

**SPECIAL CITY COUNCIL MEETING
CITY OF SHELL LAKE
DECEMBER 3, 2013**

Mayor Peterson called the special meeting to order at 6:35 p.m. Council members present were Buckridge, Burns, Edlin, Eiche, Leckel and Shelton. Council members Dryden and Harrington were absent. Also present were Danielle Moe, Tom Scott, Deb Ekern, Mary Harrington, Wanda Zeug, Randy Baker, Mary Dunbar, Amy Stormberg, JoAnne Olson, Chris Ottosen, Mike Andrews, Mitch Brown, Jack Harrington and Brad Pederson.

A public hearing was held on the proposed 2014 city budget. The budget includes Funds 100, 260, 270, 310, 500 and 595. Copies of the budget, a revised Fund 310, projected mill rates (TID out) and the October 29, 2013 Financial Administration Committee meeting minutes were reviewed. Library Director Amy Stormberg presented information supporting an increase in the proposed library levy. Historic library appropriations were reviewed. The county and adjacent county funding formula was discussed and it was noted downloaded books are not included in circulation statistics. A number of people voiced support of increasing the library levy. Randy Baker questioned why the water utility is taxed by the general fund. It was noted a water utility tax equivalent is allowed by the Public Service Commission but it is not mandatory to impose it. The public hearing was closed. Eiche moved, seconded by Edlin, to increase Fund 310 Special Assessment Revenue by \$7,695. The motion carried. Eiche moved, seconded by Leckel, to reduce Fund 100 Surplus Funds Applied by \$2,500. The motion carried. Eiche moved, seconded by Shelton, to increase the Fund 260 Library Levy by \$5,000. The motion carried 4-yes 2-no. Eiche moved, seconded by Leckel, to increase Fund 100 Contingency Fund by \$3,000, reduce Public Works Outlay (Equipment) by \$5,000 and increase Street Machine Repairs and Maintenance by \$2,000. The motion carried. Eiche moved, seconded by Shelton, to adopt the 2014 budget as amended with a total levy of \$884,444.18. The motion carried.

The November 20, 2013 Executive/Human Resources Committee meeting minutes were reviewed. It was reported the committee recommends Mitch Brown be promoted to the position of Public Works Director. Eiche moved, seconded by Buckridge, to promote Mitch Brown to position of Public Works Director effective January 1, 2014 at a salary of \$48,000. Upon a unanimous vote the motion carried.

Eiche moved, seconded by Shelton, to promote Jack Harrington to the position of water/sewer operator effective January 1, 2014 at the established wage for this position with the condition he obtain his water and sewer certifications in 2014. Upon a unanimous vote the motion carried.

The Council decided, by consensus, to direct the Public Works Administration Committee to update the job description for street and general labor (city crew) and advertise for applicants to fill the vacancy.

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Burns moved, seconded by Shelton, to adjourn at 8:15 p.m. The motion carried.

Sally Peterson, Mayor

Bradley A. Pederson, City Administrator