

**APPROVED MINUTES
CITY COUNCIL
REGULAR MEETING
CITY OF WYOMING, MINNESOTA
MAY 17, 2016
7:00 PM**

CALL TO ORDER:

Acting Mayor Joe Zerwas called the Regular Meeting of the Wyoming City Council for May 17, 2016 to order at 7:00P.M.

CALL OF ROLL:

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

Absent: Mayor Eric Peterson

Also Present: Mark Erichson, City Engineer WSB, Mark Vierling, City Attorney Eckberg Lammers, Fred Weck, Zoning Administrator/Building Official, Paul Hoppe, Public Safety Director, Marty Powers, Public Works Superintendent, Robb Linwood, Assistant City Administrator, and Craig J. Mattson, City Administrator.

DETERMINATION OF A QUORUM:

The Acting 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”.

Carol Atkins - 4850 261st St. – *Was present to discuss a yard that was not being taken care of on 263rd St. Ms. Atkins was referred to the zoning administrator to discuss the property.*

APPROVAL OF MINUTES:

1. **Consider approving the minutes of the “Regular Meeting” of the Wyoming, Minnesota City Council for May 3, 2016.**

A MOTION WAS MADE BY COUNCILMEMBER NANKO/YEAGER SECONDED BY COUNCILMEMBER IVERSON TO APPROVE THE “REGULAR MEETING” MINUTES OF THE WYOMING, MINNESOTA CITY COUNCIL FOR APRIL 19, 2016 AS PRESENTED

Voting Aye: Nanko/Yeager, Luger, Zerwas 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 approving the contract for the Fireworks Program at Stagecoach Celebration on Saturday, September 10th, 2016 with RES Specialty Pyrotechnics, 21595 286th Street, Belle Plaine, MN 56011 at a cost of \$6,000.00
3. To consider adopting **Resolution No. 16-05-31** a resolution appointing Zach Fecteau, Robert Morelli, Joseph Fisher, Mike Lindquist and Brandon Alexander to Wyoming Paid on Call Firefighters to Probationary Firefighter

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

4. Report of the Public Safety Director, Paul Hoppe for May 11, 2016
5. Report of City Building Official, Fred Weck, IV for May 11, 2016
6. Report of City Attorney Mark Vierling for May 12, 2016
7. Report of City Engineer Mark Erichson, for May 12, 2016
8. Report of Public Works Superintendent, Marty Powers for May 11, 2016

MOTION WAS MADE BY COUNCILMEMBER IVERSON SECONDED BY COUNCILMEMBER LUGER TO APPROVE CONSENT AGENDA ITEMS #2 THOROUGH #8 AS PRESENTED

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

Voting Nay: None

Abstain: None

COMMUNICATIONS:

OLD BUSINESS: NONE

NEW BUSINESS:

9. To consider **Resolution 16-05-32** a Resolution approving a site plan application to allow the construction of Two 3,600 square mini-storage buildings and 3,000 square feet of parking area at 24060 Greenway Road

Building Official/Zoning Administrator Weck – *In 2014, the site was approved with the condition that A-1 Mini Storage treated their storm water on site. The Planning Commission also recommended approval of the application with the contingency that the storm water plans address the conditions in WSB letter dated May 4, 2016, and that A-1 Mini Storage attain a variance from the Comfort Lake Watershed District.*

Council Member Nanko/Yeager – *Stated that the existing impervious surfaces are not being treated. We are making sure the new ones are treated and the variance allows that the old is not being treated and the new impervious surface will be treated.*

Building Official/Zoning Administrator Weck – *Correct*

MOTION WAS MADE BY COUNCILMEMBER NANKO/YEAGER SECONDED BY COUNCILMEMBER IVERSON TO APPROVE RESOLUTION 16-05-32 RESOLUTION

APPROVING A SITE PLAN APPLICATION TO ALLOW THE CONSTRUCTION OF TWO 3,600 SQUARE MINI-STORAGE BUILDINGS AND 3,000 SQUARE FEET OF PARKING AREA AT 24060 GREENWAY ROAD

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

Voting Nay: None

Abstain: None

10. To consider **Resolution 16-05-33** a Resolution approving a variance to eliminate the requirement for the treatment of the existing impervious surface area contained in city code section 40 – 642 and, section 4, c, item 1, bullet point 3, of the City of Wyoming water resource guidance document at 24060 Greenway Road

Council Member Nanko/Yeager – *Asked about wetland buffers if they would be necessary*

City Engineer Erichson – *In this case, they are not necessary*

MOTION WAS MADE BY COUNCILMEMBER NANKO/YEAGER SECONDED BY COUNCILMEMBER LUGER TO APPROVE RESOLUTION 16-05-33 A RESOLUTION APPROVING A VARIANCE TO ELIMINATE THE REQUIREMENT FOR THE TREATMENT OF THE EXISTING IMPERVIOUS SURFACE AREA CONTAINED IN CITY CODE SECTION 40 – 642 AND, SECTION 4, C, ITEM 1, BULLET POINT 3, OF THE CITY OF WYOMING WATER RESOURCE GUIDANCE DOCUMENT AT 24060 GREENWAY ROAD

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

Voting Nay: None

Abstain: None

11. To consider **Resolution 16-05-34** a resolution approving an Interim Conditional Use Permit to allow the operation of an obstacle course race event as a commercial outdoor recreational activity on August 20, 2016 at 28186 Kettle River Boulevard

Building Official/Zoning Administrator Weck – *The Dirty Girl event is the same event that was approved last year. The conditions for the interim use permit are also the same as last year. The planning commission recommended approval.*

Council Member Nanko/Yeager – *Asked about caring for dust on the road during the event?*

Jeremy Hastings - 28186 Kettle River Blvd – *Personnel from the Dirty Girl event are aware of the issue and will have the road watered during the event to make sure that the dust does not become an issue.*

Council Member Iverson – *asked if Public Safety could handle both the Dirty Girl and the Stomp out Suicide events on the same day.*

Public Safety Director Hoppe – *Stated it would not be an issue; reserve officers will be at the Stomp out Suicide event and officers and a reserve officer will be at the Dirty Girl event. The Dirty Girl run will have their own EMS crews for the event.*

MOTION WAS MADE BY COUNCILMEMBER IVERSON SECONDED BY COUNCILMEMBER LUGER TO APPROVE RESOLUTION 16-05-34 A RESOLUTION APPROVING AN INTERIM CONDITIONAL USE PERMIT TO ALLOW THE OPERATION OF AN OBSTACLE COURSE RACE EVENT AS A COMMERCIAL OUTDOOR RECREATIONAL ACTIVITY ON AUGUST 20, 2016 AT 28186 KETTLE RIVER BOULEVARD

Voting Aye: Nanko/Yeager, Luger, Zerwas and Iverson
Voting Nay: None
Abstain: None

12. To consider **Resolution 16-05-35** a resolution closing various inactive accounts due to inactivity and no longer having relevance

Assistant City Administrator Linwood – Explained this was cleanup and housekeeping of old accounts for ease of use in the accounting software and deleting unnecessary.

MOTION WAS MADE BY COUNCILMEMBER LUGER SECONDED BY COUNCILMEMBER IVERSON TO APPROVE RESOLUTION 16-05-35 A RESOLUTION CLOSING VARIOUS INACTIVE ACCOUNTS DUE TO INACTIVITY AND NO LONGER HAVING RELEVANCE

Voting Aye: Nanko/Yeager, Luger, Zerwas and Iverson
Voting Nay: None
Abstain: None

13. To consider **Resolution 16-05-36** a resolution approving an exclusive sale listing agreement between Colliers International and the City of Wyoming for the sale of the city owned parcel of undeveloped land (Bingham property) totaling 14.81 acres

Assistant City Administrator Linwood – Explained that the listing agreement is a year-to-year document and both the Wyoming EDA and Chisago County HRA/EDA have approved the listing agreement to sell the property. After 2017, the land is no longer tax exempt.

Council Member Nanko/Yeager – Asked about the determined list price and if Colliers would bring other useful sales methods rather than commercial real estate companies that have tried to sell the property have not been successful.

Assistant City Administrator Linwood – The list price is negotiable however, it would need to be approved by the EDA and City Council prior to any sale being completed. The listing agent has been successful in selling properties in this area and has a large network of businesses throughout the twin cities area.

MOTION WAS MADE BY COUNCILMEMBER LUGER SECONDED BY COUNCILMEMBER NANKO/YEAGER TO APPROVE RESOLUTION 16-05-36 A RESOLUTION APPROVING AN EXCLUSIVE SALE LISTING AGREEMENT BETWEEN COLLIERS INTERNATIONAL AND THE CITY OF WYOMING FOR THE SALE OF THE CITY OWNED PARCEL OF UNDEVELOPED LAND (BINGHAM PROPERTY) TOTALING 14.81 ACRES

Voting Aye: Nanko/Yeager, Luger, Zerwas and Iverson
Voting Nay: None
Abstain: None

14. To consider **Resolution 16-05-37** a resolution authorizing system administrator access to the city of Wyoming's unemployment insurance account to the finance comptroller

Assistant City Administrator Linwood – Explained that Minnesota Unemployment requires a designation of an administrator for the organizations unemployment insurance. This resolution gives the authorization to comptroller Tina Meyers.

Council Member Nanko/Yeager – Has noticed that we are seeing more need of authorizations from the city council for employees to access city funds, such as the current item for unemployment insurance. Asked if the city is changing its policies or if this is a trend.

City Administrator Mattson – Explained that we are seeing more organizations taking more precautions and having more security measures than in the past. We may see more of these types of authorizations brought to the city council in the future.

MOTION WAS MADE BY COUNCILMEMBER IVERSON SECONDED BY COUNCILMEMBER LUGER TO APPROVE RESOLUTION 16-05-37 A RESOLUTION AUTHORIZING SYSTEM ADMINISTRATOR ACCESS TO THE CITY OF WYOMING'S UNEMPLOYMENT INSURANCE ACCOUNT TO THE FINANCE COMPTROLLER

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

Voting Nay: None

Abstain: None

15. To consider **Resolution 16-05-38** a Resolution awarding bid for Crack seal and chip work in the amount of \$67,999.30 To Allied Blacktop Company, LLC

City Engineer Erichson – An advertisement was posted for bids for the crack and seal work that needs to be completed. The bid included Kettle River Blvd and streets in the Sunrise River West development. Sealed bids were opened prior to this meeting and Allied Blacktop was the low responsible bidder.

Council Member Iverson – Wanted to make sure that Allied Blacktop was capable and asked if we have worked with them before.

City Engineer Erichson – Was confident Allied Blacktop would do a good job and are one of the larger contractors that perform crack seal and chip work

MOTION WAS MADE BY COUNCILMEMBER NANKO/YEAGER SECONDED BY COUNCILMEMBER LUGER TO APPROVE RESOLUTION 16-05-38 A RESOLUTION AWARDING BID FOR CRACK SEAL AND CHIP WORK IN THE AMOUNT OF \$67,999.30 TO ALLIED BLACKTOP COMPANY, LLC

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

Voting Nay: None

Abstain: None

16. To consider **Resolution 16-05-39** a resolution approving “payment pay voucher #4” to Phoenix Fabricators and Erectors, Inc. for the water tower no. 3 project (WSB project 2591-07) (city project 15-03) in the amount of \$40,343.68.

City Engineer Erichson – This pay voucher is for work completed through April of 2016

MOTION WAS MADE BY COUNCILMEMBER LUGER SECONDED BY COUNCILMEMBER IVERSON TO APPROVE RESOLUTION 16-05-39 A RESOLUTION APPROVING “PAYMENT PAY VOUCHER #4” TO PHOENIX FABRICATORS AND ERECTORS, INC. FOR THE WATER TOWER NO. 3 PROJECT (WSB PROJECT 2591-07) (CITY PROJECT 15-03) IN THE AMOUNT OF \$40,343.68.

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

Voting Nay: None

Abstain: None

CLAIMS:

17. Consider authorizing payment of recommended bills, payroll and Journal Entries for the period of May 4, 2016 through May 17, 2016.

A MOTION WAS MADE BY COUNCILMEMBER ZERWAS SECONDED BY COUNCILMEMBER NANKO/YEAGER TO AUTHORIZE PAYMENT OF RECOMMENDED BILLS, PAYROLL AND JOURNAL ENTRIES FOR THE PERIOD OF MAY 3, 2016 THROUGH MAY 17, 2016

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

Voting Nay: None

Abstain: None

COUNCIL REPORTS:

COUNCILMEMBER NANKO/YEAGER –

Sewer Commission – Report to PCA for winter operations are due in July. Ammonia limits were not made in April, but should be in May with the rising outside temperatures. Aeration pipping may need to be replaced at the plant. The commission authorized purchase of two pumps that are rag resistant. Working on items for odor control and reviewed the current budget. The sewer commission engineer reviewed the solar contract and found discrepancies.

Hwy 8 Task force meeting – received updates on MNDOT and County projects. In June, HWY61 to Forest Lake to Wyoming will have micro seal coating. In 2017 and 2018, MNDOT will put a new street surface starting at the split on I35. The Hwy 97 bridge will be replaced and improvements made. Improvements to Hwy 8 Bridge will include the elimination of the sweeping large curve and a north ramp to access I35 will not be included. A four-lane project on HWY 8 is still under discussion from Forest Lake to Chisago. Lack of funding on Hwy 8 has made this a non-priority project for MNDOT. A meeting will be held on June 20, 2016 for safety issues on Hwy 8.

COUNCILMEMBER ZERWAS – Attended Sewer Commission budget meeting and reviewed the 2015 audit and it went well. Discussed that it may be necessary to install a new furnace for an approximate cost of \$40,000.

COUNCILMEMBER LUGER – Attended the EDA Meeting – Main discussion was to enter into a listing agreement with Colliers International for the Bingham Property

COUNCILMEMBER IVERSON – No Report

MAYOR PETERSON – Absent

ADJOURN

A MOTION WAS MADE BY COUNCILMEMBER LUGER SECONDED BY COUNCILMEMBER IVERSON, TO ADJOURN THE MAY 17, 2016 “REGULAR MEETING” OF THE WYOMING, MINNESOTA CITY COUNCIL AT 7:49 P.M.

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

Voting Nay: None

Abstain: None