

**APPROVED MINUTES  
CITY COUNCIL  
REGULAR MEETING  
CITY OF WYOMING, MINNESOTA  
JANUARY 19, 2016  
7:00 PM**

**CALL TO ORDER:**

*Mayor Eric Peterson called the Regular Meeting of the Wyoming City Council for January 19, 2016 to order at 7:00 P.M.*

**CALL OF ROLL:**

*On a Call of the Roll the following members of the Wyoming City Council were present: Mayor: Eric Peterson, Councilmembers: Linda Nanko/Yeager, Joe Zerwas, Claire Luger and Lisa Iverson*

*ABSENT: None*

*Also Present: Mark Vierling-Eckberg Lammers, Craig Mattson-City Administrator, Robb Linwood-Assistant City Administrator, and Mark Erichson-WSB*

**DETERMINATION OF A QUORUM:**

**PLEDGE OF ALLEGIANCE**

**OPEN FORUM:**

*"An opportunity for members of the public to address the City Council on items not on the current agenda. Items requiring Council action maybe deferred to staff or Boards and Commissions for research and future Agendas if appropriate. You will be limited to two (2) minutes and we ask that you conduct yourself in a professional, courteous manner, and refrain from the use of profanity. Failure to abide by this policy may result in the loss of your privilege to speak".*

**APPROVAL OF MINUTES:**

1. Consider approving the minutes of the "Regular Meeting" of the Wyoming, Minnesota City Council for January 5, 2016.

**A MOTION WAS MADE BY COUNCILMEMBER NANKO/YEAGER SECONDED BY COUNCILMEMBER ZERWAS TO APPROVE THE MINUTES OF THE "REGULAR MEETING" OF THE WYOMING, MINNESOTA CITY COUNCIL FOR JANUARY 5, 2016 AS AMENDED**

*Voting Aye: Zerwas, Nanko/Yeager, Peterson, Luger and Iverson*

*Voting Nay: None*

*Abstain: None*

**SCHEDULED BID LETTINGS:**

**SCHEDULED PUBLIC HEARINGS: NONE**

**CONSENT AGENDA:**

*Items under the "Consent Agenda" will be adopted with one motion; however, council members may request individual items to be pulled from the consent agenda for discussion and action if they choose.*

2. To consider adopting **Resolution No. 16-01-12** a resolution appointing Hunter Huberty to Wyoming Paid on Call Firefighter to Probationary Firefighter Status

**ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS, COMMISSIONS AND DEPARTMENT HEADS:**

3. Report of the Public Safety Director, Paul Hoppe for January 13, 2016
4. Report of City Building Official, Fred Weck, IV for January 14, 2016
5. Report of City Attorney Mark Vierling for January 13, 2016
6. Report of City Engineer Mark Erichson, WSB for January 11, 2016

**A MOTION WAS MADE BY COUNCILMEMBER LUGER SECONDED BY COUNCILMEMBER ZERWAS TO APPROVE CONSENT AGENDA ITEMS 2 THROUGH 6 AS PRESENTED.**

*Voting Aye: Nanko/Yeager, Peterson, Zerwas, Luger and Iverson*

**COMMUNICATIONS:**

**OLD BUSINESS: NONE**

**NEW BUSINESS**

7. To consider Resolution 16-01-03 a resolution to authorize Wyoming Park Board Members for 2016

***Council Member Nanko/Yeager** – Stated that Mr. Elmore is already on the EDA and thinks that the city should only allow an individual to be on one city board or committee. Would like to see new membership on boards.*

**A MOTION WAS MADE BY COUNCILMEMBER PETERSON SECONDED BY COUNCILMEMBER ZERWAS TO APPROVE RESOLUTION 16-01-03 A RESOLUTION TO AUTHORIZE WYOMING PARK BOARD MEMBERS FOR 2016**

*Voting Aye: Peterson, Zerwas and Luger*

*Voting Nay: Nanko/Yeager and Iverson*

*Abstain: None*

8. To consider Resolution 16-01-13 a resolution to authorize the park and recreation board to purchase new signage for the city parks for a cost of \$9,395.83

***Assistant City Administrator Linwood** – Minnesota State Industries would be constructing the signage, very similar to wood signage the DNR uses. Explained the construction, size and appearance of the signs the park board recommended for purchase. They would also be receiving a UV coating that would ensure limited fading for 8 years. Currently the city will save 20% on the normal price of these signs if they are purchased before April 1, 2016. The signs would be purchased with monies from the park dedication fund.*

***Council Member Nanko/Yeager** – Asked about shipping and Installation, it was not included on the invoice. Asked about the costs associated with the installation*

***Assistant City Administrator Linwood** – Explained that the shipping costs were very expensive so an employee from public works would be picking up the signage when they are completed. The public works department would be doing the installation on the signage. They will reuse and old posts they can and thought that the installation costs for new hardware and posts would be around \$2,000.00*

***Council Member Iverson** – Thought that more park improvements could be made to the parks and their amenities and equipment instead of buying signage. Councilmember Iverson stated she has a park in her neighborhood where the equipment was taken out and another park near her where a gazebo needs repair and trails need maintenance.*

***Council Member Claire Luger** – The Park Board identified and prioritized a number of*

improvements that need to be completed to the parks in the city. This signage is an item they feel is very worthwhile.

**Council Member Zerwas** – We have 16 parks to take care of, has had residents tell him that they believe the park signage is poor and should be replaced.

**Council Member Nanko/Yeager** – Believes residents would prefer park improvements over signage. Stated she would rather see money spent on parks than signage and residents deserve great parks.

**Council Member Luger** – The Park Board does do a yearly tour of all the parks and compiles a list and prioritizes what needs to be repaired, maintained or improved in parks. Believes that the signage is a start in the right direction on improvements for all city of Wyoming parks.

**Mayor Peterson** – Thought the signage was quite nice and was consistent with the branding through the rest of the city.

**A MOTION WAS MADE BY COUNCILMEMBER PETERSON SECONDED BY COUNCILMEMBER ZERWAS TO APPROVE RESOLUTION 16-01-13 A RESOLUTION AUTHORIZING THE PARK AND RECREATION BOARD TO PURCHASE NEW SIGNAGE FOR THE CITY PARKS FOR A COST OF \$9,395.83**

*Voting Aye: Peterson, Zerwas and Luger*

*Voting Nay: Nanko/Yeager and Iverson*

*Abstain: None*

9. To Consider **Resolution 16-01-14** a resolution receiving quotation and authorizing the direct purchase of instrumentation and control panel in the amount of \$42,125.00 for the water tower no. 3 improvement project city project 15-02

**City Engineer Erichson** – This project is very similar to the railroad lift station projects. We did not bid this item as we would like to purchase it directly. We like to have consistent use on this item and our recommending approval on the quote for the instrumentation and panel

**Council Member Nanko/Yeager** – This is the same as we did for the Railroad Lift Station.

**City Engineer Erichson** – Correct, this way we keep consistency with our SCADA System that monitors are lift stations.

**A MOTION WAS MADE BY COUNCILMEMBER ZERWAS SECONDED BY COUNCILMEMBER LUGER TO APPROVE RESOLUTION 16-01-14 A RESOLUTION RECEIVING QUOTATION AND AUTHORIZING THE DIRECT PURCHASE OF INSTRUMENTATION AND CONTROL PANEL IN THE AMOUNT OF \$42,125.00 FOR THE WATER TOWER NO. 3 IMPROVEMENT PROJECT CITY PROJECT 15-02**

*Voting Aye: Peterson, Iverson, Nanko/Yeager, Iverson and Luger*

*Voting Nay:*

*Abstain: None*

10. To consider **Resolution no. 16-01-15** a resolution approving “payment pay voucher #6” to A1 Excavating, Inc. for the 2015 street and utility improvement project (WSB project 1688-90) (city project 15-01) in the amount of \$241,907.17

**City Engineer Erichson** – WSB has compiled its quantities to the present time, there are additional items that are yet to be completed and items to be paid. We will continue to work with the contractor to work on payment of remaining items. We are recommending approval on these changes.

**Council Member Nanko/Yeager** – Asked about what change orders were associated with this pay voucher

**City Engineer Erichson** – We replaced soils on Railroad Blvd, 267<sup>th</sup> street, grading issues that came up during the design, and added storm sewer work for drainage improvements.

**Council Member Nanko/Yeager** – Has noticed pits and gouges in portions of the new streets, will that will be taken care of?

**City Engineer Erichson** – Once all work is completed we will do a thorough walkthrough and give the contractor a punch list of items.

**A MOTION WAS MADE BY COUNCILMEMBER LUGER SECONDED BY COUNCILMEMBER ZERWAS TO APPROVE RESOLUTION 16-01-15 A RESOLUTION APPROVING “PAYMENT PAY VOUCHER #6” TO A1 EXCAVATING, INC. FOR THE 2015 STREET AND UTILITY IMPROVEMENT PROJECT (WSB PROJECT 1688-90) (CITY PROJECT 15-01) IN THE AMOUNT OF \$241,907.17**

*Voting Aye: Peterson, Iverson, Nanko/Yeager, Iverson and Luger*

*Voting Nay:*

*Abstain: None*

**11. To consider Hiring Richard Geisthardt on probationary status as Maintenance **Worker** at a starting wage of \$25.54/HR and employment to commence tentatively February 1, 2016**

**City Administrator Mattson** – You received a recommendation on hiring of Mr. Geisthardt from me. We had 27 applicants for the position and used a criteria that was used to identify our candidates. Explained the criteria of experience and skills we were looking for in the candidates. There were 5 candidates that were interviewed for the maintenance worker position. We had 3 candidates that we identified as finalists, they were all strong candidates and had attended schooling for public works. Richard Geisthardt was determined to be the best candidate for the maintenance worker position.

**Council Member Nanko/Yeager** – Questioned since the individual is coming in at the top of the pay grade will he receive a step increase?

**City Administrator Mattson** – No, he will not receive a step increase, he will receive a raise at the beginning of the year as all maintenance workers do per the union contract for public works employees.

**Council Member Zerwas** – Questioned if he had his water and sewer licenses.

**City Administrator Mattson** – Yes, he does and works in the water and sewer department with his current employer.

**A MOTION WAS MADE BY COUNCILMEMBER ZERWAS SECONDED BY COUNCILMEMBER NANKO/YEAGER TO APPROVE HIRING RICHARD GEISTHARDT ON PROBATIONARY STATUS AS MAINTENANCE WORKER AT A STARTING WAGE OF \$25.54/HR AND EMPLOYMENT CONTINGENT ON PASSING A PRE-EMPLOYMENT PHYSICAL AND TO COMMENCE TENTATIVELY FEBRUARY 1, 2016**

*Voting Aye: Peterson, Iverson, Nanko/Yeager, Iverson and Luger*

*Voting Nay:*

*Abstain: None*

**12. Consider authorizing payment of recommended bills, payroll and Journal Entries for the period of JANUARY 6, 2015 through JANUARY 19, 2016**

**Council Member Nanko/Yeager** – Questioned about a bill for tree purchases from Applewood Nursery, why are we acquiring trees in December.

**Assistant City Administrator Linwood** – The trees were purchased in the fall and planted, the

bill was not brought in to be paid until recently

**Council member Iverson** – Asked about bill from Breitbach auto for oil changes for the amount of \$36.71. Looked at comparable businesses in the area and believes the services can be obtained cheaper. Wanted to know if we have contacted any of these businesses to see if they would provide discounted services if it was a year.

**Assistant City Administrator Linwood** – Explained that the public works department handles most of their oil changes and cannot speak for PSD Hoppe if there is a certain reason they use Breitbach's for oil changes. Stated he will pass along the information to PSD Hoppe.

**Council Member Iverson** – Questioned the replacement drive on the hard drive

**Assistant City Administrator Linwood** – Explained we had a hard drive failure and it was our hot spare that was replaced. It was necessary to replace the drive in case we had any other failures before the server was replaced.

**Council Member Nanko/Yeager** – Asked about a bill for Craig Rapp and leadership development

**City Administrator Mattson** – This is a service that I have been attending the last three years.

**A MOTION WAS MADE BY COUNCIL MEMBER ZERWAS SECONDED BY COUNCILMEMBER NANKO/YEAGER AUTHORIZING PAYMENT OF RECOMMENDED BILLS, PAYROLL AND JOURNAL ENTRIES FOR THE PERIOD OF JANUARY 6, 2016 THROUGH JANUARY 19, 2016.**

*Voting Aye: Nanko/Yeager, Peterson, Luger, Zerwas and Iverson*

*Voting Nay: None*

*Abstain: None*

## **COUNCIL REPORTS:**

**COUNCILMEMBER NANKO/YEAGER** – Apologized to Council Member Iverson for Mr. Storms Comments

**COUNCILMEMBER J. ZERWAS** – No Report

**COUNCILMEMBER LUGER** – Attended EDA Meeting nominated commission positions and 1<sup>st</sup> and 2<sup>nd</sup> Quarter Business Awards

**COUNCILMEMBER IVERSON** – No Report

**MAYOR PETERSON** – Attended EDA Meeting and Planning Commission meetings. Planning commission reviewed the Kennedy Estates Preliminary Plat now that they have a new engineer.

**A MOTION WAS MADE BY COUNCILMEMBER ZERWAS SECONDED BY COUNCILMEMBER NANKO/YEAGER TO ADJOURN THE JANUARY 19, 2016 “REGULAR MEETING” OF THE WYOMING, MINNESOTA CITY COUNCIL REGULAR MEETING AT 7:32PM**

*Voting Aye: Nanko/Yeager, Peterson, Zerwas, Luger and Iverson*

*Voting Nay: None*

*Abstain: None*

**A portion of this public meeting may be closed to discuss “Labor Negotiation Strategies”; “Misconduct allegations or charges”; “Attorney-client privilege”; or “Performance evaluations” as per MN State Statute 13D.01-.05.**

**NEXT REGULAR MEETING: FEBRUARY 2, 2016 - 7:00PM**