

**Work Session Minutes
City of Carlton and City of Thomson
July 29, 2014 – 8:30am**

Call to Order

The meeting was called to order at 8:30am by Clerk Jorgenson.

Call of Roll

Present: Ruth Jorgenson, Bertie O' Brien, Leola Rodd, Tracey Hartung, Wes Vork, Ann Gustafson, Derek Wolf

Due to the emergency absence of Mayor Bureau, evaluations were postponed until August 21st at 8:00am at the Carlton City Hall.

Old Business

a. Ordinance defining mayor/council wages

A review of the mayor and council pay and the structure was discussed. Members reviewed that spreadsheet provided by the LMC for an average pay scale. Clerk Hartung will prepare an ordinance amendment for presentation at the September council meeting to reflect an increase for mayor pay to \$225.00 per month and council pay of \$150.00 per month with no extra for special meetings. Ordinance must be passed and published prior to November election.

New Business

a. Joint Meetings and work session

Clerk Hartung requested that joint council meetings begin in September 2014. There was much discussion regarding day, time and location and it was determined that for continuity our joint meetings for the remainder of the year will be held on Tuesdays at 6pm with a work session one hour prior to the council meeting. Due to space restrictions in Carlton, all remaining council meetings will be held at the Thomson City Hall.

b. Budgets

Clerk Hartung presented a new, more efficient format for budget preparation utilizing our Fund accounting program rather than spreadsheets. Discussion regarding wages, existing contracts and how merge will effect bldg. official, engineering, city attorney and FOA contracts. Clerks will continue to work on budgets for presentation at a date to be determined later. Clerk Hartung requested feedback on quote from CW Technology for IT support. Positive feedback was given and Hartung will pursue further development with them. Also, wage breakdowns will be presented prior to evaluations.

c. Open questions

Adjourn

Having no further discussion, the work session was adjourned, the time being 10:34am.

Respectfully submitted,

Tracey Hartung
Clerk/ Treasurer