

# CITY OF TONKA BAY ITEM NO. 4A

## MINUTES TONKA BAY CITY COUNCIL REGULAR MEETING July 23, 2013

1. **CALL TO ORDER**

The regular semi-monthly meeting of the Tonka Bay City Council was called to order at 7:00 p.m.

2. **ROLL CALL**

Members present: Mayor De La Vega, Councilmembers Anderson, Ansari, Clapp and Grothe. Also present were City Administrator Kohlmann and City Attorney Penberthy.

3. **APPROVAL OF AGENDA**

Anderson moved to approve the agenda as submitted. Ansari seconded the motion. Ayes 5. Motion carried.

4. **CONSENT AGENDA**

Clapp moved to approve the consent agenda as presented approving the regular meeting minutes of July 9, 2013 and Accounts Payable. Anderson seconded the motion. Ayes 5. Motion carried.

5. **MATTERS FROM THE FLOOR**

A. **Jerry Homa, 10 Florence Drive** – Homa discussed his concerns about speeding problems on Brentwood Avenue. He stated it is not clearly marked on Brentwood Avenue what the speed limit is further to the east and on streets that intersect Brentwood. He also stated there are a lot of children in the area and requested a “Children at Play” sign be installed if appropriate. De La Vega stated data will be collected on what speeds vehicles are traveling and asked staff to bring back a report.

6. **SPECIAL BUSINESS**

A. **Tour de Tonka Presentation – Lynn Johnson, representing the Tour de Tonka** presented an overview of last year’s event and plans for this year’s event on Saturday, August 3. She stated 31 Tonka Bay residents participated in 2012, ranking number 18 in participation. She discussed participation, volunteers, police and fire support, routes, safety issues and corporate sponsorship.

7. **PUBLIC HEARINGS**

None

8. **OLD BUSINESS**

A. **Second Reading – Amend Section 1020 – Fire Lanes** – Kohlmann reviewed minor changes to the ordinance amendments. Council discussed proposed changes. **Anderson moved to adopt the proposed ordinance as amended and:**

**RESOLUTION NO. 13-17**

**A RESOLUTION AUTHORIZING SUMMARY PUBLICATION OF AN ORDINANCE  
OF THE CITY OF TONKA BAY, MINNESOTA**

**Ansari seconded the motion. Ayes – Ansari, Anderson, Clapp, De La Vega and Grothe. Motion carried.**

9. **NEW BUSINESS**

A. **City Hall Roof – Estimates and Replacement Schedule** – Kohlmann stated an insurance adjuster looked at the review and recommended we pursue quotes for the roof. He noted it is scheduled for replacement in 2015 in the CIP. He stated some type of repair is necessary. De La Vega stated the next step is to submit this to the insurance company to see what will be covered. Grothe suggested a method of construction so that the cedar shakes are not in direct contact with the roof beneath and last longer. He suggested the contractors be asked what the additional cost would be for the “strapping”. Penberthy suggested local contractors be asked to find out where the leak is and give us a cost to fix the leak. The second option would be to ask someone other than roofers suggested by the insurance company to analyze the roof needs now and in the future. He believed we need evidence to support an insurance claim. Staff was directed to proceed with this.

B. **MCWD Shoreline Restoration Sign** – Kohlmann stated a shoreline restoration project was installed along the docks in 2009. Signage was suggested in two different locations, either in the shoreline restoration area or affixed to the fishing pier. He recommended it be installed in the shoreline restoration area. He reviewed the sign language and design. De La Vega stated if it is at the fishing pier, a lot of people don't walk that far. Councilmembers concurred the sign should be a pedestal sign south of the dock area. **Anderson moved to approve the sign request to be located in the restoration area. Clapp seconded the motion. Ayes 5. Motion carried.**

C. **EFD Budget – Review and Discuss** – Kohlmann stated a recommended budget is in front of us is the final draft which will be brought forward to a scheduled worksession for City Councils on August 14. De La Vega stated this is the Council's opportunity to provide their input for Ansari to take back to the meeting on August 14. He noted it is still a working document. Clapp stated the salaries seem excessive. Ansari agreed the salaries are large. She noted one of the employees has had her duties grow

over the years. Ansari discussed the salary disparity. She stated the Board also decided to raise the Fire Chief's salary. Anderson asked if the fire department also needs to comply with pay equity. Kohlmann believed they are required to meet state law. De La Vega gave a background on the fire inspector position which is an evolving position which has grown over the years. De La Vega stated there is a disparity but the issue is whether they are being compensated for the job they do. Ansari stated the current situation asks us to promise increases over five years and asked De La Vega if he had a different solution. De La Vega stated salaries should be based on job performance. He didn't believe reserves should be spent on salaries to fill gaping holes. Grothe noted the budget is proposed to increase \$30,000 separate from the reserves. De La Vega stated at some point using the reserves will catch up with us. He noted there is a \$10,000 request for an undefined contribution. He didn't think it was a prudent management decision. He stated every decision to expend funds should be compared against the other requirements of the District. He stated there is also a capital expenditure for an ATV. We currently have a snowmobile we will do away with. He questioned the purpose of the ATV. Anderson stated the police have one and suggested it be shared. De La Vega also questioned the implementation of a duty crew which should be a Board rather than an administrative decision. He suggested other models be reviewed. De La Vega was concerned about offering pension funds for part-time employees. He was aware it is a State mandate. He also discussed his concerns about how the pension fund is invested. Ansari noted they are currently interviewing investment firms. De La Vega reiterated that pay increases should be based on job responsibilities and performance. Council discussed their concerns about the pension fund and the current market. De La Vega noted Councilmembers can attend the meeting on August 14. The recommended budget will be brought before the City Council. Penberthy suggested it might be helpful to draft a document stating the Council's position on the proposed budget. Ansari believed that would be helpful. De La Vega suggested a narrative be drafted for review at the next meeting to be finalized for the August 14 meeting.

**D. Work Hours – Data Collection** – Kohlmann stated staff was directed to collect data points relating to calls received and walk-in traffic in the office. He stated if we do move forward with the four 10-hour days, it would only apply to those working in City Hall. He stated other cities have liked this schedule at their cities. De La Vega stated if the schedule wasn't working for other cities, there wouldn't be so many that are using different schedules for Fridays. He stated a lot of the cities have seasonal hours. He stated this would be more of a benefit for the staff than anything else. He suggested it be seasonal beginning next year. He thought it might be too hard to implement right away. Grothe stated it isn't a staffing issue but a City issue. He stated it really only impacts two people. Kohlmann stated he would be available on Fridays if it is needed. He didn't know what the issues would be. Grothe asked how Public Works would handle this. De La Vega stated since they are union, this would need to be negotiated. Grothe believed Public Works needs to be here all week. De La Vega stated it is part of the current negotiations to change their hours. Kohlmann stated cities that have changed the hours have tended to have Public Works working all five days. Councilmembers

discussed the trial period for the change in hours for the office. De La Vega suggested a three-month trial period. Anderson stated he didn't think anyone knew what hours City Hall is open now. Grothe stated he believed residents should be notified of the change. After discussion, **Clapp moved and amended his motion to approve the three-month trial period for four ten-hour days of 7 a.m. to 5:30 p.m. beginning Monday, August 5. Anderson seconded and amended his second. Ayes 5. Motion carried.**

**E. Waiver on Tort Liability Limits** – Kohlmann stated this is an annual request to not waive tort liability limits. **Anderson moved to authorize the City Administrator to not waive tort liability limits and purchase the excess coverage. Clapp seconded the motion. Ayes 5. Motion carried.**

**10. MATTERS FROM THE FLOOR**

None

**11. REPORTS**

**A. Administrator** – Kohlmann reviewed the expenditure and revenue reports for the second quarter of 2013. De La Vega stated it appears we are way below the budget for water sales for 2013 at this point, which is weather based. De La Vega noted the lease revenue will be dwindling when Sprint pulls out of their lease.

**B. Anderson - Finance, Fire Lanes and Public Access, Technology** – no report

**C. Ansari – EFD, Sanitation and Recycling, Southshore Community Center** – Ansari stated he attended the first of several Southshore Community Center meetings.

**D. Grothe – Building Inspection, Municipal Buildings and Grounds, LMCC** – Grothe stated he would attend a future LMCC meeting to discuss options on Tuesday, August 13.

**E. Clapp - Parks and Playgrounds, LMCD, Commercial Marinas, Municipal Docks** – no report

**F. Attorney's Report** – no report

**G. De La Vega - Public Works, SLMPD, Administration** – no report

**12. ADJOURNMENT**

There being no further business, it was moved by Anderson to adjourn the meeting at 9:03 p.m. Ansari seconded the motion. Ayes 5. Motion carried.

Attest:

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Clerk