

MAYER CITY COUNCIL MEETING MINUTES ó MARCH 25, 2013

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

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

ABSENT: Council Member Boder

STAFF: City Administrator Murphy, City Engineer David Martini and Clerk Maetzold

ALSO PRESENT: Don Wachholz, Emily Hedges, Ivan Raconteur, Krista Goedel, Bill Drew, Joel Landskroener, Brad Quaas, Gregg Johnson, Mike Orth, Jeff Machemehl

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 Osborn to approve the agenda with the removal of Resolution 03-11-2013-11. Motion Carried 4/0

PUBLIC COMMENT

APPROVE CONSENT AGENDA

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

1. Approve the Minutes of the March 11, 2013 Regular Council Meeting.
2. Approve the Minutes of the February 12, 2013 Park Board Meeting.
3. Approve the Additional Claims for the Month of March 2013.
4. Approve the Fire Department Report for the Month ending February 2013
5. Approve 3.2 Liquor License for the Mayer Baseball Club

STAFF REPORTS

1. **Public Works** ó Council reviewed Jarred Loehrs's monthly report of Public Works activities for the period of February 22 through March 22, 2013.
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 19 through February 28, 2013.
3. **Sheriff's Department** ó No Report
4. **City Administration** – The Council reviewed a report from February 25 ó March 22, 2013 outlining activities by the City Administrator. The Cash Fund balances were reviewed for February 2013

CITY ADMINISTRATOR

1. **Discussion with Mayer Lutheran High School Concerning Roundabout Cost Sharing** – Joel Landskroener presented a proposal from Mayer Lutheran High School's Board of Directors regarding the shared funding of the proposed roundabout on State Truck Highway 25 and 62nd St. The Board voted to offer to pay for 60% of the project as they felt this was a road improvement and the City of Mayer typically charges the landowners adjacent to a road improvement a 30% assessment. Since MLHS is the only partner with the City on this project, they believe that paying the assessment as if they are adjacent to both sides of the road would be fair and keep within the City's established practice of assessing road improvements. Additionally the Board requests that the City finance MLHS's portion through a loan from the City of Mayer at a 2% rate. As of March 21, a 10-Year Treasury bond yielded 1.91%. MLHS considers this public/private partnership a unique opportunity to work together.

The Council considered the proposal and discussed other options. They are willing to work with MLHS and feels that they are very close to a compromise. After further discussion, a MOTION was made by Council Member Lueth offering MLHS a 50/50 split with a 2% City loan. The motion dies for lack of a second.

A MOTION was then made by Mayor Dodge bringing back the original offer of 2/3 vs. 1/3 with a 2.4% loan. The motion dies for lack of a second.

A MOTION was made by Council Member Stieve-McPadden and seconded by Council Member Osborn offering MLHS the 60/40 split with the City financing their portion at 2.4% for 10 years. Motion Carried 3/1 (Dodge). MLHS will get back to the City after the Board has had time to review the new proposal.

2. **Restrooms for Old Schoolhouse Park** ó City staff had solicited three quotes per direction of the Park Board for the restrooms in Old Schoolhouse Park. The City received quotes from Roy Custom Homes LLC in the amount of \$79,115.51 and Breyer Construction in the amount of \$55,000.00. The Park Board reviewed the quotes and is recommending approval of the quote from Breyer Construction. The City has funds available from the 220 Park Improvement Fund which has a balance at the end of 2012 of \$140,320. The Council viewed pictures and plans of restrooms in Green Isle which are the same as to be built in Old Schoolhouse Park. Since this is the first time the Council has had a chance to discuss the project, there were many questions. It was reported that the quote did not include the installation of water and sewer to the building. The costs relating to the installation is unknown at this time. Council Stieve-McPadden, a member of the Park Board, explained that the restrooms would be placed just west of the current concession building. Further questions regarding the future capital improvement plan for the park were raised as were policies for its use. After discussion a MOTION was made by Council Member Stieve-McPadden and seconded by Mayor Dodge awarding the quote for the Old Schoolhouse restrooms to Breyer Construction in the amount of \$55,000. Motion did not pass 2/2 (Osborn & Lueth). It was decided to bring the matter back to the next meeting. Administrator Murphy will provide the Council with more information before the meeting.
3. **Approval of 5K Sponsor for June 1, 2013** – The Park Board is continuing the health initiative this spring with an additional program of Train for the Trail. After the completion of the Train for the Trail program, the Park Board would like to conduct a 5K run. The Park Board is recommending using Wayzata Timing Results to assist in managing of the 5K along with volunteers. The anticipated cost for the 5K should not exceed \$500 which includes costs for advertising. A MOTION was made by Council Member Lueth and seconded by Council Member Osborn authorizing Wayzata Timing Results to manage a 5K for the City of Mayer and authorize staff to advertise the event. Motion Carried 4/0
4. **Approval of Banner Purchase** – The Park Board is recommending that the City purchase 15 banners for the downtown light poles. The Council reviewed a quote of \$892.71 (including tax and shipping) along with picture of the proposed banner. After discussion, a MOTION was made by Council Member Osborn and seconded by Mayor Dodge approving the purchase of 15 banners for the downtown street light poles. Motion Carried 4/0
5. **Approval of Baseball Field Maintenance Plan** – The Park Board has been working towards having better communication with teams using the baseball fields. The Council reviewed a maintenance plan, checklist and agreement to be used to communicate with teams using the fields. A few changes were made. A penalty fee of actual costs plus 10% was added and a \$20 key deposit. After further discussion, a MOTION was made by Council Member Osborn and seconded by Council Member Stieve-McPadden approving the Baseball Field Maintenance plan as changed and amending the fee schedule to include a \$20 key deposit and a penalty fee. Motion Carried 4/0

6. **Approval of changes to Fee Schedule for Electronic Sign Fees** – The Electronic Sign Committee met to discuss requests from out of town businesses to be able to advertise on the sign. There were concerns about out of town businesses taking up space that should be reserved for in town businesses, but that issue is addressed in the Community Sign Policy where it states; *“The City of Mayer reserves the right to edit all submissions to accommodate space limitations as necessary.”* The Committee is recommending that any out of town business that wants to advertise on the sign should pay \$30 for a month or \$10 for a week. After discussion, a MOTION was made by Council Member Lueth and seconded by Council Member Stieve-McPadden amending the fee schedule to include fees for out of town business advertising. Motion Carried 4/0
7. **Approval of Resolution 03-25-13-12 Capital Balance Transfers** – Every year after the audit is completed; staff prepares a resolution to transfer left over capital funds from the general fund to a special fund for each department. A MOTION was made by Council Member Osborn and seconded by Council Member Lueth approving Resolution 03-25-2013-12 Capital Balance Transfers for the 2012 financial audit. Motion Carried 4/0
8. **Approval of Contract with Frontline Plus Inc. for Siren** – A contract was reviewed from Frontline Plus Inc. to perform maintenance twice a year on our Whelen civil defense siren. The cost is \$200 for the year. A MOTION was made by Council Member Osborn and seconded by Council Member Stieve-McPadden approving the contract with Frontline Plus for maintenance of the City siren as presented. Motion Carried 4/0

COUNCIL REPORTS

None

OTHER BUSINESS

None

ADJOURN

There being no further business, a MOTION was made by Council Member Osborn and seconded by Stieve-McPadden to adjourn the meeting at 8:25p.m. Motion Carried 4/0

Mike Dodge, Mayor

Attest: _____
 Lois A. Maetzold, City Clerk