

**APPROVED MINUTES
CITY COUNCIL
WORK SESSION MEETING
CITY OF WYOMING, MINNESOTA
August 5, 2020
6:00 PM**

CALL TO ORDER:

Mayor Lisa Iverson called the Work Session Meeting of the Wyoming City Council for August 5, 2020 to order at 6:00 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, Dennis Schilling, and Claire Luger

ABSENT: Joe Zerwas

Also Present: Robb Linwood, City Administrator; Kelly Dumais, Assistant City Administrator; Chuck Almhjeld, Public Works Superintendent; Paul Hoppe, Public Works Director, Fred Weck, Zoning Administrator/Building Official, Mark Erichson-WSB; Hannah Lynch-Abdo, Eick, and Meyers, Collette Jurek, Xcel Energy.

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.

DETERMINATION OF A QUORUM:

1. 2021 Draft Budget and Long Term Plan

Hannah Lynch, Abdo, Eick, and Meyers: Outlined the 2021 Draft Budget and the Long Term Plan for the City. Outlined the levy impacts of the proposed 2021 Draft Budget and what is causing changes to the Levy. The Long Term Plan uses conservative assumptions about changes in the City to project budgetary needs and impacts. Explained the ways in which the tax capacity impacts the tax levy.

Council Member Yeager: Asked for clarification on the Park Fund, capital expenditures, Local Government Aid.

Hannah Lynch, Abdo, Eick, and Meyers: provided clarification and confirmed that conservative estimates for local government aid had been used, however, the Long Term Plan is an adaptive document that must change if assumptions shift.

2. Street Funding Options

City Administrator Linwood: As was outlined in the Long Term Plan, our goal is to find a way to pay for street projects upfront instead of bonding for them. Franchise Fees are an option that the Council can implement to help fund the City’s street Program.

Collette Jurek, Xcel Energy: Explained the collection process for franchise fees and how other cities have used franchise fees.

City Administrator Linwood: Asked Council for feedback if they would like to move forward with exploring franchise fee options for the City.

Mayor Iverson: Clarified that Franchise Fee funds can only be used for a specific designated fund.

3. MS4 and Storm

Superintendent Almhjeld: Presented an overview of the MS4 permit program. Stormwater has impacts on the environment by bringing pollutants into the watershed. The MS4 permitting process is a regulatory program to guide cities of a certain size to ensure best practices to protect the environment. Wyoming's population and our inclusion in the watershed make us subject to these regulations.

City Administrator Linwood: Asked the Council if they would be interested in doing a rate study for the storm water to fund the requirements for the MS4 permit.

The City Council asked the City Administrator to bring an RFP for a rate study to a council meeting.

4. City Software

City Administrator Linwood :The City is interested in bringing financial software in house that would incorporate software for utility billing as well as other aspects of our financial processes including payroll, accounts receivable, etc. This would increase the amount of work that staff had, however there would also be a time savings in following up with accounts.

Councilmember Schilling: Emphasized the importance of staff being involved in designing the workflow processes. Thinks that this will help staff a lot.

Hannah Lynch, Abdo, Eick, and Meyers: Confirmed that she has had positive experience working with the BSNA software.

Council Member Yeager: Asked How are we going to fund this if we move the project up from 2021.

Hannah Lynch, Abdo, Eick, and Meyers: Clarified that the long term plan shows this item budgeted in both 2020 and 2021

Council Member Yeager: If the funds are available then we should start the project

Council Member Shilling: Wanted to confirm that we had allocated training time for staff into the proposal.

Building Official/Zoning Administrator Weck: Confirmed that we have accounted for that time and that he is confident that the software will work very well for the building department.

Mayor Iverson: Council is in agreement to have staff bring this item back to a City Council meeting for formal approval.

5. Software

Mark Ericson-WSB: Presented assessment impacts on the 2021 East Viking Project. Staff want feedback from Council how they would like to move forward with assessing properties for this project.

Council Member Luger: wanted additional information on the policy

Council Member Schilling: also wanted additional information

Council Member Yeager: Concerned that people will be upset if they have already been assessed.

Mayor Iverson: Thinks that a second assessment would be a hardship for these properties. Also this is an area that everyone in the city uses.

7. Racial Equity

Assistant City Administrator Dumais: Presented a draft survey on equity and inclusion to be distributed on the city's social media platforms.

Council Member Yeager: Wanted additional question on regional discrimination

Council Member Luger: Wanted additional questions on ADA accessibility.

8. Code Enforcement

Director Hoppe: Our current processes do not have much authority for officers to follow up and do code enforcement. This results in a lot of staff time following up with residents.

Council Member Schilling: These programs help to get people's attention, it allows us to assess the cost of maintenance, and it also create an opportunity for the city council to forgive costs.

Director Hoppe: Our current system makes it so that the only form of enforcement that we have for code enforcement is by sending it to courts. That takes the decision making on these case out of the hands of the city and puts it into the criminal justice system.

Council Member Luger: Wants our policy to emphasize working with residents to resolve these problems.

Council Member Yeager: Concerned that our response would become heavy handed.

Council Member Schilling: Clarified that our current process is a criminal process, adding a policy would create a civil process for us to manage this through.

The Council is interested in continuing a conversation about additional code enforcement in the City.

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:
August 18, 2020

