

Work Session Minutes
City of Carlton and City of Thomson
July 1, 2014 – 2:00pm

Call to Order

The meeting was called to order at 2:05pm by Mayor Kitty Bureau.

Call of Roll

Present: Mayor Kitty O'Hara Bureau, Ruth Jorgenson, Bertie O' Brien, Leola Rodd, Tracey Hartung, Wes Vork, Ann Gustafson, Derek Wolf; Guests: Jodie Johnson, Rita Johnson, Tina Larson, Carlton Library

Old Business

New Business

a. Library Board – relocation

The Carlton library board requested support of a relocation project. A history of the library was presented. A few of the advantages of relocation are combining services with city administration, additional services to residents and raise for library director. Matching grants are available for building assessment. Additional funding sources were discussed.

b. Fire Board Meeting & Budgets

A reminder for members that the Fire Board meeting will be held July 2nd at 6:30pm at the Carlton Fire Hall.

c. Budgets – dates

The next budget meeting was set for July 29, 2014 at 8:30am at Thomson City Hall. Preliminary budgets are due by September 30, 2014. Clerk Hartung presented a sample of the budget worksheets for Fund 130, 220, and 325 and an explanation of the 3 funds presented were given. It was determined that employee performance evaluations will be completed prior to the preliminary levy being passed. No date was set for these reviews. Clerk Hartung will forward the personnel policy and evaluation forms to council and potential set an August date for reviews.

d. Ordinance defining mayor/council wages

The ordinance setting mayor and council wages must be passed and published prior to the November 3rd election. Request for review for the 2 ordinances and a recommendation will be brought to the next budget meeting on July 29th.

e. Carlton Daze parade

The parade commences at 1pm on Sunday, July 27th with line-up starting at noon. Mayor suggested that the city flags be carried and we use Councilor Vork's fire truck.

f. Date for next work session

The next work session will be on July 29th at 8:30am in Thomson with the purpose being to work on preliminary budgets.

g. Open questions

Adjourn

Having no further discussion, the work session was adjourned, the time being 3:45 pm.

Respectfully submitted,

Tracey Hartung
Clerk/ Treasurer