

CITY OF ST. CLAIR
REGULAR CITY COUNCIL MEETING
TUESDAY, SEPTEMBER 01, 2020

CALL TO ORDER

The meeting was called to order by Mayor Marvin More at 7:00 p.m. Council Members present: Mayor More, Cindy Glamm, Randy Thompson, Duke Arndt, and Dick Fitzloff. Council Members absent: No Members were absent. City staff present: Bill Fitzloff (Fire Chief), Thad Baker (Public Works Supervisor) and Catherine Seys (City Clerk-Treasurer). Others present: Connie Johns (School Board liaison), Dawn Sandborg, Brad and Jen O'Donnell.

The Pledge of Allegiance was recited and Mayor More welcomed everyone.

APPROVAL OF AGENDA, MINUTES AND BILLS

A motion was made by Council Member Glamm, seconded by Council Member Thompson to approve the September meeting agenda as printed. Motion carried with all in favor.

The minutes of the August 2020 Regular Council Meeting were approved with a motion by Council Member Thompson, seconded by Council Member Fitzloff and carried with all in favor.

The invoices and bills for the month of August 2020 were approved with a motion by Council Member Glamm, seconded by Council Member Thompson and carried with all in favor.

UNFINISHED BUSINESS – The following Unfinished Business items were discussed:

MILL STREET/PARK STREET SOUTH PROJECT – Jeff Domras, Bolton and Menk, updated the Council by memo, including of the following:

1. Construction is underway on the Mill Street Park Street South Project. The contractor began underground construction at the intersection of Main Street East and Park Street South on Wednesday, August 26th and completed installation of water main and 170-feet of new sanitary sewer main on Park Street South between Main Street East and Front Street East.
2. Clerk-Treasurer Seys noted that the Contractor Pay Estimate #1 for Mill Street/Park Street South Improvement Project in the amount of \$16,767.55. The itemized pay estimate was included with the monthly bill listing.

CARES ACT FUNDS - The City has received \$62,683 in Coronavirus Aid, Relief and Economic Security (CARES) Act funds. The Clerk-Treasurer Seys noted that a portion of the funds will be used towards six (6) new election booths.

NEW BUSINESS – The following New Business items were discussed:

PROPERTY LINE ENCORACHMENT CONCERN – Brad and Jen O'Donnell and Bill Fitzloff were present to discuss a property line encroachment concern. The O'Donnell's built a 12'X16' structure with a 5' setback from the property line, rather than a 10' setback as required by the Zoning Ordinance. Council Member Thompson stated that he contacted the League of MN Cities regarding the issue. The League opinion was that the City Zoning Ordinance should be honored, or the Ordinance should be amended and the structure grandfathered in. Options to resolve the issue were discussed, including, enforcement of the Zoning Ordinance, moving the structure, considering the structure 'temporary' with parameters set for removal at a date agreed upon by all parties. Clerk-Treasurer Seys will contact the City Attorney regarding the issue. The issue will be further discussed at the Regular October City Council meeting.

PARKING CONCERN – 200 BLOCK FRONT STREET EAST- Dawn Sandborg, 205 Front Street East, was present to discuss parking concerns on Front Street East adjacent to St. John’s Lutheran Church. Ms. Sandborg requested that the City Council change the parking direction from diagonal parking to parallel parking on the north side of Front Street East. Council Member Glamm will discuss the matter with the Lutheran Church Council. The matter will be further discussed at the October City Council meeting.

REPORTS

FIRE CHIEF’S REPORT

Fire Chief Bill Fitzloff reported on the following:

1. On behalf of the St. Clair Fire Dept. Relief Association, 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 2021. Motion by Council Member Glamm, seconded by Council Member Arndt to approve the request. Motion carried with Council Members Glamm, Thompson, Arndt, and Fitzloff in favor, and Mayor More abstaining.
2. The St. Clair Fire Dept. members will participate in the 1st Responder Refresher classes at the St. Clair City Hall on Monday, September 14th, Wednesday, September 16th, Monday, September 21st and Wednesday, September 23rd.

PUBLIC WORKS DEPT. REPORT

Public Works Supervisor Thad Baker reported on the following:

1. Due to the Mill Street/Park Street South Project and the extensive work being done in the water tower area, the water tower cleaning by KLM Engineering will postponed until spring of 2021.
2. City Staff participated in a conference call with Amanda Strommer, MN Dept. of Health, regarding Wellhead Protection Planning. The planning is initiated by the MN Dept. of Health. The first phase of the planning process will begin in September 2020 and is expected to be completed by March 1, 2023.

CITY CLERK-TREASURER’S REPORT

City Clerk-Treasurer Catherine Seys reported on the following:

1. City Staff will participate in the annual Safety Training Program with area Public Works, Police and Clerks/Administrators on Thursday, September 10th. The program will be conducted via Zoom.
2. ELECTION UPDATE:
 - Early Voting by Absentee Ballot is encouraged, especially for those who might not feel comfortable going to the polling place and voting in-person on Election Day.
 - Six (6) election booths utilizing CARES Act funding have been ordered and delivered.
 - The November City Council meeting, including the 2020 Canvass of Election Results was scheduled for Monday, November 9th at 7:00 pm at City Hall.
3. LJP Waste and Recycle has scheduled a Fall Clean-Up Day. The Clean-Up Day will be drop-off only. There will be no curbside pick-up this year. Items can be dropped off at Memorial Park on Saturday, October 10th from 8 am until 12 noon.

CITY COUNCIL MEMBER REPORTS

1. Mayor More attended the August 24th School Board meeting. Council Member Glamm will attend the September 21st School Board meeting.
2. The Blue Earth County Mayors and Clerks do not meet during the summer months of July and August. St. Clair is scheduled to host the September BEC Mayor/Clerk meeting; but will cancel due to Covid.

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

ADJOURNMENT – The meeting adjourned at 8:16 p.m. Motion to adjourn was made by Council Member Glamm seconded by Council Member Arndt and carried with all in favor.

Catherine Seys, City Clerk-Treasurer