

MAYER CITY COUNCIL MEETING MINUTES – February 23, 2015

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

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

ABSENT: None

STAFF: Administrator Murphy. Kyle Kuntz Public Works.

ALSO PRESENT: Greg Kluver, Kluver Consulting; Don Wachholz and Ivan Raconteur, Herald Journal, Mary Davy and Donna Herman, No-Stress Gardening

The Meeting was called to order at 6:30 PM and opened with the Pledge of Allegiance.

APPROVE AGENDA

A MOTION made by Council Member Stieve-McPadden and seconded by Council Member Osborn to approve the agenda. Carried 5/0.

PUBLIC COMMENT

None

APPROVE CONSENT AGENDA

On a motion by Council Member Boder and seconded by Council Member McNeilly to approve the consent agenda. Motion carried 5/0.

1. Approval of the minutes for the February 9, 2015 Regular Council Meeting
2. Approval of the minutes for the January 13, 2015 Park Board Meeting
3. Additional Claims for the month of February
4. Approval of the Sherriff's Department Report for the month ending January 2015.

STAFF REPORTS

Public Works Council reviewed the public works activities from January 25- February 18, 2015.

City Engineer Council asked for clarification on the City Engineer's activities.

Sheriff's Department No Report

City Administrator The Council reviewed a report from the City Administrator outlining activities from January 24 to February 20, 2015.

ANNUAL REPORT OF THE WWTF

In September of 2014, the latest phase of the WWTF began its ninth year of operation. Since start up in 2005, the WWTF has continued to produce a high quality effluent that well exceeds the permit limits established by the MPCA. The City of Mayer and its Wastewater Facility staff has received an operational award from the MPCA for the last 8 years and has received a total of 14 awards since 1999. Unfortunately the flood that occurred in June created a need to by-pass the lift station in town. This event prevented the City from receiving an award for 2014.

Listed below are items of interest such as current budget status for year end, plant removal rates, annual flows, Bio Solids removed. Required maintenance, as well as reports and sampling are also included. Also included this year are some cost saving projects staff implemented.

Greg then highlighted the 2014 Budget to The WWTF portion of the Sewer Budget for 2014 was \$156,346. The year end actual budget amount came in at \$165,213.30 or 5.67% over budget. Line Items that were major

contributors to the overage were; Bio-Solids Disposal, Electric Utilities, Testing and Lab Services and Repairs, Supplies and Maintenance. Two of these line item overages were over because; beginning of the year entries should have been included in the 2013 Budget.

He reported on the 2014 flows to the WWTF were 50.57 MG, compared to 40.44 MG in 2013. Most of the increase was due to the heavy rains in April & July of 2014, and the 2014 Bio Solids Disposal ---249,273 gallons, compared to 233,315 in 2013. He then informed the Council on the effectiveness of the treatment process and reported that the 2014 Annual removal rate for B.O.D.= 99% and Total Suspend Solids = 99%. He also reported that a new 5 year permit for the WWTF was applied for by staff and approved by the MPCA in February of 2014.

Greg also discussed with the Council about the cost savings projects and presented the Council with a memo on off peak power. At this time the City would not realize any cost savings by going to off peak power. Council thanked Greg for his report and also his dedication to the City and the operation of the Waste Water Treatment Facility.

DISCUSSION ON BROADBAND LEASE

Staff had presented a lease to the City Council for their consideration with Broadband Corp. The lease had been sent to Broadband and they were in agreement with the lease. They offered to pay an additional \$10 per month for electricity but wanted to leave the rent at the \$50 per month. City Attorney suggested that there should be a termination clause for no reason in the agreement. Council discussed the agreement and directed staff to make the following changes to the agreement: no automatic renewal clause the agreement expires after five years, access to the tower should have a 24 hour notice and sign in at City Hall, the City will invoice Broadband for any after hours time that public works will need to give Broadband access to the tower after hours and payment will be made within 30 days. Staff will make the changes to the agreement have the City Attorney review the document at the City's expense and return it to the next City Council Meeting.

CARVER COUNTY ALL HAZARD MITIGATION PLAN AMENDMENT

The City of Mayer is a part of the Carver County Hazard Mitigation Plan which fulfills the requirements of the Disaster Mitigation Act of 2000. What the plan accomplishes is the ability for the City to be eligible for FEMA funding when a disaster occurs.

The City is in the process of applying for FEMA funds to raise the manholes that were flooded in the June 19, 2014 event. Because the County plan was not specific enough about the flooding of manholes as it pertains to the waste water plant an amendment of the County Plan had to be completed to include these areas. This is addressed in resolution 2-23-2015-9 Adoption of the Carver County All-Hazard Mitigation Plan Amendment. Upon approval of the resolution and confirmation from Carver County that FEMA has approved the amendment staff will submit the grant for the project. On a motion by Council Member Boder and seconded by Council Member Osborn to approve resolution 2-23-2015-9 Adoption of the Carver County All-Hazard Mitigation Plan Amendment. Motion carried 5/0.

CCWMO EDUCATION PLAN FOR 2015

This is the second year of implementation of the education component in the City's Water Management Plan. Carver County Water Management Organization (CCWMO) assists the City to provide educational opportunities for the public and City staff. The change to the plan this year is the Mayer Wetland Restoration Project and a public education or information component about the wetland. The other issues remain the same storm water, water conservation, NEMO, grass clippings, mulching leaves and other newspaper articles that appear in the Carver County newspapers and advertising on the electronic sign. On a motion by Council Member Osborn and seconded by Council Member Boder to approve the Education Plan for 2015. Motion carried 5/0.

FEE FOR WATER HEATER AND WATER SOFTENER CHANGE OUTS

In 2007 the State Legislature enacted a statute which limited the fee for replacement of water heaters and water softeners. The limited fee was set at \$15.00. The 2014 Legislature repealed the permit fee limitation and now the City must establish a fee for the water heater and water softener replacements. The current plumbing fee for any plumbing fixture change out is \$75 plus the \$5 state surcharge. The City has issued the following permits for water softener and water heater change outs: 2012- 5 permits, 2013-5 permits and for 2014 there was 4 permits issued. Water softeners and water heaters would be classified as plumbing and the current plumbing fee is a minimum of \$75 plus the \$5 state surcharge. After Council discussion Council Member Stieve-McPadden made a motion and Council Member McNeilly seconded the motion to leave the fee at the \$15.00 and \$5.00 state surcharge. Motion carried.

DATE FOR CITY WIDE CLEANUP

Council in the past has requested that the City Wide Cleanup be held after the City Wide garage sales. City Wide garage sales are the weekend of May 16th and the clean up would be scheduled for April 25. Staff contacted Waste Management to find out what other dates would work for the cleanup and they offered the weekend of June 13th. On a motion by Council Member Osborn and seconded by Council Member McNeilly to set the date of the City wide clean up for June 13, 2015. Council also instructed staff to place the information on the electronic sign on May 1, 2015.

TREE REMOVAL

It was reported to the City that the tree behind the Zion Lutheran Church has bees in it and the church would like to have the tree taken down. The tree is in the City's alley right of way. City Staff contacted a tree removal contractor and they will remove the tree for \$750. The contractor also reported that the tree is hollow and rotting. City Council instructed staff to contact Excel Energy about the possibility of them removing of the tree. If excel will not remove the tree staff will contact the tree removal company.

INFORMATION TECHNOLOGY POLICY

This policy replaces the Electronic Mail policy and the Computer Use Policy. Mayor would like to add offsite storage of data and change the length of passwords from 6 six to 12 twelve. Staff will make changes and return to the next meeting.

EMPLOYEE AND CITIZEN COMPLAINT POLICY

On a motion by Council Member Stieve-McPadden and seconded by Council Member Boder to approve the Employee and Citizen Complaint Policy. Motion carried 5/0.

REQUEST OF CAMDEN TOWNSHIP

Camden Township is requesting that a representative from the City be present at their annual meeting on Tuesday, March 10, 2015. Staff reported that the Chief has a conflict as well as the Administrator. After Council discussion the City Council wants the Fire Chief to attend the meeting. Mayor Thomas volunteered to also be present.

OTHER BUSINESS

None

COUNCIL REPORTS

Council Member Stieve- McPadden reported on the Park Board and that they have applied for a Christopher Reeves Foundation Grant for handicapped playground equipment. They will also be applying for an Outdoor Recreation Grant that is a 50% matching grant. The Park Board would use the funds to construct a parking lot and picnic shelter. She also reported that Mayer Moxie starts March 5, 2015. The Park Board is compiling quotes for the construction of sand volleyball courts in Old Schoolhouse Park.

ADJOURNMENT

On a motion by Council Member Osborn and seconded by Council Member Stieve-McPadden to adjourn the meeting at 7:52 PM.

Gerald W. Thomas, Mayor

Attest: _____
Lois Maetzold, City Clerk