

City of Melbourne
Regular City Council Meeting
July 8, 2024
7:00 at Library basement

Melbourne City Council met in regular session on July 8, 2024, at 7:00 pm at the Melbourne Library basement. Council members present were Gary Fricke, Gaege Bracy, Beth Smith, Lucas Hauser and Beth Opperman. Also present was Mayor Cynthia Mansager, City Clerk Mary Pothast, Hilary Kuhse (Friends of the Library), Brittany Brewer (Library Director), Haley Nichols (Library Board), Jim Pfantz, (PW Superintendent), and Dee Pickard. Mayor Mansager called the meeting to order at 7:00 pm and led the Pledge of Allegiance. Motion to approve the agenda by Smith, 2nd by Hauser. Vote was all ayes. There was no public comment. Deputy Cecak presented the June LE report. There were no questions. Mayor made the request to change the order of the agenda. Motion to approve the agenda as requested, minutes and bills made by Fricke, 2nd by Smith. Vote was all ayes.

Hilary Kuhse of Friends of the Library presented a proposal they had received from Beeler Lawn & Landscape LLC of Collins for landscaping around the library. The entire project totals \$16,076.75. Friends will pay \$10,076.75, while the library will pay \$6000. The funds will come out of the library budget. Mayor and Council thanked Friends of the Library and shared the excitement about the new changes to come. Library Director Brittany Brewer shared 2024 statistics re: library usage and attendance increase over last year. Council thanked Brewer for her commitment to the youth of the community and her service. Dee Pickard presented a brief overview of Mousehole Days for the August 2-4 event. There will be a softball tournament, food trucks, kiddie parade Friday night, Little Miss & Mr. Melbourne, Firemen's Pork Burger Meal Friday night, kids foam machine in the park Saturday following the parade, bags, music in the park Friday evening, street dance downtown Saturday night and a car show on Saturday. Tracey Beals had sent his maps for the events for the weekend, and his outdoor permit had been applied for. Motion to approve permit, requesting Beals' securing of security AND CONFIRMATION OF THE SAME TO THE City prior to August 2, 2024, for the evening as a prerequisite made by Hauser. 2nd by Bracy. Vote was all ayes. Pickard requested keys for the diamond and asked if it was the Mason's 125th year as a lodge. Clerk will find out details and get keys to her as soon as Little League no longer needs them.

In building permits, Clerk had not received any information regarding residents renewing building permits for work not completed after the year's permit expired. Council tabled the issue until August. Clerk asked the Council what fund they would like her to transfer the remaining balances in the Emergency Fund \$15,071.63 and Emergency Radio Fund \$544.67 Resolution 2024-07-01. Decision was to move to General Fund, earmarked for Nuisance Cleanup. Motion to approve by Bracy, 2nd by Fricke. Vote was all ayes. The LP gas contract for 24/25 with New Century has been received. Motion to approve by Hauser, 2nd by Opperman. Vote was all ayes. Mosquito spraying was next on the agenda. Pfantz will call Schendel Pest Control to have it done before MHD. If he feels it should be done twice, it will be scheduled. Discussion of hiring help for Nate other than mowing was next on the agenda, as Fricke was concerned about it at last month's meeting. After a lot of discussion, Clerk is directed to put out notice for seasonal public works employee again and include those applications that have already been received, to assist with trimming and miscellaneous. Clerk will repost for 10 days and contact the previous applicants. Opperman recommended that the City look for a PT to full time person for public works. Clerk will gather

information and work with Beth Smith from the Personnel Committee to post a relevant ad for part time possibly moving into full time for the right fit. Pfantz also spoke on the lead line service inventory. This is a state-wide project required by the DNR to eliminate any lead service lines in the state. As far as Fricke knows, the City does not have any lead service lines, but in addition to his affidavit, the City is required to contact residents. A letter to each resident to ask that they take a photo of their line coming into the house by the water meter and remit the same to the City. A \$10 credit on the water bill for everyone responding before the due date of the next water bill. Council approved with motion by Bracy, 2nd by Hauser. Vote was all ayes. Water line project has been permitted by the DNR, and PW has been in touch with Mike Needham. The pool heater is also pending a visit from ACCO to check and repair the boiler. The heater will likely not be running the rest of the summer. The tree issue near Grauberger's has been tabled until August. Mayor Mansager asked Opperman, Hauser and Smith to look at the tree. Clerk asked to approve a correction to the April 8, 2024 minutes pertaining to a building permit for a deck. Clerk had failed to put the address of 606 Owen. Council approved Clerk adding the address to the previous minutes. Motion by Fricke, 2nd by Bracy. Vote was all ayes.

Council inquired about the status of the property at 307 2nd Street. The Mayor asked the Clerk to contact the City Attorney.

City Hall had a new water heater installed due to it leaking severely. It was 30 years old, so due for replacement. Clerk is requesting a new policy be written that requires the water be shut off at the curb between renters and/or owners of properties. This will ensure that all the curb stops are in working order. Clerk also requested to draft a program to test a certain number each month until all are checked. Council recommended that PW start with rental properties and others that are already known to be defective.

Motion to adjourn by Hauser, 2nd by Bracy. Vote was all ayes. Meeting adjourned at 8:05 pm.

EXPENSES: GENERAL \$32,285.82, ROAD USE \$2397.88, EMP BENEFITS \$4246.01, LOST FIRE \$2625.20, WATER \$11,306.87, SEWER \$62,540.7A, SANTITARY SEWER LAGOON \$734.00. TOTAL \$116,136.49.

REVENUES: GENERAL \$27,066.63, ROAD USE \$12,532.14, EMP BENEFITS \$474.13, EMERGENCY \$11.24, LOST FIRE\$962.60, LOST 1ST RESP \$962.60, POOL \$968.75, LOST REC CENTER \$1090.26, WATER \$18,416.20, SEWER \$19,311.17. TOTAL \$81,885.72.

Cynthia Rae Mansager, Mayor

ATTEST: _____

Mary L Pothast, City Clerk