

CITY OF ST. CLAIR
REGULAR CITY COUNCIL MEETING
TUESDAY DECEMBER 5, 2023

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 Marvin More, Wendy Amundson, Duke Arndt, Dick Fitzloff and Chris Fox. Council Members absent: No Council Members were absent. City Staff present: Bill Fitzloff, Fire Chief, Thad Baker, Public Works and Stefanie Janike, City Clerk-Treasurer. Others present: Connie Johns (School Council Member), and Jordan Carillo (Janesville Journal).

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

APPROVAL OF AGENDA, MINUTES AND BILLS

Council Member Amundson made a motion to approve the agenda as presented and was seconded by Council Member Fox and carried with all in favor.

The minutes of November 2023 Regular Council Meeting were approved with a motion by Council Member Fox, seconded by Council Member Amundson and carried with all in favor.

The invoices and bills for the month of November 2023 were approved with a motion by Council Member Amundson, seconded by Council Member Fox and carried with all in favor.

UNFINISHED BUSINESS –

1. No Unfinished Business

NEW BUSINESS –

1. Truth and Taxation Hearing 23res16 - Mayor More opened the meeting to public comment with regard to the 2024 Budget and Levy. There being no public comment, a motion was made by Council Member Fox, seconded by Council Member Amundson to approve the final Budget and Levy for taxes payable year 2024. Motion carried with all in favor.
2. Utility Bill Adjustments – was presented to the Council for all residents who had any credits given to them. A motion to approve the adjustments was made by Council Member Amundson and seconded by Council Member Fox and carried with all in favor, no nays.
3. Delinquent Utilities 23res15 – a list of Delinquent Utilities that were submitted to Blue Earth County was presented to the Council (no names were presented) for a balance total including a 6% interest rate for a total of \$28,771.54. A motion to accept the delinquent utilities as presented was made by Council Member Arndt and seconded by Council Member Amundson. The motion carried with all in favor, no nays.
4. Review of Floodplain Ordinance 2023 – tentative public hearing date is 1/9/2024 at 6:30pm. This will provide the public with the opportunity to ask questions and see the new FEMA Floodplain Map.
5. Building Inspector Contract – from Mike Benson to step in as Dan Murphy (who is leaving 12/31/2023) was reviewed by the League of MN Cities attorney who suggested a few insurance additions. The Council agreed and wanted to see if Mike Benson was willing to add to the contract. Clerk Janike will talk to Mike Benson and see where the additional requests go.
6. Polling Place 23res13 - Clerk-Treasurer Janike presented the Council with Resolution #2023-13 'Resolution Designating Polling Place'. MN State Statute requires that the designation be made by December 31st of each year. The City of St. Clair has one (1) precinct and one (1) polling place. The polling place for the precinct of the City of St. Clair is the St. Clair City Hall, 304 Main Street West, St. Clair, Minnesota 56080. A motion was made by Council Member Fox, seconded by Council Member Arndt to approve the 'Resolution Designating a Polling Place'. Motion carried with all in favor.
7. Write In Vote Counting 23res14 – Clerk-Treasurer Janike presented the Council with Resolution #2023-14 'Write In Vote Counting' stating Votes for write-in candidates will only be individually recorded if the total number of write-in votes for an office is equal to or greater than the fewest number of non-write-in votes for a ballot candidate for that office. Council Member Fox made a motion to approve

the Resolution 2023-14 'Write In Vote Counting', a second from Council Member Amundson and carried with all in favor, no nays.

REPORTS

FIRE CHIEF'S REPORT

Fire Chief Bill Fitzloff reported on the following:

1. The Fire Dept. responded to 147 calls year to date.
2. The Siren updates have been completed by Blue Earth County and appear to be fully functioning.
3. New Firefighter Member – The Board had interviewed Jacob Miller to join the St. Clair Fire Department and recommends to the Council to approve his hiring. No training will be provided until one year anniversary. A motion to hire Jacob Miller to the St. Clair Fire Department was made by Council Member Arndt and seconded by Council Member Fox and carried with all in favor, no nays.
4. Trucks Maintenance – multiple trucks will be out for annual service maintenance in December.

PUBLIC WORKS DEPT. REPORT

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

1. RAS Pump – at the Waste Water Treatment Plant is still waiting for a loaner pump to then be pulled out and checked to see if it needs to be repaired or replaced. Again more information to come.

CITY CLERK-TREASURER'S REPORT

City Clerk-Treasurer Stefanie Janike reported on the following:

1. Updating Personnel Policy – Clerk Janike has been working with the MN Valley Council of Governments to update the Cities Personnel Policy, progress has been made but another meeting to solidify the policy and review options for the Fire Department will happen on 12/13 at 6:30pm.
 - a. Clerk Janike will also work on updating Banyon Data Payroll System to accommodate ESST as well.
2. Employee Raise Review – meeting will be held on 12/20 at 6:00pm to review and determine possible wage increase and by what amount or percentage.
3. Donuts with Santa – is set for 12/16 from 9-11.
4. City Hall will be closed for 12/25 Christmas Day and 1/1 New Years Day.

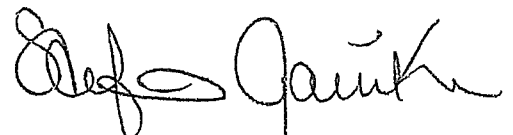
CITY COUNCIL MEMBER REPORTS

1. Council Member Arndt was able to attend the November School Board Meeting. Council Member Arndt will also attend the December 18th School Board meeting at 6:30pm.

PUBLIC COMMENT

1. No Public Comment.

ADJOURNMENT – The meeting adjourned at 8:21p.m. Motion to adjourn was made by Council Member Fitzloff seconded by Council Member Arndt and carried with all in favor.



Stefanie Janike, City Clerk-Treasurer