

**MINUTES  
CITY COUNCIL  
REGULAR MEETING  
CITY OF WYOMING, MINNESOTA  
OCTOBER 18, 2011  
7:00 PM**

**CALL TO ORDER:**

*Mayor Eric Peterson called the Regular Meeting of the Wyoming City Council for October 18, 2011 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: Councilmembers Eric Peterson, Roger Elmore, Linda Nanko/Yeager, Joe Zerwas and Steve Zerwas.*

*Absent: None*

**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”.*

Kevin Ryan (Stacy, Minnesota) had a lengthy discussion on why he's upset with the Police Department. No City Council action taken.

Bob Beynon (City of Wyoming Resident) discussed the City of Wyoming writing a letter to confirm his property is buildable and not in the Watershed District. He stated he use to farm his land until they developed around him which made all the surface water pool on his property. Mark Erichson (City Engineer) will talk with the Watershed District and try to get this straightened out.

**APPROVAL OF MINUTES:**

1. Consider approving the minutes of the “Regular Meeting” of the Wyoming, Minnesota City Council for October 4, 2011.

**A MOTION WAS MADE BY COUNCILMEMBER J. ZERWAS SECONDED BY COUNCILMEMBER L. NANKO/YEAGER, TO APPROVE THE “REGULAR MEETING” MINUTES OF THE WYOMING, MINNESOTA CITY COUNCIL FOR OCTOBER 4, 2011 WITH THE FOLLOWING CORRECTION. IN ITEM TWO (2) TAKE OUT THE SENTENCE (PREFERENCE HAS BEEN EXPRESSED BY THE PLANNING COMMISSION TO KEEP THE EXISTING FEE STRUCTURE THE SAME, BUT TO EXPAND THE EXISTING STORM WATER UTILITY FEE TO INCLUDE THE RECENTLY ANNEXED PORTION OF THE CITY.**

*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.*

2. To consider To consider approving Resolution 11-10-52 a resolution authorizing payment of the Final Pay Voucher on the I-35/Kettle River Boulevard Watermain Improvement Project (WSB Project 1688-19 Wyoming City Project No. 2010-01) in the amount of \$12,981.28.
3. To consider To consider approving Resolution 11-10-53 a resolution authorizing payment of Pay Voucher #1 and Final Payment on the 2011 Patching/Overlay Project (WSB Project 1688-81 Wyoming City Project No. 2011-02) in the amount of \$49,156.25.

Mark Erichson (City Engineer) stated a few of the roads that were patched or overlaid were Indian Trail, Fawn Lake Trail and 245<sup>th</sup> Street

**A MOTION WAS MADE BY COUNCILMEMBER J. ZERWAS, SECONDED BY L. NANKO/YEAGER, TO APPROVED CONSENT ITEM NUMBER THREE (3) AS PRESENTED.**

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

*Voting Nay: None*

*Abstain: None*

4. To consider approving Resolution 11-10-54 a resolution authorizing payment of Pay Voucher #1 and Final Payment on the 2011 Crack Fill and Seal Coat Project

**(WSB Project 1688-66 Wyoming City Project No. 2011-01) in the amount of \$98,737.98.**

- 5. To review Municipal Boundary Adjustment form D-484/A7775 Chisago City (MMP Companies, LLC Petition; 7.5 acres) and Authorize Mayor Eric Peterson to sign.**

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

- 6. Report of the Wyoming Police Chief, Paul Hoppe for October 12, 2011**
- 7. Report of City Building Official, Fred Weck, IV for October 12, 2011**
- 8. Report of City Attorney Mark Vierling for October 12, 2011**
- 9. Report of City Engineer Mark Erichson, WSB for October 12, 2011**
- 10. Report of the Wyoming Public Works Supt., Jason Windingstad for October 12, 2011**
- 11. Comfort Lake Forest Lake Watershed District Liaison Report for October 12, 2011**

**A MOTION WAS MADE BY COUNCILMEMBER R. ELMORE, SECONDED BY COUNCILMEMBER S. ZERWAS, TO APPROVE CONSENT AGENDA ITEMS #2, #4 - #7, #9 THROUGH #11 AS PRESENTED, AND PULLING CONSENT ITEM NUMBER THREE (3) FOR DECUSSION AND # 8 NO ENGINEERS REPORT.**

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

*Voting Nay: None*

*Abstain: None*

**COMMUNICATIONS: NONE**

**OLD BUSINESS: NONE**

**NEW BUSINESS:**

**12. To Discuss the Hydrologic Modeling & Proposal – Todd Hubmer, WSB**

Todd Hubmer, PE (Water Resources Group Manager, WSB & Associates) was present to discuss the Hydrologic Modeling & Proposal with the City Council. Hubmer stated at the October 4, 2011 City Council meeting it was decided to table this request until the engineer (Mark Erichson) can review the proposed fees and have further discussion at the October 18, 2011 regular City Council meeting. No changes have been made at this time they depend on what is desired to be included in the modeling effort. Todd Hubmer stated this modeling effort would need to be completed for the northern 2/3 of the City of Wyoming

(area outside of the CLFLWD). Todd Hubmer also stated the purpose of this study is to develop a financing plan for implementing the City's 2011 – 2020 Capital Improvement Plan (CIP) related to:

- Street Improvements
  1. Annual reconstruction improvement
  2. Annual gravel road Maintenance
  3. Annual chip sealing/seal coating
- Public Works, Police, and Fire Department equipment/rolling stock (not the proposed Fire Station)

The proposal of the Hydrologic Modeling & Proposal included:

- Project Understanding
- Work Plan
  - Task 1 – Assemble Existing Data
  - Task 2 – Develop Hydrologic Model
  - Task 3 – Convert Water Resource Guidance Document to Surface Water Management Plan
  - Task 4 – Water Quality Modeling (optional)
  - Cost Estimate

Schedule – Meeting to discuss existing information.....October 2011  
Complete Hydrologic and Water Quality Modeling.....January 2012  
Submit Surface Water Management Plan for Review.....March 2012  
Adopt Surface Water Management Plan.....May 2012

**A MOTION WAS MADE BY COUNCILMEMBER R. ELMORE, SECONDED BY MAYOR E. PETERSON, TO APPROVE THE HYDROLOGIC MODELING STUDY & PROPOSAL PRESENTED BY WSB EXCLUDING THE WATER QUALITY MODELING OPTION.**

*Voting Aye: Elmore and Peterson*

*Voting Nay: Nanko/Yeager, S. Zerwas and J. Zerwas*

*Abstain: None*

**Motion failed 3 – 2**

**13. To consider approving the Proposal to complete a Financial Feasibility Study to implement the 2011-2020 Capital Improvement Plan presented by Springsted Inc for a cost of \$9,500.**

- **Discuss Wyoming CIP 2011-2020**
- **Discuss Assessment Policy**
- **Discuss Referendum**

Administrator C. Mattson stated the Financial Feasibility Study proposed by Springsted is to develop a financing plan for implementing the City's 2011 – 2020 Capital Improvement Plan (CIP) related to:

- Street Improvements
  1. Annual reconstruction improvements
  2. Annual gravel road maintenance
  3. Annual chip sealing/seal coating

- Public Works, Police, and Fire Department equipment/rolling stock (Not the proposed fire station)

**A MOTION WAS MADE BY COUNCILMEMBER R. ELMORE, SECONDED BY COUNCILMEMBER J. ZERWAS, TO APPROVE THE PROPOSAL TO COMPLETE A FINANCIAL FEASIBILITY STUDY TO IMPLEMENT THE 2011-2020 CAPITAL IMPROVEMENT PLAN PRESENTED BY SPRINGSTED INC FOR A COST OF \$9,500.**

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

*Voting Nay: None*

*Abstain: None*

**14. To consider approving the Communications System Subscriber Agreement between the City of Wyoming and Chisago County.**

Police Chief Hoppe stated this communication system will be implemented in 2012. Chisago County will be purchasing 16 vehicle radios for the system. If the radios are lost, stolen or destroyed they will be replaced by Chisago County. The additional expenses incurred including purchase price of replacement radios and maintenance will be reflected in the annual subscriber fee. The anticipated cost under this agreement for the City of Wyoming's Public Safety Communication access in 2012 would be \$26,000. The subscriber fees are subject to annual adjustment based on the cost of operating the system. The subscriber user fee established for 2012 was set at \$480 per radio per year.

**A MOTION WAS MADE BY COUNCILMEMBER J. ZERWAS, SECONDED BY COUNCILMEMBER S. ZERWAS, TO APPROVE THE COMMUNICATIONS SYSTEM SUBSCRIBER AGREEMENT BETWEEN THE CITY OF WYOMING AND CHISAGO COUNTY.**

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

*Voting Nay: None*

*Abstain: None*

**15. To consider adopting the Cell Phone Policy & Allowance Agreement.**

**A MOTION WAS MADE BY COUNCILMEMBER R. ELMORE, SECONDED BY COUNCILMEMBER S. ZERWAS, TO APPROVE THE CELL PHONE POLICY & ALLOWANCE AGREEMENT.**

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

*Voting Nay: None*

*Abstain: None*

**CLAIMS:**

**16. Consider authorizing payment of recommended bills, payroll and Journal Entries for the period of October 5, 2011 through October 18, 2011.**

**A MOTION WAS MADE BY COUNCILMEMBER J. ZERWAS SECONDED BY COUNCILMEMBER L. NANKO/YEAGER, TO AUTHORIZE PAYMENT OF RECOMMENDED BILLS, PAYROLL AND JOURNAL ENTRIES FOR THE PERIOD OF OCTOBER 5, 2011 THROUGH OCTOBER 18, 2011.**

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

*Voting Nay: None*

*Abstain: None*

**COUNCIL REPORTS:**

**COUNCILMEMBER NANKO/YEAGER** – Attended the Homestead Market Value meeting at Chisago County. Thanked the audience for attending the meeting.

**COUNCILMEMBER Joe ZERWAS** – Attended the Joint Sewer Commission meeting. The driveways are finished at the Odor Control Building. The Odor Control has been installed. Attended the Homestead Market Value meeting at Chisago County and the budget meeting at the Joint Sewer Commission.

**COUNCILMEMBER ELMORE** – No report at this time

**COUNCILMEMBER STEVE ZERWAS** – Attended the Joint Sewer Commission meeting. Also, attended the Homestead Market Value meeting at Chisago County.

**MAYOR PETERSON** – No report at this time.

**ADJOURN**

**A MOTION WAS MADE BY COUNCILMEMBER L. NANKO/YEAGER, SECONDED BY COUNCILMEMBER J. ZERWAS, TO ADJOURN THE OCTOBER 18, 2011 “REGULAR MEETING” OF THE WYOMING, MINNESOTA CITY COUNCIL AT 9:09 P.M.**

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

*Voting Nay: None*

*Abstain: None*

***A portion of this public meeting may be closed to discuss “Labor Negotiation Strategies”; “Misconduct allegations or charges”; “Attorney-client privilege”; or “Performance evaluations” as per MN State Statute 13D.01-.05.***

**NEXT**  
**REGULAR MEETING**  
**NOVEMBER 1, 2011**  
**7:00 PM**