

**APPROVED MINUTES  
CITY COUNCIL  
WORK SESSION MEETING  
CITY OF WYOMING, MINNESOTA  
JULY 28, 2015  
6:30 PM**

**CALL TO ORDER:**

**CALL OF ROLL:**

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

*ABSENT: NONE*

*Also Present: Craig Mattson, City Administrator, Robb Linwood-Assistant City Administrator, Jason Windingstad, Public Works Superintendent, Paul Hoppe – Public Safety Director, Brenda Frechette - Accountant, and Mark Erichson, WSB– City Engineer*

**DETERMINATION OF A QUORUM:**

**1. Budget Discussions 2015-2016**

**STREET PROJECTS IN 2016 AND MOVING FORWARD**

*It was discussed by city staff, consultants and council the process to move forward with street projects in the future. City Engineer Erichson suggested that an updated pavement management study should be completed to assist in the prioritization process and would cost approximately \$28,000. Staff suggested that we need to make sure we take into consideration the potential water and sewer infrastructure replacement costs along with the street reconstruction. Utility Revenue Bond funds are currently involved in the recent bond we took out for the 2015 street replacement project and will be used in financing bonds for the 2015 Water tower project. Springsted will be supplying the city with a report on these utility funds and how much the city can bond for in the next few weeks. Council recommended preparing a pavement management study that they could approve so work could be started this year. Council recommended that the street maintenance such as crack filling and seal coating should continue to be funded from the general fund.*

**Facilities**

*The Public Works and Police Department are currently receiving quotes in regards to the HVAC system at the police department, it is failing and needs to be replaced. A generator should be placed at the facility as well for power loss. The roof on the facility is being looked at and most likely will have to be replaced. It was discussed by council if it's feasible to continue our street projects and replace facilities as well. It was discussed that a planning stage should at least be completed to determine if we should keep putting money into buildings that are beyond their life or possibly look if certain departments need new facilities. It was agreed that in 2016 a needs assessment RFP should be completed on facilities to*

*help determine planning for the cities future needs, repairs and possible replacements for facilities.*

### **Police Department 2016 Budget**

*The police department will be looking at replacing their 3 part time officers with 1 full time officer in 2016. Calls for 2015 have increased substantially. Cities are transitioning away from part time officers and the new full time officer would be put on a flex shift to help cover areas where they are lacking patrol, covering vacations and officers that may not be on normal duty. The costs of the new position would be offset by the current costs of training part time officers and having them leave shortly after to pursue a full time position in the other cities. The full time officer would not begin until June of 2016 and should not be a large increase in cost due to the costs associated with the already present part time officers on staff.*

### **Fire Department Call Outs**

*In 2016 North Memorial will be providing ambulance service in the City of Wyoming for more hours in a day than they were previously. An ambulance will be in city limits for approximately 16 to 18 hours per day. With this said the Fire Department is looking at not going on call outs for minor medical calls. There is more coverage now with North Memorials expanded hours and the presence of the Wyoming Police Department as first responders. The Fire Department will still be called out on major medicals. This may affect the amount of call outs that firefighters will see in 2016 and may have a small decrease in the fire department's 2016 budget*

### **Building Department**

*Due to the high levels of building permits and recent new development construction the building department will be looking at contracting some services with WSB for a planning consultant. These services will be charged back to the developer in escrow for the review of a submitted development. Fred Weck will still be handling the majority of the planning and zoning items, but the plan review will allow him to focus on plan review and building inspections.*

### **Meeting Adjourned 8:35**