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CHAPTER 30: CITY GOVERNMENT

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OFFICERS; ELECTIONS

§ 30.01 ELECTION DATE.

The regular city election shall be held on the first Tuesday after the first Monday in November in every even-numbered year.

(‘82 Code, § 1-201) (Ord. 73, passed 5-7-74)

§ 30.02 TERMS OF OFFICE.

(A) Two Council members shall be elected for four-year terms at each biennial election.

(B) The Mayor shall be elected for a term of two years at each of these elections.

(‘82 Code, § 1-202) (Ord. 73, passed 5-7-74)

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§ 30.03 MAYOR AND COUNCIL; COMPENSATION.

Pursuant to the authority granted by M.S. § 415.11, as it may be amended from time to time, salaries of the Mayor and Council members shall be set by ordinance. No change in salary shall take effect until after the next succeeding municipal election. The salary of the Mayor shall be \$1,200 annually. The salary of each Council member shall be \$720 annually. In addition, the Mayor and each Council member shall receive \$25 for each special meeting of the City Council attended by the Mayor and any Council member, not to exceed payment for two special meetings per month. ('82 Code, § 1-401) (Ord. 92, passed 3-11-80)

§ 30.04 CLERK-TREASURER.

Pursuant to the authority granted by Laws 1961, Chapter 230, the offices of Clerk and Treasurer in the city are hereby combined in the office of Clerk-Treasurer. ('82 Code, § 1-601) (Ord. 52, passed 9-23-69)

§ 30.05 AUDIT.

Beginning with the year in which this ordinance becomes effective and each year thereafter, there shall be an audit of the city's financial affairs by the State Auditor or a public accountant in accordance with minimum auditing procedures prescribed by the State Auditor. ('82 Code, § 1-602) (Ord. 52, passed 9-23-69)

CITY COUNCIL

§ 30.15 MEETINGS.

Regular meetings of the Council shall be held on the second and fourth Tuesday of each calendar month beginning at 7:30 p.m. Any regular meeting date falling on a holiday shall be held on the next regular business day at the same time. ('82 Code, § 1-404)

§ 30.16 SPECIAL MEETINGS.

(A) The Council may, at any regular meeting, establish a date, time, and place for holding an adjourned or special meeting. At other times, special meetings may be called by the Mayor or by any two members of the Council by writing filed with the Clerk-Treasurer.

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(B) Written notice of any special meeting shall be given by the Clerk-Treasurer to the official newspaper and posted at City Hall and two other of the most public places in the city, giving the date, time, place and purpose of the meeting at least three days before the meeting. Written notice shall be mailed by the Clerk-Treasurer at least three days before the meeting to all of the members of the Council and to anyone who has filed a written request for notice of special meetings. In calculating the three days, if the last day falls on a Saturday, Sunday or legal holiday, the next regular business day shall be counted as the third day.

('82 Code, § 1-405)

§ 30.17 PLACE OF MEETING.

All meetings, including special and adjourned meetings, shall be held at the Council chambers in the City Hall, except that the Council may adjourn any meeting to some other place, or hold a special meeting at some other place, for the convenience of the public or where the nature of the matter under consideration makes it reasonably necessary to consider the matter at some other place.

('82 Code, § 1-406)

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APPENDIX: CITY FEE SCHEDULE

Community Hall Rates	
Hall upstairs	\$300
Basement room	\$100
Reserve hall day before rental date	\$150
Damage deposit	\$200
Down payments on rentals	\$100
Pop (pound)	\$0.60; \$0.50
Cups (per cup)	\$0.05
Community Center Rates	
Center rental	\$100 (plus \$100 damage deposit)
Park Shelter Rentals	
Park shelters and Lions shelter	\$100 (plus \$100 damage deposit)
Water, Garbage and Sewer Rates	
Water hauled out (load)	\$1/mile (city); \$25/1,000 gallons
Metered water - first 2,000 gallons	\$22.50/quart
Metered water - per thousand over 2,000 gallons	\$3.15
Sanitary sewer	\$40/quart
Sewer maintenance fee	\$10/quart
Water hook up fee (WAC)	\$2,000
Sewer hook up fee (SAC)	\$3,000
Water reconnection charge	\$50

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City Council Meetings and Special Rates	
Special meeting - city related	\$25
Public hearing and meetings (requested by residents) held before Council meeting	\$50
Public hearing and special meetings (requested by residents)	Cost of meeting
Animal license	\$6
Fire Call Rates	
Fire/accident call not covered by contract	\$450 first hour plus \$350 each additional hour
First responders	\$15/call

Commissions and Departments

CHAPTER 31: COMMISSIONS AND DEPARTMENTS

Section

Planning Commission

- 31.01 Establishment
- 31.02 Composition
- 31.03 Organization; meetings
- 31.04 Powers and duties
- 31.05 Zoning ordinances; public hearings
- 31.06 Plat review

PLANNING COMMISSION

§ 31.01 ESTABLISHMENT.

A City Planning Commission for the city is hereby established. The Commission shall be the city planning agency.

('82 Code, § 1-501) (Ord. 67, passed 6-5-73)

§ 31.02 COMPOSITION.

(A) The Planning Commission shall consist of seven members. Six members shall be appointed by the City Council, and may be removed by majority vote of the Council; and the Council shall select one member of the Commission from among its own members.

(B) Appointees shall hold their offices until their successors are appointed and qualified. Vacancies during the term shall be filled by the Council for the unexpired portion of the term. Every appointed member shall, before entering upon the discharge of his or her duties, take an oath that he or she will faithfully discharge the duties of his or her office. All members shall serve without compensation. The one member selected by the City Council from its members shall serve for a period of time as shall be determined by the Council by motion.

('82 Code, § 1-502) (Ord. 67, passed 6-5-73)

§ 31.03 ORGANIZATION; MEETINGS.

(A) The Commission shall elect a Chair and a Secretary from among its appointed members for a term of one year; and the Commission may create and fill other offices as it may determine.

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(B) The Commission shall hold at least four regular meetings each year. It shall adopt rules for the transaction of business and shall keep a record of its resolutions, transactions, and findings, which record shall be a public record. On or before January 1 of each year the Commission shall submit to the City Council a report of its work during the preceding year. Expenditures of the Commission shall be within amounts appropriated for the purpose by the City Council.

('82 Code, § 1-503) (Ord. 63, passed 6-1-71)

§ 31.04 POWERS AND DUTIES.

The Planning Commission shall be the planning agency and shall have the powers and duties given these agencies generally by M.S. §§ 462.351 to 462.364, as they may be amended from time to time. It shall also exercise the duties conferred upon it by this subchapter.

('82 Code, § 1-504) (Ord. 63, passed 6-1-71)

§ 31.05 ZONING ORDINANCES; PUBLIC HEARINGS.

No zoning ordinance or amendment thereto shall be adopted by the Council until a public hearing has been held thereon by the City Council upon notice as provided in M.S. §§ 462.357, as it may be amended from time to time.

('82 Code, § 1-505) (Ord. 63, passed 6-1-71)

§ 31.06 PLAT REVIEW.

Any plat of land submitted to the City Council for approval shall, prior to final approval, be referred to the Planning Commission for review and recommendation. Any plat so referred shall be returned to the Council by the Commission within 30 days, and failure of the Commission to report within that period is deemed to have satisfied the requirements of this section.

('82 Code, § 1-506) (Ord. 63, passed 6-1-71)

Commissions and Departments

CHAPTER 32: EMERGENCY MANAGEMENT

Section

32.01 Emergency management provisions adopted by reference

§ 32.01 EMERGENCY MANAGEMENT PROVISIONS ADOPTED BY REFERENCE.

The emergency management provisions of Carver County, Minnesota are hereby adopted by reference as if set out in full herein.