

City of Madison Lake
City Council Minutes
Monday, December 16, 2013

Call to Order

Mayor Reichel called the regular Council meeting to order at 7:03 pm.

Pledge of Allegiance

Roll Call

Members Present: Mayor Ken Reichel, Steve Bjerke, Carolyn Hiniker, and Kent Hoehn

Members Absent: John Howard

Staff Present: City Administrator Ari Klugman, Assistant City Administrator Wendell Sande, Deputy City Clerk AmberRose Brudellie, Public Works Supervisor Chris Roemhildt, Fire Chief Kevin Kennedy, Police Chief Dan Bunde and City Engineer Chris Larson.

Others Present: None

Consent Agenda

3A) Approval of Agenda

A motion by Hiniker, seconded by Bjerke, to approve the agenda.

Roll Call: Ayes: Reichel, Bjerke, Hiniker and Hoehn
Nays: None
Motion carried.

3B) Accepting of Minutes from Regular Meeting of December 2, 2013

A motion by Bjerke, seconded by Hoehn, to accept the minutes from the December 2, 2013 regular meeting.

Roll Call: Ayes: Reichel, Bjerke, Hiniker and Hoehn
Nays: None
Motion carried.

3C) Approval of Vendor Claims Totaling \$86,220.02.

A motion by Hiniker, seconded by Hoehn, to approve vendor claims in the amount of \$86,220.02.

Roll Call: Ayes: Reichel, Bjerke, Hiniker and Hoehn
Nays: None
Motion carried.

Open Public Comments

Ordinances and Resolutions

6A) Resolution #2013-594: Approving Lake Washington Sanitary District Agreement

- Ms. Klugman asked that this item be tabled and moved to the City Attorney.

A motion by Bjerke, seconded by Hiniker, to table the agreement until the next meeting and to move it to the City Attorney.

Roll Call: Ayes: Reichel, Bjerke, Hiniker and Hoehn
Nays: None
Motion carried.

6B) Resolution #2013-595: Declaring Adequacy of Petition and Calling for Public Hearing on Annexation

- Ms. Klugman stated that this is for the annexation of Duck Lake Park.
- The annexation fee was waived by Ms. Klugman for Blue Earth County.

A motion by Bjerke, seconded by Hiniker, to approve Resolution #2013-595: Declaring Adequacy of Petition and Calling for Public Hearing on Annexation

Roll Call: Ayes: Reichel, Bjerke, Hiniker and Hoehn
Nays: None
Motion carried.

6C) Resolution #2013-596: Calling for Hearing on Main Street Improvements

- Ms. Klugman stated that this is for re-holding the Public Hearing for Main Street.

A motion by Bjerke, seconded by Hiniker, to approve Resolution #2013-596: Calling for Hearing on Main Street Improvements

Roll Call: Ayes: Reichel, Bjerke, Hiniker and Hoehn
Nays: None
Motion carried.

6D) Resolution #2013-597: Adopting 2014 Property Tax Levy

- Ms. Klugman stated that the final property tax levy will be set at five percent.

A motion by Bjerke, seconded by Hiniker, to approve Resolution #2013-597: Adopting 2014 Property Tax Levy.

Roll Call: Ayes: Reichel, Bjerke, Hiniker and Hoehn
Nays: None
Motion carried.

6E) Resolution #2013-598: Adopting 2014 Fiscal Year Comprehensive City Budget

- Ms. Klugman will provide a 2013 budget update at the next meeting.
- The EDA budget was discussed.

A motion by Bjerke, seconded by Hiniker, to approve Resolution #2013-598: Adopting 2014 Fiscal Year Comprehensive City Budget.

Roll Call: Ayes: Reichel, Bjerke, Hiniker and Hoehn
Nays: None
Motion carried.

6F) Resolution #2013-599: Establishing Allowable Carryover of Accrued Vacation and Providing for Accrual on a Per Pay Period Basis

- Mr. Sande stated the next four resolutions are from Council's previous discussions during the hiring process.
- This resolution provides for vacation carryover based upon years of service and for accrual on a per pay period basis for the ease of record keeping.

A motion by Bjerke, seconded by Hiniker, to approve Resolution #2013-599: Establishing Allowable Carryover of Accrued Vacation and Providing for Accrual on a Per Pay Period Basis.

Roll Call: Ayes: Reichel, Bjerke, Hiniker and Hoehn
Nays: None
Motion carried.

6G) Resolution #2013-600: Establishing Sick Leave Accrual

- Mr. Sande stated that this item was also discussed during the hiring process.
- Currently staff are accruing 2.5 hours of sick leave per pay period.
- This resolution will increase sick leave accrual to 4 hours per pay period.
- Council discussed the sick leave liability.

A motion by Bjerke, seconded by Hiniker, to approve Resolution #2013-600: Establishing Sick Leave Accrual.

Roll Call: Ayes: Reichel, Bjerke, Hiniker and Hoehn

Nays: None

Motion carried.

6H) Resolution #2013-601: Establishing Cell Phone Allowances

- Mr. Sande stated that these are the dollar amounts that were previously discussed at the budget workshop.
- The current cell phone reimbursement amount was discussed.

A motion by Hoehn, seconded by Hiniker, to approve \$60.00 across the board for cell phone reimbursement

Roll Call: Ayes: Reichel, Bjerke, Hiniker and Hoehn

Nays: None

Motion carried.

6I) Resolution #2013-602: Establishing Health Insurance Benefit and Providing for Alternative Election to an Approved Deferred Compensation Plan.

- Mr. Sande stated that this is the proposal previously discussed to increase the allowance to full time employees in lieu of the City offering a health insurance plan.
- Employees will be allowed to use their funds for a section 125 plan or a deferred compensation plan.
- This is an increase of \$100.00 per employee, per month.
- The dollars were included in the various department budgets.

A motion by Bjerke, seconded by Hoehn, to approve Resolution #2013-602: Establishing Health Insurance Benefit and Providing for Alternative Election to an Approved Deferred Compensation Plan.

Roll Call: Ayes: Reichel, Bjerke, Hiniker and Hoehn

Nays: None

Motion carried.

Unfinished Business

7A) Chairs for Community Center

- Ms. Klugman provided a sample of the chairs she is recommending for the Council.
- The chairs hold up to 800 pounds, stack up to 10, and cost \$29.99 each.
- Ms. Klugman stated that these chairs would only be used during Council meetings.

A motion by Bjerke, seconded by Hiniker, to purchase the Madison Lake blue chairs.

Roll Call: Ayes: Reichel, Bjerke, Hiniker and Hoehn

Nays: None

Motion carried.

New Business

8A) Accepting 2014 Meeting Schedule

- Ms. Klugman reviewed the proposed meeting schedule with Council.
- There will be a special meeting in March due to the Special Assessment Hearing.

A motion by Hoehn, seconded by Hiniker, to accept the 2014 Meeting Schedule.

Roll Call: Ayes: Reichel, Bjerke, Hiniker and Hoehn
Nays: None
Motion carried.

8B) Approval of ROW Property Acquisition for Cherry Avenue and Main Street Reconstruction Project in the Amount of \$18,000.00.

- Ms. Klugman stated that the agreement with Blue Earth County states that we will purchase the right of way and then the County will reimburse us for 90% of the cost.
- Council discussed who would own the right of way.
- Mr. Larson stated that appraisals were required for the MN DOT process so these are the exact appraisal amounts.

A motion by Hoehn, seconded by Hiniker, to approve Right-of-Way Property Acquisition for Cherry Avenue and Main Street Reconstruction Project in the Amount of \$18,000.00.

Roll Call: Ayes: Reichel, Bjerke, Hiniker and Hoehn
Nays: None
Motion carried.

8C) Police Officer Recommendation

- Ms. Klugman and Chief Bunde reviewed the budget and put together a plan for what the cost of an additional full-time officer would be.
- Staff are recommending the new officer start in June when construction is ramping up and summer starts.
- Ms. Klugman stated that hiring an additional full-time officer will mean a tax levy increase next year.
- The proposed starting wage is \$18.00 to \$22.00 an hour.
- Chief Bunde stated that most of the area communities have a full-time officer and a Police Chief.
- Council is supportive of the proposal as this will only make our town a safer place.

A motion by Bjerke, seconded by Hiniker, to start the hiring process.

Roll Call: Ayes: Reichel, Bjerke, Hiniker and Hoehn
Nays: None
Motion carried.

8D) Plan for Verifying House Numbers

- Staff is recommending that we use our Compost Site employee, Randy Tuma, to verify house numbers.
- Ms. Klugman stated there is \$670.00 left in the compost wages budget.
- House numbers must be visible from the street.

A motion by Bjerke, seconded by Hiniker, to approve the use compost wages to verify house numbers.

Roll Call: Ayes: Reichel, Bjerke, Hiniker and Hoehn
Nays: None
Motion carried.

Adjournment

A motion by Bjerke, seconded by Hiniker, to adjourn the meeting at 8:09 pm.

Roll Call: Ayes: Reichel, Bjerke, Howard, Hiniker and Hoehn
Nays: None
Motion carried.

Attest:



Ken Reichel, Mayor



AmberRose Brudelia, Deputy Clerk