



**City of Mayer**  
**Agenda for the City Council**  
**Monday, July 8<sup>th</sup>, 2024 – 6:30 P.M.**

Opening Items

1. Call Meeting to Order
2. Pledge of Allegiance
3. Oath of Office

Approval of Agenda

4. Consider Approval of Agenda

Public Comment Period

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

Consent Agenda

6. Consider Approval of June 24<sup>th</sup>, 2024 City Council Minutes
7. Consider Approval of June 24<sup>th</sup>, 2024 City Council Workshop Minutes
8. Consider Approval of Claims for Payment
9. Consider Approval of Staff Reports

Business Items

10. Consider Approval of Street Patching Quote

City Council Reports

11. City Council Individual Reports and Items

Adjournment

12. Adjourn Meeting

## City of Mayer

### City Council Meeting Minutes for June 24<sup>th</sup>, 2024

Present: Mayor Dodge, Council Members Wegner, Fautsch, McNeilly, Heldt  
Absent: None  
Staff: City Administrator Nicholas Johnson  
City Clerk Alicia Menzel  
Fire Chief Andy Maetzold  
Visitors: Don Wachholz  
Dave Martini, Bolton & Menk  
Ryan Kusske

#### 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 Fautsch 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 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 June 10<sup>th</sup>, 2024 City Council Minutes
2. Consider Approval of June 10<sup>th</sup>, 2024 City Council Workshop Minutes
3. Consider Approval of Claims for Payment (7136e to 7147e; 25863 to 25881)
4. Consider Approval of Pay Application #8 for Labor and Material for the Pavilion Project
5. Consider Appointment of Election Judge Listing for 2024 Election Cycle

#### Business Items

##### **Consider Adoption of Ordinance 244 Amending the Zoning Map to Rezone Properties from C/I Commercial/Industrial to R-1 Low Density Residential** – City Administrator

Johnson reported Ryan Kusske applied for a building permit. His property is zoned C/I which does not allow for residential construction. This prompted the rezone along with a lot combination, however, the lots can't be combined due to the parcels encompassing two different plats. The recommendation would be to approve the rezone and require a deed restriction; requiring the two lots be sold as one. A motion was made by Wegner and seconded by Heldt to adopt Ordinance 244 amending the zoning map to rezone properties from C/I to R-1. All voted in favor. None voted against. The motion was carried.

##### **Consider Approval of 2024 Seal Coat Plan and Quotes for Work** – City Administrator

Johnson reported the Public Works department has been working on the street maintenance schedule. This year seal coat covers most of the Coldwater & West Ridge area, with some work

on 7<sup>th</sup> Street. City staff received two quotes and the third contractor didn't submit a bid. A motion was made by McNeilly and seconded by Heldt to award the 2024 Seal Coat bid to Pearson Bros in the amount of \$107,146.65. All voted in favor. None voted against. The motion was carried.

**Consider Approval of Updated ESST Policy and Sunset Date of Former Policy** – City Administrator Johnson reported the Council reviewed the ESST policy at the last workshop. The new State law exempts paid on call and volunteer firefighters from ESST requirements. City Administrator Johnson proposed to sunset the current policy on December 31, 2024 with the new policy taking effect January 1, 2025. A motion was made by Fautsch and seconded by Wegner to approve the new ESST policy to go in effect January 1, 2025. All voted in favor. None voted against. The motion was carried.

**Consider Approval of Minnesota DNR Grant Application for a Slip-In Unit for Fire Department Side by Side** - City Administrator Johnson stated Chief Maetzold found a grant opportunity for the Fire Department. The grant is a 50/50 match and the slip-in unit costs \$7,250.00. If awarded the DNR would pay half and the other half would come out of the Fire Department donation fund. A motion was made by Heldt and seconded by Wegner to approve the DNR application for the skid unit in the amount of \$7,250.00; which the City will pay \$3,625.00. All voted in favor. None voted against. The motion was carried.

City Council Reports

Council Member Heldt reported the City received applications for the EDA grant. Council Member McNeilly reported attending the Planning Commission meeting. Mayor Dodge thanked the election judges for helping us out this year.

Adjournment

A motion was made by Fautsch and seconded by Heldt to adjourn the meeting. All voted in favor. None voted against. The motion was carried. Meeting adjourned at 6:50pm.

Attest:

\_\_\_\_\_  
Mayor

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

**City of Mayer**

**City Council Workshop Minutes for June 24<sup>th</sup>, 2024**

Present: Mayor Dodge, Council Members Wegner, Fautsch, McNeilly, Heldt  
Absent: None  
Staff: City Administrator Nicholas Johnson  
Visitors: None

Opening Items

The workshop was called to order by Mayor Dodge.

Closed Session

**Consider Strategies for Labor Negotiations, Including Negotiation Strategies, Development, or Discussion of Labor-Negotiation Proposals – Authorized by Minnesota State Statute 13D.03** – The workshop entered into a closed session to discuss union negotiation strategies authorized by Minnesota State Statute 13D.03. The workshop was reopened upon conclusion of the closed session at 7:15pm.

Adjournment

The workshop was adjourned at 7:15pm.

Attest:

\_\_\_\_\_

Mayor

\_\_\_\_\_

City Clerk



**Carver County Sheriff's Office**  
**Monthly Calls for Service**  
**From: 06/01/2024 To: 06/30/2024**

## Mayer City

### Patrol

#### A Offense

Assault 1

**Total A Offense: 1**

#### B Offense

Ordinances 1

**Total B Offense: 1**

#### Non Criminal

Misc Non-criminal 7

Abuse/Neglect (Info Only) 3

Animal 4

Medical Calls Received 7

Fire Calls Reveived 4

Mental Health 1

Suspicious Activity 3

Disturbance (Info Only) 3

**Total Non Criminal: 32**

#### Traffic

Traffic - Misc 4

Traffic Stop 10

Pd Accident 1

Driving Complaint 1

**Total Traffic: 16**

**Total Patrol: 50**

### Administrative

#### Administrative

GunPermit-Acquire 2

GunPermit-CarryNew 1

**Total Administrative: 3**

**Total Administrative: 3**

**Total Mayer City: 53**



**Carver County Sherff's Office**  
**Traffic Citation Summary**  
**From: 06/01/2024 To: 06/30/2024**

**Mayer City**

Expired Tabs:	1
No Proof Of Insurance:	2
Use Electronic Device While Drivng-Adi	1
<b>Total Mayer City:</b>	<b>4</b>



**Carver County Sherff's Office**  
**Arrest Summary**  
**For: Mayer City**  
**From: 06/01/2024 To: 06/30/2024**

**Mayer City**

13B - Simple Assault  
90Z - All Other Offenses

	Total Charges	Total Arrestees	Total Incidents
13B - Simple Assault	1	1	1
90Z - All Other Offenses	1	1	1
Totals for Mayer City	2	2	2



**Carver County Sheriff's Office  
Verbal Warnings  
From: 06/01/2024 to 06/30/2024**

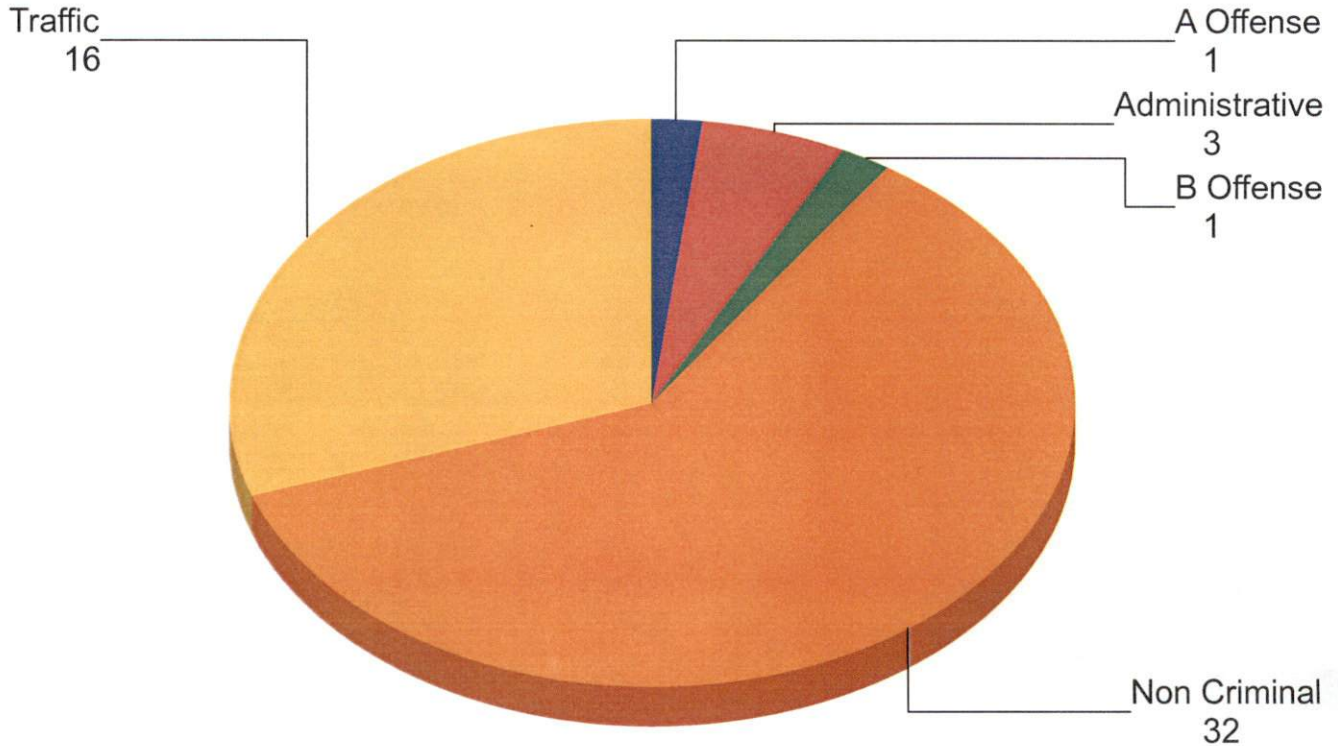
**Mayer City**

Traffic Stop:	7
Grand Total Verbal Warnings:	7



**Carver County Sheriff's Office**  
**Monthly Calls for Service**  
**From: 06/01/2024 To: 06/30/2024**

## Mayer City



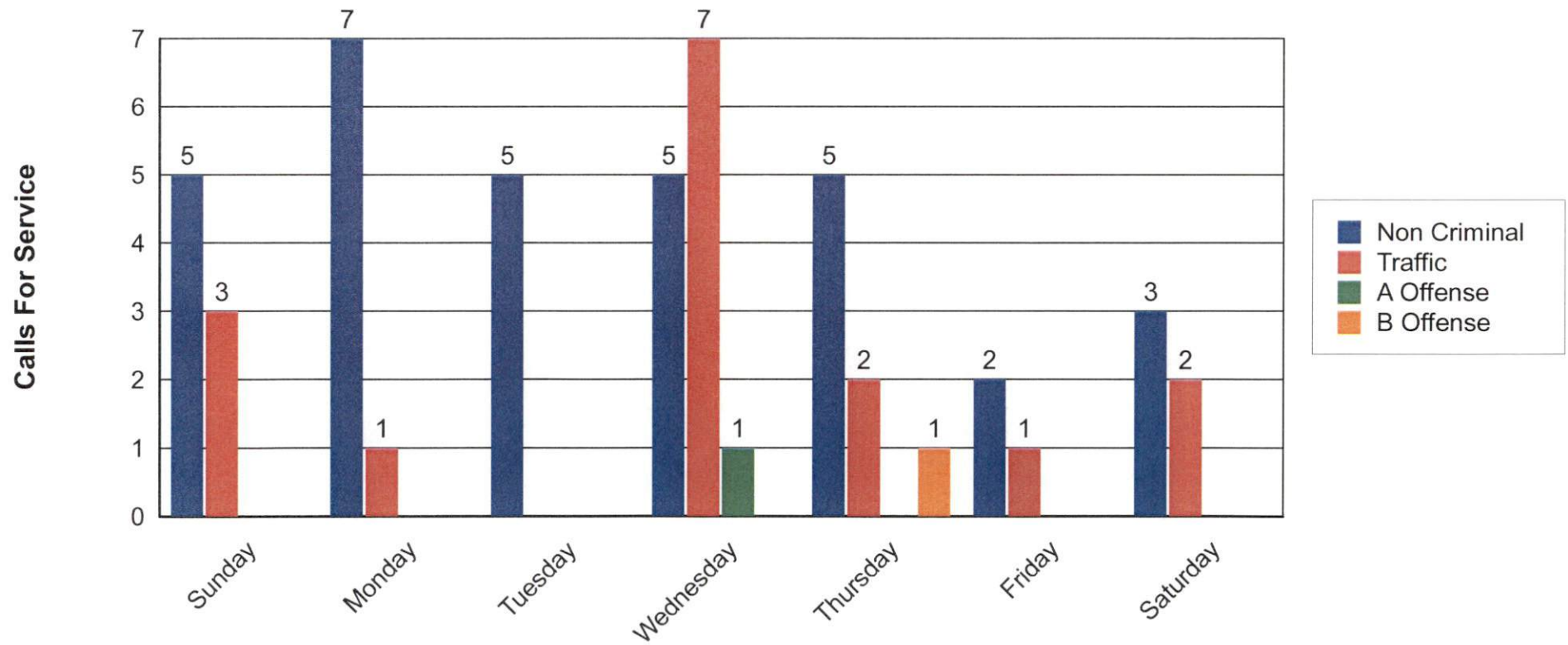
Total A Offense:	1
Total B Offense:	1
Total Non Criminal:	32
Total Traffic:	16
Total Administrative:	3

**Total Mayer City: 53**



Carver County Sheriff's Office  
Day of Week Analysis of Calls for Service  
Patrol Activity  
From: 06/01/2024 To: 06/30/2024

### Mayer City

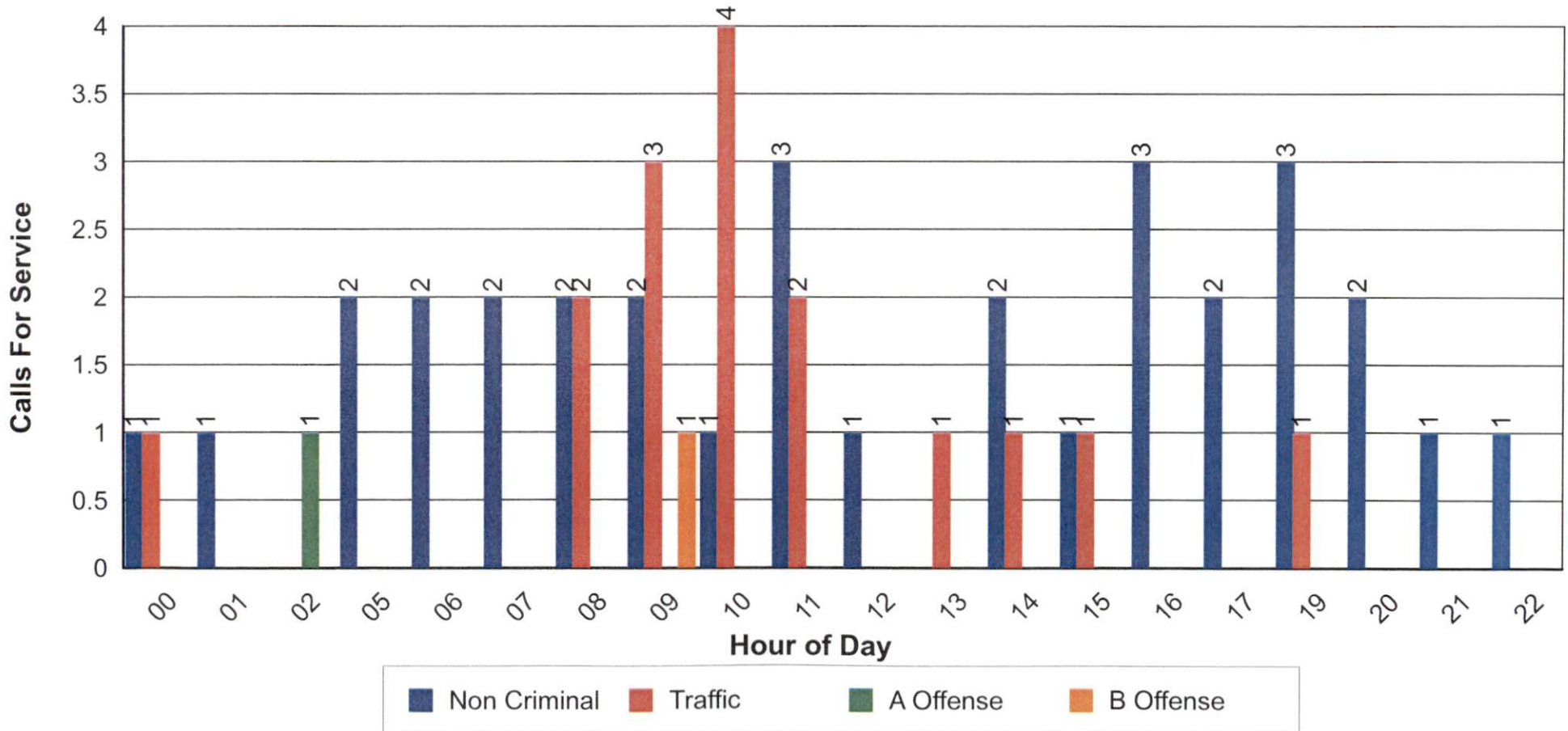


Total Mayer City: 50



Carver County Sheriff's Office  
Hour of Day Analysis of Calls for Service  
Patrol Activity  
From: 06/01/2024 To: 06/30/2024

# Mayer City



Total Mayer City: 50



Real People. Real Solutions.

2638 Shadow Lane  
Suite 200  
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Fax: (952) 448-8805  
Bolton-Menk.com

## MEMORANDUM

**Date:** July 2, 2024  
**To:** Honorable Mayor and City Council  
**From:** David P. Martini, P.E.  
**RE:** July 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 lot surveys for new home construction.
- Review permit applications for parking pads, fences, and other land use requests.
- Finalizing oversight of the water tower warranty work.
- Lead water service inventory support.

### **Wastewater Treatment Facility**

Design work for WWTF improvements is on-going.

### **Street Improvements**

The contract for seal coating has been awarded to Pearson Brothers. The work schedule will be coordinated with street patching that needs to be completed ahead of time. It is anticipated that the work will be completed towards the end of July or early August.



## 2024 Building Permit Activity Report

<b>Residential Buildings</b>	<b>Jan</b>	<b>Feb</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>July</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>YTD</b>
Single Family	1	0	1	2	3	1							8
Townhomes	0	0	0	0	0	0							0
Apartments	0	0	0	0	0	0							0
Other Permits	1	9	13	23	19	10							75
<b>Total Residential Permits</b>	<b>2</b>	<b>9</b>	<b>14</b>	<b>25</b>	<b>22</b>	<b>11</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>83</b>

<b>Commercial Buildings</b>	<b>Jan</b>	<b>Feb</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>July</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>YTD</b>
New	0	0	0	0	0	0							0
Other Commercial Permits	0	1	2	1	0	1							5
<b>Total Commercial Permits</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5</b>

<b>Housing History</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>
Single Family	34	27	31	9	3	7	8
Townhomes	4	2	4	2	4	2	0
Apartments	0	0	0	0	0	0	0
<b>Total New Housing Permits</b>	<b>38</b>	<b>29</b>	<b>35</b>	<b>11</b>	<b>7</b>	<b>9</b>	<b>8</b>

<b>Total of All Permits</b>	<b>174</b>	<b>166</b>	<b>230</b>	<b>177</b>	<b>160</b>	<b>121</b>	<b>88</b>
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**City of Mayer**  
**June 2024**  
**Financial Report**



## Financial Report – General Fund

### **General Fund Expenses:**

Transferred \$50,000 to EDA.  
First half of Sheriff contract paid.

### **General Fund Revenues:**

Building permit revenue tracking  
above budget.  
Cell Tower revenue tracking  
above budget.



## Financial Report – Water Fund

### **Water Fund Expenses:**

Water tower repair invoice paid.  
Normal and expected otherwise.

### **Water Fund Revenues:**

Revenues tracking below target  
and will continue to monitor.  
WAC fees above target.



## Financial Report – Wastewater Fund

### **Wastewater Fund Expenses:**

Engineering fees on WWTF.  
Biosolids disposal in June put  
total costs over budget.

### **Wastewater Fund Revenues:**

Revenue tracking on target.  
WAC fees above target.



## Financial Report – Storm Sewer Fund

### **Storm Sewer Expenses:**

Normal and expected.

### **Storm Sewer Revenues:**

Normal and expected.



## Financial Report – Investments & Cash Balance

### Current: June

General -	\$474,346
Water -	\$619,616
Sewer -	\$2,041,448
Storm -	\$242,229
Total -	\$3,377,639

### Prior: May

General -	\$566,658
Water -	\$626,230
Sewer -	\$2,065,878
Storm -	\$235,102
Total -	\$3,493,868



## Financial Report – Investments & Cash Balance

### Current: June

Fire CIP -	\$703,010
Fire Don. -	\$8,040
Park CIP -	\$216,848
EDA -	\$70,388
Trail CIP -	\$(11,315)
Str. CIP -	\$148,491
Gen. CIP -	\$348,276
Total	\$1,483,738

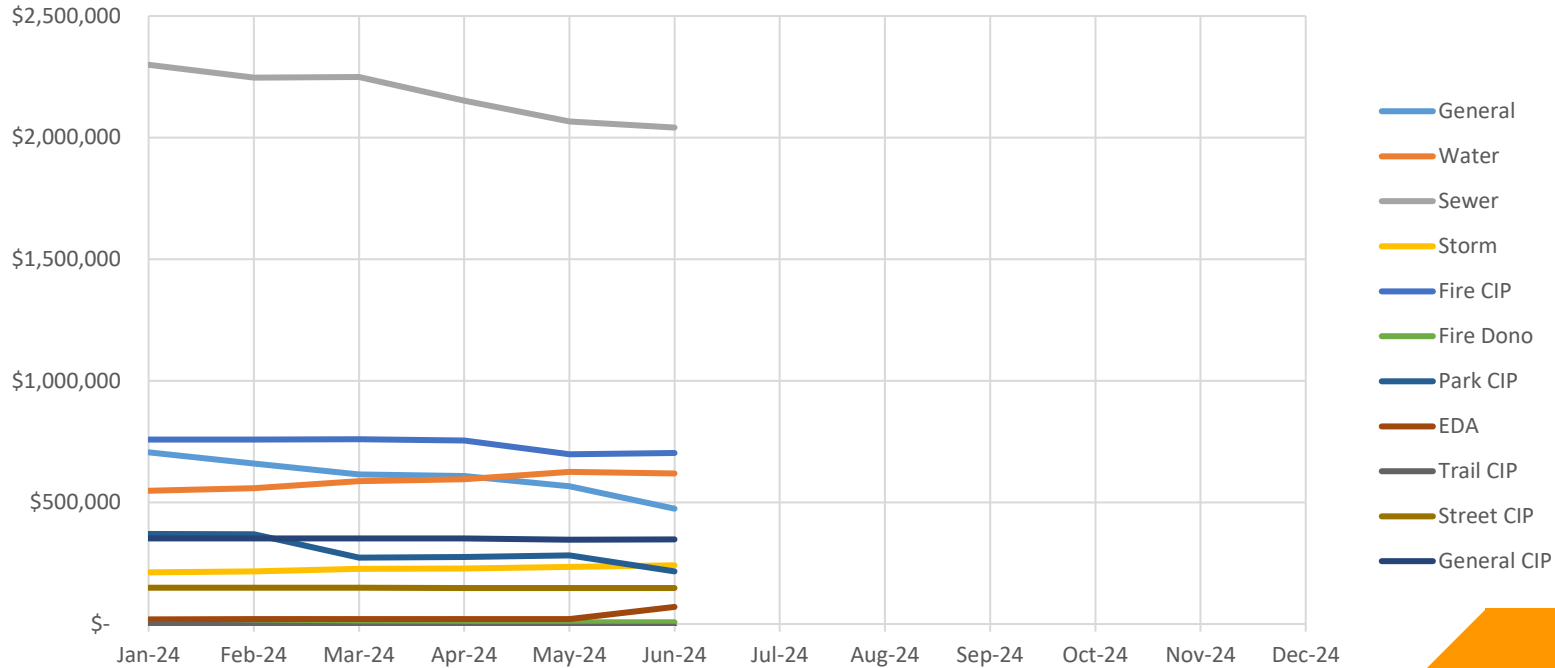
### Prior: May

Fire CIP -	\$698,558
Fire Don. -	\$8,040
Park CIP -	\$282,361
EDA -	\$20,297
Trail CIP -	\$(11,315)
Str. CIP -	\$148,596
Gen. CIP -	\$346,962
Total	\$1,493,499



# Financial Report – Investments & Cash Balance

## Fund Balances - 2024





Date: July 4, 2024

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

SUBJECT: FIRE REPORT FOR MONTH ENDING – 6/30/2024

### TOWNSHIP CALLS:

<u>DATE</u>	<u>TIME</u>	<u>TWP</u>	<u>DESCRIPTION/ADDRESS</u>	<u>MAN HOURS</u>	<u>Trucks used</u>
6-1-24	1403	Camden	Bike accident / Co Rd 30 & Union	11	R11, U11
6-15-24	108	Hollywood	P.I. Accident / Hwy 7 & Co Rd 23	10	E11, R12
6-23-24	1515	Watertown	P.I. Accident / Hwy 7 & Hwy 25	9	E11

### 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>
6-10-24	1909	Camden/New Germany	Structure Fire / 16240 Co Rd 30	34	E11,T11,T12
6-23-24	1237	Minnetrista/St. Boni	Structure Fire / 4300 Oak Rd	15	E11

### CITY OF MAYER CALLS:

<u>DATE</u>	<u>TIME</u>	<u>DESCRIPTION/ADDRESS</u>	<u>MAN HOURS</u>	<u>Trucks used</u>
6-3-24	1054	Lift Assist / 500 Ash Ave S	7	R11
6-13-24	521	Medical / 308 Ash Ave N	13	R11
6-18-24	1427	Medical / 2515 Riverbend Trail	10	R11
6-18-24	2035	Line down / 416-5 <sup>th</sup> St NE	35	E11, R11
6-20-24	1718	Medical / 509 Ridge Rd	12	R11
6-21-24	1609	Lift Assist / 2470 Deerwood Ct	11	R11
6-22-24	741	Fire Alarm / 306 7 <sup>th</sup> St Ne	10	E11
6-23-24	2020	Smell of Gas / 624 Ash Ave	16	E11
6-24-24	824	Medical / 325 Ridge Rd	10	R11
6-29-24	2206	Fire Alarm / 306 7 <sup>th</sup> St NE	6	E11

### FIRE DEPARTMENT TRAININGS/ACTIVITIES

6-3-24	Fire Dept Meeting / Truck check
6-8-24	Breakfast on the farm Standby
6-11-24	Staff Meeting – Chief 1
6-24-24	Council Meeting – Chief 1
6-24-24	Department Training
6-25-24	Staff Meeting – Chief 1



## Monthly Update

- This past month we ran 15 calls totaling 209-man hours.
- We had Funeral for Retired fire fighter Stan Heldt

### Station items

- We pressure tested all our hose this month.

### Truck items

- New Rescue truck got painted. It is going to the body company to the body and lighting on this week.



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

#### Pavilion Update

The punch list for the project continues to be worked on. Water and sewer have been connected and we are awaiting electrical from Xcel. Painting, countertops, and another touch up items are completed or near completion. We plan to have the bathrooms open for Mayer Rising.

#### Splash Pad

We are still anticipating an early August start date on the splash pad. Three trees were cleared from the side and some groundwork was done to prepare. Public Works will be coordinating with CRS for additional prep work to ensure the construction is smooth and efficient.

#### EDA Grant Program

We received a dozen applications to the EDA's new grant program. The EDA Board will review applications, score, and look to make awards at their July 15<sup>th</sup>, 2024 meeting. We had \$383,980 in funding requests with \$50,000 available for grants.

#### Trails and Sidewalks Implementation Plan Open House

The open house for our trails and sidewalks plan will be on July 17<sup>th</sup>, 2024 from 6:30pm to 8:30pm at City Hall. The flyer went out in the newsletter last month. All residents are welcomed to attend and give their feedback.