

**Work Session Minutes**  
**City of Carlton and City of Thomson**  
**October 30, 2014 – 6:00pm**

**Call to Order**

The meeting was called to order at 6:04pm by Mayor Bureau. The purpose of the meeting was to review the budgets and discuss a Letter of Support for Carton Housing and Redevelopment.

**Call of Roll**

Present: Mayor Kitty Bureau, Ruth Jorgenson, Heather MacDonald, Ann Gustafson, Wes Vork, Leola Rodd, Sheryl Davis, LeAnn Theisen, Tracey Hartung, Derek Wolf; Mark Lucien, Jay Cooke State Park

**New Business**

Resolution # 2014-28 was read aloud by Clerk Hartung. **A MOTION** was made by Councilor L. Rodd and seconded by Councilor W. Vork to approve Resolution #2014-28. The motion passed unanimously.

**ROLL CALL**

S. Davis	Yea
L. Theisen	Yea
W. Vork	Yea
L. Rodd	Yea
K. Bureau	Yea

A request for waiver of the building permit fees associated to the rehabilitation grant was reviewed. Clerk Hartung explained that the Carlton HRA would use this waiver of fees as leverage on the grant thereby satisfying the requirements.

**A MOTION** was made by Councilor L. Rodd and seconded by Councilor S. Davis to approve waiver of building permit fees for this project. The motion passed unanimously.

**ROLL CALL**

S. Davis	Yea
L. Theisen	Yea
W. Vork	Yea
L. Rodd	Yea
K. Bureau	Yea

The 2015 budget revisions were presented to the council by Clerk Hartung and the floor was opened to questions. Councilor A. Gustafson requested a reduction of \$15,000.00 of the cemetery levy and move that amount to the general fund for Civic Center Capital Outlay/ Equipment.

Clerk Hartung requested a review of the cell phone policy to include an option for a stipend or a city owned cell phone. An amended cell phone policy will be presented at the November meeting.

Council and staff reviewed the additional budget expenditures and revenues. An additional \$5,000.00 was requested for the Parks & Rec line items for maintenance of parks and further development as per the comprehensive plan.

Clerk Hartung presented additional information about a Health Reimbursement Arrangement and presented a proposal for a cost savings of \$9,500 by adopting an HRA as an option for health insurance benefits. The council directed staff to review the plans available to the employees and come back in November with a solid plan.

Public Work Superintendent Wolf reviewed the equipment needs for 2015 and beyond. A rough plan was given and a review of the equipment list was shared.

Water & Sewer enterprise funds were reviewed and council directed staff to continue to develop the rates and spreadsheets. PW continues to work on implementing the I&I Plan from WLSSD.

**Adjourn**

**A MOTION** was made by Councilor L. Theisen and seconded by Councilor W. Vork to adjourn the meeting, the time being 7:58pm.

Respectfully submitted,

Tracey Hartung, Clerk/ Treasurer