



City of Mayer
Agenda for the City Council
Monday, October 14th, 2024 – 6:30 P.M.

Opening Items

1. Call Meeting to Order
2. Pledge of Allegiance

Approval of Agenda

3. Consider Approval of Agenda

Public Comment Period

4. Open Public Comment Period – Comments are limited to 5 minutes

Consent Agenda

5. Consider Approval of September 23rd, 2024 City Council Minutes
6. Consider Approval of September 23rd, 2024 City Council Workshop Minutes
7. Consider Approval of Claims for Payment
8. Consider Approval of Staff Reports
9. Consider Approval of Final Pay Application for the Pavilion Project

Business Items

10. Presentation by Darren Schuler of the Watertown-Mayer State of the Schools
11. Consider Approval of the 2025 Prosecution Contract with the Carver County Attorney's Office
12. Consider Adoption of Ordinance 246 Amending City Code Chapter 51 Regarding Utility Billing, Collection, and Charges
13. Consider Action on Land Use Agreement with Mayer Baseball Club for City Hall Property Usage

City Council Reports

14. City Council Individual Reports and Items

Adjournment

15. Adjourn Meeting

City of Mayer

City Council Meeting Minutes for September 23rd, 2024

Present: Mayor Dodge, Council Members Wegner, Heldt, Fautsch, McNeilly
Absent: None
Staff: City Administrator Nicholas Johnson
City Clerk Alicia Menzel
Visitors: Don Wachholz
Christie Larson, Southern Valley Alliance
Deb Parrish
Jennifer Ray
Al Sherwood

Opening Items

The meeting was called to order at 6:30pm by Mayor Dodge.
The Pledge of Allegiance was recited.

Approval of Agenda

A motion was made by Fautsch and seconded by Heldt to approve the agenda as presented. All voted in favor. None voted against. The motion was carried.

Public Comment Period

Jennifer Ray from Chanhassen came to speak to the City Council regarding absentee voting procedures held at Carver County. She hopes the City Council feels compelled to act and contact the County Commissioners. She wants the Carver County Commissioners to pass a resolution stating there will be vetted major party balance in all aspects of the voting process.

Al Sherwood from Chanhassen shared the same viewpoint as Jennifer. He is calling for Carver County to be more transparent with the absentee voting process.

Deb Parrish from Cologne shared the same viewpoints as Jennifer and Al and has concerns with the absentee voting process at Carver County.

Consent Agenda

A motion was made by Wegner and seconded by McNeilly to approve the consent agenda. All voted in favor. None voted against. The motion was carried.

1. Consider Approval of September 9th, 2024 City Council Minutes
2. Consider Approval of September 9th, 2024 City Council Workshop Minutes
3. Consider Approval of Claims for Payment (7221e to 7230e; 26011 to 26042)
4. Consider Approval to Decline Tort Liability Waiver
5. Consider Approval of 2nd Street Northwest Closure for Zion Lutheran Nativity Event on December 15th, 2024 from 3:00pm to 7:00pm

Business Items

Southern Valley Alliance Domestic Violence Awareness Presentation by Christie Larson –
Southern Valley Alliance Executive Director Christie Larson gave an update on domestic

violence awareness month coming up in October. She reported the organization recently moved from Belle Plaine to Shakopee to be more centrally located to serve Scott and Carver Counties.

Consider Adoption of Ordinance 245 Amending City Code Chapter 71 Regarding Winter Parking Regulations – City Administrator Johnson reviewed the proposed ordinance changes regarding winter parking regulations. The existing ordinance holds winter parking regulations from November 1st to April 1st when there is an inch or more of snowfall. Outside of the date range, enforcement may occur when there is two inches or more of snowfall. The new ordinance language enforces winter parking regulations from November 1st to April 1st from 2:00am to 6:00am during any amount of snowfall. A motion was made by McNeilly and seconded by Heldt to adopt Ordinance 245 Regarding Winter Parking Regulations. All voted in favor. None voted against. The motion was carried.

Consider Site Location Approval for Mayer Baseball Club Storage Shed – City Administrator Johnson discussed a request from the Mayer Baseball Club to construct a storage shed on City Hall property. The Mayer Baseball Club is facing increased storage costs as part of their operations. By relocating to City Hall property, the Baseball Club hopes to reduce their costs which results in more funding going out into the community. The requested location would be on the west side of the building outside of the community center exit double doors. The shed would be approximately 12’ by 20’ in size. Council Member Wegner disclosed she was a member of the Mayer Baseball Club Board but did not have any financial interest in this transaction. As such, there was no conflict of interest in voting. A motion was made by Fautsch and seconded by Heldt to approve the site location for the Mayer Baseball Club storage shed. All voted in favor. None voted against. The motion was carried.

Consider Adoption of Resolution Adopting the 2025 Preliminary Levy and Budget – City Administrator Johnson briefly recapped the 2025 levy and budget. He reported there were no changes from the last meeting or from previous figures City Council had reviewed. The preliminary 2025 levy is a 2.11% decrease from the 2024 final levy amount. A motion was made by McNeilly and seconded by Heldt to adopt Resolution 2024-12 Adopting the 2025 Preliminary Levy and Budget. All voted in favor. None voted against. The motion was carried.

City Council Reports

Councilmember Heldt reminded everyone Music in the Park is this Saturday, September 28th, 2025.

Adjournment

A motion was made by McNeilly and seconded by Heldt to adjourn the meeting. All voted in favor. None voted against. The motion was carried. Meeting adjourned at 6:58pm.

Attest:

Mayor

City Clerk

City of Mayer

City Council Workshop Minutes for September 23rd, 2024

Present: Mayor Dodge, Council Members Fautsch, Heldt, Wegner, McNeilly
Absent: None
Staff: City Administrator Nicholas Johnson
City Clerk Alicia Menzel
Visitors: Don Wachholz

Opening Items

The workshop was called to order by Mayor Dodge.

Workshop Discussion Items

Water Shut Off Ordinance Amendment – City Administrator Johnson reintroduced the proposed ordinance language changes to the water shut off procedures. City Council had requested information after the previous workshop and staff had followed up with those figures. The bulk of the conversation surrounded when utility bills would be due. Currently utility bills are due on the 1st of the month. However, penalties are not applied until after the 10th of the month. The resulting effect was the true due date being the 10th of the month. The City Council debated the pros and cons of changing the due date. The City Council discussed the timeline of the shut off process after implementation.

Minnesota Department of Commerce Solar on Public Buildings Grant Program

Participation for the Fire Station – City Administrator Johnson reported on a grant program through the Minnesota Department of Commerce to install solar panels on public buildings. The grant program would provide up to 90% funding to implement solar panels. Originally the fire station was viewed as the best location but a ballasted roof may present significant hurdles. The City currently participates in a solar garden rebate program through Xcel Energy. Existing locations with credits may need to have those shifted to create capacity room for an on-site solar panel system. Other potential locations include the wastewater treatment facility, water treatment facility, and city hall. Members of the City Council expressed concern over ground based solar panels near residential areas and schools.

Adjournment

The workshop was adjourned at 7:30pm.

Attest:

Mayor

City Clerk



Carver County Sherff's Office

Arrest Summary

For: Mayer City

From: 09/01/2024 To: 09/30/2024

Mayer City

90J - Trespass of Real Property

Totals for Mayer City

	Total Charges	Total Arrestees	Total Incidents
90J - Trespass of Real Property	1	1	1
Totals for Mayer City	1	1	1



Carver County Sherff's Office
Arrest Summary
For: Mayer City
From: 09/01/2024 To: 09/30/2024

Mayer City

90J - Trespass of Real Property

Totals for Mayer City

Total Charges

Total Arrestees

Total Incidents

1

1

1

1

1

1



**Carver County Sheriff's Office
Verbal Warnings
From: 09/01/2024 to 09/30/2024**

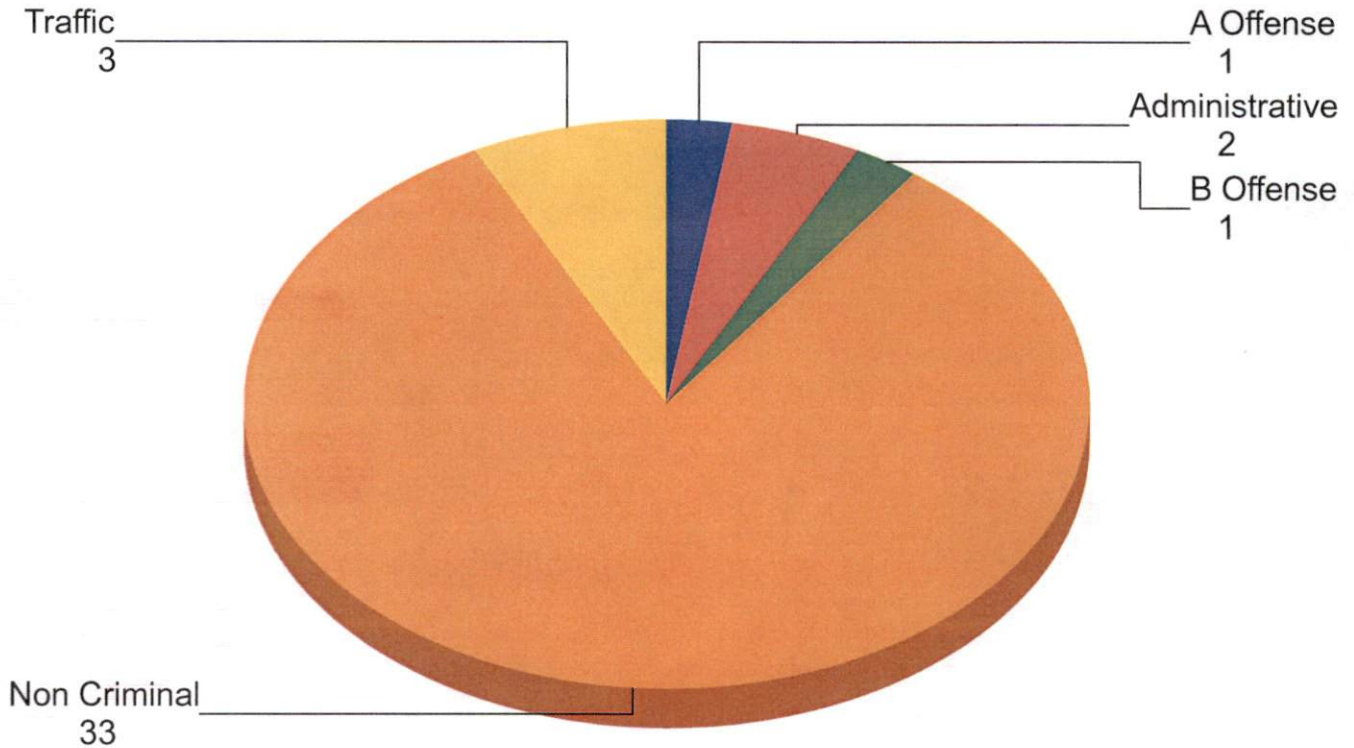
Mayer City

Animal:	1
Disturbance (Info Only):	1
Traffic Stop:	2
Grand Total Verbal Warnings:	4



Carver County Sheriff's Office
Monthly Calls for Service
From: 09/01/2024 To: 09/30/2024

Mayer City



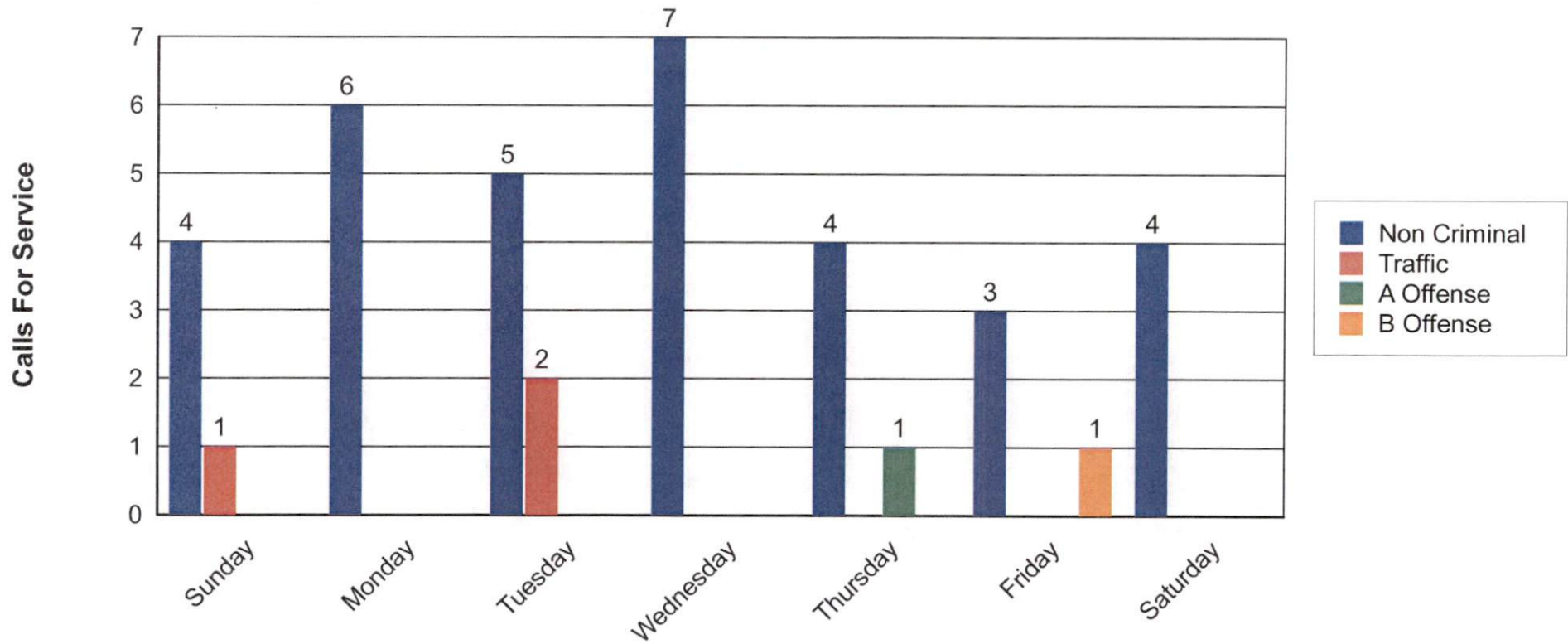
Total A Offense:	1
Total B Offense:	1
Total Non Criminal:	33
Total Traffic:	3
Total Administrative:	2

Total Mayer City: 40



Carver County Sheriff's Office
Day of Week Analysis of Calls for Service
Patrol Activity
From: 09/01/2024 To: 09/30/2024

Mayer City

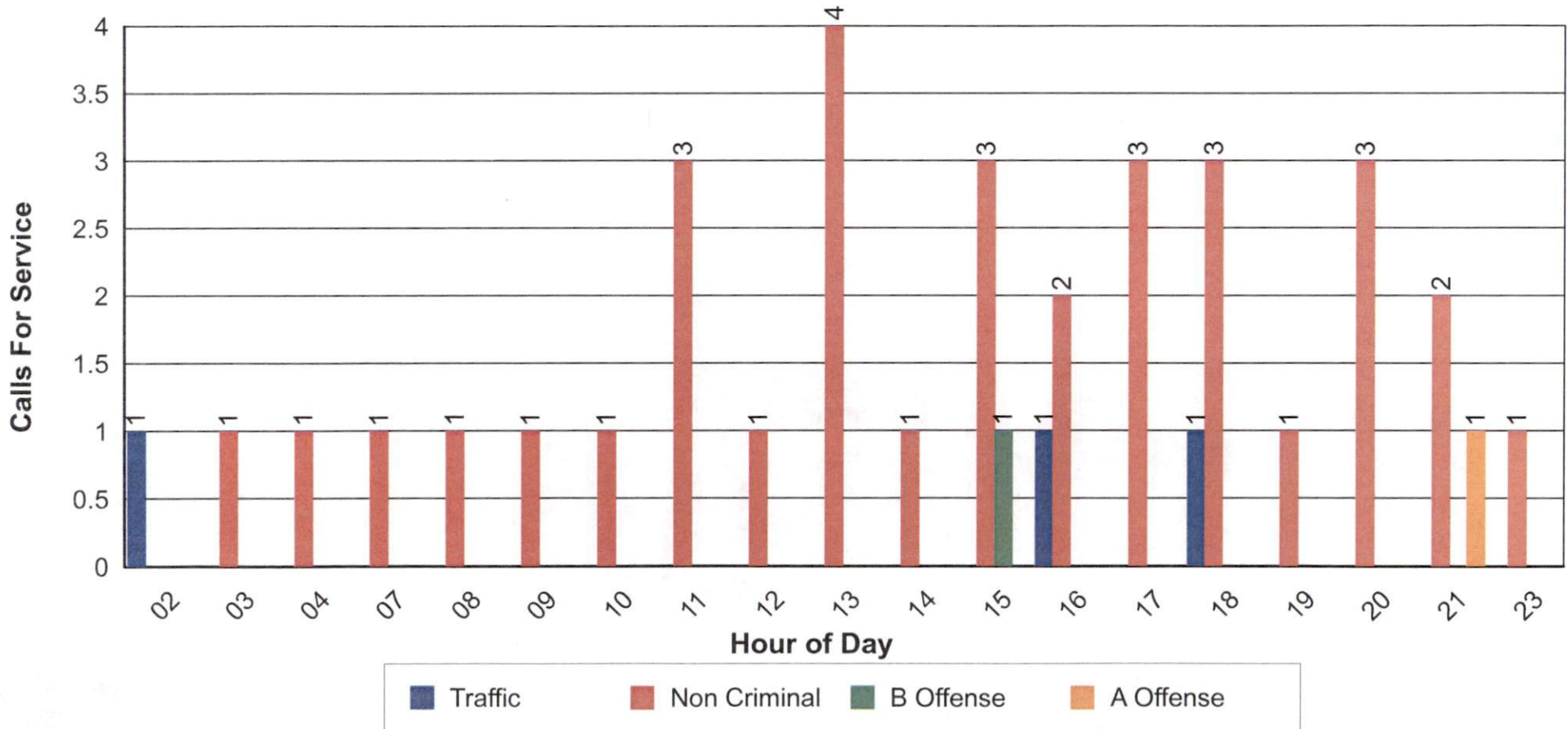


Total Mayer City: 38



Carver County Sheriff's Office
Hour of Day Analysis of Calls for Service
Patrol Activity
From: 09/01/2024 To: 09/30/2024

Mayer City



Total Mayer City: 38



**City of Mayer
Third Quarter 2024**



**Carver County Sheriff's Office
Monthly Calls for Service
From: 07/01/2024 To: 09/30/2024**

Mayer City

Patrol

A Offense

Assault	1
Theft	1
Fraud	1

Total A Offense: 3

B Offense

Ordinances	2
Trespassing	1

Total B Offense: 3

Non Criminal

Misc Non-criminal	18
Alarm	3
Domestic	2
Abuse/Neglect (Info Only)	6
Animal	11
Medical Calls Received	25
Assist Other Agency	1
Fire Calls Received	12
Mental Health	3
Suspicious Activity	6
Disturbance (Info Only)	9
Child Custody Dispute	1

Total Non Criminal: 97

Traffic

Traffic - Misc	7
Traffic Stop	22
Driving Complaint	1

Total Traffic: 30

Total Patrol: 133

Administrative

Administrative

GunPermit-Acquire	7
GunPermit-CarryNew	6
GunPermit-CarryRenew	1

Total Administrative: 14

Total Administrative: 14

Total Mayer City: 147



Carver County Sherff's Office
Arrest Summary
For: Mayer City
From: 07/01/2024 To: 09/30/2024

	Total Charges	Total Arrestees	Total Incidents
Mayer City			
13B - Simple Assault	1	1	1
90J - Trespass of Real Property	1	1	1
90Z - All Other Offenses	2	2	2
Totals for Mayer City	4	4	4



Carver County Sherff's Office

Traffic Citation Summary

From: 07/01/2024 To: 09/30/2024

Mayer City

No Proof Of Insurance:	1
Parked On Roadway/not Disabled:	1
Speed:	5
Total Mayer City:	7



**Carver County Sheriff's Office
Verbal Warnings
From: 07/01/2024 to 09/30/2024**

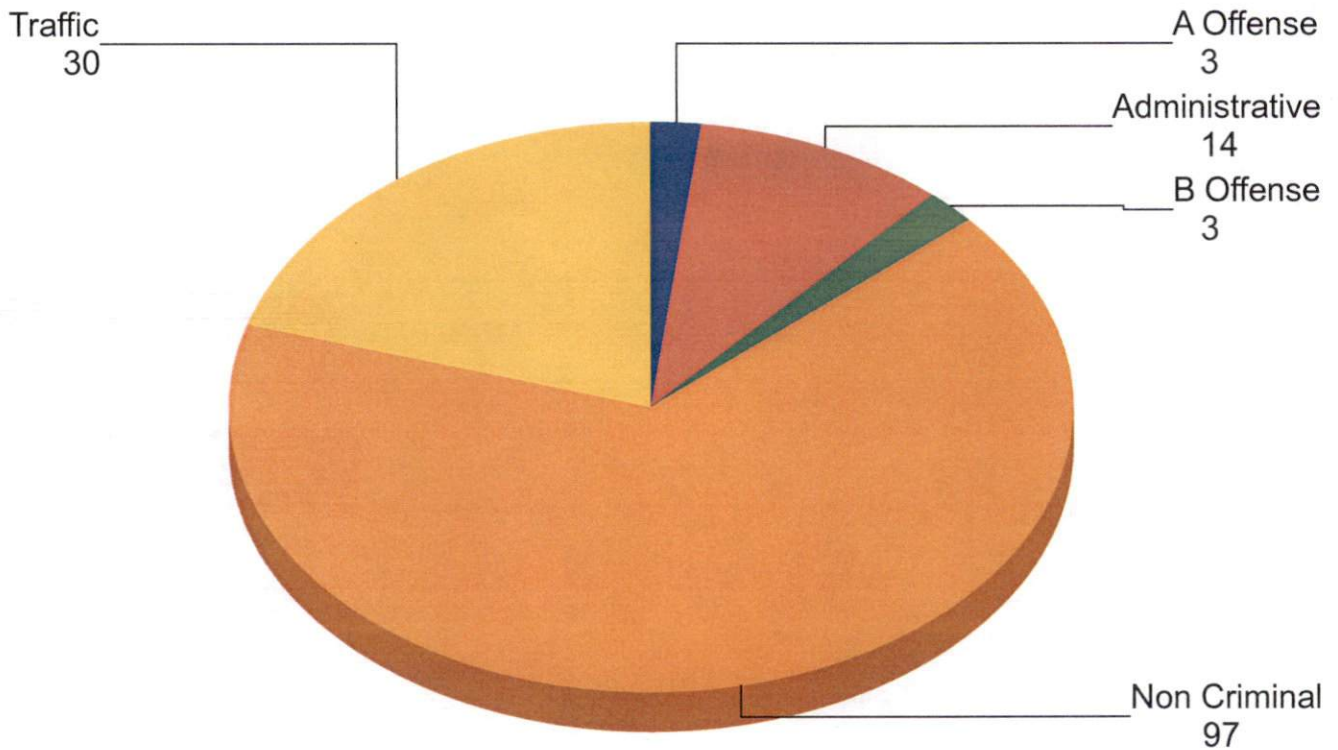
Mayer City

Animal:	3
Disturbance (Info Only):	1
Traffic Stop:	17
Grand Total Verbal Warnings:	21



Carver County Sheriff's Office
Monthly Calls for Service
From: 07/01/2024 To: 09/30/2024

Mayer City



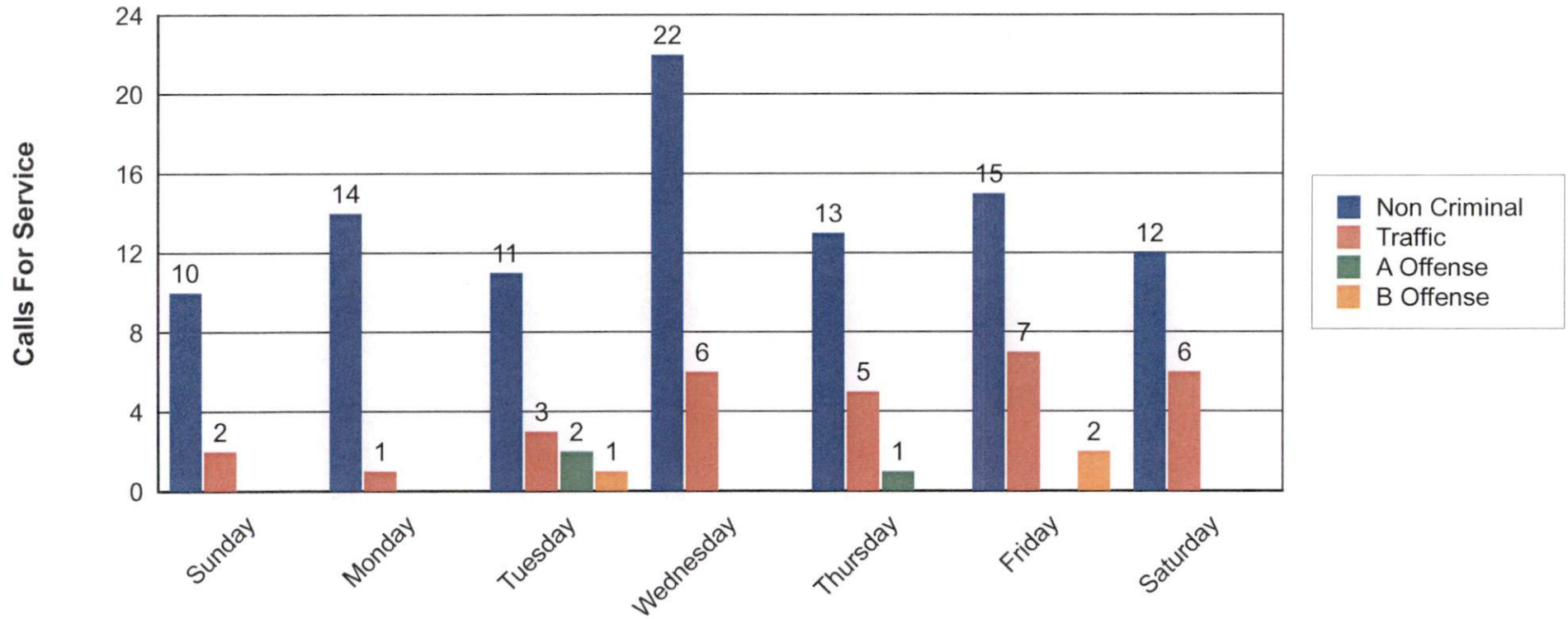
Total A Offense:	3
Total B Offense:	3
Total Non Criminal:	97
Total Traffic:	30
Total Administrative:	14

Total Mayer City: 147



Carver County Sheriff's Office
Day of Week Analysis of Calls for Service
Patrol Activity
From: 07/01/2024 To: 09/30/2024

Mayer City

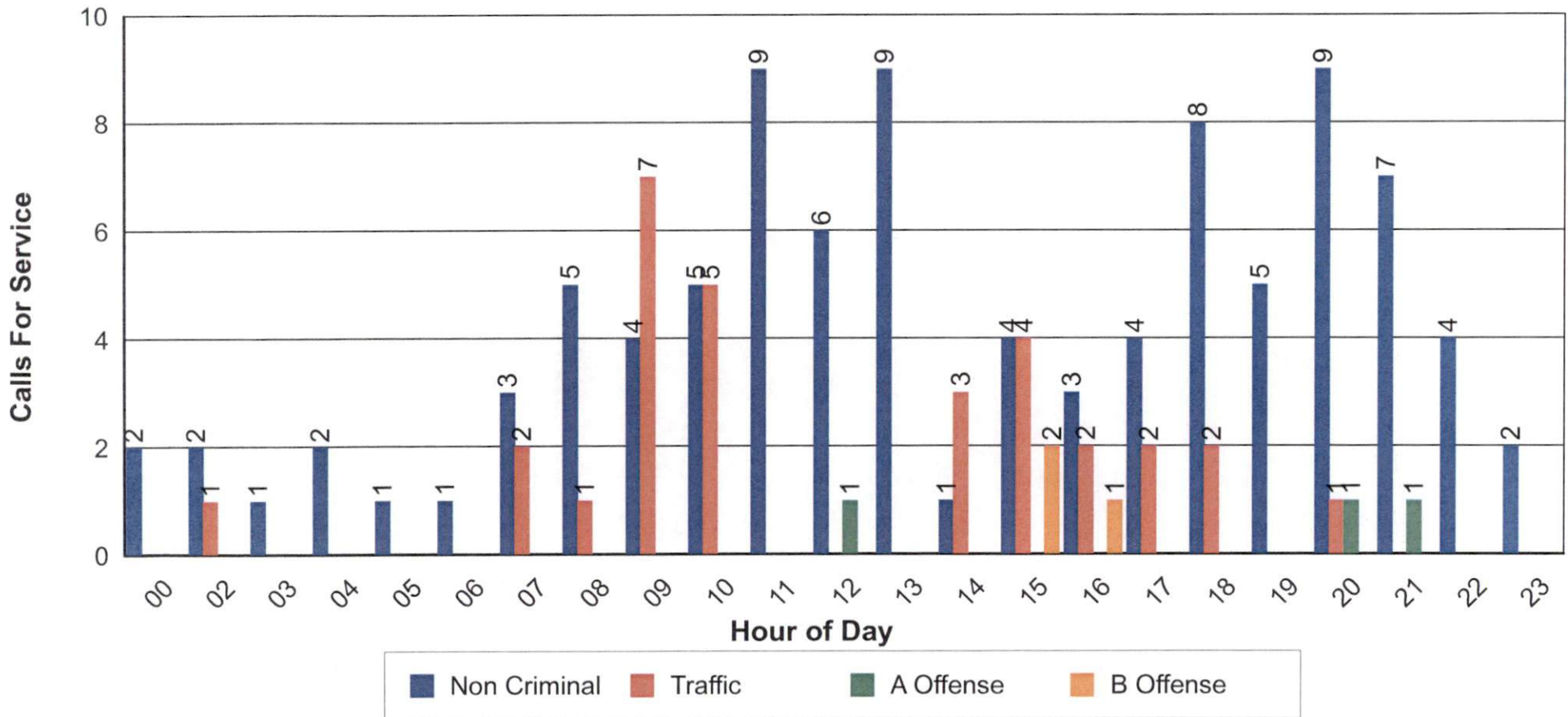


Total Mayer City: 133



Carver County Sheriff's Office
Hour of Day Analysis of Calls for Service
Patrol Activity
From: 07/01/2024 To: 09/30/2024

Mayer City



Total Mayer City: 133

**September 2024
Mayer Update
Carver County Sheriff's Office
Cpl. Brad Hendricks #851**

September was consistent, if not slightly slower, with the previous year, showing no unusual activity. Traffic concerns are continually being addressed on the main routes in and out of town and in the neighborhoods.

There have been no new trends being noticed in neighboring cities. Car prowling appears to be slowing down within the county, which is typical for this time of year.

Since the school year has started, motorists have appeared to be aware of the school busses moving around the city a couple times of day with no stop arm violations being reported.



Real People. Real Solutions.

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Suite 200
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Bolton-Menk.com

MEMORANDUM

Date: October 7, 2024
To: Honorable Mayor and City Council
From: David P. Martini, P.E.
RE: October Engineering Report

The following is a summary of the work that Bolton & Menk has completed on behalf of the city during the past month:

Miscellaneous Services

We have attended staff and council meetings, as needed, and continue to follow through on the miscellaneous engineering needs of the city. Miscellaneous items include:

- Review of development concepts for 704 Ash Ave. South.
- Review of lot surveys for new homes in Cold Water Crossing.
- Review of drainage concerns in Cold Water Crossing.
- CIP planning and cost estimates.
- Historic street improvement mapping.
- Prepare quote documents for street repairs in Cold Water Crossing.

Old Schoolhouse Park Trail Improvements

Survey work was completed to aid in the design of ADA trail improvements. Plans and specifications have been prepared for the solicitation of quotes for the improvements.

Street Improvements

Oversight of the 2024 Seal Coating project was completed including notices for affected property owners.



2024 Building Permit Activity Report

Residential Buildings	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD
Single Family	1	0	1	2	3	1	0	3	1				12
Townhomes	0	0	0	0	0	0	0	0	0				0
Apartments	0	0	0	0	0	0	0	0	0				0
Other Permits	1	9	13	23	19	10	20	12	16				123
Total Residential Permits	2	9	14	25	22	11	20	15	17	0	0	0	135

Commercial Buildings	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD
New	0	0	0	0	0	0	0	0	0				0
Other Commercial Permits	0	1	2	1	0	1	1	1	2				9
Total Commercial Permits	0	1	2	1	0	1	1	1	2	0	0	0	9

Housing History	2018	2019	2020	2021	2022	2023	2024
Single Family	34	27	31	9	3	7	12
Townhomes	4	2	4	2	4	2	0
Apartments	0	0	0	0	0	0	0
Total New Housing Permits	38	29	35	11	7	9	12

Total of All Permits	174	166	230	177	160	121	144
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2024 Compost & Recycling Site Activity Report

Vehicle Count	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD
Vehicle Count	290	333	337	543	494	589	405	567	574	0	0	0	4,132

Compost & Recycling Hours	Wednesday	Saturday
April 1 to November 30	5pm - 8pm	8am - 2pm
All Year		8am - 2pm

The cover page features a dark blue diagonal banner across the top and middle. The text is centered on this banner. Below the banner, there is a light blue background with a white diagonal line and a thick orange horizontal bar at the bottom right.

City of Mayer
September 2024
Financial Report



Financial Report – General Fund

General Fund Expenses:

Fire Dept PERA sum paid.

General Fund Revenues:

Building permit revenue tracking above budget.

Cell Tower revenue tracking above budget.



Financial Report – Water Fund

Water Fund Expenses:

Normal and expected.

Water Fund Revenues:

Revenues tracking below target.
WAC fees above target.



Financial Report – Wastewater Fund

Wastewater Fund Expenses:

Engineering fees on WWTF.

Wastewater Fund Revenues:

Sewer revenues on target.
SAC fees above target.



Financial Report – Storm Sewer Fund

Storm Sewer Expenses:

Normal and expected.

Storm Sewer Revenues:

Storm Sewer revenues on target.



Financial Report – Investments & Cash Balance

Current: September

General -	\$779,217
Water -	\$469,768
Sewer -	\$1,945,500
Storm -	\$264,491
Total -	\$3,458,976

Prior: August

General -	\$910,247
Water -	\$423,752
Sewer -	\$2,007,842
Storm -	\$255,296
Total -	\$3,597,137



Financial Report – Investments & Cash Balance

Current: September

Fire CIP -	\$760,112
Fire Don. -	\$8,040
Park CIP -	\$(75,138)
EDA -	\$52,628
Trail CIP -	\$51,184
Str. CIP -	\$69,140
Gen. CIP -	\$337,577
Total	\$1,203,553

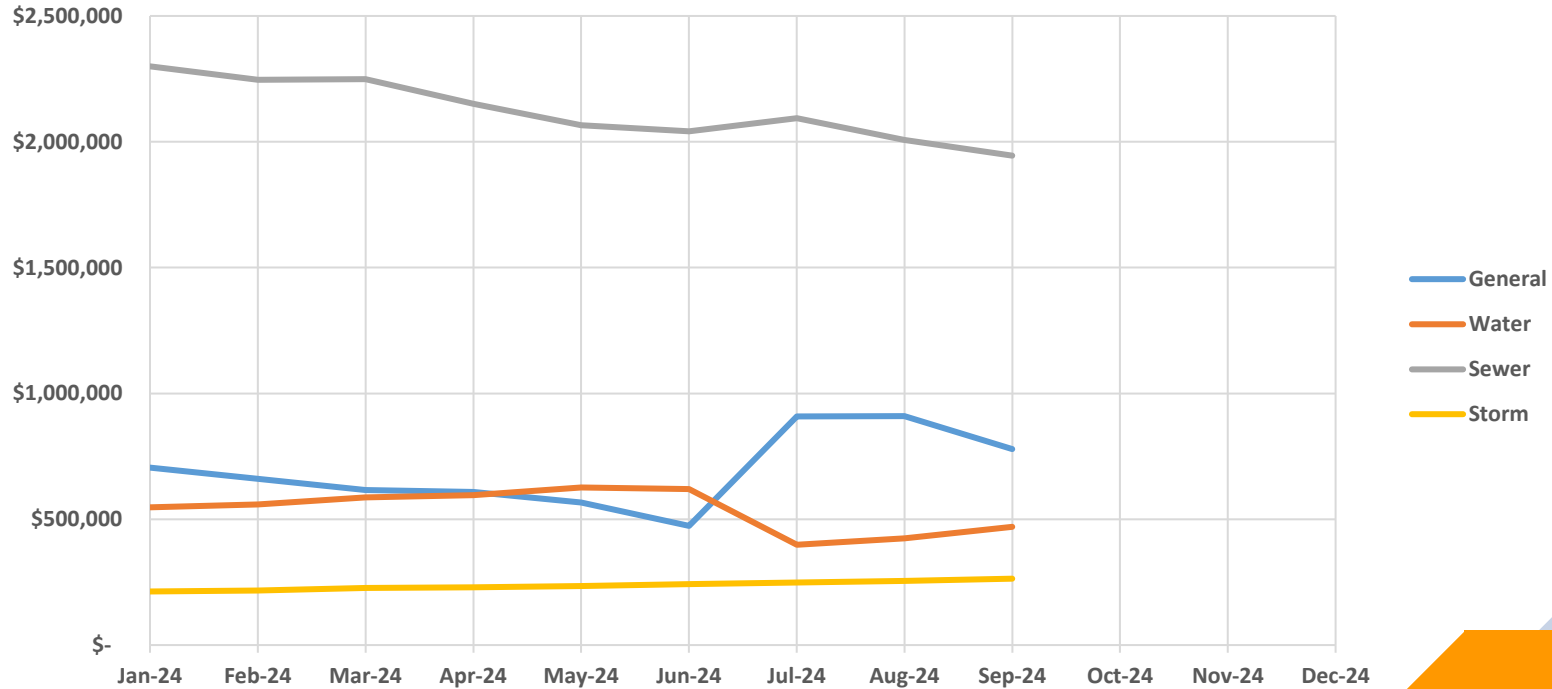
Prior: August

Fire CIP -	\$753,854
Fire Don. -	\$8,040
Park CIP -	\$234,717
EDA -	\$70,408
Trail CIP -	\$51,184
Str. CIP -	\$191,708
Gen. CIP -	\$359,998
Total	\$1,660,684



Financial Report – Investments & Cash Balance

Major Fund Balances - 2024





Date: October 7, 2024

TO: MAYER CITY COUNCIL/CONTRACTING TOWNSHIPS
 FROM: MAYER FIRE DEPARTMENT, ANDY MAETZOLD – FIRE CHIEF

SUBJECT: FIRE REPORT FOR MONTH ENDING – 9/30/2024

TOWNSHIP CALLS:

<u>DATE</u>	<u>TIME</u>	<u>TWP</u>	<u>DESCRIPTION/ADDRESS</u>	<u>MAN HOURS</u>	<u>Trucks used</u>
9-10-24	712	Waconia	Medical / 14140 82 nd St	12	R11
9-11-24	848	Hollywood	Medical / 15950 62 nd St	9	R11
9-25-24	1851	Watertown	P.I. Accident / Hwy 7 & Co Rd 123	17	E11, R12
9-28-24	1753	Hollywood	Medical / 5480 Tacoma Ave	8	R11

Mutual Aid Calls

<u>DATE</u>	<u>TIME</u>	<u>TWP/Town</u>	<u>DESCRIPTION/ADDRESS</u>	<u>MAN HOURS</u>	<u>Trucks used</u>
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CITY OF MAYER CALLS:

<u>DATE</u>	<u>TIME</u>	<u>DESCRIPTION/ADDRESS</u>	<u>MAN HOURS</u>	<u>Trucks used</u>
9-1-24	807	Structure Fire / 5157 Sundance Run	11	E11, E12
9-2-24	1801	C.O. Alarm / 2578 Schumacher Ct	15	E11
9-3-24	1105	Cooking Fire / 304 4 th St NE	12	E11, E12, R11
9-11-24	1347	Medical / 313 Shimmcor St	11	R11
9-15-24	349	Medical / 520 Ash Ave S	12	R11
9-18-24	443	Medical / 216 Crest Ct	17	R11
9-21-24	734	Medical / 1185 Hidden Creek Blvd	18	R11
9-25-24	1424	Medical / 185 7 th St NE	10	R11
9-26-24	2145	Medical / 419 Bluejay Ave #108	17	R11
9-30-24	1530	Medical / 520 Ash Ave S	12	R11

FIRE DEPARTMENT TRAININGS/ACTIVITIES

9-9-24	Fire Dept Meeting / Truck check
9-9-24	Council Meeting – Chief 1
9-10-24	Staff Meeting – Chief 1



9-10-24	CCFA training at our Station
9-12-24	CCFA training at our Station
9-16-24	Department Training
9-23-24	Group 1 training
9-24-24	Staff Meeting – Chief 1

Monthly Update

- This past month we ran 14 calls totaling 181-man hours.
- The Carver County Fire Academy trained at our station a couple nights.
- We have started planning for our 125th celebration for 2025.

Station items

- Informed Burns Security of a keypad not working correctly.

Truck items

- New Rescue is back from North Central. Waiting to get radio programmed and other equipment mounted in place before putting into service.
- Had air compressor replaced in Tanker 11.





To: Mayor and Council Members

From: Kyle Kuntz

Re: Public Works Activities from September 5th (2024) to October 10th (2024)

Besides normal day-to-day operations the Mayer Public Works Department performed the following tasks:

Parks

Public works staff have been working closely with the City Administrator and Contractor on the shelter and splash pad project. A local contractor hauled in a substantial amount of fill for the splash pad project. Staff pushed, leveled, and graded out the area to get it ready for seeding. Worked with contractor on hydroseeding the side hill before the winter season.

Helped with the set up and take down for the Music in the Park event.

Hauled and leveled 130 yards of mulch into West Ridge Park and Discovery Park.

Installed a concrete pad for a park dedication bench in West Ridge Park.

Roads

Assisted with the seal coating project and worked with contractor on new crosswalk by Zion school.

Installed new snowplow ordinance signs around town.

Water Treatment Plant

Took filter number one out of service and recharged filter media with a heavy concentration of potassium permanganate. Staff then backwashed the filter and put it back into service.

Wastewater Treatment Plant

Have been working with the MPCA on Mayer's new draft permit and new testing requirements.

Installed new belt on pretreatment make up air unit, and fixed a control board issue with the UV system.

Miscellaneous

Obtained quotes and wrote proposal for skid loader purchase.

Attended the MPCA wastewater technical conference in Brooklyn Park and attended the Minnesota Equipment Expo in St. Cloud.

Staff mowed the compost site, meadow area at the end of 4th St NE, and other miscellaneous areas around town.

Brought Mack dump truck to Nuss Truck and Equipment to conduct annual maintenance and warranty work.



To: Mayor and City Council
From: Nicholas Johnson, City Administrator
Re: City Administrator Monthly Report

Splash Pad & OSH Trail Reconstruction

Splash pad construction is due to begin on October 21st, 2024. Completion should take four to five weeks as long as weather holds. The reconstruction of the trail will take place in the spring/summer of 2025. The hillside to the west has been reshaped with additional fill from the Coldwater Crossing 8th Addition. Public Works crews have done a good job organizing and implementing this last-minute opportunity.

Park Board Music in the Park

Music in the Park went very well according to volunteers, vendors, and those who attended. Carver County Parks provided archery. Glitter Ponies provided pony rides. Midwest Party Supply provided bounce houses. Michael Handler provided music. The Mayer Lions Club provided food with the Mayer Baseball Club provided beverages. A big thanks to Melissa Gomes, Park Board member, for bringing in an ice cream truck vendor last minute.

Holiday Coloring Contest

The Park Board has selected the designs for the 2024 Holiday Coloring Contest. Materials will be made available shortly and completed designs will be due December 6th, 2024.

Christmas Tree Lighting Event

The Park Board will be hosting the Christmas Tree Lighting event once again this year. The event will be held on December 8th, 2024 from 4:30pm to 5:30pm. Event details are still being finalized but the group is looking forward to how we can make the pavilion and splash pad part of the fun.

Christmas Decorating Contest

The Park Board is introducing a new activity for Mayer residents to participate in this Christmas season; a house decorating contest. Details are being worked on but the first place prize is \$250 with second place receiving \$50.

Fire Department Fish Fry

The Fire Department's fall Fish Fry will take place on Sunday October 13th, 2024!

Preliminary 2025 Tax Rates Released

Carver County Property Tax Services released the preliminary tax rate figures for 2025 for all of the jurisdictions. I'm pleased to report the City of Mayer ranked third lowest of the eleven cities. We were fourth lowest in 2024 while ranking sixth lowest in prior years.

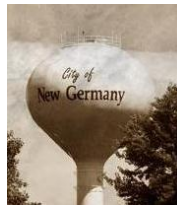


2025 Prosecution Contract

Carver County Attorney's Office

Who We Serve

- Carver
- Chaska
- Cologne
- Hamburg
- Mayer
- New Germany
- Norwood
- Young America
- Victoria
- Waconia
- Watertown



Determination of Contract Fees

County Attorney Staff Costs	\$202,928
<i>Less Total Fine Revenue paid to Carver County Attorney's office in 2023</i>	<i>(\$ 92,233)</i>
<i>County Cost Allocation</i>	<i>(\$ 22,589)</i>
Equals Total Surcharge to be paid in 2024	\$ 88,105

Participating cities pay surcharge quarterly per their three-year case load average (see chart later in presentation) Surcharge includes 9.34% county personnel cost allowance

Cases by Location (2020 – 2022)

Cases listed: Adult (PM/MD/GM)				Updated: 06/27/2024	
	2021	2022	2023	3 Yr Avg	% Total
Carver	77	55	37	56	7.38%
Chaska	345	312	328	328	43.03%
Cologne	13	8	15	12	1.57%
Hamburg	4	6	7	6	0.74%
Mayer	22	13	13	16	2.10%
New Germany	5	3	4	4	0.52%
Norwood Young America	41	44	42	42	5.55%
Victoria	53	83	60	65	8.56%
Waconia	176	152	172	167	21.84%
Watertown	60	79	60	66	8.69%
	796	755	738	763	100.00%

Usage and Rate Comparison

With usage change	2024	2025		2024	2025	
and 9.34% increase	Contract	Contract	Change	Contract	Contract	Change
	3 Yr Avg	3 Yr Avg	+/-	Rate	Rate	+/-
Carver	7.49%	7.38%	-0.11%	\$6,039.29	\$6,504.88	\$ 465.59
Chaska	42.12%	43.03%	0.91%	\$33,938.18	\$37,913.07	\$ 3,974.90
Cologne	1.34%	1.57%	0.23%	\$1,083.13	\$1,385.66	\$ 302.52
Hamburg	0.73%	0.74%	0.01%	\$590.80	\$654.34	\$ 63.54
Mayer	2.32%	2.10%	-0.22%	\$1,870.87	\$1,847.54	\$ (23.33)
New Germany	0.65%	0.52%	-0.13%	\$525.16	\$461.89	\$ (63.27)
Norwood Young America	6.60%	5.55%	-1.05%	\$5,317.20	\$4,888.28	\$ (428.92)
Victoria	8.88%	8.56%	-0.32%	\$7,155.24	\$7,544.12	\$ 388.88
Waconia	20.98%	21.84%	0.87%	\$16,903.44	\$19,245.21	\$ 2,341.77
Watertown	8.88%	8.69%	-0.19%	\$7,155.24	\$7,659.60	\$ 504.35
				\$ 80,578.55	\$ 88,104.59	\$ 7,526.04

County Attorney Update:

- Caseload Trends
- Veterans and Drug Treatment Courts
- New case management system implemented
- Other trends in the County Attorney's Office

Our Office

Mark Metz, County Attorney

Peter Ivy, Chief Deputy

Rhonda Betcher, Executive Assistant

John Rekow, Law Office Manager

Nancy Yates, Victim Witness Manager

1 Victim Witness Coordinator

1 Victim Witness Legal Admin

1 Victim Witness/Outreach Coordinator

17 Assistant County Attorneys

3 Paralegals

7 Legal Administrative Assistants

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**City of Mayer
Ordinance 246**

**An Ordinance Amending Chapter 51 of the Mayer City Code
Regarding Utility Billing, Collection, and Charges**

WHEREAS, City Code Chapter 51 regulates Public Works and the general utility provisions contained therein; and,

WHEREAS, the City Council desires to update the provisions regulating utility billing, collection, and charges to provide for a streamlined approach to billing, late fees, and collection; and,

THE CITY COUNCIL OF THE CITY OF MAYER, MINNESOTA, DOES ORDAIN:

City Code Title V: Public Works, Chapter 51.20 through 51.26 related to Billing and Collection; Charges are repealed in their entirety and replaced with the following:

**Establishing City Water and Sewer Accounts, Rates, and
Providing for Collection of Delinquent Charges**

51.20 Accounts.

All accounts shall be carried in the name of the owner who personally, or by their authorized agent, applied for such service. The owner shall be liable for utility services supplied to the property, whether they are occupying the property or not, and any unpaid charges shall be a lien upon the property. Renters or other such occupants may be named additionally on the account to receive bills.

51.21 Billing.

Water, sewer, and storm sewer charges shall be billed on one bill as applicable to each account. All charges for water, sewer, and storm sewer shall be due upon receipt and considered delinquent after the first day of the following month. All bills shall contain the title, address, and telephone number of the official in charge of billing; the title, address and phone number shall be clearly visible and easily readable. Bills shall be mailed to the customers each month as soon as is practicable and specify the water consumed and the sewer and storm sewer charges in accordance with the current Fee Schedule set by ordinance of the City Council.

51.22 Utility Rate Schedule.

The utility rate schedule is incorporated into the Fee Schedule which is adopted by the City Council by ordinance.

The City Council ordinance setting out the utility rate schedule shall also establish the number of certification cycles per year. At least one certification cycle will be timed each year to coincide with Carver County's requirements for certification to the following year's taxes. Additional certification cycles may be set in the annual rate schedule ordinance. All City utility accounts, unless exempt for other legal reason, which have been billed a delinquent bill and remain unpaid as of the certification cut-off date shall have the balance on the account including in a preliminary certification list.

51.23 Delinquent Accounts.

Penalties. A late payment penalty shall be assessed on all accounts with a past due balance. The penalty amount is specified in the Fee Schedule.

Shut-off for Nonpayment. Water shall not be shut off until notice and an opportunity for a hearing before the City Council or an employee designated by the City Council have provided to the occupant and owner of the premises involved.

1. If any bill is not paid by the due date listed on the bill, the second bill will be mailed by first class mail and include a shut-off notice. The shut-off notice shall state if payment is not made by the first day of the following month (one month after the original bill was due) water service to the premises will be shut off for nonpayment.
2. The shut-off notice shall contain the title, address, and telephone number of the official in charge of billing; the title, address and phone number shall be clearly visible and easily readable.
3. The notice shall also state that any occupant or owner has the right to a hearing before the water service is shut off. The owner or occupant may be represented in person and by counsel or any other person of his or her choosing. The owner or occupant may present orally or in writing his or her complaint to the City Administrator. The City Administrator shall be authorized to order continuation of the customer's service and shall have the authority to adjust the customer's bill or enter into a mutually agreeable payment plan. The City Administrator may delegate this authority at their discretion to another staff member.
4. If an occupant or owner requests a hearing, the water shall not be shut off until the hearing process is complete.
5. If a customer fails to pay and fails to request a hearing under this part, Public Works shall place a doorhanger notice at the property stating the date and time service will be disconnected. The date and time shall not be less than 48 hours from when the doorhanger is placed.

Certification for Collection with Taxes. Unpaid charges on accounts shall not be certified to the county auditor until notice and an opportunity for a hearing have been provided to the owner of the premises involved. The notice shall be sent by first class mail and shall state that if payment is not made before the date for certification, the entire amount unpaid plus penalties will be certified to the county auditor for collection as other taxes are collected. The notice shall also state that the occupant or owner may, before such certification date, attend or schedule a hearing on the matter to object to certification of unpaid utility charges.

In addition to any penalties provided for in this ordinance if any person, firm or corporation fails to comply with any provision of this ordinance, the City Council or any city official designated by it, may institute appropriate proceedings at law or at equity to procure payment.

Optional Payment Before Certification. The owner of the property shall have the option of paying the balance due on the account until the date the notice of the certification hearing is mailed. After the date the notice of certification hearing is mailed, payments will still be accepted but will include unpaid penalties.

Hearing Required. A hearing shall be held on the matter by the City Council. Property owners with unpaid utility charges shall have the opportunity to object to the certification of unpaid charges to be collected as taxes are collected. If, after the hearing, the City Council finds that the amounts claimed as delinquent are actually due and unpaid and that there is no legal reason why the unpaid charges should not be certified for collection with taxes in accordance with this ordinance, the City Council may certify the unpaid charges to the county auditor for collection as other taxes are collected.

Hearing Options. For each certification sustained, the property owner shall have the following options after the hearing.

1. To pay the delinquent amount listed on the preliminary roll, but without additional interest after the hearing, within ten days of the hearing date.
2. To pay the certified delinquent amount after the hearing date, but before the county certification deadline, with interest at the rate set in the adopted rate schedule, accrued beginning on eleventh day following the hearing date through the date of payment.
3. To pay the certified charges as billed to them by Carver County on their property tax statement with a collection term of one year.

Delivery to County. Fifteen days after the hearing, the certified roll, minus any payments, shall be delivered to Carver County.

51.24 Other Remedies.

In addition to any procedures or penalties provided for in this ordinance if any person, firm or corporation fails to comply with any provision of this ordinance, the City Council or any city official designated by it may institute appropriate proceedings at law or at equity to procure payment and or enforce the provisions of this ordinance.

Effective Date. This ordinance shall go into effect as of March 1st, 2025.

Adopted by the City Council of the City of Mayer on this 14th day of October, 2024.

Attest:

Mayor

City Clerk