



**CITY OF MAYER
REGULAR CITY COUNCIL MEETING
CITY COUNCIL CHAMBERS
MONDAY, JANUARY 28, 2019
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. January 14, 2019 City Council Meeting Minutes
 2. January 14, 2019 City Council Workshop Meeting Minutes
 - B. Claims
 - C. Reports
 1. Fire Department Monthly Report – December 2018
 2. Carver County Sheriff's Department Report – December 2018
 3. City Engineer Report
 4. Public Works Report
 5. City Administrator Report
 - D. 2018 Final Building Report
 - E. Gambling Exemption for West Carver Ducks Unlimited – Resolution 1-28-19-4
- 6. Reports and Recommendations of City Departments, Consultants, Commissions and Committees**
 - A. Administrative
 1. Annual Appointments – Resolution 1-28-19-5
 2. Council Visioning Session – Set the Date
- 7. City Council Reports**
- 8. Other Business**
- 9. Upcoming Meetings & Events**

January 29, 2019 – EDA – Cancelled
February 4, 2019 – Planning Commission Meeting

February 11, 2019 – City Council Meeting
February 12, 2019 – Park Commission Meeting

10. For Your Information

11. Adjournment

MAYER CITY COUNCIL MEETING MINUTES – JANUARY 14, 2019

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

PRESENT: Mayor Dodge, Council Members Boder, Butterfield, and McNeilly

ABSENT: Council Member Stieve-McPadden

STAFF: City Administrator McCallum, City Planner Anderson, and Deputy Clerk Gildemeister

ALSO PRESENT: Don Wachholz, Stephen Young, Rod Maetzold, Zachary Stifter, Scott Theisen, Adam Maetzold, Anna Boote, David Weibel, Pat Esser, Tom Stifter, Cody Brunner, Andrew Herd, Debbie Herd, Vince Herd, Ann Herd, Andy Maetzold, Robert Carlson, Michael Sommerfeld, Kaye Timmers, Chad Heldt, Joel Landskroener, Les Hahn.

OATH OF OFFICE

City Administrator McCallum administered the oath of office to Mayor and City Council Members.

Mayor Michael Dodge takes oath of office for a second two-year term (2019-2021)

Nikki McNeilly takes oath of office for a second four-year term. (2019-2023)

Erick Boder takes oath of office for a second four-year term. (2019-2023)

The meeting was opened with the Pledge of Allegiance.

APPROVE AGENDA

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

1. Approve the Minutes of the December 10, 2018 Regular Council Meeting.
2. Approve the Minutes of the December 27, 2018 Special Council Meeting.
3. Approve Claims for the Months of December 2018 and January 2019. Check numbers 21970-22051, 50052, 5102E-5138E.
4. Acknowledge Fire Department Report for the Month of November 2018.
5. Acknowledge Sheriff's Department Report for the Month of November 2018.
6. Approve Contract for Planning Services with Municipal Development Group.
7. Approve Resolution 1-14-19-1 Hiring of Arich Juberian as a Volunteer Fire Fighter for the Mayer Fire Department.

RECOGNITIONS

City Council recognized Andrew Herd with a plaque and thanked him for his 25 years of service with the Mayer Fire Department. City of Mayer congratulated him on his retirement and wished him all the best.

CITY ADMINISTRATOR

1. **Approve Ordinance 226-2019 Fee Schedule** – A MOTION to Approve Ordinance 226 2019 Fee Schedule with the change of Weed Fee to \$75 per hour, addition of Snow Shoveling Fee of \$75 per hour, and the removal of Misc. Labor line item, was made by Council Member Butterfield and seconded by Council Member McNeilly. Motion carried 4/0.

2. **Approve Resolution 1-14-19-2 2019 Fee Schedule Summary** – A MOTION to Approve Resolution 1-14-19-2 2019 Fee Schedule Summary of Ordinance 226 was made by Council Member McNeilly and seconded by Council Member Butterfield. Motion Carried 4/0.

3. **Approve Resolution 1-14-19-3 Mayer Lutheran High School Variance Request** – After much discussion, a MOTION was made by Council Member McNeilly and seconded by Council Member Butterfield to Approve Resolution 114-19-3 Mayer Lutheran High School Variance Request. Motion Carried 3/1 (*Boder a nay*).
 Mayor Dodge stated his concerns about the variance process and that it was his understanding that there needs to be a hardship or unique circumstance to approve a variance request. He stated that Council needs to send a “consistent message” and that he would prefer to change ordinances than grant variances.

4. **Approve Ordinance 227 Text Amendment Regarding Parking Pad Requirements** – The City of Mayer has initiated a review of language in relation to parking pads and the materials that parking pads are to be constructed of. Sections of the zoning ordinance proposed to be amended include Title XV: Land Usage, Chapter 152: Zoning, Section 152.003 Definitions and Section 152.026 Driveway, Parking Area, and Hard Surface Improvements. On June 11, 2018, the City approved Ordinance 221 Text Amendment Regarding Vehicle Parking Requirements approving bituminous materials for parking pads. Since that time new gravel parking pads have been installed and City Council called for a new public hearing to discuss allowing semi-improved (gravel) surfaces. The topic was previously discussed at length at the joint Planning Commission/City Council meeting held on November 15, 2018 and at the November 19, 2018 City Council meeting. On January 2, 2019 Planning Commission voted to allow parking pads to be both unimproved (grass) and semi-improved (gravel). There continues to be disagreement as to whether parking pads should be allowed to be gravel or to keep the requirement of paving the parking pads, which has been City Code since 2006. Council listened to many different opinions and discussed at great lengths how to deal with residents that currently have gravel parking pads. The Council also discussed the maintenance of semi-improved (gravel) or un-improved (grass) and how difficult it would be to enforce. After much discussion, a MOTION to Approve Ordinance 227 with the removal of “un-improved (grass) as an approved surface” was made by Council Member McNeilly and seconded by Council Member Mayor Dodge. Motion failed 1/3 (*Dodge, Boder, & Butterfield a nay*).

Mayor Dodge continued the discussion and stated that he took the opportunity to drive around and count the number of gravel parking pads within the city limits. He informed Council that he saw 26 properties with improved surface parking pads compared to just 7 with gravel pads.

A MOTION to deny Ordinance 227 and keep the current Ordinance 221 as is, with the addition of language to “grandfather” all properties that currently have gravel parking pads on or before January 14, 2019 was made by Council Member Butterfield. Motion failed for lack of a second.

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 7:35 p.m. Motion Carried 4/0

Mike Dodge, Mayor

Attest: _____
 Janell Gildemeister, Deputy City Clerk

MAYER CITY COUNCIL WORK SESSION MINUTES – JANUARY 14, 2019

Call Work Session to order at 7:37 p.m. by Mayor Dodge.

PRESENT: Mayor Dodge, Council Members Boder, Butterfield, and McNeilly

ABSENT: Council Member Steve-McPadden

STAFF: City Administrator McCallum and Deputy Clerk Gildemeister

ALSO PRESENT: Stephen Young, Michael Summerfeld, Brian Schaeppi, Dan Pohl, Les Hahn, Don Wachholz, and Chad Heldt

1. **Planning Commission Interviews:**

Council held interviews for two (2) open four-year term Planning Commission positions.

(2/1/19 to 1/31/2022)

Candidate 1: Michael Summerfeld 7:40 p.m.

Candidate 2: Les Hahn 7:50 p.m.

Council took turns asking each candidate a series of questions and agreed that both candidates will be a good fit for the Planning Commission.

2. **Park Board Interviews:**

Council held public interviews for one (1) open four-year term Park Board position.

(2/1/2019 to 1/31/2022)

Candidate 1: Brian Schaeppi 8:05 p.m.

Candidate 2: Dan Pohl 8:20 p.m.

Council took turns asking each candidate a series of questions and stated that they enjoy seeing new residents show interest in their community. Council discussed each candidates' qualities and skills and gave their recommendations. Council was impressed with the over-all abilities and experience of the candidates. Council recommended City Administrator in the future incorporate a mix of Council and Board members to be on the interview panel.

3. **Discussion on Electronic Devices for City Council:** Council reviewed options for replacement electronic devices for City Council Members. City Administrator supplied Council with quotes for various devices and asked for their preferred device.

Option one: Apple iPad 32GB & accessories \$479.97-\$549.97 each

Option two: Microsoft Surface Go 64GB & accessories \$597.00 each

Option three: Microsoft Surface Go 128GB & accessories \$747.00 each

Council stated they need a device that will allow them to make notes on pdf's and enough storage to save documents. Council agreed that Option three will be the best choice.

4. **Discussion on Digital Documentation:** City Administrator presented a proposal from Coordinated Business Solutions for a digital documentation management software, Global Search C20. The cost for hardware and software and the implementation of the Global Search C20 is \$10,832.00 and after year one, the annual cost to rent the Cloud and software support would be \$3,126.00. After a short discussion, Council agreed that the City needs to move toward digital documentation and directed Staff to acquire additional proposals and bring back for further discussion.

MEETING ADJOURNED

There being no further business, the work session was adjourned at 8:58 p.m.

Mike Dodge, Mayor

Attest: _____
Janell Gildemeister, Deputy City Clerk

DRAFT

ACCOUNTS PAYABLE LIST

JANUARY 28, 2019

Checks: 22052 _____, 5139E - 5149E

22052 Kevin and Kahly Gurule	Utility Reimbursement	\$73.38
22053 Bond Trust Services	Bond Payments	\$327,462.50
22054 OutState Data LLC	FD - Equipment	\$3,375.00
22055 MN Pollution Control	Kuntz - Test	\$55.00
22056 Greg Kløver	WWTF Contractor	\$900.00
22057 Ratwik, Roszak and Maloney	Legal Services	\$1,759.00
22058 Delta Dental	Dental Benefit	\$261.10
22059 Cohrs Tree Service LLC	Tree removal - OSH Park	\$750.00
22060 AEM Workforce Solutions	Payroll	\$825.76
22061 Herald Journal	Ordinance Notification- Parking Pad	\$96.66
22062 Margaret McCallum	Reimbursement - Council Devices	\$1,497.98
22063 Minnesota UI Fund	Unemployment Benefits	\$146.90
Techstar IT solutions	Phone and Email Maintenance	\$340.80
MN Public Facilities Authority	GO Bonds Loan - Interest Due	\$14,154.35
CCFDMAA	Annual Dues for FD	\$250.00
Abdo, Eick and Meyers	Certified Audit - 2018	\$6,000.00
AEM Workforce Solutions	Payroll	\$825.00
Water Conservation Services	Leak Locates- Hidden Creek	\$660.47
Aquafix	Chemicals - WWTD	\$6,899.74
Gopher State	Locates	\$50.00
City of Hutchinson	2019 annual permit	\$100.00
Bobs Repair	Wing Kit/Bobcat	\$462.45
DPC Industries	Chemicals WTP	\$332.20
Utility Consultants	Samples	\$80.00
Camden Township	Mowing in 2018	\$180.00
Carver County	Background Check - Agave	\$250.00

Carverlink	Internet	\$160.00
Guardian Pest Contol	Pest Control	\$44.26
Mobil - Exxon	Gas	\$291.67
City of Shakopee	2019 SW Drug Task Force	\$2,100.00
Greater MN Communications	FD Plaque	\$62.00
Lincoln Financial	Employee Benefits	\$608.40
Great America Financial Services	January 2019 Copier Lease	\$199.78
5139E ADP LLC	Payroll - January	\$80.28
5140E MN Dept of Revenue	Sales and Use Tax	\$283.00
5141E Centerpoint Energy	City Hall	\$933.60
5142E Centerpoint Energy	WTP	\$68.78
5143E Centerpoint Energy	FD	\$468.49
5144E Centerpoint Energy	PW	\$153.28
5145E Centerpoint Energy	WWTF	\$1,061.88
5146E Frontier	PW - Internet	\$113.87
5147E McLoed Coop Power	City Sign	\$38.02
5148E McLoed Coop Power	Streetlights	\$699.40
5149E Xcel Energy	Streetlights	\$1,917.33
		<hr/>
		\$372,551.28

Date: January 8, 2019

TO: MAYER CITY COUNCIL/CONTRACTING TOWNSHIPS
FROM: MAYER FIRE DEPARTMENT, ROD MAETZOLD – FIRE CHIEF

SUBJECT: FIRE REPORT FOR MONTH ENDING – 12/31/18

TOWNSHIP CALLS:

<u>DATE</u>	<u>TIME</u>	<u>TWP</u>	<u>DESCRIPTION/ADDRESS</u>	<u>MAN HOURS</u>
12/21/18	0711	Hollywood	PI Accident, Hwy 7 & Co Rd 21	11

CITY OF MAYER CALLS:

<u>DATE</u>	<u>TIME</u>	<u>DESCRIPTION/ADDRESS</u>	<u>MAN HOURS</u>
12/01/18	0306	Medical, 1195 Hidden Creek Blvd	16
12/05/18	1906	Medical, 419 Bluejay Ave #106	10
12/07/18	0424	Lift Assist, 2308 Coldwater Crossing	11
12/09/18	1953	Mutual Aid NYA, Structure Fire, 224 Hill St W	45
12/17/18	0901	Medical, 2429 River Bend Trail	9

FIRE DEPARTMENT TRAININGS/ACTIVITIES FOR MONTH ENDING 12/31/18

12/03/18	Regular Meeting
12/12/18	Meeting with State LODD personnel to fill out forms for Jeff Vollmer
12/13/18	MFD Officer Interviews
12/17/18	Regular Training – Medical
12/19/18	MFD gathering to remember 1-year anniversary of Fallen Firefighter Jeff Vollmer
12/20/20	Carver County Chiefs Meeting at Chaska
12/27/18	MFD Officer Interviews

NIBRS - Activity Codes

Activity Code	Descriptor	
GROUP A		
AC	Animal Cruelty	Abuse or neglect of animal
AR	Arson	Intentionally destroy property by fire
A	Assault	Altercation between parties where physical harm occurred
AA	Aggravated Assault	Assault where substantial injury is caused or weapon used
BB	Bribery	Offering, giving, receive anything of value to sway judgement
B	Burglary	Unlawful entry into a structure to commit a crime
CF	Counterfeiting/Forgery	Alter, copy, imitation, passing a copy as an original
P	Property Damage	All damage to property
D	Drugs	All drug violations, possession of, sale of, manufacture of
EM	Embezzlement	Misappropriation of money, property entrusted to person
EX	Extortion/Blackmail	Unlawful obtain money, property by use or threat of force
U	Fraud	Intentional perversion of truth to obtain money or property
G	Gambling	Unlawful operate, promote or assist in operation of gambling
H	Homicide	Intentional taking of a persons life
HT	Human Trafficking	Induce a person to perform sex act or labor via force, fraud or coercion
K	Kidnapping	Unlawful seizure, transport or detain person against their will
T	Theft/larceny	Taking of property, stealing
V	Motor Vehicle Theft	Theft of a motorized vehicle
PO	Pornography	Manufacture, publish, sell, buy, possess sexually explicit material
PR	Prostitution	Unlawfully engage in or promote sexual activity for anything of value
R	Robbery	Taking of property by use of force
S	Sex Offenses	Forcible sexual assault
SN	Sex Offenses, Nonforcible	Nonforcible sexual intercourse (incest, statutory rape)
SP	Stolen Prop Offenses	Receive, buy, sell possess, conceal, transport known stolen property
W	Weapons	Violation of manufacture, sale purchase, transport use firearm

GROUP B		
BC	Bad Checks	Intentional issuance of check against insufficient or nonexistent funds
CL *	Curfew/Loitering	Curfew violation/ person remain in area w/o visible means of support
DP *	Disorderly Conduct	Behavior tends to disturb public peace/shock public sense of morality
J	Driving Under Influence	Traffic stop or accident involving drive under influence
DR *	Drunkness	Drink alcohol to extent substantial impairs mental and physical function
FO	Family Offense, Non violent	Unviolent acts by family member against another family member
LV	Liquor Law Viol	Illegal consumption, sale, possession of liquor
PT *	Peeping Tom	Secretly look in windows, doorway, keyhole for purpose of voyeurism
RU	Runaway	Juvenile runaway
TR *	Trespassing	Unlawfully enter land, dwelling or other real property
M	All Other Offenses	OFP/Danco violation, Traffic - Hit & run accident
		All other offense not included in other A & B classifications
O *	Ordinances	Laws/rules created by county or cities.
*		Use only when Enforcement used (citation or arrest)

Activity Codes
Non-criminal, Traffic and Administrative

NON CRIMINAL		
Code	Description	
1	Misc. NonCriminal	Gen law enforcement questions: citizen assists, lost and found property civil disputes, juvenile disciplinary issues, etc
2	Unlock Veh/Bldg	Unlock doors of automobile, residence or business for owners
3	Alarm	Checking on an alarm at a private residence or business
4	Domestic	Verbal argument between parties. Must have relationship. No charges
5	Missing Person	Missing / Lost person (not runaway)
6	Abuse/Neglect - Info only	Abuse or neglect of children or adults
9	Animal	Animal bites, stray animals. All calls involving animals
10	Medical	Assist persons with medical issues, natural cause deaths
11	House/Business Check	Check on residences or business when owners are away from property
12	Assist other Agency	Assist other law enforcement, state patrol, govt depts, EMT or medical
13	Fire Call	Fires and assist to fire departments
15	Mental Health	Suicides, 72 hr holds for mental health issues
16	Civil Process	Service of civil papers. Assist with civil standby situations
17	Transport	Transport persons for various reasons.
19	Warrant Service	Service of warrant for Carver County and other counties.
20	Boat & Water	All incidents involving boats, watercraft and/or lakes
21	Snowmobile	All incidents involving snowmobiles
22	ATV	All incidents involving ATV
30	Suspicious Activity	Suspicious persons, acts or vehicles. Accidental 911 calls
31	Open Door	Located an open door to a business or residence
34	Drug - Info Only	Drug information only
35	Disturbance - Info Only	Noise complaint, disturbing peace
60	Child Custody Dispute	Incidents involving dispute over child custody

TRAFFIC RELATED		
Code	Description	
8	Traffic - Misc	Misc. traffic issues, stalled vehicle, debris on roadway, traffic control, veh in ditch, assists, all parking issues
38	Traffic - Stops	All traffic stops initiated by officers
50	Auto Accd - Prop Damage	Auto accident in which only property damage occurred
51	Auto Accd - MV vs deer	Auto accident involving a motor vehicle and deer
52	Auto Accd - Injury	Auto accident in which injury and property damage occurred
54	Auto Accd - Fatality	Auto accident in which a fatality occurred
80	Driving Complaint	Complaints of bad driving behavior.

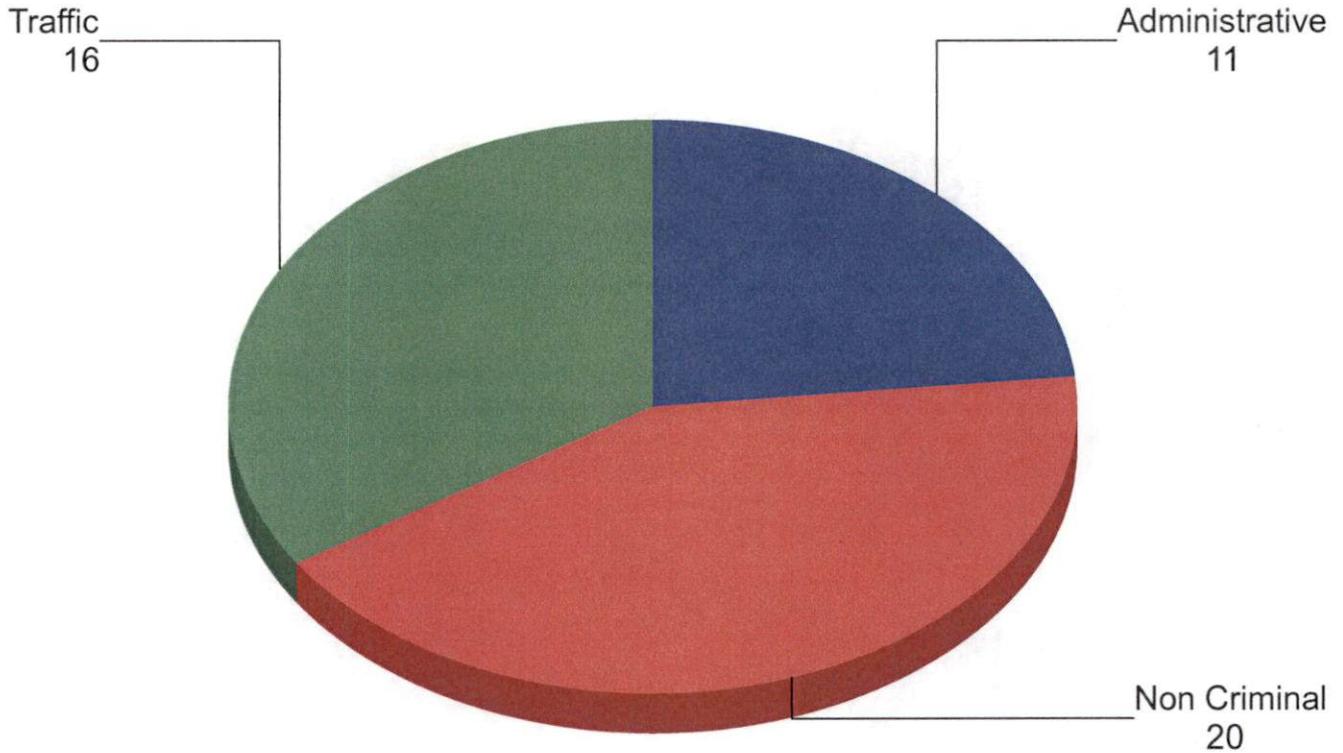
ADMINISTRATIVE

Code	Description	
0	Call Error	Calls for service created in error
18	Warrant Issued	Warrant issued by Carver County Court Administration
23	Explosive/Firearm Dealer	Application for a permit for explosives or firearms dealer license.
24	Gun Permit - Acquire	Application for a permit to purchase a handgun.
25	Gun Permit -Carry (new)	Application for a permit to carry a handgun.
26	Gun Permit - Transfer	Application for the transfer of a reg. gun from one individual to another.
28	Gun Permit - Carry (renewa	Application to renew a permit to carry a handgun.
32	Gun Permit - Carry Late Re	Application to renew a permit to carry a handgun after 90 day expiration
37	Rec Ck - Immigration	Records check for updating immigration status
39	Rec Ck - Gambling Permit	Records check for gambling permit
40	Rec Ck - Citizen Academy	Records check for citizens academy
41	Rec Ck - Adoption	Records check for adoption
42	Rec Ck - Carver Cty Employ	Records check for Carver County employment
43	Rec Ck - SO Employ	Records check for Carver County Sheriff's Office employment
44	Rec Ck - SO Volunteer	Records check for Carver County Sheriff's Office Volunteer
45	Rec Ck - DHS	Records check for Dept of Human Services
46	Rec Ck - Name Change	Records check for Name change purposed
47	Rec Ck - Other Employ	Records check for other employment
48	Rec Ck - Individual	Records check for an individual
49	Rec Ck - Military	Records check for the military
61	License - Day Care	Records check for a day care license
62	License - Foster Care	Records check for a foster care license
63	License - Liquor	Records check for a liquor license
64	License - Massage Parlor	Records check for a massage parlor license
65	License - Fireworks	Records check for fireworks permit
66	License - Peddler	Records check for peddlers license
999	Sealed	Records are sealed by Court Order



**Carver County Sheriff's Office
Monthly Calls for Service
From: 12/1/2018 To: 12/31/2018**

Mayer City



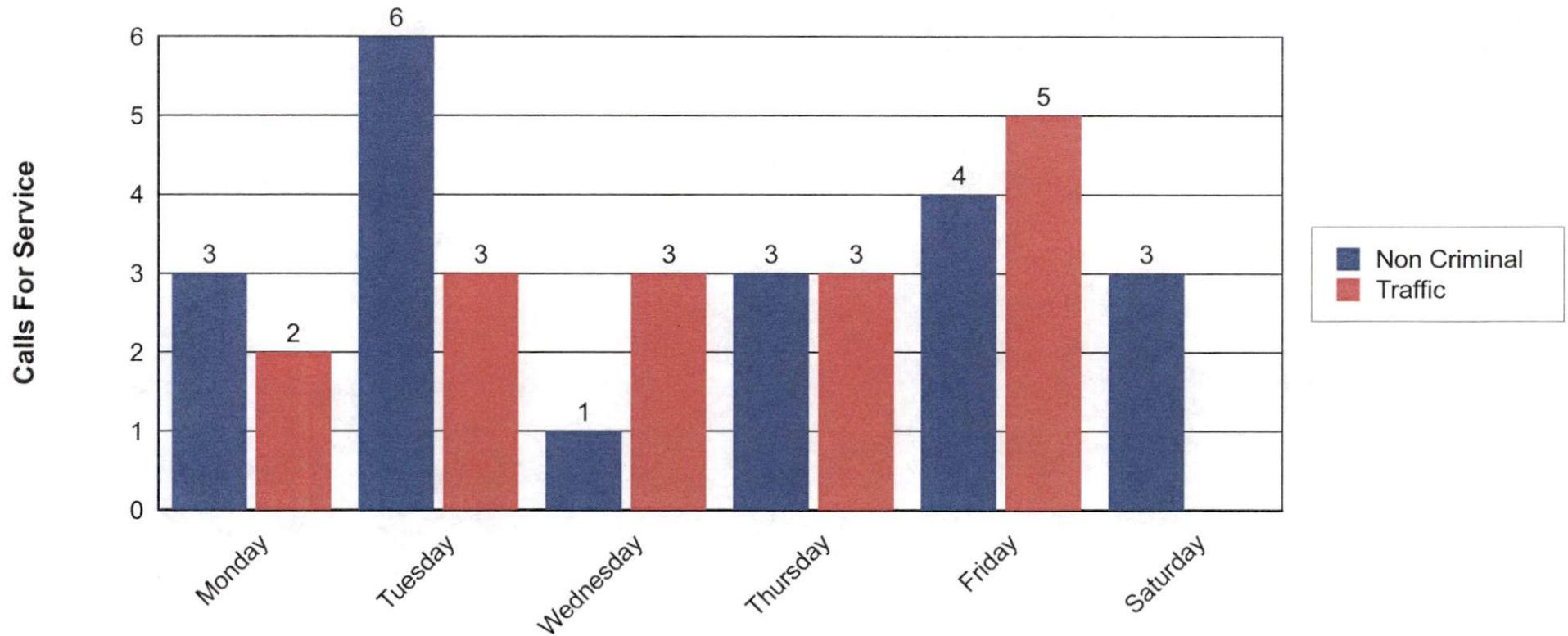
Total Non Criminal:	20
Total Traffic:	16
Total Administrative:	11

Total Mayer City: 47



Carver County Sheriff's Office
Day of Week Analysis of Calls for Service
Patrol Activity
From: 12/1/2018 To: 12/31/2018

Mayer City

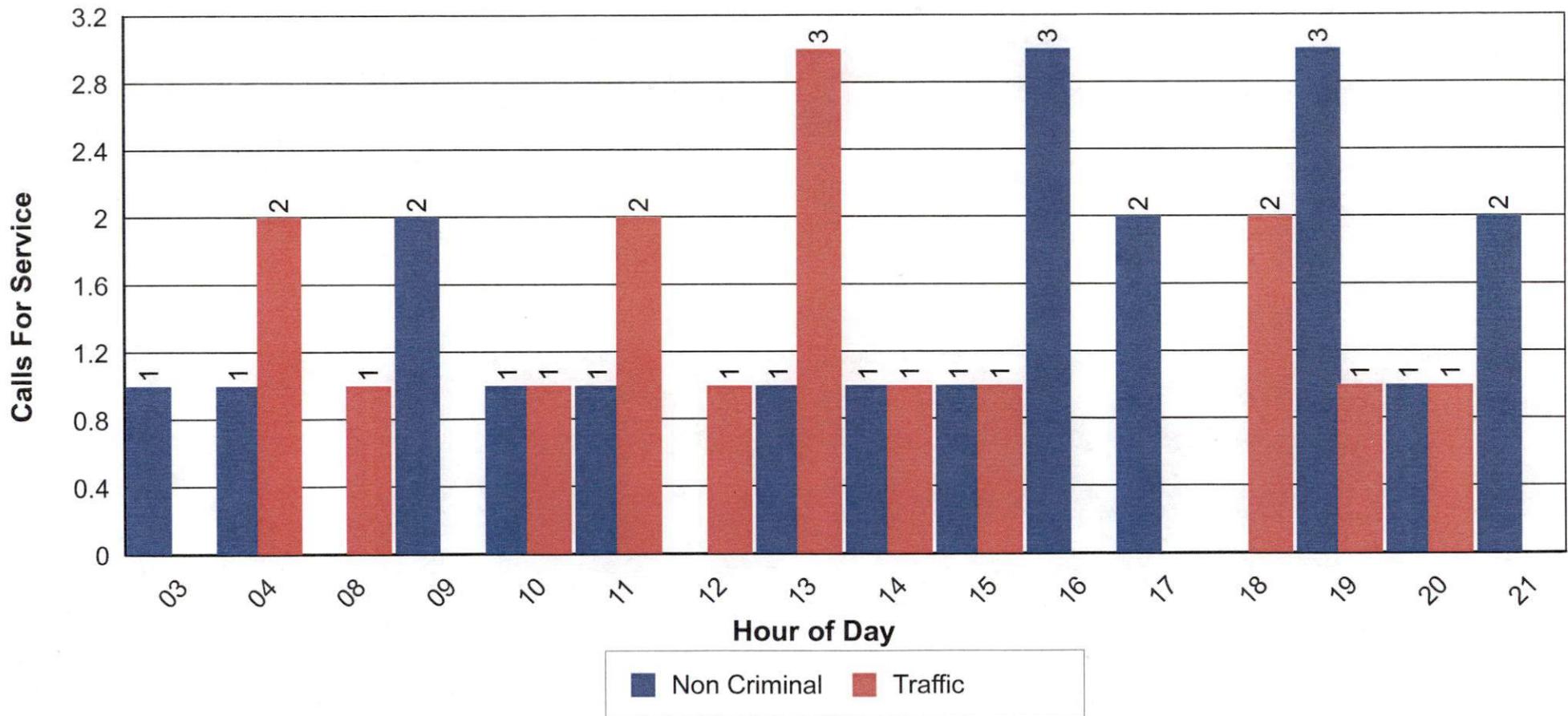


Total Mayer City: 36



Carver County Sheriff's Office
Hour of Day Analysis of Calls for Service
Patrol Activity
From: 12/1/2018 To: 12/31/2018

Mayer City



Total Mayer City: 36



**Carver County Sheriff's Office
Monthly Calls for Service
From: 12/1/2018 To: 12/31/2018**

Mayer City

Patrol

Non Criminal

Misc Non-criminal	8
Animal	3
Medical	5
Mental Health	1
Suspicious Activity	2
Disturbance (Info Only)	1
Total Non Criminal:	20

Traffic

Traffic Stop	12
Pd Accident	2
Driving Complaint	2
Total Traffic:	16

Total Patrol: 36

Administrative

Administrative

GunPermit-Acquire	6
GunPermit-CarryNew	3
GunPermit-CarryRenew	1
Lic - Liquor	1
Total Administrative:	11

Total Administrative: 11

Total Mayer City: 47



**Carver County Sheriff's Office
Verbal Warnings
From: 12/1/2018 to 12/31/2018**

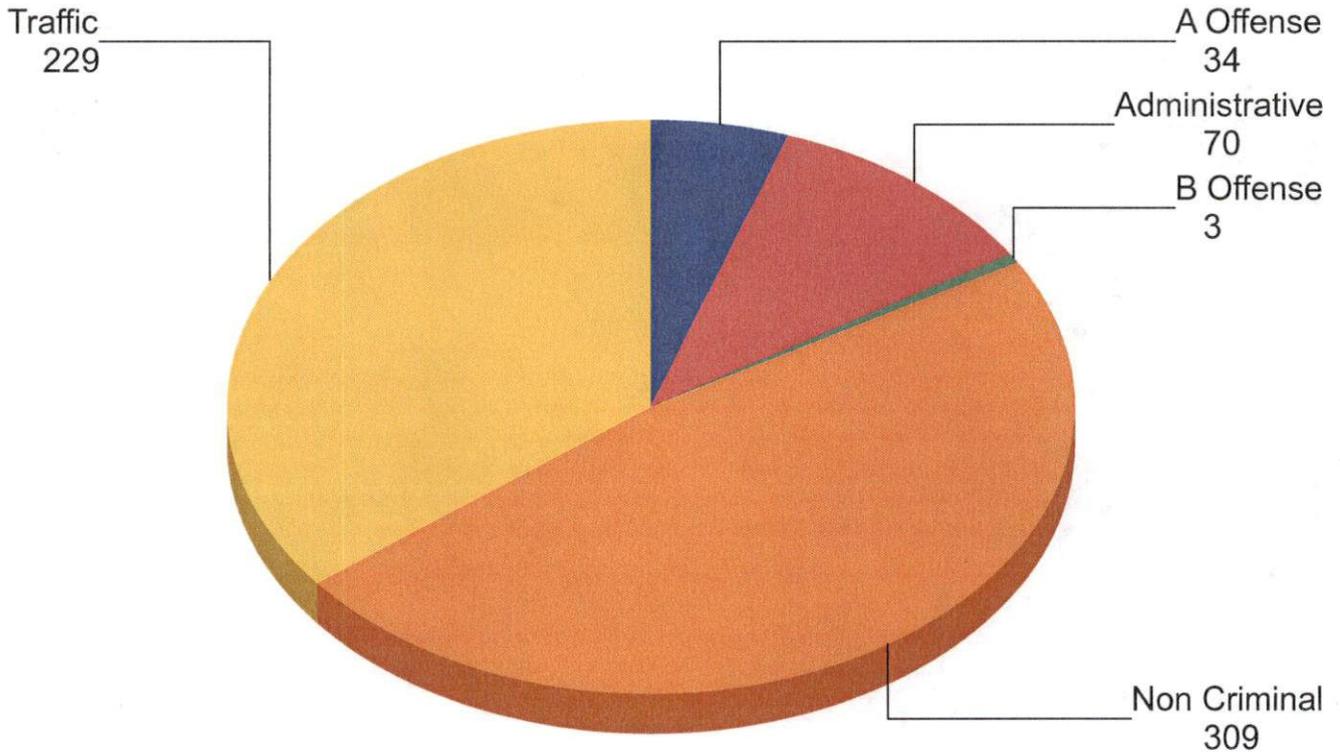
Mayer City

Driving Complaint:	1
Traffic Stop:	12
Grand Total Verbal Warnings:	13



**Carver County Sheriff's Office
Monthly Calls for Service
From: 1/1/2018 To: 12/31/2018**

Mayer City



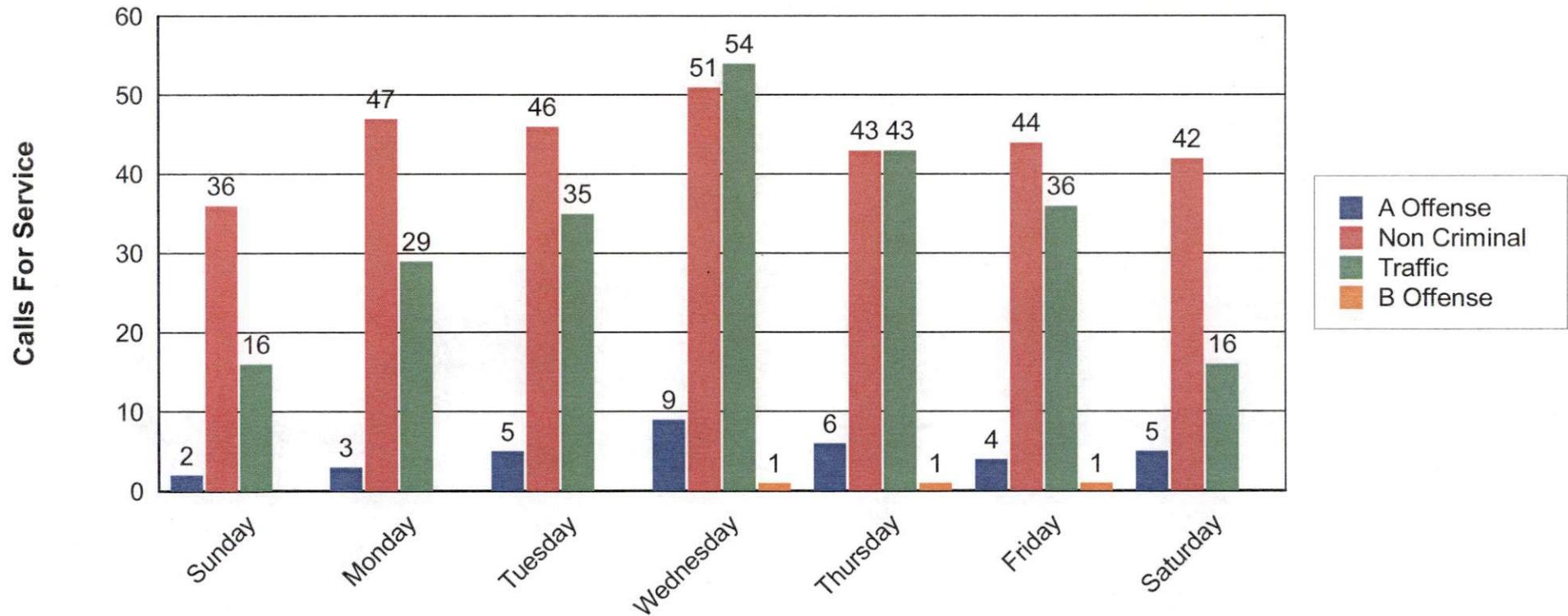
Total A Offense:	34
Total B Offense:	3
Total Non Criminal:	309
Total Traffic:	229
Total Administrative:	70

Total Mayer City: 645



Carver County Sheriff's Office
Day of Week Analysis of Calls for Service
Patrol Activity
From: 1/1/2018 To: 12/31/2018

Mayer City

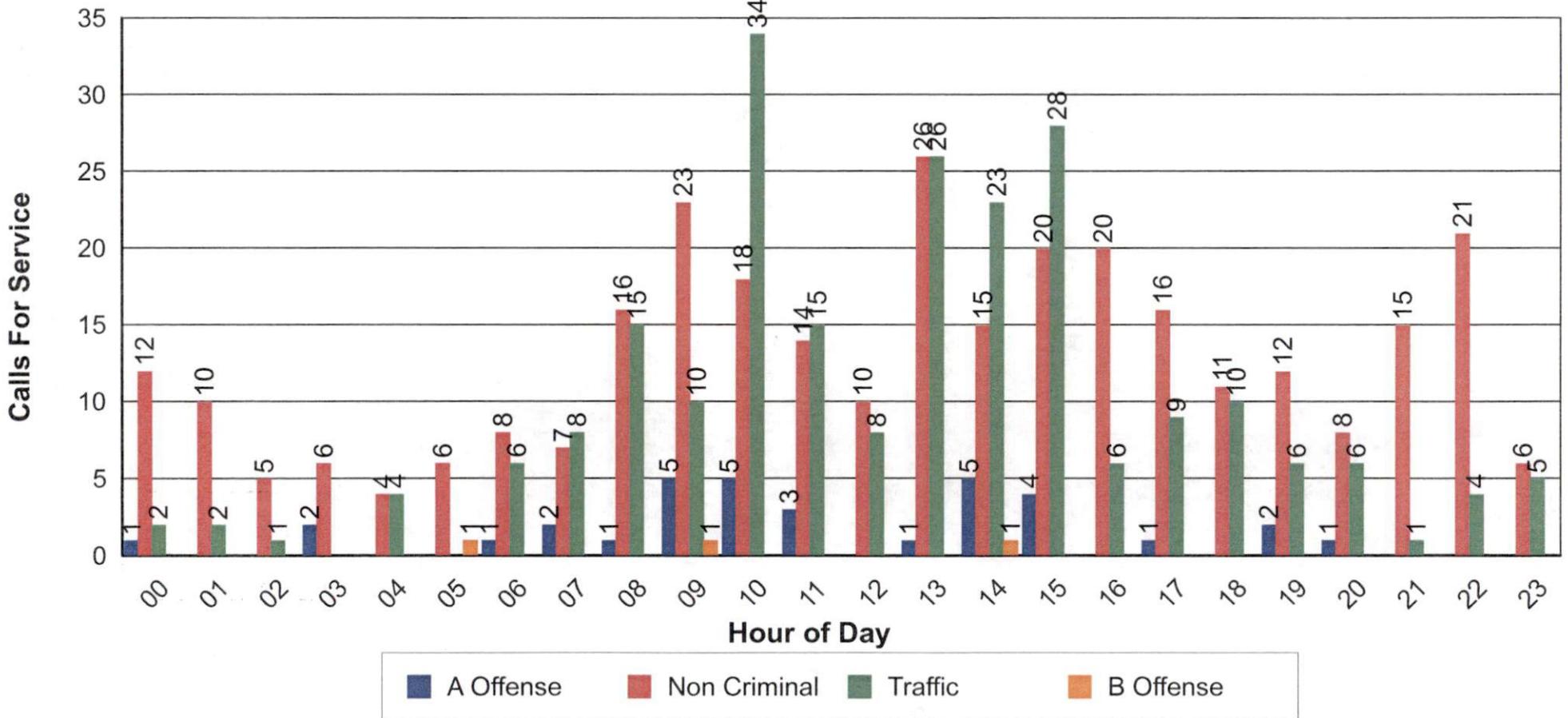


Total Mayer City: 575



**Carver County Sheriff's Office
Hour of Day Analysis of Calls for Service
Patrol Activity
From: 1/1/2018 To: 12/31/2018**

Mayer City



Total Mayer City: 575



**Carver County Sheriff's Office
Monthly Calls for Service
From: 1/1/2018 To: 12/31/2018**

Mayer City

Patrol

A Offense

Assault	4
Burglary	7
Counterfeiting/Forgery	2
Drug Violation	1
Sex Crime	1
Theft	10
Fraud	8
Weapons	1

Total A Offense: 34

B Offense

Disorderly Conduct	1
Ordinances	1
Peeping Tom	1

Total B Offense: 3

Non Criminal

Misc Non-criminal	70
Alarm	14
Domestic	3
Missing Person	1
Abuse/Neglect (Info Only)	18
Animal	22
Medical	73
House Check	2
Assist Other Agency	8
Fire Call	13
Mental Health	10
Civil Process	4
Snowmobile	1
ATV	2
Suspicious Activity	29
Open Door	6
Disturbance (Info Only)	31
Child Custody Dispute	2

Total Non Criminal: 309

Traffic

Traffic - Misc	24
Traffic Stop	186
Pd Accident	6
Pi Accident	1
Driving Complaint	12

Total Traffic: 229

Total Patrol: 575



**Carver County Sheriff's Office
Monthly Calls for Service
From: 1/1/2018 To: 12/31/2018**

Administrative

Administrative

GunPermit-Acquire	23
GunPermit-CarryNew	19
GunPermit-CarryRenew	8
ATF	2
Lic - Liquor	4
Lic - Peddler	14
Total Administrative:	70

Total Administrative: 70

Total Mayer City: 645



Carver County Sherff's Office
Arrest Summary
For: Mayer City
From: 1/1/2018 To: 12/31/2018

	Total Charges	Total Arrestees	Total Incidents
Mayer City			
13A - Aggravated Assault	1	1	1
13B - Simple Assault	4	3	3
13C - Intimidation	1	0	0
220 - Burglary/Breaking & Entering	7	7	2
23F - Theft from Motor Vehicle	7	0	0
26F - Identity Theft	1	1	1
290 - Destruction/Damage/Vandalism of Proper	1	1	1
520 - Weapon Law Violations	1	1	1
90C - Disorderly Conduct	1	0	0
90Z - All Other Offenses	1	1	1
Totals for Mayer City	25	15	10



Carver County Sherff's Office Traffic Citation Summary From: 1/1/2018 To: 12/31/2018

Mayer City

DAS, DAR, DAC:	3
Expired Tabs:	1
Fail To Change Doicile/Name On DL:	1
Inattentive Driving:	2
No Parking Anytime:	1
No Proof Of Insurance:	2
Ordinance Violations:	1
Seatbelt Violation:	2
Speed:	4
Total Mayer City:	17



**Carver County Sheriff's Office
Verbal Warnings
From: 1/1/2018 to 12/31/2018**

Mayer City

Animal:	1
ATV:	2
Disturbance (Info Only):	1
Driving Complaint:	1
Fire Call:	1
Traffic - Misc:	4
Traffic Stop:	169
Grand Total Verbal Warnings:	179



Carver County Sherff's Office
Written Warning Summary
From: 1/1/2018 To: 12/31/2018

Mayer City

Abandon Vehicle:	2
Expired Tabs:	3
Parking - All Other:	2
Total Mayer City:	7



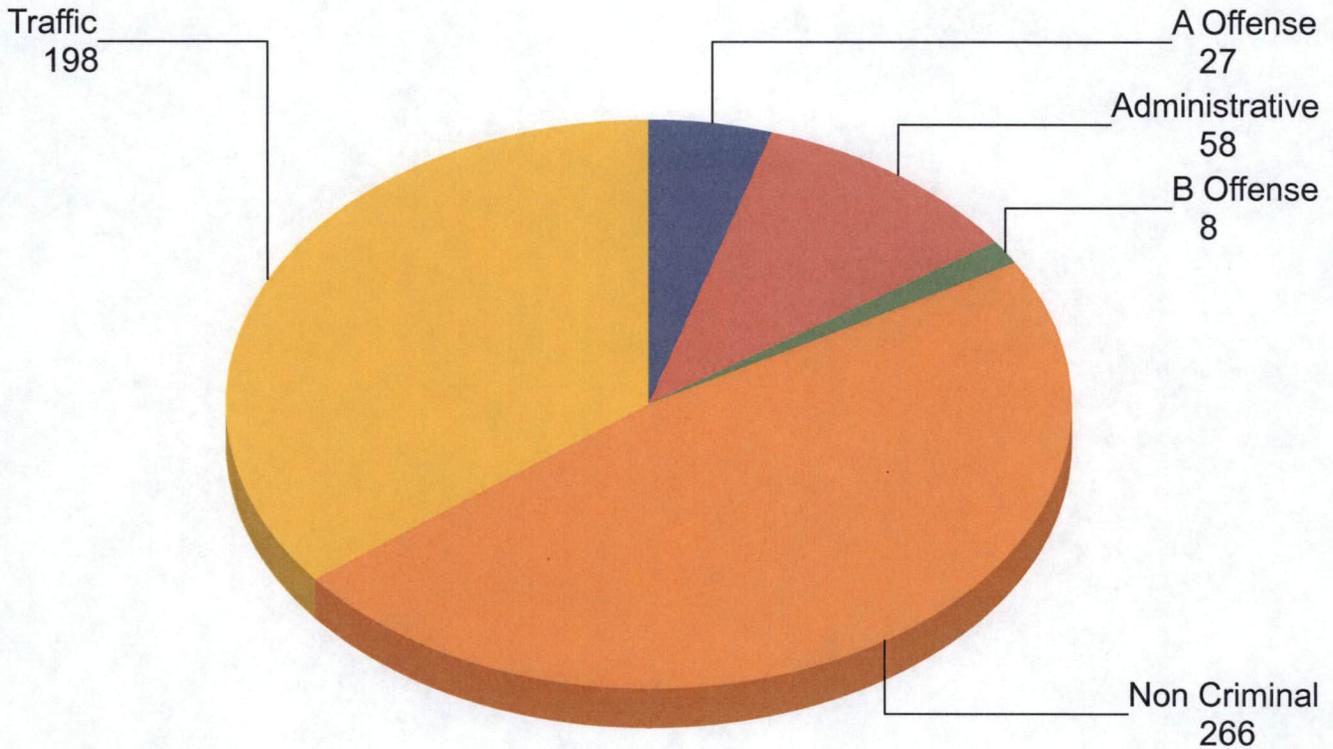
City of Mayer

2017 – Year End



**Carver County Sheriff's Office
Monthly Calls for Service
From: 01/01/2017 To: 12/31/2017**

Mayer City



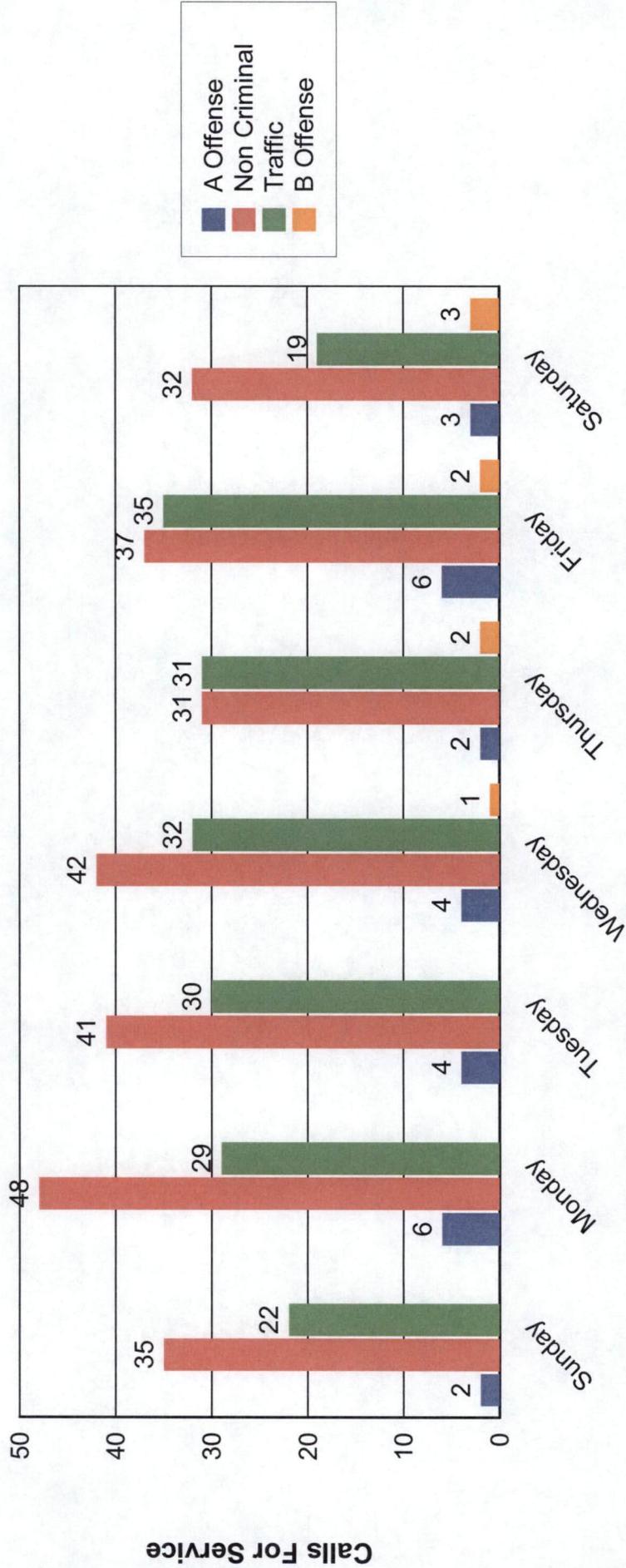
Total A Offense:	27
Total B Offense:	8
Total Non Criminal:	266
Total Traffic:	198
Total Administrative:	58

Total Mayer City: 557



Carver County Sheriff's Office
 Day of Week Analysis of Calls for Service
 Patrol Activity
 From: 01/01/2017 To: 12/31/2017

Mayer City



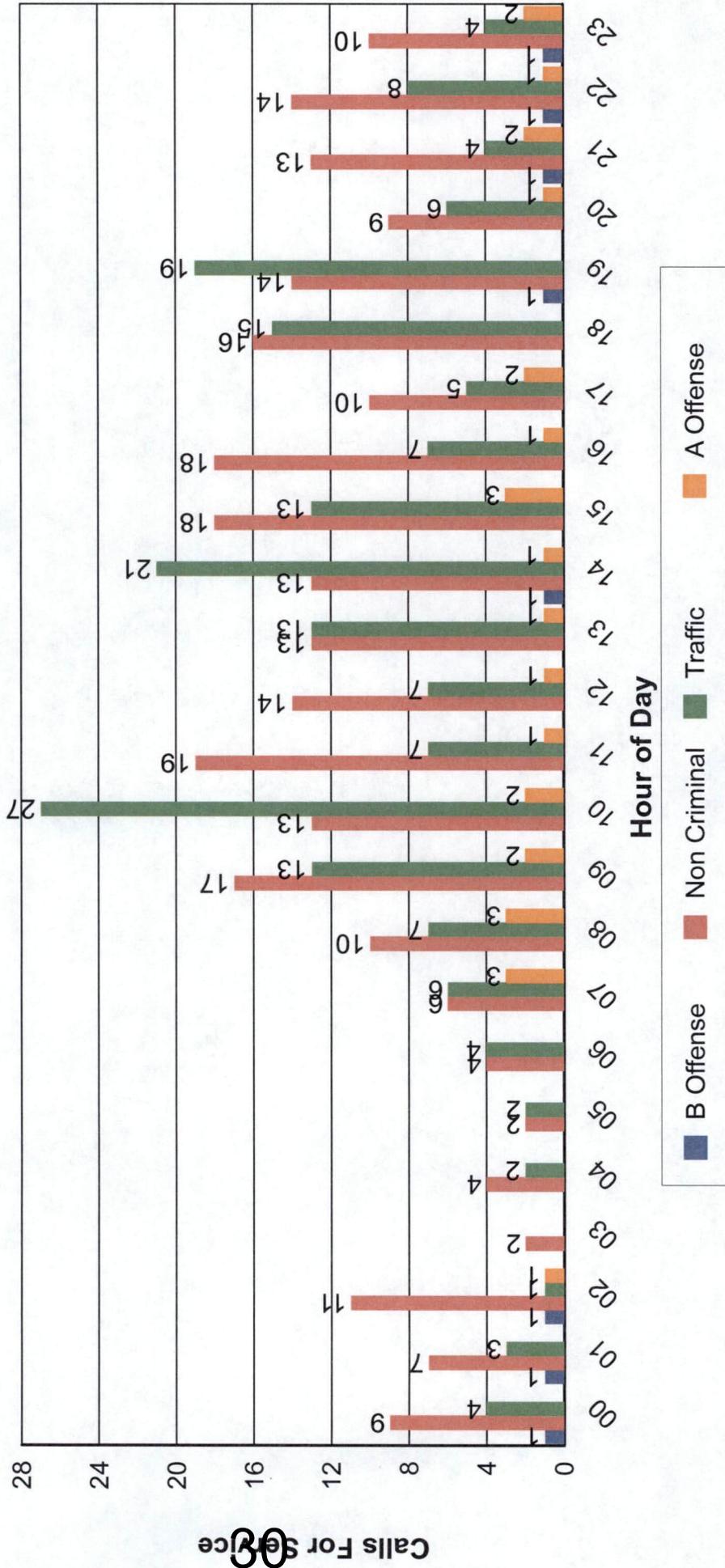
Total Mayer City: 499

Calls For Service



Carver County Sheriff's Office
 Hour of Day Analysis of Calls for Service
 Patrol Activity
 From: 01/01/2017 To: 12/31/2017

Mayer City



Total Mayer City: 499



**Carver County Sheriff's Office
Monthly Calls for Service
From: 01/01/2017 To: 12/31/2017**

Mayer City

Patrol

A Offense

Assault	3
Agg. Assault	1
Burglary	2
Counterfeiting/Forgery	1
Drug Violation	3
Property Damage	4
Pornography	1
Stolen Property Offenses	1
Theft	7
Fraud	4

Total A Offense: 27

B Offense

Traffic - alcohol Rel	7
Misc - criminal	1

Total B Offense: 8

Non Criminal

Misc Non-criminal	46
Unlock Vehicle/bldg	1
Alarm	27
Domestic	2
Abuse/Neglect (Info Only)	6
Animal	21
Medical	58
House Check	1
Assist Other Agency	7
Fire Call	12
Mental Health	6
Civil Process	3
Warrant Service	5
Suspicious Activity	33
Open Door	7
Disturbance (Info Only)	30
Child Custody Dispute	1

Total Non Criminal: 266

Traffic

Traffic - Misc	20
Traffic Stop	142
Pd Accident	19
Driving Complaint	17

Total Traffic: 198

Total Patrol: 499

Administrative



**Carver County Sheriff's Office
Monthly Calls for Service
From: 01/01/2017 To: 12/31/2017**

Administrative

GunPermit-Acquire	23
GunPermit-CarryNew	18
GunPermit-CarryRenew	8
ATF	2
GunPermit- Carry Late Ren	2
Rec Ck - Individual	1
Lic - Liquor	4
Total Administrative:	<hr/> 58

Total Administrative: 58

Total Mayer City: 557



Carver County Sherff's Office

Arrest Summary By Beat

From: 01/01/2017 To: 12/31/2017

	Total Charges	Total Arrestees	Total Incidents
Mayer City			
13A - Aggravated Assault	1	1	1
13B - Simple Assault	1	1	1
13C - Intimidation	1	1	1
23H - All Other Larceny	1	1	1
26C - Impersonation	1	0	0
280 - Stolen Property Offenses	2	2	1
35A - Drug/Narcotic Violations	3	2	2
35B - Drug Equipment Violations	2	2	1
90D - Driving Under the Influence	16	7	7
90G - Liquor Law Violations	2	1	0
90Z - All Other Offenses	2	0	0
Total Mayer City:	32	18	15



Carver County Sherff's Office

Traffic Citation Summary

From: 01/01/2017 To: 12/31/2017

Mayer City

Expired Tabs:	1
Improper Pass:	1
Inattentive Driving:	1
No Proof Of Insurance:	1
Seatbelt Violation:	5
Snowbird / Winter Parking:	1
Speed:	9
Unsafe Equipment:	1
Total Mayer City:	20



**Carver County Sheriff's Office
Verbal Warnings
From: 01/01/2017 to 12/31/2017**

Mayer City

Animal:	1
Driving Complaint:	2
Misc Non-criminal:	1
Traffic - Misc:	1
Traffic Stop:	122
Grand Total Verbal Warnings:	127

MEMORANDUM

Date: January 22, 2019
To: Mayer City Council
From: David Martini
Subject: Projects in Progress

For your convenience, the following is a summary of the projects Bolton & Menk worked on during the November and December 2018 billing periods:

Miscellaneous Engineering

Miscellaneous engineering included the following:

- Attendance at the November 13th Council Meeting
- Reviewing pond cleaning and maintenance needs
- Reviewing drainage issues on Sundance Run
- Reviewing topsoil issues in developments
- Completing Wetland Bank-Conservation Easement paperwork
- Reviewing traffic concerns on 5th Street
- Reviewing gravel parking pad specifications
- Correspondence with Mn/DOT regarding the location of the new pedestrian crossing signs at Hidden Creek Boulevard

11.5 hours of time was provided at the City's reduced hourly rate and the City Council Meeting was attended at **no charge**, which resulted in a savings to the City of **\$1,398.50**.

Comprehensive Plan Support

During the billing periods, time was spent reviewing Met Council comments, updating the Land Use Plan, and updating the Storm Water Management Plan.

Sanitary Sewer Improvements

During the billing period, time was spent finalizing plans and specifications and administering the bidding process for the sanitary sewer lining project.

Hidden Creek 7th (Pass Thru)

During the billing period, time was spent reviewing the project for City Acceptance. A portion of the letter of credit has been retained to address some minor restoration issues in the spring.

Cold Water Crossing 7th and 8th Addition (Pass Thru)

During the billing period, time was spent resolving issues with small utility contractors and reviewing proposed plans for the 8th Addition.



To: Mayor and Council Members

From: Kyle Kuntz

Re: Public Works Activities from November 20th (2018) to January 23rd (2019)

Roads

- Worked on snow plowing proposal
- Plowed and salted all roads when necessary
 - Called in Widmer Construction when needed

Parks

- Attended park board meeting on 1/8/19
- Put holiday decorations and took down holiday decorations
 - Attended holiday tree lighting event
- Ice skating rink
 - Wired in temporary outside lights on warming house
 - Starting flooding rink on a daily basis

Water Treatment Facility

- Took water samples for Minnesota Department of Health
 - Took all MDH water samples to UPS store in Waconia to be shipped
- Thein Well came to do yearly service checks on: Well #1, Well #2, HSP #1, HSP #2, and Backwash Pump
- Troubleshoot issues with Well #2 flow meter controller
 - In Control came to assist with troubleshooting the issue
 - Working on replacing flow meter

Wastewater Treatment Facility

- Calibrated all pH meters
- Installed scum baffle on telescoping valve in digester building
- Met with contract operator Greg Kliver on transition plan for moving wastewater plant operations in-house
 - Contacted MPCA about testing for Class A License at the end of March
 - Filled out exam application

Lift Stations & Collection System

- Sanitary lift station #1 generator failed to start during routine exercise
 - Total energy solutions came to fix the issue
 - Rebuilt injector pump

Miscellaneous

- Attended City Council meeting on 12/10/18
- Located all water, sewer, and storm water utilities were Jaguar Communications is installing the new fiber optic line
- Cleaned and organized public works building
 - Built mobile work bench
 - AME electric came to install emergency transfer switch
- City council chambers
 - Replace all the ceiling tiles
 - Prepped, prime, and painted walls
- Hung historic pictures in community center hallway

Equipment

- Mounted new snow baffle and LED lighting on Kubota UTV
- Mounted new snow tires on S-650 Bobcat Skid Loader
- Fixed strobe lights on F-550
- Replaced cuttings edges on all plows

Administrators Report

Yearly Audit – The preliminary audit is complete. The actual audit will take place on January 28 – 30. Staff has been continuing to work with Abdo, Eick and Meyers to prepare for the actual audit.

MLHS & Resident Meeting – A representative from Mayer Lutheran High School, residents on 5th street and I met on January 10, 2019 in the evening (6:00 p.m.) to discuss concerns about increased traffic on the residential street. There was good discussion on some preliminary steps that could be taken to see if some alleviation of traffic could occur. This will be an ongoing item.

Park Commission – The Park Commission has invited the City Engineer to their meeting in February to discuss parking options at West Ridge Park. The Park Commission will also revisit with Oleson Architects in the near future the park shelter and bathrooms at Old School House Park.

Carver County Health and Human Services – I met with Pat Stieg, Public Health specialist, with Carver County, to do a Community Health Assessment. They are doing a study on the communities in Carver County trying to determine the forces of change that may be impacting the health of the people in the community (positively and negatively). I met with him to discuss Mayer and what we currently have in place for residents (that impacts health) and what we could work on in our community. They will have a report I believe early this year on what initiatives they are going to focus on in Carver County to improve health.

Transition Planning – I continue to work with the Public Works Department and Personnel Committee discuss the transition plan within that Department as one of our public work's employees will be taking a test for their wastewater license; thus resulting in the ability to take the wastewater treatment facility operations inhouse.

Hamline Course – I was out about a day and a half for my Economic Development Course at Hamline University. So far I am finding this course to be very informative and I have already started to use some of that information to implement in the City of Mayer as we look to improve economic development in our City.

Yearly Goals – I have been working on a list of goals for this year that I would like to work on. I will bring these ideas to the appropriate commissions/council/staff.

Visioning Workshop – At the January 28, 2019 meeting, I am proposing that Council discuss having a goal-setting and visioning session at a future Council workshop. I think it would be a good time to have an open discussion on visions and goals and the strategies to achieve them.

Sincerely,
Maggie McCallum

QUARTER 1 BUILDING REPORT

JANUARY

Detached new homes -	0	
Attached new homes -	0	
Other -	2	Bathroom Remodel, Mechanical
Commercial -	5	Mechanical (2), Antenna, Plumbing, ROW

FEBRUARY

Detached new homes -	0	
Attached new homes -	2	
Other -	3	Mechanical, Finish Basement (2)
Commercial -	2	Sprinklers, Sign

MARCH

Detached new homes -	4	
Attached new homes -	0	
Other -	6	Mechanical (2), Plumbing, Reroof(2), Reside
Commercial	1	Plumbing

QUARTER 1 TOTALS

Detached new homes -	4
Attached new homes -	2
Other -	11
Commercial -	8

QUARTER 2 BUILDING REPORT

APRIL

Detached new homes -	6	
Attached new homes -	2	
Other -	5	Garage Addn, Basement Finish, Plumbing, Shed, roof
Commercial	0	

May

Detached new homes –	7	
Attached new homes –	0	
Other –	30	Decks, Fences, Sheds, Reside, Windows, Remodel
Commercial –	0	

June

Detached new homes –	4	
Attached new homes -	0	
Other –	18	Decks, Re-roof, Mechanical, Remodel
Commercial -	0	

QUARTER 2 TOTALS

Detached new homes -	17
Attached new homes -	2
Other -	53
Commercial –	0

TOTAL TO DATE

Detached new homes -	21
Attached new homes -	4
Other -	64
Commercial -	8

QUARTER 3 BUILDING REPORT

JULY

Detached new homes -	4	
Attached new homes -	0	
Other -	14	Basement Finish, Plumbing, Shed, reroof, remodel, fences
Commercial	0	

AUGUST

Detached new homes –	3	
Attached new homes –	0	
Other –	16	Decks, Fences, Sheds, Reside, Windows, Remodel, plumbing
Commercial –	0	

SEPTEMBER

Detached new homes –	4	
Attached new homes -	0	
Other –	6	Decks, Re-roof, Mechanical, Remodel
Commercial -	0	

QUARTER 3 TOTALS

Detached new homes -	11
Attached new homes -	0
Other -	36
Commercial –	0

TOTAL TO DATE

Detached new homes -	32
Attached new homes -	4
Other -	100
Commercial -	8

QUARTER 4 BUILDING REPORT

OCTOBER

Detached new homes -	0	
Attached new homes -	0	
Other -	20	Re-Roof, Re-window, Mechanical, Re-side
Commercial	0	

NOVEMBER

Detached new homes –	0	
Attached new homes –	0	
Other –	5	Fence, Deck, Shed, Mechanical, Plumbing
Commercial –	1	Fence

DECEMBER

Detached new homes –	2	
Attached new homes -	0	
Other –	1	Remodel
Commercial -	1	Sign

QUARTER 3 TOTALS

Detached new homes -	2
Attached new homes -	0
Other -	26
Commercial –	2

TOTAL TO DATE - 2018

Detached new homes -	34
Attached new homes -	4
Other -	126
Commercial -	10



CITY OF MAYER
RESOLUTION 1-28-19-4
APPROVING LAWFUL GAMBLING EXEMPTION

WHEREAS, the West Carver Ducks Unlimited has applied to the Minnesota gambling control board for a lawful gambling exemption (raffle) on, at the Mayer Community Center; and

WHEREAS, the Mayer City Council has received copies of said exemption applications to the Minnesota gambling control board and has 30 days in which to present a resolution to said Minnesota gambling control board objecting to the exemption applications; and

WHEREAS, the city council approves of the exemption applications and wishes to waive the 30 day waiting period.

NOW, THEREFORE, BE IT RESOLVED, that the Mayer City Council hereby approves of the Minnesota gambling control board issuing a lawful gambling exemption to the West Carver Ducks Unlimited (raffle) on March 29, 2019 at the Mayer Community Center and does hereby waive the 30 day waiting period which it has to object to the issuance of said exemptions.

RESOLVED FURTHER, that the city clerk is hereby authorized and directed to send a copy of this resolution to the Minnesota gambling control board immediately after its passage.

Adopted by the City Council of the City of Mayer, Carver County, Minnesota, this 28th day of January 2019.

Mike Dodge, Mayor

ATTEST:

Janell Gildemeister, Deputy Clerk



Request for Council Action Memorandum

Item: 2019 Annual Appointments

Meeting Date: January 28, 2019

Presented By: Margaret McCallum, City Administrator

Recommendations/Council Action/Motion Requested:

A motion approving Resolution 1-28-19-5 - 2019 Annual Appointments

Details:

Annually, the City Council considers an organizational resolution that designates the depository and the official newspaper. The resolution also appoints the Acting Mayor, City Attorney, City Engineer, Financial Consultant, Auditor, Insurance Agent, Building Inspector, Planning Consultant, Weed Inspector and Assessor.

Part of this process also appoints Councilmembers as liaison and citizen members to the commissions and committees that advise the City Council.

Council consideration should be given to the committees that each Councilmember wants to serve on for the next year. Secondly, the reappointments of members of the advisory committees to the City Council are part of this resolution.

Council will first need to decide on liaison positions for the Collaborative Planning Group, Community Education, Planning Commission, Park Commission, EDA (2 positions), and Carver County Leaders (2 positions).

Attached as Exhibit A are the committees and the Council vacancies are highlighted in yellow. Those highlighted in yellow reflect who was in the position for 2018.

Staff is requesting approval of resolution 1-28-19-5 Annual Appointments.

Attachments:

Resolution 1-28-19-5.

Exhibit A.

CITY OF MAYER
RESOLUTION 1-28-19-5
2019 ORGANIZATION OF THE CITY OF MAYER

WHEREAS, pursuant to Minnesota Statute Chapter 118, the City Council must designate official depositories for municipal funds;

WHEREAS, pursuant to Minnesota Statute section 412.831, the City Council must designate an official newspaper of the City;

WHEREAS, pursuant to Minnesota Statute section 412.121 Councilmember _____ is appointed acting Mayor and is to perform the duties of Mayor during the absence or disqualification of the Mayor in the case of a vacancy in the office of Mayor;

WHEREAS, the City Council must appoint City Attorney, City Engineer, Financial Consultant, Auditor, Insurance Agent, Building Inspector, Assessor and other professional appointments;

NOW THEREFORE, BE IT RESOLVED, that the Mayer City Council makes the appointments as set out in state statute and other appointments necessary for the City operations as Exhibit A.

Passed and adopted by the City Council of the City of Mayer on this 28th day of January, 2019.

Mike Dodge, Mayor

ATTEST: _____
Margaret McCallum, City Administrator

Appointment	Name	Term
Depository	Security Bank	1/1/2019-12/31/2019
Newspaper	Herald Journal	1/1/2019-12/31/2019
City Attorney	Ratwik, Roszak and Maloney	1/1/2019-12/31/2019
Acting Mayor/Vice Mayor	Erick Boder	1/1/2019-12/31/2019
City Financial Services	Ehlers and Associates	1/1/2019-12/31/2019
City Investment Services	4M Fund	1/1/2019-12/31/2019
City Auditor	Abdo, Eick & Meyers	1/1/2019-12/31/2019
City Engineer	Bolton and Menk	1/1/2019-12/31/2019
City Building Inspector	Metro West	1/1/2019-12/31/2019
City Assessor	Carver County	1/1/2019-12/31/2019
City Weed Inspector	Mayor	1/1/2019-12/31/2019
Assistant Weed Inspector	Public Works	1/1/2019-12/31/2019
Insurance Agent	Christopher Biehl, Bullis	1/1/2019-12/31/2019
Planning Consultants	Municipal Dev. Group	1/1/2019-12/31/2019
Council Meeting Time	6:30 PM	
Council Meeting Dates	2 nd and 4 th Mondays	
Mileage	Per IRS Guidelines	
Collaborative Planning Group		
Representative from City		1/1/2019-12/31/2019
Community Education		
Community Recreation Advisory	Nikki McNeilly	1/1/2019-12/31/2019
Planning Commission Members	Beginning Term	Ending Term
Tom Stifter	2/1/2017	2/1/2020
Barney Johnson	2/1/2017	2/1/2020
Les Hahn	2/1/2019	2/1/2022
Michael Sommerfeld	2/1/2019	2/1/2022
Don Wachholz	2/1/2018	2/1/2021
Patty Lanting	2/1/2018	2/1/2021
Erick Boder	2/1/2019	1/31/2020
Park Commission	Beginning Term	Ending Term
Troy Condon	2/1/2018	2/1/2021
Alisa Johnson	2/1/2018	2/1/2020
Dan Pohl (1.8.18)	2/1/2019	2/1/2022
Mike Wegner	2/1/2018	2/1/2021
Liz Butterfield	2/1/2019	1/31/2020

Economic Development Authority	Beginning Term	Ending Term
Scott Wakefield	01/01/2017	12/31/2020
Tom Stifter	01/01/2018	12/31/2020
Vacant	01/01/2019	12/31/2021
Nikki McNeilly	1/1/2019	12/31/2019
Tice Stieve-McPadden	1/1/2019	12/31/2019
Personnel Committee	Beginning Term	Ending Term
Mayor	1/1/2019	12/31/2019
City Administrator	1/1/2019	12/31/2019
Erick Boder	1/1/2019	12/31/2019
Public Works Committee		
Mayor	1/1/2019	12/31/2019
City Engineer	1/1/2019	12/31/2019
Public Works Employee	1/1/2019	12/31/2019
City Administrator	1/1/2019	12/31/2019
CCL		
Erick Boder	1/1/2019	12/31/2019
Mike Dodge	1/1/2019	12/31/2019
City Administrator	1/1/2019	12/31/2019
Fire Department		
Mike Dodge	1/1/2019	12/31/2019
Fire Chief – Rod Maetzold	1/1/2019	12/31/2019
Chief 2 – Andy Maetzold	1/1/2019	12/31/2019
Training Officer 1 – Dennis Clark	1/1/2018	12/31/2020
Training Officer 2 – Adam Maetzold	1/1/2019	12/31/2021
Equipment Officer – Josh McIntosh	1/1/2018	12/31/2020
Fire Prevention Officer – Zach Stifter	1/1/2019	12/31/2021
Lieutenant 1 – Anna Boote	1/1/2019	12/31/2019
Lieutenant 2 – Nate McNeilly	1/1/2019	12/31/2019



Request for Council Action Memorandum

Item: 2019 Council Visioning Session Workshop

Meeting Date: January 28, 2019

Presented By: Margaret McCallum, City Administrator

Recommendations/Council Action/Motion Requested:

To set a date for an upcoming Council visioning session workshop.

Details:

Visioning is a tool that brings stakeholders together to develop a shared vision of the future. It helps to answer the question:

“What do we want to see in place 5-10 years from now?”

“What are our current strengths and weaknesses and how can we build off the strengths?”

By engaging participants in the formulation of a common goal, visioning gives people a sense of control and motivation, and offers a possibility for fundamental change. It nurtures essential characteristics of powerful and effective groups, like cohesion and common direction.

With problem solving, a group can become mired in technical details and political problems and may even disagree on how to define the problem. Problem solving, although useful, rarely results in any real fundamental change.

While a problem is something negative to move away from, visioning provides a positive paradigm by offering something to move toward. It offers a bigger picture. It generates creative thinking and passion to solve the problems that might arise when moving toward a vision.

A good vision is both realistic and stretching. Visioning too far into the future has the drawback of not creating enough motivational pull. Visioning too close to today and has the drawback of appearing as just another plan.

Attachments:

None.