

**APPROVED MINUTES
CITY COUNCIL
REGULAR MEETING
CITY OF WYOMING, MINNESOTA
JUNE 19, 2018
7:00PM**

CALL TO ORDER:

Mayor Lisa Iverson called the Regular Meeting of the Wyoming City Council for June 19, 2018 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, Don Waller, and Claire Luger

ABSENT: None

Also Present: Mark Vierling, Eckberg Lammers, Robb Linwood, City Administrator, Mark Erichson-WSB, Paul Hoppe - Public Safety Director, Fred Weck, Zoning Administrator/Building Official and Marty Powers, Public Works Superintendent

DETERMINATION OF A QUORUM:

PLEDGE OF ALLEGIANCE:

Dr. Steve Massey, Forest Lake School District Superintendent – 2018 Update

Dr. Massey gave a brief presentation on the school district and noted that the Wyoming Elementary was named a School of Excellence by the State of Minnesota. He noted that the whole district is also receiving recognition for excellence in Positive Behavior Intervention and Support (PBIS). He recognized Principal Slater for his work at the school and announced that he had been named Minnesota 2018 National Distinguished Principal of the Year.

Principal Slater stated that part of the process for this award was that he had to write a few essays and he wrote about how Wyoming Elementary is a true community school. He stated that he wanted to let the Council know how much they appreciate the Council and Public Safety Director Hoppe and his staff because they come by the school quite often and interact with the children. He stated that he didn't think he would have received the award without the ongoing community support for their school.

Dr. Massey gave an overview of what will be happening with the junior high and middle schools combining into a single middle school with 7th and 8th grades and the high school becoming 9th through 12th. He reviewed some of the accolades that the high school has received. He stated that they had three students that received perfect ACT scores this last year. He gave a brief slide presentation on the 2018 building projects that relate to the 2015 bond referendum and noted that because Wyoming Elementary was one of the newest schools in the district, they will be one of the last in the pipeline for the construction project. He reviewed the future plans for Wyoming Elementary, including a safe and secure entry system and new HVAC and gave an overview of the plans for the other schools in the Forest Lake School District. He stated that there is grant money available to address school safety and they plan to apply to the State for this grant money.

OPEN FORUM: None

APPROVAL OF MINUTES:

1. Consider approving the minutes of the "Work Session" of the Wyoming, Minnesota City Council for May 30, 2018

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER ZERWAS TO APPROVE THE MINUTES OF THE “WORK SESSION” OF THE WYOMING, MINNESOTA CITY COUNCIL FOR MAY 30, 2018 AS SUBMITTED.

Voting Aye: Waller, Nanko/Yeager, Luger, Zerwas, and Iverson

Voting Nay: None

Abstain: None

Absent: None

2. Consider approving the minutes of the “Regular Meeting” of the Wyoming, Minnesota City Council for June 5, 2018

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 JUNE 5, 2018 AS SUBMITTED.

Voting Aye: Waller, Nanko/Yeager, Luger, Zerwas, and 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. To consider **Resolution 18-06-49** a resolution declaring certain vehicles as surplus property for disposal and authorizing the police department to dispose of vehicles through online auction.
4. To consider the resignation of Matthew Engstrom from the Wyoming Planning Commission.

Councilmember Waller stated that he really didn’t want to accept Matthew Engstrom resignation from the Planning Commission, but understands the Council has to. He stated that his absence will be a great loss to the Planning Commission and is extremely unfortunate.

A MOTION WAS MADE BY COUNCILMEMBER ZERWAS SECONDED BY COUNCILMEMBER LUGER, TO APPROVE #3, and #4 OF THE WYOMING CITY COUNCIL CONSENT AGENDA.

Voting Aye: Waller, Nanko/Yeager, Luger, Zerwas, Iverson

Voting Nay: None

Abstain: None

Absent: None

COMMUNICATIONS:

5. Report of the Public Safety Director, Paul Hoppe for June 14, 2018
6. Report of City Building Official, Fred Weck, IV for June 14, 2018
7. Report of City Attorney Mark Vierling for June 15, 2018
8. Report of City Engineer Mark Erichson, WSB for June 15, 2018

9. Report of Public Works Superintendent Marty Powers for June 13, 2018
10. Report of Finance Director Liz Lindrud – Abdo Eick & Meyers – 1st Quarter 2018

City Administrator Linwood noted that Liz Lindrud of Abdo Eick & Meyers is present and available to answer questions regarding #10.

Councilmember Waller stated that it was almost the end of the 2nd quarter and asked why it was taking so long to get the 1st quarter report pulled together.

Ms. Lindrud stated that this is a common question and the 1st quarter report takes a little longer because they wait for the audit to be closer to completion so they can make sure the information from the 4th quarter of the prior year is accurate. She stated that the rest of the quarterly reports will be done more quickly.

Councilmember Waller suggested scheduling the City audit for earlier in the year to help speed up the 1st quarter reports.

OLD BUSINESS:

11. Consider approving the minutes of the “Regular Meeting” of the Wyoming, Minnesota City Council for May 1, 2018

A MOTION WAS MADE BY COUNCILMEMBER WALLER, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE THE MINUTES OF THE “REGULAR MEETING” OF THE WYOMING MINNESOTA CITY COUNCIL FOR MAY 1, 2018.

Voting Aye: Waller, Nanko/Yeager, Luger, Zerwas, and Iverson

Voting Nay: None

Abstain: None

Absent: None

NEW BUSINESS

12. To approve the 2017 Financials and Audit Management Letter – Clifton Allen Larson

City Administrator Linwood stated that the team from Clifton Allen Larson had a scheduling conflict and are running a bit behind. He asked the Council to make a motion to suspend this item until they are present at the meeting.

A MOTION WAS MADE BY COUNCILMEMBER WALLER, SECONDED BY COUNCILMEMBER ZERWAS, TO SUSPEND DISCUSSION OF THE 2017 FINANCIALS AND AUDIT MANAGEMENT LETTER UNTIL THE REPRESENTATIVES ARE PRESENT AT THE MEETING.

Voting Aye: Waller, Nanko/Yeager, Luger, Zerwas, and Iverson

Voting Nay: None

Abstain: None

Absent: None

13. To consider **Resolution 18-06-50** a resolution awarding the sale of \$1,495,000 General Obligation Improvement Bonds, series 2018A fixing their form and specifications; directing their execution and delivery; and providing for their payment

Paul Steinman with Springsted - Reviewed the bid tabulation for the bonds and noted the best was from Robert W. Baird and their syndicate. He gave a brief overview of the bids and the credit rating upgrade the City received. He read aloud the credit strengths and credit challenges from Moody.

Councilmember Waller asked about the levy amount changes between 2021 and 2026.

Mr. Steinman answered that this was because of the way bonds are structured in \$5,000 increments.

A MOTION WAS MADE BY COUNCILMEMBER ZERWAS SECONDED BY COUNCILMEMBER LUGER, TO APPROVE RESOLUTION 18-06-50 A RESOLUTION AWARDING THE SALE OF \$1,495,000 GENERAL OBLIGATION IMPROVEMENT BONDS, SERIES 2018A FIXING THEIR FORM AND SPECIFICATIONS; DIRECTING THEIR EXECUTION AND DELIVERY; AND PROVIDING FOR THEIR PAYMENT.

Voting Aye: Waller, Nanko/Yeager, Luger, Zerwas, and Iverson

Voting Nay: None

Abstain: None

Absent: None

14. To consider **Resolution 18-06-51** a resolution receiving bids and awarding a contract for the 2018 Street Improvement project, City Project No 18-01

City Engineer Erichson stated that the City received very good bids this time around. He gave a brief overview of the project location and the bids that were received. He stated that low bid came from Dresel Contracting at \$1,781,647.70.

A MOTION WAS MADE BY COUNCILMEMBER ZERWAS, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE RESOLUTION 18-06-51 A RESOLUTION RECEIVING BIDS AND AWARDING A CONTRACT TO DRESEL CONTRACTING, INC. IN THE AMOUNT OF \$1,781,647.70 FOR THE 2018 STREET IMPROVEMENT PROJECT, CITY PROJECT NO. 18-01.

Voting Aye: Waller, Nanko/Yeager, Luger, Zerwas, and Iverson

Voting Nay: None

Abstain: None

Absent: None

15. To consider **Ordinance No. 2018-05** an ordinance amending the City of Wyoming Code of Ordinances, Chapter 39, Stormwater Management

City Engineer Erichson Noted that the Minnesota Pollution Control Agency (MPCA) has identified a number of areas that the City code did not meet their standards. He stated that staff has put together some amendments that address the MPCA suggestion.

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER ZERWAS, TO APPROVE ORDINANCE NO. 2018-05 AN ORDINANCE AMENDING THE CITY OF WYOMING CODE OF ORDINANCES, CHAPTER 39, STORMWATER MANAGEMENT

Voting Aye: Waller, Nanko/Yeager, Luger, Zerwas, and Iverson

Voting Nay: None

Abstain: None

Absent: None

16. To consider **Resolution 18-06-52** a resolution adopting and approving a Summary Publication for Ordinance 2018-05, an Ordinance amending the City of Wyoming code of Ordinances, Chapter 39, Stormwater Management

A MOTION WAS MADE BY COUNCILMEMBER ZERWAS, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE RESOLUTION 18-06-52, A RESOLUTION ADOPTING AND APPROVING A SUMMARY PUBLICATION FOR ORDINANCE 2018-05, AN ORDINANCE AMENDING THE CITY OF WYOMING CODE OF ORDINANCES, CHAPTER 39, STORMWATER MANAGEMENT.

Voting Aye: Waller, Nanko/Yeager, Luger, Zerwas, and Iverson

Voting Nay: None

Abstain: None

Absent: None

17. To consider **Agreement 18-06-06** to authorize a 60-month lease agreement between the City of Wyoming and Metro Sales, Inc. for a Plotter Scanner for the Department of Building Safety

Zoning Administrator/Building Official Weck stated that this would allow the City to scan records and speed up plan review of new permits. He noted that Metro Sales, Inc. had the low bid.

Mayor Iverson asked where the data would be stored.

Zoning Administrator/Building Official Weck stated that it will be stored with the Laserfiche system and backed up on the cloud.

A MOTION WAS MADE BY COUNCILMEMBER WALLER, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE AGREEMENT 18-06-06 TO AUTHORIZE A 60 MONTH LEASE AGREEMENT BETWEEN THE CITY OF WYOMING AND METRO SALES, INC. FOR A PLOTTER SCANNER FOR THE DEPARTMENT OF BUILDING SAFETY.

Voting Aye: Waller, Nanko/Yeager, Luger, Zerwas, and Iverson

Voting Nay: None

Abstain: None

Absent: None

18. To consider **Resolution 18-06-53** a resolution to authorize the Wyoming Public Works Department to purchase and equip a 2019 Ford F250 in the amount of \$31,461.59

Director of Public Works Powers stated that this will replace truck #901, which although not the oldest truck in the fleet is the truck that has shown the most failures. He stated that because the State bid was locked, he went and gathered five bids and Anderson & Koch in North Branch was the lowest responsible bidder. He noted that this had been budgeted at \$34,000

A MOTION WAS MADE BY COUNCILMEMBER ZERWAS, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE RESOLUTION 18-06-53, A RESOLUTION TO AUTHORIZE THE WYOMING PUBLIC WORKS DEPARTMENT TO PURCHASE AND EQUIP A 2019 FORD F250 IN THE AMOUNT OF \$31,461.59

Voting Aye: Waller, Nanko/Yeager, Luger, Zerwas, and Iverson

Voting Nay: None

Abstain: None

Absent: None

12. (Continued) To approve the 2017 Financials and Audit Management Letter – Clifton Allen Larson

Chris Knopik and Michelle Hoffman of Clifton Allen Larson gave a brief PowerPoint presentation outlining the 2017 Financials and Audit Management Letter. Mr. Knopik noted that the City will receive an unmodified/clean audit opinion.

Ms. Hoffman gave an overview of the 2017 financials and answered questions from the Council. She noted that the biggest increase in revenues in the General Fund came from permits and licenses in an amount of \$33,000 and noted that total expenditures actually decreased by \$125,000.

Mr. Knopik noted that there are a few funds that have some negative balances and some deficits and suggested the Council keep those on their radar to get them cleaned up in the future. He reviewed a few of the new standards that are coming out in the next few years.

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER ZERWAS, TO APPROVE THE 2017 FINANCIALS AND AUDIT MANAGEMENT LETTER FROM CLIFTON ALLEN LARSON.

Voting Aye: Waller, Nanko/Yeager, Luger, Zerwas, and Iverson

Voting Nay: None

Abstain: None

Absent: None

19. To consider entering a closed session under MN State Statute 13D.03 to discuss labor negotiation strategies for contracts with the bargaining unit of IUOE LOCAL 49ers

Mayor Iverson explained that the Council would move onto item #20 and Council Reports before going into closed session and discussing item #19.

CLAIMS:

20. Consider authorizing payment of recommended bills, payroll and Journal Entries for the period of June 6, 2018 through June 19, 2018.

A MOTION WAS MADE BY COUNCILMEMBER ZERWAS, SECONDED BY COUNCILMEMBER LUGER, AUTHORIZING PAYMENT OF RECOMMENDED BILLS, PAYROLL AND JOURNAL ENTRIES FOR THE PERIOD OF JUNE 6, 2018 THROUGH JUNE 19, 2018 AND CORRECT CODING OF BILLS.

Voting Aye: Waller, Nanko/Yeager, Luger, Zerwas, and Iverson

Voting Nay: None

Abstain: None

Absent: None

COUNCIL REPORTS:

Council Member Zerwas – Attended the Council workshop on June 13, 2018 and the Sewer Commission meeting on June 18, 2018. He gave an overview of the issues discussed at the Sewer Commission.

Council Member Nanko/Yeager – Attended Budget work session and the closed meeting.

Council Member Luger – Attended the budget session and the closed session. She noted that the Park Board meeting was cancelled due to lack of a quorum.

Council Member Waller – Attended the budget session and the bargaining closed session

meeting. He stated that his work schedule has changed and he is not able to attend the Joint Powers Sewer Commission meeting and asked that an alternate be appointed in his place.

Mayor Iverson – Attended the EDA, the Planning Commission and the closed Council meeting. She noted that on June 10, 2018, she was at Railroad Park welcoming the MS 150 bike riders and volunteers. She stated that the riders thanked Wyoming for having a nice smooth trail to ride from North Branch to Wyoming.

19. **(CONTINUED)** To consider entering a closed session under MN State Statute 13D.03 to discuss labor negotiation strategies for contracts with the bargaining unit of IUOE LOCAL 49ers

A MOTION WAS MADE BY COUNCILMEMBER ZERWAS, SECONDED BY COUNCILMEMBER LUGER. TO ENTER A CLOSED SESSION UNDER MN STATE STATUTE 13D.03 TO DISCUSS LABOR NEGOTIATIONS STRATEGIES FOR CONTRACTS WITH THE BARGAINING UNIT OF IUOE LOCAL 49ERS AT 8:23 PM.

Voting Aye: Nanko/Yeager, Luger, Zerwas, and Iverson

Voting Nay: Waller

Abstain: None

Absent: None

A MOTION WAS MADE BY COUNCILMEMBER ZERWAS, SECONDED BY COUNCILMEMBER LUGER, TO EXIT THE CLOSED SESSION UNDER MN STATE STATUTE 13D.03 TO DISCUSS LABOR NEGOTIATIONS STRATEGIES FOR CONTRACTS WITH THE BARGAINING UNIT OF IUOE LOCAL 49ERS AT 8:28PM.

Voting Aye: Nanko/Yeager, Luger, Zerwas, and Iverson

Voting Nay: Waller

Abstain: None

Absent: None

City Attorney Vierling stated that the Council has concluded a closed session that was initiated following its regular meeting and was attended by all members of the Council as well as Public Works Director Powers, City Administrator Linwood, and City Attorney Vierling. The Council reviewed issues relating to the union contract with the International Unit of Operating Engineers local 49 and by a 3 to 2 vote, indicated to staff that the one provision relating to meet and confer in 2019 would not be acceptable in the contract. No other formal motions were made in the context of the closed session.

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER ZERWAS, TO ADJOURN THE JUNE 19, 2018 “REGULAR MEETING” OF THE WYOMING, MINNESOTA CITY COUNCIL REGULAR MEETING AT 8:30PM

Voting Aye: Waller, Nanko/Yeager, Luger, Zerwas, and 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:
JULY 3, 2018
7:00PM