

CITY OF SYLVAN LAKE  
STUDY SESSION  
JANUARY 28, 2010

A Study Session of the Sylvan Lake City Council was held on Thursday, January 28, 2010; opening at 6:06 p.m. Mayor Lorenz presided.

Present: Meskin, Wiegand, Zubrzycki, Lorenz, Maurina

Absent: None

Also Present: City Manager Martin and Clerk Clippert

Yes: All

No: None

MOTION CARRIED

Approval of Agenda

Moved by Wiegand, seconded Meskin, to approve the agenda as submitted.

Yes: All

No: None

MOTION CARRIED

Boat Dock Policy Issues

**BD-003-10**

Lorenz apologized to the dock committee for not contacting them when council was discussing changes to the dock policy. He acknowledged council's appreciation of their work. Maurina added she has rethought the change they made in not requiring a boat at the space and doesn't believe it was the right thing to do. She hasn't heard from anybody who has had a problem finding somewhere to fish.

Zubrzycki would like to have the dock committee discuss having an incentive for sharing and doing some kind of a discount for senior citizens.

Patty Harrop felt sharing of dock spaces used to be active, then the fee for a sharer increased and there was less participation. Rob Conkey added the type of boat you have dictates if you can share or not. Every dock space is unique. Harrop asked if sharing is a top priority when there were four spaces vacant last year.

Lorenz reviewed the changes made to the policy back in December. He asked the committee if they agree with doing away with the waiving of the dock space for a year. They did agree with this since the

waitlist has been greatly reduced. The committee did not agree with removing the requirement to have a boat at the dock space. They feel it has gone backwards. The intention was to move people on the waitlist. Zubrzycki recalled council agreed if the fee was paid they shouldn't have to monitor behavior, like whether they have a boat or not.

Their number one goal was to reduce the administration. Harrop feels people will be climbing on the seawall and in the water with no dock or boat in the space. She is concerned with this. Wiegand suggested keeping it the way they changed it, but add if they are not putting a boat in then they have to rent it out. Martin suggested keeping it the way they changed it, but add if they are not putting a boat in then it comes back to City Hall to share with the next person on the waitlist. He warned, with this they are back to the one-year space problem. He also reminded council they can try what they already changed for this year and make changes for next year if it doesn't work out.

Brad Conkey feels the committee will have more work with checking because there is no requirement of a boat when in actuality they will put in their boat whenever they please because all they have to say is they have no boat and a month later now they are ready. Martin feels they could change the language a little and say if a boat is going to be docked it must be in by June 1<sup>st</sup>. Council discussed this. Lorenz would be willing to change the requirement back to must install a dock, mooring post and watercraft. Martin will put it on the agenda for February's meeting.

Council agreed to have the dock committee discuss a sharing incentive and senior discount.

#### Council/Manager form of Government

**C1-001-10**

Martin explained the next couple of items he does annually because new council members are elected each year. He provided a handbook to aid council in the functions and activities as council members. He asked council to review it and they can discuss it again at the next study session. Lorenz provided his view; City Council is here to set policy for the City Manager. City Council only hires two people, the City Manager and the City Attorney. Lorenz provided examples of telling the City Manager what to do, or not to do and how to do it and that Council members should not do that. Martin stated they have to be careful of what and who they tell what to do. All of the employees have job functions and responsibilities and are work for the City Manager.

**C1-002-10**

Individual Council Request and Not Setting Priorities for the City Manager and Staff

City Council cannot make individual requests for the City Manager or staff to do something. All of City Council must agree. He warned to not grab a DPW worker when they are out in the city and tell them they should be doing something else right away. Everything should be brought up at a meeting and go through the City Manager. As City Council they need to be careful of the information they request. They need to really want the information because they want to move forward in doing something, not just wanting to see the information. Martin is happy to gather the information, but there is a lot of work involved and doesn't want to see it just thrown aside. Lorenz would like to see a policy set for this.

Open Meetings Act

**C1-003-10**

Martin warned Council to be careful with email and not to deliberate or discuss an issue using it. The purpose of the open meeting act is so the public can hear the deliberation, not just the answer, but how you came to that conclusion. He also warned if they are purposely doing something to go around the open meetings act then they are in violation of it.

City Manager Review Criteria

**A-002-10**

Martin stated in the last couple of reviews he received, they were based on third-party information, Lou Schimmel and Plante & Moran. He stated he would like to have a review from City Council. He asked them to be open and honest; he would like to know his short comings to have something to work on. Lorenz agreed they need to do this. He stated it would be nice for the City Manager to know he's doing a good job. Martin can provide some examples from other communities.

Public Input at Council Meetings

**C1-004-10**

Zubrzycki stated he likes having public input at each agenda item. He doesn't like it when a resident gets into another residents space and confronts them. Lorenz likes how they are currently doing it. He feels the residents need to be invited to discuss an agenda item. It should be written how public comment is handled. Martin suggested putting Public Comment for Items not on the Agenda back on the agenda. Then under public comment he can provide how it will be handled. He suggested having a public speaking location. Maurina agreed it would look more professional having a public speaking

spot. Council agreed to try this at the next meeting. Meskin feels council has improved on how they handle public input over the last year. Maurina feels City Council should discuss the topic first then open it to the public and then back to City Council to vote upon. Martin explained before any discussion takes place a topic should be introduced and then a motion is made and seconded. That way the discussion is for the specific motion. It is only for discussion Just because a motion is made and seconded doesn t mean you have to vote for it. It can still be voted down. Martin will have the podium put out for the next meeting.

Community Center Rental Classifications & Fees

**CC-001-10**

Patty Harrop asked that the committee be made aware that City Council is discussing this. Maurina agreed. Martin relayed, everything Council is looking at, the Committee provided. There is only one more thing Martin added, Category VI. Martin doesn t have a problem with providing a notice to the committee and giving them a copy. He just doesn t want to get into having it go back to the committee for further discussion. The committee already made their recommendation and the first five priorities have been approved by Council already. Martin will email the committee.

Lorenz asked City Council to review the rental Classifications and be prepared to discuss at the regular meeting.

Community Center Costs

**CC-002-10**

Martin provided a detailed spreadsheet showing a year s worth of revenues and expenses. Lorenz would like to work on getting the center rented more.

In-Car Cameras for Patrol Cars

Martin had nothing new to provide at this time.

Council Comment

**C1-005-10**

Maurina was concerned with her discussion with Plante & Moran. She expected more than there was. She doesn't want the County to spend money on what City Council already knows. Lorenz recalled they defined the task as DPW and Police. He feels sometimes having a third party doing it has more weight with residents. Maurina was hoping they would bring more to the table. She didn't recall giving them direction. Martin reminded her City Council did set what they wanted Plante & Moran to look into. It included police, fire, dispatch, DPW, garbage & rubbish and some other things. Maurina did recall that. Martin we didn't get into a joint police department or joint DPW. Martin added he also put in the request for them to look at sharing a DPW with less full-time employees than we currently have between the two cities. The big things with the police were, do you outsource, if so with whom, or do you try to combine, or is the matrix between the two communities too different. They will provide all this. Zubrzycki told Plante & Moran what City Council already knows and that they want data and statistics to back their recommendations.

**C1-006-10**

Wiegand stated he has had five residents ask him what the DPW are doing when they are not cleaning the roads. Martin stated they are trying to work on all of the buildings, mailbox rack covers, equipment, etc. Currently there are only 1.5 DPW workers. Kevin has been on workers comp. for the last four months. Martin would like to have two more workers right now. Martin expounded, most of what the DPW does is not seen. They spend a lot of time in working in the Water and sewer departments, Community center and streets. He will provide a list of what they do.

Public Comment

Brad Conkey addressed public comments. He feels when someone gets out of control they need to be brought back in line. He would like to see the Community Center rented out to the public. The in-car cameras for the police are a waste of money. He feels security cameras need to be mounted at the entrances of the city and the police can sit at City Hall and watch the monitors. The times are changing and there is going to be a lot of crime and theft.

Adjournment

Moved by Zubrzycki, seconded Maurina, to adjourn the study session.

Yes: All

No: None

MOTION CARRIED

The meeting was adjourned at 8:11 p.m.

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Dennise Clippert, City Clerk