

**UNAPPROVED MINUTES  
CITY COUNCIL  
REGULAR MEETING  
CITY OF WYOMING, MINNESOTA  
JANUARY 6, 2015  
7:00PM**

**CALL TO ORDER:**

Mayor Eric Peterson called the Regular Meeting of the Wyoming City Council for January 6, 2015 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, Claire Luger, Lisa Iverson and Joe Zerwas

ABSENT: None

Also Present: Paul Hoppe, Public Safety Director, Jason Windingstad, Public Works Superintendent, Fred Weck, Building Official, Mark Vierling, Eckberg Lammers – City Attorney, Mark Erichson, WSB– City Engineer, Craig Mattson, City Administrator.

**DETERMINATION OF A QUORUM:**

**PLEDGE OF ALLEGIANCE:**

***SWEARING IN OF NEWLY ELECTED MAYOR AND COUNCILMEMBERS***

*Mayor Eric Peterson  
Councilmember Lisa Iverson  
Councilmember Claire Luger*

**ANNUAL MEETING**

**1 Designate Official Newspaper for 2015 – Forest Lake Times – Resolution 15-01-01**

**A MOTION WAS MADE BY COUNCILMEMBER NANKO/YEAGER, SECONDED BY COUNCILMEMBER J. ZERWAS, TO ADOPT RESOLUTION 15-01-01 DESIGNATING THE FOREST LAKE TIMES AS THE OFFICIAL NEWSPAPER FOR 2015.**

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

*Voting Nay: None*

*Abstain: None*

**2 Designate Official Depository for City Funds for 2015 – Resolution 15-01-02**

**A MOTION WAS MADE BY COUNCILMEMBER NANKO/YEAGER, SECONDED BY COUNCILMEMBER J.ZERWAS, TO ADOPT A RESOLUTION 15-01-02 DESIGNATING OFFICIAL DEPOSITORY FOR CITY FUNDS FOR 2015.**

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

*Voting Nay: None*

*Abstain: None*

**3 Elect an Acting Mayor to serve in absence of Mayor during 2015 – (Minn. Stat. 412.121)**

**A MOTION WAS MADE BY MAYOR PETERSON, SECONDED BY COUNCILMEMBER LUGER, TO APPOINT COUNCILMEMBER JOE ZERWAS TO SERVE IN ABSENCE OF THE MAYOR AS ACTING MAYOR FOR 2015.**

*Discussion: Councilmember Iverson expressed consideration be given to Councilmember Nanko/Yeager as candidate for Acting Mayor since she did receive 46% of the peoples vote for the position in last Fall's election. Mayor Peterson explained that Councilmember Zerwas was the Senior Councilmember with 12 years of service which gave him the honor of the appointment in this case.*

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

*Voting Nay: None*

*Abstain: None*

**4 Appoint Wyoming Board and Commission Members for 2015 – Resolution 15-01-03**

**A MOTION WAS MADE BY COUNCILMEMBER NANKO/YEAGER, SECONDED BY COUNCILMEMBER IVERSON, TO ADOPT A RESOLUTION 15-01-03 APPOINTING WYOMING BOARD AND COMMISSION MEMBERS FOR 2015**

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

*Voting Nay: None*

*Abstain: None*

**5 Review Council Appointments to Boards, Commissions, Committees and Board of Trustees of Fire Department Volunteer Relief Association – Resolution 15-01-04**

**A MOTION WAS MADE BY COUNCILMEMBER J. ZERWAS, SECONDED BY COUNCILMEMBER LUGER, TO ADOPT RESOLUTION 15-01-04 APPROVING COUNCILMEMBER APPOINTMENTS TO BOARDS, COMMISSIONS, COMMITTEES AND BOARD OF TRUSTEES OF FIRE DEPARTMENT VOLUNTEER RELIEF ASSOCIATION.**

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

*Voting Nay: None*

*Abstain: None*

**6 Set Annual Fees for City Services for 2015 – Resolution 15-01-05**

**A MOTION WAS MADE BY COUNCILMEMBER NANKO/YEAGER, SECONDED BY COUNCILMEMBER J.ZERWAS, TO ADOPT RESOLUTION 15-01-05 SETTING ANNUAL FEES FOR CITY SERVICES FOR 2015.**

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

*Voting Nay: None*

*Abstain: None*

## REGULAR MEETING

### **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”.*

*No Comments Offered*

### **APPROVAL OF MINUTES:**

- 7 Consider approving the minutes of the “Work Session Meeting” of the Wyoming, Minnesota City Council for December 16, 2014.**

**A MOTION WAS MADE BY J. ZERWAS, SECONDED BY COUNCILMEMBER IVERSON, TO APPROVE THE MINUTES OF THE “SPECIAL MEETING – WORK SESSION” OF THE WYOMING, MINNESOTA CITY COUNCIL FOR DECEMBER 16, 2014 AS PRESENTED.**

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

*Voting Nay: None*

*Abstain: None*

- 8 Consider approving the minutes of the “Regular Meeting” of the Wyoming, Minnesota City Council for December 16, 2014.**

**A MOTION WAS MADE BY NANKO/YEAGER, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE THE MINUTES OF THE “REGULAR MEETING” OF THE WYOMING, MINNESOTA CITY COUNCIL FOR DECEMBER 16, 2014 AS AMENDED.**

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

- 9 To consider adopting Resolution No. 15-01-06 a resolution approving the issuance of an off-sale liquor license for Stars & Strikes in the City of Wyoming for the year 2015.**

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

- 10 Report of the Public Safety Director, Paul Hoppe for December 11, 2014**

- 11 Report of City Building Official, Fred Weck, IV for December 11, 2014.**

12 Report of City Attorney Mark Vierling for December 11, 2014

13 Report of City Engineer Mark Erichson, December 10, 2014

14 Report of Wyoming Public Works Supt., Jason Windingstad for December 10, 2014

**A MOTION WAS MADE BY COUNCILMEMBER J. ZERWAS, SECONDED BY COUNCILMEMBER IVERSON, TO APPROVE CONSENT AGENDA ITEMS #9 THROUGH #14 AS PRESENTED.**

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

*Voting Nay: None*

*Abstain: None*

**COMMUNICATIONS: “Employee Vacation Accrual” - Memo**

*Administrator Mattson advised the City Council that the reason for the Memo was to advise them of the change in the method of accrual and crediting vacation to regular employees to limit the potential liability to the City of Wyoming for large payouts for retiring or departing employees with large vacation balances. Under the current practice of accrual of vacation in one year and award of the vacation on January 1<sup>st</sup> with the potential of 80 hours of carry-over it is possible for a long term employee to receive a payout of 12 weeks of vacation if they were to leave before December 31<sup>st</sup> of a given year. By changing the method of accrual to be paid as it is earned with the pay period similar to Sick Leave (which is the industry standard) the City liability is reduced to a maximum of seven weeks in any given year. The reason to make the change in the year 2015 is due to the number of “new” employees with two weeks of vacation on the books currently which makes the change very manageable at this time.*

**OLD BUSINESS: NONE**

**NEW BUSINESS: NONE**

**12 Consider authorizing payment of recommended bills, payroll and Journal Entries for the period of December 17, 2014 through January 6, 2014.**

**A MOTION WAS MADE BY COUNCILMEMBER J. ZERWAS, SECONDED BY COUNCILMEMBER NANKO/YEAGER, AUTHORIZING PAYMENT OF RECOMMENDED BILLS, PAYROLL AND JOURNAL ENTRIES FOR THE PERIOD OF DECEMBER 17, 2014 THROUGH JANUARY 6, 2015.**

*Councilmember Nanko/Yeager inquired as to the \$50.00 expense “Alcohol Compliance”. Chief Hoppe explained that the Public Safety Department/Police Department uses underage persons to do “Alcohol Compliance Checks” on the City’s Liquor establishments and is reimbursed by the State of Minnesota for the cost incurred (\$50.00), which in turn is paid to the minor individuals involved with the compliance checks.*

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

*Voting Nay: None*

*Abstain: None*

**COUNCIL REPORTS:**

**COUNCILMEMBER NANKO/YEAGER- Attended “Rush Line Corridor Meeting”**

**COUNCILMEMBER J.ZERWAS – No Report**

**COUNCILMEMBER LUGER – No Report**

**COUNCILMEMBER IVERSON** – *No Report*

**MAYOR PETERSON** – *No Report*

**A MOTION WAS MADE BY COUNCILMEMBER IVERSON, SECONDED BY COUNCILMEMBER LUGER, ADJOURN THE JANUARY 6, 2015 “REGULAR MEETING” OF THE WYOMING, MINNESOTA CITY COUNCIL REGULAR SESSION AT 7:25 PM.**

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

*Voting Nay: None*

*Abstain: None*

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*Respectfully submitted*

*Craig J. Mattson*

*City Administrator*