

**APPROVED MINUTES  
CITY COUNCIL  
REGULAR MEETING  
CITY OF WYOMING, MINNESOTA  
SEPTEMBER 15, 2020  
7:00PM**

**CALL TO ORDER:**

*Mayor Lisa Iverson called the Regular Meeting of the Wyoming City Council for September 15, 2020 to order at 7:00 PM*

**CALL OF ROLL:**

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

*ABSENT: None*

*Also Present: Tom Loonan, Eckberg Lammers, Robb Linwood, City Administrator, Mark Erichson-WSB, Paul Hoppe - Public Safety Director, Fred Weck, Zoning Administrator/Building Official and Chuck Almhjeld, Public Works Superintendent; Jane Lynch, Abdo Eick and Meyer*

**DETERMINATION OF A QUORUM:**

**PLEDGE OF ALLEGIANCE:**

**Mayor Iverson** – Read aloud a statement explaining that the Council is meeting via teleconference due to the COVID-19 pandemic. She explained that tonight’s meeting would be held according to State Statute 13D.021, will be live streamed on the City’s YouTube page, and will be recorded as part of the public record on the City’s website.

**OPEN FORUM: NONE**

**APPROVAL OF MINUTES:**

- 1. Consider approving the minutes of the “Special Joint Meeting” of the Comfort Lake-Forest Lake Watershed District and the City of Wyoming for August 18, 2020**

**A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE THE MINUTES OF THE “SPECIAL JOINT MEETING” OF THE COMFORT LAKE-FOREST LAKE WATERSHED DISTRICT AND THE CITY OF WYOMING FOR AUGUST 18, 2020**

*Roll Call Vote:*

*Voting Aye: Schilling, Nanko Yeager, Luger, Zerwas, Iverson*

*Voting Nay: None*

*Abstain: None*

*Absent: None*

- 2. Consider approving the minutes of the “Regular Meeting” of the Wyoming, Minnesota City Council for September 1, 2020**

**A MOTION WAS MADE BY COUNCILMEMBER ZERWAS, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE THE MINUTES OF THE “REGULAR MEETING” OF THE WYOMING, MINNESOTA CITY COUNCIL FOR SEPTEMBER 1, 2020 AS SUBMITTED.**

*Roll Call Vote:*

*Voting Aye: Schilling, Nanko Yeager, Luger, Zerwas, Iverson*

*Voting Nay: None*

*Abstain: None*

*Absent: None*

**3. Consider approving the minutes of the “Special Meeting” of the Wyoming, Minnesota City Council for September 9, 2020**

**A MOTION WAS MADE BY COUNCILMEMBER ZERWAS, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE THE MINUTES OF THE “SPECIAL MEETING” OF THE WYOMING, MINNESOTA CITY COUNCIL FOR SEPTEMBER 9, 2020 AS SUBMITTED.**

*Roll Call Vote:*

*Voting Aye: Schilling, Nanko Yeager, Luger, Zerwas, Iverson*

*Voting Nay: None*

*Abstain: None*

*Absent: 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.*

4. To consider authorizing payment of recommended bills, payroll and Journal Entries for the period of September 2, 2020 through September 15, 2020
5. To consider authorizing payment of annual dues to the League of Minnesota Cities in the amount of \$8,275.00 for September 1, 2020 to August 31, 2021 and the membership in the Minnesota Mayors Association for the same fiscal year in the amount of \$30
6. To consider an inspection services agreement by and between the City of Wyoming and the City of Coon Rapids

**A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE #4, #5, and #6 OF THE WYOMING CITY COUNCIL CONSENT AGENDA.**

*Roll Call Vote:*

*Voting Aye: Schilling, Nanko Yeager, Luger, Zerwas, Iverson*

*Voting Nay: None*

*Abstain: None*

*Absent: None*

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

7. Report of the Public Safety Director, Paul Hoppe for September 10, 2020
8. Report of City Building Official, Fred Weck, IV for September 10, 2020
9. Report of City Attorney Tom Loonan for September 10, 2020
10. Report of City Engineer Mark Erichson, WSB for September 11, 2020
11. Report of Public Works Superintendent Chuck Almhjeld for September 10, 2020

**COMMUNICATIONS: NONE**

**OLD BUSINESS: NONE**

**NEW BUSINESS**

**12.** To consider **Resolution 20-09-76** a resolution approving a Preliminary Tax Levy for 2021 and Setting a Public Hearing for Truth and Taxation at the December 1, 2020 Wyoming City Council Meeting

**City Administrator Linwood** – Explained that this is the City’s Preliminary or “do not exceed” levy for 2021. He noted that the Council had held 4 budget work sessions to discuss the details of this issue.

**Jane Lynch, AEM** – Gave a general overview of the 2021 Preliminary Tax Levy and Budget.

**Mayor Iverson** – Asked when this information was disseminated and noted that some of the budget information had gotten out to the public, but without the explanatory information the Council was now receiving from Ms. Lynch and asked her to clarify a few points for the public. She asked how much health insurance costs increased in this budget.

**Ms. Lynch** - Stated that worker’s comp increased about \$15,000 and the property and liability insurance increased by about \$9,000.

**Mayor Iverson** – Confirmed with Ms. Lynch that this portion of the budget is not something that the Council can control. She asked for a brief overview of tax capacity.

**Ms. Lynch** – Stated that the tax capacity comes directly from the auditor/treasurer at Chisago County, and noted that this is another area where the Council has no bearing or control on that number.

**Mayor Iverson** – Asked Ms. Lynch to describe an Enterprise Fund.

**Ms. Lynch** – Explained that the Enterprise Funds are water, sewer and surface water and operate differently than the General Fund. She stated that these funds are not supported by a tax levy and are fully funded by user fees.

**Mayor Iverson** – Asked about the historical tax rate information.

**Ms. Lynch** – Noted that the City has made great strides since 2016 in reducing the tax rate that was previously at 57.14%.

**Council Member Nanko Yeager** – Expressed her concern with the amount of increase and is concerned that the City is in a recession and pressed by a pandemic and people may have trouble paying their property taxes.

**Council Member Schilling** – Questioned the use of the term recession.

**Council Member Nanko Yeager** – Stated that she has been reading about a recession in the paper.

**Mayor Iverson** – Asked what Councilmember Nanko Yeager feels would be beneficial to cut from the City’s budget to address her concerns.

**Council Member Nanko Yeager** – Stated that she thinks the City could make cuts during contract negotiations to keep it more in line with CPI and Social Security increases. She stated that she thinks the City needs to look at bringing down the tree fund a bit and noted that the park

levy had already been cut. She stated that she thinks the City could also look at separating upper management raises from contract negotiations. She stated that if she had time she could come up with more.

**A MOTION WAS MADE BY COUNCILMEMBER ZERWAS, SECONDED BY COUNCILMEMBER SCHILLING, TO APPROVE RESOLUTION 20-09-76 A RESOLUTION APPROVING A PRELIMINARY TAX LEVY FOR 2021 AND SETTING A PUBLIC HEARING FOR TRUTH IN TAXATION AT THE DECEMBER 1, 2020 WYOMING CITY COUNCIL MEETING.**

*Roll Call Vote:*

*Voting Aye: Schilling, Luger, Zerwas, Iverson*

*Voting Nay: Nanko Yeager*

*Abstain: None*

*Absent: None*

13. To consider approval to the Wyoming Police Department to begin a selection process to establish an eligibility list for a new police officer for a current vacancy

**Public Safety Director Hoppe** – Stated that there are currently 10 licensed officers approved, but they are down to 9 officers and are looking to fill that vacancy. He gave an overview of the pay rate and noted that this position is budgeted for both 2020 and 2021.

**Mayor Iverson** – Confirmed with Public Safety Director Hoppe that this position is a replacement position and is not adding onto the police department.

**A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE THE WYOMING POLICE DEPARTMENT TO BEGIN A SELECTION PROCESS TO ESTABLISH AN ELIGIBILITY LIST FOR A NEW POLICE OFFICER FOR A CURRENT VACANCY.**

*Roll Call Vote:*

*Voting Aye: Schilling, Nanko Yeager, Luger, Zerwas, Iverson*

*Voting Nay: None*

*Abstain: None*

*Absent: None*

14. To consider Resolution 20-09-77 a resolution authorizing the purchase of computers for the Wyoming City Council from Apple in the amount of \$7,240.00

**Assistant City Administrator Dumais** – Explained that the transition to digital meeting materials due to the COVID-19 pandemic has identified a significant cost savings in printing costs and staff time. She stated that because of this, staff is recommending the continuation of virtual meeting materials for the Council moving forward and in order to facilitate this, they are proposing that the Council purchase iPad Pros for use by the Council utilizing CARES Act funding that is available to fund adaptations to City operations. She noted that the pricing includes a government discount from Apple. She explained that City staff will manage the devices and provide training for the Council. She answered questions from the Council regarding the iPad Pros and dissemination of materials.

**A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER IVERSON, TO APPROVE RESOLUTION 20-09-77 A RESOLUTION AUTHORIZING THE PURCHASE OF COMPUTERS FOR THE WYOMING CITY COUNCIL FROM APPLE IN THE AMOUNT OF \$7,140.00**

*Roll Call Vote:*

*Voting Aye: Schilling, Luger, Zerwas, Iverson*

*Voting Nay: Nanko Yeager*

Abstain: None  
Absent: None

15. To consider **Resolution 20-09-78** a resolution authorizing the purchase of computers for Wyoming City staff from CW Technology in the amount of \$27,214.00

**Assistant City Administrator Dumais** – Explained that due to the COVID-19 pandemic, there has been different schedule for employees so they are sometimes working from home and sometimes are in the office to ensure proper social distancing. She stated that because of this, staff has been required to utilize their personal devices for City business in order to accommodate the emergency distancing protocol. She stated that this proposal is to purchase Surface Pros that will allow staff to have a device they can use in the office and at home. She explained that this will reduce the liability of utilizing a personal device for City business. She noted that these computers would also be purchased using CARES Act funding. She answered questions from the Council.

**A MOTION WAS MADE BY COUNCILMEMBER ZERWAS, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE RESOLUTION 20-09-78 A RESOLUTION AUTHORIZING THE PURCHASE OF COMPUTERS FOR WYOMING CITY STAFF FROM CW TECHNOLOGY IN THE AMOUNT OF \$27,214.00**

Roll Call Vote:  
Voting Aye: Schilling, Nanko Yeager, Luger, Zerwas, Iverson  
Voting Nay: None  
Abstain: None  
Absent: None

16. To consider **Resolution 20-09-79** a resolution authorizing the direct purchase of chemical scales and transmitters from Hawkins Water Treatment Group in the amount of \$24,081.00

**Public Works Superintendent Almhjeld** – Explained the request for the chemical scales and transmitters. He noted that this will allow staff to be remote with their daily rounds which will reduce labor costs. He answered questions from the Council.

**A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER SCHILLING, TO APPROVE RESOLUTION 20-09-79 A RESOLUTION AUTHORIZING THE DIRECT PURCHASE OF CHEMICAL SCALES AND TRANSMITTERS FROM HAWKINS WATER TREATMENT GROUP IN THE AMOUNT OF \$24,081.00**

Roll Call Vote:  
Voting Aye: Schilling, Nanko Yeager, Luger, Zerwas, Iverson  
Voting Nay: None  
Abstain: None  
Absent: None

17. To consider **Resolution 20-09-80** a resolution for a negative declaration of need for an environmental impact statement for Kettle River development

**City Engineer Erichson** – Gave an overview of the concept plan for the Kettle River development and noted that the City has worked closely with the developer to develop an environmental assessment worksheet (EAW). He stated that the City received public comments from a number of public agencies and noted that the conclusion of the EAW was that an environmental impact statement (EIS) was not necessary for this development. He noted that the developer has just submitted the Preliminary Plat to the City and this resolution is only surrounding the negative need for an EIS and does not approve the development. He answered Council questions.

**A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER SCHILLING, TO APPROVE RESOLUTION 20-09-80 A RESOLUTION**

**FOR A NEGATIVE DECLARATION OF NEED FOR AN ENVIRONMENTAL IMPACT STATEMENT FOR KETTLE RIVER DEVELOPMENT.**

*Roll Call Vote:*

*Voting Aye: Schilling, Nanko Yeager, Luger, Zerwas, Iverson*

*Voting Nay: None*

*Abstain: None*

*Absent: None*

18. To consider **Resolution 20-09-81** a resolution approving the purchase of Rescue80 Coat and pant PPE from Municipal Emergency Services in the amount of \$21,000.00

**Public Safety Director Hoppe** – Explained this is a proposal to replace the existing medical jumpsuits with more durable PPE. He explained the policy that began in 2012 for firefighters to wear jumpsuits when responding to medical calls rather than just their street clothes. He stated that he anticipates this equipment will have a life span greater than 10 years under normal use. He noted that he would like to propose adding boots to this request in the amount of \$9,536.70. He answered questions from the Council regarding the new PPE. He noted that he can bring the footwear request back to the Council at a separate time if they were not comfortable including it in this proposal. He noted that this would be funded by the CARES Act funding.

The Council discussed the possibility of adding the boots into this resolution and the desire to be transparent with residents regarding CARES Act funding.

**City Attorney Loonan** – Noted that as long as the findings within the resolution reflect the need for the money is related to the COVID-19 pandemic, it can be submitted as an expense related to the pandemic.

**A MOTION WAS MADE BY COUNCILMEMBER ZERWAS, SECONDED BY COUNCILMEMBER SCHILLING, TO APPROVE RESOLUTION 20-09-81 A RESOLUTION APPROVING THE PURCHASE OF RESCUE80 COATS, PANTS AND BOOTS PPE FROM MUNICIPAL EMERGENCY SERVICES IN THE AMOUNT OF \$30,600.00 THROUGH CARES ACT FUNDING.**

*Roll Call Vote:*

*Voting Aye: Schilling, Nanko Yeager, Luger, Zerwas, Iverson*

*Voting Nay: None*

*Abstain: None*

*Absent: None*

19. To consider **Resolution 20-09-82** a resolution authorizing the disposal of unclaimed bikes as a donation to the Forest Lake School Districts Outdoor Education Program

**Public Safety Director Hoppe** – Explained that every year the department takes in a fleet of bicycles into the impound lot that are eventually auctioned off as unclaimed property. He noted that the City really doesn't get much money for these items. He stated the school system provided a request that rather than auctioning them off they be donated to the school for their Outdoor Education Program. He noted that if this is approved, they would follow the same procedures and keep the bicycles for at least 90 days before they are donated. He thinks this could be a really nice partnership between the City and the school district.

**A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER ZERWAS, TO APPROVE RESOLUTION 20-09-82 A RESOLUTION AUTHORIZING THE DISPOSAL OF UNCLAIMED BIKES AS A DONATION TO THE FOREST LAKE SCHOOL DISTRICTS OUTDOOR EDUCATION PROGRAM.**

*Roll Call Vote:*

*Voting Aye: Schilling, Nanko Yeager, Luger, Zerwas, Iverson*

Voting Nay: None  
Abstain: None  
Absent: None

## **COUNCIL REPORTS:**

**Council Member Zerwas** – Attended the Special Council meeting.

**Council Member Nanko Yeager** – Attended the Special Council meeting.

**Council Member Luger** – Attended the Special Council meeting and the Park Advisory Commission meeting.

**Council Member Schilling** – Attended the Special Council meeting.

**Mayor Iverson** – Attended the EDA meeting, the Park Advisory Commission meeting, the Special Council meeting, and a meeting at City Hall regarding some potential new things that may be coming to the City.

**City Engineer Erichson** – Gave an update on the Kettle River project.

**Public Safety Director Hoppe** – Gave an update on the Don't Touch a Truck Parade. He explained that the parade will not including walkers and will follow the traditional parade route, however is actually about three times longer than the usual route. He stated that the event will take place on "Stagecoach Saturday" which is September 19, 2020 at noon. He noted that the parade route is posted on the Facebook page and the City website.

**City Administrator Linwood** – Stated that the City will also be hosting fireworks and noted that Public Works will be painting viewing circles at Goodview Park later this week. He stated that the fireworks will begin at 9:00 p.m.

**A MOTION WAS MADE BY COUNCILMEMBER ZERWAS, SECONDED BY COUNCILMEMBER SCHILLING, TO ADJOURN THE SEPTEMBER 15, 2020 "REGULAR MEETING" OF THE WYOMING, MINNESOTA CITY COUNCIL REGULAR MEETING AT 8:24 PM.**

*Roll Call Vote:*

*Voting Aye: Schilling, Nanko Yeager, Luger, Zerwas, Iverson*

*Voting Nay: None*

*Abstain: None*

*Absent: 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:**  
**OCTOBER 6, 2020**  
**7:00PM**