

MAYER CITY COUNCIL MEETING MINUTES – SEPTEMBER 26, 2016

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

PRESENT: Mayor Thomas, Council Members Boder, McNeilly, Osborn, and Stieve-McPadden

ABSENT: None

STAFF: City Administrator Ruch-Hammond, Public Works Kuntz, and Deputy Clerk Gildemeister

ALSO PRESENT: Don Wachholz, Mike Dodge, Al Edholm, Dianna McKeown, Jacleie Xie

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 McNeilly to approve the agenda as presented. Motion Carried 5/0

PUBLIC COMMENT

None

CITY RECOGNIZED

Mayor Thomas and the Mayer City Council were presented a GreenStep City award from Dianna McKeown in recognition of the City's participation in the Minnesota GreenStep Cities Program.

APPROVE CONSENT AGENDA

A MOTION was made by Council Member McNeilly with a second by Council Member Osborn to approve the Consent Agenda. Motion Carried 5/0.

1. Approve the Minutes of the September 12, 2016 Regular Council Meeting.
2. Approve the Minutes of the April 4, 2016 Mayer Commission for a Lifetime Meeting.
3. Approve the Minutes of the August 10, 2016 Park Board Meeting.
4. Approve the Additional Claims for the Month of August 2016,
5. Approve the Fire Department Report for the Month Ending August 2016.

STAFF REPORTS

1. **Public Works** – The Council reviewed a report from Kyle Kuntz of Public Works activities from August 18th to September 20th, 2016.
2. **City Engineer** – The Council reviewed David Martini's summary of the projects Bolton & Menk have been working on during the billing period July 16th and August 12th, 2016.
3. **Sheriff's Department** – No Report
4. **City Administration** – The Council reviewed the City Administrator's report for the period August 22nd, through September 23rd, 2016.

CITY ADMINISTRATOR

1. **Approval of Fire Department Contracts with the Townships for 2017** – The City has met with Camden, Hollywood, Waconia, and Watertown Townships to discuss the annual Fire Contracts for 2017. The City calculated the fees for services due to the City by the number of parcels with buildings served in each township. Township officials verified the parcel numbers and the townships will pay 28.82% of the operating budget for the fire department. A MOTION to approve the Fire Department Contracts with the Townships for 2017 by Council Member Stieve-McPadden and seconded by Council Member Osborn. Motion Carried 5/0
2. **Approval of Resolution 9-26-2016-32 Preliminary 2017 General Fund Budget** – Council had previously reviewed the proposed 2017 budget. After making adjustments to the budget with the understanding that the budget can be reduced the Council set the 2017 General Fund Budget at \$1,408,136. A MOTION was made by Council Member Stieve-McPadden and seconded by Council Member McNeilly approving Resolution 9-26-2016-32 Preliminary 2017 General Fund Budget. Motion Carried 5/0. Council will further review the budget at a work session on October 24, 2016.
3. **Approval of Resolution 9-26-2016-33 Preliminary Levy for Tax Collection in 2017** – A preliminary levy of \$952,000 was prepared for Council review. A MOTION was made by Council Member Stieve-McPadden and seconded by Council Member McNeilly approving Resolution 9-26-2016-33 Preliminary Levy for Tax Collection in 2017. Motion Carried 5/0
4. **Approval of Resolution 9-26-2016-34 Prosecution Contract for 2017** – The City contracts with Carver County Attorney's office for prosecution services for statutory gross misdemeanor and misdemeanor violations. The fee that is paid for the prosecution services is based on a three year caseload. The fees for City of Mayer for services based on caseload for 2013 was \$796.45, for 2014 was \$738.13 for 2015 was \$912.02 and for 2016 is \$979.31. The proposed fee for 2017 is \$1,018.49. This is because of a 1.24% increase in caseload from 2016-2017 and a 4% surcharge increase for 2017. A MOTION was made by Council Member Osborn and seconded by Council Member McNeilly approving resolution 9-26-2016-34 Authorizing Execution of Joint Powers Agreement Prosecution Contract for 2017. Motion Carried 5/0
5. **Staffing Update** – City Administrator informed Council that the City Clerk is working two half days a week through October. She will then be here to help with the elections and on an as needed basis after the election. Council Members asked new Deputy Clerk how her training was going and if she needed additional training. Deputy Clerk responded that she is adjusting very well and is receiving excellent training.
6. **Park Board Recommendation on Pedestrian Crossing County Road 30** – The Park Board is recommending/requesting that the City Council request pedestrian crossing markings and signs on County Road 30 at the intersections of Coldwater Crossing and Hidden Trail. The City did request signs and pedestrian crossing markings at the County Road 30 at the intersection of Coldwater Crossing and Hidden Trail in 2009 and the request was denied because of the 45 mph speed limit. Council instructed Staff to send another request to the County to allow a pedestrian crossing and to reduce the speed limit to 30 mph.
7. **Approval of Purchase of Pedestrian Signs** – Staff met with Kevin Nystedt a representative of Tapco a company that provides the flashing pedestrian crossing signs. He reviewed the two pedestrian crossing sites to be sure that the solar operated signs would work. In the review of the crossing at 4th Street, an observation was made that on the west side of the street there would be an issue with the placement of the sign because of the City street light. Traffic going south would not have a clear view of the sign. The

solution would be to place a sign to the north that would communicate with the sign on the west side and would start to flash when the button is pushed letting the traveling public know that a crosswalk exists and that there is a pedestrian in the crosswalk. This option will require some additional review from MnDOT. On the crossing at Hidden Creek Boulevard and Highway 25 the signs will work. The only issue that was found was the No Passing sign will block the pedestrian crossing sign on the east side of the highway. Staff has contacted MnDot to request that the sign be moved. MnDot staff informed the City that the sign can be moved. However, they are not sure of the future time line but stated that the City can install the pedestrian crossing sign.

The cost to purchase the two signs for the intersection of Highway 25 and Hidden Creek Boulevard is \$8,945.00 plus shipping and footings. After discussion on the expense of the signs and the possible lack of effectiveness, Council instructed Staff to request Carver County Sheriff to have a traffic detail for the pedestrian crossings. Staff is to provide the Council with further research on the effectiveness of lighted pedestrian crossings.

- 8. Approval of Additional Funds for Pump** – During the Council meeting on August 22nd, 2016 City Council approved the purchase of a pump needed to bypass the Sanitary Lift Station #1. After further investigation by City Staff it was concluded that the pump City Council approved at a previous meeting won't be able to handle a suction lift greater than 25 feet. In order to pump from a depth of 32 feet the City will have to purchase an additional pump to force feed the bypass pump. Staff is requesting additional funds to purchase the pumps from Hydro Engineering in the amount of \$41,243.59. After discussion a MOTION to Approve Additional Funds for Pump was made by Council Member Osborn and seconded by Mayor Thomas. Motion Carried 5/0

- 9. Approval of Additional Hours for Compost Employee** -- Carver County can no longer staff the compost site on Saturday's. They were staffing the first and third Saturday's and the City was staffing the site on the second, fourth, and sometimes fifth Saturday's of the month. Staff is requesting to have the current compost site employee staff the first and third Saturday's also. This would be an additional \$70 per month or \$840 per year (\$8.75 hourly rate x 8 hours = \$70), (12 months x \$70 = \$840 additional annual cost). Staff will request additional funding from the County for the additional hours. A MOTION to Approve Additional Hours for Compost Employee was made by Council Member Stieve-McPadden and seconded by Council Member Osborn. Motion carried 5/0

COUNCIL REPORTS

- None

OTHER BUSINESS

- None

ADJOURN

There being no further business, a MOTION was made by Council Member Stieve-McPadden and seconded by Council Member McNeilly to adjourn the meeting at 7:48 p.m. Motion Carried 5/0

Gerald W. Thomas, Mayor

Attest: _____
Janell Gildemeister, Deputy City Clerk