

CARTER LAKE CITY COUNCIL MEETING
MONDAY, DECEMBER 21, 2020

Meeting was called to order by Mayor Pro Tem Jason Gundersen at 7:00 p.m. Before rising for the pledge of allegiance Mayor Pro Tem asked for everyone to remain standing after the pledge to observe a moment of silence in memory of those lost in the past year and all the hardship experienced in 2020. Roll of the council, present: Jackie Wahl, Pat Paterson, Keebie Kessler and Denise Teeple; Jason Gundersen; city attorney Mike O’Bradovich and city clerk Jackie Carl were present.

The Agenda was reviewed, upon motion duly made by Teeple, and seconded by Kessler, the agenda was approved; the motion was passed unanimously. Upon motion of Kessler seconded by Teeple, the consent agenda was approved that included claims, receipts and financial reports for October and November, motion was approved unanimously.

Kessler moved to approve liquor license for Kwik Shop seconded by Teeple; motion was approved unanimously. Teeple moved to approve liquor license for Carter Lake Improvement Club seconded by Wahl; motion was approved unanimously.

There was a long debate and quite a bit of disagreement over the proposed changes to the employee handbook. Paterson moved to approve several changes to the Carter Lake employee handbook on page 30-31. The sentence that currently reads, “Every department head is required to evaluate the performance of each of their employees on an annual basis to coincide with budget negotiations. Proposed to add “and present said evaluation along with recommendations for salary increase or decreases during their budget presentation to the City Council.” to the end of the sentence; seconded by Gundersen. Roll Call: Yea: Paterson, Kessler and Gundersen Ney: Wahl and Teeple.

Paterson moved to approve change the sentence that currently reads, “Supervisors and department heads are required to be evaluated in the same manner by the full City Council or a subcommittee of the city Council.” Paterson moved to remove “full City Council or a subcommittee of the city Council” and add replace “Mayor.” And add, ‘Mayor will present his or her recommendations for salary increases or decreases to the City Council during budget negotiations.’ Kessler moved to second the motion. Roll Call: Yea: Paterson, Kessler and Gundersen Ney: Wahl and Teeple.

Paterson moved to add the following sentences, “Supervisors, department heads, and anyone serving in an appointed position who report to the City Council is required to be evaluated in the same manner by the full City Council or a subcommittee of the City Council. If the City Council uses a subcommittee, the subcommittee will present their evaluations and recommendations for salary increases or decreases to the full City Council for its approval before sharing the evaluation with supervisors, department heads, and anyone serving in an appointed position.” Roll Call: Yea: Paterson, Kessler, Gundersen and Wahl. Ney: Teeple.

Wahl provided updated job description for the Building Inspector and evaluation form; Gundersen moved to approve, seconded by Teeple; Roll Call: Yea: Paterson, Gundersen and Wahl, Teeple; Ney: Kessler; Motion was approved unanimously.

Clerk Carl provided the proposed budget schedule for the council and explained the requirements set a public hearing for January 18, 2021 to approve “maximum property tax dollars to certify for

levy” will be published around 01-06-2021. Teeple moved to set hearing, seconded by Kessler; Motion was approved unanimously.

Paterson moved to approve the third reading of ordinance to regulate registration of golf carts with \$20 annual permit to be purchased from the police department before May 1, 2021, seconded by Wahl; motion was approved unanimously. Kessler moved to approve second reading of ordinance to vacate a portion of 17th Street, seconded by Gundersen. Roll Call: No: Paterson Yes: Kessler, Teeple, Wahl; motion was approved. Paterson moved to approve the second reading of ordinance to increase trash collection fees to \$10.50 in January 2021; \$11.50 in January 2022; \$12.50 January 2023 and \$13.00 January 2024, seconded by Kessler, motion was approved unanimously. Gundersen moved to amend ordinance regarding animal control procedures and increase fines, seconded by Paterson; ; Motion was approved unanimously. Gundersen moved to approve resolution for longevity pay for Robin Conner with new wage of \$13.81, seconded by Kessler; Motion was approved unanimously. Gundersen moved to approve resolution for application for COVID reimbursement which was awarded after the Clerk completed the lengthy application process in the amount of \$89,956.45; Motion was approved unanimously. Gundersen moved to approve resolution for legal services agreement for the USDA loan for relining of the sanitary sewers which is scheduled to take place in spring of 2021, seconded by Teeple; Motion was approved unanimously. Gundersen moved to approve resolution to approve bond counsel letter of engagement for USDA loan for sanitary project, seconded by Wahl; Motion was approved unanimously.

At 9:05 p.m. Kessler moved to adjourn, seconded by Paterson; motion was approve unanimously.

Jackie Carl
Carter Lake City Clerk

Jason Gundersen
Mayor Pro Tem