

MAYER CITY COUNCIL MEETING MINUTES ó APRIL 22, 2013

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

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

ABSENT:

STAFF: City Administrator Murphy, Sheriff's Deputy Jake Hodge and Clerk Maetzold

ALSO PRESENT: Don Wachholz

The meeting was opened with the Pledge of Allegiance.

APPROVE AGENDA

A MOTION was made by Council Member Boder with a second by Council Member Stieve-McPadden to approve the agenda with the addition of snow plowing discussion. Motion Carried 5/0

PUBLIC COMMENT

None

APPROVE CONSENT AGENDA

A MOTION was made by Council Member Stieve-McPadden with a second by Council Member Boder to approve the Consent Agenda: Motion Carried 5/0.

1. Approve the Minutes of the April 8, 2013 Regular Council Meeting.
2. Approve the Minutes of the March 12, 2013 Park Board Meeting.
3. Approve the Additional Claims for the Month of April 2013.
4. Approval of Zion's Request to Close 2nd Street for Vacation Bible School June 10-14, 2013

STAFF REPORTS

1. **Public Works** ó Council reviewed Jarred Loehrs's monthly report of Public Works activities for the period of March 25, through April 18, 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 February 16 through March 15, 2013.
3. **Sheriff's Department** ó Deputy Hodge reported that the Drug Take Back day will be Saturday, April 27th at the Mayer Community Center. He also reported that it has been quiet in Mayer. There was general discussion about his experience to date as Mayer Town Cop.
4. **City Administration** – The Council reviewed a report from March 22 ó April 19, 2013 outlining activities by the City Administrator. The Cash Fund balances were reviewed for March 2013. The Council was updated on the current issue at the Creamery.

CITY ADMINISTRATOR

1. **Approval of Resolution 04-22-2013-16 Appointment of Part Time Seasonal Public Works Staff** – The Personnel Committee has met and is recommending approval of Kinsie Stifter for part time seasonal Public Works staff for 15-20 hours a pay period at a rate of \$11.36 per hour. This is a 50 cent increase from last year since this is her third summer as seasonal staff and will likely assist the public works in getting to know the mowing routine this summer. A MOTION was made by Council Member Stieve-McPadden and seconded by Council Member Lueth approving Kinsie Stifter for part time seasonal Public Works staff for 15-20 hours a pay period or more as needed pending the Administrator's discretion at a rate of \$11.36 per hour. Motion Carried 5/0
2. **Approval of Agreement for Street Improvement with Mayer Lutheran High School** ó The Council has discussed the construction and financing of the roundabout with Mayer Lutheran High School at several of

the past Council meetings. After further discussion, a MOTION was made by Council Member Stieve-McPadden and seconded by Council Member Lueth authorizing the Mayor's signature on the Petition and Agreement for Street Improvement, Agreement for Assessment, Waiver of Hearing and Waiver of Appeal Agreement with Mayer Lutheran High School. Motion Carried 5/0

A MOTION was then made by Council Member Lueth and seconded by Council Member Boder approving Resolution 04-22-2013-19 Ordering Preparation of Preliminary Report on Proposed Street Improvement, the 2013 Highway 25 City of Mayer Roundabout Improvement Project. Motion Carried 5/0

3. **Amend Fund Balance Policy Resolution 04-22-2013-17** – At the Time the 2013 Audit was presented to the Council, the City's Auditor suggested that the City consider transferring some of the excess funds from the General Fund to a Capital Projects Fund. The General Fund should have a maximum of 50% revenue to cover the general fund budget expenditures. The City has 171% of revenue to expenditures at the present time. The Finance Committee is recommending changed to the current Fund Balance Policy by adding additions to the unassigned section of the policy. After some discussion, a MOTION was made by Council Member Osborn and seconded by Council Member Boder approving Resolution 04-22-2013-17 amending the Fund Balance Policy. Motion Carried 5/0
4. **Resolution 04-22-2013-18 Creating Fund 435 Capital Projects/Equipment** – With the approval of the change to the Fund Balance Policy, the current 2013 expenditures of the General Fund is \$696,126.47 and 50% would be \$348,063.23. The current General Fund Balance is \$1,235,643.13 minus the \$348,063.23 leaves \$887, 580.00 to be transferred to the New Fund 435 Capital Projects/Equipment. A MOTION was made by Council Member Boder and seconded by Council Member Stieve-McPadden approving Resolution 04-22-2013-18 Establishing Fund 435 and authorizing the Transfer of Funds of \$887,580.00. Motion Carried 5/0
5. **Approval of 5K Prizes** – The Park Board is sponsoring a 5K race on June 1, 2013. This is the finish of the 2013 Mayer Moxie Program. The Park Board is recommending that the City offer first prizes for the fastest male and the fastest female in the amount of \$50 each. A MOTION was made by Council Member Lueth and seconded by Council Member Boder approving the prizes of \$50 first prizes for fastest Male and Fastest Female runners of the 5K race on June 1, 2013 being sponsored by the Park Board. Motion Carried 5/0
6. **Snow Plowing Discussion** – The Council discussed the past season's snow plowing issues. They were updated on recent sod damage in the right of way which the contractor has already begun repairing.

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 Osborn to adjourn the meeting at 7:35p.m. Motion Carried 5/0

Mike Dodge, Mayor

Attest: _____
Lois A. Maetzold, City Clerk