

**APPROVED MINUTES  
CITY COUNCIL  
REGULAR MEETING  
CITY OF WYOMING, MINNESOTA  
APRIL 2, 2013  
7:00 PM**

**CALL TO ORDER:**

*Mayor Eric Peterson called the Regular Meeting of the Wyoming City Council for April 2, 2013 to order at 7:02 P.M.*

**CALL OF ROLL:**

*On a Call of the Roll the following members of the Wyoming City Council were present: Councilmembers Eric Peterson, Roger Elmore, Linda Nanko/Yeager, Joe Zerwas and Steve Zerwas.*

*Absent: None*

*Also Present: Mark Vierling-City Attorney, Eckberg Lammers, Mark Erichson-City Engineer-WSB, Jason Windingstad-Public Works Superintendant, Craig Mattson-City Administrator, Nicole Miller-Administrative Assistant.*

**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 may be 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".*

**Presentation from Chuck Lindstrom-North Memorial Ambulance Service**

*Chuck Lindstrom shared North Memorial Ambulance call statistics for service broken down by day of week, time, and city. Explained that the amount of time North Memorial has an ambulance stationed in Wyoming will be increasing come May 2013.*

**APPROVAL OF MINUTES:**

- 1 Consider approving the minutes of the "Regular Meeting" of the Wyoming, Minnesota City Council for March 19, 2013.**

**A MOTION WAS MADE BY COUNCILMEMBER NANKO/YEAGER, SECONDED BY COUNCILMEMBER S.ZERWAS TO APPROVE THE MINUTES OF THE "REGULAR MEETING" OF THE WYOMING, MINNESOTA CITY COUNCIL FOR MARCH 19, 2013.**

*Voting Aye: Elmore, Nanko/Yeager, Peterson, J.Zerwas and S.Zerwas*

*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.*

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

- 2 Report of the Director of Public Safety, Paul Hoppe for March 28, 2013
- 3 Report of City Building Official, Fred Weck, IV for March 26, 2013
- 4 Report of City Attorney Mark Vierling for March 28, 2013
- 5 Report of the Wyoming Public Works Supt., Jason Windingstad for March 27, 2013
- 6 Report of City Engineer Mark Erichson, WSB for March 28, 2013
- 7 Comfort Lake Forest Lake Watershed District Liaison Report March 25, 2013

**COMMUNICATIONS:**

- 8 To consider acknowledging receipt of **retirement letter from Jim Rosengren and to accept his resignation from the Public Works Department effective April 30, 2013.**

**A MOTION WAS MADE BY COUNCILMEMBER S.ZERWAS, SECONDED BY COUNCILMEMBER ELMORE TO APPROVE CONSENT AGENDA ITEMS NUMBER #2 THROUGH #8 AS PRESENTED.**

*Voting Aye: Elmore, Nanko/Yeager, Peterson, J.Zerwas and S.Zerwas*

*Voting Nay: None*

*Abstain: None*

**OLD BUSINESS:**

- 9 To consider adopting **Resolution No. 13-04-19** a resolution **authorizing the City of Wyoming to enter into a Governmental Equipment Lease Purchase Agreement with Caterpillar Financial Services Corporation for the Caterpillar 942K Loader that was previously approved to purchase on January 22, 2013.**

*Administrator Mattson-This resolution is modifying the resolution that was adopted on January 22, 2013 for purchasing the Caterpillar 924k loader . This new resolution is to lease the loader.*

**A MOTION WAS MADE BY COUNCILMEMBER ELMORE, SECONDED BY COUNCILMEMBER J.ZERWAS TO ADOPT RESOLUTION NO. 13-04-19 A RESOLUTION AUTHORIZING THE CITY OF WYOMING TO ENTER INTO A GOVERNMENTAL EQUIPMENT LEASE PURCHASE AGREEMENT WITH CATERPILLAR FINANCIAL SERVICES CORPORATION FOR THE CATERPILLAR 942K LOADER THAT WAS PREVIOUSLY APPROVED TO PURCHASE ON JANUARY 22, 2013.**

*Voting Aye: Elmore, Nanko/Yeager, Peterson, J.Zerwas and S.Zerwas*

*Voting Nay: None*

*Abstain: None*

## NEW BUSINESS:

- 10 To consider authorizing staff to advertise and fill two vacancies in the Public Works Department with the positions of **Street Lead, pay range \$23.00-\$27.94 per hour and Maintenance I, pay range \$18.77-\$22.81 per hour.**

*Jason Windingstad-Public Works Superintendent Requested to fill two vacancies within the Public Works Department. By filling the open positions the department will be able to continue to serve the residents and take a proactive approach.*

*Councilmember Nanko/Yeager-Inquired as to the pay grades that these open positions fall under.*

*Administrator Mattson-The Lead position is at pay grade 12 and the Maintenance Worker is at pay grade 8..*

*Councilmember J.Zerwas-Inquired if there were any internal candidates for the Street Lead position and encouraged promoting within the department if possible.*

**A MOTION WAS MADE BY COUNCILMEMBER S.ZERWAS, SECONDED BY COUNCILMEMBER NANKO/YEAGER TO AUTHORIZE STAFF TO ADVERTISE AND FILL TWO VACANCIES IN THE PUBLIC WORKS DEPARTMENT WITH THE POSITIONS OF STREET LEAD, PAY RANGE \$23.00-\$27.94 PER HOUR AND MAINTENANCE I, PAY RANGE \$18.77-\$22.81 PER HOUR.**

*Voting Aye: Elmore, Nanko/Yeager, Peterson, J.Zerwas and S.Zerwas*

*Voting Nay: None*

*Abstain: None*

- 11 To consider adopting **Resolution No. 13-04-20** a resolution **receiving the feasibility study and ordering the plans and specifications for the 2013 street and utility improvement project.**

*Mark Erichson-City Engineer-Presented the Feasibility Report for the 2013 Street and Utility Improvement Project. Inquired as to input from the council of their thoughts on moving forward.*

*Councilmember Nanko/Yeager-Expressed concern with bonding for projects would rather pay as projects are funded (e.g \$500,000 budgeted per year) without bonding.*

*Councilmember Elmore-Questioned how common is it for cities to stack bonds.*

*Engineer Erichson and Administrator Mattson-In their experience stacking bonds is not an uncommon practice for cities and there are limits put in place on how much cities can bond for (e.g. 3% of the city's taxable market value).*

**A MOTION WAS MADE BY COUNCILMEMBER ELMORE, SECONDED BY COUNCILMEMBER J.ZERWAS TO ADOPT RESOLUTION NO. 13-04-20 A RESOLUTION RECEIVING THE FEASIBILITY STUDY AND ORDERING THE PLANS AND SPECIFICATIONS FOR THE 2013 STREET AND UTILITY IMPROVEMENT PROJECT.**

*Voting Aye: Elmore, Peterson, J.Zerwas and S.Zerwas*

*Voting Nay: Nanko/Yeager*

*Abstain: None*

- 12 To consider authorizing staff to enter into a **60 month lease agreement with Ricoh for updated multi-functionality devices for City Hall, Police Department and Fire Department.**

*Nicole Miller-Administrative Assistant-Explained that the copier located at City Hall is no longer serving the staffs current needs and also costs more to maintain compared to a new device. Recommending staying with Ricoh and replacing copiers at City Hall, Fire Department and Police Department. Leasing new multi-functioning devices at the three offices will save money by not having to maintain multiple office devices and purchase toner. The monthly savings will be approximately \$150.00 per month.*

**A MOTION WAS MADE BY COUNCILMEMBER S.ZERWAS, SECONDED BY COUNCILMEMBER ELMORE TO AUTHORIZE STAFF TO ENTER INTO A 60 MONTH LEASE AGREEMENT WITH RICOH FOR UPDATED MULTI-FUNCTIONALITY DEVICES FOR CITY HALL, POLICE DEPARTMENT AND FIRE DEPARTMENT.**

Voting Aye: Elmore, Nanko/Yeager, Peterson, J.Zerwas and S.Zerwas  
Voting Nay: None  
Abstain: None

**13 To consider adopting Resolution No. 13-04-21 a resolution supporting legislation authorizing the establishment of municipal street improvement districts.**

*Councilmember Nanko/Yeager-Expressed concern about supporting a bill that is not in it's final form.  
Mark Erichson-City Engineers-Engineers support legislation.*

**A MOTION WAS MADE BY COUNCILMEMBER ELMORE, SECONDED BY COUNCILMEMBER J.ZERWAS TO ADOPT RESOLUTION NO. 13-04-21 A RESOLUTION SUPPORTING LEGISLATION AUTHORIZING THE ESTABLISHMENT OF MUNICIPAL STREET IMPROVEMENT DISTRICTS.**

Voting Aye: Elmore, r, Peterson, J.Zerwas and S.Zerwas  
Voting Nay: Nanko/Yeager  
Abstain: None

#### **CLAIMS:**

**14 To consider authorizing payment of recommended bills, payroll and Journal Entries for the period of March 20, 2013 through April 2, 2013.**

**A MOTION WAS MADE BY COUNCILMEMBER J.ZERWAS, SECONDED BY COUNCILMEMBER NANKO/YEAGER, TO AUTHORIZE PAYMENT OF RECOMMENDED BILLS, PAYROLL AND JOURNAL ENTRIES FOR THE PERIOD OF MARCH 20, 2013 THROUGH APRIL 2, 2013.**

Voting Aye: Elmore, Nanko/Yeager, Peterson, Zerwas and Zerwas  
Voting Nay: None  
Abstain: None

#### **COUNCIL REPORTS:**

##### **COUNCILMEMBER NANKO/YEAGER**

*Attended Rushline meeting.*

##### **COUNCILMEMBER J.ZERWAS**

*No report*

##### **COUNCILMEMBER ELMORE**

*Easter Egg Hunt-had roughly 150 parents and kids attend. Thanked Public Works, Park Board, Police and Fire Departments, and community for their support.*

##### **COUNCILMEMBER S.ZERWAS**

*No report*

##### **MAYOR PETERSON**

*Attended public hearing regarding street improvement project.*

#### **ADJOURN**

**A MOTION WAS MADE BY COUNCILMEMBER ELMORE SECONDED BY COUNCILMEMBER NANKO/YEAGER, TO ADJOURN THE APRIL 2, 2013 "REGULAR MEETING" OF THE WYOMING, MINNESOTA CITY COUNCIL AT**

**8:11P.M.**

*Voting Aye: Elmore, Nanko/Yeager, Peterson, J. Zerwas and S. Zerwas*  
*Voting Nay: None*  
*Abstain: None*

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*Respectfully Submitted*  
*Nicole Miller, Administrative Assistant*