



City Council Special Meeting Minutes

Madison Lake City Council

Monday, August 31, 2015

1) Call Meeting to Order

Mayor Reichel called the regular meeting to order at 6:18 pm.

2) Roll Call

Council Members Present: Mayor Ken Reichel, Carolyn Hiniker, Laurinda Sohre, Pat Burt, and Kent Hoehn

Members Absent: None

Staff Present: City Administrator Klugman

3) DNR Letter West Shore Estates

- a) City Administrator Klugman reviewed the letter the City received from the Department of Natural Resources (DNR) regarding West Shore Estates. She then presented the outline for the letter she plans to send requesting flexibility regarding impervious surface requirements and asking for clarification on the number of slips versus docks. In order to get closer to impervious surface levels one unit will be removed and the road will be narrowed to 22 feet from 24 feet. She did not think the road width would have much impact since many roads in town are currently 22 feet and this is a private road.

A motion by Hoehn, seconded by **Hiniker**, to approve having City Administrator write a response letter to the DNR requesting flexibility and clarification on the number of slips allowed.

Roll Call: Ayes: Reichel, Sohre, Hiniker, Burt, and Hoehn

Nays: None

Motion carried.

4) Part-Time Admin Position

- a) City Administrator Klugman requested permission to continue to recruit for the part-time administrative position.
- b) Council Member Hoehn stated he requested the discussion at a meeting.
- c) Council Member Hiniker mentioned the position had been mentioned several times in the Friday Report.
- d) Mayor Reichel stated he thought we had discussed the position at the same meeting as the part-time police position and supports the position.
- e) City Administrator Klugman reviewed the duties the position currently does and the previous process.
- f) Council Member Sohre stated she supports the position but would like to continue to watch the position and make sure it is needed.
- g) Council agreed to continue to recruit for the position as posted.

5) Budget

- a) City Administrator Klugman presented the proposed budget with a flat tax rate. She explained due to growth estimates from Blue Earth County we can increase the levy without increasing the tax rate. The same tax rate means a property with the same value will pay the same taxes, allowing the growth in the city to pay for the growth.
- b) City Administrator Klugman stated the majority of the budget increase is going towards debt service for the upcoming projects and then a general fund transfer to the sanitary sewer fund.
- c) Non-tax revenues are projected to be 1.1% lower this year than what was budgeted for last year. This is not really market related but more of a reflection of understanding the budget projections better now that she has been with the City for a full budget year. Some of the items in the revenue side have been over

- projected for several years. She feels the 1.1% reduction is a more accurate reflection of the budget, but it does mean that funds will need to go towards that shortage versus growth.
- d) City Administrator Klugman explained Administration has finished being allocated, last year we did a partial allocation to departments. This year the allocation shows boards and commissions and the Council to. This is a more transparent way for residents to understand how the City is truly spending funds.
 - e) Mayor Reichel stated he appreciated how it was allocated and thought it made is easier to explain to residents.
 - f) Council discussed adding more funds to their training budget.
 - g) Council reviewed the proposed department budgets.
 - h) Council discussed the possibility of keeping the seasonal maintenance position on an on-call basis for major snow events during the winter.
 - i) Mayor Reichel left the meeting at 8:04 PM, Council Member Hiniker assumed the role of Mayor Pro-tem.
 - j) Council agreed to present a flat tax rate for the proposed preliminary levy.
 - k) Council discussed the sanitary fund and the impact Mankato's revised agreement has on the fund. City Administrator Klugman is going to sit down with Attorney Moran and get him caught up.
 - l) Council discussed base fees being required year round. Council requested City Administrator Klugman to find out if our software could handle an additional seasonal resident fee.

6) Adjournment

A motion by Hoehn, seconded by **Burt**, to adjourn the meeting at 8:53 pm.

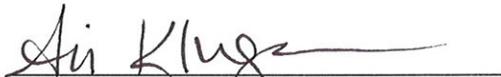
Roll Call: Ayes: Sohre, Hiniker, Burt, and Hoehn

Nays: None

Motion carried.

Attest:



Kenneth Reichel, Mayor

Ari Klugman, City Administrator