

St. Charles City Council Meeting
August 11, 2025

The St. Charles City Council met in regular session on August 11, 2025, at 6:30 p.m. at St. Charles City Hall. Mayor Pro Tem Allison called the meeting to order at 6:30 p.m. with the following Council present: Brockett, Hutton, and Kozak. Also present: Public Works Director Travis Egli, Sheriff Barnes, Fire Chief Rick Schaffer, and eight guests.

1. APPROVAL OF AGENDA

Motion by Brockett, second by Kozak, to approve agenda. Roll: Ayes – unanimous. Motion passes.

2. CONSENT AGENDA:

- a. Council meeting minutes for 7-13-2025 and 7-14-2025
- b. Treasurer's Report for July 2025
- c. Claims and Receipts Report for August 2025

Motion by Kozak, second by Brockett, to approve consent agenda. Roll: Ayes – unanimous. Motion passes.

3. SHERIFF'S REPORT/EMERGENCY MANAGEMENT

The Sheriff reported 11 calls, 10 stops, and 46.14 hours for July. The July Emergency Management report was submitted.

4. SYCAMORE RESIDENTS

The homeowners of 305 West Sycamore addressed concerns they have with the City Council. The City will look into the process for notifications of agenda items.

5. PUBLIC FORUM

A resident of North Cross Street expressed concern over the speed on the road.

6. DEPARTMENT REPORTS

- a. Sewer – July's sewer report was submitted. The rebuilt sewer pump has been installed.
- b. Fire/Rescue – Fire Chief Schaffer was present. No issues were reported with Hinterland.
- c. Library – The library did not hold a Board meeting in July.
- d. Gateway – The Gateway is in need of volunteers to open the Welcome Center.
- e. Mayor Pro Tem– Councilman Allison reported there were very few issues with Hinterland.
- f. Clerk – A question was asked concerning trees on private property. The council determined that trees on private property are a civil issue.

7. ACTIONS AND RESOLUTIONS

- a. Resolution 8A-2025 A resolution approving Kephart Land Platt. **Motion by Brockett, second by Hutton, to approve Resolution 8A-2025. Roll: Ayes-unanimous. Motion passes.**

8. UNFINISHED BUSINESS

- a. A second nuisance letter will be sent to a homeowner.

9. NEW BUSINESS

- a. Old School Driveways: Driveways attached to the old school building are private. The owner of the building can maintain and put up signage at their discretion.
- b. Tree on Clark Street: It has been determined the tree is rotten. **Motion by Allison, second by Kozak, to approve Precision Tree Care removing the tree. Roll: Ayes-unanimous. Motion passes.**
- c. Farmers Market: More information will be needed to consider closing parking on the southwest end of Main Street for a farmers market. A special event permit process will be put in place.

10. COUNCIL COMMENTS/DISCUSSION

No items for council discussion

11. ADJOURN

Being there was no further business; the meeting was adjourned at 8:42 p.m.

Motion by Kozak, second by Allison, to adjourn. Roll: Ayes – unanimous. Motion passes.

Megan Allison, Mayor Pro Tem

Attest: _____
Tracy Kozak, Clerk/Treasurer

The next regular scheduled council meeting is September 8, 2025.