gate area. Mr. Domras discussed the footing depth of 6' for the concrete structure. Mr. Domras noted that he discussed the footing depth with the structural engineer and due to MN winters and frost depths; the structural engineer doesn't recommend footings of less than 6' in depth. Mr. Domras discussed that a chain link fence and I-beam (for the installation of freeboard if/when needed for flood protection) will be installed at the top of the concrete structure. It was noted that those items (the fence, I-beam and freeboard) aren't FEMA eligible and will be a City expense. The items will be included in the bid as a separate line item cost. Mr. Domras hopes to bid the project in the near future, with a bid opening in June.

NEW BUSINESS – The following New Business items were discussed.

204 PARK STREET NORTH – The property at 204 Park Street North was discussed. Clerk-Treasurer Seys noted that she has had several conversations with the property owner of 204 Park Street North regarding the debris left from the 2 garage fires late last fall/early winter. Clerk-Treasurer Seys stated that the property owner served papers on the Contract for Deed holder (Baer) to cancel/foreclose on the Contract for Deed. From the date the papers were served the Baer's have 60 days to vacate the property. It was noted that there is little the property owner can do until the 60 days are up. The property owner is anxious to get the property cleaned up and intends to do so as soon as possible after the property is vacated. Clerk-Treasurer Seys noted that the City Attorney is also involved and has sent letters to both the property owners and the Baer's regarding clean-up.

REPORTS

FIRE CHIEF'S REPORT

Fire Chief Bill Fitzloff reported on the following:

1. The Turn-Out Gear Committee has had several meetings, met with several vendors, received estimates and is prepared to request quotations for 20 sets of turn-out gear. Fire Chief Fitzloff noted that the Turn-Out Gear Committee plans to meet again on Monday, May 7th. Motion by Council Member Glamm, seconded by Council Member Weinandt to approve requesting quotations for turn-out gear. Motion carried with all in favor.
2. Gear Locker Update. The new gear lockers have been assembled. Brackets/clamps are still needed to install the lockers 'back-to-back'.
3. Selling of the old gear lockers was briefly discussed. MN Bid was suggested as an option for the sale.
4. The Fire Dept. will be involved in a house burn in Eagle Lake on Saturday, May 5th.

PUBLIC WORKS DEPT. REPORT

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

1. The new City truck is in service with the light package, running bar, sander and snow plow attachments installed.
2. Sale of the 2005 City truck was discussed. The truck will be sold as one unit including the snow plow and sander. Estimated value was discussed. The City will advertise for the sale of the truck.
3. As discussed at the Special Council meeting on Monday, April 16th, the Berm Mitigation Project costs are coming in higher than the FEMA estimates. Also as previously discussed the City was aware that it may need to eliminate one of the three Mitigation Projects due to funding constraints. It was discussed and decided by the Council that if a project needed to be eliminated it would be Project #2 the 8" pump. The Council asked Mr. Baker to contacted Hydro Engineering regarding cancelling the order for the 8" pump. The Hydro Engineering salesperson John Fahey stated that the pump was a special order and was in the process of being built. Mr. Baker asked Mr. Fahey if they would have a used or rebuilt pump of comparable size. Mr. Fahey stated that they would have a 'demo' pump available to purchase, but the price would not be significantly less than the pump the City has on order, so there wouldn't be a significant savings to the City. The City put 10% down when ordering the pump. If the City were to cancel the order, they would not only lose the 10% they put down (\$6,080.50), but would also be charged a restocking/cancellation fee of 15% (\$8,800.00). Mr. Fahey stated that Hydro Engineering is willing to work with the City and arrange a payment plan of 40% when the City takes possession of the pump, another 25% in December 2018 and the remaining 25% in March of 2019. The City discussed the matter and the need for the pump in a flood event, as well as the cost involved to cancel the pump order. A motion was made by Council Member Glamm, seconded by Council Member Arndt to proceed with the pump purchase, paying 40% when the City takes possession and the remaining 50% in December 2018. Motion carried with all in favor.

CITY CLERK-TREASURER'S REPORT

City Clerk-Treasurer Catherine Seys reported on the following:

1. The Regular June City Council meeting will be held on Tuesday, June 12th at 7:00 p.m.
2. A Special City Council meeting will be held on Tuesday, June 12th at 6:00 p.m. for the presentation of the annual audit.
3. Clerk-Treasurer Seys attended an Emergency Management meeting for Blue Earth County Clerks/Administrators on April 25th at the Blue Earth County Justice Center.
4. The St. Clair Days Fundraiser held on Friday, April 20th at the Uptown Tavern was a success with 148 meals sold.
5. The Cemetery Committee met and opened bids for Cemetery Mowing Services for 2018. The bid was awarded to Gary Owens, with a bid of \$3,100.00 for the 2018 mowing season.

CITY COUNCIL MEMBER REPORTS

1. Council Member Thompson attended the April 23rd School Board Meeting. Council Member Glamm will also attend the May 21st School Board meeting.
2. St. Clair hosted the April 12th meeting of the Blue Earth County Mayors and Clerks. The speaker for the evening was Leah Pockrandt, Executive Director of the American Red Cross. The next meeting will be held on Thursday, May 10th with the City of Madison Lake hosting.

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

ADJOURNMENT – The meeting adjourned at 8:20 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