MAYER CITY COUNCIL WORK SESSION MINUTES – NOVEMBER 14, 2016

Call Work Session to order at 8:03 p.m. by Mayor Thomas

PRESENT: Mayor Thomas, Council Members, Boder, Osborn, McNeilly, and Stieve-McPadden
ABSENT: None
STAFF: City Administrator Ruch-Hammond, Public Works Kuntz, Deputy Clerk Gildemeister
ALSO PRESENT:
.

Council Member Osborn returned at 8:356 pm

1. **Protocols for Personnel Committee Meeting**: Council requested Staff to create a policy or protocols to be in place for the personnel committee. Staff supplied Council with a draft Personnel Committee Policy. After review, Council asked Staff to edit the policy to include how and when issues would be brought into a session.

2. **Review of Local Water Supply Plan Council Input on Future Strategies for Reduction of Water Use:** Staff is progressively working on the water supply plan and requested input from the Council to identify conservation strategies for the reduction of water use. Council review eight objectives of the plan and specific areas to implement within the next 10 years.
   Objective 1: Reduce Unaccounted Water
      a) Meter the fire station
      b) Investigate locks for fire hydrants
   Objective 2: Achieve less than 75 Residential gallons per capita
      a) The City has met this goal
      b) Address additional strategies to continue to meet the goal
   Objective 3: Achieve at least a 1.5% per year water reduction for Institutional, Industrial, Commercial and Agriculture or a total of a 15% reduction.
   Objective 4: Achieve a decreasing trend in total per capita demand
   Objective 5: Reduce Peak Day Demand
   Objective 6: Implement a Conservation Water Rate Structure and/or a Uniform Rate Structure with a Water Conservation Program
   Objective 7: Additional Strategies to reduce water use and support wellhead protection planning
   Objective 8: Tracking success and how the City will track and measure success

3. **Date for Fire Chief and Assistant Chief Performance Reviews:** Council instructed Staff to contact Fire Chief and meet on November 28th, 2016 for his performance review. Council agreed that the Assistant Chief Performance review is to be done by the Fire Chief.

4. **Discussion on City Contribution to Health Insurance:** Staff presented the Council with information received from Preferred One on the change to the City's current health care policy. On December 1st, 2016 Preferred One is no longer offering the current insurance policy to the City of Mayer. Staff has reviewed various other policies offered with Preferred One. To continue a similar level of coverage, the City would need to increase its contribution. Staff requested Council to increase the City contribution for health insurance to maintain a current level of coverage for it employees. After discussion, Council agreed to increase the contribution to $600.

5. **Community Center Rental for Birthday Parties:** Tabled till next Work Session

6. **Concession Stand License:** The City is in receipt of the renewal license for the concession stand. The City has paid this fee for several years and the concession stand is never used. If the City wants to allow residents to use the concession stand for family gatherings it does not have to licensed. The reason that the City licensed the facility was to allow groups to sell items to the general public. The City can request that the license be placed on hold. If the City decides to not to license the concession stand then the City may lose the license. Council agreed to submit a new application and continue the license.

7. **Discussion on Delinquent Utilities:** Staff requested direction from Council on the properties that have delinquent utility accounts. Staff informed Council that an assessment letter will be sent to each property owner and asked if further communication is needed. Council agreed that Staff could make those decisions with her discretion.

<u>MEETING ADJOURNED</u>
There being no further business, the work session was adjourned at 9:12 p.m.

_____
Gerald W. Thomas, Mayor

Attest: _____
      Janell Gildemeister, Deputy City Clerk