

MAYER CITY COUNCIL MEETING MINUTES – JUNE 11, 2018

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

PRESENT: Mayor Dodge, Council Members Butterfield, McNeilly, and Stieve-McPadden

ABSENT: Council Member Boder

STAFF: City Administrator McCallum, Public Works Kuntz, City Attorney Sullivan, City Engineer Martini, and Deputy Clerk Gildemeister

ALSO PRESENT: Don Wachholz, Ivan Raconteur, Zach Stifter

The meeting was opened with the Pledge of Allegiance.

APPROVE AGENDA

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

PUBLIC COMMENT

None

Mayor Dodge introduced Tim Sullivan as the City of Mayer's new City Attorney.

APPROVE CONSENT AGENDA

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

1. Approve the Minutes of the May 29, 2018 Regular Council Meeting.
2. Approve the Minutes of the May 29, 2018 Council Workshop Meeting.
3. Approve Claims for the Month of May 2018. Check numbers 21590 to 21610
4. Approve Resolution 6-11-18-13 Road Closure Permit for Mayer Rising Community Festival.
5. Approve Resolution 6-11-18-14 Road Closure Permit for Mayer Car Show.
6. Approve Resolution 6-11-18-15 Alley Closure Permit for 309 Ash Avenue.
7. Accept Resignation of Brent Mickolichek, Public Works.

CITY ADMINISTRATOR

1. **Approve Administrative Study-Job Descriptions and Market Analysis** –City Administrator McCallum in collaboration with DDA Human Resources, presented the final Job Descriptions for City Administrator/Treasurer, Deputy Clerk, Public Works Director, Public Works Worker I, and Public Works Worker II (Benchmark Positions) to Council for approval. Taking into consideration the resignation of Brent Mickolichek, Council discussed the need to have additional classifications for Public Works Staff. Mayor Dodge affirmed the Personnel Committee's decision to elevate Public Works Kuntz to Public Works Worker I, and add in a Public Workers II position as part of the Benchmark Positions. Council reviewed the updated list of market comparable communities and was pleased with the sample size to gather wage and benefit information. A MOTION to Approve DDS Benchmark Study, Job Descriptions, Market Analysis, and the change of Public Works Worker I Kuntz to a Supervisory Position, over Public Works Worker II was made by Council Member McNeilly and seconded by Council Member Stieve-McPadden. Motion carried 4/0
2. **Approve Ordinance 221-Text Amendment Regarding Vehicle Parking Requirements** –The City of Mayer has initiated a review of language in relation to the parking of vehicles, on grass within the yard areas. Sections of the zoning ordinance proposed to be amended include Title XV: Land Usage, Chapter 152: Zoning, Section 152.003 Definitions and Section 152.026 Driveway Parking Area, and Hard Surface

Improvements. On April 3, 2018, the Planning Commission voted 5-1 to recommend approval of the text amendment with five changes. Two of the changes included taking out the length and width requirements for parking pads in the side and front yards. Another change was allowing recreational vehicles to be thirty-six feet instead of thirty feet. A typo to be adjusted. The final change was taking out the forty-eight hour parking requirement in the front yard. Council conducted a line by line review of Ordinance 221. City Attorney Sullivan and City Engineer Martini offered their guidance and clarification of language during the discussion. Council welcomed audience discussion and comments. After a lengthy discussion, a MOTION to Approve Ordinance 221-Text Amendment Regarding Vehicle Parking Requirements with the Planning Commissions recommended five changes and two additional changes; A typo correction Section 152.026 subd D (1d) “front” to “from” and a language change Section 152.026 subd D (4b) change “front yard parking pad” to “vehicle parking area”. Motion Carried 4/0.

3. **Approve Ordinance 222 Establishing the Salaries of Council** –A MOTION to Approve the Salary of the Mayor of the City of Mayer to be \$3,000.00 per calendar year and the Salary of the Council Member of the City of Mayer to be \$2,400.00 per calendar year, effective the first business day of January, 2019, was made by Council Member McNeilly and seconded by Council Mayor. Motion Carried 4/0
Payment for every official meeting attended as the role of Mayor or Council Member will remain \$30.00 per meeting per current approved fee schedule.
4. **Approve Resolution 6-11-18-16 Summer Hours for City Hall and Public Works** – A MOTION to Approve Summer Hours for City Hall and Public Works effective Monday, June 18, 2018 through Friday, September 30, 2018 was made by Council Member Butterfield and seconded by Council Member Stieve-McPadden. Motion carried 4/0
5. **Approve Request to Post for Public Works Worker II** –A MOTION to Approve Request to Post for Public Works Worker II, with a wage range of \$20.00 to \$24.00 per hour, was made by Council Member Butterfield and seconded by Council Member McNeilly. Motion Carried 4/0
Council recommended posting position for 2 weeks and outsourcing mowing duties.

COUNCIL REPORTS

- Council Member Stieve-McPadden informed the Council that the EDA Committee is working on a Community Video with local videographers.
- Council Member McNeilly asked Staff to work on a New Business Certificate for Krazi Coffee.
- Council Member Butterfield informed Council that the Park Board will be assisting MLHS with their 2nd annual Fun Run 5K to be held June 23, 2018.
- Mayor Dodge stated that the Personnel Committee discussed the resignation of Brent Micholichek, Public Works and the transition of Kyle Kuntz to Public Work Worker II.

ADJOURN

There being no further business, a MOTION was made by Council Member Stieve-McPadden and seconded by Council Member Butterfield to adjourn the meeting at 7:55 p.m. Motion Carried 4/0

Mike Dodge, Mayor

Attest: _____
Janell Gildemeister, Deputy City Clerk