

**APPROVED MINUTES
CITY COUNCIL
REGULAR MEETING
CITY OF WYOMING, MINNESOTA
MARCH 20, 2018
7:00PM**

CALL TO ORDER:

Mayor Lisa Iverson called the Regular Meeting of the Wyoming City Council for March 20, 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, Don Waller, and Claire Luger

ABSENT: Councilmember Joe Zerwas

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

DETERMINATION OF A QUORUM:

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 February 20, 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 FEBRUARY 20, 2018 AS SUBMITTED.

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

Voting Nay: None

Abstain: None

Absent: Zerwas

2. **Consider approving the minutes of the “Regular Meeting” of the Wyoming, Minnesota City Council for March 6, 2018**

A MOTION WAS MADE BY COUNCILMEMBER NANKO/YEAGER, SECONDED BY COUNCILMEMBER WALLER, TO APPROVE THE MINUTES OF THE “REGULAR MEETING” OF THE WYOMING, MINNESOTA CITY COUNCIL FOR MARCH 6, 2018 AS SUBMITTED.

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

Voting Nay: None

Abstain: None

Absent: Zerwas

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 18-03-18 a resolution appointing Adam Sauerwein to Wyoming Paid on Call Firefighter to Probationary Firefighter Status
4. To consider Resolution 18-03-19 a resolution declaring the approval of the modifications to the Municipal State Aid Street System
5. To consider Resolution 18-03-20 a resolution declaring the administrative department items surplus property and authorizing the administrative department to dispose of items through public auction or disposal process.
6. To consider Resolution 18-03-21 a resolution declaring certain vehicles as surplus property for disposal and authorizing the police department to dispose of vehicles through online auction.

Council Member Waller pulled Items #3 and #6

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER NANKO/YEAGER, TO APPROVE ITEMS #4, AND #5, OF THE WYOMING CITY COUNCIL CONSENT AGENDA.

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

Voting Nay: None

Abstain: None

Absent: Zerwas

Council Member Waller stated that he would like to know a little bit more about the candidates before appointments are made. He asked that the Public Safety Director somehow present the candidates beforehand so the Council can connect a name and a face and know a little about them.

Public Safety Director Hoppe explained that it would be difficult to present them before actually hiring them because there is a process in place for hiring, including having to pass a pre-employment physical. He suggested that it may be more appropriate to do an introduction to the Council after the hiring process. He explained the hiring process to the Council.

Council Member Nanko/Yeager asked what kind of information Councilmember Waller was looking for.

Council Member Waller stated that he would just like some basic information and perhaps be able to meet the candidates before the Council actually votes to make an offer of employment to them.

Council Member Nanko/Yeager suggested having a short biography available in the memo that gives some of this information.

Mayor Iverson asked for the opinion of City Attorney Vierling to ensure that this wouldn't cross any lines with personnel privacy issues.

City Attorney Vierling stated that he did not think the Council would want to physically bring people in during this process and agreed with Fire Chief Hoppe that the City would never want to present a candidate before employment until they had passed all the necessary criteria. He noted that having a limited bio would be acceptable.

Public Safety Director Hoppe stated that he can start giving a bit more information in the write

up to share a bit more about the candidates. This particular candidate was a part-time firefighter for Maplewood and Hugo, so he is very qualified from a firefighter perspective. He reiterated that he didn't feel presenting them to the Council was a good idea until the hiring process was complete.

Council Member Waller asked for details about the vehicle being sold.

Public Safety Director Hoppe stated that it was a vehicle was towed as part of an arrest and nobody ever came for the vehicle.

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER NANKO/YEAGER, TO APPROVE CONSENT AGENDA ITEM #3 TO CONSIDER RESOLUTION 18-03-18, A RESOLUTION APPOINTING ADAM SAUERWEIN TO WYOMING PAID ON CALL FIREFIGHTER TO PROBATIONARY FIREFIGHTER STATUS; AND ITEM #6 TO CONSIDER RESOLUTION 18-03-21 A RESOLUTION DECLARING CERTAIN VEHICLES AS SURPLUS PROPERTY FOR DISPOSAL AND AUTHORIZING THE POLICE DEPARTMENT TO DISPOSE OF VEHICLES THROUGH ONLINE AUCTION.

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

Voting Nay: None

Abstain: None

Absent: Zerwas

COMMUNICATIONS:

7. Report of the Public Safety Director, Paul Hoppe for February 28, 2018 and March 14, 2018
8. Report of City Building Official, Fred Weck, IV, for March 1, 2018 and March 14, 2018
9. Report of City Attorney, Mark Vierling for March 1, 2018 and March 14, 2018
10. Report of City Engineer, Mark Erichson, WSB for March 2, 108 and March 14, 2018
11. Report of Public Works Superintendent Marty Powers, for February 28 2018 and March 14, 2018

Council Member Nanko/Yeager stated she had a question on item #7 and wanted to know what FTO stood for.

Public Safety Director Hoppe stated that is was a Field Training Officer.

OLD BUSINESS: NONE

NEW BUSINESS

12. To consider the 2018 Massage Therapist License Application for Robyn Kielsa of Balance Community Acupuncture and Massage, LLC located at 5321 East Viking Blvd, Wyoming, MN 55092

City Administrator Linwood stated that the necessary fees have been paid, the background checks have successfully been completed on Ms. Kielsa and staff is recommending approval.

A MOTION WAS MADE BY COUNCILMEMBER WALLER, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE THE 2018 MASSAGE THERAPIST LICENSE APPLICATION FOR ROBYN KIELSA OF BALANCE COMMUNITY ACUPUNCTURE AND

MASSAGE, LLC LOCATED AT 5321 EAST VIKING BLVD, WYOMING, MN 55092.

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

Voting Nay: None

Abstain: None

Absent: Zerwas

13. To consider the 2018 Massage Therapist License Application for Kathy Weulander of His and Hers Hair company located at 26699 Faxton Ave., Wyoming, MN 55092

City Administrator Linwood stated that the necessary fees have been paid, the background checks have been successfully completed on Ms. Weulander and staff is recommending approval.

Council Member Waller asked if this license and the previous license for massage therapists were new or simply license renewals.

City Administrator Linwood stated that both of these massage therapists are new. One of the companies already had a license, but these are both new therapists, so their license was prorated for the remainder of the year.

A MOTION WAS MADE BY COUNCILMEMBER WALLER, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE TO CONSIDER THE 2018 MASSAGE THERAPIST LICENSE APPLICATION FOR KATHY WEULANDER OF HIS AND HERS HAIR COMPANY LOCATED AT 26699 FAXTON AVE, WYOMING, MN 55092.

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

Voting Nay: None

Abstain: None

Absent: Zerwas

14. To consider Agreement 18-03-01 to authorize a lease agreement between the City of Wyoming and North Memorial Hospitals Ambulance Division

Public Safety Director Hoppe explained this was a renewal of the agreement between the City and North Memorial to lease a stall in the fire hall for \$400/month. This agreement is for a 3-year term.

Mayor Iverson asked how the \$400/month for rent was determined.

Public Safety Director Hoppe stated that they looked at comparable square footage costs and also took into consideration that it is not private square footage since it shares space with the fire department, as well as taking into account the reduction of ALS response time and the advantage to the community. Prior to the agreement, they still used our space, but did not pay a fee.

Mayor Iverson asked where this rental money will go into.

Public Safety Director Hoppe noted that it goes into the general revenue fund as part of the general revenue stream.

Mayor Iverson asked if those monies could go directly into a fund for the fire hall.

City Administrator Linwood stated that could be done if the Council wanted to direct it to a certain fund, the Council could do that.

Council Member Nanko/Yeager asked if the Council chose to divert these funds away from the general fund, if the City would then cut spending to make up for the loss of the rental income in that fund.

City Administrator Linwood noted that it is still a revenue and would essentially be directed to a certain area, rather than available in the general fund.

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER NANKO/YEAGER, TO APPROVE AGREEMENT 18-03-01 TO AUTHORIZE A LEASE AGREEMENT BETWEEN THE CITY OF WYOMING AND NORTH MEMORIAL HOSPITALS AMBULANCE DIVISION.

Voting Aye: Waller, Nanko/Yeager, Luger, Iverson
Voting Nay: None
Abstain: None
Absent: Zerwas

15. To consider a work shop to be conducted by Urban Land Institute Minnesota for an All Boards Work Shop Meeting on May 16, 2018.

City Administrator Linwood stated that he had contacted Urban Land Development Minnesota to inquire about a workshop called Navigating your Competitive Future. They have worked with about 45 different metro area cities for these kinds of workshops. The plan would also be to invite commercial realtors and all Boards. He noted that this would be a good opportunity as the City is discussing Comprehensive Plan updates and the downtown area. He stated that it has been tentatively scheduled for May 16, 2018 from 6:00 p.m. to 8:00 p.m.

Council Member Nanko/Yeager asked when the Council would receive updates from the boards if the All Boards meeting is this type of workshop, rather than the usual update meetings. She stated that she likes the idea of having this type of workshop and involving Urban Institute, but, is concerned about not getting the normal updates from the other Boards.

City Administrator Linwood stated that the Council could start having representatives from the other Boards attend the Council meeting and give their updates in lieu of doing the update at the All Boards meetings.

A MOTION WAS MADE BY COUNCILMEMBER WALLER, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE A WORK SHOP TO BE CONDUCTED BY URBAN LAND INSTITUTE MINNESOTA FOR AN ALL BOARDS WORK SHOP MEETING ON MAY 16, 2018 FROM 6:00 TO 8:00 P.M.

Voting Aye: Waller, Nanko/Yeager, Luger, Iverson
Voting Nay: None
Abstain: None
Absent: Zerwas

16. To consider Resolution 18-03-22 a resolution of support for Corridors of Commerce Funding for the Chisago County Highway 8 Project Improvements

City Administrator Linwood stated that this part of the County plans to upgrade and fund Highway 8, to create a four-lane highway from the Forest Lake/Wyoming area all the way up to Karamel Avenue in Chisago City. To move forward with the project, the County needs all cities that are in that area to pass this resolution showing support.

Council Member Waller asked what the discussion was at the last Highway 8 task force meeting. He asked what our community will get out of this project, or will it just be a drive through. He doesn't want to support it and then the community gets nothing out of it.

Mayor Iverson noted that one of the areas projected for growth is over along Highway 8, so she

considers that possible growth along Highway 8 a plus for the City. She also thinks that the planned improvements will provide safer roadways, which is a plus for the City.

City Administrator Linwood noted that this expansion, if approved, will offer the City the potential for expansion and economic development. For the County to even be considered for Corridors of Commerce funding, all involved cities need to pass a resolution in support of it.

Council Member Waller stated that he would like to know design information, such as whether there will be frontage roads or certain intersections will be closed off.

City Administrator Linwood noted that the initial \$7.5 million that they are asking for is to create the plans to identify what the road will look like and complete the EAW.

Council Member Luger asked about the timeframe once this is approved for completing plans.

City Administrator Linwood stated that once the letters of support are received from the cities, the funds will be evaluated and a decision will be made most likely in two to three months after that.

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER IVERSON, TO APPROVE RESOLUTION 18-03-22 A RESOLUTION OF SUPPORT FOR CORRIDORS OF COMMERCE FUNDING FOR THE CHISAGO COUNTY HIGHWAY 8 PROJECT IMPROVEMENTS.

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

Voting Nay: None

Abstain: None

Absent: Zerwas

17. To consider approving a Request for Proposals for a Utility Rate Study for Water and Sanitary Sewer Services for the City of Wyoming

City Administrator Linwood explained the current rate structure was created in 2013 for the time period of 2014 through 2018, so it was time to conduct another rate study for the next five-year period. He noted that the last time the rate study was conducted, the City did not go through a Request for Proposal (RFP) process, but simply went with a well-respected company in this field.

Mayor Iverson stated that it appeared that \$25,000 had been budgeted for this and asked what the cost was in 2013.

City Administrator Linwood stated that \$25,000 was budgeted for this and he believes the cost in 2013 was around \$21,000.

Mayor Iverson asked if all the work that Public Works Director Powers had done on water and usage if that would make it easier to conduct this rate study.

City Administrator Linwood stated that it will very much be a team effort from City staff in gathering all of the different numbers and variables to ensure that all components are considered to help ensure the accuracy of the study.

Council Member Waller stated that the Joint Sewer Commission is having their budget meeting on April 5, 2018 and they are looking at major improvements. He felt it would be important to include them in this process.

City Administrator Linwood stated that staff will definitely be in touch with Council Member Waller and Council Member Zerwas because that information will be very important components to this study.

Council Member Waller asked when the study would be completed.

City Administrator Linwood stated that they are shooting to have the new rates for consideration at the second Council meeting in August, 2018.

Council Member Nanko/Yeager asked how this rate study would differ from the previous studies.

City Administrator Linwood noted the biggest difference is that this is the first time the City will be going out for RFPs to cast a wider net of possible companies to work with. His guess is that the City will see a wide variety of potential companies responding, such as financial consultants as well as engineering firms complete the RFPs.

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER WALLER, TO APPROVE A REQUEST FOR PROPOSALS FOR A UTILITY RATE STUDY FOR WATER AND SANITARY SEWER SERVICES FOR THE CITY OF WYOMING.

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

Voting Nay: None

Abstain: None

Absent: Zerwas

18. To consider a special meeting on April 4, 2018 at 6:00 p.m. to discuss a compensation study from Springsted Inc. and to enter a closed session under MN State Statute 13D.03 to discuss labor negotiation strategies for contracts with the bargaining unit of IUOE LOCAL 49ers and Law Enforcement Labor Services (LELS)

City Administrator Linwood explained the purpose for the special meeting.

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER NANKO/YEAGER, TO CONSIDER A SPECIAL MEETING ON APRIL 4, 2018 AT 6:00 P.M. TO DISCUSS A COMPENSATION STUDY FROM SPRINGSTED INC. AND TO ENTER A CLOSE SESSION UNDER MN STATE STATUTE 13D.03 TO DISCUSS LABOR NEGOTIATION STRATEGIES FOR CONTRACTS WITH THE BARGAINING UNIT OF IUOE LOCAL 49ERS AND LAW ENFORCEMENT LABOR SERVICES (LELS).

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

Voting Nay: None

Abstain: None

Absent: Zerwas

19. To consider entering a closed session under MN State Statute 13D.01-05 to discuss the current standing of the City of Wyoming's involvement of the Flushable Wipes Lawsuit.

Mayor Iverson explained that because item #19 required going into a closed session, the Council was going to move onto agenda item #20 and come back to this agenda item.

City Administrator Linwood noted that he would like to add an item to the Council's agenda. The City received notice today from the Minnesota Department of Administration that all of the City's road salt purchase expense under the Minnesota State contract needs to be provided to the State no later than March 29, 2018. He wanted to give Council notice and give them the ability to act, since the Council will not be meeting again before that deadline.

Public Works Director Powers stated that the City wanted to take advantage of being able to utilize the State contract for these savings.

Mayor Iverson asked what the savings are by utilizing this contract.

Public Works Director Powers noted it is hard to compute the exact savings. Last year, the City paid about \$62.69/ton for this last season through the State contract. If he were to go out and buy that without the contract, it would easily cost about \$70/ton.

A MOTION WAS MADE BY COUNCILMEMBER WALLER SECONDED BY COUNCILMEMBER LUGER, TO APPROVE PLACING AN ORDER FOR ROAD SALT PURCHASE FOR 2018-2019 UNDER THE MINNESOTA STATE CONTRACT, AS PRESENTED.

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

Voting Nay: None

Abstain: None

Absent: Zerwas

CLAIMS:

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

A MOTION WAS MADE BY COUNCILMEMBER LUGER SECONDED BY COUNCILMEMBER WALLER AUTHORIZING PAYMENT OF RECOMMENDED BILLS, PAYROLL AND JOURNAL ENTRIES FOR THE PERIOD OF FEBRUARY 20, 2018 THROUGH MARCH 19, 2018 AND CORRECT CODING OF BILLS

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

Voting Nay: None

Abstain: None

Absent: Zerwas

COUNCIL REPORTS:

Council Member Nanko/Yeager – No report.

Council Member Waller – Attended the Joint Sewer Commission meeting last night. The plant seems to be doing okay with the ammonia levels. Two truckloads of liquor from Cambridge were shipped in to handle the bugs. They are looking at budgeting for long term repairs over the next 10 years. The first budget meeting is scheduled for April 5, 2018. He also attended the EDA meeting.

Council Member Luger – Attended the Park Board meeting on March 12, 2018. They discussed park signage and flower plantings. The Girl Scouts will start the seedlings to be planted at Railroad Park. They also met with Meadows on Fairview and Ebenezer to discuss partnering with the City on Stagecoach Days and putting together a 5K Walk Run event. The other item was the possibility of a memorial tree in Lion's Park in memory of the child who had the tragic accident a month ago in Chisago.

Mayor Iverson – Attended the EDA meeting and the Polaris business retention meeting. She also spoke to the 6th grade classes at Wyoming Elementary about the Council and City business along with Council Members Luger, City Administrator Linwood, Zoning Administrator Weck and Public Works Director Powers.

RECESS TO CLOSED SESSION:

City Attorney Vierling stated that the Council will be entering into a closed session to discuss matters of litigation involving the City of Wyoming vs. Proctor and Gamble and Company, 15-CV-02101ART, under Minnesota State Statute 13D.01-05 to discuss the current standing of the City

of Wyoming's involvement of the Flushable Wipes Lawsuit. The Council will be returning to open session after the recess to take final action at that time. The closed session will not be recorded for the sake of attorney client privilege.

A MOTION WAS MADE BY COUNCILMEMBER NANKO/YEAGER, SECONDED BY COUNCILMEMBER WALLER, TO RECESS THE MARCH 20, 2018 "REGULAR MEETING" OF THE WYOMING, MINNESOTA CITY COUNCIL REGULAR MEETING AT 8:04 PM

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

Voting Nay: None

Abstain: None

Absent: Zerwas

RECONVENE TO OPEN SESSION:

City Attorney Vierling stated the Council was back in open session at 8:13 PM. The closed session was attended by Mayor Iverson, Council Members Waller, Nanko/Yeager, and Luger, as well as City Administrator Linwood and City Attorney Vierling. The status of the litigation was reviewed and no formal motions were made.

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER WALLER, TO ADJOURN THE MARCH 20, 2018 "REGULAR MEETING" OF THE WYOMING, MINNESOTA CITY COUNCIL REGULAR MEETING AT 8:15 PM

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

Voting Nay: None

Abstain: None

Absent: Zerwas

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:
APRIL 17, 2018
7:00PM