

MAYER CITY COUNCIL MEETING MINUTES ó MARCH 24, 2014

Call Regular meeting to order at 6:30 p.m. by Mayor Mike Dodge.

PRESENT: Mayor Dodge, Council Members Lueth, Osborn and Stieve-McPadden

ABSENT: Council Member Boder

STAFF: City Administrator Murphy, Public Works Kuntz and Clerk Maetzold

ALSO PRESENT: Don Wachholz, Ivan Raconteur, Anna Molnau, Ryan Molnau, Kate & Russ Landes

The meeting was opened with the Pledge of Allegiance.

APPROVE AGENDA

A MOTION was made by Council Member Stieve-McPadden with a second by Council Member Lueth to approve the agenda as presented. Motion Carried 4/0

PUBLIC COMMENT

NONE

APPROVE CONSENT AGENDA

A MOTION was made by Council Osborn with a second by Council Member Stieve-McPadden to approve the Consent Agenda. Motion Carried 4/0.

1. Approve the Minutes of the March 10, 2014 Regular Council Meeting.
2. Approve the Minutes of the March 10, 2014 Work Session Meeting.
3. Approve the Minutes of the March 17, 2014 Special Council Meeting.
4. Approve the Minutes of the February 11, 2014 Park Board Meeting.
5. Approve the Additional Claims for the Month of March 2014.
6. Approve the Sheriff's Department Report for the Month of February 2014.
7. Approve the Fire Department Report for the months of January and February 2014.

STAFF REPORTS

1. **Public Works** ó The Council reviewed a report from Kyle Kuntz of Public Works activities for the month of February 21 ó March 20, 2014. Council suggests Public Works keep a log of safety risk issues he may come across throughout the City during the month.
2. **City Engineer** ó The Council reviewed David Martini's summary of the projects Bolton & Menk have been working on during the billing period January 18 and February 14, 2014. The Council asked for a timeline on the Roundabout project.
3. **Sheriff's Department** ó No Report
4. **City Administration** – The Council reviewed a report from February 24 ó March 21, 2014 outlining activities by the City Administrator. Fund balances and several other follow up items were also attached for the Council's review

## CITY ADMINISTRATOR

1. **Discussion about Mail Box Repairs** ó There has been some damage to mailboxes during this season's snow removals. The Council reviewed a timeline of snow removal issues, including dates of mailbox damage notifications. The snow removal contractor's representatives were in attendance and had some questions about the mailbox damage. The City has already repaired the damaged mailboxes to prevent disruption of mail service. Upon further discussion, the contractor agreed to reimburse the City for the mailbox repairs. There was discussion about withholding the amount from their current claim if possible.

The Council would like to discuss continuing mailbox maintenance within the subdivisions at an upcoming work session.

2. **Request of Resident on Utility Bill** ó The utility bill customer at 124 Ash Ave N is requesting that the City waive the sewer fees on their February and March bills due to a toilet that was running for weeks. The Council reviewed the City's policy regarding adjustments to utility bills. The tenants do not dispute the bill; the Council stated that there are costs despite the clean water down the sewer. A MOTION was made by Council Member Osborn and seconded by Council Member Stieve-McPadden to deny any adjustment to the sewer portion of the bill but will waive the late fees and approved a payment plan if needed. Motion Carried 4/0

3. **Approval of Lift Station Repairs** ó The Red Barn sanitary sewer lift station located on the east side of the Fieldstone Development has experienced significant problems in the past few months related to disposable rags and other debris getting caught in the pump impellers. The current pumps are not designed to handle any "non flushable" amounts of debris. As a result, the City has had to pay significant amounts of money on service calls and replacements parts. City Staff has sent memos to the Fieldstone residents about the dos and don'ts of unwanted debris being flushed into the system. Information has also been posted on the City's website.

Public Works is proposing the purchase of two new KSB Vortex pumps at the price of \$7,945 per pump. Quality Flow Systems is offering to buy back the City's old pumps at a price of \$1,000 per pump. Another option would be to purchase one pump now and budget for another one in 2015. The new pumps have different impellers which allow the pump to tear through any unwanted debris flushed into the system. The City's other two lift stations have these types of pumps and thus far haven't been any issues with them clogging. After some discussion, a MOTION was made by Council Member Lueth and seconded by Council Member Osborn authorizing the purchase of one pump, to have Public Works double check with the supplier to see if it would be more efficient to purchase a grinder and to authorize staff to spend up to \$10,000 on the purchase. Motion Carried 4/0

4. **Approval of Resolution 3-24-2014-11 Chicken Ordinance Summary** ó A MOTION was made by Council Member Stieve-McPadden and seconded by Council Member Lueth approving Resolution 3-24-2014 Chicken Ordinance Summary. Motion Carried 4/0

5. **Approval to Prepare Documents for Bidding of Restrooms in Old Schoolhouse Park** ó The Park Board has reviewed a site map and estimate of costs for the construction of the restrooms in Old Schoolhouse Park. The Park Board would like to have plans drawn for the construction of the restrooms. Once plans have been completed, the Park Board will be requesting that the City advertise for bids. After some discussion, a MOTION was made by Council Member Stieve-McPadden and seconded by Council Member Osborn authorizing the drafting of the plans and site plan for Old Schoolhouse Park restrooms. Motion Carried 4/0
  
6. **Approval to Advertise for Train for the Trail** ó The Park Board is recommending to continue with the Mayer Moxie III program with the second part of the program called *Train for the Trail*. The Park Board would like to send out mailers in the Mayer zip code at a total cost not to exceed \$250. A MOTION was made by Council Member Osborn and seconded by Council Member Stieve-McPadden authorizing the advertising of the Train for the Trail program not to exceed \$250. Motion Carried 4/0
  
7. **Approval of Resolution 3-24-2014-12 Capital Balance Transfers** ó A MOTION was made by Council Member Stieve-McPadden and seconded by Council Member Osborn approving Resolution 03-24-2014-12 Capital Transfers for the 2013 Financial Audit. Motion Carried 4/0
  
8. **Approval to Apply for the CenterPoint Energy Community Partnership Grant** ó The Fire Chief is requesting authorization to apply for a CenterPoint Energy Community Partnership Grant. The grant funds would be used to purchase an electric pump for extraction tools in the amount of \$8,500. The amount of the grant is \$2,500. The City will need to pay the balance of \$6,000 if the grant is approved which could come out of the Fire Department Grants and Donations Fund. A MOTION was made by council Member Osborn and seconded by Council Member Stieve-McPadden authorizing staff to apply for the CenterPoint Energy Community Partnership Grant in the amount of \$2,500 as presented. Motion Carried 4/0
  
9. **Approval of Installation of Video Equipment** ó The City has purchased video equipment from the City of Waconia. The Council reviewed three quotes for the installation of the equipment from Hoffman, Provision Media and ZTS Productions (for labor only). This budgeted item can be taken from the Community Center capital outlay fund. Some of the excess equipment can be sold to assist in offsetting the installation costs.  
  
After some discussion, a MOTION was made by Council Member Osborn and seconded by Council Member Stieve-McPadden approving ZTS Productions to install the video equipment in the amount of \$300 for labor only, with the City paying for materials. Motion Carried 4/0 Other options will be looked at for a cabinet to house controls.
  
10. **Authorization to Apply for MN OSHA Safety Grants** – The League of Minnesota Cities Loss Control Consultant periodically completes an inspection of the City's facilities to assist the City in attaining a safe work environment. On January 23, 2014 the Loss Control Consultant met with City Staff to discuss previous losses and areas of concern. The Council

reviewed the report highlighting areas of concern from the Consultant. The City can apply for an OSHA Safety Grant which has a 50% match to provide needed equipment.

- a) *Public Works* ó A MOTION was made by Council Member Stieve-McPadden and seconded by Council Member Lueth authorizing staff to apply for an OSHA Safety Grant to purchase a manhole cover lifter at a cost of \$2,585 (City match of \$1,292.50). Motion Carried 4/0
- b) *Fire Department* ó A MOTION was made by Council Member Osborn and seconded by Council Lueth authorizing staff to apply for an OSHA Grant for the following Fire Department equipment: QRAG 11 Four Gas monitor with pump; 58 Liter Cylinder Calibration Gas; 1 ó Medical Bag and Supplies for a total of \$1,391.08 (City match of \$695.54). Motion Carried 4/0

### COUNCIL REPORTS

- Mayor Dodge attended a Fire Department Staff Meeting and will be meeting with the Fire Board on March 31<sup>st</sup>.
- Council Member Stieve-McPadden reported that the Park Board has been working on the Train for the Trail program that will run weekly from April 17 ó ending with the 5K on June 7<sup>th</sup>. The Mayer Moxie program is in its last two weeks. The Park Board is also working on a Family Activity Program to continue on into the summer. The Mayer Rising Community Festival committee is meeting monthly. The event will be held July 12, 2014. Council Member Stieve-McPadden has been encouraging Community Ed to hold events at the Mayer Community Center and City Parks and is asking for the advertising of all events in our City through Community Ed.

### OTHER BUSINESS

- Administrator Murphy reported that several animated ads for the City have been installed on the electronic sign.
- Mayor Dodge has done some research on the Fire Department's recommendation of a CAFS system for the new pumper and would like to discuss it further at the next meeting.

### ADJOURN

There being no further business, a MOTION was made by Council Member Stieve-McPadden and seconded by Council Member Osborn to adjourn the meeting at 8:10 p.m. Motion Carried 4/0

---

Mike Dodge, Mayor

Attest: \_\_\_\_\_  
Lois A. Maetzold, City Clerk