

CITY OF ST. CLAIR  
REGULAR CITY COUNCIL MEETING  
TUESDAY, AUGUST 07, 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, Duke Arndt and Randy Thompson. Council Members absent: Council Member Cindy Glamm. 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) and Thomas Karels, Sr.

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 Thompson, seconded by Council Member Weinandt and approved with all in favor.

The minutes of July 10, 2018 Regular Council Meeting were approved with a motion by Council Member Weinandt, seconded by Council Member Thompson and carried with all in favor.

The invoices and bills for the month of July 2018 were approved with a motion by Council Member Thompson, 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 to discuss the Wastewater Treatment Plant Berm Mitigation Project. Mr. Domras noted that the FEMA funds were officially obligated on July 18<sup>th</sup> and the contractor mobilized the week of July 23<sup>rd</sup>. The sheet piling installation project is complete except for turf restoration. The pay estimate for the project will be submitted for approval at the September City Council meeting. Mr. Domras noted that the project has been very successful with no change orders or unexpected expense, further noting that he has been very pleased with the contractor. Mr. Domras stated that the contractor had 5 additional sheet piling sheets. Under separate agreement/arrangement between the contractor and the City the 5 additional sheets were installed, extending the sheet piling farther to the east/south. It was noted that any cost associated with the installation of the additional 5 sheet piling sheets is totally separate from the FEMA project and will be invoiced to the City and paid by the City completely separate from the FEMA project.

Park Street North Lift Station Flood Mitigation Project was discussed. Mr. Domras noted the permit from the Blue Earth County Engineer has been approved and received. Mr. Domras recommended that due to some changes in the scope of the project, including downsizing the project to a smaller footprint, that the City consider rejecting all bids and rebid the project for 2019 construction. Tom Karels was present and asked the Council if they would consider moving forward with the project and working with the low bidding contractor (Magney Construction) regarding the changes to the project. Mr. Domras noted that there are quite a few changes involved and the unit prices on the bids came in higher than anticipated, so he felt rejecting all bids and rebidding the project in 2019 would be the most advantageous to the City. Mr. Domras discussed timing, noting that January/early February would be a good time to re-bid the project. A motion was made by Council Member Thompson, seconded by

Council Member Weinandt to reject all bids for the Park Street North Lift Station Flood Mitigation Project. Motion carried with all in favor.

Mr. Domras discussed that he is preparing the necessary paperwork, letters and maps to certify the levy out of the floodplain, noting that the process can be a lengthy, sometimes taking up to 9 months.

Bill Fitzloff asked Mr. Domras about the utility easement in the Park Street North Lift Station Project area. Mr. Domras will review his notes and get back to Mr. Fitzloff.

NEW BUSINESS – The following New Business items were discussed.

SEVERE WEATHER SHELTER PLAN HOPPE MOBILE HOME PARK LLC – As of 2018 the Hoppe Mobile Home Park contains four mobile homes with full time occupants. Previously, the Hoppe Mobile Home Park occupants utilized the block structure on the mobile home park property (formerly Margie’s Beauty Shop) in cases of severe weather. There has been a change in the usage of the block structure; the block structure currently houses a daycare facility (Chickadee Childcare). With security requirements pertaining to daycare facilities it has become necessary for Hoppe Mobile Home Park LLC to adopt a new Severe Weather Shelter Plan. Jerry Phillips has granted the Hoppe Mobile Home Park occupants permission to utilize his basement in cases of severe weather. The Phillips home is located at 212 Front Street West, directly across the street from Hoppe Mobile Home Park. The mobile home occupants are aware of the new arrangement and understand how to achieve access to the facility. It was noted that the staff and children at Chickadee Childcare will remain in the block building, utilizing the windowless kitchen area as the point of refuge during a severe weather event. A motion was made by Council Member Thompson, seconded by Council Member Weinandt to approve the Severe Weather Shelter Plan for the Hoppe Mobile Home Park contingent upon checking on any ADA requirements and that by approving such plan the City doesn’t incur any liability. Motion carried with all in favor.

SENATOR JULIE ROSEN, LEAGUE OF MINNESOTA CITIES LEGISLATOR OF DISTINCTION FOR 2018 – The League of MN Cities recognized a total of 25 legislators this year for their actions and leadership on a wide variety of legislative issues of importance to cities across Minnesota. Senator Julie Rosen, who represents District 23B (including the City of St. Clair), was among the 25 legislators honored.

ISO REPORT – Fire Chief Bill Fitzloff and Public Works Supervisor Thad Baker met with an ISO representative on June 7, 2018 and a Public Protection Classification (PPC) survey was conducted. ISO has completed its analysis of the structural fire suppression delivery system provided in St. Clair. Several recommendations were made during the survey/inspection including: hose testing, training sign-in sheet with signatures and start/end time of the training, more fire training, flow test pumpers and certification of Fire Prevention Education.

SCHOOL USE OF MEMORIAL PARK BLEACHERS – The City received a request from Brad O’Donnell, Activities Administrator, St. Clair School, to borrow the bleachers at Memorial Park for the upcoming football season. The Council discussed the request and agreed that the School can borrow the bleachers for the football season.

BENEFIT AT CITY HALL – A group has reserved the City Hall for a benefit for Brandi Reich on September 8<sup>th</sup>. The event has gotten larger than originally anticipated and the group is wondering if there is a possibility that they could use of the Fire Dept. Shop area or to put up a tent adjacent to the front of the City Hall building. The Council along with Fire Chief Fitzloff discussed the matter. Fire Chief Fitzloff indicated that he thought it would be acceptable for the fire trucks to be moved and the Fire Dept. Shop area utilized for the benefit, with the assurance that the group cleaned up after the event. Due to the

need to drive stakes into the parking lot pavement the Council was not in favor of allowing a tent to be put up in front of the building. It was also suggested that the group might re-locate the event to the School or a larger facility. Clerk-Treasurer Seys will discuss options with the benefit contact person.

## REPORTS

### FIRE CHIEF'S REPORT

Fire Chief Bill Fitzloff reported on the following:

1. Fire Chief Fitzloff requested the annual municipal support for the St. Clair Fire Dept. Relief Association in the amount of \$5,000.00 for taxes payable year 2019. Motion by Council Member Thompson, seconded by Council Member Arndt to approve the request. Motion failed due to lack of a quorum with Council Members Thompson and Arndt in favor, and Mayor More and Council Member Weinandt abstaining.
2. The Rescue Squad was back in to Harrison Truck Center for repairs.
3. The Fire Dept. has responded to 71 calls to date in 2018.

### PUBLIC WORKS DEPT. REPORT

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

1. The Overhead Door Company has replaced the seals and weather stripping on the (5) overhead doors in the Fire Dept. Shop and the Public Works Shop. Mr. Baker will purchase epoxy to fill the spaces in the concrete to level out the floor area underneath the doors in an attempt to keep rainwater out of the shop areas.
2. Two (2) bucket swings were ordered and have been delivered for the swing set at Memorial Park.
3. The City has advertised the 2005 truck, plow and sander for sale and has received several calls and inquiries. One (1) offer has been received for \$8,700.00. Motion by Council Member Weinandt, seconded by Council Member Thompson to accept the offer of \$8,700.00 submitted by Jamie Will Masonry. Motion carried with all in favor.

### CITY CLERK-TREASURER'S REPORT

City Clerk-Treasurer Catherine Seys reported on the following:

1. Election Judge Training for 2018 has been completed by the Blue Earth County Elections Dept. All judges received one (1) hour on-line training and one (1) hour in-person training, with an additional hour of training for Head Judges.
2. The period for filing Affidavits of Candidacy is Tuesday, July 31<sup>st</sup> through Tuesday, August 14<sup>th</sup>.
3. The Primary Election is Tuesday, August 14<sup>th</sup>. Polls are open from 7:00 a.m. – 8:00 p.m.
4. The 2019 Preliminary Budget Workshop was scheduled for Tuesday, September 4, 2018 at 6:00 p.m.

### CITY COUNCIL MEMBER REPORTS

1. Council Member Glamm attended the July 23<sup>rd</sup> School Board Meeting. Council Member Thompson will also attend the August 20<sup>th</sup> School Board meeting.
2. The Blue Earth County Mayors and Clerks do not meet during the months of July and August, the next meeting will be held on Thursday, September 13<sup>th</sup> with the City of Good Thunder hosting.

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

ADJOURNMENT – The meeting adjourned at 7:55 p.m. Motion to adjourn was made by Council Member Weinandt seconded by Council Member Thompson and carried with all in favor.

Catherine Seys, City Clerk-Treasurer