

Work Session Minutes

City of Carlton and City of Thomson

September 2, 2014 – 6:30pm

Call to Order

The meeting was called to order at 6:33pm by Mayor Bureau.

Call of Roll

Present: Mayor Kitty Bureau, Ruth Jorgenson, Bertie O'Brien, Ann Gustafson, Tracey Hartung, Wes Vork, Leola Rodd, Sheryl Davis, LeAnn Theisen, Derek Wolf

Mayor Bureau addressed concerns expressed by Wes Vork about the Special Meeting attendees and verified our consolidation agreement requires joint meetings between staff and councils.

Old Business

New Business

a. Budgets

Clerk Hartung presented the budgets thus far and suggested that wages be determined first. Clerk Hartung questioned if the council was open to a review of the other benefits offered to employees about the salaries i.e. health insurance, cell phone, etc. the council indicated they will approve a set amount for health insurance benefits as in the past and the employees will determine what best suits their needs and come back with a recommendation at the first meeting of the year, Clerk Hartung requested a pay increase for Carol Conway due to the title adjustment and further research is needed before a decision can be made. Clerk Hartung will prepare the necessary information and present to the council.

Further discussion regarding pay increase for staff included a review of the CPI for the Midwest (1.9%). PWS Wolf identified responsibilities that staff have been responsible for with the pending consolidation of Thomson and Carlton and requested a higher increase than the CPI. Councilor Theisen suggested a 2% increase for city employees and council and mayor agreed to have that increase built into the budgets for 2015.

Clerk Hartung indicated that additional staff to manage the rental of the Thomson City Hall is needed and it was suggested that Larry St. Germain be the contact person. Further review and development of the needs will be made. Also, consulting wages for Ruth Jorgenson following the consolidation were set at \$15.00 per hour not to exceed 10 hours per week.

Further documents regarding equipment and infrastructure needs was presented and Clerk Hartung was instructed to continue to build this information. Clerk Hartung requested on behalf of Fire Chief Johnson a review of the Fire/Ambulance Captains duties and pay for 2015. Clerk Hartung will include a stipend for the 3 captains and facilitate changes with Fire Chief Johnson.

A cursory review of the cemetery fund was made and further research of comparative cemetery rates will be made. Clerk Hartung requested approval of a quote for computerized cemetery updating and it was determined that funds are available in the 2014 budget to substantiate the service this year.

PWS Wolf updated the council on the status of the School Avenue project and council determined that \$50,000.00 should be budgeted for 2015 bonding and preparation for construction.

Adjourn

Having no further discussion motion was made by Councilor Theisen and seconded by Councilor Vork to adjourn, the time being 8:27pm.

Respectfully submitted,

Tracey Hartung, Clerk/ Treasurer