

City of Melbourne
Regular City Council Meeting
April 13, 2026
7:00 at Library basement

Melbourne City Council met in regular session on April 13, 2026, at 7:00 pm at the Melbourne Library basement. Present were Council persons Beth Smith, Beth Opperman, Josh Fuller and Gary Fricke. Also present were Mayor Cynthia Mansager, Deputy Clerk Merrilee Harris, resident Nancy Lanning and Veenstra & Kimm Engineer Ben Klaus. Mayor Mansager called the meeting to order. Motion to approve the agenda with changes to the order made by Fuller, second by Smith. Vote was all ayes. In public comment, Nancy Lanning requested that someone from the Council look at a tree on the west side of the sidewalk that she felt was in the ROW and was dead. Fricke will check on it and it will be on the May agenda. The Deputies were unable to attend the meeting, so sent a report prior. It was included in the packet to Council.

A building permit application for a shed at 602 Owen Street. All setbacks were adhered to, and motion to approve by Smith, 2nd by Opperman. Vote was all ayes to approve.

Ben Klaus of V&K Engineering was present to discuss the lagoon project. Fricke had questions about fencing and grass around the lagoon. The fence will be replaced 1' from the property line. Lagoon and brush dump will be closing to the public at the end of the work day on Wednesday, 4/15/26. No more yard debris may be taken to the location, as photos will be taken for the bidding process to begin. Discussion regarding a new area for the brush pile will be tabled until the May meeting. Public Works will be asked to remove the old pontoon boat from the premises. Motion to approve Resolution 26-04-02 "Ordering Construction of Certain Public Improvements, Approving the Preliminary Plans, and Fixing a Date for Hearing Thereon and Taking of Bids Therefore" by Smith with 2nd by Opperman with minor scrivener's errors to be corrected. Roll call vote was 4 ayes (with Hauser absent). Next Resolution 26-04-03 Ordering the Approval of the Specifications and Plans for Bidding" with minor scrivener's errors corrected was introduced by Opperman with 2nd by Fricke. Roll call vote was 4 ayes (with Hauser absent). Construction bids will be taken until 2 pm, May 7, where they will be opened at the Melbourne Fire Station. Bids will be considered at Council meeting on May 11 at 7 pm.

Mayor Mansager opened the public hearing for discussion on the full budget to be approved at 8:03 pm. There was time for discussion. Motion to close hearing by Fricke, 2nd by Smith. Roll call vote was all ayes. Resolution 26-04-01 to Approve the Budget for FY 26-27 made by Smith, 2nd by Opperman. Roll call vote was all ayes. Clerk is to proceed with filing the budget with the State and the County.

A Budget Amendment Hearing will be set for May 11, 2026 at 7 pm at the Melbourne Library basement for end of the year adjustments for unexpected expenditures.

There was discussion regarding new software for the water meter reader and the purchase of new water meters. Motion to go with Kamstrup AMR meters from DSG and the software made by Smith, 2nd by Opperman. Vote was all ayes. Clerk and Public Works are directed to purchase the minimum as needed and appropriate at this time.

An information-only discussion of letters sent from the ARL and Sheriff Phillips regarding a county agreement for animal pickup services were discussed.

Next the personnel committee of Smith and Fricke presented options for wages for clerks and public works and insurance stipends for full-time employees. The library board sets the library wages. A motion for a 3% increase for Pothast, Harris, Beadle and Clark was made by Fuller, with 2nd by Smith. Vote was 3 ayes with a nay by Opperman. Motion carried. Further discussion and movement on the stipend amount was tabled until May 11.

Miscellaneous Council concerns were discussed, including a building permit expiration, removal of junk, dates on a nuisance mediation, and the empty lot near City Hall. Mayor Mansager will connect with PW and Clerk on Tuesday regarding them. Motion to adjourn by Opperman, 2nd by Smith. All ayes. Meeting adjourned at 9:20 pm.

REVENUES: GENERAL \$36301.05, ROAD USE \$7460.44, EMP BENEFITS \$126.39, LOST FIRE \$1273.54, LOST 1ST RESP \$1034.89, POOL \$1036.49, LOST REC \$1409.89, WATER \$19,116.35, SEWER \$29,176.41, SANITARY SEWER LAGOON \$180,000.00. TOTAL REVENUES: \$276,935.45,

EXPENSES: GENERAL: \$80,832.68, ROAD USE \$4749.33, EMP BENEFITS \$1890.10, LOST FIRE \$406.60, LOST 1ST RESP \$1005.82, WATER \$25,822.70, SEWER \$199,752.05, SANITARY SEWER LAGOON \$0. TOTAL EXPENSES \$314,459.28.

Cynthia Rae Mansager, Mayor

Gary Fricke, Mayor Pro Tem

ATTEST: _____

Merrilee M Harris, Deputy City Clerk

Mary L Pothast, City Clerk

