

## MEDINA CITY COUNCIL MEETING MINUTES OF OCTOBER 5, 2010

The City Council of Medina, Minnesota met in special session on October 5, 2010 at 5:35 p.m. at the Medina City Hall, 2052 County Road 24, Medina, MN.

### **I. Call to Order**

**Members present:** Weir, Crosby, Siitari, Smith (arrived at 5:37 p.m.)

**Members absent:** Johnson

**Also present:** City Administrator Chad M. Adams, City Planner Dusty Finke, Public Works Superintendent Steve Scherer, Police Chief Ed Belland, Finance Director Jeanne Day and City Engineer Tom Kellogg (arrived at 6:15 p.m.).

### **II. 2011 Employee Compensation and Benefits**

Adams provided an overview of the staff memo and stated this item was tabled from the last special Council meeting to review statistics from both a macro and micro perspective. He added staff was seeking direction on the COLA and benefit rates at this meeting as well as the Council's general philosophy for compensating and retaining employees.

Discussion was held on the packet of statistics and where the City employees compare to other communities, the history of the City's philosophy on staffing resources and compensation in comparison to present staffing needs/desires today (including the need to retain a quality and competitive work force), and options for review of additional data to make future year decision on compensation and benefits.

The Council agreed that a budgetary review and additional information on compensation and benefits (including the option for a cafeteria plan as well as other benefits such as additional vacation days, Health Saving Account, direct comparison to five closest cities in Hennepin County) should be conducted in spring 2011 before any further decisions on COLA, benefits or furloughs are made for mid-year 2011 and 2012.

The Council agreed to review a possible additional 1% COLA in mid-year 2011 following review of the City's budget status and OPEB update in spring 2011 with the understanding that a furlough of employee work hours would also be a possibility if the 2011 budget is negatively meeting projections.

*Siitari moved, Weir seconded, to approve a 1% COLA for non-union employees, plus step increases and benefit rates as outlined in the staff memo. **Motion passed 3-1 (Smith opposed).***

### **III. Study of Clam Corporation for Possible City Public Works or Complete City Campus**

Adams provided an overview of the Bonestroo proposal to conduct a study of the Clam Corporation building at 600 Clydesdale Trail as a potential option for public works facility and entire City campus including City Hall and police. Adams stated the City looked at this option about six years ago.

Smith asked about the background on the City's decision to not pursue the building further six years ago.

Adams stated he recollected the City's decision to not pursue the facility further involved a combination of reasons including a concern with taking an existing building off the tax rolls, the cost to purchase and retrofit the facility, the facility being too large for just public works, a demonstrated need for a public works facility and its size had not yet been completed, as well as the question if City Hall should be relocated from its rural location.

*Weir moved, Smith seconded to approve the fee proposal from Bonestroo to conduct a study of the Clam Corporation building. **Motion passed unanimously.***

### **IV. CR116/TH55 Intersection**

Adams stated that Hennepin County was getting close to sending out an RFP for the preliminary/final design of the CR116/TH55 intersection project. Adams explained that the existing federal funds and a local cost share (i.e. County, City and MnDOT) would be used to complete this phase of work. Adams requested direction to prepare a new project newsletter to be distributed in November to properties in the area of the proposed project.

*Following discussion on the need and timeline to move forward with the project, the Council agreed to have staff prepare and distribute another project newsletter to the area properties in November.*

### **V. 2011 Contracts**

Adams stated that Staff has been taking the approach, per previous budget deliberations, to seek contract renewals with service providers and consultants at no more than a 1% increase for 2011, depending on the contract rate agreements for 2010. He explained that service providers not agreeing to freeze their rates in 2010 were being requested by Staff to freeze their rates in 2011. Adams stated he will continue to approach the 2011 budget under this direction unless otherwise directed by Council. No direction was provided to change Adams' approach.

### **VI. Adjournment**

*Weir moved, Smith seconded, to adjourn the meeting at 6:55 p.m. **Motion passed unanimously.***

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T.M. Crosby, Jr., Mayor

Attest:

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Chad M. Adams, City Administrator-Clerk