

## City of Mayer

### City Council Meeting Minutes for April 22<sup>nd</sup>, 2024

Present: Mayor Dodge, Council Members Heldt, McNeilly  
Absent: Vacancy, Council Member Wegner  
Staff: City Administrator Nicholas Johnson  
City Clerk Alicia Menzel  
Public Works Supervisor Kyle Kuntz  
Visitors: Don Wachholz  
John Jensen, MetroNet  
Brad Quaas  
Gerry Thomas, Zion Lutheran School  
Paul Pelletier , Mayer Lions  
Susan Anderson, Mayer Lions  
Sam Fautsch

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

#### Public Comment Period

There were no attendees for public comment.

#### Consent Agenda

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

1. Consider Approval of April 8<sup>th</sup>, 2024 City Council Minutes
2. Consider Approval of April 8<sup>th</sup>, 2024 City Council Workshop Minutes
3. Consider Approval of Claims for Payment (7082e to 7095e; 25752 to 25779)
4. Consider Approval of Biosolids Disposal Agreement with Lester Prairie

#### Business Items

**Consider Appointment Selection for the City Council Vacancy** – City Administrator Johnson reported two applicants were interviewed at the workshop on April 8<sup>th</sup>. The Council has discretion on how they want to proceed. This appointment will fill the vacancy until December 31, 2024. Dodge asked if someone wants to make a motion or draw names from a hat. McNeilly said both candidates are good. Mayor Dodge asked for a motion. A motion was made by Heldt and seconded by Dodge to appoint Samantha Fautsch to the Council Vacancy. All voted in favor. None voted against. The motion was carried.

**Consider Adoption of Resolution Granting a Variance to Reduce the Required Number of Off-Street Parking Spaces from Thirty Stalls to Eight Stalls to Allow for a Commercial Establishment** – City Administrator Johnson stated the Planning Commission met April 11<sup>th</sup> to review the variance request regarding off-street parking spaces for the property at 400 Ash Ave N. The variance is for a reduction in parking stalls for retail office settings from 30 to 8. Code requires 6 stalls for every 1,000 square feet of establishment. The Planning Commission recommends approval of the variance. A motion was made by McNeilly and seconded by Heldt to adopt the resolution granting a variance. All voted in favor. None voted against. The motion was carried.

**Consider Adoption of Resolution Approving the Site Plan for the Redevelopment of an Existing Building for a Commercial Establishment** – City Administrator Johnson reported the site plan follows the submission by Brad Quaas (400 Ash Ave N) to split the building up into five spaces. Each space will have access to the exterior, exit onto 4<sup>th</sup> street, and have separate restrooms. The Planning Commission reviewed the landscaping requirement, which is currently 1 tree for every 1,000 sq ft. Mr. Quaas plans to place planters in the front of the building so the Planning Commission decided to forgo the tree requirement. City Administrator Johnson went over the other conditions for the site plan. The Planning Commission recommends approval. Dodge asked about a donation of trees for a city park in lieu of planting trees. Mr. Quaas said he was meeting with Magnolia and will be bringing a landscaping plant to the City. There may also be changes to the design of the building. A motion was made by McNeilly and seconded by Heldt to approve the site plan. All voted in favor. None voted against. The motion was carried.

**Consider Action to Revoke Liquor Licenses for Agave Mexican Restaurant** – City Administrator Johnson reported that on March 12<sup>th</sup> the City received a letter from Minnesota Department of Revenue instructing the City to revoke the liquor license at Agave due to delinquent taxes to the State. City Administrator Johnson recommends pulling the liquor license since the City has not received the compliance certificate from the State. Agave can still operate provided they do not sell alcohol. A motion was made by McNeilly and seconded by Heldt to revoke the liquor license. All voted in favor. None voted against. The motion was carried.

**Consider Adoption of Resolution Accepting a Donation from the Mayer Lions Club for Picnic Tables for the Pavilion** – A motion was made by Heldt and seconded by McNeilly to adopt the resolution with the amendment of a \$6,000.00 donation. All voted in favor. None voted against. The motion was carried.

**Consider Approval to Purchase Picnic Tables for the Pavilion** – City Administrator Johnson noted the City held a discussion a few years ago to purchase picnic tables. The cost was between \$15,000 – \$20,000.00; Public Works Supervisor Kuntz researched and received a quote from Midwest Playscapes in the amount of \$14,116.00 to furnish six 6-foot tables and four 10-foot tables. A motion was made by McNeilly and seconded by Heldt. All voted in favor. None voted against. The motion was carried.

**Consider Approval of Amendment to Terminate Franchise Agreement with Jaguar Communications dba Metronet** – City Administrator Johnson discussed a proposed amendment to the franchise agreement with Metronet to discontinue cable TV service offerings. John Jensen of Metronet stated the largest reason is the increasing cost of providing cable service and the decreasing subscriber base for it. If approved, service would end June 30, 2024. Metronet is offering a service to subscribers to help them transition away from cable to an internet based type of service if they so choose. A motion was made by Heldt and seconded by McNeilly to approve the amendment to the franchise agreement. All voted in favor. None voted against. The motion was carried.

**Consider Approval of Open Gym Policy** – City Administrator Johnson reviewed a draft policy for Open Gym. The policy sets forth the rules and regulations for people who wish to use the facility. The Park and Recreation Commission reviewed the policy at their last meeting and are recommending approval. A motion was made by Heldt and seconded by McNeilly to approve the open gym policy. All voted in favor. None voted against. The motion was carried.

**Consider Approval of Updated Fund Balance Policy** – City Administrator Johnson stated at the last workshop the Council reviewed a handful of updates to the policy. The main amendments to the policy remove the requirements of how funds above the 50% balance threshold are handled and implements language which gives the Council flexibility in how they could be used. A motion was made by McNeilly and seconded by Heldt to approve the updated fund balance policy. All voted in favor. None voted against. The motion was carried.

**Consider Approval to Transfer Funding to Economic Development Authority** – City Administrator Johnson reported at the previous workshop the Council reviewed fronting the Economic Development Authority \$50,000.00 for their grant program. A motion was made by Heldt and seconded by McNeilly to transfer funds to the Economic Development Authority. All voted in favor. None voted against. The motion was carried.

**Consider Approval of Quote to Replace City Hall Windows** – City Administrator Johnson reported last fall it was found the City Hall windows leak. Staff received two quotes, one from Voss Construction and the other from Maetzold Homes. Maetzold homes was the low quote at \$13,590.00. A motion by McNeilly and seconded by Heldt to approve quote to replace city hall windows. All voted in favor. None voted against. The motion was carried.

**Consider Approval of Quote to Overcoat Stucco at City Hall** – City Administrator Johnson stated this item was not talked about earlier. When the windows were looked at it was mentioned that the stucco was cracked on the outside of City Hall. The building inspector examined the stucco and stated the cracks were not structural. The quote from Custom Stucco is for \$6,700.00 and an additional \$500.00 for the front entry door, totaling \$7,200.00. A motion was made by McNeilly and seconded by Heldt to approve the quote to overcoat stucco with the addition. All voted in favor. None voted against. The motion was carried.

**Consider Approval to Authorize Spending Threshold for Floor Scrubber Replacement –** City Administrator Johnson reported staff had been looking for used scrubbers. There were questions at the last workshop if the old scrubber had any value. Hillyard, who does maintenance on the scrubber, said there was no resale value. City staff are requesting a spending limit of \$6,000.00 to find a good used replacement. A motion by Heldt and seconded by McNeilly to approve to authorize spending threshold for floor scrubber replacement. All voted in favor. None voted against. The motion was carried.

City Council Reports

Council Member Heldt reported he met with the EDA last Monday and added three more items to the grant program. Council Member McNeilly reported attending a Personnel Committee meeting and they continued discussions on union negotiations and the Planning Commission meeting discussed the items on the agenda.

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 7:15 pm.

Attest:

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Mayor

\_\_\_\_\_  
City Clerk