

**APPROVED MINUTES
CITY COUNCIL
REGULAR MEETING
CITY OF WYOMING, MINNESOTA
OCTOBER 6, 2020
7:00PM**

CALL TO ORDER:

Mayor Lisa Iverson called the Regular Meeting of the Wyoming City Council for October 6, 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; Kelly Dumais, Assistant City Administrator; Mark Erichson-WSB; Paul Hoppe - Public Safety Director; Fred Weck, Zoning Administrator/Building Official; and Chuck Almhjeld, Public Works Superintendent

DETERMINATION OF A QUORUM:

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.

PLEDGE OF ALLEGIANCE:

OPEN FORUM: NONE

APPROVAL OF MINUTES:

1. Consider approving the minutes of the “Regular Meeting” of the Wyoming, Minnesota City Council for September 15, 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 15, 2020 AS SUBMITTED.

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 “Special Meeting” of the Wyoming, MN City Council for September 17, 2020

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER SCHILLING, TO APPROVE THE MINUTES OF THE “SPECIAL MEETING” OF THE WYOMING, MINNESOTA CITY COUNCIL FOR SEPTEMBER 17, 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.

3. Consider authorizing payment of recommended bills, payroll and Journal Entries for the period of September 16, 2020 through October 6, 2020
4. To consider **Resolution 20-10-83** a resolution appointing election judges for the 2020 General Election.
5. To consider **Resolution 20-10-84** approving payment for pay voucher #2 to Dresel Contracting, Inc. for the 2020 street improvement project (WSB Project 013882-000) City Project 20-01) in the amount of \$1,550,562.49
6. To consider **Resolution 20-10-85** a resolution approving Pay Voucher #2 to Classic Protective Coatings, Inc. for the 300,000 Gallon Water Tower Rehabilitation (City of Wyoming Project No. 20-02) (WSB Project No. 015538-000) in the amount of \$276,552.60.
7. To consider **Resolution 20-10-86** a resolution to authorize the City of Wyoming into MN to provide payment for the traffic control signal at TH 61 at Fallbrook Avenue in the amount of \$142,429.86.

A MOTION WAS MADE BY COUNCILMEMBER ZERWAS, SECONDED BY COUNCILMEMBER SCHILLING, TO APPROVE #3, #4, #5, #6, and #7 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:

8. Report of the Public Safety Director, Paul Hoppe for September 30, 2020
9. Report of City Building Official, Fred Weck, IV for September 30, 2020
10. Report of City Attorney Tom Loonan for September 30, 2020
11. Report of City Engineer Mark Erichson, WSB for October 2, 2020
12. Report of Public Works Superintendent Chuck Almhjeld for October 1, 2020

COMMUNICATIONS:

13. Update Regarding the Chisago TH 8 Reconstruction Project I-35 to Karmel Avenue
14. Update from Minnesota Department of Health of 2020 Lead/Copper Tap Water Monitoring Report PWSID 1130018

OLD BUSINESS: NONE

NEW BUSINESS

16. To consider Resolution 20-10-87 a resolution approving a Comprehensive Plan map amendment and a rezoning from the Rural Residential II (R2) district to the Mixed Use (MXD) district at 24799 Forest Boulevard

Zoning Administrator/Building Official Weck – Gave an overview of the request by the Maranatha Church for a Comprehensive Plan amendment and rezoning to Mixed Use. He noted that the Planning Commission held a public hearing and are recommending approval of the requests.

A MOTION WAS MADE BY COUNCILMEMBER ZERWAS, SECONDED BY COUNCILMEMBER SCHILLING, TO APPROVE RESOLUTION 20-10-87 A RESOLUTION APPROVING A COMPREHENSIVE PLAN MAP AMENDMENT AND A REZONING FROM THE RURAL RESIDENTIAL II (R2) DISTRICT TO THE MIXED USE (MXD) DISTRICT AT 24799 FOREST BOULEVARD

Roll Call Vote:

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

Voting Nay: None

Abstain: None

Absent: None

17. To consider Resolution 20-10-88 a resolution granting a Conditional Use Permit for a radio telecommunication tower and antenna at 24799 Forest Boulevard

Zoning Administrator/Building Official Weck – Gave an overview of the request for the telecommunication tower and antenna at 24799 Forest Boulevard. He noted that the Planning Commission held a public hearing and are recommending approval of the request with the conditions that the applicant obtain any applicable permits for construction of the tower and that they will maintain the vegetation in the vicinity so the screening of the structure is preserved to the current extent.

Mayor Iverson – Reviewed some of the concerns that were raised and addressed at the Planning Commission public hearing.

Council Member Nanko Yeager – Questioned the tower location and she referenced a letter provided in the packet from a resident concerned about it being an eyesore.

Zoning Administrator/Building Official Weck – Stated that screening is not required, however it will be near a grove of pine trees, and will be painted a light gray color to help it blend in. He noted that this is the same height of the cell power that was put on Highway 8 a few years ago so it will not be too obtrusive.

Mayor Iverson – Asked if Maranatha may consider planting more trees so the tower would not be seen so clearly by the neighbors.

A Representative from Maranatha – Stated that he thinks it may be possible to plant additional trees and described what the tower will look like.

A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE RESOLUTION 20-10-88, A RESOLUTION GRANTING A CONDITIONAL USE PERMIT FOR A RADIO TELECOMMUNICATION TOWER AND ANTENNA AT 24799 FOREST BOULEVARD

Roll Call Vote:

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

Voting Nay: None

Abstain: None

Absent: None

18. To consider The Wyoming Fire Relief Associations request to the City of Wyoming raising the Relief Association's pension level to \$3,500 per year of active service

City Administrator Linwood – Asked Mr. Alex Bulmer to begin with his presentation to the Council.

Mr. Bulmer – Gave a brief presentation to the Council regarding the request to raise the pension from \$3,000 to \$3,500.

City Administrator Linwood – Reviewed the analysis that was completed surrounding this request and noted that both AEM and staff are recommending approval.

Councilmember Nanko Yeager – Asked what changes have been made in fundraising due to the COVID-19 pandemic and asked if that would affect their numbers.

Mr. Bulmer – Stated that the changes will not affect their numbers. He explained that they decided not to do their annual banquet and did not participate in Stagecoach Days but will still be doing the calendar which brought in a lot of money last year. He stated that he does not expect there to be much change because they did not have many expenses for Stagecoach Days so they are close to the same spot as they were last year.

Councilmember Schilling – Asked when the last requested increase in pension was made.

Mr. Bulmer – Stated that he believes it was about two years ago in 2018.

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER ZERWAS, TO APPROVE THE WYOMING FIRE RELIEF ASSOCIATION REQUEST TO THE CITY OF WYOMING RAISING THE RELIEF ASSOCIATION'S PENSION LEVEL TO \$3,500 PER YEAR OF ACTIVE SERVICE.

Roll Call Vote:

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

Voting Nay: None

Abstain: None

Absent: None

19. To consider selecting a consultant to do an analysis of a Storm Water Rate Fee Study for the City of Wyoming

City Administrator Linwood – Explained that the Council had authorized staff to put out an RFP for a Storm Water Utility Rate study to establish rates from 2021 to 2025. He stated that the City received four proposals and gave an overview of each one.

Mayor Iverson – Asked for an explanation of Storm Water and this rate.

City Engineer Erichson – Explained Storm Water and noted that the City is an MS4 City and has many systems that discharge to water bodies which means there is an obligation to make sure what is discharged is clean. He stated that this includes doing things like maintaining the stormwater ponds and sweeping the streets.

The Council discussed the various proposals and the differences between the different options.

A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE BAKER TILLY/WSB AS THE CONSULTANT TO COMPLETE THE ANALYSIS OF A STORM WATER RATE FEE STUDY FOR THE CITY OF WYOMING.

Roll Call Vote:

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

Voting Nay: None

Abstain: None

Absent: None

- 20.** To consider the hiring of Jenny Olson for the Administrative Assistant/Utility Billing position at a wage of \$23.23/HR

City Administrator Linwood – Gave an overview of the responsibilities and importance of filling this position. He explained the interview process and noted that there were 156 applications received for this position. He gave an overview of Ms. Olson’s background and work experience and noted that staff is recommending approval.

Councilmember Nanko Yeager – Asked when this position would actually take over the utility billing.

City Administrator Linwood – Stated will be need to be discussed with Opus, but he is hopeful that BS and A would be able to be live as soon as April and then will work into factoring in the utility billing, perhaps by the second or third quarter.

A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER ZERWAS, TO APPROVE HIRING JENNY OLSON FOR THE ADMINISTRATIVE ASSISTANT/UTILITY BILLING POSITION AT A WAGE OF \$23.23/HR.

Roll Call Vote:

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

Voting Nay: None

Abstain: None

Absent: None

- 21.** To consider **Resolution 20-10-89** a resolution approving the purchase of agenda management software from Civic Plus in an amount of \$10,687

Assistant City Administrator Dumais – Gave an overview of the conversations the City has been having as part of the City’s emergency response to COVID-19. She explained the proposed contract for agenda management software for the City from Civic Plus and highlighted some of the features of the software. She noted that the initial cost is reimbursable through the CARES Act funding because it is part of the City’s emergency response to COVID-19.

Councilmember Schilling – Shared his experience with this software and noted that it is easy to use.

The Council discussed the software, features, communication, and the assistance in transparency with the residents because of the recent change to virtual meetings.

Councilmember Luger – Asked if the video software would enable closed captioning for the deaf and hard of hearing residents in the City.

Assistant City Administrator Dumais – Stated that is an option but she will have to follow up on it because it may involve an additional cost.

A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER IVERSON, TO APPROVE RESOLUTION 20-10-89 A RESOLUTION APPROVING THE PURCHASE OF AGENDA MANAGEMENT SOFTWARE FROM CIVIC PLUS IN AN AMOUNT OF \$10,687.

Roll Call Vote:

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

Voting Nay: None

Abstain: None

Absent: None

- 22.** To consider **Resolution 20-10-90** a resolution approving the purchase of a utility locator and televising camera from Utility Logic in the amount of \$19,817.00

Public Works Superintendent Almhjeld – Gave an overview of how a utility locator and television camera could be used by the City. He gave examples of the advantages of having access to this equipment when there is a sewer line break.

A MOTION WAS MADE BY COUNCILMEMBER ZERWAS, SECONDED BY COUNCILMEMBER SCHILLING, TO APPROVE RESOLUTION 20-19-90 A RESOLUTION APPROVING THE PURCHASE OF A UTILITY LOCATER AND TELEVISION CAMERA FROM UTILITY LOGIC IN THE AMOUNT OF \$19,817.00.

Roll Call Vote:

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

Voting Nay: None

Abstain: None

Absent: None

- 23.** To consider **Resolution 20-10-91** a resolution approving the purchase of a mobile meter reader and water tower antenna reader from Ferguson Waterworks in the amount of \$43,000

Public Works Superintendent Almhjeld – Gave an overview of the process of changing the City water meters and the new mobile meter reader and water tower antenna. He answered questions from the Council.

Councilmember Nanko Yeager – Expressed concern about the need for upkeep and replacement of the numerous things the City has been purchasing with CARES Act Funding when there is no more CARES Act funding available. She asked if the replacement costs were accounted for in the City's long-term plans.

City Administrator Linwood – Gave an overview of the various replacement schedules for the different equipment purchases.

A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE RESOLUTION 20-10-91 A RESOLUTION APPROVING THE PURCHASE OF A MOBILE METER READER AND WATER TOWER ANTENNA READER FROM FERGUSON WATERWORKS IN THE AMOUNT OF \$43,000

Roll Call Vote:

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

Voting Nay: None

Abstain: None

Absent: None

- 24.** To consider a public hearing for November 4, 2020 Wyoming City Council meeting for a body worn camera policy and implementation by the Wyoming Police Department

Public Safety Director Hoppe – Explained that a business in town, Hallberg Family Foundation, has committed \$21,000 to assist the City in implementing a body worn camera program in 2020. He stated that he is asking the Council to schedule a public hearing for November 4, 2020 in order to begin the process for beginning this policy. He noted that if this is approved there will be a citizen survey available on the website that will allow residents to review the draft policy and then answer the survey questions as well as submit any questions, they may have that they would like addressed at the public hearing. He stated that they are planning for the survey to be open until October 26, 2020.

Councilmember Nanko Yeager – Asked if the \$21,000 donation would be sufficient to cover the costs.

Public Safety Director Hoppe – Stated that they are looking at a subscription for a body worn camera system that includes data storage, retention software, redacting software and the technology itself. He stated that based on how the contract is structured, it is a 5-year contract and the vendor replaces the body worn cameras every five years. He stated that the \$21,000 will cover the initial implementation of the system and it will cost the City about \$7,300/year to maintain it. He noted that this has been included in the 2021 budget figures.

Councilmember Nanko Yeager – Stated that she would like there to be an option for people to participate in the public hearing live while the meeting is going on and not just have to submit questions ahead of time. She expressed her concern with the possible appearance of there being a lack of transparency now that people cannot attend the Council meetings in person.

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER ZERWAS, TO APPROVE SCHEDULING A PUBLIC HEARING AT THE WYOMING CITY COUNCIL MEETING ON NOVEMBER 4, 2020 FOR A BODY WORN CAMERA POLICY AND IMPLEMENTATION BY THE WYOMING POLICE DEPARTMENT.

Roll Call Vote:

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

Voting Nay: None

Abstain: None

Absent: None

- 25.** To consider a special meeting on October 15, 2020 at 5:30 p.m. for negotiations with the International Union of Operator Engineers Local No. 49 and with Local Law Enforcement Services (LELS)

A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER ZERWAS, TO APPROVE A SPECIAL MEETING ON OCTOBER 15, 2020 AT 5:30 P.M. FOR NEGOTIATIONS WITH THE INTERNATIONAL UNION OF OPERATOR ENGINEERS LOCAL NO. 49 WITH LOCAL LAW ENFORCEMENT SERVICES (LELS).

Roll Call Vote:

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

Voting Nay: None

Abstain: None

Absent: None

- 26.** To consider a Proclamation declaring October 1 through October 7, 2020 as “Manufacturer’s Week” in the City of Wyoming

The Council discussed how important manufacturing is to the City, County, and State.

A MOTION WAS MADE BY COUNCILMEMBER IVERSON, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE A PROCLAMATION DECLARING OCTOBER

1 THROUGH OCTOBER 7, 2020 AS “MANUFACTURER’S WEEK” IN THE CITY OF WYOMING.

Roll Call Vote:

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

Voting Nay: None

Abstain: None

Absent: None

27. To consider authorization of a 10% match in the amount of \$1,432.00 for a grant for the turnout gear washer/extractor/dryer for the Wyoming Fire Department

Public Safety Director Hoppe – Stated that the City has the opportunity to apply for a grant through the State Fire Marshalls that would allow the City to purchase a washer/extractor and a dryer for the Fire Department. He noted that the grant includes costs for the machines as well as installation related costs.

A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER ZERWAS, TO APPROVE A 10% MATCH IN THE AMOUNT OF \$1,432.00 FOR A GRANT FOR THE TURNOUT GEAR WASHER/EXTRACTOR AND DRYER FOR THE WYOMING FIRE DEPARTMENT.

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 on September 17, 2020 and the Sewer Commission meeting. He gave a brief overview of discussion at the Sewer Commission meeting.

Council Member Nanko Yeager – Attended the Special Council meeting on September 17, 2020.

Council Member Luger – Attended the Special Council meeting and the Park Advisory Commission meeting. She gave a brief overview of the PAC meeting.

Council Member Schilling – Attended the Special Council meeting on September 17, 2020 and the Sewer Commission meeting.

Mayor Iverson – Attended the Special Council meeting, the Park Advisory Commission meeting, and the Planning Commission meeting. She stated that she participated in Don’t Touch a Truck which she feels was an amazing event. She stated that she got a lot of feedback that people were thrilled that the City went ahead and kept the tradition of the fireworks display. She stated that there will be an opening on both the PAC and Planning Commission, so the City will be accepting applications to fill those vacancies.

City Engineer Erichson – Gave an overview of the progress on the 2020 Street Improvement Projects.

A MOTION WAS MADE BY COUNCILMEMBER ZERWAS, SECONDED BY COUNCILMEMBER SCHILLING, TO ADJOURN THE OCTOBER 6, 2020 “REGULAR MEETING” OF THE WYOMING, MINNESOTA CITY COUNCIL REGULAR MEETING AT 9:18 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 20, 2020
7:00PM