

## MAYER CITY COUNCIL MEETING MINUTES ó DECEMBER 14, 2015

Call Regular meeting to order at 6:30 p.m. by Mayor Gerald W. Thomas

PRESENT: Mayor Thomas, Council Members Stieve-McPadden, Boder and Osborn

ABSENT: Council Member McNeilly

STAFF: City Administrator Ruch-Hammond, Public Works Kuntz and Clerk Maetzold

ALSO PRESENT: Don Wachholz, Ivan Raconteur, Mike Dodge and Don Jensen.

The meeting was opened with the Pledge of Allegiance.

### APPROVE AGENDA

MOTION was made by Council Member Boder and seconded by Council Member Osborn to approve the agenda as presented. Motion Carried 4/0

### PUBLIC COMMENT

None

### APPROVE CONSENT AGENDA

After some discussion, a MOTION was made by Council Member Boder and seconded by Council Member Stieve-McPadden to approve the Consent Agenda which includes Pay Request #6 for \$14,477.64 to Heselton Construction for the Roundabout: Motion Carried 4/0.

1. Approval of the Minutes for the November 23, 2015 Regular Council Meeting.
2. Approval of the Minutes for the November 23, 2015 Work Session.
3. Approval of the Minutes for the November 30, 2015 Special Council Meeting.
4. Approval of the Minutes for the November 3, 2015 Planning Commission Meeting.
5. Approval of the Minutes for the November 10, 2015 Park Board Meeting.
6. Approval of the Claims for December 2015.
7. Approval of the Check Summary for the Month of November 2015.
8. Approval of the Sheriff's Department Report for the Month ending November 2015.
9. Approval of the Building Permit Report for the Month ending November 2015
10. Approval of the Fire Department Report for the Month ending November 2015.
11. Approval of Amusement Licenses for 2016.
12. Approval of Fire Department Officers for 2016.
13. Approval of Resolution 12-14-2015-45 Personnel Committee.
14. Approval of Resolution 12-14-2015-48 Limited Use Permit MnDOT for Roundabout Project.

### CITY ADMINISTRATOR

1. **PUBLIC HEARING TRUTH IN TAXATION 6:30 PM** – The Public Hearing for Truth in Taxation was opened. Since there was no one in attendance for the Public Hearing, the Public Hearing was closed and the regular Council meeting reconvened.
2. **Approval of 2016 Final Levy and Budget -**  
The preliminary levy was certified at \$1,014,664 which results in a property tax rate of 63.74%. Staff has already removed \$35,369 from the budget which will result in a a tax rate of \$61.063%. The Council discussed further cuts and would like to see another \$30,000 in reductions. They addressed the increase to the Fire Relief pension that was added to the preliminary budget. Since it is not a

required payment, the Council would like it taken out. They also take out the Clerk's salary from the General Fund since it will be accounted for in the Water and Sewer budget. Another \$4,000 may be taken from the Parks budget. The additional reduction of \$30,000 will get the Final Levy to a 58.84% Tax Rate ó slightly lower than the 2015 Tax Rate of 59.57%. After further discussion, a MOTION was made by Council Member Osborn and seconded by Council Member Boder approving Resolution 12-14-2015-43, Adopting Year 2016 Final Tax Levy of \$949,295.00. Motion Carried 4/0

**Resolution 12-14-2015-44 Approving the General Fund Budget for 2016** – The approval of the General Fund Budget for 2016 was tabled to the next Council meeting.

3. **Approval of Water and Sewer Access Charges** – The City Council reviewed the City Engineer's completed review of the water and sewer access charges and the area charges for new development. They also reviewed current charges from area Cities. Since the City of Mayer is at the high end with their WAC & SAC fees, they will be not changed. The Council considered making changes to the area charges paid by development. Don Jensen representing PAXMAR encouraged the Council to hold off increasing the area charges for the current addition being considered. After further discussion, a MOTION was made by Council Member Osborn and seconded by Council Member Boder approving a \$750 raise to the area charges for the current year. Motion Carried 4/0 The Council will revisit the issue in the new year and decide whether an additional increase is needed.
4. **Approval of Resolution 12-14-2015-46 Water and Sewer Rates for 2016** ó The Council reviewed the proposed rate increases for water and sewer based on input from the special meeting held November 30, 2015. The amount of the total monthly increase is approximately \$4.00 for water and \$4.00 for sewer per year over the next five years. This will get the City closer to actual costs incurred. The Council will however need to review actual yearly costs for any changes to the proposed five year increases. A MOTION was made by Mayor Thomas and seconded by Council Member Boder approving Resolution 12-14-2015-46 Water and Sewer Rates for 2016. Motion Carried 4/0 This increase will take place with the January usage billed in February.
5. **Approval of New Job Description for Deputy Clerk Position** ó The City Council had already approved a job description for the Deputy Clerk Position. However, when staff contacted the City of Hamburg for a job advertisement for the Deputy Clerk position, they also provided their Deputy Clerk job description. The City of Hamburg's job description appears to be more descriptive and better explains the position. The minimum qualifications are more descriptive and there is also a section on desirable qualifications and a mission statement. After review, a MOTION was made by Council Member Stieve-McPadden and seconded by Council Member Osborn approving the new job description for the deputy clerk position. Motion Carried 4/0
6. **Authorization to Advertise for Deputy Clerk Position** ó Staff is requesting to advertise for the Deputy Clerk position for the City of Mayer. The position would be for 10-24 hours per week with a starting pay range of \$10 - \$15 based on qualifications and no benefits. This position has been budgeted for in 2016. A MOTION was made by Council Member Stieve-McPadden and seconded by Mayor Thomas approving the advertising for the position of Deputy Clerk. Motion Carried 4/0 The advertising period will begin January 4<sup>th</sup> and end January 20, 2016 at 4pm
7. **Approval of Purchase of Broom for Skid Loader** ó Staff is proposing the purchase of a new 84ö Bobcat angle broom in the amount of \$4,256.00. The city currently has a 72ö Sweepster angle broom that has significant wear and tear over the past few years resulting in repairs and poor performance overall. Lano Equipment is offering \$1,256 for the old broom, making the overall cost for the new broom \$3,000.00. With proper use and maintenance, the new broom should last a minimum of 15

years. This is a budgeted 2016 item. After review, a MOTION was made by Council Member Stieve-McPadden and seconded by Council Member Boder approving the purchase of an 84ö Bobcat angle broom as presented. Motion Carried 4/0

All other items planned for this meeting will be moved to the next Council Meeting due to other obligations by several Council Members.

ADJOURN

A MOTION was made by Council Member Boder and seconded by Council Member Stieve-McPadden to adjourn the meeting at 7:36 p.m. Motion Carried 4/0.

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Gerald W. Thomas, Mayor

Attest: \_\_\_\_\_  
Lois A. Maetzold, City Clerk