

City of Melbourne
Regular City Council Meeting
October 9, 2023
7:00 at Library basement

Melbourne City Council met in regular session on October 9, 2023 at 7:00 pm at the Melbourne Library basement. Council members present were Beth Smith, Gaege Bracy, Lucas Hauser and Gary Fricke. Also present were Mayor Mansager, City Clerk Mary Pothast, Beth Opperman, Deputy Andrew Cole and Emily Meling. Mayor Mansager called the meeting to order at 7:00 pm, led the Pledge of Allegiance. Motion to approve the bills, minutes and agenda with by Hauser, 2nd by Smith. Vote was all ayes.

In public comment, Emily Meling wanted to bring the trespassing issues to the attention of the Council. She stated that three individuals were given trespassing warnings by the Sheriff's department and that the SO would continue to be called with any subsequent violations. Council is asking anyone in the area of the parking lot on north side of town and surrounding buildings, as well as those passing by, be alerted to the fact that this is private property and to please report any suspicious activity to law enforcement, not to City Hall. Meling also addressed the anhydrous leak that occurred at FS and wondered what protocol was. Pothast had asked for a copy of the emergency plan they have for this, and it is available at City Hall. The leak she was speaking of happened when we had very hot days, followed by considerably colder nights causing the expansion and contraction of the seals. It was remedied by tightening the valve. Meling had a chance before the meeting to discuss her concerns with Deputy Cole, who then gave the Sheriff's office report. The slashing of tires was mentioned at the Wing residence with a reminder to be alert. Council had no further comments.

Pothast reviewed the Street Finance Report (SFR) for the 2023 FY. There was a beginning balance of \$112,757. There were \$96,407 in expenses, \$108,162 in revenue, equaling an ending balance of \$124,512. The balance was then utilized in July/August for this FY road work. Motion to approve Resolution 2023-10-01 by Hauser, 2nd by Smith. Vote was all ayes.

Next was the presentation of the Annual Financial Report for FY 2023. The beginning fund balance was \$1,537,081 on July 30, 2022. Total revenue was \$1,041,411. Total expenses and transfers were \$800,741 with an ending fund balance of \$1,777,751. This includes water and sewer balances which the City tries to maintain such reserves at a minimum of 110% of operating costs.

Smith and Pothast discussed the interviews for Deputy Clerk with the Council. Pothast was directed to make an offer to one of the candidates. If the offer is accepted, a wage resolution will be presented at next month's council meeting. The City has only had one application turned in for the public works position. Clerk was directed to put an ad in the TR, a post on the FB page and contact prior candidates.

A pay increase for public works was next on the agenda. Due to Pfantz's limited hours, he is able to work, Nathan Clark has been working alone for several months. Clark had not received an increase with the beginning fiscal year. The personnel committee requested that some compensation be made to acknowledge the additional workload. He is scheduled for a water class in November, and is to continue to work toward obtaining his licenses. A motion to increase his wage by \$2.00 per hour was made by Bracy, 2nd by Hauser. Vote was 2 aye, 2 nay. Motion failed. More discussion ensued. A second motion to increase his wages by \$2.25 per hour was made by Bracy, 2nd by Smith. Vote was 3 aye, 1 nay. Motion carried. This will be included in next month's wages resolution.

The ordinance for animals at large was next on the agenda due to complaints about stray cats. One resident had requested that the City ordinance be changed to include cats at large and require proof of vaccination. Council did not take action on the proposal. Citizens are reminded not to feed stray cats or wildlife. Residents are free to borrow a live trap from the City. Residents are encouraged to discuss the situation with their neighbors, Council members and attend the monthly Council meetings. The review of the restricted residential ordinance regarding special meeting fees has been tabled until a future meeting.

Clerk has inquired about codification of new ordinances and will bring information to a subsequent meeting.

Regarding nuisance updates, one resident has applied for assistance from Region 6, and it is being processed. Hopefully that will further the situation, as the DNR's deadline is October 16. In reference to 102 Main Street, access to the property was obtained by administrative warrant for purposes of obtaining a structural engineer's assessment which will be addressed by the Council and City Attorney Hillers. Meeting adjourned at 8:00 pm.

EXPENSES: GENERAL FUND \$12,423.47, ROAD USE \$1833.71, EMP BENEFITS \$1090.27, WATER \$3332.45, SEWER \$4763.88. TOTAL EXPENSES \$23,443.78.

REVENUES: GENERAL FUND \$7896.40, ROAD USE \$12,280.12, EMP BENEFITS \$104.05, EMERGENCY \$22.22, LOST FIRE \$1193.85, LOST 1ST RESP \$1193.85, POOL \$1199.81, LOST REC CENTER \$1233.43, WATER \$17,119.21, SEWER \$19,703.28. TOTAL \$61,946.22.

SUBMITTED PRIOR TO APPROVAL.