

**APPROVED MINUTES  
CITY COUNCIL  
WORK SESSION MEETING  
CITY OF WYOMING, MINNESOTA  
SEPTEMBER 3, 2019  
5:45 PM**

**CALL TO ORDER:**

*Mayor Lisa Iverson called the Work Session Meeting of the Wyoming City Council for September 3, 2019 to order at 5:45 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: Robb Linwood, City Administrator, Mark Erichson-WSB, Paul Hoppe - Public Safety Director, and Chuck Almhjeld, Public Works Superintendent*

**DETERMINATION OF A QUORUM:**

**PLEDGE OF ALLEGIANCE:**

**2020 BUDGET REVIEW AND DISCUSSION:**

**City Administrator Linwood** – Reviewed the updated budget. He stated that he would also like the Council to discuss the proposed improvements at City Hall and the CIP for road projects.

The Council talked about facilities and asked for a line item to be added for City facilities.

**Council Member Schilling** – Asked if anything had been included in the budget with regard to vehicles.

**City Administrator Linwood** – Stated that they have decided to leave it as it is and do some more due diligence to consider changes for the future.

**Council Member Nanko Yeager** – Asked about the change in contract services for Planning at \$14,000.

**City Administrator Linwood** – Stated that he will need to follow up with Zoning Administrator Weck and find out about the change because he is on vacation this week.

**Council Member Nanko Yeager** – Asked about the increase in contract services for Parks.

**City Administrator Linwood** – Stated that he believes this increase was due to the lawn service.

**Public Works Superintendent Almhjeld** – Confirmed that the increase was because of lawn services as well as fertilization and other things like wood chips for the parks.

**Mayor Iverson** – She stated that some of the increases in the budget are due to things that the City cannot control, such as holding 3 primary elections and the police and fire para. She stated that the City can also expect to have increases in COLA and Steps.

**City Administrator Linwood** – Noted that there will be additional budget meetings for the Council to weigh in with their opinions before the final budget is adopted. He reviewed some of the facilities budget items, such as the addition of office space, accessible rest rooms, security upgrades, the

HVAC units and various structure improvements. He stated that staff is looking for feedback from the Council on which items, if any, they are interested in pursuing.

**Council Member Nanko Yeager** – Stated that she would like to see this considered along with everything else and not on its own. She stated that she is leery of dealing with this particular architectural firm because they have very little municipal experience and have dealt mostly with malls and restaurants. She stated that this seems very piecemeal and she would like there to be a whole plan for all facilities.

**City Administrator Linwood** – Stated that it wasn't necessarily the intent to stay with this architect but to give the Council an estimate of the costs for some of the improvements.

**Council Member Nanko Yeager** – Stated that she would like to look at the facilities as a whole because she does not want a replay of 2017 when the City sank \$82,000 into a project and then was told that other things were still needed.

**Council Member Schilling** – Stated that he feels that Task 2 is a priority. He stated that even without a needs assessment, he thinks everyone knows where the biggest needs are located. He stated that the biggest needs are with the police department and the public works facilities. He stated that this is a piecemeal approach but noted that he doesn't see the City building a new City Hall any time in the near future. He stated that he feels the ADA piece is important and the HVAC system needs to be taken care of. He stated that he feels that doing some bump outs on the City Hall building are the smartest plays for this particular building. He stated that he also thinks the security issue needs to be dealt with at some point, which is not a popular viewpoint.

**Council Member Luger** – Stated that she feels there is a minimum mandate to provide ADA accessibility to residents. She stated that she likes Task 2 and feels the City needs to look at security upgrades because the City owes it to the staff. She reiterated that she is mostly comfortable with Task 2, but would also like to see Task 5.

**City Administrator Linwood** – Stated that it does almost need to be a package because if someone doesn't have an accessible door to get through, they won't be able to use the accessible bathroom.

**Council Member Nanko Yeager** – Asked about the millwork upgrades.

**Council Member Schilling** – Explained that it would be to upgrade the materials and noted that for example many cities have bullet proof materials in front of the dais with the idea that if there is an active shooter situation, the Council would drop down and get behind the front panel.

**Council Member Nanko Yeager** – Expressed concern about being able to physically get under the dais in the case of a shooter.

The Council discussed ways to shelter in place.

**Council Member Zerwas** – Stated that he likes the idea of Task 1 and Task 2 and if the Council isn't going to consider Task 3, he would suggest at least putting in a door so there is an escape route. He stated that would like all 5 Tasks to be looked at.

**Council Member Schilling** – Stated that he thinks the 5 Tasks would take care of the administrative portion of the building for the next 10 to 15 years.

**Mayor Iverson** - Stated that it appears as though the City has the funds to complete at least some of the projects and could potentially use the revolving loan fund for the remainder.

**Council Member Nanko Yeager** – Stated that all the Tasks add up to \$322,300.

**Mayor Iverson** – Noted that approximately \$50,000 would be taken off for the HVAC units because that has already been set aside elsewhere in the budget. She asked if the Council would support the bump out addition.

**The majority of the Council agreed that the bump out addition is needed.**

**Council Member Schilling** – Stated that Task 4 is budgeted in a separate portion of the budget and believes that the additional Tasks will get the City through the next 10 years or so while the City figures out its long-term goals.

**City Administrator Linwood** – Stated that the next step would be to go out for RFPs from architects in order to get actual costs for the Tasks. He suggested moving onto discuss the CIP for roads and gave a brief overview of the possibilities for updating the CIP.

**City Engineer Erichson** – Gave an overview of the mill and overlay opportunities and taking a look at areas that can be re-evaluated. He explained that there is also a sewer upsizing project along a portion of Highway 61/East Viking and there has been talk about reconstructing the roadway in conjunction with this project. He stated that if the Council is interested, they would like to take a look at the options for a potential project in this entire area and not just the 2-block section affected with the sewer upsizing.

**City Administrator Linwood** – Stated that staff is asking if Council is interested in seeing information on these projects.

The Council discussed when the last residential roads were addressed and talked about some of the neighborhood roads that would be good candidates for mill and overlay. **There was a Consensus of the Council to direct staff to bring back additional information on the CIP for roads.**

**City Administrator Linwood** – Stated that in 2019 the Council discussed trying to have more progressive language in the ordinances, especially with relation to gender neutral pronouns. He noted that he had included some examples at the dais for the Council to consider. He stated that he estimates the cost will be around \$1,000 to do all the summary publications necessary to update the ordinances.

**Council Member Luger** – Stated that there are a number of cities across the country that are going through this same process to make their documents gender neutral and inclusive for all residents.

**Mayor Iverson** – Stated that she thinks the language should depict that there are both men and women in some of these positions, such as engineering or administrators.

The Council discussed gender neutral terms and instances where they are used.

**City Administrator Linwood** – Stated that staff will go through the ordinances and make the gender-neutral changes and bring it back for the Council to consider.

**MAYOR IVERSON ADJOURNED THE SEPTEMBER 3, 2019 “WORK SESSION MEETING” OF THE WYOMING, MINNESOTA CITY COUNCIL AT 6:55 PM**