

**APPROVED MINUTES  
CITY COUNCIL  
REGULAR MEETING  
CITY OF WYOMING, MINNESOTA  
MARCH 2, 2016  
7:00 PM**

**CALL TO ORDER:**

Mayor Eric Peterson called the Regular Meeting of the Wyoming City Council for March 2, 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 Erichson, City Engineer WSB, *Breanne Rothstein, WSB*, Amanda Schlitz, City Attorney Eckberg Lammers, Paul Hoppe, Public Safety Director, Robb Linwood, Assistant City Administrator, and Craig J. Mattson, City Administrator.

**DETERMINATION OF A QUORUM:**

The Mayor determined a Quorum was present.

**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 Council 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".*

**Gary Sycks – 5710 East Viking Blvd -** *Asked if council members could keep voices loud so he can hear*

**Neil Rever – 24679 Hale Ave. - 250<sup>th</sup> Street at Highway 61** *is very dark. Would like to see what the city could do to get more lighting in that area.*

**APPROVAL OF MINUTES:**

1. **Consider approving the minutes of the "Regular Meeting" of the Wyoming, Minnesota City Council for February 16, 2016.**

**A MOTION WAS MADE BY COUNCILMEMBER NANKO/YEAGER SECONDED BY COUNCILMEMBER LUGER, TO APPROVE THE "REGULAR MEETING" MINUTES OF THE WYOMING, MINNESOTA CITY COUNCIL FOR FEBRUARY 16, 2016 AS PRESENTED**

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

*Voting Nay: None*

*Abstain: None*

**SCHEDULED BID LETTINGS: NONE**

**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 **Resolution 16-02-19** a resolution declaring the public works department items surplus property and authorizing the public works department to dispose of items through public auction or disposal process.

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

3. Report of the Public Safety Director, Paul Hoppe for February 24, 2016
4. Report of City Building Official, Fred Weck, IV for February 24, 2016
5. Report of City Attorney Mark Vierling for February 24, 2016
6. Report of City Engineer Mark Erichson, WSB for February 25, 2016

## **COMMUNICATIONS: NONE**

**A MOTION WAS MADE BY COUNCILMEMBER NANKO/YEAGER SECONDED BY COUNCILMEMBER ZERWAS TO APPROVE CONSENT AGENDA ITEMS #2 THROUGH #6 PRESENTED.**

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

*Voting Nay: None*

*Abstain: None*

## **OLD BUSINESS: NONE**

## **NEW BUSINESS:**

7. **D-16-001 Sketch Plan "Greenwood at Carlos Avery", PAXMAR LLC**  
PID 21.00012.00, 21.10302.00, 21.10311.00, 21.10312.00, 21.10302.10, 21.10311.10, 21.00009.30, 21.10302.20, 21.10311.20, 21.10298.30, 21.10302.30, and 21.10298.40

***Breanne Rothstein – Planner -WSB** – Gave staff a report and overview of the development and sketch plan presented by Paxmar LLC. It is a mixed used development and we would recommend that it would be a PUD. 274 Single Family Homes, 100 unit Apartments, a commercial site that could be a hotel and 19 acres that could be a commercial area. This is a high-level review of the development, staff and the planning commission have reviewed. City Engineer Erichson has reviewed water and sewer at this time the sewer is not large enough to serve the development in its entirety. The sewer would require upsizing and would at the developer's cost. Other costs would include a water connection extension and would be the developer's cost. We do have a problematic area for the intersection that is opening up to the development. An Environmental Assessment Worksheet (EAW) and traffic analysis will be reviewed to make plans for how the development would be accessed from Viking Blvd. There will be some wetland impact on this project. The proposal does look at 1.18 acres of wetland impact that will be required to mitigate at a 2 to 1 ratio. Next steps for the applicant would be to prepare an EAW. The EAW reviews the traffic study and natural resources and then they will submit a preliminary plat. The Planning Commission reviewed the development and had comments and suggestions the developer was told to move forward toward the preliminary plat.*

**Donald Jensen, Paxmar**– They have another large development in Blaine that is similar to one. We would like to answer any questions from the city council and we believe that this is a strong plan and that the EAW process will not derail the process. Thurnbeck Ponds was one of the first EAW's in the community and it had similar constraints in that development. For this development. The EAW would take around 60 days to complete. Proposed large recreational area, which would consist of ball fields and parks. Suggested they would like to have a trail system and walking trails around the lake.

The City Council had numerous questions for the developer asking what area would develop first, why the hotel chose the location they did on the property, if businesses near the site like Family Pathways and Blue Sky access would change due to Kettle River Blvd possibly being relocated. Other questions included how future potential commercial areas would be mixed with the residential townhomes, if the developer would be paying for all water and sewer infrastructure costs, and how the number of cars in the development would affect traffic on East Viking Blvd. The developer was asked if they would be pay full costs of the EAW study, council questioned the accesses for the development and if they had secondary plans if MNDOT and the County did not accept their sketch plan, and what elementary school the children from the development would attend. Council Member Nanko/Yeager and Iverson both stressed they would like to see development that is more commercial.

8. To Consider **Resolution 16-02-20** a resolution approving the Wyoming Public Works to purchase an All American Diamond Shouldering Disk from Ziegler CAT in the amount of \$6,075.00

**Assistant City Administrator Linwood** – Explained that public works would like to purchase a shouldering disk to recover lost gravel from the tops of roads that has moved on to shoulders. The item saves costs by not having to purchase as much new gravel for roads.

**Council Member Nanko/Yeager** – Asked if the \$10,500 in the capital improvement fund was just for this item

**Assistant City Administrator Linwood** – Explained that amount was for the purchase of a disk and a broom attachment for cleaning city trails.

**A MOTION WAS MADE BY COUNCILMEMBER ZERWAS SECONDED BY COUNCILMEMBER NANKO/YEAGER TO APPROVE RESOLUTION 16-02-20 A RESOLUTION APPROVING THE WYOMING PUBLIC WORKS TO PURCHASE AN ALL AMERICAN DIAMOND SHOULDERING DISK FROM ZIEGLER CAT IN THE AMOUNT OF \$6,075.00**

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

Voting Nay: None

Abstain: None

9. To review the proposals from Minnesota State Contract vendors for the Audio and Video systems for the City Council Chambers

**Assistant City Administrator Linwood** – Did a summation of three quotes provided to the city from vendors.

**Council Member Nanko/Yeager** – Asked where the funds for the system would come from

**City Administrator Mattson** – Recommendation would be from reserve funds

**Council Member Iverson** – Thanked staff for the work on this item. Asked if we could stream meetings live on our website and if there would be additional costs?

**Assistant City Administrator Linwood** – Has a call into GovOffice our web provider and should be able to provide an answer on this question this week.

**Council Member Iverson** – Would like to take some more time to review the quotes provided for the system.

**A MOTION WAS MADE BY COUNCILMEMBER \_\_\_\_\_, SECONDED BY COUNCILMEMBER \_\_\_\_\_, TO**

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

*Voting Nay: None*

*Abstain: None*

**CITY COUNCIL AGREED FOR MORE TIME TO REVIEW BIDS AND DETERMINE OTHER COSTS – ITEM WAS TABLED**

10. To consider the recommendation to appoint Eileen Connors and Kevin Teel to the Wyoming Park Board

**Assistant City Administrator Linwood** – Gave background on both candidates and that the park board voted and recommended the candidates for the open park board chairs unanimously. The board believes they will be strong additions to the board.

**A MOTION WAS MADE BY COUNCILMEMBER NANKO/YEAGER SECONDED BY COUNCILMEMBER IVERSON TO APPROVE THE APPOINTMENT OF EILEEN CONNORS AND KEVIN TEEL TO THE WYOMING PARK BOARD**

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

*Voting Nay:*

*Abstain:*

11. To consider the hiring of Tina Meyer on a probationary status as Comptroller at a starting wage of \$32.67/HR and employment to commence April 11, 2016

**City Administrator Mattson** – Summarized the hiring process and the selection of Tina Meyer. She has the skill set and abilities to do the comptroller position well. She is currently the Finance Director for the City of Lexington. We believe that she will be a good addition to our office and will fit well into our team of employees and chemistry.

**City Council Member Nanko/Yeager** – asked if she would be eligible for step increase after 6 months and where she would come in?

**City Administrator Mattson** – She would be eligible after six months and she will come in at a level 3.

**A MOTION WAS MADE BY COUNCILMEMBER ZERWAS SECONDED BY COUNCILMEMBER PETERSON TO APPROVE THE HIRING OF TINA MEYER ON A PROBATIONARY STATUS AS COMPTROLLER AT A STARTING WAGE OF \$32.67/HR AND EMPLOYMENT TO COMMENCE APRIL 11, 2016**

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

*Voting Nay: None*

*Abstain: None*

## CLAIMS:

12. Consider authorizing payment of recommended bills, payroll and Journal Entries for the period of February 17, 2016 through March 2 2016.

**A MOTION WAS MADE BY COUNCILMEMBER IVERSON SECONDED BY COUNCILMEMBER ZERWAS, TO AUTHORIZE PAYMENT OF RECOMMENDED BILLS, PAYROLL AND JOURNAL ENTRIES FOR THE PERIOD OF FEBRUARY 17, 2016 THROUGH MARCH 2 2016**

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

*Voting Nay: None*

*Abstain: None*

## **COUNCIL REPORTS:**

**COUNCILMEMBER NANKO/YEAGER** – *Asked about the hiring process for the public works superintendent. Would like to see more involvement of the city council, similar to the police chief hire. Would like to review the superintendent contract when he or she is hired and that it does have a sunset date. Does not believe that the same employees should conduct the raises and contract negotiations.*

**Attended Sewer Commission** – *Discussed the Wyoming Flushable wipes and asked if we had been contacted for information. Reviewed the 2016 Budget and loans, the warmer weather has helped. Talked more about solar panels and received a second proposal.*

**City Administrator Mattson** – *Dave Torma from public works has been assisting on any questions regarding wipes and the city's sewer system.*

**COUNCILMEMBER ZERWAS** – *Attended Sewer commission – Had to rent a generator for a lift station that had a leak in it. Board approved purchase a Ford F150 for the plant.*

**COUNCILMEMBER LUGER** – *No Report*

**COUNCILMEMBER IVERSON** – *No Report, Nice to see all the people in the audience.*

**MAYOR PETERSON** – *No Report*

## **ADJOURN**

**A MOTION WAS MADE BY COUNCILMEMBER ZERWAS, SECONDED BY COUNCILMEMBER NANKO/YEAGER, TO ADJOURN THE MARCH 2, 2016 “REGULAR MEETING” OF THE WYOMING, MINNESOTA CITY COUNCIL AT 8:38 PM.**

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

*Voting Nay: None*

*Abstain: None*