

**APPROVED MINUTES
CITY COUNCIL
REGULAR MEETING
CITY OF WYOMING, MINNESOTA
MAY 21, 2019
7:00PM**

CALL TO ORDER:

Mayor Lisa Iverson called the Regular Meeting of the Wyoming City Council for May 21, 2019 to order at 7:00PM

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, Mark Erichson-WSB, Paul Hoppe - Public Safety Director, and Fred Weck, Zoning Administrator/Building Official

DETERMINATION OF A QUORUM:

PLEDGE OF ALLEGIANCE:

OPEN FORUM: NONE

APPROVAL OF MINUTES:

- 1. Consider approving the minutes of the “Work Session Meeting” of the Wyoming, Minnesota City Council for May 1, 2019**

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER ZERWAS, TO APPROVE THE MINUTES OF THE “WORK SESSION MEETING” OF THE WYOMING, MINNESOTA CITY COUNCIL FOR MAY 1, 2019 AS SUBMITTED.

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

Voting Nay: None

Abstain: None

Absent: None

- 2. Consider approving the minutes of the “Regular Meeting” of the Wyoming, Minnesota City Council for May 7, 2019**

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER SCHILLING, TO APPROVE THE MINUTES OF THE “REGULAR MEETING” OF THE WYOMING, MINNESOTA CITY COUNCIL FOR MAY 7, 2019 AS SUBMITTED.

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. To consider **19-02 Electronic Timecard Policy** as recommended by City auditors
4. To consider **Resolution 19-05-40** a resolution approving the transfer of funds for the Goodview parking lot
5. To consider adopting **Resolution 19-05-41** a resolution closing debt service funds 331 and 333.
6. To consider **Resolution 19-05-42** a resolution accepting a donation valued at \$675 of a 1997 Ford Pickup motor vehicle from Joshua Bergan
7. Consider authorizing payment of recommended bills, payroll and Journal Entries for the period of May 8, 2019 through May 21, 2019
8. Consider approving request from Girl Scout Troop #57321 for site preparation and planting flowers at Ashton Park

Mayo Iverson pulled Item #8

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

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

Voting Nay: None

Abstain: None

Absent: None

Park Advisory Commissioner Wick – Noted that they had some issues last year with the site and many flowers dying because of weeds and the fact that they weren't able to water without hauling water to the site. She stated that they are working with Wayne's Nursery and Greenhouse in Stacy to add more drought tolerant perennials.

Council Member Nanko Yeager – Noted that the troop is planning to do some site work and asked if this was covered by the City's insurance policy.

City Administrator Linwood – Stated that volunteers would be covered by the City's policy.

A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER NANKO YEAGER TO APPROVE CONSENT AGENDA ITEM #8 APPROVING THE REQUEST FROM GIRL SCOUT TROOP #57321 FOR SITE PREPARATION AND PLANTING FLOWERS AT ASHTON PARK.

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

Voting Nay: None

Abstain: None

Absent: None

ACKNOWLEDGE RECEIPTS OF REPORTS OFFICERS, BOARDS, COMMISSIONS AND DEPARTMENT HEADS:

9. Report of the Public Safety Director, Paul Hoppe for May 16, 2019
10. Report of City Building Official, Fred Weck, IV for May 16, 2019
11. Report of City Attorney Tom Loonan for May 16, 2019

12. Report of City Engineer Mark Erichson, WSB for May 17, 2019

COMMUNICATIONS: NONE

OLD BUSINESS: NONE

NEW BUSINESS

13. To consider adopting a revised City of Wyoming Tax Abatement Policy and Procedure

City Administrator Linwood – Gave an overview of the purpose of the Tax Abatement Policy and Procedures. He explained that there was an initiative from the EDA to look at this policy and procedure.

Mayor Iverson – Suggested a change to #5, under the application process for tax abatement to state that staff “may” prepare necessary notices, resolutions and certificates. She suggested that the word “may” also be added to #6 to state that the Council “may” have a public hearing.

City Administrator Linwood – Stated that if the Council approved any tax abatement, they are required by statute to hold a public hearing, but those changes could be made.

Council Member Nanko Yeager – Asked if the policy is not revised as Mayor Iverson is suggesting whether the Council would be required to call a public hearing.

City Attorney Loonan - Stated it is a bit ambiguous, but the way it is written is that if the Council moves forward with granting an abatement, then it will hold a public hearing. He explained that putting in the slight language change as Mayor Iverson is suggesting gives the Council the authority to direct staff to move forward.

Council Member Nanko Yeager - Stated that the “but for” language was stricken from the policy and purpose, but the application still asks for a “but for” analysis. She asked if that should also be stricken.

City Administrator Linwood – Stated that it could be at the Council’s discretion and doesn’t think they need to match each other.

A MOTION WAS MADE BY COUNCILMEMBER IVERSON, SECONDED BY COUNCILMEMBER ZERWAS TO ADOPT A CITY OF WYOMING TAX ABATEMENT POLICY AND PROCEDURE WITH THE LANGUAGE CHANGE TO #5, AS DISCUSSED, STATE, “CITY COUNCIL MAY DIRECT STAFF TO PREPARE NECESSARY NOTICES, RESOLUTIONS AND CERTIFICATES”; AND TO #6, TO STATE, “CITY COUNCIL MAY HOLD PUBLIC HEARINGS ON THE PROPOSED PROJECTS.”

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

Voting Nay: None

Abstain: None

Absent: None

14. To consider approving the Issuance of a Solicitation/Peddler Permit to Clearway Community Solar of 931 Madison Ave, Mankato, MN 56001 – Primary Solicitor – Gregory William Garrison Green

City Administrator Linwood – Indicated that the City had received an application and passed the background check for a solicitation permit for Mr. Green.

Council Member Nanko Yeager – Noted that the permit did not contain a sunset date.

City Administrator Linwood – Stated that it is usually for the calendar year, but it could be changed to state December 31, 2019.

Council Member Nanko Yeager – Stated that if the permit is through December 31st, that will mean he will be soliciting after dark.

A MOTION WAS MADE BY COUNCILMEMBER NANKO YEAGER, SECONDED BY COUNCILMEMBER SCHILLING, TO APPROVE ISSUANCE OF A SOLICITATION/PEDDLER PERMIT TO CLEARWAY COMMUNITY SOLAR OF 931 MADISON AVE, MANKATO, MN 56001 – PRIMARY SOLICITOR – GREGORY WILLIAM GARRISON GREEN, WITH THE HOURS OF SOLICITATION OF 10:00 A.M. TO 7:00 P.M. AND IS VALID UNTIL DECEMBER 31, 2019

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

Voting Nay: None

Abstain: None

Absent: None

15. To consider a revised version of the City of Wyoming Cash and Investments Policy – Policy 16-04

City Administrator Linwood – Gave a brief overview of the City of Wyoming Cash and Investments Policy – Policy 16-04 and the recommendation from the auditors that it should be updated.

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER ZERWAS, TO APPROVE A REVISED VERSION OF THE CITY OF WYOMING CASH AND INVESTMENTS POLICY – POLICY 16-04.

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

Voting Nay: None

Abstain: None

Absent: None

16. To consider an investment advisory agreement between Prudent Man Advisors, LLC (PMA) and the City of Wyoming – Presentation by Mercy Ndungu_____

City Administrator Linwood – Noted that in early 2019 Morgan Stanley stopped supporting public institutions so many of the City investments were moved into the League of Minnesota Cities 4M fund.

Ms. Ndungu - Gave an overview of her experience and background. She gave a brief presentation about PMA and their areas of expertise and how they can help the City with the investments.

Council Member Nanko Yeager – Asked if PMA would create a whole new portfolio for the City.

Ms. Ndungu - Stated that initially she had put together a moderate portfolio and is now recommending a highly diverse portfolio with investments in US treasuries, US agencies, municipals, and CDs. She stated that time is always changing, so they will be continually looking at what is best for the City to meet their goals.

City Administrator Linwood – Stated that he would like to take a closer look at some of the long-term investments and noted that the City should be able to put about \$5,000,000 from all funds into the investments.

Council Member Nanko Yeager – Asked if a report on this would show up in the audit process.

City Administrator Linwood – Explained that there would be a monthly statement on the investments and would also go through the usual auditing process.

Council Member Nanko Yeager – Stated that it appears as though this is an agreement for a three-year term with automatic renewal after the initial three years and expressed concern about the automatic renewal.

City Attorney Loonan – Stated that the Council has the opportunity to turn down the automatic renewal if it gives notice before the end of the term.

Ms. Ndungu - Stated that PMA is willing to come in person and give monthly, quarterly, or annual reports in order to build trust with the City as part of the initial process.

A MOTION WAS MADE BY COUNCILMEMBER ZERWAS, SECONDED BY COUNCILMEMBER SCHILLING, TO APPROVE THE INVESTMENT ADVISORY AGREEMENT BETWEEN PRUDENT MAN ADVISORS, LLC (PMA) AND THE CITY OF WYOMING.

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

Voting Nay: None

Abstain: None

Absent: None

17. To consider the hiring of David Fisher for the Seasonal Public Works Maintenance position at a starting rate of \$13.00/HR

City Administrator Linwood – Explained that the City had originally had two individuals cleared for the seasonal Public Works positions, but once they found out that they would not be working together all the time, they were no longer interested in the positions. He stated that the City re-advertised the positions and went through the interview process with this candidate. He shared some background information on Mr. Fisher's experience that will be helpful to the City.

Council Member Zerwas – Stated that the City had originally planned to hire 2 seasonal workers and asked if that would still happen.

City Administrator Linwood – Stated that they will keep the advertisement up, but noted that the second time the position was advertised, there was only one applicant.

Council Member Luger – Asked how many hours a week this position will work.

City Administrator Linwood – Stated that it is a full-time position 40 hours per week, but cannot exceed 67 working days.

A MOTION WAS MADE BY COUNCILMEMBER ZERWAS, SECONDED BY COUNCILMEMBER SCHILLING, TO APPROVE THE HIRING OF DAVID FISHER FOR THE SEASONAL PUBLIC WORKS MAINTENANCE POSITION AT A STARTING RATE OF \$13.00/HR.

Roll Call Vote:

Councilmember Zerwas – Aye

Councilmember Schilling – Aye

Councilmember Luger – Aye

Councilmember Nanko Yeager – Nay

Mayor Iverson – Aye

City Administrator Linwood – Stated that the City has been going through the process for hiring a new Public Works Superintendent. He stated that he would like the Council to give direction to start the employment agreement process similar to the department heads positions.

There was a Consensus of the Council to move forward with the employment agreement process for the Public Works Superintendent position.

COUNCIL REPORTS:

Council Member Zerwas – Attended the Sewer Commission and noted that they will be changing the time of the meeting in order to accommodate conflicts.

Council Member Nanko Yeager – Attended the EDA meeting.

Council Member Luger – Attended Joint Park Planning Board

Council Member Schilling – Attended the EDA meeting and noted that due to his office hours he has had problems attending the Sewer Commission meetings, which should be resolved by the change in meeting time.

Mayor Iverson – Thanked the active Girl Scout troops in the area that have come in and lead the Pledge of Allegiance at past meetings and are taking over the plantings at Ashton Park. She attended the EDA, Planning Commission and the Joint Park Planning Board. She stated that the bike rodeo was changed to June 1st due to weather. She stated that she is unable to attend and encouraged other Council Members to go to this event. She stated that last September she attended a send off for the Minnesota National Guard troops that were deployed to Kuwait. She stated that this Saturday, she will be attending an event that will be serving the family of those troops a dinner at the same time the National Guard troops will be served a dinner and it will be simultaneously linked via live video.

A MOTION WAS MADE BY COUNCILMEMBER ZERWAS, SECONDED BY COUNCILMEMBER LUGER, TO ADJOURN THE MAY 21, 2019 “REGULAR MEETING” OF THE WYOMING, MINNESOTA CITY COUNCIL REGULAR MEETING AT 7:53PM

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:

June 4, 2019

7:00PM