

City of Melbourne  
Regular City Council Meeting  
September 9, 2024  
7:00 at Library basement

Melbourne City Council met in regular session on September 9, 2024, at 7:00 pm at the Melbourne Library basement. Council members present were Mayor ProTem Gary Fricke, Gaege Bracy, Beth Smith and Beth Opperman. Also present was City Clerk Mary Pothast, PW Superintendent Jim Pfantz, Library Director Brittany Brewer, Library Assistant Jessica Horn, Library Board President Annette Lanning, and Melanie and Cody Guilbeaux. The meeting was called to order and Mayor ProTem Fricke led the pledge of allegiance. Motion to approve the consent agenda made by Smith, 2<sup>nd</sup> by Opperman. Vote was all ayes. Deputy Dierking arrived and presented the Sheriff's office report. There were no questions. In building permits, Guilbeaux at 311 3<sup>rd</sup> Avenue applied for an extension (from May expiration) to finish their garage. They explained they were paying in cash so it had been slow. Bracy asked if they could have it enclosed in 6 months. Any additional work inside, including concrete, would not affect the time frame. Guilbeaux agreed to the 6 month deadline to have sheeting up and building enclosed. Motion to approve the agreement by Bracy, 2<sup>nd</sup> by Opperman. Vote was all ayes. The remaining permits by AJ Polkiewicz and Cliff Tribby were both for handicap ramps. Mayor and staff had reviewed the plans prior to the approval due to urgency and granted approval prior to Council. Motion to approve by Bracy, 2<sup>nd</sup> by Hauser. Vote was all ayes.

In new business, Council agreed to review all proposals, then discuss the funding including ARPA funds in conclusion. The street project proposal by InRoads was \$76,838. \$62,000 was budgeted. The areas addressed were approved by street committee. In addition to streets, a quote was included for the parking area at the library to allow easier handicap access. Options for one spot (8 x 20) for \$2772 or the entire area (8 x 63) for \$8114. Brewer had gotten a quote from a family member who was willing to do the job for materials only in concrete, donating the labor, and it was over \$15,000. An additional \$22,952 needs to be appropriated in total.

Next was the discussion of "emergency responders parking only" signage on 1<sup>st</sup> Street near the fire station. Clerk had received an email from Fire & EMS officers stating they felt it was a waste of money and didn't need to be undertaken. Council had addressed it by request at Mousehole Days. Since parking changes are according to ordinance, it was placed on the agenda. It was then asked if signs could be put on the large doors at the fire station to denote no public parking in that area. Clerk suggested that Fire and EMS be allowed to make that decision. Council agreed. No action taken. The concrete curb that is broken up near the library was next for discussion. Councilperson Smith had mentioned it at the last meeting, as being a trip hazard. The curb across the street is also broken up, due to plowing, etc. The asphalt curbs that were made years ago are no longer an option. Clerk will discuss with Carrie White at MidWest One what they feel needs to be done. Motion to approve Resolution 24-09-01 to move \$23,000 from Local Option Sales Tax (LOST) to a CD was made by Hauser, 2<sup>nd</sup> by Smith. Vote was all ayes. Trick or Treat is scheduled October 31 from 5:30-7:30.

The quote for the water main on Ketchum from Needham Excavating was for \$63,280. The amount budgeted was \$51,000. Due to rising costs, an additional \$12,280 needs to be appropriated. A quote from Jetco for radios and antenna replacement was presented. The initial cost for the

antenna was around \$2000. The amount for the radios \$4350. These regulate water height at the tower and when they aren't functioning cause alarms to go off at random times throughout the day and night. PW must respond to the alarms, as it may be serious. The total for Jetco is approximately \$6350.

The total required for the PW require approximately an additional \$41,582, leaving \$33,028.77 balance in ARPA funds. Motion to use the ARPA funds for the additional unbudgeted for these projects made by Hauser, with 2<sup>nd</sup> by Opperman. Vote was all ayes. Clerk is directed to check and see if the balance may be set by resolution to use as nuisance abatement. A resolution will be prepared for the October meeting.

Heather Stanley submitted her resignation from the library board. Brewer will put out a notice for interested parties to apply for the position. No new news about the property at 307 2<sup>nd</sup> Street. Clerk is directed to contact the City Attorney. Park and Rec board has to also meet to approve the purchase of the pool heater for next summer. It must be ordered shortly for delivery and installation in March. The quote is good for 30 days.

Fricke mentioned that Jose's Tree Service has to come back and remove one more tree on Main Street to conclude our removal for this fall. He had an issue with his lift and has not yet submitted a bill. It should total \$2150 for the three damaged trees. He will contact him regarding job completion.

Motion to adjourn made by Hauser, 2<sup>nd</sup> by Bracy. Meeting adjourned at 7:55.

EXPENSES: GEN \$34,382.42, ROAD USE \$1882.63, EMP BENE \$2880.12, LOST FIRE \$202.16  
WATER \$14,688.90, SEWER \$9020.03, SANITARY SEWER LAGOON \$16,799.22. TOTAL \$79,855.48.

REVENUES: GEN \$10,182.22, ROAD USE \$8254.71, LOST FIRE \$1182.06, LOST 1<sup>ST</sup> RESP \$1182.06,  
POOL \$1188.65, LOST REC CTR \$1566.03, WATER \$22309.49, SEWER \$19,655.60. TOTAL  
\$65,520.82.

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