

MILACA CITY COUNCIL MINUTES

Special Meeting

August 13, 2020

Call to Order Roll Call

The special meeting of the Milaca City Council was called to order at 5:00 p.m. by Mayor Pedersen. Upon roll call the following council members were present: Mayor Pedersen, Councilors: Norris Johnson, Dave Dillan, Lindsee Larsen, and Cory Pedersen. Councilors Absent:

Staff Present: City Manager Tammy Pfaff, City Treasurer Jackie Ness, City Attorney Damien Toven, Admin Assistant Mary Mickelson, Fire Chief Jesse Gerads and Police Chief Quinn Rasmussen.
Also Present:

Approval of the Agenda

Mayor Pedersen called for a motion to approve the agenda. Motion by Dillan, the motion was seconded by Larsen. Motion carried unanimously.

New Business

Covid-19 Leave pay – language revised to “This pay shall be used for reasonable absences for themselves or employee’s children, spouse, parent, grandchild, step-child, or step parent.” Council discussed quarantine. Damien stated that the city would follow the CARES Act guidelines. Council tabled the issue and will discuss on August 20th council meeting.

Ordinance 466 – Continuance of a Local Emergency. Mayor Pedersen called for a motion for to suspend the first reading upon a motion by C. Pedersen and seconded by Dillan, motion carried unanimously upon roll call of all council members. First reading is suspended and the second reading adopted the Ordinance as read, upon a motion by Dillan and seconded by Larsen. Motion carried unanimously upon roll call of all council members.

Resolution 20-42 – Summary Publication of Ordinance 466. Upon a motion by Johnson to approve the resolution. The motion is seconded by Dillan. Motion carried unanimously upon roll call of all council members.

2021 Preliminary Budget Workshop.

The City Manager presented the budget and stated that this is a workshop; the preliminary budget and levy will be at the September council meeting and it is due to the county auditor by September 30th.

Items reviewed in revenue were the LGA amounts that are certified in the amount of \$918,750; this may change so the council will watch to see what happens with this. Decrease animal license as it is a two-year license. Fire contract will be done in November when we get the township market values from the county.

The city manager also informed the council that interest rates have dropped and that we currently have 4 CDs that gain 3% interest, 15 CDs that gain 2% and above and 8 CDs that gain 1% and above. Total cash

and investments over \$6,000,000. Transfers from other funds were discussed and the city manager informed the council that the liquor fund has a cash balance of over \$600,000.

Expenditures were discussed by department, and the city manager stated that not all quotes have come in for the capital improvements and we will have them in time for the September meeting.

Health insurance was presented by City Treasurer Jackie Ness. Jackie informed the council that the city's current insurance plan is projected to increase at an estimated 9% and presented a comparative plan under PEIP (Public Employee Insurance Plan) with a potential annual savings of \$22,142.18. Health Savings accounts were also discussed with a potential savings of \$10,080 and with these savings the city could provide dental insurance for the employee to be paid at 100% by the city. Council was in agreement with this and Mayor Pedersen called for a motion for approval of insurance, health savings account and dental insurance to be effective 1/1/2021. Motion by C. Pedersen and seconded by Johnson. Motion carried unanimously upon roll call of all council members.

Budget line item under city hall – small tools and minor equipment will be reduced to an estimated \$2,000.

The City Manager stated that she had met with the personnel committee and discussed the events position and that the city could allow Mary to do the events and also incorporate tourism and community development into the position. Council was in favor of this and the city manager will get a job description to the council to vote at the next city council meeting on putting Mary to a full-time position this year.

Police Department – The city manager stated that the union contracts expire this year and negotiations will be happening soon. The police chief informed the council of liabilities the city could have by not securing impound vehicles and property. Quinn requested from council to use the donation funds for chain link fence to be placed by the public works building in the amount of \$12,995.00 and radar for the squad cars in the amount of \$6,512.00. The mayor stated he would talk to the donor and to put it on the next council agenda.

Liaison Officer – discussion as to what will happen if the school shuts down again due to Covid-19 and the impact of reduced revenue from the school.

Fire Department – Jesse was present and requested he be paid \$500 a month. Mayor Pedersen called for a motion for approval. Motion by Johnson and seconded by Dillan. Motion carried unanimously upon roll call of all council members.

The city manager stated that the township contracts will be calculated in November.

Joint Powers Building Official – This will be discussed with Braham in a conference call.

Public Works – Street repairs are estimated at \$118,000. Council commented they would like to get some estimates for 12th Street such as a mill and overlay and do the alley by the post office. The city manager stated we will continue with the sealcoating.

Parks budget has seen minor changes. Airport project for Phase 1 is planned for this year and Phase 2 is scheduled for 2021.

Special Revenue Funds – the city manager reported minor changes for revenue and expenditures.

Debt Service Funds – the city manager stated these are set by the debt schedules.

Capital Project Funds – will have an estimate of \$150,000 and should LGA funds be reduced the city can revise the 5-year street reconstruction plan and place projects further into the future if needed.

Enterprise Funds – the city manager informed the council that the liquor fund is doing very well this year and that if needed the fund can support any revenue that may be reduced.

Wage Distribution – the council was in agreement that the wage increase be set at 2.5% for non-contracted staff, and that the liquor store employees wage in the \$11.00 range have an additional .25 wage increase and will start at \$12.00 per hour. Mayor Pedersen called for a motion for approval. Upon a motion by Johnson and seconded by C. Pedersen the wage increase is set for the preliminary budget. Motion carried unanimously upon roll call of all council members.

Preliminary Levy is projected at 1.71%. Mayor Pedersen stated he would like to see a zero percent increase.

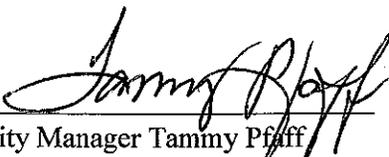
Adjourn Motion carried unanimously.

With no other business presented before the council, Mayor Pedersen called for a motion to adjourn and a motion was made by Johnson and seconded by Dillan. Motion carried unanimously. Meeting adjourned at 8:26 p.m.



Mayor Harold Pedersen

ATTEST:



City Manager Tammy Pfaff