

**APPROVED MINUTES
CITY COUNCIL
REGULAR MEETING
CITY OF WYOMING, MINNESOTA
SEPTEMBER 19, 2023
7:00PM**

CALL TO ORDER:

Mayor Lisa Iverson called the Regular Meeting of the Wyoming City Council for September 19, 2023 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, Dennis Schilling, Brett Ohnstad, and Claire Luger

ABSENT: None

Also Present: Tom Loonan, Eckberg Lammers, Robb Linwood, City Administrator, Grant MacFarlane, Assistant City Administrator, Mark Erichson-WSB, Neil Bauer - Public Safety Director, and Fred Weck, Zoning Administrator/Building Official

DETERMINATION OF A QUORUM:

PLEDGE OF ALLEGIANCE:

OPEN FORUM:

County Commissioner Montzka – Gave a brief update on the proposed County levy increase and some of the challenges they are facing. He noted that one of their neighboring cities would like all of the Sheriff's vehicles to be highly marked. He stated that the County Commissioners will defer to the Sheriff but is something that will be discussed.

Mayor Iverson – Stated that last week there was a task force meeting with different cities and the County and there was a comment made about ARPA funds and because of broadband, there may be some additional funds available. She stated that she wanted to put a plug in that, based on County taxes, the City could definitely use some help with infrastructure for buildings and housing. She stated that she would like to see what possible additional ARPA funds may be possible for cities to increase getting a broader tax base.

County Commissioner Montzka – Asked if she was implying this assistance for businesses.

Mayor Iverson – Clarified that she meant for businesses, housing, or whatever infrastructure a City needs to help offset the budget.

County Commissioner Montzka – Stated that he would pass this along but noted that he felt one concern that had been raised was that there were a number of buildings within the County that needed to be updated and maintained. He believes that the thought has been to apply some of the additional funds to those purposes. He noted that the broadband program is still in existence and has not been cancelled. He stated that there are some State and Federal funds that could really be useful and noted that if the County ends the broadband program in the near future, it does not mean that they will not get more broadband in the community. He thanked the City for participating in the program in the past.

APPROVAL OF MINUTES:

1. Consider approving the minutes of the "Regular Meeting" of the Wyoming, Minnesota

City Council for September 5, 2023

A MOTION WAS MADE BY COUNCILMEMBER OHNSTAD, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE THE MINUTES OF THE “REGULAR MEETING” OF THE WYOMING, MINNESOTA CITY COUNCIL FOR SEPTEMBER 5, 2023 AS SUBMITTED.

Voting Aye: Schilling, Nanko Yeager, Luger, Ohnstad, 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.

2. To consider authorizing the payment of recommended bills, payroll, and journal entries for the period of September 6, 2023 to September 19, 2023

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE #2 OF THE WYOMING CITY COUNCIL CONSENT AGENDA

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

Voting Nay: None

Abstain: None

Absent: None

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

3. Report of the Public Safety Director, Neil Bauer for September 15, 2023
4. Report of City Building Official, Fred Weck, IV for September 14, 2023
5. Report of City Attorney Tom Loonan for September 13, 2023
6. Report of City Engineer Mark Erichson, WSB for September 15, 2023
7. Report of Acting Public Works Superintendent Joe Keding for September 19, 2023

COMMUNICATIONS:

8. Lead/Copper Tap Water Monitoring report PWSID 1130018

City Administrator Linwood – Explained that part of the Safe Water Drinking Act, the City conducts water sampling for lead and copper. He noted that they take about 20 samples from around the City and submit them to the State and noted that the findings show that the City had not exceeded the appropriate levels. He noted that letters would be sent out to the participating locations in the City to let them know the results.

Councilmember Schilling – Asked how the participants were chosen for this testing.

City Administrator Linwood – Explained that the City picks randomly and reaches out to see if they would be willing to participate and, if so, Public Works goes and collects the samples.

9. Potential Turnaround Located Near 26345 Fenwick Avenue

City Engineer Erichson – Noted that the City has been working with the resident who would like to see some improvements made with a 3-point turnaround at the end of Fenwick. He noted that they have run into a few issues with MnDOT right-of-way and will continue to work with them to try to find a solution in the area. He stated that there are no solutions at this point, but wanted to update the Council and let them know that they were continuing to work on this issue.

OLD BUSINESS: NONE

NEW BUSINESS

10. To consider Resolution 23-09-92 A Resolution Approving a Site Plan SP-23-005 Commercial Plumbing & Heating Located at 24428 Greenway Avenue for Applicant – Sperides Reiners Architects, Inc. – Jeff Gears, AIA, NCARB, LEED AP, and Owner – Commercial Plumbing & Heating – Natalie Bengston and Derrek Skeie, Property ID Number: 21.10854.10

Zoning Administrator/Building Official Weck – Gave a brief overview of details for the proposed Site Plan for an addition to an existing business, Commercial Plumbing and Heating at 24428 Greenway Avenue. He reviewed staff and Planning Commission recommendations

Council Member Nanko Yeager – Asked why the Planning Commission had removed the requirement for a masonry building that had been recommended by staff.

Zoning Administrator/Building Official Weck – Stated that the Planning Commission is currently working on the City's Architectural Standards language and are moving towards this type of metal building being allowed. He stated that he believes it was based on what the City had already recently approved and what they were going to approve with the new Ordinance language.

Council Member Ohnstad – Asked if the materials would be dissimilar enough that it could eventually lead to a past practice type of situation, if someone else wanted to put up a dissimilar building.

Zoning Administrator/Building Official Weck – Explained that he did not think anything sets a precedent and noted that the Council should look at each individual action individually. He stated staff had recommended what was specifically included in the ordinance right now, but the Planning Commission was looking ahead and also at some of the things that had been recently approved. He reiterated that he did not think this action would set any precedent.

Council Member Ohnstad – Noted that it appears as though it will be advantageous for them to have everything that was previously outside located inside this addition, but did not want this to move in a direction where people felt they could just put up whatever they wanted.

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE RESOLUTION 23-09-92 A RESOLUTION APPROVING A SITE PLAN SP-23-005 COMMERCIAL PLUMBING & HEATING LOCATED AT 24428 GREENWAY AVENUE FOR APPLICANT – SPERIDES REINERS ARCHITECTS, INC. – JEFF GEARS, AIA, NCARB, LEED AP, AND OWNER – COMMERCIAL PLUMBING & HEATING – NATALIE BENGSTON AND DERREK SKEIE, PROPERTY ID NUMBER: 21.10854.10

*Voting Aye: Schilling, Nanko Yeager, Luger, Ohnstad, Iverson
Voting Nay: None*

Abstain: None
Absent: None

11. To consider Purchase Order for 2024 Dodge Durango

Public Safety Director Bauer – Reviewed the City’s fleet/CIP plan and explained that Squad 205 is slated for replacement in 2024. He reviewed some of the challenges in purchasing fleet vehicles and suggested that the City get the purchase order in for a Dodge Durango and assured the Council that the order can be cancelled, if necessary, because it is not a purchase agreement. He noted that the last 4 vehicles the City has purchased have been Dodge Durango’s which has been a good vehicle for the City. He noted that the cost through the State contract is \$40,003, but did not include the up fitting or equipment needed. He explained that the CIP is set for \$64,000 which should cover the unfitting costs. He explained that this vehicle would ideally be received by mid-2024 and the plan would be for the City to hold onto Squad 205 and repurpose it for the proposed Police Cadet/Reserve Cadet position until it reaches 100,000 miles.

Council Member Nanko Yeager – Asked what Squad 205 would be used for if the City did not have the Cadet/Reserve Cadet position.

Public Safety Director Bauer – Stated that the Council could decide if they wanted to continue to keep that vehicle in service somehow. He noted that if the City did not have those positions, he would not anticipate the vehicle would be needed, but would suggest that they get the longevity out of the vehicle that they can before it reaches 100,000 miles.

Council Member Luger – Asked how much outfitting this vehicle will cost.

Public Safety Director Bauer – Stated that he believes the most recent cost was around \$17,000 so the total cost would be within the project CIP budgeted amount.

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE PURCHASE ORDER FOR 2024 DODGE DURANGO, AS PRESENTED.

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

Voting Nay: None

Abstain: None

Absent: None

12. To consider the Purchase Order for 2024 F550 Chassis

City Administrator Linwood – Explained that this is similar situation than the one just outlined by Public Safety Director Bauer. He reviewed the ongoing issues with fleet purchases and noted that the first time this was ordered was in January of 2022, which was cancelled, reordered in November, and explained that once again, they were informed that the order was cancelled by Ford. He stated that they are back before the Council requesting another reordering and have a small window to submit this order and ‘get in line’ with the hopes that they will receive one next year. He stated that similar to the last item, the is a purchase order, not a purchase agreement.

Council Member Nanko Yeager – Asked if the City would be increasing a budget shortfall as the price continues to increase every time it has been ordered.

City Administrator Linwood – Stated that he believes the difference, at this point, would be just a bit over \$1,000 and the Capital Revolving Funds could be used to cover this increase.

Council Member Luger – Noted that the staff report referenced getting some pricing from Boyer Trucks.

City Administrator Linwood – Explained that he was not sure of Boyer Trucks was part of the

State purchasing contract, but are a very large truck provider and may be a way to receive a truck. He stated that their pricing increase may be more than the State contract amount, but could be a way to ensure that the City receives a truck which is why he thought Public Works was going to at least look at that option. He stated that if they felt this was something that should be pursued, they would bring it back for Council review.

A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE THE PURCHASE ORDER FOR 2024 F550 CHASSIS FROM THE NATIONAL AUTO FLEET GROUP UNDER THE SOURCEWELL CONTRACT #091521 NAF IN THE AMOUNT OF \$64,041.17

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

Voting Nay: None

Abstain: None

Absent: None

13. To consider Approving a Request for Proposals for a Utility Rate Study for Water and Sanitary Sewer Services for the City of Wyoming for 2024-2028

City Administrator Linwood – Explained that the City conducts a rate study every 5 years and noted that the last one had been completed in 2018 for 2019-2023. He gave an overview of some of the things that would be considered part of the study and noted if this item was approved by the Council, they would solicit bids for the work with the idea that a draft would be completed by November and approved by the Council in December of 2023.

A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER IVERSON, TO APPROVE A REQUEST FOR PROPOSALS FOR A UTILITY RATE STUDY FOR WATER AND SANITARY SEWER SERVICES FOR THE CITY OF WYOMING FOR 2024-2028.

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

Voting Nay: None

Abstain: None

Absent: None

COUNCIL REPORTS:

Council Member Ohnstad – Attended the Park Advisory Commission meeting, the Stagecoach Days parade, and was at the City booth.

Council Member Nanko Yeager – Attended Stagecoach Days and helped out with the Friends of the Library book sale.

Council Member Luger – Attended the Sewer Commission meeting. She stated that she had also attended Stagecoach Days and expressed her appreciation to the Fire Relief Association and the Public Safety Department for making it such a great community event.

Council Member Schilling – Attended the EDA meeting. He noted that their meter was swapped out and it went very smoothly. He stated that the Public Works staff was very polite and professional and were in and out within 20 minutes.

Mayor Iverson – Attended the EDA meeting, the Joint Sewer Commission meeting, and the County Task Force meeting for Economic Growth. She noted that she feels the Veteran's Memorial is looking amazing. She stated that she also participated in the Stagecoach Days parade and stated that she felt the East Viking Boulevard road and sidewalk project is great and noted that they had gotten positive feedback from residents on it also. She stated that she wanted to give 'kudos' to Sam because she was contacted by a group of residents who wanted it acknowledged what a great job he had done and was told that he was very respectful when going

into residences. She stated that she also had the opportunity to speak to a group of women who were considering running for local and State government offices.

Public Safety Director Bauer – Noted that Stuff the Squad event will take place in November and is hopeful that they will be able to schedule a Coffee with a Cop sometime in early October.

Mayor Iverson recessed the Council meeting at 7:40 p.m. and reconvened at 7:45 p.m.

14. To consider entering a Closed Session under MN State Statute 13D.05, Subd 3(a) for the Annual Performance Evaluation of City Administrator Linwood

City Attorney Loonan He stated that at this time the Council will be entering a closed session under MN State Statute 13D.05, Subd 3(a) to discuss the annual the review of City Administrator Robb Linwood. He noted that City Administrator Linwood has consented to the closed session for this purpose.

A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE GOING INTO A CLOSED SESSION UNDER MN STATE STATUTE 13D.05, SUBD. 3(A) FOR AN ANNUAL PERFORMANCE EVALUATION OF CITY ADMINISTRATOR ROBB LINWOOD AT 7:46 P.M.

Voting Aye: Schilling, Nanko Yeager, Luger, Iverson
Voting Nay: None
Abstain: None
Absent: Ohnstad

A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER LUGER, TO EXIT THE CLOSED SESSION AND GO BACK INTO AN OPEN MEETING AT 8:08 P.M.

Voting Aye: Schilling, Nanko Yeager, Luger, Ohnstad, Iverson
Voting Nay: None
Abstain: None
Absent: Ohnstad

City Attorney Loonan – Stated that the Council was in a Closed Session under MN State Statute 13D.05, Subd. 3(a) regarding City Administrator Linwood’s annual performance review. The Closed Session was attended by Mayor Iverson, Councilmembers Schilling, Nanko Yeager and Luger as well as City Administrator Linwood and himself. He explained that no formal motions were offered or passed at the Closed Session.

A MOTION WAS MADE BY COUNCILMEMBER IVERSON SECONDED BY COUNCILMEMBER LUGER TO ADJOURN THE SEPTEMBER 19, 2023 “REGULAR MEETING” OF THE WYOMING, MINNESOTA CITY COUNCIL REGULAR MEETING AT 8:10PM

Voting Aye: Schilling, Nanko Yeager, Luger, Ohnstad, 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: OCTOBER 3, 2023 7:00PM