

**SPECIAL CITY COUNCIL MEETING
PRAIRIE CENTER
NOVEMBER 28, 2016
*7:00 PM**

Call to Order.

Mayor Jessica Stockamp called the meeting to order at 8:07 PM.

Roll Call: Mayor Jessica Stockamp; Councilmembers: Vern Heidner, Doug Schroeder, Tom Darkenwald and Jason Warehime. Staff: Adam Flaherty, Interim City Administrator/Finance Director; Ron Wagner, City Engineer; Daniel Licht, City Planner; Kevin Lamson, Street Operations Manager; Ross Demant, Parks and Recreation Director; Kurt Neidermeier, Utility Manager and Tami Loff, City Clerk. Also present, Corey Tanner.

1. 2017 Pay Plan.

CM Heidner questioned the 2% cost of living adjustment. Interim City Administrator/Finance Director Flaherty noted that the 2% adjustment to the pay plan was based on survey data circulating from other Cities and was identified at the beginning of the budget process. Both staff and Council agreed that this adjustment should have more discussion and rationale, and will be agreed upon at the beginning of the budget process given that wages and benefits are a significant portion of a City's budget.

CM Schroeder motioned to approve the pay plan for 2017 with increase of 2% from the current pay plan and to be effective as of January 1, 2017. Seconded by CM Heidner. All in favor. Motion carried.

2. 2017 CIP Discussion.

Interim City Administrator/Finance Director Flaherty reviewed the 2017-2026 Capital Improvement plan for Fire Reserves; he stated he is looking for direction on if the Fire Station Location Study should stay in 2017 or be tabled for another year. The City Council concurred to leave in 2017.

Interim City Administrator/Finance Director Flaherty and City staff further reviewed the unfunded items; Election Voting Tabulators; City Clerk Loff reviewed the request for upgrading the current election tabulators to DS200's. She stated Wright County is requesting cities to upgrade. She further reviewed the quote of \$40,200 for six tabulators noting that there is an additional machine included for a recommended additional precinct. There is the possibility to buy used refurbished machines from ES & S with a savings of \$1,000 per machine; City Clerk Loff is asking approval to purchase those in 2017 if available. The City Council concurred as presented. The City Council concurred with the additional unfunded items listed and directed City staff to explore the phone system and audio replacement.

Interim City Administrator/Finance Director Flaherty reviewed the General Fund Expenditures, General Fund Revenues and the 2017 Property Tax Levy. The City Council concurred as presented and directed staff to keep the rental inspection fees at \$150 after discussing the calculation completed by the Finance department. He further reviewed the Park Development/Park Trails.

City Engineer Wagner presented the options for the 85th Street/MacIver Avenue Improvement Project. The City Council concurred with option 2. He stated the request for an EAW will be on the next City Council agenda.

3. Adjourn.

CM Darkenwald motioned to adjourn. Seconded by CM Warehime. All in favor. Motion carried. Adjourned at 9:14 PM.

Mayor Jessica Stockamp

ATTEST: _____
Tami Loff, City Clerk

*Directly following the regular scheduled City Council meeting.