



**CITY OF MAYER
REGULAR CITY COUNCIL MEETING
CITY COUNCIL CHAMBERS
MONDAY, MAY 14, 2018
6:30 PM**

AGENDA

- 1. Call Meeting to Order**
- 2. Pledge of Allegiance**
- 3. Approval of Agenda**
- 4. Public Comment (Please limit comments to 5 minutes)**
- 5. Consent Agenda**
 - A. Minutes
 1. April 10, 2018 Park Commission Meeting Minutes
 2. April 23, 2018 City Council Meeting Minutes
 - B. Claims
- 6. Reports and Recommendations of City Departments, Consultants, Commissions and Committees**
 - A. Fire Department
 1. Purchase of Fire Rescue Boat
 - B. Administrative
 1. Watertown-Mayer Community Education 2018-2019 Community Center Contract
 - C. Planning
 1. Comprehensive Plan Extension
- 7. City Council Reports**
- 8. Other Business**
- 9. Upcoming Meetings & Events**
- 10. For Your Information**
 - A. May 8, 2018 Park Commission Meeting Minutes
- 11. Adjournment**

MAYER, MN

05/11/18 8:16 AM

Page 1

*Claim Register©

05/14/18PAY

May 2018

Claim Type	Direct				
Claim#	12274	AEM FINANCIAL SOLUTIONS LLC			
Cash Payment	E 100-41000-301	Auditing and Acct g Serv	MISC SERVICES		\$899.00
	Invoice	400287			
Cash Payment	E 100-41000-301	Auditing and Acct g Serv	MISC SERVICES		\$333.00
	Invoice				
Transaction Date	5/10/2018	Security Bank	10100	Total	\$1,232.00

Claim Type	Direct				
Claim#	12306	BACH, KEN & CHRIS			
Cash Payment	R 620-49440-37110	Water Use Charge	UTILITY CREDIT REFUND		\$36.79
	Invoice				
Cash Payment	R 640-49490-37210	Sewer Use Charge	UTILITY CREDIT REFUND		\$73.58
	Invoice				
Transaction Date	5/11/2018	Security Bank	10100	Total	\$110.37

Claim Type	Direct				
Claim#	12303	CARVERLINK			
Cash Payment	E 100-41000-321	Telephone	CITY HALL		\$40.00
	Invoice				
Cash Payment	E 100-42280-321	Telephone	FD		\$40.00
	Invoice				
Cash Payment	E 640-49480-321	Telephone	WWTF		\$40.00
	Invoice				
Cash Payment	E 620-49410-321	Telephone	INTERNET		\$40.00
	Invoice				
Transaction Date	5/10/2018	Security Bank	10100	Total	\$160.00

Claim Type	Direct				
Claim#	12284	CITY OF EDEN PRAIRIE			
Cash Payment	E 100-42247-400	Repairs & Maint Cont	2018 WAFTA DUES		\$2,000.00
	Invoice	3309			
Transaction Date	5/10/2018	Security Bank	10100	Total	\$2,000.00

Claim Type	Direct				
Claim#	12264	CITY OF LESTER PRAIRIE			
Cash Payment	E 640-49480-220	Bio-Solids Disposal	4/18 13,500 GAL		\$1,350.00
	Invoice				
Cash Payment	E 640-49480-220	Bio-Solids Disposal	5/4 157,500 GAL		\$12,600.00
	Invoice				
Transaction Date	5/10/2018	Security Bank	10100	Total	\$13,950.00

Claim Type	Direct				
Claim#	12301	COORDINATED BUSINESS SYSTE			
Cash Payment	E 100-41000-200	Office Supplies	OLD COPIER OVERAGES 2017		\$527.10
	Invoice	CNIN269851			
Transaction Date	5/10/2018	Security Bank	10100	Total	\$527.10

Claim Type	Direct				
Claim#	12262	CORE & MAIN			
Cash Payment	E 620-49440-437	Water Meters	WATER METERS		\$4,718.87
	Invoice	I706210			
Transaction Date	5/10/2018	Security Bank	10100	Total	\$4,718.87

MAYER, MN

05/11/18 8:16 AM

Page 2

***Claim Register©**

05/14/18PAY

May 2018

Claim Type Direct				
Claim#	12265	DAWN CLEMENSEN		
Cash Payment	E 100-41940-300	Professional Svcs	CLEANING SERVICES FOR APRIL 2018	\$375.00
	Invoice 5-1-2018			
Transaction Date	5/10/2018	Security Bank	10100	Total \$375.00

Claim Type Direct				
Claim#	12261	EARL F ANDERSEN, INC.		
Cash Payment	E 100-43100-400	Repairs & Maint Cont	SIGNAGE SUPPLIES	\$424.08
	Invoice 0117152-IN			
Transaction Date	5/10/2018	Security Bank	10100	Total \$424.08

Claim Type Direct				
Claim#	12279	EMERGENCY MEDICAL PRODUCT		
Cash Payment	E 100-42260-400	Repairs & Maint Cont	PHILIPS HEARTSTART PADS	\$56.45
	Invoice 1983262			
Transaction Date	5/10/2018	Security Bank	10100	Total \$56.45

Claim Type Direct				
Claim#	12278	EMERGENCY RESPONSE SOLUTI		
Cash Payment	E 100-42260-517	PPE Purchase	24 CAIRNS F STANDARD FRONTS	\$936.04
	Invoice 10909			
Transaction Date	5/10/2018	Security Bank	10100	Total \$936.04

Claim Type Direct				
Claim#	12255	FREMONT INDUSTRIES, INC		
Cash Payment	E 640-49480-216	Chemicals and Chem Prod	COAGULANT	\$810.00
	Invoice 2018-23051-00			
Transaction Date	5/10/2018	Security Bank	10100	Total \$810.00

Claim Type Direct				
Claim#	12286	FRONTIER		
Cash Payment	E 620-49410-321	Telephone	WTP INTERNET	\$113.70
	Invoice			
Transaction Date	5/10/2018	Security Bank	10100	Total \$113.70

Claim Type Direct				
Claim#	12276	GOPHER STATE ONE-CALL INC		
Cash Payment	E 620-49440-355	Gopher State Locates	APRIL 2018 LOCATES	\$21.45
	Invoice 8040558			
Cash Payment	E 640-49490-355	Gopher State Locates	APRIL 2018 LOCATES	\$21.45
	Invoice 8040558			
Transaction Date	5/10/2018	Security Bank	10100	Total \$42.90

Claim Type Direct				
Claim#	12269	GREATAMERICA FINANCIAL SERV		
Cash Payment	E 100-41000-200	Office Supplies	COPIER LEASE PAYMENT	\$177.00
	Invoice 22504024			
Transaction Date	5/10/2018	Security Bank	10100	Total \$177.00

Claim Type Direct				
Claim#	12268	GREATER MN COMMUNICATIONS		
Cash Payment	E 620-49440-350	Print/Binding	APRIL UTILITY BILLING/POSTAGE/NEWSLETTER	\$92.34
	Invoice 15509			

***Claim Register©**

05/14/18PAY

May 2018

Cash Payment	E 640-49490-350 Print/Binding	APRIL UTILITY BILLING/POSTAGE/NEWSLETTER	\$92.34
	Invoice 15509		
Cash Payment	E 620-49440-322 Postage	APRIL UTILITY BILLING/POSTAGE/NEWSLETTER	\$151.84
	Invoice 15509		
Cash Payment	E 640-49490-322 Postage	APRIL UTILITY BILLING/POSTAGE/NEWSLETTER	\$151.84
	Invoice 15509		
Cash Payment	E 100-41000-350 Print/Binding	APRIL UTILITY BILLING/POSTAGE/NEWSLETTER	\$369.38
	Invoice 15509		

Transaction Date	5/10/2018	Security Bank	10100	Total	\$857.74
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Claim Type Direct

Claim#	12267	HANSONS PAINTING & REPAIRS		
Cash Payment	E 100-41920-400	Repairs & Maint Cont	2 COMM CTR DOORS FINISH	\$300.00
	Invoice 2017-0662			

Transaction Date	5/10/2018	Security Bank	10100	Total	\$300.00
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Claim Type Direct

Claim#	12266	HILLYARD OF HUTCHINSON		
Cash Payment	E 100-41940-400	Repairs & Maint Cont	COMM CTR SUPPLIES	\$793.47
	Invoice 602969159			

Transaction Date	5/10/2018	Security Bank	10100	Total	\$793.47
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Claim Type Direct

Claim#	12282	JANELL GILDEMEISTER		
Cash Payment	E 100-41000-331	Travel Expenses	MILEAGE TO MCII TRAINING ST CLOUD 4/30-5/4/18	\$56.16
	Invoice			

Transaction Date	5/10/2018	Security Bank	10100	Total	\$56.16
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Claim Type Direct

Claim#	12283	LEAGUE OF MINNESOTA CITIES		
Cash Payment	E 100-43100-208	Training and Instruction	SEXUAL HARRASSMENT TRAINING FOR ALL STAFF	\$150.00
	Invoice 271667			

Cash Payment	E 620-49440-208	Training and Instruction	SEXUAL HARRASSMENT TRAINING FOR ALL STAFF	\$150.00
	Invoice 271667			

Cash Payment	E 640-49490-208	Training and Instruction	SEXUAL HARRASSMENT TRAINING FOR ALL STAFF	\$150.00
	Invoice 271667			

Cash Payment	E 100-41300-208	Training and Instruction	SEXUAL HARRASSMENT TRAINING FOR ALL STAFF	\$450.00
	Invoice 271667			

Cash Payment	E 100-41300-208	Training and Instruction	SEXUAL HARRASSMENT TRAINING FOR ALL STAFF	\$450.00
	Invoice 271810			

Transaction Date	5/10/2018	Security Bank	10100	Total	\$1,350.00
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Claim Type Direct

Claim#	12277	LUSTER-CAL CORP		
Cash Payment	E 100-42200-430	Miscellaneous (GENERAL) 300 FD EQUIPMENT		\$318.00
	Invoice 067108			

MAYER, MN

05/11/18 8:16 AM

Page 4

***Claim Register©**

05/14/18PAY

May 2018

Transaction Date	5/10/2018	Security Bank	10100	Total	\$318.00
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Claim Type Direct

Claim# 12280 MAETZOLD, RODNEY

Cash Payment	E 100-42200-208 Training and Instruction	LOGGING MNFFOA & MILEAGE			\$350.97
	Invoice				

Cash Payment	E 100-42200-208 Training and Instruction	MILEAGE TO ALEXANDRIA			\$139.77
	Invoice				

Transaction Date	5/10/2018	Security Bank	10100	Total	\$490.74
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Claim Type Direct

Claim# 12288 MAYER LUMBER CO INC

Cash Payment	E 100-43100-430 Miscellaneous (GENERAL) BOLTS FOR BRIDGE FILTER				\$5.85
	Invoice 155364				

Cash Payment	E 100-41940-400 Repairs & Maint Cont	KITCHEN HOOD LIGHTS/KICKDOWN STOP			\$27.77
	Invoice 155366				

Cash Payment	E 100-43100-400 Repairs & Maint Cont	BLACKTOP PATCH			\$55.16
	Invoice 155433				

Cash Payment	E 100-43100-430 Miscellaneous (GENERAL) BLACKTOP PATCH				\$27.58
	Invoice 155436				

Cash Payment	E 100-42260-400 Repairs & Maint Cont	FD SUPPLIES			\$69.96
	Invoice 155481				

Cash Payment	E 100-42280-400 Repairs & Maint Cont	PIPE & SUPPLIES			\$22.93
	Invoice 155548				

Cash Payment	E 100-43100-210 Operating Supplies	SCREWDRIVER			\$7.58
	Invoice 155595				

Cash Payment	E 100-43100-210 Operating Supplies	BLEACH			\$9.58
	Invoice 155738				

Cash Payment	E 100-43100-400 Repairs & Maint Cont	SIGN SUPPLIES			\$34.53
	Invoice 155877				

Cash Payment	E 100-43100-210 Operating Supplies	IMPACT SET/TOOL BOX			\$53.98
	Invoice 155937				

Cash Payment	E 100-42260-400 Repairs & Maint Cont	BATTERY & SUPPLIES			\$112.96
	Invoice 155968				

Cash Payment	E 100-43100-400 Repairs & Maint Cont	WELD EPOXY			\$6.79
	Invoice 155977				

Cash Payment	E 100-43100-210 Operating Supplies	GRASS SEED/CATCH			\$45.06
	Invoice 156177				

Cash Payment	E 100-43100-210 Operating Supplies	DUCT TAPE/BUNGEE FLAG			\$13.58
	Invoice 156293				

Cash Payment	E 100-43100-210 Operating Supplies	TAPE/SPRY PAINT/SCISSORS			\$26.07
	Invoice 156381				

Transaction Date	5/10/2018	Security Bank	10100	Total	\$519.38
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Claim Type Direct

Claim# 12281 MCFOA

Cash Payment	E 100-41000-433 Dues and Subscriptions	MEMBERSHIP RENEWAL JANELL 7/1/18-6/30/19			\$45.00
	Invoice				

Transaction Date	5/10/2018	Security Bank	10100	Total	\$45.00
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Claim Type Direct

Claim# 12273 METRO WEST INSPECTION SERVI

Cash Payment	E 100-42400-300 Professional Svcs	FINALED PERMITS FOR MARCH 2018			\$212.38
	Invoice 1492				

***Claim Register©**

05/14/18PAY

May 2018

Transaction Date	5/10/2018	Security Bank	10100	Total	\$212.38
Claim Type	Direct				
Claim#	12302 MUNICIPAL DEVELOPMENT GROU				
Cash Payment	E 100-41940-300 Professional Svcs	PLANNING SERVICES			\$616.69
	Invoice MAY050718				
Transaction Date	5/10/2018	Security Bank	10100	Total	\$616.69
Claim Type	Direct				
Claim#	12260 OVERLINE & SON, INC				
Cash Payment	E 640-49470-400 Repairs & Maint Cont	VACTOR SERVICES 4/11/18 2 LIFT STATIONS			\$1,184.16
	Invoice 624				
Cash Payment	E 640-49480-404 Repairs/Maint Machinery/E	VACTOR SERVICES 4/11/18 2 LIFT STATIONS			\$592.00
	Invoice 625				
Transaction Date	5/10/2018	Security Bank	10100	Total	\$1,776.16
Claim Type	Direct				
Claim#	12257 OWENS COMPANIES, INC.				
Cash Payment	E 640-49480-404 Repairs/Maint Machinery/E	SPRING INSPECTION WWTF			\$468.00
	Invoice 77493				
Transaction Date	5/10/2018	Security Bank	10100	Total	\$468.00
Claim Type	Direct				
Claim#	12270 PEAK HEATING AND COOLING				
Cash Payment	E 100-41940-400 Repairs & Maint Cont	REPLACED FAILED HEAT EXCHANGER COMM CTR & 2 BELTS			\$120.60
	Invoice 16907				
Transaction Date	5/10/2018	Security Bank	10100	Total	\$120.60
Claim Type	Direct				
Claim#	12275 TECHSTAR IT SOLUTIONS				
Cash Payment	E 100-41920-312 Software Support	PHONE & INTERNET SERVICES			\$322.00
	Invoice 7878				
Transaction Date	5/10/2018	Security Bank	10100	Total	\$322.00
Claim Type	Direct				
Claim#	12272 TOM GOEPFERT				
Cash Payment	E 620-49440-300 Professional Svcs	ON CALL 4/21-22/18			\$50.00
	Invoice				
Cash Payment	E 640-49480-300 Professional Svcs	ON CALL 4/21-22/18			\$50.00
	Invoice				
Transaction Date	5/10/2018	Security Bank	10100	Total	\$100.00
Claim Type	Direct				
Claim#	12258 UFC FARM SUPPLY				
Cash Payment	E 640-49480-404 Repairs/Maint Machinery/E	AUXILARY GENERATOR WWTF			\$527.80
	Invoice 4138				
Cash Payment	E 100-43100-210 Operating Supplies	SUPPLIES			\$32.99
	Invoice 878519				
Transaction Date	5/10/2018	Security Bank	10100	Total	\$560.79
Claim Type	Direct				
Claim#	12263 USA BLUE BOOK-HD SUPPLY MAI				
Cash Payment	E 620-49410-216 Chemicals and Chem Prod WTP				\$28.79
	Invoice 870354				

*Claim Register©

05/14/18PAY

May 2018

Cash Payment E 640-49480-404 Repairs/Maint Machinery/E WWTP \$94.39
Invoice 870354

Transaction Date 5/10/2018 Security Bank 10100 Total \$123.18

Claim Type Direct

Claim# 12256 UTILITY CONSULTANTS, INC.

Cash Payment E 640-49480-385 Testing and Lab Services WWTF CHEMICALS \$1,055.30
Invoice 98294

Cash Payment E 620-49440-215 Samples WTP CHEMICALS \$40.00
Invoice 98293

Transaction Date 5/10/2018 Security Bank 10100 Total \$1,095.30

Claim Type Direct

Claim# 12287 VISA

Cash Payment E 100-43100-210 Operating Supplies DOOR HANGERS \$38.94
Invoice

Cash Payment E 620-49440-400 Repairs & Maint Cont DOOR HANGERS \$21.47
Invoice

Transaction Date 5/10/2018 Security Bank 10100 Total \$60.41

Claim Type Direct

Claim# 12259 WIDMER CONSTRUCTION LLC

Cash Payment E 100-43125-300 Professional Svcs SNOW REMOVAL 4/14-16/18 \$9,502.50
Invoice 4461

Transaction Date 5/10/2018 Security Bank 10100 Total \$9,502.50

Claim Type Direct

Claim# 12271 ZTS PRODUCTIONS

Cash Payment E 100-41100-300 Professional Svcs AUDIO VISUAL SERVICE JAN-APR 2018 \$180.00
Invoice 18006

Transaction Date 5/10/2018 Security Bank 10100 Total \$180.00

Pre-Written Checks	\$0.00
Checks to be Generated by the Compute	\$45,502.01
Total	\$45,502.01

COUNCIL APPROVAL -
SIGNATURES/INITIALS _____

**CITY OF MAYER
REGULAR MEETING – PARKS AND RECREATION COMMISSION
TUESDAY, APRIL 10, 2018 @ 6:30 P.M.
CITY HALL COUNCIL CHAMBERS**

AGENDA

1. Call to Order

The meeting was called to order at 6:30 p.m.

Those present were Park Commissioners, Troy Congdon, Mike Wegner, Dan Pohl, and Elizabeth Butterfield. Also present was City Administrator, Margaret McCallum and Public Works, Kyle Kuntz.

Absent: Alisa Johnson.

Also present: Mike Dodge and Tice Stieve-McPadden.

2. Approve Agenda

McCallum requested that West Ridge Park – 2018 Amenities be removed.

Congdon moved to adopt the agenda as amended. Pohl seconded. Motion passed 4-0.

3. Minutes

A. March 13, 2018 Meeting Minutes

Congdon moved to approve the March 13, 2018 meeting minutes. Pohl seconded. Motion passed 4-0.

4. Business

A. Spring Trail Cleanup

McCallum informed that each year the Park Commission does a cleanup of a section of the Dakota Regional Trail in the spring and the fall. Wegner projected the cleanup to take about an hour.

The Commission discussed dates. They set April 29th, 2018 at 2:00 p.m. as the primary date and May 1st, 2018 at 6:00 p.m. as the backup date.

B. Old School House Park Shelter Bid Results

McCallum informed that the Old School House Park Shelter went out for bid and that bids were submitted and opened on April 5, 2018. She informed that the architect proposed the project to be around \$258,000.00. The high bid came in at \$414,000.00 and the lowest bid at \$329,000.00. She said 3 bids were received. McCallum explained that the architect said that projects are coming in high because contractors are busy and that material costs are up.

The Commission reviewed the bids and with a park reserve amount of \$320,000.00, they agreed that the cost was too much for this year. They discussed rebidding it possibly in the fall or next year.

Motion was made by Congdon to recommend to Council rejection of the bids at this time and to possibly rebid it in the fall or next year. Butterfield seconded. Motion passed 4-0.

C. Archery Range Information – Update

McCallum provided some pricing and pictures from another city that installed an archery range. She said that staff was still looking for viable locations for the range, but thought that a location in Old School House Park would work.

Butterfield suggested that McCallum reach out to Three Rivers Park District and Hutchinson regarding their ranges.

The Commission also agreed that staff should look at the insurance to cover the range and what ordinance changes would have to be made as a bow and arrow would qualify as discharging a weapon within City limits.

5. Staff Updates/Comments

McCallum and Kuntz had nothing to report.

6. Commissioner Reports/Comments

None.

7. Adjournment

Wegner moved to adjourn the meeting at 7:11 p.m. Congdeon seconded. Motion passed 4-0.

MAYER CITY COUNCIL MEETING MINUTES APRIL 23, 2018

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

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

ABSENT: None

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

ALSO PRESENT: Don Wachholz, Ivan Raconteur, Annette Gentile, Michael Hanks, Mike Wegner, Ron Zimmermann, Kaye Timmers, Stan Heldt, and Deputy Sheriff Stahlke

The meeting was opened with the Pledge of Allegiance.

APPROVE AGENDA

A MOTION was made by Council Member Stieve-McPadden with a second by Council Member Butterfield to approve the agenda as presented. Motion Carried 5/0

PUBLIC COMMENT

None

APPROVE CONSENT AGENDA

A MOTION was made by Council Member Butterfield with a second by Council Member McNeilly to approve the Consent Agenda. Motion Carried 5/0.

1. Approve the Minutes of the April 9, 2018 Regular Council Meeting.
2. Approve the Minutes of the April 9, 2018 Council Workshop Meeting.
3. Approve Claims for April 2018. Check Numbers: 12222 to 12250
4. Acknowledge City Administrators Report for the Month of April 2018.
5. Acknowledge Public Works Report of activities from March 20th to April 18th, 2018.
6. Acknowledge Fire Departments Report for the Month of March 2018.
7. Acknowledge Sheriff's Department Report for the Month of March 2018. Deputy Gary Stahlke was present to address the Council and provided an update on recent activities. Deputy Stahlke stated that the number of service calls was up by 20 compared to the year before. Deputy Stahlke also stated that he will be flexing his schedule this summer to perform crosswalk patrol.

PUBLIC HEARING AMENDING ORDINANCE 219: *Opened at 6:35 p.m.*

Title IX: General Regulations, Chapter 92: Animals Section 92.02 Dogs and Cats Letter (E) limitation by adding language in relation to multiple animal licenses.

There being no comments from the audience or written comments submitted, the Public Hearing Amending Ordinance 219 closed and the Regular Council Meeting resumed at 6:46 p.m.

Council Member Boder asked Deputy Stahlke to provide the City with the number of County Dog related calls. City Administrator McCallum stated that she will continue work on educating the residents.

A MOTION to Accept Ordinance 219 as presented was made by Council Member Butterfield and seconded by Council Member Stieve-McPadden. Motion carried 5/0

PUBLIC HEARING AMENDING ORDINANCE 220: *Opened at 6:52 p.m.*

Title XI: Business Regulations, Chapter 114: Sexually Oriented Businesses, by adding a new Section 114.40 Location of Sexually Oriented Businesses.

There being no comments from the audience or written comments submitted, the Public Hearing closed and the Regular Council Meeting resumed at 6:55 p.m.

Council Member Stieve-McPadden asked if a sexually oriented type business has approached the City. City Administrator McCallum stated that no business of this type has approached the City. City Planner Anderson clarified that the addition of Section 114.40 Location of Sexually Oriented Businesses provides further restrictions on the location of these businesses by adding language such that sexually oriented business shall not be located or operated within 1,320 feet of any residential or agricultural district, a religious institution or church, child day care facilities, schools and school grounds, or a public park. A MOTION to Accept Ordinance 220 with the addition of Section 114.40 Location of Sexually Oriented Businesses was made by Council Member Stieve-McPadden and seconded by Council Member Boder. Motion carried 5/0

CITY ADMINISTRATOR

1. **Discussion on Veteran's Memorial Sidewalk** – *Tabled till representative arrived at 7:35 p.m.*

Stan Heldt updated Council on the activities and progress with the installation of the Veteran's Memorial on the west side of Hwy 25, just south of the Dakota Rail Trail. Mr. Heldt stated that the Veteran's Committee is selecting the six images to be engraved on the monuments and as soon as the ground thaws, construction on the footings will begin.

PARK BOARD

1. **Discussion on Old School House Park Shelter Bids** – Bids were presented to the Park Board at their April 20, 2018 Park Board Meeting. The Park Board recommended to the Council by motion to reject all bids for the project because it came in over budget and discussed holding off on the project and possibly rebidding it in the future. Council agreed to accept the Park Boards recommendation. A MOTION to Reject Old School House Park Shelter Bids was made by Council Member Stieve-McPadden and seconded by Council Member McNeilly. Motion Carried 5/0.

PUBLIC WORKS

1. **Approve Replacement/Relocation of the 6ft Chain Link Security Fence at WWTF** – A MOTION to approve the replacement/relocation of the 6ft chain link security fence from Century Fencing in the amount of \$14,540.00 was made by Council Member McNeilly and seconded by Council Member Stieve-McPadden. Motion Carried 5/0
2. **Discussion on CIP Schedule for WWTF** – Identified in the 2018 Waste Water Treatment Facility Sewer Fund Budget Capital Outlay are a number of items to be replaced. The items listed in the 2018 Budget were taken from the new WWTF Capital Improvement Plan adopted by City Council in 2015. Staff identified a ten items and a time frame in which budget items will be replaced in 2018. Items 1 and 2 have already been approved by Council. Council agreed to accept the CIP Schedule 3 through 10 for the WWTF.

COUNCIL REPORTS

- Council Member McNeilly reported that she attended a Watertown-Mayer Community Education new school preliminary discussion meeting.

OTHER BUSINESS

- Council Member Stieve-McPadden asked for clarification on the Personnel Committee Minutes pertaining to what Council Liaison meetings are paid.

- Council Member Boder asked Staff about the mud on Birch Drive. Staff stated that the contractor will be clearing the mud of the street.
- Mayor Dodge asked Staff about the City Curbside Clean-up and why a number of neighborhoods were missed. Staff stated that she reached out to Republic Services and had not heard back from them. Staff informed Council that a voice message from Republic Services was left over the weekend stating that they would continue curbside clean up on Monday, April 23rd, 2018 because the drivers were not able to complete the pickup during working hours.

FOR YOUR INFORMATION

- Acknowledge April 9, 2018 Personnel Meeting Minutes.

ADJOURN

There being no further business, a MOTION was made by Council Member McNeilly and seconded by Council Member Butterfield to adjourn the meeting at 7:48 p.m. Motion Carried 5/0

Mike Dodge, Mayor

Attest: _____
Janell Gildemeister, Deputy City Clerk

MAYER FIRE DEPARTMENT
400 ASH AVE N.
PO BOX 102
MAYER, MN 55360
Phone/Fax 952-657-2227

May 8, 2018

The fire department would like to purchase a Zodiacs Mark 2 Grand Raid Boat with A 25 hp manual motor with an aluminum prop guard, Shorelander trailer. Total \$15,200.00

Also

10 new life jackets each \$59.95	\$599.50
2 Survitec imperial ice rescue suits each \$585.00	\$1170.00
4 Rescue helmets each 55.00	\$220.00
	Total \$17,189.95

The money for this would come out of the grant fund that the baseball clubs gives to for the Fire Dept. I also apply for \$2500.00 from Center Point for the purchase of a boat.

Sincerely,



Rod Maetzold
Fire Chief

MAYER FIRE DEPT

Finally an Ice Rescue Suit That Won't Bust Your Department's Budget.



IR1500 ICE RESCUE SUIT

As today's most innovative marine public safety brand, Imperial proudly presents the Ice Rescuer 1500. Based on your input and the need for a robust, user-repairable, easy-to-don, and affordable ice rescue suit, the Ice Rescuer 1500 has all the features you need to get the job done.

Made of easy to repair, breathable shell fabric with cordura reinforced wear areas	Additional features include attached booties, purge valve, AWL pockets, pull harness, and heavy-duty waterproof zipper
Drysuit mobility, look and feel	Suit Size: Adult Universal
Replaceable inner foam liner	User Weight: 110 - 330 lbs
Internal suspenders, wrist, thigh and ankle adjustments for more comfort	User Height: 4'11" - 6'6"
SOLAS-grade reflective tape on arms, head and torso	IR1500 product # 80-1500-UNIV
3-ply chemical resistant insulated gloves	Replacement items:
Suit comes with a storage bag and repair kit	Liner part # 80-1500-LINER
	Harness part # 80-1500-HARNASS
	Bag part # 80-1500-BAG
	Tear Repair Kit part # 80-1500-RIKIT



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BRAND NAME:	Imperial
PART NUMBER:	63-370ERV-01-SM, 63-370ERV-01-LX, 63-370ERV-01-23 (All Models Made in China)
PRODUCT DESCRIPTION:	370ERV Emergency Response Vest
CATEGORY IN CATALOG:	Personal Flotation
UNIT APPROXIMATE SPECIFICATIONS	
DEPTH:	3 inches
WIDTH:	20 inches
HEIGHT:	22 inches
GROSS WEIGHT:	1.8 pounds
NET WEIGHT:	1.8 pounds
NOTES:	
UNIT POINT-OF-PURCHASE INFORMATION	
BAR CODE TYPE:	UPC-A
BAR CODE #:	Varies (China)

PRODUCT FEATURES AND DETAILS

- Small/Medium Size: user weight of more than 90, chest size of 32 to 39 inches, UPC 098198031616 (China)
- Large/XL Sizing: user weight of more than 90, chest size of 40 to 50 inches, UPC 098198031623 (China)
- 2XL/3XL Sizing: user weight of more than 90, chest size of 50 to 60 inches, UPC 098198031630 (China)
- USCG Type III Approvals 160.064/3884/0 (Small/Medium), 160.064/3885/0 (Large/XL), 160.064/3886/0 (2XL/3XL)
- Min. Buoyancy: 15.5 pounds (69 Newtons)
- Color: International Safety Orange
- Foam: PE (Polyethylene)
- Closure: Two 1 ½" encircling adjustable belts (bottom two) and one 1 ½" chest strap (top) with snag-resistant buckles
- Leg Straps: 1" adjustable leg straps with buckles on each end
- 79 square inches of SOLAS-grade reflective tape in front/back panels and around the neck collar
- High performance vest for water rescue, public safety, command and control professionals
- 100MPH impact test rated
- Two gusseted storage pockets
- Flotation-filled comfort collar
- Case (China Import): 22" x 20" x 17" package dimensions, 11 lbs box weight, quantity of 5 units enclosed

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SC050024A REV05202014



**WATERTOWN-MAYER COMMUNITY EDUCATION
KIDS COMPANY LEASE AGREEMENT**

CITY OF MAYER, MINNESOTA

THIS LEASE AGREEMENT (the “Lease”) is entered into effective as of June 1, 2018, (“Commencement Date”) by and between the City of Mayer (the “City”), **Landlord**, and Watertown-Mayer School District No. 111 (“W-M District”) on behalf of W-M Community Education Kids Company Child Care, **Tenant**.

1. Leased Premises. The City, in consideration of the rents and covenants contained in this Lease, does hereby lease to Tenant, and Tenant does hereby lease from the City the following described premises:

Those portions (spaces) of the City of Mayer Community Center Building located at 413 Bluejay Avenue, Mayer, MN 55360, as depicted by cross-hatching on **Exhibit A** attached hereto. This includes the City Council chambers, hallway, upper and lower gym areas, kitchen, lavatories, storage rooms as specifically authorized from time to time by the City and outside baseball and playground areas adjacent to the Community Center Building (the “Leased Premises”).

2. Term. The initial term of this Lease shall be for a period of one year commencing on **June 1, 2018**, and ending **May 31, 2019**.

3. Extension. After expiration of the initial term, the Lease may continue on the same terms and conditions as specified in the Lease until either the City or the Tenant has given to the other party a written 90 day notification of termination of the Lease or unless otherwise extended or terminated by a mutual written agreement of both parties.

4. Rent. As consideration for Tenant’s use of the Leased Premises, Tenant shall pay to the City on the first day of each month beginning **August 1, 2018** the sum of \$2,780.00. Such rental amount includes custodial services and supplies provided by the City including light cleaning, garbage removal, gas, electricity, pest control, snow removal, water and sanitary sewer. If additional custodial services are needed beyond those anticipated at this time, such additional services shall be billed to the Tenant at the rate of \$42.50 per day as required.

5. Use. The Premises shall be used and supervised only by Tenant for the creation of a W-M Community Education Kids Company childcare program. Tenant shall abide by and conform to any State or Federal laws applicable to this program and use.

6. Time. The Leased Premises will be occupied by the W-M Kids Company Child Care Program during the hours of 6:00 a.m.- 8:15 a.m. and 2:00 p.m.-6:15 p.m. Monday through Friday during the regular school year. During the summer break time the hours will be 6:00 a.m. to 6:15 p.m. Monday through Friday.

7. Restriction on Use. City reserves the right to restrict use of the premises by Tenant from time to time in the event of conflict with other use authorized by City. Tenant's materials may remain set up unless the premises space is needed for other uses and the City gives Tenant a seven day notice of such use. For larger uses such as wedding reception preparations which normally require Friday afternoons, City will attempt to provide Tenant with a two month notice of such event.

8. Suspended Rent. If Tenant determines the Leased Premises are not needed or used during the summer months of June, July and August, based on program enrollment, Tenant shall so notify City in writing and rent payments shall be suspended for such month of non-use.

9. Care of Premises. Tenant accepts the Leased Premises in its "as is" condition without any obligation on the part of the City to improve same, unless specifically set forth in this Lease, and agrees to keep the Leased Premises in good condition during the entire term of this Lease, reasonable wear and tear excepted. Tenant shall be responsible for all damage and required repair caused by Tenant's use of the premises.

10. Alterations. Tenant shall make no change, alteration, modification or addition to the Leased Premises without the prior written consent of the City. Tenant is responsible for any American with Disabilities Act changes required in conjunction with Tenant's use of the premises.

11. Assignment or Sublease. The Leased Premises may not be assigned or sublet, in whole or in part, by tenant without the prior written consent of the City. Absent the written consent of the City, any assignment or sublease shall not release Tenant from its obligations under this Lease. Any assignment or sublease attempted to be made in violation of this Lease shall be void. The terms of this Lease shall bind and inure to the benefit of the parties hereto and their respective successors and assignees.

12. Indemnification. Tenant agrees to defend, indemnify and hold harmless the City from injuries, damages and loss, including costs and attorneys' fees, arising from the willful or negligent acts and omissions of Tenant, its employees, officers and agents under this Lease. The City shall have no responsibility for any indirect or consequential damages suffered by Tenant, or by any person, firm or corporation not a party to this Lease.

13. Notices. All notices, requests and other communications that a party is required or elects to deliver shall be in writing and shall be delivered personally (provided such delivery is confirmed), or by a recognized overnight courier service or by United States mail, first-class, certified or registered, postage prepared, return receipt requested, to the other party at its address set forth below or to such other address as such party may designate in writing:

If to the City: The City of Mayer
Attn: City Administrator
413 Bluejay Avenue
P.O. Box 102
Mayer, MN 55360

If to Tenant: Watertown School District No. 111
ATTN: _____
1001 Highway 25 N.W.
Watertown, MN 55388

Official notices shall not be sent by facsimile or electronic mail.

14. Insurance. At all times during the time of this lease, Tenant shall obtain and keep in force comprehensive general liability insurance, including coverage for bodily and personal injury or death and property damage with limits of not less than \$1,000,000 per claim and \$2,000,000 per occurrence. Tenant shall provide certificates to the City prior to commencement of the Lease and thereafter as requested by the City evidencing that it maintains the required insurance. All such certificates shall name the City of Mayer as additional insurance and shall provide that the insurance will not be cancelled without at least thirty (30) days prior notice to the City. Tenant represents that it has workers' compensation insurance to the extent required by law and agrees to furnish proof of such insurance upon request.

15. Amendments. This Lease shall be amended only in writing duly executed by all the parties to this Lease.

16. Governing Law/Jurisdiction. The laws of the State of Minnesota shall govern the validity, construction and enforceability of this Lease, without giving effect to its conflict of laws principles. All suits, actions, claims and causes of action relating to the construction, validity, performance and enforcement of this Lease shall be in the courts of the State of Minnesota.

IN WITNESS WHEREOF, the City and Tenant have executed this Lease Agreement on the day and year first above written.

City of Mayer

Watertown-Mayer School District No. 111

By: _____

Mike Dodge, Its Mayor

Dated: _____

By: _____

_____,

Its Chair

Dated: _____

ATTEST:

Janell Gildemeiester, Its Deputy Clerk

Dated: _____

2040 COMP PLAN EXTENSION REQUEST

LOCAL PLANNING
HANDBOOK

Please send your completed request form and accompanying Resolution via email or mail to the **Reviews Coordinator** at the Metropolitan Council by **May 31, 2018**. Your responses to the following questions will provide the Metropolitan Council with information needed to review your extension request.

1. Please provide the following information:

Community Name	Mayer
Contact Person	Margaret McCallum
Request Date	April 25, 2018
Phone Number	952-657-1502
Email Address	cityadmin@frontiernet.net

2. **PLANNING PROCESS TIMELINE:** Please provide the target dates for each step of the planning process identified below. If you have already completed a step, indicate “completed” with the date in the table.

Process Step	Target Date
Completion of draft plan text and mapping	June 15, 2018
Initiation of 6-month review/comment period by adjacent jurisdictions, affected special districts, and school districts	August 1, 2018
Public hearing date	March 5, 2019
City Council / Town Board / County Board action	March 11, 2019
Date of plan submission to the Metropolitan Council	March 15, 2019
Completion of fiscal devises and official controls review/amendment	May 1, 2020

3. **PLANNING ISSUES:** Please identify the issue(s) below that are contributing to the need for the requested extension.

- | | |
|--|---|
| <ul style="list-style-type: none"> <input type="checkbox"/> Staff workload <input type="checkbox"/> Contract planner delays <input type="checkbox"/> Issues affecting adjacent communities <input type="checkbox"/> Data/mapping/GIS <input type="checkbox"/> Area development or redevelopment plan(s) in process <input type="checkbox"/> Planning Commission/City Council/Board member concerns <input type="checkbox"/> Population, household, employment forecast issues <input type="checkbox"/> Sewer flow forecast issues <input checked="" type="checkbox"/> MUSA/Growth staging plan <input type="checkbox"/> Public participation process <input type="checkbox"/> Density policy issues | <ul style="list-style-type: none"> <input type="checkbox"/> Community Designation considerations <input type="checkbox"/> Development of plan components: <ul style="list-style-type: none"> <input type="checkbox"/> Existing Land Use <input checked="" type="checkbox"/> Future Land Use <input type="checkbox"/> Housing <input checked="" type="checkbox"/> Surface Water Management <input checked="" type="checkbox"/> Transportation <input checked="" type="checkbox"/> Wastewater <input type="checkbox"/> Parks and Trails <input checked="" type="checkbox"/> Water Supply <input type="checkbox"/> Implementation <input type="checkbox"/> Mississippi River Corridor Critical Area (MRCCA) <input type="checkbox"/> Other _____ |
|--|---|

4. Mark all that apply to your community.

- Planning Grant recipient
- Mapping Services requested

5. **ADDITIONAL INFORMATION:** Please provide explanation of the planning issues checked on the previous page. Include a realistic appraisal of your community's ability to submit your updated plan for review by indicated deadline, as well as the subsequent review/amendment of fiscal devices and official controls.

So the land use chapter is not complete due to the fact we need to finalize the transportation, water, sanitary sewer and surface water management chapters. These chapters were delayed, and mainly the transportation chapter, because Mayer was working with Carver County to review the State Trunk Highway 25 bypass study. Mayer has discussed moving the corridor further east to undeveloped areas and this had to be determined prior to finalizing the mentioned chapters above. The corridor has been determined which allowed the city to move forward and finalize these chapters. We expect these to be complete in the next couple of weeks and once those are done we will bring to the planning commission for final review in June and at that point we can submit to neighboring jurisdictions.

A turnover at the City Administrator position also happened in 2017 and a interim administrator was in place for approximately 6 months. During that time the comprehensive plan update was put on hold for the most part until the administrator position was filled full time.

The timeline provided is conservative and hopefully we can complete the tasks quicker than what is indicated.

Please contact your **Sector Representative** if you need any assistance.

**CITY OF MAYER
CITY COUNCIL RESOLUTION 5-14-18-12**

**RESOLUTION REQUESTING ADDITIONAL TIME WITHIN WHICH TO COMPLETE COMPREHENSIVE PLAN
“DECENNIAL” REVIEW OBLIGATIONS**

WHEREAS, Minnesota Statutes section 473.864 requires local governmental units to review and, if necessary, amend their entire comprehensive plans and their fiscal devices and official controls at least once every ten years to ensure comprehensive plans conform with metropolitan system plans and ensure fiscal devices and official controls do not conflict with comprehensive plans; and

WHEREAS, Minnesota Statutes sections 473.858 and 473.864 require local governmental units to complete their “decennial” reviews by December 31, 2018; and

WHEREAS, Minnesota Statutes section 473.864 authorizes the Metropolitan Council to grant extensions to local governmental units to allow local governmental units additional time within which to complete the “decennial” review and amendments; and

WHEREAS, any extensions granted by the Metropolitan Council must include a timetable and plan for completing the review and amendment; and

WHEREAS, at its January 10, 2018 meeting the Metropolitan Council authorized its staff to administratively review and grant extensions if extension requests are submitted by May 31, 2018; and

WHEREAS, extensions for completing decennial updates do not change any due dates for surface water management plans or water supply plans; and

WHEREAS, the City will not be able to complete its “decennial” review by December 31, 2018 for the following reasons:

So the land use chapter is not complete due to the fact we need to finalize the transportation, water, sanitary sewer and surface water management chapters. These chapters were delayed, and mainly the transportation chapter, because Mayer was working with Carver County to review the State Trunk Highway 25 bypass study. Mayer has discussed moving the corridor further east to undeveloped areas and this had to be determined prior to finalizing the mentioned chapters above. The corridor has been determined which allowed the city to move forward and finalize these chapters. We expect these to be complete in the next couple of weeks and once those are done we will bring to the planning commission for final review in June and at that point we can submit to neighboring jurisdictions. A turnover at the City Administrator position also happened in 2017 and a interim administrator was in place for approximately 6 months. During that time the comprehensive plan update was put on hold for the most part until the administrator position was filled full time. The timeline provided is conservative and hopefully we can complete the tasks quicker than what is indicated.

WHEREAS, the City Council finds it is appropriate to request from the Metropolitan Council an extension so the City can have additional time to complete and submit to the Metropolitan Council for review an updated comprehensive plan and amend its fiscal devices and official controls.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF MAYER, MINNESOTA, AS FOLLOWS:

1. The City Administrator is directed to submit to the Metropolitan Council no later than May 31, 2018 a letter requesting an extension to March 15, 2019.
2. The City Administrator must include with the request a reasonably detailed timetable and plan for completing the review and amendment by March 15, 2019.

Adopted by the Mayer City Council this 14th day of May, 2018.

Mayor Mike Dodge

Attest:

Margaret McCallum, City Administrator

The following Council Members voted in favor:

The following Council Members voted against or abstained:

Whereupon the motion was duly passed and executed.

Published:

Filed with Carver County:

Attachments:

None

**CITY OF MAYER
REGULAR MEETING – PARKS AND RECREATION COMMISSION
TUESDAY, MAY 8, 2018 @ 6:30 P.M.
CITY HALL COUNCIL CHAMBERS**

AGENDA

1. Call to Order

The meeting was called to order at 6:30 p.m.

Those present were Park Commissioners, Troy Congdon, Dan Pohl, Alisa Johnson, and Elizabeth Butterfield. Also present was City Administrator, Margaret McCallum.

Absent: Mike Wegner.

Also present: None.

2. Approve Agenda

Pohl moved to adopt the agenda. Butterfield seconded. Motion passed 3-0.

3. Minutes

A. April 10, 2018 Meeting Minutes

Butterfield moved to approve the April 10, 2018 meeting minutes. Pohl seconded. Motion passed 3-0.

4. Business

A. T-Shirts

McCallum informed that the City is looking at ordering shirts with the City logo on them for the Council and Park Commission. She stated that the shirts could be worn at City events or at conferences as a means to show representation from the City by staff, Council and Commissions. She asked that the Commission members provide their size if they are interested in getting a shirt.

B. Archery Range Information – Update

McCallum provided pictures and information from Three Rivers Park Districts and another City that installed archery ranges. She said that staff determined that Old School House Park was the

possibly the most viable location for the range. Other organizations stated that they have found success in their archery ranges.

McCallum said that the insurance for the City would cover the archery range under its park and recreation umbrella.

The Commission discussed how the ordinance would have to be changed to allow the shooting of bow and arrows and the like within City limits at the range location. McCallum said that they would have to go through the process of changing the ordinance.

The Commission discussed gathering more concrete costs for the archery range project, but estimated about \$10,000.

Butterfield moved to recommend to Council going through the process and supporting the ordinance change to allow for bow and arrows and the like to be discharged within City limits at the designated archery range. Pohl Seconded. Motion passed 3-0.

Johnson entered the meeting at 6:50 p.m.

Butterfield moved to allocate \$10,000 of Park Funds to the Archery Range project. Pohl seconded. Motion passed 4-0.

C. West Ridge Park – 2018 Amenities

The Commission reviewed the pricing layout from Flagship for new amenities for West Ridge Park. McCallum informed that their budget is \$50,000 for improvements at the park.

Johnson asked about an anti-static slide for kids with sensory disabilities. Staff said that would look into it.

The Commission asked staff to gather more concrete information on cost for the installation and purchasing of play equipment. They asked staff to determine what staff could install and couldn't. They also asked staff to look into the parking lot for West Ridge Park.

5. Staff Updates/Comments

A. Old School House Park Shelter Bids - Update

McCallum informed that at the April 23, 2018 City Council meeting, the City Council, upon recommendation from the Park Commission, rejected bids for the Old School House Park Shelter.

B. Spring Trail Cleanup – Update

McCallum informed that the Park Commission did a clean up on April 29 for their adopted section of the Dakota Regional Trail.

C. Addresses for Parks – Update

McCallum said that the addresses for parks are being finalized by staff and will subsequently be reviewed by the post office and then recorded at the County.

6. Commissioner Reports/Comments

Johnson asked when the Gaga Pit would be installed. McCallum said that Public Works said that it is on their schedule for things to do.

Butterfield asked about the installation of curtains in the Community Center. McCallum informed that Public Works said they would be able to do the installation.

The Commission discussed looking into if all the parks were adopted and if not publish something in the local newsletter.

7. Adjournment

The Commission moved to adjourn the meeting at 7:20 p.m. Motion passed 4-0.