

Work Session Minutes
City of Carlton and City of Thomson
December 9, 2014 – 5:00pm

Call to Order

The meeting was called to order at 5:02pm by Mayor Bureau.

Call of Roll

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

Agenda Items

Mayor Bureau asked if there were any questions for staff regarding any of the agenda items. Clarification of the exhibit and agenda items was made by staff. Mayor Bureau presented the benefits calculation received from Rick Raun today. No action will be taken on this item at the regular meeting. Mayor Bureau suggested the council consider an adjustment to the eligibility for health insurance to 90 days.

The report from Northland Engineers was passed around and a summary of the report of the civic center was given by Mayor Bureau. The civic center is in need of a few repairs and maintenance but the integrity of the building is very good. It was determined that the library would not be able to relocate to the upstairs due to the book stacks not carrying the load.

Mayor Bureau asked the council to consider a pay increase for the newly sworn deputy city clerk. Clerk Hartung endorsed Carol Conway as the Deputy City Clerk. Her current pay rate is \$13.77.

Clerk Hartung updated the council on the DNR Agreement, FOA Agreement and Thomson hall Rental Agreement. Discussion regarding the draft Frozen Water & Sewer Policy determined a few minor changes were needed.

The School Avenue project and the Special Assessment Policy was discussed and a preliminary date of December 22nd was considered. Notification procedures were reviewed and Clerk Hartung advised the council to be cautious of the procedure for notification so that we have proper documentation for the procedure.

Adjourn

A MOTION was made by Councilor L. Rodd and seconded by Councilor W. Vork to adjourn the work session, the time being 5:54pm. The motion passed unanimously.

Respectfully submitted,

Tracey Hartung, Clerk/ Treasurer