

MAYER CITY COUNCIL MEETING MINUTES – JUNE 14, 2021

Call Regular meeting to order at 6:30 p.m. by Mayor Dodge

PRESENT: Mayor Dodge, Council Members Heldt, McNeilly, and Wegner

ABSENT: Council Member Millender

STAFF: City Administrator McCallum, Public Works Lead Kuntz, and Deputy Clerk Gildemeister

ALSO PRESENT: Don Wachholz, Steve McDonald, Chief Maetzold I, Chief Maetzold II, Robert Carlson

The meeting was opened with the Pledge of Allegiance.

APPROVE AGENDA

A MOTION was made by Council Member Heldt with a second by Council Member McNeilly to approve the agenda as presented. Motion Carried 4/0.

PUBLIC COMMENT

None

APPROVE CONSENT AGENDA

A MOTION was made by Council Member Wegner with a second by Council Member McNeilly to approve the Consent Agenda as presented. Motion Carried 4/0.

1. Approve Minutes of the May 24, 2021, Regular Council Meeting.
2. Approve Minutes of the May 24, 2021, Council Workshop Meeting.
3. Approve Claims for the Month of June 2021. Check numbers 23790 to 23826. E-check numbers 6025 to 6051.
4. Acknowledge First Quarter 2021 Financial Report.
5. Approve Pay Request #3 to BCI Construction for Fire Station Project.

ADMINISTRATION

1. **2021 Long Term Plan Update** – Steve McDonald, Financial Advisor with Abdo, Eick, & Meyers, presented Council with an update on the 2021 Long Term Plan. McDonald stated that the City has done a Long Term Plan for several years now and has been key in providing a forward look into the budget and what the City plans to spend on capital. McDonald highlighted data for Council and stated assumptions on the Tax Levy show consistency with the Tax Rate coming in at 48.8%. The Tax Rate will continue to decrease assuming a growth rate of 3% which compares favorably to surrounding communities. The City continues to maintain healthy reserves in the Water and Sewer funds. McDonald stated that there are no deficits in any funds. Mayor Dodge thanked McDonald and stated it is always great seeing this data.
2. **Approve Agreement with GovOffice for City Website** – City Administrator McCallum presented information on the Cities website which was last updated in 2017. McCallum recommended upgrading to a “Premium” website to make the website more user friendly. Council agreed that the website could be improved. McCallum suggested eliminating most of the drop-down menus and give the website more ‘pop’ by creating a Mega Menu. Mayor Dodge said he sees the upgrading of the city website as Phase II and would like to see more actual City photos on the website. Dodge stated, he would be comfortable moving forward as long as there is a vision and a plan because the cost is getting spendy. A MOTION to enter into a 3-year agreement with GovOffice at a cost of \$3,636.00 per year was made by Council Member Wegner and seconded by Council Member McNeilly. Motion Carried 4/0.
Mayor Dodge urged McCallum to keep on top of the website and utilize its features to justify the cost.

- 3. Approve Transition to City Clerk Position** – City Administrator McCallum provided Council with a history of the Deputy Clerk position, transition plan, and long-term goals. McCallum recommended promoting Deputy Clerk Gildemeister to City Clerk. Council asked for clarification of responsibilities shifted from City Administrator to City Clerk. McCallum stated the City Clerk will assume some of her responsibilities and Payroll duties currently contracted with AEM, saving the City \$5,552.00 annually. A MOTION was made by Council Member Heldt and seconded by Council Member McNeilly to promote Deputy Clerk Janell Gildemeister to City Clerk at an hourly rate of \$25.00. Motion Carried 4/0.
A MOTION to approve the City Clerk Job Description was made by Council Member McNeilly and seconded by Council Member Wegner. Motion carried 4/0.
Council congratulated Gildemeister on her promotion and appreciates all she does for the City.

PUBLIC WORKS

- 1. Approve Roundabout Landscaping Project** – At the May 10, 2021 Council Meeting, Council approved the monument sign and Limited Use Permit with MnDOT. City Staff solicited two companies for bids; Natural Surroundings and Botanize, Inc. City Staff is requesting approval of the final phase of the Hwy 25 roundabout landscaping project and accept the lowest bid from Natural Surroundings. A MOTION to approve the landscaping portion of the roundabout project and accept the bid from Natural Surroundings in the amount of \$13,599.00 was made by Council Member McNeilly and seconded by Council Member Heldt. Motion carried 4/0.
- 2. Approve Final Draft of Pond Maintenance Policy** – A MOTION to approve the final draft of the Pond Maintenance Policy and educational flyers was made by Council Member Wegner and seconded by Council Member Heldt. Motion carried 4/0.

FIRE DEPARTMENT

- 1. Approve Fire Station Project Sign Change Request** – Fire Chief Maetzold asked Council to approve a change request for signage on the new Fire Station. Maetzold stated that the architect had originally included a generic fire department logo on the concept plans. Maetzold stated that the Fire Department would like the logo to be the Mayer Fire Department logo and not the generic one. Council asked about the history of the logo. Mayor Dodge stated that he liked the concept of using the Mayer Fire Department logo, however, does not agree with using the contingency funds to pay for it. City Administrator McCallum shared the current balance in the contingency fund. After further discussion on whether this request should be paid for out of the contingency fund, A MOTION to approve the sign change request to the Mayer Fire Department logo utilizing \$812.00 from the contingency fund was made by Council Member McNeilly and seconded by Council Member Heldt. Motion carried 4/0.
Dodge stated that this is not what the contingency money is for, it is not fair to residents and has a problem with transparency.
- 2. Approve Fire Station Project Painting Change Request** – Fire Chief Maetzold asked Council to approve a change request for painting of the apparatus bays and ceiling in the amount of \$45,845.00 to be paid for out of the contingency fund. Council Member Wegner asked Maetzold why this project was not in the original plans. Maetzold stated they were given a 2.8 million budget and the Fire Station Committee in cooperation with the architect decided to trim the painting costs to get the project down to the budgeted amount. Council had many questions as to why Chief Andy Maetzold is asking to use contingency money for all these projects, why these projects were not planned for, and why he felt it is appropriate to ask for it now. Maetzold stated he is not asking to spend any more money than what was bonded for and felt the contingency funds were budgeted for. Dodge stated this is not right and felt the painting is about aesthetics

and does not meet the criteria to use the contingency funds. Dodge stated, this is the six or seventh item that has been brought to Council in the last six months because someone didn't plan properly. He said something doesn't seem right and worries about being transparent to the residents.

A MOTION to approve the Fire Station painting change request in the amount of \$45,845.00 was made by Council Member McNeilly and seconded by Council Member Wegner to further discussion. Council Member Wegner asked if there was a different fund the money could be pulled from. McCallum stated it would have to come out of the general fund. Council Member McNeilly stated she is on the fence and worries about bringing the contingency fund down so low. Mayor Dodge asked City Administrator McCallum if she typically sees the contingency money use for these types of projects. McCallum stated no and is concerned about spending the contingency down with five months of the project left. After a lengthy discussion on the contingency funds and credits received on the project, Council felt they needed additional information. Mayor Dodge stated everyone is losing sight of who is paying for this project. "Since when does the city have to spend every dollar they get". Motion failed 2/2. *Mayor Dodge and Council Member Wegner a nay.*

3. **Approve Fire Station Project Mezzanine Change Request** – Fire Chief Maetzold asked Council to approve a change request for the mezzanine in the amount of \$10,000. The scope of work would be to remove 50 linear feet of railing and install a wall to allow for additional storage and lockers. Council agreed that out of the three change order requests, this one made the most sense and can be completed at a later date. A MOTION to approve the mezzanine change request for an amount not to exceed \$10,000 to come out of the contingency fund was made by Council Member Heldt and seconded by Council Member McNeilly. Motion carried 3/1. *Mayor Dodge a nay.*

Mayor Dodge recommended City Administrator set up a Work Session at the next Council Meeting to have a discussion on where the city is at, financially, on the contingency fund and FFE budget. Dodge stated it would be very helpful to relook at things.

FIRE DEPARTMENT

1. **Approve Renting "Hydro Blaster" for Mayer Rising Community Festival** – The Park Board Commission has been researching various options to provide a water event at the Mayer Rising Community Festival. The Commission determined that renting a "Hydro Blaster" would be a fun event and recommended Council approve the renting of the equipment for \$200.00 and the purchase of extra balloons for up to \$100.00. A MOTION to approve the renting of the "Hydro Blaster" for the Mayer Rising Community Festival for an amount up to \$300.00 was made by Council Member Heldt and seconded by Council Member Wegner. Motion carried 4/0.

FOR YOUR INFORMATION

- Acknowledge Minutes from the June 8, 2021 Park Commission Meeting.

CLOSED SESSION 8:00 p.m. to 8:18 p.m.

Council went into closed session pursuant to Minnesota Statutes section 13D.03, subdivision 1(b) to consider strategy for labor negotiations, including negotiation strategies or developments or discussion and review of labor negotiation proposals.

Mayor Dodge reopened the Regular Council Meeting at 8:19 p.m. Mayor Dodge stated that the closed session was to discuss labor negotiation strategies for the upcoming Local 49 Union contract that ends on July 31, 2021. He stated that the labor negotiation team will be the City Administrator, Margaret McCallum, Mayor, Mike Dodge and City Attorney, Tim Sullivan”.

ADJORNMENT

There being no further business, a MOTION was made by Council Member McNeilly and seconded by Council Member Heldt to adjourn the meeting at 8:20 p.m. Motion Carried 4/0.

Mike Dodge, Mayor

Attest: _____
Janell Gildemeister, Deputy Clerk MCMC

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