

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

CALL TO ORDER:

Mayor Lisa Iverson called the Special Meeting of the Wyoming City Council for November 7, 2023 to order at 8:00 PM

CALL OF ROLL:

On a Call of the Roll the following members of the Wyoming City Council were present: Councilmembers Lisa Iverson, Linda Nanko Yeager, Dennis Schilling, Brett Ohnstad, and Claire Luger

ABSENT: None

Also Present: Tom Loonan, Eckberg Lammers, Robb Linwood, City Administrator, Grant MacFarlane, Assistant City Administrator, Mark Erichson-WSB (via video conference), Paul Hornby, Engineer - WSB, and Neil Bauer - Public Safety Director

DETERMINATION OF A QUORUM:

PLEDGE OF ALLEGIANCE:

OPEN FORUM:

Mayor Iverson – Noted that Veteran’s Day would be November 11, 2023 and thanked those in the room who have served the country, including Councilmember Schilling.

County Commissioner Montzka – Gave a report on things that are happening at the County level. He noted that they had completed their preliminary levy and budget adjustments and are looking at a 3.3% increase. He noted that at a previous meeting Mayor Iverson had asked about using the ARPA funds for some needs in the cities and that is still something that has not been decided, but they are in a situation where they have to spend those dollars and noted that so far, there has been very little interest from the Board to do anything like what she had suggested. He gave examples of some of the buildings in the County where it looks like many of these funds will be spent.

Mayor Iverson – Stated that the Armor Radio agreement is coming to an end, and noted that it would be really sad to have to go through everything they went through a few years ago with that process. She stated that the mayors are ready to meet and encouraged County Commissioner Montzka to do whatever he could to move that process along.

County Commissioner Montzka – Assured the Council that they are aware of this issue and want to work with the City to find a way to make it affordable for the community.

Tom Terry 26752 Freeport Court– Stated that he is not being assessed for the road project, but noted that he had some comments related to the new street. He stated that he would implore the City to review the possibilities for speed signage and referenced St. Paul who has signs that say ‘25 mph, unless posted otherwise’. He stated that he thinks it would be good to conduct a traffic study before and after the bridge reopens.

Zach Zicoula 5648 East Viking Boulevard – Stated that he had lived in the City for 17 years and asked about the water tower. He asked if the City was ever going to be painting the water tower. He explained that he feels its current state looks unprofessional and reiterated the question

of whether there were plans to do something about it.

Mayor Iverson – Stated that Council decided in 2017 not to paint the bottom part as a cost savings but noted that is becoming more of a norm with other cities as well,

City Administrator Linwood – Noted that this was correct and stated that most new towers leave the concrete ring at the bottom.

City Engineer Hornby – Confirmed that the trend is that the stem area is left as concrete and just the tank is painted.

APPROVAL OF MINUTES:

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

A MOTION WAS MADE BY COUNCILMEMBER OHNSTAD, ECONDED BY COUNCILMEMBER SCHILLING, TO APPROVE THE MINUTES OF THE “REGULAR MEETING” OF THE WYOMING, MINNESOTA CITY COUNCIL FOR OCTOBER 17, 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:

2. To consider **Resolution 23-11-104** a resolution approving the Assessment Roll for the 2023 East Viking Boulevard Street Construction Project

City Engineer Hornby – Gave an overview of the project area, the improvements, costs, assessable costs, and details of the payment options. He noted that they have 48.5 assessable units with the assessment rate per unit for the assessable costs at \$7,190.52. He explained that they have received one written objection to appeal the assessment.

Mayor Iverson – Asked how the City came up with the 20% figure for assessing in this situation.

City Administrator Linwood – Explained that Minnesota State Statute states that the least amount you can assess per that statute is 20% for the project, which means the City would pay for 80% of the project. He noted that the City assesses the least amount that is allowed per state statute.

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER SCHILLING, TO APPROVE TO OPEN THE PUBLIC HEARING.

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

Voting Nay: None

Abstain: None

Absent: None

Matthew Sampers 5634 East Viking Boulevard – Explained that he had no problem paying his fair share if the assessment was determined correctly. He stated that his concern echoed the comments made earlier about a traffic study to determine the amount of traffic that comes from Polaris.

Renee Roehrick 5761 East Viking Boulevard – Stated that she had lived here for 37 years and had paid for this road once already a few years ago. She asked why the people on the road were not assessed like they are for property taxes. She gave the example of someone having 200 feet of roadway with two driveways, or numerous lots, and others with 100 feet of frontage with just one small driveway. She stated that she would like to know where those trucks exited Polaris while the road was closed and questioned if they may be able to continue to use that route.

Tom Terry 26752 Freeport Court – Asked the Council to consider making the Polaris route similar to what it is now, which he believes is Highway 8, a State highway, even if they just make that a rule for the semi-trucks to travel that route.

Kirk Larson, 5521 East Viking Boulevard – Explained that this is the Arts Center address. He noted that they endured the summer with a lot of lost traffic. He stated that there are still signs when you come into the City from the overpass that say ‘Bridge Closed’ and ‘Detour’ and assumes that those refer to the bridge near Polaris. He suggested that the sign be changed to let people know that the bridge is out 5 miles away because he feels as though that signage is encouraging people to not be able to find their Arts Center and confusing them about what areas they can still access.

Ms. Roehrick– Asked if someone with 200 feet of front would be charged more because they could have two lots.

City Administrator Linwood – Explained that if they were to meet the zoning standards where it could be subdivided then they could receive more assessments. He noted the City had received a lot of calls during the bridge construction that the signage wasn’t appropriate and a lot of people were going all the way down to the turn-around before they realized what was happening, which he believes is why they continued with some of the signage and placed it further out. He noted that he was not aware that there were concerns from the Hallberg Center for the Arts about the signage and people not being able to find them. He stated that because the bridge is now open again, much of the signage will be coming down.

Mayor Iverson – Asked about the rerouting of trucks that was raised as a possibility from the residents.

City Administrator Linwood – Noted that there were some detours as part of this project and the truck traffic does generally come through the west side of the City. He stated that the detour that happened through the project will not remain in place and noted that the detour route was on a residential roadway. He stated that the east side of Polaris had the employee entrance location determined many years ago when Polaris first came but expects those to remain the same

A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER LUGER, TO CLOSE THE PUBLIC HEARING.

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

Voting Nay: None

Abstain: None

Absent: None

City Administrator Linwood – Explained that the road was built to a standard that can handle the traffic and heavier equipment from Polaris, but noted that he understood the concerns raised about this additional traffic. He stated that, as of today, the bridge is open, so there may have been more traffic this afternoon and evening.

City Engineer Hornby – Explained that this is a MnDOT State Aid roadway, so they followed the standards required by MnDOT in their design. He stated that they can put a restriction on for the load limits during the winter months. He explained that they also took into account the projected heavy commercial traffic and the number of equivalent single access loads over a 20 year lifespan

and design the pavement to meet the necessary criteria. He noted that they need to MnDOT requirements for the roadway design and noted that MnDOT also reviews and has to sign off on all the plans.

Mayor Iverson – Asked for clarification on the question related to the assessment practices.

City Administrator Linwood - Explained that there are different methodologies that the City can use for the assessment rates. He stated that for this project they used what is called a 'unit' assessment, so each parcel is identified based on its zoning. He explained that they also look at whether the lot can be subdivided which is how they came up with the assessments. He stated that they also have a method called the front foot method, but that is usually only used in a commercial setting.

Council Member Nanko Yeager – Stated that her understanding was that Glen Oak was not built to withstand semi-truck traffic and East Viking was, which means that maintaining the detour would not be a viable option.

City Administrator Linwood – Stated that from what Glen Oak was built for, it would not be a natural traffic pattern either to maintain the detour.

Mr. Terry – Stated that his intent was for them to use the current detour which is Highway 8 and County Road 36. He clarified that he was not saying that the trucks should go down Glen Oak.

City Administrator Linwood – Noted that there are agreements in place when Polaris came in, regarding the truck entrance being the west side and not the east side.

Mayor Iverson – Asked City Attorney Loonan to address the agreement portion of this discussion.

City Attorney Loonan – Noted that he would have to review the agreement for the details to see if there may be an opportunity for renegotiating those agreements. He explained that Polaris would have to be a willing partner in the negotiations.

There was consensus of the Council to direct City Attorney Loonan to review the existing agreements with regard to truck access points for Polaris.

Council Member Nanko Yeager – Stated that she heard comments about Polaris paying an assessment if they were going to continue to impact East Viking Boulevard and requests for traffic studies. She stated that if the City were to do a traffic study and it was to be found that there was damage from Polaris or SRC, she asked what remedies would be available to deal with that situation.

City Engineer Hornby – Stated that the only other potential consideration would be some sort of weight restriction on the road, but reiterated that the road was built to a certain standard, with the understanding that those trucks will be coming through. He noted that some of this may also relate back to the agreements that were originally made with Polaris, but clarified that there is no financial remedy available in this situation.

Council Member Schilling – Asked about the traffic study idea that was raised and whether the City had done any kind of traffic study prior to the reconstruction.

City Administrator Linwood – Explained that nothing had been completed since around 2015.

City Engineer Erichson – Stated that they had completed a traffic study in the '2000-teens' timeframe. He stated that a traffic study could be completed even though the bridge is reopened because there is a way to place counters so they could determine how much traffic is coming in and out of their facility, versus the other areas.

Council Member Schilling – Asked if that type of traffic study was expensive and explained that he would be curious to see that information.

Council Member Ohnstad – Stated that he would also like to see a traffic study done to determine how much of the traffic was coming from Polaris.

City Engineer Erichson – Noted that they are getting into the time of year where doing tube traffic counts with snow and snowplows can be challenging and they may want to wait until spring.

Council Member Luger – Stated that City Engineer Hornby had mentioned a possible potential for road restrictions and asked what conditions would warrant that action.

City Engineer Hornby – Explained that every spring the City puts load restrictions on the roadways so for a roadway like East Viking Boulevard, it would be reduced to 7 tons per axle. He noted that other residential streets would be reduced to 4 or 5 tons per axle and State highways are reduced to 10 tons per axle.

Council Member Luger – Asked if those restrictions just happened organically due to the change in seasons.

City Engineer Hornby – Stated that was correct.

Council Member Luger – Asked what the life expectancy would be for this road since it was built to the MnDOT standards.

City Engineer Hornby – Stated that it was designed based on a 20 year life cycle and reiterated that all the traffic on the roadway, including Polaris, was considered in their pavement design.

City Administrator Linwood – Asked Mayor Iverson to say the address on the record for the property that had filed for an appeal.

Mayor Iverson – Stated that the City had received a letter from the property owners at 5703 East Viking Boulevard because their driveway was on a different roadway.

City Engineer Hornby – Clarified that this property would be removed from the assessment rolls.

A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE RESOLUTION 23-11-104 A RESOLUTION APPROVING THE ASSESSMENT ROLL FOR THE 2023 EAST VIKING BOULEVARD STREET CONSTRUCTION PROJECT

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

Voting Nay: None

Abstain: None

Absent: None

CONSENT AGENDA:

Items under the "Consent Agenda" will be adopted with one motion; however, council members may request individual items to be pulled from the consent agenda for discussion and action if they choose.

3. To consider 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 23-08-74** which declared a critical water deficiency within the City of Wyoming. (pulled for separate discussion)

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 23-11-08** a resolution approving Pay Voucher #4 to Ferguson Waterworks for the 2023 Water Meter Change-out Project in the amount of \$23,050.00. (pulled for separate discussion)

Mayor Iverson – Asked to pull items #6 and #8 for discussion.

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

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

#6 - To consider Resolution 23-11-106 a resolution rescinding Resolution 23-08-74 which declared a critical water deficiency within the City of Wyoming

Mayor Iverson – Asked about signage and when it would be removed.

City Administrator Linwood – Explained that the signage would be removed sometime this week, if this is approved by the Council.

#8 - To consider Resolution 23-11-08 a resolution approving Pay Voucher #4 to Ferguson Waterworks for the 2023 Water Meter Change-out Project in the amount of \$23,050.00

Mayor Iverson – Explained that she wanted to give kudos to Jenny, Stacy, and everybody who worked on the water meter change out. She stated that this was not an easy task, but her understanding is that, overall, it went very smoothly.

City Administrator Linwood – Stated that the City contracted with Ferguson, but Ms. Olson was the main point of contact at the City and agreed that she did a great job of working with the contractor to organize the necessary information. He noted that there was also assistance from Assistant City Administrator MacFarland, Accounting Clerk Saxe, and the Public Works Department.

Council Member Nanko Yeager – Asked if the City would be able to fully utilize the radio remote for the meter ready system.

City Administrator Linwood – Explained that the City had been using it for quite some time because they were able to use it prior to the complete change out of the meters, but should now be able to use it for almost everyone. He noted that they are currently at 98.5% completion.

A MOTION WAS MADE BY COUNCILMEMBER IVERSON, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE CONSENT AGENDA ITEM #6 - TO CONSIDER RESOLUTION 23-11-106 A RESOLUTION RESCINDING RESOLUTION 23-08-74 WHICH DECLARED A CRITICAL WATER DEFICIENCY WITHIN THE CITY OF WYOMING, AND, #8 - TO CONSIDER RESOLUTION 23-11-08 A RESOLUTION APPROVING PAY VOUCHER #4 TO FERGUSON WATERWORKS FOR THE 2023 WATER METER CHANGE-OUT PROJECT IN THE AMOUNT OF \$23,050.00

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

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 City Attorney Tom Loonan for November 2, 2023
12. Report of City Engineer Mark Erichson, WSB for November 2, 2023
13. Report of Acting Public Works Superintendent Joe Keding for November 2, 2023

COMMUNICATIONS:

14. Wyoming Tree Lighting Ceremony – Save the Date

Assistant City Administrator MacFarland – Explained that the annual tree lighting ceremony would take place the first Saturday in December, which is December 2, 2023 with activities scheduled from 4:30 to 6:00 p.m. He stated that he is hopeful that Santa and Mrs. Claus will be able to attend.

Mayor Iverson – Asked if Santa would be riding in the fire truck that same day, which has been the tradition in the past.

Public Safety Director Bauer – Confirmed that Santa would be riding in the fire truck on December 2, 2023.

15. Police Department Hiring Process Update

Public Safety Director Bauer – Updated the Council on the hiring process for the two police officer vacancies that they currently have. He noted that one of the openings has been in place since December of 2022 and the other since July of 2023. He explained that there had been 26 applicants, which is lower than usual, but is something that is being seen across the State and even the nation. He reviewed the actions they had taken and the overall lack of viable candidates. He shared other statistical details of the individuals that have applied for these openings and read aloud the ‘elevator pitch’ that they have come up with on letting people know about the openings in the Department. He stated that they currently have two applicants for the Cadet Reserve program and explained that he has continued to network with other Departments for possible applicant options. He outlined some of the different incentives he has seen other Departments utilize in order to address this situation. He suggested that the Council may want to discuss this issue at an upcoming Work Session because the City may need to get more creative and have alternative approaches to fill this openings and make sure that the City is marketable in this situation.

Mayor Iverson – Asked Public Safety Director Bauer to quantify the alternate ideas and if they are working for other cities, when he brings this back for Council discussion.

OLD BUSINESS: NONE

NEW BUSINESS

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

City Administrator Linwood – Explained that the intent for the Work Session meeting would be to discuss the rate study proposal information to discuss the draft information and provide feedback.

Council Member Nanko Yeager – Asked if the expectation was for the Council to vote on the rate study at the regular City Council meeting that night.

City Administrator Linwood – Clarified that they would not, but would at the following City Council meeting.

A MOTION WAS MADE BY COUNCILMEMBER OHNSTAD, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE SCHEDULED A WORK SESSION MEETING FOR THE WYOMING CITY COUNCIL ON NOVEMBER 21, 2023 AT 5:30 P.M.

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

Voting Nay: None

Abstain: None

Absent: None

COUNCIL REPORTS:

Council Member Ohnstad – Attended the Park Advisory Commission meeting and noted that there was a lot of fun stuff coming up.

Council Member Nanko Yeager – No report.

Council Member Luger – No report.

Council Member Schilling – No report.

Mayor Iverson – Noted that 16 mayors from across the State came to the City last week for the Mini Minnesota Mayors Association meeting. She thanked Polaris, Rosenbauer, Village Inn, Lundt Pumpkin Patch, Sunrise River Orchard, and Split Rocks for assisting in this event. She expressed her appreciation to City Administrator Linwood and Building Official Weck for their assistance as well.

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER SCHILLING, TO ADJOURN THE NOVEMBER 7, 2023 “SPECIAL MEETING” OF THE WYOMING, MINNESOTA CITY COUNCIL AT 9:09 PM

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 21, 2023
7:00PM