

MAYER CITY COUNCIL WORK SESSION MINUTES – MARCH 9, 2020

Call Work Session to order at 6:53 p.m. by Mayor Dodge.

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

ABSENT: Council Member Boder

STAFF: City Administrator McCallum, City Engineer Martini, and Deputy Clerk Gildemeister

ALSO PRESENT: Don Wachholz, Gerry Thomas, Lisa Stine, Andy Maetzold, Rod Maetzold, Brad Quaas

1. **Discussion on Architect Contract for Proposed Fire Station:** City Administrator McCallum stated that Corey Brunton, Architect, and the City Attorney are still negotiating terms of a Cost of Work for Project contract and a draft contract will be brought to Council as soon as it is available. City Attorney Sullivan provided an update to Council stating he is reviewing the terms of the contract proposed by Brunton Architects & Engineers. He advises researching comparative contracts with architects for new construction projects of similar scope, stating the figure appears high for similar projects. Finally, stating the Contract as proposed requires a payment of \$20,000 at the time of signing.

After reviewing the update from City Attorney, Council was concerned with Brunton Architect using percentages in the contract and stated they want to see actual dollar amounts. Council also stated they want to see a breakdown of the \$20,000. Mayor Dodge was concerned with the figures and stated it is his opinion the City should go out for Architectural bids. Council Member Stieve-McPadden opposed going out for bids, stating that the City is too far into the architecture and it would not be a good idea to start over. Mayor Dodge reminded Council that Council needs to do the right thing and follow necessary steps regarding a project of this magnitude. Council agreed that it is difficult to have any discussion without seeing a first draft.

Remaining positive on moving forward, Council directed City Administrator to schedule a Special Workshop Meeting on March 16, 2020.

2. **Discussion on Fire Station Informational Session Materials:** The Fire Station Committee has been working on putting together informational materials for the proposed Fire Station. The Fire Station Committee provided Council with a sample and asked for their input and suggestions before the materials are printed. Fire Chief Andy Maetzold stated the materials will be provided to residents at the March 14 and 28, 2020 Public Information Sessions held at the current Fire Station. Council was pleased with the materials presented to them and suggested a couple of minor changes to the flyer. Council provided additional input on signage, placing people at station with clip boards, providing a comment box. Council recommends getting resident input on what they would like done with the current Fire Station. Council directed Staff to include flyer in City newsletter.
3. **Discussion on Future Use of Compost Site:** City Staff is seeking guidance and direction on future plans for the compost site location off County Road 30. The current location is currently being used as a compost and recycling site for the City of Mayer and Carver County Environmental Services. Staff stated the Park Commission has been interested in using part of the site for an Archery Range. Council recommended Staff draw up a site plan and provide costs and bring back for future discussion.

4. **Discussion on Asset Management Software:** Staff has been looking into a cloud based asset tracking software that would allow Staff to keep track of the assets in the public buildings. Staff presented two cloud based tracking software companies: AssetPanda and DudeSolutions. The cost ranges from \$2,000 per year and \$2500 per year. Council agreed that in the future this type of software would be useful, but for now the cost is too great for the size of Mayer.

MEETING ADJOURNED

There being no further business, the work session was adjourned at 7:59 p.m.

Mike Dodge, Mayor

Attest: _____
Janell Gildemeister, Deputy Clerk MCMC

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