

City of Melbourne
Regular City Council Meeting
November 13, 2023
7:00 at Library basement

Melbourne City Council met in regular session on November 13, 2023 at 7:00 pm at the Melbourne Library basement. Council members present were Carrie White, Beth Smith, Gaege Bracy, Lucas Hauser and Gary Fricke. Also present were Mayor Mansager, City Clerk Mary Pothast, Beth Opperman, Deputy Blake Paig, Cieana Ficken and Zander Shaffar. Mayor Mansager called the meeting to order at 7:00 pm and led the Pledge of Allegiance. An emergency item was requested to be added to the agenda, as the deputy clerk they had hired declined the job on Saturday. Motion to approve the bills, minutes and amended agenda made by White, 2nd by Hauser. Vote was all ayes. There were no public comments. Deputy Paige read the report from the Sheriff's Office. There were no questions or comments. Clerk stated that the prior offer for the Deputy Clerk position had been accepted, then declined, so requested that the Council considering offering the Deputy Clerk job to another candidate. She had interviewed for the position, and Pothast felt would be a good fit. Motion to offer the same compensation package as previously stated made by Hauser, with 2nd by Bracy. Vote was all ayes. Personnel committee had interviewed a person for the PW position, and offered them a package. White had not yet received a definite answer, but would let Council know as soon as anything became final. The Wage Resolution 23-11-02 was not passed due to changes in names and pending hiring.

Clerk requested to review the water, sewer and nuisance ordinances to change wording to accommodate the change in the Income Offset Program with the State DAS to the Income Setoff Program with the IDR. Council approved the changes in the Ordinances, and completed the first reading of amendments to Ordinance Chapter 50.10 Nuisance Abatement Procedure, Collection of Costs, Chapter 92.06 Water Rates, and Chapter 99.11 Sewer Service Charges. Also on Chapter 92.05.5 On -Site Collection Fee will be removed from the Ordinance. Motion to approve the first reading of the previous Ordinance amendments and waive the second and third readings of all the Ordinances was made by Hauser, with 2nd by Fricke. Roll call vote was all ayes. Amendments will become law upon publication.

Resolution 23-11-01 Height of Vegetation with changes to the Setoff program reference were indicated. Motion to approve the Resolution as presented by Hauser, 2nd by Fricke. Vote was all ayes.

The first reading of the amendment of Ordinance Chapter 155.07.6 Restricted Residential District. Section reading "Permit shall be submitted to the Clerk by 4:30 pm on the Friday before the regular meeting of the Council" will be changed to "4:00 the Thursday before the regular meeting of the Council" to allow time for Public Works to check the permit and add it to the agenda for proper posting. The section reading "Should an applicant desire to have an approval before the next regular meeting of the Council, the applicant shall so inform the Clerk, and upon payment of one hundred dollars (\$100.00), the Clerk shall attempt to arrange a special meeting of the Council. Should a special meeting not be able to be held before the next regular Council meeting, a refund of fifty (\$50.00) shall be made to the applicant" will be changed to "a fee of not less than the cost of the attendance of the full Council, Mayor, one hour of Public Works and one hour of City Clerk's wages" instead of \$100. The refund line shall be stuck. Motion to approve the changes and waive the 2nd and 3rd reading made by White, 2nd by Bracy. Roll call vote was all ayes.

Clerk presented the Ordinance codification proposal from Simmering-Cory. The total cost is stated as \$4000, with terms available. This includes one copy of the Ordinance book. Additional copies will be needed, and Clerk was directed to add it to the budget discussion in January. There are funds available in the current budget to begin the process.

Clerk had met with Dan Sinclair of Metering Technology Services regarding upgrading meter reading software and new cellular endpoint meters. The software quote is \$10,898. The City will also need to contact gWorks software company to implement a Beacon interface. This software is compatible with the current meters the City has, as well as the new ones we will eventually move to. We currently have approximately 20 meter heads we can replace as we go, so it will be a project we will need to invest in, in the upcoming years. The new meters cost approximately \$250 a meter, so the entire cost of the project will be close to \$100,000. As the City did before when changing over meters, they can purchase and install a few at a time as funds are available. The clerk wanted Council to be aware of this and it will also be added to budget considerations.

A CPR class for recertification will be held at the Fire Station November 19 at 1:30. Clerk and library employees would like to be certified, so Clerk is looking into the steps needed before they can do the hands-on portion of the class. She will be in contact with Kim Elder and report to those interested.

In reference to nuisances, the City had provided \$300 out of the fund established for low and moderate income housing improvements that was returned when participants of the previous grant project had sold their home prior to the 5 year agreement. Helping Hands provided an additional \$300 to provide a 30 yard dumpster at 307 2nd Street. Region 6 is willing to repair the sewer line to the home if the basement debris is cleared out and a contractor can obtain access. As far as the City knows, the work has not been completed by the time of the dumpster removal on November 13. Clerk and PW will investigate further and the matter will be turned over to the City Attorney as well as involving the DNR and Region 6 in the discussion.

The issue of the wall at 102 Main Street has not yet been resolved, but a structural engineer is submitting his report.

Mayor asked that she be signed up for a MLA class and that councilperson-elect Opperman be signed up as well for the date of her choice. Motion to adjourn by Hauser, 2nd by White. Meeting adjourned at 7:44.

EXPENSES: GENERAL \$22,236.58, RODA USE \$2097.17 EMP BENEFITS \$2679.38, LOST FIRE \$288.89, LOST 1ST RESP \$31.38, WATER \$16,516.80, SEWER \$7573.15, SANITARY SEWER LAGOON\$741.18. TOTAL \$52,164.53.

REVENUES: GENERAL \$91,949.99, ROAD USE\$8824.48, EMP BENEFITS \$11,111.70, EMERGENCY \$2372.68, LOST FIRE \$1002.71, LOST 1ST RESP \$1002.71, POOL \$1009.29, LOST REC \$1004.51, WATER \$13,501.98, SEWER \$17,335.42. TOTAL \$149,115.47.

PUBLISHED PRIOR TO APPROVAL.