

# Administrator/Clerk's Report

To: Mayor and Council

From: John M. McCarthy

Date: September 8, 2008

## Consent Agenda

**Wells Fargo:** This payment of \$192,130.00 for the General Obligation Water and Sewer Bond of 2005 is not due until October 1, 2008. The payment consists of \$125,000 in principal and \$67,130 in interest. As council does not meet until September 29<sup>th</sup>, am requesting Council approval so the necessary paper work can be completed. The funds will not be transferred until necessary. Final payment of the bond is due in 2025.

## Resolutions

**Resolution 2008- 38 - Adopting a Preliminary 2009 Levy and Budget:** Working with City staff and the Finance and Legislation Committee, we have been able to reduce proposed expenditures for 2009 by \$13,240. Reducing the proposed 2009 reimbursement for the Pavilion from \$45,000 to \$30,000 will allow a total reduction in cash needs of \$28,240. I recommend staying with the proposed levy of \$651,000, an increase of \$51,000 and increasing the general fund reserve by \$28,423.

## Old Business

**Annexation Reserve Zoning:** In order to move the issue of being able to build/rebuild in the annexation area, the Planning Commission needs to adopt a zoning ordinance in accordance with Section 11 of the Orderly Annexation Agreement which states: "The City will revise the present Comprehensive Plan, and zoning and subdivision regulations to establish: (A) Zoning and subdivision ordinances and regulations to address areas to be annexed...." Since Chad was on the City Council at the time of the agreement, I recommend authorizing the expenditure of funds necessary for NAC to complete a zoning ordinance for the annexation area in accordance with Mayor Mark's understanding and direction. (Motion)

## Administrator's Report

**Purchase and Installation of Play Equipment in Millstone Park:** The play equipment has been ordered with the play curbs as per Council Action at the August 25<sup>th</sup> Council meeting. The equipment will have dark green uprights, tan slides and plastic and brown rails and surfaces. Park and Recreation Advisory Board Chair Sieger has been working with Minnesota/ Wisconsin Playground to confirm an install date which is tentatively set for Saturday, October 4, 2008. Duane Meliza has been working with Sonnee Environmental who have offered to provide the excavation at a reduced rate or possibly at no cost to the City.

**Assessment for Millstone Park:** As of Thursday afternoon, 41 property owners, or about 24%, have paid their assessments in full. The total amount is \$7,585. Property owners have until the close of business on Wednesday, September 10 to pay in full without accruing interest.

**Public Hearing to Adopt Fees:** There will be a public hearing to adopt fees on September 29, 2008.

**Dundas Trailhead:** Since the last council meeting, the city has received \$142,858.23 for the Mill Towns Trail Dundas Trailhead. The payments consisted of: \$17,858.23 for the Memorial Park-Mill Towns Trail Connection Grant, \$100,000.00 for the State Trail Cooperative Agreement Mill Towns Trail Access and \$25,000 for the Public Waters Access Cooperative Agreement for the Canon River. This brings the total received in grants and state bonding funds to \$238,803.73.

**Employee Benefit Reporting:** PERA has informed the City that Minnesota State law prohibits recovering omitted PERA deductions older than three calendar years. The Human Resource Committee will be meeting on Wednesday to review the information received from PERA and to try to determine a course of action.

**County Road Improvements:** Dennis Luebbe has informed the City the reconstruction of the bridge on CSAH #8 will be done in the spring instead of this fall. He also said the resurfacing and realignment of CSAH #1 west of Dundas may not occur next year as scheduled. CSAH #1 has both budget and right of way issues which need to be resolved before construction.

**PEIP Insurance Renewal:** The City has received notification of rates for Employee Health Insurance from the Public Employees Insurance Program. They have a new program I will be reviewing with employees. I am reviewing other alternatives to see if we can find better a better value for the employees. Although PEIP has added a new program to the mix, the deductibles will depend on the provider. We need to examine how the new program will impact each employee's deductible and determine if it is desirable from an employee standpoint.

**Pay Equity:** The City has received notification of compliance with the Local Government Pay Equity Act from the Minnesota Department of Finance and Employee Relations.

**Crosswalk:** The City does not have any funds remaining in the street budget for painting cross walks. Based on past receipts, the cost is estimated to be around \$3,000.

**Flagpole Light:** After several attempts to better align the light at the flagpole, Public Works Director Meliza has determined the existing floodlight should be replaced with a spot. Guth Electric is reviewing options with Duane.