



City of Mayer
Agenda for the City Council
Monday, September 23rd, 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 9th, 2024 City Council Minutes
6. Consider Approval of September 9th, 2024 City Council Workshop Minutes
7. Consider Approval of Claims for Payment
8. Consider Approval to Decline Tort Liability Waiver
9. Consider Approval of 2nd Street Northwest Closure for Zion Lutheran Nativity Event on December 15th, 2024 from 3:00pm to 7:00pm

Business Items

10. Southern Valley Alliance Domestic Violence Awareness Presentation by Christie Larson
11. Consider Adoption of Ordinance 245 Amending City Code Chapter 71 Regarding Winter Parking Regulations
12. Consider Site Location Approval for Mayer Baseball Club Storage Shed
13. Consider Adoption of Resolution Adopting the 2025 Preliminary Levy and Budget

City Council Reports

14. City Council Individual Reports and Items

Adjournment

15. Adjourn Meeting

City of Mayer

City Council Meeting Minutes for September 9th, 2024

Present: Mayor Dodge, Council Members Wegner, Heldt, Fautsch
Absent: Council Members McNeilly
Staff: City Administrator Nicholas Johnson
City Clerk Alicia Menzel
Public Works Supervisor Kyle Kuntz
Fire Chief Andy Maetzold
Visitors: Don Wachholz

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 Heldt to approve the consent agenda. All voted in favor. None voted against. The motion was carried.

1. Consider Approval of August 26th, 2024 City Council Minutes
2. Consider Approval of Claims for Payment (7208e to 7220e; 25986 to 26010)
3. Consider Approval of Staff Reports
4. Consider Approval of Temporary Intoxicating Liquor License for Mayer Lutheran Gala
5. Consider Appointment of Dan Levitz and Ryan Kusske to the Planning Commission
6. Consider Approval of Pay Application #1 for the 2023 Seal Coating Project

Business Items

Consider Introduction of Ordinance 245 Amending City Code Chapter 152 Regarding Storage Containers – City Administrator Johnson reported the Planning Commission looked at adding language to the code to allow the use of storage containers for outdoor storage. Discussions were held regarding current storage containers in town and any current issues. Council asked staff to bring return it to the Planning Commission to clarify a timeline for temporary use and what enforcement action will be proposed to be taken for those out of compliance. A motion was made by Heldt and seconded by Fautsch to send the ordinance back to Planning Commission for additional consideration. All voted in favor. None voted against. The motion was carried.

Consider Approval to Purchase Skid Steer Replacement for Public Works – Public Works Supervisor Kuntz presented information on replacing the current skid steer. The current model was purchased a couple of years ago as a wheel unit and a bit larger than previous models. The larger size has been an issue with maneuvering in the downtown area. The requested replacement skid steer has the

same lifting capacity, reduced size, and tracks instead of wheels for better turf utilization. The new machine will cost \$66,675.17 and we will receive \$50,675.17 for a trade in on our current skid steer; for a total cost of \$16,000.00. A motion was made by Heldt and seconded by Fautsch to approve the purchase of a skid steer replacement for Public Works. All voted in favor. None voted against. The motion was carried.

City Council Reports

Mayor Dodge reported he attended a Public Works meeting.

Adjournment

A motion was made by Wegner and seconded by Heldt to adjourn the meeting. All voted in favor. None voted against. The motion was carried. Meeting adjourned at 7:06 pm.

Attest:

Mayor

City Clerk

City of Mayer

City Council Workshop Minutes for September 9th, 2024

Present: Mayor Dodge, Council Members Fautsch, Heldt, Wegner
Absent: Council Member McNeilly
Staff: City Administrator Nicholas Johnson
City Clerk Alicia Menzel
Public Works Supervisor Kyle Kuntz
Fire Chief Andy Maetzold
Visitors: Don Wachholz

Opening Items

The workshop was called to order by Mayor Dodge.

Workshop Discussion Items

Mayer Fire Department 125th Anniversary Celebration – Fire Chief Maetzold reported the Fire Department’s 125th Anniversary is next year. The department would like to host an event with family activities during the day and a band in the evening hours. The event date is September 20th, 2025. Fire Chief Maetzold detailed proposed plans to close down Shimmcor Street east of Casey’s and turn it into a one-way access with angled parking on both sides. Mayor Dodge thanked the Fire Department for involving the City early on in the planning efforts.

Mayer Baseball Club Accessory Structure at City Hall – City Administrator Johnson discussed allowing the Mayer Baseball Club to construct a storage shed on City Hall property. The location would be on the west side of the building between the gym exit double doors and the cell tower. The storage shed would be approximately 12’ x 20’ in size and made to blend into the appearance of City Hall. The Mayer Baseball Club is seeking storage space for their operations at City Hall as an alternative to other sites. The City Hall site would drastically reduce their expenses which would allow for those funds to go back into the community.

2025 Budget Update – City Administrator Johnson presented adjustments to the 2025 Budget. Cell tower rent was increased in the General Fund based upon actual revenues received rather than projected. On the expense side auditing services and engineering were decreased due to lower expected usage in the future. The Water and Sewer Fund saw minor changes. Johnson reported lower than expected water usage in 2024 which will affect the total revenues.

2025 Capital Improvement Plan – City Administrator Johnson reviewed the CIP spreadsheet and replacement schedule of equipment for the Fire Department, Parks, Streets, and General Equipment.

Winter Parking Ordinance Amendment – City Administrator Johnson and Public Works Supervisor Kuntz discussed the current winter parking ordinance along with proposed changes. The current ordinance enacts enforcement measures between November 1st and April 1st whenever there is snow accumulation of one inch or more. Outside of those dates enforcement may be taken for two inches or more. The proposed changes would repeal existing language aside from the November 1st and April 1st date range, add a time range of 2:00am to 6:00am for

enforcement, and add language stating if there is or has been any amount of snowfall prior to plowing operations then vehicles must be off of the streets.

Water Shut Off Ordinance Amendment – City Administrator Johnson discussed updating the ordinance regarding utility shut off procedures. The current ordinance sets the utility bill due date to the first of the month but penalties are not applied until after the tenth. This makes the de facto due date the tenth. The proposed ordinance would set the due date and penalty date as the first of the month. The shut off procedure would be updated as follows:

- Original utility bill due the first of the month
- If not paid by due date, the second utility bill along with shut off notice is sent. The notice payment date is the first of the following month after shut off notice is sent.
- If not paid by the shut off notice date, a door hanger will be placed at the property with the date and time of when the water service will be disconnected. The disconnection date and time will be 48 hours or more than when the door hanger was placed.

The Council discussed the move of the penalty date which would alter the date bills are produced and sent out. There were concerns it would affect residents finances given some people are on a tight budget schedule. Information was requested of staff to find out how many utility bills are paid between the first and the tenth of each month.

Adjournment

The workshop was adjourned at 8:22 pm.

Attest:

Mayor

City Clerk

Memorandum



To: City Council
From: Nicholas Johnson, City Administrator
Date: September 23rd, 2024
Subject: Zion Lutheran Street Closure Request

Honorable Mayor and City Council,

Zion Lutheran has requested a street closure on December 15th, 2024 from 3:00pm to 7:00pm for their Nativity event. The street closure request is for 2nd Street Northwest between Bluejay Avenue and the line of the alley adjacent to Zion Lutheran. The alley adjacent would remain open for regular traffic access.



Respectfully submitted,
Nicholas Johnson, City Administrator

**City of Mayer
Ordinance 245**

**An Ordinance Amending Chapter 71 of the Mayer City Code
Regarding Winter Parking Regulations**

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

City Code Chapter 71 is amended as follows:

§ 71.01 Definitions.

The definition for Blowing Snow is hereby repealed.

The definition for Snowfall is hereby repealed.

§ 71.02 General Prohibitions.

Subdivision (A) is hereby repealed.

§ 71.06 Parking During Snow Removals.

The section title is hereby renamed from “Parking During Snow Removals” to “Winter Parking Regulations”.

Subdivision (A) and (B) are hereby repealed and replaced with the following:

- (A) Winter parking regulations shall be in effect from November 1st to April 1st.
- (B) While winter parking regulations are in effect, no vehicle may be parked on any street or alley within city limits between the hours of 2:00am and 6:00am when any amount of snow, accumulated or still precipitating, exists until snow removal operations have been completed.

Adopted by the City Council of the City of Mayer on this 23rd day of September, 2024.

Attest:

Mayor

City Clerk

Memorandum



To: City Council

From: Nicholas Johnson, City Administrator

Date: September 23rd, 2024

Subject: Mayer Baseball Club Storage Shed Site Location

Honorable Mayor and City Council,

The Mayer Baseball Club has requested permission to allow construction of a storage shed on City Hall property. The location would be on the west side of the building between the gym exit double doors and the cell tower. The storage shed would be approximately 12' x 20' in size and made to blend into the appearance of City Hall. The Mayer Baseball Club is seeking storage space for their operations at City Hall as an alternative to other sites. The City Hall site would drastically reduce their expenses which would allow for those funds to go back into the community. The decision before City Council would be the approval of the location. City staff would coordinate with the Mayer Baseball Club on design to ensure it would fit well with the area. City staff will present a draft agreement between the City of Mayer and the Mayer Baseball Club regarding land usage, rent, term, and other conditions of the structure on City property.



Respectfully submitted,
Nicholas Johnson, City Administrator

City of Mayer
Resolution 2024-12

Resolution Adopting the 2025 Preliminary Levy and 2025 Preliminary Budget

Be it resolved, by the City Council of the City of Mayer, County of Carver, State of Minnesota, that the following sums of money be levied in 2025, upon the taxable property in the City of Mayer, for the following purposes:

General Fund Levy:

General Fund	\$450,166
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Capital Improvement Levy:

Fire Department CIP	\$150,000
Streets CIP	\$110,000
Parks and Recreation CIP	\$75,000
Asphalt Sidewalk Replacement CIP	\$125,000
General CIP (435 Fund)	\$40,000

Debt Service Levy:

2020A Bond	\$24,452
2021A Bond	\$232,166
2021B Bond	\$45,055
2023A Bond	\$68,040
Total General Fund Levy	\$450,166
Total Capital Improvement Levy	\$500,000
Total Debt Service Levy	\$369,713
Total Levy	\$1,319,879

Be it further resolved, by the City Council that the preliminary 2025 budget is hereby adopted.

Be it further resolved, by the City Council that a public hearing be called for the purpose of receiving public comment on the 2025 proposed levy and budget. Said public hearing is set at 6:30pm on the 9th of December, 2024.

The City Clerk is hereby instructed to transmit a copy of this resolution to the Auditor of Carver County, Minnesota.

Adopted by the City Council for the City of Mayer, Minnesota this 23rd day of September, 2024.

Attest:

Mayor

City Clerk