

**AGENDA
CITY COUNCIL
SPECIAL MEETING
CITY OF WYOMING, MINNESOTA
NOVEMBER 7, 2023
8:00 PM**

CALL TO ORDER:

CALL OF ROLL:

DETERMINATION OF A QUORUM:

PLEDGE OF ALLEGIANCE:

OPEN FORUM:

"An opportunity for members of the public to address the City Council on items on/or not on the current agenda. Items requiring Council action maybe deferred to staff or Boards and Commissions for research and future Council Agendas if appropriate. You will be limited to three (3) minutes and we ask that you conduct yourself in a professional, courteous manner, and refrain from the use of profanity. Failure to abide by this policy may result in the loss of your privilege to speak".

APPROVAL OF MINUTES:

1. Consider approving the minutes of the "Regular Meeting" of the Wyoming, Minnesota City Council for October 17, 2023

SCHEDULED BID LETTINGS:

SCHEDULED PUBLIC HEARINGS:

2. To consider **Resolution 23-11-104** a resolution approving the Assessment Roll for the 2023 East Viking Blvd Street construction project

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. Consider authorizing the payment of recommended bills, payroll and journal entries for the period of October 18, 2023 to November 7, 2023
4. To consider **Resolution 23-11-105** a resolution establishing a designated polling place for the 2024 elections
5. To consider approving the voter operations technology agreement with Chisago County for

the 2024 elections

6. To consider **Resolution 23-11-106** a resolution rescinding Resolution No. 23-08-74, which declared a critical water deficiency within the City of Wyoming
7. To consider **Resolution 23-11-107** a resolution declaring certain Public Works items as surplus property and authorizing the Public Works Department to dispose of such items through online auction or disposal process
8. To consider **Resolution 23-11-108** a resolution approving Pay Voucher #4 to Ferguson Waterworks for the 2023 Water Meter Change-out Project in the amount of \$23,050.00

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

9. Report of the Public Safety Director, Neil Bauer, for November 1, 2023
10. Report of City Building Official, Fred Weck, IV for October 27, 2023.
11. Report of the City Attorney, Tom Loonan, for November 2, 2023
12. Report of City Engineer Mark Erichson, WSB for November 2, 2023
13. Report of the Acting Public Works Superintendent Joe Keding for November 2, 2023

COMMUNICATIONS:

14. Wyoming Tree Lighting Ceremony - Save the Date
15. Police Department Hiring Process Update

OLD BUSINESS:

NEW BUSINESS:

16. To consider a Work Session meeting for the Wyoming city council on November 21, 2023

COUNCIL REPORTS:

ADJOURN

**DRAFT MINUTES
CITY COUNCIL
REGULAR MEETING
CITY OF WYOMING, MINNESOTA
OCTOBER 17, 2023
7:00PM**

CALL TO ORDER:

Mayor Lisa Iverson called the Regular Meeting of the Wyoming City Council for October 17, 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, Mark Erichson-WSB, Neil Bauer - Public Safety Director, Fred Weck, Zoning Administrator/Building Official and Joe Keding, Acting, Public Works Superintendent

DETERMINATION OF A QUORUM:

PLEDGE OF ALLEGIANCE:

OPEN FORUM:

Gabriel LaPray, Troop #1421 Minnesota, introduced himself and explained that he was at the meeting working towards one of his merit badges.

APPROVAL OF MINUTES:

1. **Consider approving the minutes of the “Regular Meeting” of the Wyoming, Minnesota City Council for October 3, 2023**

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE THE MINUTES OF THE “REGULAR MEETING” OF THE WYOMING, MINNESOTA CITY COUNCIL FOR OCTOBER 3, 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 October 4, 2023 to October 17, 2023
3. To consider **Resolution 23-10-96** a resolution approving payment for Pay Voucher #1 to Forest Lake Contracting for the 2023 Fallbrook Avenue and 264th Street Improvements Project in the amount of \$204,824.46

4. To consider **Resolution 23-10-97** a resolution approving payment for Pay Voucher #2 to Olson's Sewer Service, Inc for the Helium Court Sewer Repair/Feriday Avenue Storm Sewer Extension Project in the amount of \$4,471.96.
5. To consider **Resolution 23-10-98** a resolution approving payment for Pay Voucher #4 to Dresel Contracting, Inc. for the East Viking Boulevard Improvement Project in the amount of \$524,849.74.
6. To consider **Resolution 23-10-99** a resolution authorizing payment to Hugo's Tree Care for Tree Removal, Stump Grinding, and Tree Planting in the amount of \$26,500.
7. To consider **Resolution 23-10-100** a resolution accepting a donation from the Forest lake Masonic Lodge to the Wyoming Police Department of seven fire suppression tools.
8. To consider **Resolution 23-10-101** a resolution approving the transfer of funds from the General Fund to the Capital Revolving Fund.
- ~~9. To consider updates and revisions of the City of Wyoming Personnel Policy (Pulled for separate discussion)~~

Councilmember Nanko Yeager – Asked to pulled item #9 for further discussion

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE #2, #3, #4, #5, #6, #7, and #8 OF THE WYOMING CITY COUNCIL CONSENT AGENDA

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

Voting Nay: None

Abstain: None

Absent: None

#9 - To consider updates and revisions of the City of Wyoming Personnel Policy

Councilmember Member Nanko Yeager – Stated that section has two paragraphs, one that deals with grade point average and the other with the amount of reimbursement. She stated that she was asking for clarification of the reference to the reserve cadet position applied to the entire Section 22.07 or just one of the paragraphs

City Administrator Linwood – Noted that he understood why she raised this question and explained that the intent was for it to be just for tuition reimbursement.

Councilmember Member Nanko Yeager - Suggested a wording change to make it more clear what did not apply to the reserve cadet position.

Public Safety Director Bauer – Noted that he believed that the grade point average issue was addressed within the reserve cadet's contract agreement paperwork.

City Attorney Loonan – Clarified that the intent was that the entire section wouldn't apply because the agreement itself would have the requirements on GPA and noted that, as written, this would be the entire section.

Councilmember Nanko Yeager – Stated that there is a huge difference between what a reserve cadet and a regular employee gets and explained that she was a bit uncomfortable with this because she believes employees should be treated equally.

City Administrator Linwood – Explained that staff had looked at this as a recruiting tool due to the officer shortage crisis and council had approved it as well, but it could be changed if the Council would like.

A MOTION WAS MADE BY COUNCILMEMBER IVERSON, SECONDED BY COUNCILMEMBER LUGER, APPROVING CONSENT AGENDA #9 UPDATES AND REVISIONS OF THE CITY OF WYOMING PERSONNEL POLICY, AS PRESENTED.

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

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

- 10. Report of the Public Safety Director, Neil Bauer for October 10, 202
- 11. Report of City Building Official, Fred Weck, IV for October 12, 2023
- 12. Report of City Attorney Tom Loonan for October 12, 2023
- 13. Report of City Engineer Mark Erichson, WSB for October 12, 2023
- 14. Report of Acting Public Works Superintendent Joe Keding for October 17, 2023

COMMUNICATIONS:

OLD BUSINESS: NONE

NEW BUSINESS

- 15. To consider **Resolution 23-10-102** a resolution declaring the cost to be assessed and ordering preparation of proposed assessment roll for the 2023 Fallbrook Avenue and 264th Street Improvement Projects

City Engineer Erichson – Reported that the project is progressing nicely. He reviewed the total project cost and outlined the assessable portion. Staff recommends approval.

Council Member Nanko Yeager – Asked when this project would be completed.

City Engineer Erichson – Stated that it will be completed sometime this fall. He noted that the concrete curb and gutter would be placed this week with paving taking place most likely next week. He noted that the intent is to be completed before the snow flies and noted that the restoration work would happen sometime in the spring because they are already beyond the growing season.

Council Member Nanko Yeager – Asked about restoration efforts and watering and referenced information within the report regarding past problems.

City Engineer Erichson – Noted that it had been a terrible two year stretch for restoration with drought conditions. He stated that they did include watering this year which has helped, but the weather made it difficult. He explained that restoration taking place in the spring should be a positive thing when there is typical rain and cooler weather to help promote grass growing.

A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE RESOLUTION 23-10-102 A RESOLUTION DECLARING THE COST TO BE ASSESSED AND ORDERING PREPARATION OF PROPOSED ASSESSMENT ROLL FOR THE 2023 FALLBROOK AVENUE AND 264TH STREET IMPROVEMENT PROJECTS

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

16. To consider **Resolution 23-10-103** a resolution approving calling a public hearing on assessments for the 2023 Fallbrook Avenue and 264th Street Improvement Project

City Engineer Erichson – Explained that this public hearing will be scheduled for November 21, 2023

A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE RESOLUTION 23-10-103 A RESOLUTION APPROVING CALLING A PUBLIC HEARING ON ASSESSMENTS FOR THE 2023 FALLBROOK AVENUE AND 264TH STREET IMPROVEMENT PROJECT

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

17. To consider the selection of a consultant to complete a utility rate study for the City of Wyoming for years 2024-2028

City Administrator Linwood – Explained that the City placed an RFP on the League of Minnesota City website and had received 4 proposals in response to the RFP. Staff is recommending Erickson Northstar, LLC, be selected for completion of the utility rate study and reviewed their past work with the City.

A MOTION WAS MADE BY COUNCILMEMBER IVERSON, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE THE SELECTION OF ERICKSON NORTHSTAR, LLC BE SELECTED FOR COMPLETION OF A UTILITY RATE STUDY FOR THE CITY OF WYOMING FOR YEARS 2024-2028.

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

18. To consider the purchasing of two disc golf baskets to be installed at Fireside Park and Verges Park

City Administrator Linwood – Explained that the Park Advisory Commission has been discussing various improvements at Fireside Park and Verges Park including installation of a disc golf basket that essentially will serve for ‘putting’ practice in these locations.

Mayor Iverson – Asked what funds would be used to pay for these baskets.

City Administrator Linwood – Explained that the funds would come out of the normal Park Improvement Funds

Mayor Iverson – Asked if signage may be needed in order to explain to people what it is and suggested that be brought back to the Park Advisory Commission for further review.

Council Member Luger – Noted that she loves the idea of broadening some of the amenities in the City and asked if there had been discussion about the usage of the existing disc golf course at Comfort Park.

Council Member Ohnstad – Stated that he does not have usage numbers, but imagines that it is fairly well used and noted that he feels these additions will be a great extension of the existing course. He noted that the baskets are moveable, so if it doesn’t work well in one park, the City will be able to relocate them.

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE THE PURCHASING OF TWO DISC GOLF BASKETS TO BE INSTALLED AT FIRESIDE PARK AND VERGES PARK

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

Voting Nay: None

Abstain: None

Absent: None

COUNCIL REPORTS:

Council Member Ohnstad – No report.

Council Member Nanko Yeager – No report.

Council Member Luger – No report.

Council Member Schilling – Attended the EDA meeting last week.

Mayor Iverson – Attended the EDA meeting and the Joint Sewer Commission meeting

City Administrator Linwood – Noted that the Veteran's Memorial work is substantially complete.

Mayor Iverson – Suggested that the City consider holding some time of event there on Veteran's Day

Public Safety Director Bauer – Noted that the Coffee with a Cop event went well and had good attendance. He stated that the Stuff a Squad event will be coming up in November and the Santa collection of gifts and food shelf donations will be done in December.

Mayor Iverson – Recessed the Council meeting at 7:26 p.m. and reconvened at 7:33 p.m.

19. To consider entering a closed session under MN State Statute 13D.05, Subd 2(a)(3) and (4) for a personnel matter

A MOTION WAS MADE BY COUNCILMEMBER OHNSTAD SECONDED BY COUNCILMEMBER LUGER TO ENTER INTO A CLOSED SESSION UNDER MN STATE STATUTUE 13.D.05 2(A)(3), AND (4) FOR A PERSONNEL MATTER AT 7:33PM

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

Voting Nay: None

Abstain: None

Absent: None

A MOTION WAS MADE BY COUNCILMEMBER LUGER SECONDED BY COUNCILMEMBER OHNSTAD TO RETURN TO OPEN SESSION UNDER MN STATE STATUTUE 13.D.05 2(A)(3), AND (4) FOR A PERSONNEL MATTER AT 8:14PM

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

Voting Nay: None

Abstain: None

Absent: None

A MOTION WAS MADE BY COUNCILMEMBER IVERSON SECONDED BY COUNCILMEMBER SCHILLING TO PROVIDE SUPERINTENDENT CHUCK ALMHJELD NOTICE OF INTENT TO PLACE MR. ALMHJELD ON UNPROTECTED JOB LEAVE PENING THE EXPIRATION OF ANY VETERANS PREFERANCE APPEAL PERIOD

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

Council Member Nanko Yeager - stated the reason she voted nay that she felt this was not the best option for the employee.

Mayor Iverson – Recessed the Council meeting at 8:18p.m.and reconvened at 8:23 p.m.

A MOTION WAS MADE BY COUNCILMEMBER OHNSTAD SECONDED BY COUNCILMEMBER SCHILLING TO ENTER INTO A CLOSED SESSION UNDER MN STATE STATUTUE 13D.03 TO DISCUSS LABOR NEGOTIATION STRATEGIES FOR A CONTRACT WITH THE BARGAINING UNITS OF LAW ENFORCEMENT LABOR SERVICES (LELS) GROUP 507 AND 365 AND LOCAL 49 AT 8:23PM

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

A MOTION WAS MADE BY COUNCILMEMBER LUGER SECONDED BY COUNCILMEMBER SCHILLING TO RETURN TO OPEN SESSION UNDER MN STATE STATUTUE 13D.03 TO DISCUSS LABOR NEGOTIATION STRATEGIES FOR A CONTRACT WITH THE BARGAINING UNITS OF LAW ENFORCEMENT LABOR SERVICES (LELS) GROUP 507 AND 365 AND LOCAL 49 AT 10:06PM

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

City Administrator Linwood gave a summation of the closed session

The closed meeting was relative to the matters for bargaining purposes and contract negotiations between the City of Wyoming and bargaining unit of Law Enforcement Labor Services groups 507, 365 and Local 49. The meeting was closed under MN State Statute 13D.03. The closed meeting was attended by Mayor Lisa Iverson and City Council Members Dennis Schilling, Linda Nanko Yeager, Claire Luger and Brett Ohnstad. Also, in attendance was City Administrator, Robb Linwood, Public Safety Director, Neil Bauer and Labor Attorney, Soren Mattick. The council reviewed the proposed contract from the bargaining units. The city council provided advice and direction to legal and city staff but made no formal votes or motions

A MOTION WAS MADE BY MAYOR IVERSON TO ADJOURN THE OCTOBER 17, 2023 “REGULAR MEETING” OF THE WYOMING, MINNESOTA CITY COUNCIL REGULAR MEETING AT 10:07PM

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:
NOVEMBER 7, 2023
7:00PM

Request for Council Action

Date: November 7, 2023
 To: Wyoming City Council, Mayor Lisa Iverson, Councilmembers Claire Luger, Linda Nanko Yeager, Brett Ohnstad, and Dennis Schilling
 Cc: Robb Linwood; File
 From: City Engineer, Mark Erichson, PE
 RE: SAP 248-108-003, East Viking Boulevard Improvements – Adopt Assessments

Staff has prepared a resolution adopting the assessments for the SAP 248-108-003, East Viking Boulevard Improvements for your consideration in accordance with the requirements of state statutes Chapter 429 for assessments to benefitting properties. A copy of the assessment role is attached for your reference. As part of the assessment hearing, staff will give a PowerPoint presentation identifying the improvements, costs and detail payment options. A summary of project costs and assessment calculation is shown below:

Total Project Cost:	\$2,697,000
• Surface Improvements (Sidewalk Not Assessed):	\$1,648,200
• Sanitary Sewer Improvements (Not Assessed)	\$ 139,100
• Drainage Improvements:	\$ 444,500
• Watermain Improvements (Not Assessed):	\$ 144,200
• Overlay Improvements (Not Assessed):	\$ 321,000
Assessable Costs (Surface and Drainage):	\$1,787,762.81
Portion to be assessed (20%):	\$355,930.74
• Total Number of Units:	49.5 assessable units
• Assessment Rate per Unit:	\$7,190.52 (\$7,514.44 identified at Public Hearing 11/15/22)

Recommendation:

Approve Resolution No. 23-11-104, a resolution adopting the assessments for the SAP 248-108-003, East Viking Boulevard Improvements.

Assessment Roll

WSB Project: 2023 East Viking Boulevard Improvements
 Project Location: City of Wyoming
 WSB Project No.: R-018553-000

Date: 9/10/2021
 Revised: 9/29/2023
 Printed: 9/29/2023

Map ID	Property Owner Address				Property Address				PIN #	Land Use Description	Assessable Units	Method	Assessment Rate	Total Proposed Assessment	
1	MASTELLER THOMAS C	5440 E VIKING BLVD	WYOMING	MN	55092	5440 E VIKING BLVD	WYOMING	MN	55092	210010900	R3	0	UNIT	\$7,190.52	\$0.00
2	ENGSTROM ANDREW J & SHURENE M	5478 E VIKING BLVD	WYOMING	MN	55092	5478 E VIKING BLVD	WYOMING	MN	55092	210011000	R3	1	UNIT	\$7,190.52	\$7,190.52
3	CARDINAL KENNETH & CARDINAL FAY	5484 E VIKING BLVD	WYOMING	MN	55092	5484 E VIKING BLVD	WYOMING	MN	55092	210010300	R3	1	UNIT	\$7,190.52	\$7,190.52
4	WEST DAVID J & CATHY S	PO BOX 332	WYOMING	MN	55092-0332	5500 E VIKING BLVD	WYOMING	MN	55092	210010400	R3	1	UNIT	\$7,190.52	\$7,190.52
5	OLSON MICHAEL C & SANDRA M	5512 E VIKING BLVD	WYOMING	MN	55092	5512 E VIKING BLVD	WYOMING	MN	55092	210010500	R3	1	UNIT	\$7,190.52	\$7,190.52
6	JASKOWIAK STUART A	5534 E VIKING BLVD	WYOMING	MN	55092	5534 E VIKING BLVD	WYOMING	MN	55092	210010800	R3	1	UNIT	\$7,190.52	\$7,190.52
7	CITY OF WYOMING									210010200	R3	0	UNIT	\$7,190.52	\$0.00
8	HINDS ANDREA & SAMPERS MATTHEW	5634 E VIKING BLVD	WYOMING	MN	55092	5634 E VIKING BLVD	WYOMING	MN	55092	210009900	R3	1	UNIT	\$7,190.52	\$7,190.52
9	ZICOPULA ZACHARY A	5648 E VIKING BLVD	WYOMING	MN	55092	5648 E VIKING BLVD	WYOMING	MN	55092	210009600	R3	1	UNIT	\$7,190.52	\$7,190.52
10	VADNER AMANDA M	5670 E VIKING BLVD	WYOMING	MN	55092	5670 E VIKING BLVD	WYOMING	MN	55092	210009700	R3	1	UNIT	\$7,190.52	\$7,190.52
11	NORTON ADAM & JACLYN	5692 E VIKING BLVD	WYOMING	MN	55092	5692 E VIKING BLVD	WYOMING	MN	55092	210009100	R3	1	UNIT	\$7,190.52	\$7,190.52
12	SYCKS GARY W & CHRISTINE K	PO BOX 217	WYOMING	MN	55092-0217	5710 E VIKING BLVD	WYOMING	MN	55092	210009200	R3	1	UNIT	\$7,190.52	\$7,190.52
13	JAMBOR BRIAN A	5734 E VIKING BLVD	WYOMING	MN	55092	5734 E VIKING BLVD	WYOMING	MN	55092	210009500	R3	1	UNIT	\$7,190.52	\$7,190.52
14	DEEGAN GARY J & SHEILA R JOHNSON	5762 E VIKING BLVD	WYOMING	MN	55092	5762 E VIKING BLVD	WYOMING	MN	55092	210010000	R3	1	UNIT	\$7,190.52	\$7,190.52
15	PROSSER MICHAEL D & STACEY A	5802 E VIKING BLVD	WYOMING	MN	55092	5802 E VIKING BLVD	WYOMING	MN	55092	210010100	R3	1	UNIT	\$7,190.52	\$7,190.52
16	MORRIS ROGER A	5832 E VIKING BLVD	WYOMING	MN	55092	5832 E VIKING BLVD	WYOMING	MN	55092	210008400	R3	1	UNIT	\$7,190.52	\$7,190.52
17	TERRY THOMAS L & PENNY J	26752 FREEPORT CT	WYOMING	MN	55092	26752 FREEPORT CT	WYOMING	MN	55092	210056100	R3	0	UNIT	\$7,190.52	\$0.00
18	KOPPY KEITH & RAMONA R	PO BOX 191	WYOMING	MN	55092-0191	5894 E VIKING BLVD	WYOMING	MN	55092	210008300	R3	0	UNIT	\$7,190.52	\$0.00
19	LOEPPKY RYAN J AND & JESSICA A CERNIUS	5910 VIKING BLVD	WYOMING	MN	55092	5910 E VIKING BLVD	WYOMING	MN	55092	210008310	R3	1	UNIT	\$7,190.52	\$7,190.52
20	FILLA HELEN	5940 E VIKING BLVD	WYOMING	MN	55092	5940 E VIKING BLVD	WYOMING	MN	55092	210007400	R3	0	UNIT	\$7,190.52	\$0.00
21	CARTER ROBERT E & MARY L	26755 FRIESLAND AVE	WYOMING	MN	55092	26755 FRIESLAND AVE	WYOMING	MN	55092	210058900	R3	0	UNIT	\$7,190.52	\$0.00
22	CAMERON & MARGARET STRAND FAMILY TRUST	9567 NORTH SHORE TRL N	FOREST LAKE	MN	55025-0145					210007010	R3	1	UNIT	\$7,190.52	\$7,190.52
23	DINA JOSEPH A	6044 E VIKING BLVD	WYOMING	MN	55092	6044 E VIKING BLVD	WYOMING	MN	55092	210007000	R3	1	UNIT	\$7,190.52	\$7,190.52
24	CAMERON & MARGARET STRAND FAMILY TRUST	9567 NORTH SHORE TRL N	FOREST LAKE	MN	55025-0145					210006900	R3	3	UNIT	\$7,190.52	\$21,571.56
25	STRAND CAMERON E	9567 NORTH SHORE TRL N	FOREST LAKE	MN	55025					210006600	R6	3	UNIT	\$7,190.52	\$21,571.56
26	CITY OF WYOMING									210037438	R6	0	UNIT	\$7,190.52	\$0.00
27	VOGEL CHARLES F	17209 145TH AVE	MILACA	MN	56353	6168 E VIKING BLVD	WYOMING	MN	55092	210006200	R6	0	UNIT	\$7,190.52	\$0.00
28	VOGEL CHARLES F	6168 E VIKING BLVD	WYOMING	MN	55092					210006100	R6	0	UNIT	\$7,190.52	\$0.00
29	TAX FORFEITED LAND READY FOR APPRAISAL	313 N MAIN ST	CENTER CITY	MN	55012	6190 E VIKING BLVD	WYOMING	MN	55092	210006300	R6	0	UNIT	\$7,190.52	\$0.00
30	RABEL LAWRENCE & ELINOR K	6210 WYOMING TRL	WYOMING	MN	55092	6210 WYOMING TRL	WYOMING	MN	55092	210006520	R3	0	UNIT	\$7,190.52	\$0.00
31	LEVIN NICHOLAS SCOTT & KRISTINA KATLYN	6216 267TH CT	WYOMING	MN	55092	6216 267TH CT	WYOMING	MN	55092	210037414	R3	0	UNIT	\$7,190.52	\$0.00
32	PROVIDE CARE INC	4722 ISANTI TR	NORTH BRANCH	MN	55056-0538	6210 267TH CT	WYOMING	MN	55092	210037413	R3	0	UNIT	\$7,190.52	\$0.00
33	HAGE ALLEN J & HAGE SAMANTHA J	6192 267TH CT	WYOMING	MN	55092	6192 267TH CT	WYOMING	MN	55092	210037412	R3	0	UNIT	\$7,190.52	\$0.00
34	O'DELL KEVIN	6184 267TH CT	WYOMING	MN	55092	6184 267TH CT	WYOMING	MN	55092	210037411	R3	0	UNIT	\$7,190.52	\$0.00
35	MARTIN BRADLEY C & CHRISTINE	6162 267TH CT	WYOMING	MN	55092	6162 267TH CT	WYOMING	MN	55092	210037410	R3	0	UNIT	\$7,190.52	\$0.00
36	ZAUNER GARY B & ANNA E	26724 GLEN OAK DR	WYOMING	MN	55092	26724 GLEN OAK DR	WYOMING	MN	55092	210037400	R3	0	UNIT	\$7,190.52	\$0.00
37	PETERSON JAMES GORDON & PATRICIA ANN PETERSON	26735 GARDEN LN	WYOMING	MN	55092	26735 GARDEN LN	WYOMING	MN	55092	210064700	R6	0	UNIT	\$7,190.52	\$0.00
38	CULLY JENNIFER LYNN	26736 GARDEN LN	WYOMING	MN	55092	26736 GARDEN LN	WYOMING	MN	55092	210064709	R6	0	UNIT	\$7,190.52	\$0.00
39	OAKRIDGE APARTMENTS LLC	56 E BROADWAY AVE NO 200	FOREST LAKE	MN	55025	6001 E VIKING BLVD	WYOMING	MN	55092	210009000	R6	2.5	UNIT	\$7,190.52	\$17,976.30
40	GIERKE ROGER & NANCY GIERKE	5963 E VIKING BLVD	WYOMING	MN	55092-9207	5963 E VIKING BLVD	WYOMING	MN	55092	210008500	R6	1	UNIT	\$7,190.52	\$7,190.52
41	DANNER FAMILY LIMITED PARTNERSHIP	843 HARDMAN AVE S	SOUTH SAINT PAUL	MN	55075	5939 E VIKING BLVD	WYOMING	MN	55092	210007701	R4	2	UNIT	\$7,190.52	\$14,381.04
42	SARRACCO JOHN P & SHANNON S	26179 GALEN DR	WYOMING	MN	55092	26745 FREEPORT AVE	WYOMING	MN	55092	210057100	R3	0	UNIT	\$7,190.52	\$0.00
43	BERND CYNTHIA & BERND STEPHEN	26746 FREEPORT AVE	WYOMING	MN	55092	26746 FREEPORT AVE	WYOMING	MN	55092	210057500	R3	0	UNIT	\$7,190.52	\$0.00
44	PAPE GERALD CARL & SHIRLEY A	5869 E VIKING BLVD	WYOMING	MN	55092	5869 E VIKING BLVD	WYOMING	MN	55092	210007520	R3	1	UNIT	\$7,190.52	\$7,190.52
45	JOHNSON DANIEL J	5843 E VIKING BLVD	WYOMING	MN	55092	5843 E VIKING BLVD	WYOMING	MN	55092	210007600	R3	1	UNIT	\$7,190.52	\$7,190.52
46	JOHNSON DANIEL J	5843 E VIKING BLVD	WYOMING	MN	55092					210007510	R3	1	UNIT	\$7,190.52	\$7,190.52
47	CTW GROUP INC	4820 MINNETONKA BLVD FLOOR 3	ST LOUIS PARK	MN	55416	5831 E VIKING BLVD	WYOMING	MN	55092	210008200	R3	1	UNIT	\$7,190.52	\$7,190.52
48	FRATTALONE DEVON D	5765 EAST VIKING BLVD	WYOMING	MN	55092	5765 E VIKING BLVD	WYOMING	MN	55092	210035700	R4	1	UNIT	\$7,190.52	\$7,190.52
49	ROEHRICK RENEE E	5761 E VIKING BLVD	WYOMING	MN	55092	5761 E VIKING BLVD	WYOMING	MN	55092	210035810	R4	1	UNIT	\$7,190.52	\$7,190.52
50	BRIDGEMAN DUANE A	5735 EAST VIKING BLVD	WYOMING	MN	55092	5735 E VIKING BLVD	WYOMING	MN	55092	210035800	R4	1	UNIT	\$7,190.52	\$7,190.52
51	HAVENS KENNETH J	5715 VIKING BLVD	WYOMING	MN	55092	5715 E VIKING BLVD	WYOMING	MN	55092	210035900	R4	1	UNIT	\$7,190.52	\$7,190.52
52	BOUDIN JOHN R & VALERIE	5703 E VIKING BLVD	WYOMING	MN	55092	5703 E VIKING BLVD	WYOMING	MN	55092	210036000	R4	1	UNIT	\$7,190.52	\$7,190.52
53	WETTERLING JAMES R & DAWN L	5649 E VIKING BLVD	WYOMING	MN	55092	5649 E VIKING BLVD	WYOMING	MN	55092	210034600	R6	1	UNIT	\$7,190.52	\$7,190.52
54	HAVEN PROPERTIES	26811 FREEPORT CT	WYOMING	MN	55092	5635 E VIKING BLVD	WYOMING	MN	55092	210034800	R6	0	UNIT	\$7,190.52	\$0.00
55	HAVEN PROPERTIES	26811 FREEPORT CT	WYOMING	MN	55092	5613 E VIKING BLVD	WYOMING	MN	55092	210034700	R6	2.5	UNIT	\$7,190.52	\$17,976.30
56	HAVEN PROPERTIES	26811 FREEPORT CT	WYOMING	MN	55092	5595 E VIKING BLVD	WYOMING	MN	55092	210034900	R6	2.5	UNIT	\$7,190.52	\$17,976.30
57	RUBEN WILLIAM JOHN & KAREN E	5571 E VIKING BLVD	WYOMING	MN	55092	5571 E VIKING BLVD	WYOMING	MN	55092	210035000	R6	1	UNIT	\$7,190.52	\$7,190.52
58	WYOMING AREA CREATIVE ARTS COMMUNITY INC	PO BOX 608	WYOMING	MN	55092					210012100	R6	1	UNIT	\$7,190.52	\$7,190.52
59	WYOMING AREA CREATIVE ARTS COMMUNITY INC	PO BOX 608	WYOMING	MN	55092	5521 E VIKING BLVD	WYOMING	MN	55092	210011500	R6	1	UNIT	\$7,190.52	\$7,190.52
60	KUSY JEROME	PO BOX 1352	STAFFORD	VA	22555	5507 E VIKING BLVD	WYOMING	MN	55092	210011400	R6	1	UNIT	\$7,190.52	\$7,190.52
61	GATZOW NEIL H	5481 E VIKING BLVD	WYOMING	MN	55092	5481 E VIKING BLVD	WYOMING	MN	55092	210011800	R6	2	UNIT	\$7,190.52	\$14,381.04
62	WYOMING UNITED METH CHURCH	PO BOX 247	WYOMING	MN	55092-0247					210011700	R6	0	UNIT	\$7,190.52	\$0.00
63	WYOMING UNITED METH CHURCH	PO BOX 247	WYOMING	MN	55092-0247	5459 E VIKING BLVD	WYOMING	MN	55092	210025900	R6	0	UNIT	\$7,190.52	\$0.00
TOTAL 2023 EAST VIKING BOULEVARD STREET IMPROVEMENT PROJECT - STREET RECONSTRUCTION											49.5				\$355,930.74

RESOLUTION NO. 23-11-104

**CITY OF WYOMING
CHISAGO COUNTY, MINNESOTA**

**RESOLUTION ADOPTING ASSESSMENTS FOR THE
SAP 248-108-003 EAST VIKING BOULEVARD IMPROVEMENTS**

WHEREAS, pursuant to notice duly given as required by law, the City Council has met, heard and passed upon all objections to the proposed assessment for the S.A.P. 248-108-003, East Viking Boulevard Improvements and has amended such proposed assessment as it deems just;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WYOMING, MINNESOTA:

1. Such proposed assessment, a copy of which is attached hereto and made a part hereof is hereby accepted and shall constitute the special assessment against the lands named therein, and each tract of land therein is hereby found to be benefitted by the proposed improvement.

2. Such assessments shall be as follows:

a. The assessments shall be payable in equal annual installments including principal and interest extending over a period of 10 years, with interest at the rate of 5.25% per annum, in the amount annually required to pay the principal over such period at such rate, the first of said installments to be payable with general taxes for the year 2024, collectible with such taxes during the year 2024. Interest shall accrue from and after December 7th, 2023.

b. The owner of the property so assessed may at any time prior to the certification of the assessment to the County Auditor, pay to the City Treasurer, and thereafter at any time prior to November 15 of any year pay to the County Auditor, the whole of the principal amount of the assessment on such property provided that no such prepayment shall be accepted without payment of all installments due to and including December 31 of the year of prepayment, and the original principal amount reduced only by the amounts of principal included in such installments computed on an annual amortization basis.

3. The City Clerk shall forthwith transmit a certified duplicate copy of this assessment to the County Auditor to be extended on the tax list of the County.

THIS RESOLUTION WAS ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING ON THE 7TH DAY OF NOVEMBER, 2023.

CITY OF WYOMING

Lisa Iverson, Mayor

ATTEST:

Robb Linwood, City Administrator/Clerk

(seal)

For Check Dates 10/24/2023 to 10/24/2023

Check Number	Name	Check Date
Text Label	55433 PACIFIC LIFE INSURANCE	10/24/2023
Item Code	GL Number	Amount
ROTH	101-0000-21712	250.00
		<u>250.00</u>
Text Label	55434 CENTRAL PENSION FUND,	10/24/2023
Item Code	GL Number	Amount
CENT PENS FUND	101-0000-21716	480.00
		<u>480.00</u>
Text Label	55435 WI SCTF,	10/24/2023
Item Code	GL Number	Amount
WI CHILD SUPPOR	101-0000-21710	215.42
		<u>215.42</u>
Text Label	EFT1044 MN STATE RETIREMENT	10/24/2023
Item Code	GL Number	Amount
CITY HSCP CONT	101-0000-21706	0.00
HSCP	101-0000-21710	0.00
MND CP	101-0000-21712	135.00
MND CPPRETAX	101-0000-21712	135.00
		<u>270.00</u>
Text Label	EFT1045 SELECTACCOUNT,	10/24/2023
Item Code	GL Number	Amount
DEP CARE	101-0000-21711	0.00
FSA CONT	101-0000-21711	0.00
HSA CITY CONT	101-0000-21707	0.00
HSA CONT	101-0000-21707	1,491.16
		<u>1,491.16</u>
Text Label	EFT1046 P.E.R.A.,	10/24/2023
Item Code	GL Number	Amount
CORD PERA	101-0000-21704	2,739.68
DCP PERA	101-0000-21704	16.67
DCP PERA MATCH	101-0000-21704	16.67
PERA CITY MATCH	101-0000-21704	3,161.15
PF PERA	101-0000-21704	3,840.76

For Check Dates 10/24/2023 to 10/24/2023

Check Number	Name	Amount	Check Date
PF PERA CITY	101-0000-21704	5,761.13	
		<u>15,536.06</u>	

Text Label EFT1047 INTERNAL REVENUE SERVICE, 10/24/2023

Item Code	GL Number	Amount
FITW	101-0000-21701	6,661.91
SOCSEC_EE	101-0000-21703	3,057.66
MEDICARE_ER	101-0000-21703	1,156.07
SOCSEC_ER	101-0000-21703	3,057.66
MEDICARE_EE	101-0000-21703	1,156.07
		<u>15,089.37</u>

Text Label EFT1048 STATE OF MINNESOTA, 10/24/2023

Item Code	GL Number	Amount
SITW	101-0000-21702	2,967.43
		<u>2,967.43</u>

Text Label

General Checking Account 10100
Total Amount Being Paid: \$36,299.44
Total Number of Checks: 8

Mayor Iverson

Councilmember Luger

Councilmember Nanko Yeager

Councilmember Schilling

Councilmember Ohnstad

City of Wyoming Check Detail Register

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OCTOBER 16, 2023 10:43 AM
User: ssaxe
DR: Wyoming

10-16-2023 Payables

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
55431	10/16/2023	WYOMING POST OFFICE			
102023					
	601-9425-43220	POSTAGE		\$397.79	POSTAGE
	602-9425-43220	POSTAGE		\$397.78	POSTAGE
				\$795.57	
	Total for WYOMING POST OFFICE				

City of Wyoming Check Detail Register

10-16-2023 Payables

Check #	Check Date	Vendor Name		
Invoice #	General Ledger #	Amount	Comment	

General Checking Account 10100
Total Amount Being Paid: \$795.57
Total Number of Checks: 1

Mayor Iverson

Councilmember Luger

Councilmember Nanko Yeager

Councilmember Schilling

Councilmember Ohnstad

City of Wyoming Check Detail Register

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11-07-2023

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
12593 9011-086411-1000	11/07/2023	90 DEGREE BENEFITS			
	101-0000-21706	HOSPITALIZATION		\$24,415.04	HOSPITALIZATION/MEDICAL INS
Total for 90 DEGREE BENEFITS				<u>\$24,415.04</u>	
55436 478421	11/07/2023	ABDO FINANCIAL SOLUTIONS, LLC			
	101-1500-43000	PROFESSIONAL SE		\$4,583.33	PROFESSIONAL SERVICE (GENERAL)
Total for ABDO FINANCIAL SOLUTIONS				<u>\$4,583.33</u>	
55437 117831	11/07/2023	ANCOM COMMUNICATIONS			
	602-9425-44040	REPAIRS & MAINT.		\$160.00	REPAIRS & MAINT. - EQUIPMENT
Total for ANCOM COMMUNICATIONS				<u>\$160.00</u>	
55438 321155 321302	11/07/2023	ASPEN MILLS			
	101-2110-44080	UNIFORMS		\$12.65	UNIFORMS
	101-2110-44080	UNIFORMS		\$116.93	UNIFORMS
Total for ASPEN MILLS				<u>\$129.58</u>	
55439 10032023	11/07/2023	AT & T MOBILITY			
	101-2110-43200	COMMUNICATIONS		\$1,126.37	COMMUNICATIONS (GENERAL)
	101-2200-43200	COMMUNICATIONS		\$281.59	COMMUNICATIONS (GENERAL)
Total for AT & T MOBILITY				<u>\$1,407.96</u>	
55440 762000	11/07/2023	BCA/TRAINING DEVELOPMENT			
	101-2110-44330	DUES & SUBSCRIP		\$600.00	DUES & SUBSCRIPTIONS
Total for BCA/TRAINING DEVELOPMENT				<u>\$600.00</u>	
55441 010001372704	11/07/2023	BLAINE BROTHERS INC.			
	101-2200-43000	PROFESSIONAL SE		\$101.25	PROFESSIONAL SERVICE (GENERAL)
Total for BLAINE BROTHERS INC.				<u>\$101.25</u>	
55442 150055	11/07/2023	BS& A SOFTWARE			
	101-2400-44330	DUES & SUBSCRIP		\$69.00	DUES & SUBSCRIPTIONS
Total for BS& A SOFTWARE				<u>\$69.00</u>	
55443 2908700132	11/07/2023	CARGILL, INCORPORATED			
	101-3100-44400	SALT & SAND		\$11,502.65	SALT & SAND
Total for CARGILL, INCORPORATED				<u>\$11,502.65</u>	

City of Wyoming Check Detail Register

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11-07-2023

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment	
55444	11/07/2023	CHISAGO COUNTY RECORDER				
202300000321			800-0000-20532	SHORE VIEW TWO	\$46.00	SHORE VIEW TWO PARK TRAIL EASEMENT
Total for CHISAGO COUNTY RECORDER					\$46.00	
55445	11/07/2023	CHISAGO LAKES JOINT SEWAGE TREATMENT PLANT				
14373			602-9425-43890	SEWER PLANT FEE	\$26,162.01	AUGUST TREATMENT CHARGES
			602-9425-43890	SEWER PLANT FEE	\$25,036.66	SEPTEMBER TREATMENT CHARGES
Total for CHISAGO LAKES JOINT SEWAGE TREATMENT PLANT					\$51,198.67	
55446	11/07/2023	CINTAS				
4171391965			101-3100-44180	UNIFORMS	\$65.28	STREETS
			101-3100-42100	OPERATING SUPPL	\$33.55	SHOP SUPPLIES
4172110541			101-2110-43600	CLEANING SERVIC	\$28.51	CLEANING SERVICE-PUBLIC SAFETY
4172103602			101-1400-43600	CLEANING SERVIC	\$31.05	CLEANING SERVICE-CITY HALL
4172103706			101-3100-44180	UNIFORMS	\$65.28	STREETS
			101-3100-42100	OPERATING SUPPL	\$48.00	SHOP SUPPLIES
4172798971			101-3100-44180	UNIFORMS	\$71.88	STREETS
			101-3100-42100	OPERATING SUPPL	\$36.83	SHOP SUPPLIES
Total for CINTAS					\$380.38	
55447	11/07/2023	CIVICPLUS				
281577			101-1400-44330	DUES & SUBSCRIP	\$8,516.81	DUES & SUBSCRIPTIONS
Total for CIVICPLUS					\$8,516.81	
55448	11/07/2023	CRISIS SYSTEMS MANAGEMENT, LLC				
60922			101-2110-42080	TRAINING AND IN	\$595.00	TRAINING AND INSTRUCTION
Total for CRISIS SYSTEMS MANAGEMENT, LLC					\$595.00	
55449	11/07/2023	DAVID TORMA				
EXP REPORT-DT			602-9425-42300	SAFETY EQUIPME	\$200.00	SAFETY EQUIPMENT
Total for DAVID TORMA					\$200.00	
55450	11/07/2023	DREAMSCAPES LANDSCAPING AND DESIGN				
67984			651-9425-44040	REPAIRS & MAINT	\$9,701.14	REPAIRS & MAINT. - EQUIPMENT
Total for DREAMSCAPES LANDSCAPING AND DESIGN					\$9,701.14	
55451	11/07/2023	DRESEL CONTRACTING				
15238			651-9425-42310	CONTRACTED SER	\$1,250.00	CONTRACTED SERVICES
Total for DRESEL CONTRACTING					\$1,250.00	

City of Wyoming Check Detail Register

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11-07-2023

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
55452	11/07/2023	DYNAMIC DISTRIBUTION CO.			
INV15809			404-5200-45350 IMPROVEMENTS	\$759.63	IMPROVEMENTS
Total for DYNAMIC DISTRIBUTION CO				<u>\$759.63</u>	
55453	11/07/2023	ESS BROTHERS & SONS INC			
DD9064			601-9425-42400 SMALL TOOLS/MIN	\$2,136.20	SMALL TOOLS/MINOR EQUIPMENT
Total for ESS BROTHERS & SONS INC				<u>\$2,136.20</u>	
55454	11/07/2023	FACILICARE INC			
17375			101-5500-43600 CLEANING SERVIC	\$1,263.40	LIBRARY
			101-1400-43600 CLEANING SERVIC	\$559.00	CITY HALL/FIRE
			101-2110-43600 CLEANING SERVIC	\$299.00	POLICE
			101-3100-42310 CONTRACTED SER	\$188.50	PUBLIC WORKS
Total for FACILICARE INC				<u>\$2,309.90</u>	
55455	11/07/2023	FERGUSON WATERWORKS			
0521024			601-9425-42050 SOFTWARE UPGRA	\$3,800.00	SOFTWARE UPGRADES
			602-9425-42050 SOFTWARE UPGRA	\$3,800.00	SOFTWARE UPGRADES
			601-9425-42310 CONTRACTED SER	\$6,600.00	CONTRACTED SERVICES
0521827			401-3100-45000- CAPITAL OUTLAY	\$23,050.00	CAPITAL OUTLAY
Total for FERGUSON WATERWORKS				<u>\$37,250.00</u>	
55456	11/07/2023	FLEET ALIGNMENT SERVICE			
5061			602-9425-44040 REPAIRS & MAINT.	\$1,307.36	REPAIRS & MAINT. - EQUIPMENT
5083			602-9425-44040 REPAIRS & MAINT.	\$225.81	REPAIRS & MAINT. - EQUIPMENT
Total for FLEET ALIGNMENT SERVICE				<u>\$1,533.17</u>	
55457	11/07/2023	FORCE AMERICA			
IN001-1768752			101-3100-44040 REPAIRS & MAINT.	\$2,016.00	REPAIRS & MAINT. - EQUIPMENT
Total for FORCE AMERICA				<u>\$2,016.00</u>	
55458	11/07/2023	FOREST LAKE CYCLE & SKATE			
371789			205-2110-42230 CRIME PREVENTIC	\$100.00	CRIME PREVENTION
Total for FOREST LAKE CYCLE & SKATE				<u>\$100.00</u>	
55459	11/07/2023	GOPHER STATE ONE CALL			
3100860			601-9425-44650 LOCATES (GOPHEF	\$40.95	LOCATES (GOPHER STATE)
			602-9425-44650 LOCATES (GOPHEF	\$40.95	LOCATES (GOPHER STATE)
			651-9425-44650 LOCATES (GOPHEF	\$40.95	LOCATES (GOPHER STATE)
Total for GOPHER STATE ONE CALL				<u>\$122.85</u>	

City of Wyoming Check Detail Register

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11-07-2023

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment	
55460	11/07/2023	HALLBERG STORAGE LLC				
20231016			101-2110-42100	OPERATING SUPPL	\$52.50	OPERATING SUPPLIES
Total for HALLBERG STORAGE LLC					<u>\$52.50</u>	
55461	11/07/2023	HYLDEN ADVOCACY & LAW				
4225			401-1000-45000	CAPITAL OUTLAY	\$3,000.00	CAPITAL OUTLAY
Total for HYLDEN ADVOCACY & LAW					<u>\$3,000.00</u>	
55462	11/07/2023	INNOVATIVE OFFICE SOLUTIONS, LLC				
IN4362809			101-2110-42000	SUPPLIES - OFFICE	\$206.69	SUPPLIES - OFFICE/COPY/COMPUTR
IN4365754			101-1400-42000	SUPPLIES - OFFICE	\$53.54	SUPPLIES - OFFICE/COPY/COMPUTR
Total for INNOVATIVE OFFICE SOLUTI					<u>\$260.23</u>	
55463	11/07/2023	INSTRUMENTAL RESEARCH, INC				
5210			601-9425-43110	LAB COSTS	\$55.00	LAB COSTS
Total for INSTRUMENTAL RESEARCH, I					<u>\$55.00</u>	
55464	11/07/2023	INTEGRATED CITY SOLUTIONS				
1096			601-9425-45350	IMPROVEMENTS	\$4,050.00	IMPROVEMENTS
Total for INTEGRATED CITY SOLUTION					<u>\$4,050.00</u>	
55465	11/07/2023	INTERSTATE COMPANIES				
R241081231:01			602-9425-44040	REPAIRS & MAINT.	\$2,186.74	REPAIRS & MAINT. - EQUIPMENT
Total for INTERSTATE COMPANIES					<u>\$2,186.74</u>	
55466	11/07/2023	JESSICA GONZALEZ				
10/24/2023			602-0000-11500	ACCOUNTS RECEIV	\$76.02	Sewer - Base Charge
Total for JESSICA GONZALEZ					<u>\$76.02</u>	
55467	11/07/2023	KRAMER MECHANICAL				
28873			101-3100-44010	REPAIRS & MAINT.	\$1,916.12	REPAIRS & MAINT. - BUILDINGS
28938			101-1400-44010	REPAIRS & MAINT.	\$477.47	REPAIRS & MAINT. - BUILDINGS
28937			101-1400-44010	REPAIRS & MAINT.	\$345.65	REPAIRS & MAINT. - BUILDINGS
Total for KRAMER MECHANICAL					<u>\$2,739.24</u>	
55468	11/07/2023	LRS PORTABLES, LLC				
MP237852			101-5200-44050	SATALLITE RENTAL	\$2,040.00	SATALLITE RENTAL
MP238263			101-5200-44050	SATALLITE RENTAL	\$100.00	SATALLITE RENTAL
Total for LRS PORTABLES, LLC					<u>\$2,140.00</u>	

City of Wyoming Check Detail Register

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11-07-2023

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
55469	11/07/2023	MACQUEEN EMERGENCY			
P19924			101-2200-42300 SAFETY EQUIPMEN	\$7,574.83	SAFETY EQUIPMENT
Total for MACQUEEN EMERGENCY				<u>\$7,574.83</u>	
55470	11/07/2023	MC TOOL & SAFETY SALES			
017851			601-9425-42400 SMALL TOOLS/MIN	\$675.00	SMALL TOOLS/MINOR EQUIPMENT
Total for MC TOOL & SAFETY SALES				<u>\$675.00</u>	
55471	11/07/2023	MENARDS- FOREST LAKE			
19317			101-3100-42300 SAFETY EQUIPMEN	\$91.95	SAFETY EQUIPMENT
18544-1			601-9425-42100 OPERATING SUPPL	\$0.70	OPERATING SUPPLIES
20213			101-3100-42100 OPERATING SUPPL	\$29.88	OPERATING SUPPLIES
18044			101-3100-42400 SMALL TOOLS/MIN	\$(59.98)	SMALL TOOLS/MINOR EQUIPMENT
18052			101-3100-42400 SMALL TOOLS/MIN	\$59.96	SMALL TOOLS/MINOR EQUIPMENT
18079			601-9425-42100 OPERATING SUPPL	\$35.98	OPERATING SUPPLIES
20640			602-9425-42100 OPERATING SUPPL	\$107.28	OPERATING SUPPLIES
Total for MENARDS- FOREST LAKE				<u>\$265.77</u>	
55472	11/07/2023	MINNESOTA PUMP WORKS			
INV022553			602-9425-45350 IMPROVEMENTS	\$22,047.50	IMPROVEMENTS
Total for MINNESOTA PUMP WORKS				<u>\$22,047.50</u>	
55473	11/07/2023	MINNESOTA VALLEY TESTING LABS			
1220843			601-9425-43110 LAB COSTS	\$66.00	LAB TESTS
Total for MINNESOTA VALLEY TESTING LABS				<u>\$66.00</u>	
55474	11/07/2023	MN DEPARTMENT OF AGRICULTURE			
2024 RENEWAL			101-5200-44760 TREE PLANTING	\$25.00	TREE PLANTING
Total for MN DEPARTMENT OF AGRICULTURE				<u>\$25.00</u>	
55475	11/07/2023	MN STATE FIRE CHIEFS ASSN.			
2024			101-2200-44330 DUES & SUBSCRIP	\$290.00	DUES & SUBSCRIPTIONS
Total for MN STATE FIRE CHIEFS ASSN.				<u>\$290.00</u>	
55476	11/07/2023	MODERN MARKETING			
MMI153750			101-2110-42230 CRIME PREVENTIC	\$350.00	CRIME PREVENTION
Total for MODERN MARKETING				<u>\$350.00</u>	

City of Wyoming Check Detail Register

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November 03, 2023 10:29 AM
User: ssaxe
DR: Wyoming

11-07-2023

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
55477 INV/2023/14127	11/07/2023	NELSON SANITATION & RENTAL, INC.			
		602-9425-43000	PROFESSIONAL SE	\$3,335.00	PROFESSIONAL SERVICE (GENERAL)
		Total for NELSON SANITATION & REN		\$3,335.00	
55478 42878	11/07/2023	NORTHERN DEWATERING INC			
		601-9425-44490	WATERMAIN BREA	\$9,674.00	WATERMAIN BREAK
		Total for NORTHERN DEWATERING IN		\$9,674.00	
55479 101867	11/07/2023	OLSON'S SEWER SERVICE			
		601-9425-42310	CONTRACTED SER	\$883.75	CONTRACTED SERVICES
		Total for OLSON'S SEWER SERVICE		\$883.75	
55480 20231016	11/07/2023	PELTIER, JEREMY			
		101-2110-42080	TRAINING AND IN	\$799.00	TRAINING AND INSTRUCTION
		Total for PELTIER, JEREMY		\$799.00	
55481 66144	11/07/2023	PLAISTED COMPANIES, INC.			
		101-3100-44410	STREET MAINT MA	\$378.00	STREET MAINT MATERIALS
		Total for PLAISTED COMPANIES, INC.		\$378.00	
55482 IN200-1045125	11/07/2023	PRECISE MRM LLC			
		101-3100-42050	SOFTWARE UPGRA	\$100.00	SOFTWARE UPGRADES
		Total for PRECISE MRM LLC		\$100.00	
55483 10/24/2023	11/07/2023	ROBERT & SUE HOBDAY			
		601-0000-11500	ACCOUNTS RECEI	\$98.60	Water Usage
		601-0000-11500	ACCOUNTS RECEI	\$13.82	Water - Meter Charge
		602-0000-11500	ACCOUNTS RECEI	\$10.42	Sewer - Base Charge
		602-0000-11500	ACCOUNTS RECEI	\$4.37	Sewer Usage
		651-0000-11500	ACCOUNTS RECEI	\$3.10	Surface Water Mgmt
		601-0000-11500	ACCOUNTS RECEI	\$0.81	State Surcharge
		Total for ROBERT & SUE HOBDAY		\$131.12	

City of Wyoming Check Detail Register

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User: ssaxe
DR: Wyoming

11-07-2023

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
55484	11/07/2023	ROSENBAUER			
59263					
	101-2200-43900	VEHICLE MAINTEN		\$1,650.00	VEHICLE MAINTENANCE
0000059379					
	101-2200-43700	INSPECTIONS		\$2,048.30	INSPECTIONS
000059380					
	101-2200-43700	INSPECTIONS		\$986.94	INSPECTIONS
000059381					
	101-2200-43700	INSPECTIONS		\$2,005.46	INSPECTIONS
0000059382					
	101-2200-43700	INSPECTIONS		\$2,112.76	INSPECTIONS
		Total for ROSENBAUER		<u>\$8,803.46</u>	
55485	11/07/2023	STREICHER'S			
I1659713					
	101-2110-44370	COLLABORATIVE P		\$306.00	COLLABORATIVE PARTNERSHIPS
		Total for STREICHER'S		<u>\$306.00</u>	
55486	11/07/2023	SWENSONS LAWCARE			
1252					
	101-5200-42310	CONTRACTED SER		\$3,003.00	LAWNCARE
		Total for SWENSONS LAWCARE		<u>\$3,003.00</u>	
55487	11/07/2023	THOMSON REUTERS-WEST PUBLISH			
849054030					
	101-2110-44360	INVESTIGATIONS		\$174.34	INVESTIGATIVE SUITE
		Total for THOMSON REUTERS-WEST PI		<u>\$174.34</u>	
55488	11/07/2023	TIMESAVER OFF SITE SECRETARIAL			
M28645					
	101-1400-42310	CONTRACTED SER		\$159.00	CONTRACTED SERVICES
		Total for TIMESAVER OFF SITE SECRE1		<u>\$159.00</u>	
55489	11/07/2023	TOWN & COUNTRY DISPOSAL			
DS000008477					
	101-5200-43840	REFUSE		\$260.00	930 WYOMING CITY GARAGE
		Total for TOWN & COUNTRY DISPOSAL		<u>\$260.00</u>	
55490	11/07/2023	TWIN CITIES TRANSPORT & RECOVERY			
23-1025-16874					
	651-9425-44040	REPAIRS & MAINT.		\$600.00	REPAIRS & MAINT. - EQUIPMENT
		Total for TWIN CITIES TRANSPORT & I		<u>\$600.00</u>	

City of Wyoming Check Detail Register

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DR: Wyoming

11-07-2023

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
55491	11/07/2023	UNUM LIFE INSURANCE			
110123					
	101-0000-21715	VOLUNTARY TERM		\$364.71	VOLUNTARY TERM LIFE
11012023					
	101-1400-41310	LIFE INSURANCE		\$219.98	ADMIN
	101-2110-41310	LIFE INSURANCE		\$623.17	POLICE
	101-1910-41310	LIFE INSURANCE		\$67.19	PLAN & ZONE
	101-2400-41310	LIFE INSURANCE		\$138.89	BLDG
	101-3100-41310	LIFE INSURANCE		\$284.38	STREETS
	601-9425-41310	LIFE INSURANCE		\$152.04	WATER
	602-9425-41310	LIFE INSURANCE		\$152.04	SEWER
	Total for UNUM LIFE INSURANCE			\$2,002.40	
55492	11/07/2023	US BANK - AGENT FEES			
7096217					
	339-7000-46200	FISCAL AGENT FEE		\$500.00	FISCAL AGENT FEES
	Total for US BANK - AGENT FEES			\$500.00	
55493	11/07/2023	US BANK EQUIPMENT FINANCE			
512804733					
	101-2400-44330	DUES & SUBSCRIP		\$160.60	DUES & SUBSCRIPTIONS
	Total for US BANK EQUIPMENT FINANCE			\$160.60	
55494	11/07/2023	VC3, INC.			
128221					
	101-1400-42090	NETWORK MUNICI		\$3,338.05	NETWORK MUNICIPAL COMPUTERS
	Total for VC3, INC.			\$3,338.05	
55495	11/07/2023	VERIZON			
9946980725					
	602-9425-43210	TELEPHONE		\$80.04	MACHINE-TO-MACHINE
	Total for VERIZON			\$80.04	
55496	11/07/2023	VICTORY AUTOMOTIVE SERVICE			
817834					
	101-5200-44040	REPAIRS & MAINT.		\$556.80	REPAIRS & MAINT. - EQUIPMENT
817678					
	101-5200-44040	REPAIRS & MAINT.		\$122.07	REPAIRS & MAINT. - EQUIPMENT
	Total for VICTORY AUTOMOTIVE SERVICE			\$678.87	
55497	11/07/2023	WAUSAU ELECTRIC INC			
2503					
	101-3100-44010	REPAIRS & MAINT.		\$3,116.37	REPAIRS & MAINT. - BUILDINGS
	Total for WAUSAU ELECTRIC INC			\$3,116.37	

City of Wyoming Check Detail Register

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Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
55498	11/07/2023	WEX BANK			
92512608					
	101-2400-42120	MOTOR FUELS		\$52.08	MOTOR FUELS
	101-2200-42120	MOTOR FUELS		\$832.83	MOTOR FUELS
	101-2110-42120	MOTOR FUELS		\$2,675.50	MOTOR FUELS
	101-3100-42120	MOTOR FUELS		\$930.23	MOTOR FUELS
	101-5200-42120	MOTOR FUELS		\$41.74	MOTOR FUELS
	601-9425-42120	MOTOR FUELS		\$485.98	MOTOR FUELS
	602-9425-42120	MOTOR FUELS		\$485.98	MOTOR FUELS
	Total for WEX BANK			\$5,504.34	
55499	11/07/2023	WILLIAMS SCOTSMAN, INC.			
9019142329					
	101-3100-44100	RENTALS (EQUIPM		\$554.30	RENTALS (EQUIPMENT)
	Total for WILLIAMS SCOTSMAN, INC.			\$554.30	
55500	11/07/2023	WSB			
R-015538-000-13					
	601-0000-16700	INFRASTRUCTURE		\$3,500.00	300,000 GALLON WATER TOWER REHAB INSPECT
R-017400-000-2					
	601-0000-16700	INFRASTRUCTURE		\$6,500.00	SPRINT ANTENNA INSTALL FOR WATER TOWER
	Total for WSB			\$10,000.00	

City of Wyoming Check Detail Register

10/11
November 03, 2023 10:29 AM
User: ssaxe
DR: Wyoming

11-07-2023

Check # Invoice #	Check Date	Vendor Name		
	General Ledger #	Account	Amount	Comment
55501	11/07/2023	XCEL ENERGY		
848080777	101-3100-43800	UTILITIES-GAS/ELI	\$50.07	TRAFFIC SIGNAL
848664672	101-3100-43800	UTILITIES-GAS/ELI	\$19.18	PARKS
848664022	101-3100-43800	UTILITIES-GAS/ELI	\$19.85	SPEED SIGN
848655774	101-3100-43800	UTILITIES-GAS/ELI	\$18.24	PARKS
848647583	101-3100-43800	UTILITIES-GAS/ELI	\$18.53	SPEED SIGN
848837742	101-3100-43800	UTILITIES-GAS/ELI	\$19.58	SPEED SIGN
848817700	101-3100-43800	UTILITIES-GAS/ELI	\$18.39	SPEED SIGN
848680700	101-3100-43860	STREET LIGHTS	\$14.16	STOP LIGHTS
848684813	101-3100-43860	STREET LIGHTS	\$58.85	STOP LIGHTS
848815249	601-9425-43800	UTILITIES-GAS/ELI	\$165.60	WELLHOUSE
849363910	101-3100-43860	STREET LIGHTS	\$307.27	STOP LIGHTS
	601-9425-43800	UTILITIES-GAS/ELI	\$2,271.15	WELLHOUSE
	101-2110-43800	UTILITIES-GAS/ELI	\$437.66	POLICE/PUBLIC WORKS
	101-3100-43800	UTILITIES-GAS/ELI	\$1,266.47	POLE BLDG
	101-1400-43800	UTILITIES-GAS/ELI	\$58.99	CITY HALL
	101-5500-43800	UTILITIES-GAS/ELI	\$2,116.74	LIBRARY
	101-5200-43800	UTILITIES-GAS/ELI	\$123.41	UTILITIES-GAS/ELEC/SEWER/WATER
849898375	602-9425-43800	UTILITIES-GAS/ELI	\$1,097.10	LIFT STATIONS
	601-9425-43800	UTILITIES-GAS/ELI	\$29.84	WELLHOUSE
Total for XCEL ENERGY			\$8,111.08	
55502	11/07/2023	ZIEGLER INC.		
CMPC200250244	101-3100-42120	MOTOR FUELS	\$(262.50)	MOTOR FUELS
IN001215708	101-3100-44040	REPAIRS & MAINT.	\$329.35	REPAIRS & MAINT. - EQUIPMENT
Total for ZIEGLER INC.			\$66.85	

City of Wyoming Check Detail Register

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User: ssaxe
DR: Wyoming

11-07-2023

Check #	Check Date	Vendor Name		
Invoice #	General Ledger #	Amount		Comment

General Checking Account 10100
Total Amount Being Paid: \$269,657.96
Total Number of Checks: 68

Mayor Iverson

Councilmember Luger

Councilmember Nanko Yeager

Councilmember Schilling

Councilmember Ohnstad



Request for Council Action

Date: November 7, 2023

Presented to: Mayor Iverson and City Council Members

Presented by: Grant MacFarlane, Assistant City Administrator

Department: Administration

Reference: Designation of Polling Location

Method: Consent

Background Information:

Minnesota State Statute 204B.16 mandates that cities designate a polling place for each election precinct by ordinance or resolution by December 31st of each year. The designated polling places will be the official polling places for the following calendar year. The City of Wyoming has two precincts and thus will be designating two locations as polling places; Maranatha and St. Paul Lutheran.

Recommendation:

Staff recommends approving Resolution 23-11-105 which designates polling locations in the City of Wyoming for the 2024 election cycle.



CITY OF WYOMING

P.O. Box 188, 26885 Forest Blvd., Wyoming, MN 55092
Phone: 651-462-0575 Fax: 651-462-0576

RESOLUTION NO. 23-11-105

**A RESOLUTION DESIGNATING THE POLLING PLACES FOR THE
2024 ELECTIONS**

WHEREAS, Minnesota Statutes 204B.16, subd 1 requires the City Council, by ordinance or resolution, to designate polling places for the upcoming year; and

WHEREAS, changes to the polling places locations may be made at least 90 days before the next election if one or more of the authorized polling places becomes unavailable for use; and

WHEREAS, changes to the polling place locations may be made in the case of an emergency when it is necessary to ensure a safe and secure location for voting; and

NOW, THEREFORE, BE IT RESOLVED, that the City of Wyoming City Council hereby designates the following polling places for elections conducted in the City in 2024:

Precinct A: Maranatha
24799 Forest Blvd., N.
Forest Lake, MN 55025

Precinct B: St. Paul Lutheran
5879 Wyoming Trail
Wyoming, MN 55092

AND BE IT FURTHER RESOLVED, that the City Clerk is hereby authorized to designate a replacement meeting the requirements of the Minnesota Election Law for any polling place designated in this Resolution that becomes unavailable for use by the City;

AND BE IT FURTHER RESOLVED, that the City Clerk is hereby authorized to designate an emergency replacement polling place meeting the requirements of the Minnesota Election Law for any polling place designated in this Resolution when necessary to ensure a safe and secure location for voting;

AND BE IT FURTHER RESOLVED, that the City Clerk is directed to send a copy of this resolution and any subsequent polling place designations to the Chisago County Elections Office.

This resolution was adopted by the City Council of the City of Wyoming on the 7th day of November 2024.

CITY OF WYOMING

By: _____
Lisa Iverson, Mayor

ATTESTED:

Robb Linwood, City Administrator/Clerk



Request for Council Action

Date: November 2, 2023

Presented to: Mayor Iverson and City Council Members

Presented by: Robb Linwood, City Administrator

Department: Administration

Reference: Voter operations technology agreement with Chisago County for the 2024 elections

Method: Consent Agenda

Background Information:

In the 2023 Legislative Session \$1.25 million annually was allocated for expenses directly related to elections and will be distributed to all 87 counties by the Office of the Secretary of State (OSS)

- 20% is allocated equally to all 87 counties
- 80% is allocated based on registered voters

The funds come to Chisago County and are allocated as follows:

- 50% to County
- 25% to jurisdiction responsible for administering absentee voting (the County)
- 25% to cities and townships based on registered voters or if agreed upon retained by the County or other distribution formula

The County is required to report annually to OSS by December 15 on use of funds. If funds are disbursed to municipalities, we will need to report to the County before that time on use of the funds.

Eligible expenses of the funds are as follows:

- Equipment; hardware and software; cybersecurity; security-related infrastructure; capital improvements to improve access to polling places for individuals with disabilities; staff costs for election administrators, election judges and other election officials; printing and publication; postage; programing; local match for state or federal funds; other purposes directly related to election administration

Chisago County is proposing entering into an agreement with all entities in Chisago County for the County to retain those funds. The County provides to each municipality at no cost all equipment, programming, ballot printing, equipment testing and notice publication. Many counties charge these costs back to the municipalities for Primary/General Elections. Chisago County does not.

Annual County Election Expenses are as follows:

Annual Equipment Maintenance Cost \$34,326 (2022 Cost)

Ballot Printing and Programing for 2022 General Election \$36,274 (Doesn't include Primary Election Cost)

The allocation to the city of Wyoming for these costs is \$489.58.

Voter Grant Distribution

Registered Voters As of 4/28/2022 (Most recent statewide General Election Year)

2023 Voter Account Funds Received \$ 13,480.17

50% Retained by County \$ 6,740.09

25% Retained by County for AB \$ 3,370.04

25% to Municipalities based of VR \$ 3,370.04

Precinct Name	Voter Count	Per Reg Voter
		\$ 0.09
AMADOR TWP	643	\$ 57.34
CENTER CITY	464	\$ 41.38
CHISAGO CITY	3888	\$ 346.72
CHISAGO LAKE TWP (N)	1675	\$ 149.37
CHISAGO LAKE TWP (S)	1893	\$ 168.81
FISH LAKE TWP	1565	\$ 139.56
FRANCONIA TWP	1278	\$ 113.97
HARRIS	749	\$ 66.79
LENT TWP	2177	\$ 194.14
LINDSTROM	3344	\$ 298.20
NESSEL TWP	1385	\$ 123.51
NORTH BRANCH P-B	1874	\$ 167.12
NORTH BRANCH P-C	2907	\$ 259.23
NORTH BRANCH P-A	1978	\$ 176.39
RUSH CITY	1305	\$ 116.37
RUSHSEBA TWP	566	\$ 50.47
SHAFER	666	\$ 59.39
SHAFER TWP P-A	787	\$ 70.18
SHAFER TWP P-B	28	\$ 2.50
STACY	968	\$ 86.32
SUNRISE TWP	1458	\$ 130.02
TAYLORS FALLS	703	\$ 62.69
WYOMING	5490	\$ 489.58
	37791	\$ 3,370.04

If the city council were to determine to retain the funds they could be allocated towards election administrators, election judges and election officials. The city is entitled to the money, but the county does administer the main services for the elections, being the Absentee activities, printing of ballots, publications, ballot machines, poll pads. The city's responsibilities are voter booths, judges, setup and administration.

Recommendation: To enter into a voter operations technology agreement with Chisago County for the 2024 Elections Grant Allocation for the City of Wyoming.

**STATE OF MINNESOTA
VOTING OPERATIONS, TECHNOLOGY & ELECTION RESOURCES (VOTER) ACCOUNT
COUNTY/ MUNICIPALITY ALLOCATION AGREEMENT**

This Agreement (hereinafter “Agreement”) is made on this ____ day of _____, 2023 between Chisago County ("County"), and City of Wyoming (“Municipality”), to allocate VOTER Account funds consistent with the following, Recitals and Terms and Conditions:

Recitals

1. Pursuant to the Minnesota Laws 2023, Chapter 62, Article 4, section 6, Minnesota Statutes Section 5.305 was created to establish and provide for the Voting Operations, Technology, and Election Resources (VOTER) Account.
2. The VOTER Account is funded by annual state appropriations that are allocated to the the Office of the Secretary of State, hereinafter the OSS, subject to a requirement that the OSS distribute the state funds no later than July 20 of each year to each county consistent with the allocation provided in said statute.
3. The OSS has issued the VOTER Account Overview that identifies the annual VOTER Account allocation to each county and the total annual VOTER Account allocation to the County will be \$13,480.17.
4. Upon receipt of funds, the County and Municipality must agree on a distribution plan for allocating funds from the account which must be used for expenditures directly related to election administration.
5. The amount allocable to the municipalities is based upon its proportion of registered voters within the County.
6. The OSS has made a default allocation using May 1, 2022 registered voter numbers.
7. Under the OSS default allocation, the Municipality would receive a maximum annual distribution in the amount of \$489.58 as reflected on the VOTER Account Distribution Table–Chisago County, attached hereto as Exhibit 1. Said distribution must be spent on qualifying expenditures described in the Agreement and in accordance with all federal and state laws authorizing these expenditures.
8. County is responsible for elections within its county and Municipality operates polling places within its jurisdiction.

Terms and Conditions

1. Effectiveness of Agreement

- 1.1. **Effective date.** This Agreement is effective on August 30, 2023, or the date all required signatures have been affixed to the agreement by County and Municipality, whichever is later.
- 1.2. **Annual Renewal.** This Agreement shall remain in effect and renew annually until such time that the County or the Municipality notifies the other party in writing of its desire to terminate the Agreement. The termination will be effective December 31 of the year of notice, for the subsequent year’s allocation.
- 1.3. **Application of terms.** Municipality agrees to be subject to the obligations applicable to County in the Agreement set forth in said agreement.

2. Allocation of VOTER Account Funds and Municipality Waiver of Allocation

- 2.1. **Allocation determination.** The Municipality agrees to receive no direct allocation while this Agreement remains in effect. The Municipality’s allocation amount as provided by the OSS default allocation will

instead be retained and spent by the County for qualifying expenditures of the County and the Municipality as referenced in this Agreement.

2.2. **Allocation methodology.** The County will utilize the provided OSS default allocation as a consistent and equitable distribution of VOTER Account funds for qualifying expenditures for all municipalities.

3. Use and Maintenance of VOTER Account Funds

3.1. **Municipality authorization.** Municipality authorizes County to expend the allocated amount for authorized purposes on behalf of Municipality.

3.2. **Segregation of funds.** County must segregate all funds in an election funding account.

3.3. **Maintenance of funds.** County must maintain the funds in the segregated account until spent for any authorized purposes described in the Agreement.

3.4. **Authorized purposes.** County may use the funds provided under the Agreement for expenditures directly related to election administration as defined in Minnesota Statutes section 5.305.

3.5. **Reporting requirements.** County agrees to provide any required information to OSS to meet reporting requirements outlined in statute for all funds expended for each calendar year by December 31 annually.

4. Authorized Representatives

County's Authorized Representative is:

Name	Bridgitte Konrad
Title	County Auditor-Treasurer
Address	313 North Main Street, Room 271, Center City, MN 55012
Phone	651-213-8500
Email	elections@chisagocountymn.gov

Municipality's Authorized Representative is:

Name:	_____
Title:	_____
Address:	_____
Phone:	_____
Email:	_____

If either Authorized Representative changes at any time before the funds provided for in this Agreement are fully expended, parties must notify each other of the change.

(Signatures on the following page.)

5. Signatures and Certification

County and Municipality certify that the appropriate person(s) have executed the Agreement on behalf of County and Municipality as required by applicable resolutions or ordinances.

CHISAGO COUNTY

By: _____
Name: _____
Title: _____
Date: _____

Attest:

By: _____
Name: _____
Title: _____
Date: _____

MUNICIPALITY <Insert Name>

By: _____
Name: _____
Title: _____
Date: _____

Attest:

By: _____
Name: _____
Title: _____
Date: _____

Reviewed and Approved as to Form:

JANET REITER
COUNTY ATTORNEY

By: _____
Jeffrey B. Fuge,
Assistant County Attorney
Date: _____

VOTER Account Distribution Table-Chisago County

Registered Voters As of 4/28/2022	
2023 Voter Account Funds Received	\$ 13,480.17
50% Retained by County	\$ 6,740.09
25% Retained by County for AB	\$ 3,370.04
25% to Municipalities based of VR	\$ 3,370.04

Precinct Name	Voter Count	Per Reg Voter	
		\$	0.09
AMADOR TWP	643	\$	57.34
CENTER CITY	464	\$	41.38
CHISAGO CITY	3888	\$	346.72
CHISAGO LAKE TWP (N)	1675	\$	149.37
CHISAGO LAKE TWP (S)	1893	\$	168.81
FISH LAKE TWP	1565	\$	139.56
FRANCONIA TWP	1278	\$	113.97
HARRIS	749	\$	66.79
LENT TWP	2177	\$	194.14
LINDSTROM	3344	\$	298.20
NESSEL TWP	1385	\$	123.51
NORTH BRANCH P-B	1874	\$	167.12
NORTH BRANCH P-C	2907	\$	259.23
NORTH BRANCH P-A	1978	\$	176.39
RUSH CITY	1305	\$	116.37
RUSHSEBA TWP	566	\$	50.47
SHAFER	666	\$	59.39
SHAFER TWP P-A	787	\$	70.18
SHAFER TWP P-B	28	\$	2.50
STACY	968	\$	86.32
SUNRISE TWP	1458	\$	130.02
TAYLORS FALLS	703	\$	62.69
WYOMING	5490	\$	489.58
	37791	\$	3,370.04



Request for Council Action

Date: 11/02/2023

Presented to: Mayor Iverson and City Council Members

Presented by: Joe Keding, Acting Public Works Superintendent

Department: Public Works

Reference: Lifting Critical Water Deficiency

Method: Consent

Background Information:

This August, the City of Wyoming implemented a water restriction and lawn sprinkling ban, as the Department of Natural Resources put several regions of Minnesota in a drought warning phase effective August 1, 2023. With the rainfall that has occurred since August 2023, Chisago County is now in a drought watch phase and the restrictions may be lifted.

The Water Ordinance for Lawn Watering will still be in effect. The City has an odd-even watering ordinance. Residents may water their lawns depending on their address (odd addresses water on odd days, even addresses water on even days); however, an additional restriction applies- watering must not occur between 10:00 AM and 6:00 PM.

Recommendation:

Staff recommends approving **Resolution 23-11-106** rescinding Resolution 23-08-74 which declared a critical water deficiency within the City of Wyoming.



CITY OF WYOMING

P.O. Box 188, 26885 Forest Blvd., Wyoming, MN 55092
Phone: 651-462-0575 Fax: 651-462-0576

RESOLUTION NO. 23-11-106

**A RESOLUTION RESCINDING RESOLUTION NO. 23-08-74, WHICH
DECLARED A CRITICAL WATER DEFICIENCY WITHIN THE CITY OF
WYOMING**

WHEREAS, on July 21, 2023, the City of Wyoming received notice from the Minnesota Department of Natural Resources (“DNR Notice”) that due the State’s current severe drought conditions, the City must implement water restrictions as necessary to reduce water use to 50% above average January levels for the month of August 2023; and

WHEREAS, on August 2, 2023, the City of Wyoming adopted Resolution 23-08-74, which declared a critical water deficiency within the City of Wyoming; and

WHEREAS, With the rainfall that has occurred since August 2023, Chisago County is no longer in a drought warning phase and is now in a drought watch phase and the restrictions may be lifted; and

WHEREAS, The Water Ordinance for Lawn Watering will still be in effect. The City has an odd-even watering ordinance. Residents may water their lawns depending on their address (odd addresses water on odd days, even addresses water on even days); however, an additional restriction applies- watering must not occur between 10:00 AM and 6:00 PM.

NOW, THEREFORE, BE IT RESOLVED, The City Council hereby rescinds Resolution 23-08-74 which declared a critical water deficiency within the City of Wyoming.

This resolution was adopted by the City Council of the City of Wyoming on the 7th Day of November, 2023.

CITY OF WYOMING

By: _____
Lisa Iverson, Mayor

ATTEST:

Robb Linwood, City Administrator/Clerk

RESOLUTION 23-11-107

**A RESOLUTION DECLARING CERTAIN PUBLIC WORKS ITEMS AS SURPLUS PROPERTY
AND AUTHORIZING THE PUBLIC WORKS DEPARTMENT TO DISPOSE OF SUCH ITEMS
THROUGH THE DISPOSAL PROCESS**

WHEREAS, The Wyoming Public Works department has an item that has been replaced by this year's CIP purchase;

WHEREAS, The item needs to be disposed of through our online auction process; and

WHEREAS, The item is ready to be disposed of.

Below is a list of the item(s) that need to be disposed of through our online auction process:

Item Description

1- 2012 Chevy Silverado 2500 4x4

NOW THEREFORE, BE IT RESOLVED that the City of Wyoming authorizes the Public Works Department to dispose of these items.

**THIS RESOLUTION WAS ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING
THIS 7TH DAY OF NOVEMBER, 2023.**

CITY OF WYOMING

By: _____
Lisa Iverson, Mayor

ATTESTED:

Robb Linwood, City Administrator/Clerk



Request for Council Action

Date: November 1, 2023

Presented to: Mayor Iverson and City Council Members

Presented by: Robb Linwood, City Administrator

Department: Administration

Reference: Pay Voucher #4 Ferguson Waterworks Meter Change-out project

Method: Consent Agenda

Background Information:

Please find enclosed Construction Pay Voucher No. 4 for the above referenced project in the amount of \$23,050.00. The quantities completed to date have been reviewed and agreed upon by the contractor, and we hereby recommend that the City of Wyoming approve Construction Pay Voucher No. 4 for Ferguson Waterworks, Inc. The amount reflects the work through October 30, 2023. Approximately 98.55% of all meters have been installed for the project.

The project is wrapping up and final meters are being installed with a few outstanding accounts and a wait on a few meters. The current completion rate is higher than the normal 95% anticipated rate. This is largely due to our Utility Billing Clerk, Jenny Olson who managed the project on the city's behalf and worked with the contractor closely. She should be recognized for her outstanding efforts and organizational skills for this project. Our admin staff also contributed as we did a final push to finish out the meters working the contractor for door hangers and making extra calls to residents. Lastly, our public works department was fantastic, being nimble and worked with the contractor to turn off services where necessary so plumbing repairs could be completed and valves could be froze. All in all a great team effort by our employees to make this process as smooth as possible for our residents and contractor.

Recommendation:

To approve Resolution 23-11-108 a resolution approving payment for Pay Voucher #4 to Ferguson Waterworks for the 2023 Water Meter Change out project in the amount of \$23,050.00



CITY OF WYOMING

P.O. Box 188, 26885 Forest Blvd., Wyoming, MN 55092
Phone: 651-462-0575 Fax: 651-462-0576

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

PAGE 1 OF 1 PAGES

TO OWNER:
 City of Wyoming
BILL TO ADDRESS:
 ATTN: Robb Linwood
 26885 Forest Blvd
 Wyoming, MN 55092

APPLICATION: 4
APPLICATION DATE: 11/1/2023

Distribution to:
 OWNER
 CONTRACTOR

FROM CONTRACTOR:
 Ferguson Enterprises LLC dba Ferguson Waterworks
REMIT TO ADDRESS:
 Ferguson Waterworks #2518
 PO Box 802817
 Chicago, IL 60680-2817

PERIOD: 9/1/2023 - 9/30/2023

PROJECT: Water Meter Replacement Project

CONTRACT DATE: 4/28/2023

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM	\$ 119,190.00
2. Net change by Change Orders	\$ 0.00
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$ 119,190.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$ 97,730.00
5. RETAINAGE:	
a. 0.00% of Completed Work (Column D + E on G703)	\$ -
b. 0.00% of Stored Material (Column F on G703)	\$ -
Total Retainage (Lines 5a + 5b)	\$ 0.00
6. TOTAL EARNED LESS RETAINAGE	\$ 97,730.00
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$ 74,680.00
8. CURRENT PAYMENT DUE	\$ 23,050.00
9. REMAINING BALANCE OF CONTRACT (Line 3 - Line 4)	\$ 21,460.00

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

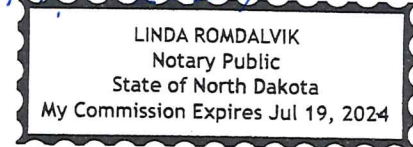
CONTRACTOR: Ferguson Enterprises LLC dba Ferguson Waterworks

By: *Celeste Mottgen* Date: 11/1/23

State of: North Dakota County of: Cass
 Subscribed and sworn to before me this 1st day of November, 2023

Notary Public: *Linda Romdalvik*

My Commission expires: July 19, 2024



CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month		
TOTALS	\$0.00	\$0.00
NET CHANGES by Change Order	\$0.00	

CONTINUATION SHEET

AIA DOCUMENT G703

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed certification is attached.

PROJECT NAME: Water Meter Replacement Project
CONTRACT #: N/A

APPLICATION: 4
APPLICATION DATE: 11/1/2023
PERIOD: 9/1/2023 - 9/30/2023

A ITEM NO.	B DESCRIPTION OF WORK	QTY	UNIT	UNIT PRICE	C SCHEDULED VALUE	D WORK COMPLETED		E WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL VALUE COMPLETED & STORED TO DATE (D+E+F)	H % COMPLETE (G ÷ C)	I BALANCE TO FINISH (C - G)	J RETAINAGE (0%)
						FROM PREVIOUS APPLICATION		THIS PERIOD						
						QTY	VALUE	QTY	VALUE					
Contract Items														
1	Install Neptune Water Meter & R900 V4 MIU (outside mount preferred) - sizes 5/8" to 1"	1290	ea	\$ 85.00	\$ 109,650.00	872	\$ 74,120.00	258	\$ 21,930.00	\$ -	\$ 96,050.00		\$ 13,600.00	\$ -
2	Install Neptune Water Meter & R900 V4 MIU (outside mount preferred) - sizes 1-1/2" to 2"	22	ea	\$ 280.00	\$ 6,160.00	2	\$ 560.00	4	\$ 1,120.00	\$ -	\$ 1,680.00		\$ 4,480.00	\$ -
3	Install Neptune Water Meter & R900 V4 MIU (outside mount preferred) - size 3"	1	ea	\$ 380.00	\$ 380.00		\$ -		\$ -	\$ -	\$ -		\$ 380.00	\$ -
4	Freeze Water Service Line	25	ea	\$ 120.00	\$ 3,000.00		\$ -		\$ -	\$ -	\$ -		\$ 3,000.00	\$ -
TOTAL CONTRACT COST (not to exceed)					\$ 119,190.00		\$ 74,680.00		\$ 23,050.00	\$ -	\$ 97,730.00	0.00%	\$ 21,460.00	\$ -

Users may obtain validation of this document by requesting of the license a completed AIA Document D401 - Certification of Document's Authenticity



FERGUSON WATERWORKS #2518
 PO BOX 802817
 CHICAGO, IL 60680-2817

Deliver To:
From: Celeste Moltzan
Comments:

Please Contact With Questions:
 763-560-5200

Invoice Number	Customer	Page
0521827	25836	1

Please refer to Invoice Number when making payment and remit to: **TOTAL DUE --->** 23050.00

FERGUSON WATERWORKS #2518
 PO BOX 802817
 CHICAGO, IL 60680-2817

Sold To:
 CITY OF WYOMING
 METER ACCOUNT
 26885 FOREST BLVD
 WYOMING, MN 55092

Ship To:
 CITY OF WYOMING
 METER ACCOUNT
 26885 FOREST BLVD
 WYOMING, MN 55092

Ship Whse	Sell Whse	Tax Code	Customer Order Number	Sales Person	Job Name	Invoice Date	Batch
2518	2518	MNE	INSTALLS SEPT 2023	SMH	METER ACCOUNT	10/24/2023	26587

Ordered	Shipped	Item Number	Description	Unit Price	UM	Amount
242	242	FN1101	NEPTUNE METER INSTALL 5/8	85.000	EA	20570.00
5	5	FN1103	NEPTUNE METER INSTALL 1	85.000	EA	425.00
10	10	FN1101	NEPTUNE METER INSTALL 5/8	85.000	EA	850.00
1	1	FN1103	NEPTUNE METER INSTALL 1	85.000	EA	85.00
3	3	FN1105	NEPTUNE METER INSTALL 1-1/2	280.000	EA	840.00
1	1	FN1106	NEPTUNE METER INSTALL 2	280.000	EA	280.00

Invoice Sub-Total 23050.00
Tax 0.00
Total Amt 23050.00

TOTAL DUE ---> 23050.00

ALL ACCOUNTS ARE DUE AND PAYABLE PER THE CONDITIONS AND TERMS OF THE ORIGINAL INVOICE. ALL PAST DUE AMOUNTS ARE SUBJECT TO A SERVICE CHARGE AT THE MAXIMUM RATE ALLOWED BY STATE LAW PLUS COSTS OF COLLECTION INCLUDING ATTORNEY FEES IF INCURRED. FREIGHT TERMS ARE FOR OUR DOCK UNLESS OTHERWISE SPECIFIED ABOVE. COMPLETE TERMS AND CONDITIONS ARE AVAILABLE UPON REQUEST OR CAN BE VIEWED ON THE WEB AT <https://www.ferguson.com/content/website-info/terms-of-sale> GOVT BUYERS: ALL ITEMS QUOTED ARE OPEN MARKET UNLESS NOTED OTHERWISE.

LEAD LAW WARNING: IT IS ILLEGAL TO INSTALL PRODUCTS THAT ARE NOT "LEAD FREE" IN ACCORDANCE WITH US FEDERAL OR OTHER APPLICABLE LAW IN POTABLE WATER SYSTEMS ANTICIPATED FOR HUMAN CONSUMPTION. PRODUCTS WITH *NP IN THE DESCRIPTION ARE NOT LEAD FREE AND CAN ONLY BE INSTALLED IN NON-POTABLE APPLICATIONS. BUYER IS SOLELY RESPONSIBLE FOR PRODUCT SELECTION.

RESOLUTION NO. 23-11-108

**CITY OF WYOMING
CHISAGO COUNTY**

**A RESOLUTION APPROVING PAYMENT FOR PAY VOUCHER #4 TO FERGUSON
WATERWORKS FOR THE 2023 WATER METER CHANGE-OUT PROJECT IN THE
AMOUNT OF \$23,050.00**

WHEREAS, the City of Wyoming entered into a Contract with Ferguson Waterworks, to complete the 2023 Water Meter Change-out Project; and.

WHEREAS, City staff has inspected and approved the work on this project.

NOW, THEREFORE BE IT RESOLVED that the City of Wyoming authorizes the "Payment of Pay Voucher #4" in the amount of \$23,050.00 to Ferguson Waterworks for the 2023 Water Meter Change out Project.

This resolution was adopted by the City Council of the City of Wyoming on the 7th day of November 2023.

Lisa Iverson, Mayor

ATTEST:

Robb Linwood, City Administrator/Clerk



November 1 2023

Re: Public Safety Activity Report – November 7, 2023, City Council Meeting

Police Update

Reserve Cadet Officer

We are conducting interviews for the RCO position on November 8th and 9th. The position was posted on our website and on social media because we have several internal candidates within our current reserve pool.

Fire Update

2023 Banquet

The banquet was a great success with nearly all tickets sold out! We appreciate the generosity of the attendees and look forward to next year.

Upcoming Community Outreach Events

November 2023 Stuff the Squad food collection event for Pathways, TBD
December 2, 2023 Wyoming Fire and Anonymous Santa Toy, Food and Clothing Drive

Neil D. Bauer, Ed.D.
Public Safety Director/Police Chief



wyoming@wyomingmn.org • Phone: 651-462-0575 • Fax: 651-462-0576

PO Box 188 • 26885 Forest Boulevard • Wyoming, MN 55092



October 27, 2023
Honorable Mayor and City Council
City of Wyoming
26885 Forest Boulevard
Wyoming, MN 55092

RE: NOVEMBER 7 2023 CITY COUNCIL MEETING

Dear Mayor and Council Members:

This letter is intended to summarize on-going commercial building projects and zoning issues within the City. Some of these items may be separate agenda matters, while others are for informational purposes only.

Gregory Contracting

Framing is complete. Inspections for the footings, foundation, underground plumbing, and in-floor heating have been approved. The building permit has been issued. Site plans have been approved and a Grading permit has been issued.

Sunrise Fiberglass Cold Storage Building

The foundation and footings have been placed. The building permit has been issued.

Fairview Hospital

We are waiting for an HVAC permit application. A building permit application to remodel their Cardiac Rehabilitation area has been submitted.

Total Eye Care

All rough-in and framing inspections have been approved. The building permit has been issued to remodel the space that was formerly a daycare at 26263 Forest Boulevard into a Total Eye Care facility.

Planning Commission

A public hearing has been set for November 14th to consider amendments to the Architectural Standards of the Zoning Ordinance.

Sincerely,

Frederick E. Weck, IV
Zoning Administrator
Building Official #1825
Advanced Septic Inspector, MPCA #C5199
City of Wyoming



November 3, 2023

Robb Linwood
City of Wyoming
26885 Forest Boulevard
Wyoming, MN 55092

Delivered via Email

Re: *City of Wyoming*
Status Update for the Period of – October 13, 2023 – November 3, 2023

Dear Robb:

Our office has advised the City regarding land use issues and general employment matters. We continue serving in our general counsel role of answering questions, addressing all legal concerns and reviewing all items for the City relating to relevant matters including procedural issues, law updates, contracts, and policy considerations. We work closely with City staff advising on legal concerns relating to citizen complaints and broad legal concepts.

Please contact me directly if you have any questions regarding this correspondence. Thank you for allowing us to serve the City of Wyoming.

Very Truly Yours,

s/ Thomas R. Loonan

Thomas R. Loonan
City Attorney



Engineer's Report



November 3, 2023

Honorable Mayor and City Council
City of Wyoming, MN
26885 Forest Boulevard
Wyoming, MN 55092

Re: November 7, 2023, City Council Meeting
WSB Project No. 021007-000

Dear Mayor and Council Members:

This engineer's report is intended to update you on engineering activities within the City since the last council meeting. Some of the items below may be on the agenda with more detailed information provided, while the other items below are for informational purposes only.

East Viking Boulevard (Fenwick to Glen Oak) and Bridge No. 13J22

The project is substantially complete and open to traffic. An assessment hearing is scheduled for the project on Tuesday, November 7, 2023 at 8:00 p.m.

The portion of the project east of Polaris has been paved, shouldering has been placed and is complete.

The bridge portion of the project started on October 9th. The box culverts have been placed and road prep completed. The roadway has been repaved and they will begin installing the guardrail. The road is expected to be back open in early November.

Fallbrook Avenue and 264th Street Improvement Project

Sewer repairs, culvert replacement, curb and gutter, driveways, and first lift of asphalt have been completed. The final layer of asphalt is being placed on 11/3/2023. An assessment hearing is scheduled for November 21, 2023 at 7:00 p.m.

Sewer and Water Rate Study – CIP development

Engineering and Public Works staff are finalizing the preparation of a CIP identifying anticipated needs for sewer and water infrastructure for the next 5-10 years. This will be used by the firm performing the rate study.

Diamond Ridge Development

The project is substantially complete, with the final layer of asphalt to be placed after the homes are built. We did receive a grading plan modification that we approved at the request of a potential builder. They expect to start building later this fall. A letter of credit reduction will be taking place based on the work completed to date once we receive appropriate paperwork from the developer.

Trunk Watermain and Sanitary Sewer Forcemain upsizing

Staff has completed plans which have now been preliminarily approved by the DNR for the river crossing portion of the project. We are awaiting approval from MNDOT on the plans. Modifications were required to be made to accommodate new rules related to working in their right-of-way. This rule change affects us as we need to install our watermain under I 35 (trenchless).

Katies Glenn

Staff has approved the plans for the development and the developer is looking for a buyer/builder. We do not have an anticipated start date.

Bingham Property – Hallberg Project (Multi-Tennent)

All testing has now passed, and a site walk through has been completed. A final punch list has been provided to the contractor. Restoration items persist due to the lack of rain.

Sunrise Riverbank Development (residential and commercial)

Staff met with the property ownership team to discuss concepts they will be looking into further.

Summer Fields Development

No new update:

First Addition (19 lots): The contractor has indicated the project has been completed and all punch list items are complete as well. Upon inspection, there are a few items that remain; however, it is expected that this will be brought to the City in the near future for consideration of acceptance and release of escrow. The developer is working to address these remaining punch list items.

The Developer started work installing pipes in the filtration basin on 12/12/2022. Staff has reduced the cash escrow to \$10,000. Remaining work is primarily related to the removal of silt fence and ensure restoration efforts have taken.

Second Addition (15 lots):

No New Update:

Utility Construction, curb and gutter placement and asphalt has been placed. An escrow reduction has been requested and staff is confirming the value of work completed and what remains now that they have submitted the remaining. The escrow reduction has taken place.

Third Addition

No new update.

The developer has indicated that they are currently working on the third addition final plat and construction plans. This is for the completion of the site on the east side of Kettle River

Boulevard. Earlier indication was that the third addition was for the next phase on the west side of Kettle River Boulevard.

The next addition on the West side of Kettle River Boulevard will involve the design of a city lift station within the site and will require design and ordering of lift station components. An on-site generator will also be required to be installed at the downstream lift station. The lead time on this is significant and that information has been provided to the developer to make sure these do not impede the timing of this next phase. Lift station design is currently underway as requested by the developer.

Heims Lake Villas North

All sanitary sewer, watermain, and storm sewer have been completed. Aggregate base and curb and gutter and first layer of asphalt has been completed, allowing building permits to be issued. The concrete sidewalk has been completed. The bituminous wearing course will be placed in the fall of 2023.

Aadland Development (Hunter Hill)

Punch list items are currently underway and final layer of asphalt has been placed. Project acceptance is expected in the spring once restoration is acceptable. Due to the drought, many areas of the seeding have not come in adequately. Project acceptance is now expected in the fall as spring seeding did not take due to the drought.

Hallberg Storage

Final Punch list has been created and project completion is near. Restoration is all that is needed for acceptance, however due to the lack of rain, seeding efforts have failed.

Thank you for the opportunity to update the Council on current matters in the City.

Sincerely,

WSB and Associates, Inc.

Mark Erichson, P.E., City Engineer



Public Works Report

Date: November 7, 2023

Mayor Iverson and City Council Members

Public Works Report for October 17, 2023 Council Meeting

Streets:

Staff has spent some more time patching and grading gravel roads. Staff performed patching along Greenway Ave and is doing a temporary repair on blown out areas at the Fire Department. Plow trucks have been prepped and are ready for the winter season. Staff pre-treated the main roads prior to the snow on Oct. 30th and 31st. Warm pavement, dropping temperatures, and traffic resulted in some slick conditions. Two trucks were dispatched to spot treat areas as necessary on Oct 31st.

Sanitary Sewer:

Staff responded to multiple lift station alarms over the last couple weeks. All the sanitary sewer lift stations have been cleaned and the pumps have been inspected.

Water:

Daily and monthly water tests have been completed. The riser pipe project has been completed and the South Tower is back online. About half of the insulation has been put back into place and we are waiting for the painter to return to finish that task.

Surface Water:

Staff will be looking to start another round of sweeping in the coming week. The late leaf drop, snow, and cold temperatures have made sweeping difficult. The primary focus will be in priority areas within the watershed and in curb and gutter areas in the city.

Parks:

The crew has started decorating Railroad Park for the holiday tree lighting ceremony. The portable restroom contractor has started to remove portables from the parks and crews will be removing trash and trash cans as we prepare for the winter season.



Council Communication

Date: November 7, 2022

Presented to: Mayor Iverson and City Council Members

Presented by: Grant MacFarlane, Assistant City Administrator

Department: Administration

Reference: Tree Lighting Ceremony

Method: Communications

Background Information:

The Wyoming Tree Lighting Ceremony is an annual event held on the first Saturday of December in the City of Wyoming. This event creates a positive experience for families to come together and celebrate the holiday season. This year the Tree Lighting Ceremony will be held at Railroad Park on Saturday, December 2nd from 4:30pm to 6:00pm. The City is still finalizing donors and entertainment that will be present at the event, however some of the participants include the The Dance Factory, Sunrise Apple Farm, Chisago County Anonymous Santa Program, and a special appearance from Santa.



CITY OF WYOMING

P.O. Box 188, 26885 Forest Blvd., Wyoming, MN 55092
Phone: 651-462-0575 Fax: 651-462-0576



Date: November 3, 2023

Presented to: Mayor Iverson and City Council Members

Presented by: Public Safety Director Neil Bauer

Department: Public Safety

Reference: Police Officer Hiring Update

Method: Council Communication

Background Information:

The police department has had 2 police officer positions open since July of 2023. One of those positions has been available since December of 2022. Since December, we have received 26 applications and one potential applicant that did not complete the application process after discussion. This communication serves as an update on the hiring process and the results up to this point.

Statistics:

The following are notable statistics about the applicants:

- Our background investigator has conducted 6 background investigations in 2023.
- One (1) applicant was moved forward to the psychological evaluation, with a “not-recommend” evaluation; no other applicants completed the background process.
- Twelve (12) former officers or deputies, none of them were employed as an officer at the time of application. One potential applicant was a current officer for a small agency.
- Seven (7) other applicants had experience in a non-sworn position related to law enforcement (reserve, CSO, corrections).
- Seven (7) applicants had no related experience.
- Three (3) had criminal charges incompatible with being a police officer for Wyoming.
- Eleven (11) had integrity or performance issues related to previous employment and/or incomplete/inaccurate disclosure of information from previous employment.

Efforts:

We have taken steps to make Wyoming PD a more marketable department for future officers.

- Staff developed a statement for recruitment that describes what it means to work for the Wyoming Police Department:



PUBLIC SAFETY

P.O. Box 188, 7665 Wyoming Trl., Wyoming, MN 55092
Phone: 651-462-0577 Fax: 651-462-0506

The Wyoming Police Department is situated thirty minutes away from the Twin Cities and is footsteps away from Chisago Lakes outdoor recreation area. We enjoy a mutually respectful relationship and share genuine appreciation with our community. The department leadership believes in what we do and advocates for our needs. As a small department, we promote a progressive wellness culture and a family-like environment that works together to support each other. As a result, all are trusted and encouraged to seek out training and development opportunities throughout their career.

- Participation in recruitment fairs at colleges.
- Established a recruitment webpage.
- Established the Reserve Cadet Officer program.
- Created and hope to move forward the Police Cadet Officer program in 2024 for future vacancies.
- Networking with other departments for recruitment leads.
- Established a more robust wellness initiative for current and future officers.

Recommended Innovations in Recruitment

IACP¹ and PERF² provide additional recommendations for recruitment strategies that are working across the country.

- Create opportunities to gain experience (e.g. Reserve Cadet and Police Cadet)
- Compensation incentives (e.g. tuition reimbursement, sign on bonuses)
- Web-based outreach
- Material perks (e.g. take home squads, casual uniform options)
- Innovative leave programs
- Health club/fitness opportunities
- Childcare assistance
- Salary paid during academy
- Mentoring programs
- Provide a realistic picture of the job in marketing materials

Locally, significant hiring bonus, expanded initial leave balances, and take home squad programs have been implemented.

¹ International Association of Chiefs of Police. (n.d.). The state of recruitment: A crisis for law enforcement. A Crisis for Law Enforcement. https://www.theiacp.org/sites/default/files/239416_IACP_RecruitmentBR_HR_0.pdf

² Police Executive Research Forum. (2019, September). The workforce crisis, and what police agencies are doing about it. The Workforce Crisis, and What Police Agencies Are Doing About It. <https://www.policeforum.org/assets/WorkforceCrisis.pdf>



PUBLIC SAFETY

P.O. Box 188, 7665 Wyoming Trl., Wyoming, MN 55092
Phone: 651-462-0577 Fax: 651-462-0506

I am representing the Chief's Association in a statewide effort to reevaluate the process for how someone can become an officer and we are considering alternative pathways for future law enforcement officers.

The Reserve Cadet (RCO) and Police Cadet (PCO) programs will help recruit and retain for our future vacancies, however in the short term, we may need to consider other incentives to recruit viable candidates for the department.

Neil D. Bauer, Ed.D.
Police Chief/Public Safety Director



PUBLIC SAFETY

P.O. Box 188, 7665 Wyoming Trl., Wyoming, MN 55092
Phone: 651-462-0577 Fax: 651-462-0506



Request for Council Action

Date: November 2, 2023

Presented to: Mayor Iverson and City Council Members

Presented by: Robb Linwood, City Administrator

Department: Administration

Reference: Utility Rate Study Work session

Method: New Business

Background Information:

The city of Wyoming is currently engaged with Erichson Northstar to complete a utility rate study for the city of Wyoming. As part of the schedule for completion of the study we are calling for a work session meeting to discuss a draft study from the consultant.

Recommendation:

To approve and notice a Wyoming city council work session on November 21, 2023 at 5:30PM



CITY OF WYOMING

P.O. Box 188, 26885 Forest Blvd., Wyoming, MN 55092
Phone: 651-462-0575 Fax: 651-462-0576