



City Council Work Session Minutes

Madison Lake City Council

Monday, April 20, 2015

1) Call Meeting to Order

Mayor Reichel called the work session to order at 5:08 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 Ariel Klugman, Public Works Supervisor Chris Roemhildt, Structural Engineer Joe Wendinger from ISG.

3) Facility Discussion

- Reducing Building Height

City Administrator Klugman recommended reducing the garage building height to 16 feet with 14 foot overhead doors. The reduction will still allow staff to complete their duties safely while reducing costs by approximately \$30,000.

Structural Engineer Wendinger agreed with the recommendation and stated it reduces the design requirements significantly and allows for more typical footings.

Council agreed to reduce the building height to 16 feet with 14 foot overhead doors.

- Reducing and Redesigning Office Space

City Administrator Klugman recommended reducing the office space size from the current 25 feet by 68 feet to approximately 24 feet by 54 feet. She would like to leave some discretion in case another similar dimension is more economical. She presented revised layout to the council which reduces the number of windows, interior walls, and interior doors, removes a shower and combines the break room with the front area and removes storage space. She estimates cost savings will be approximately \$30,000.00.

Council Member Sohre suggested removing the door from the garage to the police holding/interview room. She questioned the potential liability and brought up other smaller cities not having it. She suggested using the space for storage instead.

City Administrator Klugman stated this is one of the few things Police Chief Bunde has requested and I believe he feels pretty strongly about having a secure path to move someone from the police garage into the room.

Mayor Reichel stated Eagle Lake has one and smaller communities don't have police departments anymore. He brought up the example of having a fight break out during paddlefish days and being able to secure someone for the County to pick up while he deals with multiple issues.

Council agreed to leave the holding/interview room as presented.

Council asked Public Works Supervisor Roemhildt if the space provided would satisfy their needs and he said it would.

Council agreed to reduce the space of the office area to approximately 24 feet by 54 feet depending on what is economical for sizing and requested Structural Engineer Wendinger to redesign based on City Administrator Klugman's layout.

- Reducing Garage Width

Structural Engineer Wendinger recommended the reduction of the building width from 68 feet to 66 feet. He is not sure about the savings but believes there would be some savings and on-going less heating cost.

Public Works Supervisor Roemhildt said the reduction would not impact his ability to use the building.

Council agreed to reduce the width of the garage space to 66 feet.

- Revising Trench Drain System

Mayor Reichel suggested revising the trench drain system to remove the individual spot drains and make one long drain across the length of the building. The drain would be approximately 1/3 the length and connect into a tee with the wash bay drain and the police garage drain.

Structural Engineer Wendinger estimated savings would be around \$2,000.00.

Council agreed to revise the trench drain system.

- Revising Heating System

Mayor Reichel suggested removing the radiant tube heating system and installing two unit heaters in the large area of the garage and smaller unit heaters in the wash bay and police garage.

Public Works Supervisor Roemhildt agreed with the change.

Council agreed to revise the heating system. Structural Engineer Wendinger estimated savings of \$9,000.00.

- Garage Door Revisions

Mayor Reichel suggested removing the little and one of the large garage doors.

City Administrator Klugman said Chris and I have talked and we agree the little garage door should be removed but we would like to reconsider keeping the large garage doors.

Public Works Supervisor Roemhildt explained he would like to be able to park the plows next to each other and be able to pull straight into a hoist at some point.

The Council agreed to remove the smaller garage door but leave the remaining large doors since staff has made some significant modifications and feels strongly about the doors.

Structural Engineer Wendinger asked if the larger doors should be more space out now. They are currently three feet apart.

Public Works Supervisor Roemhildt and the Council both agreed to leave the doors at their current location.

- Bidding Process

City Administrator Klugman suggested bidding only for the shell of the building as described on page 2, division 6. The shell would include the framing, footings, overhead doors, windows, insulation and installation. We would then get individual quotes from local contractors for the plumbing, concrete, electrical, HVAC, and interior construction. The process may take more time, but Public Works Supervisor Roemhildt has agreed to oversee the individual contracts.

Council Member Sohre asked whether Public Works Supervisor Roemhildt would be able to manage the project with the other street projects planned for this year.

City Administrator Klugman clarified that the street projects are contract management.

Public Works Supervisor Roemhildt said he is already on those and will have most of that done before we even get to the building.

Council agreed to bid for the shell separately.

- Financing

City Administrator Klugman presented a handout showing with current tax levy falling off how various bond amounts would impact the levy. The estimates include an assumption for \$15,000 needed by the Main Street Project already added in. Based on her numbers for the current levy and with the estimated interest rate of 3.18% over 20 years, the City could afford up to \$500,000 in general obligation bonds without a levy increase. If \$600,000 is bonded there would be an estimated levy increase of 2% of roughly \$10.37 annually for a house with a taxable market value of \$100,000. She stated she would like to discuss percentage allocation with the water and sewer fund and needs a number for the maximum amount of general obligation dollars for the capital improvement bond resolution. She added Financial Advisor Shannon Sweeney has recommended adding an additional \$75,000.00 for the resolution to give room for financing, capitalized interest and some room if plans change later. This is the maximum amount the City could bond for with capital improvement bonds.

Council Member Sohre stated she did not want a tax increase and is concerned about water and sewer rates.

Public Works Supervisor Roemhildt asked the council what their goal was for reducing the cost of the building.

Council Member Sohre stated she felt \$600,000 was her maximum.

Mayor Reichel stated he would like the building to be around \$650,000.

Council Member Burt stated she does not have a specific number she wants to have a building that meets the needs in a cost effective manner.

Council Member Hoehn stated he believes we can reach \$650,000 with the changes to the bidding process.

Council agreed the goal will be \$650,000.

Council Member Sohre suggested the maximum for general fund dollars be set at \$500,000.00 and the rest come from reserves.

City Administrator Klugman recommended the Council give itself a little more wiggle room with the maximum in case they changed their mind at a later date of interest rates, financing costs or estimates are higher or the council decides not to use reserves. She also stated they could decide the water and sewer fund contributions at a later date.

Council Member Sohre stated she did not agree.

Council Member Burt recommended we move the maximum about to \$600,000.

Council agreed to set the maximum amount for notice at \$600,000.

4) Compensation Discussion (if time)

Mayor Reichel clarified he had asked for the compensation discussion to be on the work session agenda during the last meeting. He did not feel we had the time to discuss.

5) Adjournment

A motion by Hoehn, seconded by **Burt**, to adjourn the meeting at 6:49 pm.

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

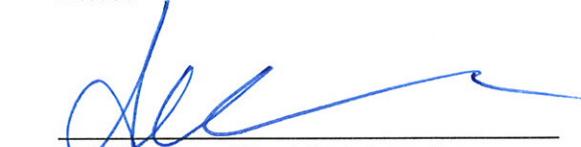
Nays: None

Motion carried.



Kenneth Reichel, Mayor

Attest:



Ari Klugman, City Administrator