

**JOINT CITY COUNCIL/FINANCE COMMISSION
MEETING MINUTES
OCTOBER 20, 2020**

City Council members in attendance: Mayor Jud Marshall, Council members Richard Brainerd, Jeff Ledermann, Steve Wolgamot, and Jane Schneeweis. Finance Commission members in attendance: Chair Luke Schlegel, Vice Chair Austin Raebel, Commission members Mike Bromelkamp, Becky L'Allier, and Roger Humphrey. Also in attendance: City Administrator Scott Neilson, Finance Director Scott Schaefer, Public Works Director Bob Goebel, Fire Chief Terry Fischer, City Engineer John Sachi, City Clerk Jerene Rogers, and Account Clerk Amy La Belle.

APPROVAL OF AGENDA

City Administrator Neilson informed the Council and Commission that item number 7, Review Conduit Debt Request, should be removed from the agenda per staff request.

Upon motion by Council member Brainerd, seconded by Finance Commission Chair Schlegel, the agenda was adopted as amended with the removal of item number 7. The motion was unanimously approved by roll call vote. Yea: Marshall, Brainerd, Schneeweis, Ledermann, Wolgamot, Schlegel, Raebel, Humphrey, L'Allier, and Bromelkamp. Nay: None

**APPROVAL OF THE SEPTEMBER 1, 2020 JOINT CITY COUNCIL/FINANCE
COMMISSION MEETING MINUTES**

Upon motion by Finance Commission member Bromelkamp, seconded by Finance Commission Chair Schlegel, the motion was made to approve the September 1, 2020 Joint City Council/Finance Commission meeting minutes as presented and was unanimously approved by roll call vote. Yea: Marshall, Brainerd, Schneeweis, Ledermann, Wolgamot, Schlegel, Raebel, Humphrey, L'Allier, and Bromelkamp. Nay: None

**REVIEW AMENDED 2021 GENERAL FUND & BUILDING AND EQUIPMENT
REPLACEMENT FUND**

Finance Director Schaefer gave an overview of the amended 2021 General Fund budget, and the Building and Equipment Replacement Fund budget. He noted that the City has reduced the transfer from the general fund to the building equipment and replacement fund by \$20,000. Commission Chair Schlegel and Commission Vice Chair Raebel clarified that the reduction would not impede the purchase of any equipment in the near future. Finance Director Schaefer stated that the reduction would not impact any equipment purchases.

Upon motion by Finance Commission member Raebel, seconded by Mayor Marshall, the motion was made to approve the amended 2021 General Fund, and Building and Equipment Replacement Fund as presented. The motion was unanimously approved by roll call vote. Yea: Marshall, Brainerd, Schneeweis, Ledermann, Wolgamot, Schlegel, Raebel, Humphrey, L'Allier, and Bromelkamp. Nay: None

CAPITAL IMPROVEMENT PLAN 2021-2025

City Engineer John Sachi reviewed the 2021-2025 Capital Improvement Plan (CIP) He said the proposed improvements for 2021 are:

- Lake Links Trail
- Historic District Phase 4 East (bonded in 2020)
- Glenmar Area Diversion Project (bonded in 2020)
- 2021 Pavement Management Streets Project

The proposed improvements for 2022 are:

- CSAH 12 (244 Turnback)
- Sanitary Sewer Maintenance Program

The proposed improvements for 2023 are:

- 2023 Pavement Management Streets Project
- Storm Sewer Pond Maintenance & Drainage Project

The proposed improvements for 2024 are:

- 2024 Street Improvements
- Storm Sewer Pond Maintenance & Drainage Project
- Water Tower Painting
- CSAH 12 Improvement Project Phase II (East Ave to Hilton Trail)

The proposed improvements for 2025 are:

- 120 Century Ave

Discussion was had regarding future street improvement projects currently listed in the plan and possible streets that could be added to upcoming projects.

Engineer Sachi informed the Council and Commission members that the Minnesota Department of Transportation has moved the turn back of TH244 to the year 2026 as MNDOT works on acquiring the financial needs for the project. Discussion was had regarding the condition of the roadway, the water main under the roadway, and the funding needs that would be required by the city for this project.

Council Member Ledermann inquired about adding sidewalks to the area near OH Anderson School. It was noted that the City had applied for a 'Safe Routes to School' grant and the grant score did not look favorable to receiving funds. It was also noted that the school district is prohibited from using funds on improvements that are located outside of their property boundaries. Council members Wolgamot and Ledermann were in favor of adding the project of sidewalk installation to the current Capital Improvement Plan. Finance Commission member Bromelkamp suggested it should be added to the CIP as a placeholder and discussions should be opened with the school district regarding the funding and planning for the project.

Finance Director Schaefer reviewed the impact of the Capital Improvement Plan on the tax rate and tax capacity through 2024 and the impact of the potential reconstruction of TH244 in 2026, which includes infrastructure replacement and repair.

Public Works Director Goebel provided review of the Parks Capital Improvement Plan. Council member Brainerd noted that the sign at the Katherine Abbott Park entrance may need to be replaced. Director Goebel noted that Public Works is currently reviewing the entrance signs at all of the parks and is looking at the possibility of replacing them with more durable signs. Finance Commission Chair Schlegel inquired about a bridge to be installed at Katherine Abbott Park. Director Goebel said that project may be added to the Parks CIP in 2026. Discussion was had regarding possible improvements to the Echo Lake public access area as it was noted to be muddy and difficult to use.

REVIEW OF 2021 FEE SCHEDULE

Finance Director Schaefer gave an overview of the 2021 Fee Schedule and the proposed changes.

Discussion was had regarding the increase in the ambulance transportation fees. Fire Chief Fischer explained the multiple levels of transportation and the differing price levels based on the required needs of the patient being transported.

Discussion was had regarding the publishing of the fee schedule and the consensus was to publish the changes only as opposed to publishing the entire fee schedule. Consultation will be made with the city attorney before publishing.

NEXT COMMISSION MEETING

The next regular meeting of the Mahtomedi Finance Commission will be determined at a later date and members will be notified. It was also noted that, should the Conduit Debt Request continue to move forward, a special meeting will be called for that item.

ADJOURNMENT

Upon motion by Finance Commission member Bromelkamp, seconded by Council Member Brainerd, the October 20, 2020 Joint City Council/Finance Commission meeting was adjourned at 6:49 p.m. and was unanimously approved by roll call vote. Yea: Marshall, Brainerd, Schneeweis, Ledermann, Wolgamot, Schlegel, Raebel, Humphrey, L'Allier, and Bromelkamp. Nay: None

ATTESTED:

APPROVED:


AMY LABELLE, ACCOUNT CLERK


LUKE SCHLEGEL, CHAIR