

MAYER CITY COUNCIL MEETING MINUTES ó NOVEMBER 28, 2011

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

PRESENT: Mayor Capaul, Council Members Boder, Lueth, Osborn and Stieve-McPadden.

ABSENT:

STAFF: City Administrator Murphy, City Engineer David Martini, Public Works Jeff Frost, Deputy Chris Nelson and Clerk Maetzold

ALSO PRESENT: Don Wachholz, Ivan Raconteur, Emily Hentges, Mike Dodge, Terrilynn Twaddle, Andrew Budde and Greg Kluver.

The meeting was opened with the Pledge of Allegiance.

APPROVE AGENDA

MOTION made by Council Member Osborn with a second by Council Member Lueth to approve the agenda with the addition of a claim to US Bank for a bond payment in the amount of \$56,625.00 and a correction to the November 14, 2011 minutes. Motion Carried 4/0

PUBLIC COMMENT

None

APPROVE CONSENT AGENDA

A MOTION was made by Council Member Boder with a second by Council Member Osborn to approve the Consent Agenda as corrected. Motion Carried 4/0.

1. Approve the Minutes of the November 14, 2011 Regular Council Meeting.
2. Approve the Additional Claims for the Month of November 2011.
3. Approve the Sheriff's Department Report for the Month of October 2011.
4. Approve the Bio-Solids Contract with the City of Lester Prairie for 2012.
5. Approve the Minutes of the October 18, 2011 EDA Meeting.
6. Approve the Fire Department Report for the Month Ending October 2011.
7. Approve the Gambling Report for the Mayer Baseball Club for the month of October 2011.

STAFF REPORTS

1. **Public Works** ó Council reviewed Jeff Frost's report ending November 28, 2011.
2. **City Engineer** ó The Council reviewed David Martini summary of the projects Bolton & Menk have been working on during the billing period September 17th through October 14, 2011. Andrew Budde, an Engineer with Bolton & Menk, was introduced to the Council. He will be helping with the feasibility study of the west side and will assist Martini when needed.

Council Member Stieve-McPadden arrives.

3. **Sheriff's Department** ó Deputy Nelson had nothing to report.
4. **City Administration** – The Council reviewed a report from October 24, through November 25, 2011 outlining activities by the City Administrator.

PUBLIC HEARING – DELINQUENT UTILITY BILLS

Mayor Capaul called the Public Hearing for Delinquent Utility Bills to order at 6:35 p.m. The Council reviewed the updated list of unpaid utility bill amounts of \$3,866.11 for 10 parcels.

There being no further business, Public Hearing was closed and the regular Council meeting was reconvened.

CITY ADMINISTRATOR

1. **Resolution 11-28-11-30 Assessment of Unpaid Utility Bills** ó A MOTION was made by Council Member Lueth and seconded by Council Member Osborn approving Resolution 11-28-11-30 Authorizing Assessment of Unpaid Utility Bills for Collection in 2012. Motion Carried 5/0
2. **Utility Bill at 1118 Hidden Creek Blvd** ó The homeowner at 1118 Hidden Creek Blvd is requesting a reduction in their sewer and water bill due to their son inadvertently playing with an outside faucet. They are requesting that the City only charge them for 5000 gallons and waive the fee on the remainder of the 21,000 gallons as well as the waiving of the late fees. After review and in keeping with past issues, a MOTION was made by Council Member Lueth and seconded by Council Member Boder, sewer charges for 21,000 gallons and the late fees will be waived for 1118 Hidden Creek Blvd. Motion Carried 5/0
3. **Annual Review of the Investment Policy** ó The Council reviewed the current Investment Policy. A MOTION was made by Council Member Lueth and seconded by Council Member Osborn approving the Investment Policy for 2012. Motion Carried 5/0.
4. **Approve Resolution 11-28-11-31 Not Waiving the Limits of Liability Coverage** ó A MOTION was made by Council Member Lueth and seconded by Council Member Stieve-McPadden approving Resolution 11-28-11-31 not waiving the limits of liability coverage. Motion Carried 5/0
5. **Approve Resolution 11-28-11-32 Authorization of Plan Restatement** ó The City received notice from the deferred compensation company (Valic) that the City uses for its employees. There are required changes in our plan because of recent Federal legislation. Valic is recommending that the City adopt the attached resolution and plan to be in compliance with the new Federal legislation. A MOTION was made by Council Member Stieve-McPadden and seconded by Council Member Osborn approving Resolution 11-28-11-32 Authorization of Plan Restatement. Motion Carried 5/0
6. **Recommendation to Extend the Waiver on the Building Permit Fees** ó The EDA is recommending to the City Council to continue the reduction in the building permit fee on any new home permits for 2012. A MOTION was made by Council Member Stieve-McPadden and seconded by Council Member Boder to continue the reduction in building permit fees on all new house permits for 2012. Motion Carried 5/0 Staff will send out letters in February/March to builders.
7. **Approval of Ordinance #175 Lifetime Dog Licenses** ó The Council reviewed changes to proposed Ordinance #175 Lifetime Dog Licenses. After some discussion, a MOTION was made by Council Member Osborn and seconded by Council Member Boder approving Ordinance #175 Lifetime Dog License (which requires a microchip). Motion Carried 5/0

OTHER BUSINESS

- Council Member Stieve-McPadden would like to review the Travel Policy at an upcoming work session.
- Public Works will be instructed to make sure the street sign at Ridgeway Road is on City right-of-way.

ADJOURN

There being no further business, a MOTION was made by Council Member Stieve-McPadden and seconded by Council Member Osborn to adjourn the meeting at 7:05 p.m. Motion Carried 5/0

Chris Capaul, Mayor

Attest: _____
Lois A. Maetzold, City Clerk