

**AGENDA
CITY COUNCIL
REGULAR MEETING
CITY OF WYOMING, MINNESOTA
JANUARY 16, 2024
7:00 PM**

CALL TO ORDER:

CALL OF ROLL:

DETERMINATION OF A QUORUM:

PLEDGE OF ALLEGIANCE:

1. Boy Scout Troop #142 - Flags

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".

2. To consider the retirement of John Hastings Sr. from the Wyoming Fire Department
3. Swearing in of Officer Chris Hirsch as a Wyoming Police Officer

APPROVAL OF MINUTES:

4. Consider approving the minutes of the "Regular Meeting" of the Wyoming, Minnesota City Council for January 2, 2024

SCHEDULED BID LETTINGS:

SCHEDULED PUBLIC HEARINGS:

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.

5. Consider authorizing the payment of recommended bills, payroll and journal entries for the period of January 3, 2024 to January 16, 2024

6. To consider the resignation of Assistant Public Works Superintendent Joe Keding from the Public Works Department effective January 23, 2024
7. To consider approving the Wyoming Pay Equity Report prepared by Abdo Financial utilizing the Minnesota Management and Budget web-based pay equity system as required by the State of Minnesota Local Government Pay Equity Act.

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

8. Report of the Public Safety Director, Neil Bauer, for January 11, 2024
9. Report of City Building Official, Fred Weck, IV for January 10, 2024.
10. Report of City Engineer Mark Erichson, WSB for January 12, 2024
11. Report of Acting Public Works Superintendent, Joe Keding, for January 16, 2024

COMMUNICATIONS:

12. Results for Radiochemical Monitoring, Wyoming, Chisago County, PWSID 1130018
13. 2024 Street Project neighborhood meeting notice

OLD BUSINESS:

14. To consider a July 2024 budget work session meeting date for the 2025 budget

NEW BUSINESS:

15. To consider **Resolution 24-01-08** a resolution approving a Final Plat: D-23-004, Katie's Glen, Location: Goodview Avenue between 255th and 258th Streets. Applicant: Dahlquist Land Holdings, LLC. Property ID: 21.10140.00
16. To consider the addition of a dog park to be located next to the Wyoming Police Department / Public Works Property (7665 Wyoming Trail)
17. To consider resolution **24-01-09** a resolution to approve the purchase of a 2024 F-350 Super Crew Chassis for the Wyoming Public Works Department in the amount of \$53,063.86

COUNCIL REPORTS:

ADJOURN



January 10, 2024

Presented To: Mayor Iverson and City Council Members

Presented By: Public Safety Director Neil Bauer

Department: Public Safety

Reference: Retirement of Deputy Chief John Hastings

Method: Consent Agenda

Background Information:

Deputy Chief John Hastings, Sr. has submitted his letter of resignation after 35 years of service to the City of Wyoming fire department. His last day will be January 31, 2024. We wish him well and appreciate his incredible commitment and dedication to the Wyoming community. Very few are able to make this level of commitment to a fire service and it is truly remarkable.

Recommendation:

It is my recommendation that the City Council accept the retirement of John Hastings, Sr. effective January 31, 2024.

Neil D. Bauer, Ed.D.
Public Safety Director



PUBLIC SAFETY

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

**DRAFT MINUTES
CITY COUNCIL
REGULAR MEETING
CITY OF WYOMING, MINNESOTA
JANUARY 2, 2024
7:00PM**

CALL TO ORDER:

Mayor Lisa Iverson called the Regular Meeting of the Wyoming City Council for January 2, 2024 to order at 7:00 PM

CALL OF ROLL:

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

ABSENT: None

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

DETERMINATION OF A QUORUM:

PLEDGE OF ALLEGIANCE:

ANNUAL MEETING

1. Designate Official Newspaper for 2024 – Chisago County Press

Council Member Nanko Yeager – Asked whether the City should consider going back to the Forest Lake Times because it is cheaper and the City utilizes many of the amenities in Forest Lake, such as Cub or Walmart and explained that she felt there was more of a Wyoming presence in Forest Lake rather than at County events.

Mayor Iverson – Stated that she feels that the Chisago County Press has done a great job representing the City this past year.

Council Member Schilling – Stated that the only reason he had voted in favor of this last year is because the City was located within Chisago County. He stated that he thinks it is appropriate to have the official newspaper represent the County that the City is within.

Council Member Nanko Yeager – Suggested that the City work towards having more of a presence at County events, such as parades, like Lindstrom, Chisago City, and the County fair.

A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE RESOLUTION 24-01-01, “A RESOLUTION DESIGNATING THE CHISAGO COUNTY PRESS AS THE OFFICIAL NEWSPAPER FOR THE CITY OF WYOMING FOR THE YEAR 2024.”

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

Voting Nay: None

Abstain: None

Absent: None

2. Designate Official Depository for City Funds for 2024

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY

COUNCILMEMBER OHNSTAD, TO APPROVE RESOLUTION 24-01-02, “A RESOLUTION DESIGNATING THE OFFICIAL DEPOSITORIES FOR THE CITY OF WYOMING FOR THE CALENDAR YEAR 2024”

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

Voting Nay: None

Abstain: None

Absent: None

3. Designate Electronic Fund Transfers and Payment for Claims

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE RESOLUTION 24-01-03, “A RESOLUTION DELEGATING AUTHORITY TO MAKE ELECTRONIC FUNDS TRANSFERS AND PAYMENT OF CLAIMS PRIOR TO BOARD APPROVAL TO THE CITY ADMINISTRATOR AND THEIR DESIGNEES FOR 2024.”

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

Voting Nay: None

Abstain: None

Absent: None

4. Elect an Acting Mayor to serve in the Absence of the Mayor in 2024 (Minn. Stat. 412.121)

A MOTION WAS MADE BY COUNCILMEMBER IVERSON, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPOINT COUNCILMEMBER LUGER TO SERVE AS ACTING MAYOR IN THE ABSENSE OF THE MAYOR IN 2024 (MINN. STAT. 412.121)

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

Voting Nay: None

Abstain: None

Absent: None

5. Review Council Appointments to Boards, Commissions, Committees, and Board of Trustees of Fire Department Volunteer Relief Association

A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE RESOLUTION 24-01-04, “A RESOLUTION MAKING APPOINTMENTS TO BOARDS, COMMISSIONS, COMMITTEES, AND BOARD OF TRUSTEES OF FIRE DEPARTMENT VOLUNTEER RELIEF ASSOCIATION FOR 2024.”

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

Voting Nay: None

Abstain: None

Absent: None

6. Establishing 2024 Regular Meeting Nights of the City Council of the City of Wyoming and Budget Calendar for 2025 Budget

Council Member Nanko Yeager – Asked to move the July 23, 2024 Work Session meeting to a different date so she would be able to attend.

The Council discussed alternate dates and attempted to find compatible dates for the other members of Council.

City Administrator Linwood – Suggested that the Council adopt the meeting schedule, as presented, and then at the next meeting, once people have a chance to check their calendars, look for an alternative date to the July 23, 2024 meeting.

A MOTION WAS MADE BY COUNCILMEMBER IVERSON, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE THE 2024 REGULAR MEETING NIGHTS OF THE CITY COUNCIL OF THE CITY OF WYOMING AND BUDGET CALENDAR FOR THE 2025 BUDGET.

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

Voting Nay: None

Abstain: None

Absent: None

7. Set Annual Fees for City Services for 2024

A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE RESOLUTION 24-01-05, “A RESOLUTION ESTABLISHING THE ANNUAL FEES FOR CITY SERVICES FOR 2024.”

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

Voting Nay: None

Abstain: None

Absent: None

OPEN FORUM:

APPROVAL OF MINUTES:

8. Consider approving the minutes of the “Work Session Meeting” of the Wyoming, Minnesota City Council for December 19, 2023

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE THE MINUTES OF THE “WORK SESSION MEETING” OF THE WYOMING, MINNESOTA CITY COUNCIL FOR DECEMBER 19, 2023 AS SUBMITTED.

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

Voting Nay: None

Abstain: None

Absent: None

9. Consider approving the minutes of the “Regular Meeting” of the Wyoming, Minnesota City Council for December 19, 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 DECEMBER 19, 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.

10. Consider authorizing the payment of recommended bills, payroll, and journal entries for the period of December 20, 2023 to January 2, 2024
11. To consider authorizing the approval of an application for a consumption and display permit by the Wyoming Creative Arts Community
12. To consider ~~Resolution 24-01-06~~ a resolution accepting a donation from Maranatha Church to the Wyoming Public Safety Donation Fund. (pulled for separate discussion)

Mayor Iverson – Asked to pull item #12 for further discussion.

A MOTION WAS MADE BY COUNCILMEMBER IVERSON, SECONDED BY COUNCILMEMBER SCHILLING, TO APPROVE #10 and #11 OF THE WYOMING CITY COUNCIL CONSENT AGENDA

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

Voting Nay: None

Abstain: None

Absent: None

#12 To consider Resolution 24-01-06 a resolution accepting a donation from Maranatha Church to the Wyoming Public Safety Donation Fund.

Mayor Iverson – Expressed appreciation to Maranatha Church for their donation to the Wyoming Public Safety Fund.

Public Safety Director Bauer – Explained that this donation would be used for recognition events and awards dinners for the Department.

A MOTION WAS MADE BY COUNCILMEMBER IVERSON, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE CONSENT AGENDA ITEM #12 RESOLUTION 24-01-06 A RESOLUTION ACCEPTING A DONATION FROM MARANATHA CHURCH TO THE WYOMING PUBLIC SAFETY DONATION FUND.

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

Voting Nay: None

Abstain: None

Absent: None

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

13. Report of the Public Safety Director, Neil Bauer for December 28, 2023
14. Report of City Building Official, Fred Weck, IV for December 28, 2023
15. Report of City Attorney Tom Loonan for December 28, 2023
16. Report of City Engineer Mark Erichson, WSB for December 27, 2023
17. Report of Acting Public Works Superintendent Joe Keding for December 27, 2023

COMMUNICATIONS:

18. Wyoming Police Multicultural Advisory Committee

Public Safety Director Bauer – Gave an overview of the new initiative to help build relationships and develop open dialogue between the community and the Police Department with creation of a Multicultural Advisory Committee. He outlined some of the conversations and interactions he has

been able to have to individuals in the Forest Lake school district.

Mayor Iverson – Asked how potential language barriers would be addressed.

Public Safety Director Bauer – Stated that they will address that issue once they begin meeting, if it arises.

Council Member Nanko Yeager – Asked what metrics or criteria would be used to show that the program was effective.

Public Safety Director Bauer – Stated that he was not sure that this was something that they could show in a quantifiable way and explained that he felt that it would be judged by the level of engagement and support that occurs.

The Council expressed their overall support of this program for the City.

OLD BUSINESS: NONE

NEW BUSINESS

19. To consider **Resolution 24-01-07** a resolution to approve the purchase of one 2024 Ford Maverick vehicle for the Wyoming Department of Building Safety in the amount of \$27,853.16

Zoning Administrator/Building Official Weck – Reviewed the request to replace the current older inspection vehicle and noted that it had already been included in the 2024 budget figures. He reviewed some of the uses for the vehicle and equipment that needed to be hauled around for inspections.

Council Member Ohnstad – Noted the recent difficulties the City has had in acquiring vehicles, including Fords, and asked if this was a vehicle that could be acquired right away.

Zoning Administrator/Building Official Weck – Stated that he was hopeful it will be received in the spring of 2024.

City Administrator Linwood – Explained that the information that they have received from the Ford State contract, is that this particular vehicle is not as in demand as other vehicles, so he is also hopeful that they will not have difficulty in acquiring this vehicle sometime in the spring. He noted that he expects this to be a 10 year vehicle for the City.

A MOTION WAS MADE BY COUNCILMEMBER OHNSTAD, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE RESOLUTION 24-01-07 A RESOLUTION APPROVING A PURCHASE OF ONE 2024 FORD MAVERICK VEHICLE FOR THE WYOMING DEPARTMENT OF BUILDING SAFETY IN THE AMOUNT OF \$27,853.16

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

Voting Nay: None

Abstain: None

Absent: None

20. To consider the hiring of Christopher Hirsch for the Police Officer position with a tentative start date of January 15, 2024

Public Safety Director Bauer – Reviewed the interview process for this vacancy and outlined some of Christopher Hirsch's background, education, and experience.

A MOTION WAS MADE BY COUNCILMEMBER IVERSON, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE THE HIRING OF CHRISTOPHER HIRSCH FOR THE POLICE OFFICER POSITION WITH A TENTATIVE START DATE OF JANUARY 15, 2024.

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. She asked if the City would be going back to brining all the streets.

City Administrator Linwood – They have brined some of the mains and residential streets this year, but stated that it depends on the weather system, for example, the brine is not as effective with rain. He noted that he would discuss with acting Public Works Director Keding and could send information to the council

Council Member Luger – No report.

Council Member Schilling – No report.

Mayor Iverson – No report.

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER OHNSTAD, TO ADJOURN THE JANUARY 2, 2024 “REGULAR MEETING” OF THE WYOMING, MINNESOTA CITY COUNCIL REGULAR MEETING AT 7:40 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:
JANUARY 16, 2024
7:00PM

Check List
For Check Dates 01/02/2024 to 01/02/2024

Check Number Name			Check Date
Text Label	55732	PACIFIC LIFE INSURANCE	01/02/2024
Item Code	GL Number	Amount	
ROTH	101-0000-21712	250.00	
		250.00	
Text Label	55733	LAW ENFORCEMENT LABOR	01/02/2024
Item Code	GL Number	Amount	
UNION POLICE	101-0000-21713	493.50	
		493.50	
Text Label	55734	CENTRAL PENSION FUND,	01/02/2024
Item Code	GL Number	Amount	
CENT PENS FUND	101-0000-21716	480.00	
		480.00	
Text Label	55735	WI SCTF,	01/02/2024
Item Code	GL Number	Amount	
WI CHILD SUPPOR	101-0000-21710	215.42	
		215.42	
Text Label	EFT1069	MN STATE RETIREMENT	01/02/2024
Item Code	GL Number	Amount	
CITY HSCP CONT	101-0000-21706	0.00	
HCSP	101-0000-21710	0.00	
MNDCP	101-0000-21712	275.00	
MNDCCPRETAX	101-0000-21712	822.00	
		1,097.00	
Text Label	EFT1070	SELECTACCOUNT,	01/02/2024
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	2,053.83	
		2,053.83	
Text Label	EFT1071	P.E.R.A.,	01/02/2024
Item Code	GL Number	Amount	

For Check Dates 01/02/2024 to 01/02/2024

Check Number	Name	Check Date
CORD PERA	101-0000-21704	2,805.28
DCP PERA	101-0000-21704	0.00
DCP PERA MATCH	101-0000-21704	0.00
PERA CITY MATCH	101-0000-21704	3,236.86
PF PERA	101-0000-21704	3,634.68
PF PERA CITY	101-0000-21704	5,452.02
		15,128.84

Text LabelEFT1072 INTERNAL REVENUE SERVICE,

01/02/2024

Item Code	GL Number	Amount
FITW	101-0000-21701	6,443.94
SOCSEC_EE	101-0000-21703	2,525.56
MEDICARE_ER	101-0000-21703	1,017.20
SOCSEC_ER	101-0000-21703	2,525.56
MEDICARE_EE	101-0000-21703	1,017.20
		13,529.46

Text LabelEFT1073 STATE OF MINNESOTA,

01/02/2024

Item Code	GL Number	Amount
SITW	101-0000-21702	3,029.66
		3,029.66

Text Label

General Checking Account 10100
Total Amount Being Paid: \$36,277.71
Total Number of Checks: 9

Mayor Iverson

Councilmember Luger

Councilmember Nanko Yeager

Councilmember Schilling

Check Number	Name	Check Date
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Councilmember Ohnstad

City of Wyoming Check Detail Register

1/2
January 02, 2024 11:07 AM
User: ssaxe
DR: Wyoming

12-31-2023

Check # Invoice #	Check Date	Vendor Name		
	General Ledger #	Amount	Comment	
12602	01/02/2024	MN. DEPARTMENT OF REVENUE		
12312023				
	101-0000-20201	SALES TAX PAYABLE	\$41.00	SALES TAX PAYABLE
Total for MN. DEPARTMENT OF REVENUE			\$41.00	

City of Wyoming Check Detail Register

2/2
January 02, 2024 11:07 AM
User: ssaxe
DR: Wyoming

12-31-2023

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

General Checking Account 10100

Total Amount Being Paid: \$41.00

Total Number of Checks: 1

Mayor Iverson

Councilmember Luger

Councilmember Nanko Yeager

Councilmember Schilling

Councilmember Ohnstad

City of Wyoming Check Detail Register

1/11
January 12, 2024 09:38 AM
User: ssaxe
DR: Wyoming

01-16-2024

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
55737 012024	01/12/2024	WYOMING POST OFFICE			
		601-9425-43220 POSTAGE		\$345.13	POSTAGE
		601-9425-43220 POSTAGE		\$345.13	POSTAGE
		Total for WYOMING POST OFFICE		\$690.26	
55738 177109	01/16/2024	AUTOMOTIVE REFLECTIONS LLC			
		101-3100-44040 REPAIRS & MAINT.		\$5,261.06	REPAIRS & MAINT. - EQUIPMENT
		Total for AUTOMOTIVE REFLECTIONS LLC		\$5,261.06	
55739 INUS211678	01/16/2024	AXON ENTERPRISE, INC.			
		101-2110-42240 MAINTENANCE CO		\$6,843.60	MAINTENANCE CONTRACTS
		Total for AXON ENTERPRISE, INC.		\$6,843.60	
55740 BTMA23671	01/16/2024	BAKER TILLY MUNICIPAL ADVISORS			
		101-1500-43000 PROFESSIONAL SE		\$2,700.00	PROFESSIONAL SERVICE (GENERAL)
		Total for BAKER TILLY MUNICIPAL ADVISORS		\$2,700.00	
55741 17023	01/16/2024	BILLS AUTO BODY			
		101-2110-43900 VEHICLE MAINTEN		\$93.75	VEHICLE MAINTENANCE
		Total for BILLS AUTO BODY		\$93.75	
55742 85188931	01/16/2024	BOUND TREE MEDICAL			
		101-2200-42100 OPERATING SUPPL		\$744.20	OPERATING SUPPLIES
		Total for BOUND TREE MEDICAL		\$744.20	
55743 12282023	01/16/2024	CHISAGO COUNTY PRESS, INC			
		101-1400-43510 LEGAL NOTICE PUI		\$213.58	LEGAL NOTICE PUBLICATION
		Total for CHISAGO COUNTY PRESS, INC		\$213.58	
55744 4178557499	01/16/2024	CINTAS			
		101-3100-44180 UNIFORMS		\$77.74	STREETS
		101-3100-42100 OPERATING SUPPL		\$36.83	SHOP SUPPLIES
		Total for CINTAS		\$114.57	
55745 12282023	01/16/2024	CITY OF LINDSTROM			
		101-3100-42310 CONTRACTED SER		\$11,215.75	CONTRACTED SERVICES
		Total for CITY OF LINDSTROM		\$11,215.75	

City of Wyoming Check Detail Register

2/11
January 12, 2024 09:38 AM
User: ssaxe
DR: Wyoming

01-16-2024

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
55746	01/16/2024	CONNEXUS ENERGY			
12282023					
		101-3100-43800 UTILITIES-GAS/ELI		\$34.08	LAKE DR & HEATH - ST LIGHTS
		101-2110-43800 UTILITIES-GAS/ELI		\$5.25	HAMLET DR
		101-2110-43800 UTILITIES-GAS/ELI		\$5.25	FALLBROOK SIREN
		101-3100-43860 STREET LIGHTS		\$20.66	250TH STREET NE SIGN
		101-2110-43800 UTILITIES-GAS/ELI		\$5.25	PIONEER RD
		Total for CONNEXUS ENERGY		\$70.49	
55747	01/16/2024	DAN'S TOWING			
93315					
		202-2110-42310 CONTRACTED SER		\$161.06	TOWING
93259					
		202-2110-42310 CONTRACTED SER		\$161.06	TOWING
		Total for DAN'S TOWING		\$322.12	
55748	01/16/2024	FOREST LAKE CONTRACTING			
PV2 2021					
		408-3100-45350 IMPROVEMENTS		\$1,862.00	IMPROVEMENTS
		Total for FOREST LAKE CONTRACTING		\$1,862.00	
55749	01/16/2024	GOPHER STATE ONE CALL			
3120860					
		601-9425-44650 LOCATES (GOPHER		\$13.50	LOCATES (GOPHER STATE)
		602-9425-44650 LOCATES (GOPHER		\$13.50	LOCATES (GOPHER STATE)
		651-9425-44650 LOCATES (GOPHER		\$13.50	LOCATES (GOPHER STATE)
		Total for GOPHER STATE ONE CALL		\$40.50	
55750	01/16/2024	HOLIDAY COMPANIES			
060101012400					
		101-2110-43900 VEHICLE MAINTEN		\$76.50	VEHICLE MAINTENANCE
		Total for HOLIDAY COMPANIES		\$76.50	
55751	01/16/2024	HYLDEN ADVOCACY & LAW			
4359					
		401-1000-45000 CAPITAL OUTLAY		\$3,000.00	CAPITAL OUTLAY
		Total for HYLDEN ADVOCACY & LAW		\$3,000.00	
55752	01/16/2024	INNOVATIVE OFFICE SOLUTIONS, LLC			
IN4419654					
		101-2110-42000 SUPPLIES - OFFICE		\$37.67	SUPPLIES - OFFICE/COPY/COMPUTR
		Total for INNOVATIVE OFFICE SOLUTI		\$37.67	
55753	01/16/2024	LEADERSHIP GROWTH GROUP			
24220					
		101-1400-42080 TRAINING AND IN		\$600.00	TRAINING AND INSTRUCTION
		Total for LEADERSHIP GROWTH GROU		\$600.00	

City of Wyoming Check Detail Register

3/11
January 12, 2024 09:38 AM
User: ssaxe
DR: Wyoming

01-16-2024

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
55754	01/16/2024	MENARDS- FOREST LAKE			
24302					
	602-9425-44950	SAFETY EQUIPMEN		\$16.86	SAFETY EQUIPMENT
24310					
	101-2200-44010	REPAIRS & MAINT.		\$64.14	REPAIRS & MAINT. - BUILDINGS
Total for MENARDS- FOREST LAKE				\$81.00	
55755	01/16/2024	MN DEPT OF LABOR AND INDUSTRY			
DECEMBER0251052023					
	101-0000-22810	SURCHARGE PAYA		\$475.98	SURCHARGE PAYABLE
Total for MN DEPT OF LABOR AND IND				\$475.98	
55756	01/16/2024	MUNICIPAL EMERGENCY SERVICES			
SO1828782					
	101-2200-42300	SAFETY EQUIPMEN		\$7,852.84	SAFETY EQUIPMENT
Total for MUNICIPAL EMERGENCY SER				\$7,852.84	
55757	01/16/2024	OLSONS SEWER SERVICE			
102622					
	601-9425-44490	WATERMAIN BREA		\$8,721.05	WATERMAIN BREAK
Total for OLSONS SEWER SERVICE				\$8,721.05	
55758	01/16/2024	RAPIT PRINTING INC			
411593					
	101-1400-44180	UNIFORMS		\$116.43	UNIFORMS
Total for RAPIT PRINTING INC				\$116.43	
55759	01/16/2024	ROETTGER, JOHN			
20231226					
	101-2110-44080	UNIFORMS		\$175.00	UNIFORMS
Total for ROETTGER, JOHN				\$175.00	
55760	01/16/2024	ROSENBAUER			
60868					
	101-2200-43900	VEHICLE MAINTEN		\$2,034.77	VEHICLE MAINTENANCE
60869					
	101-2200-43900	VEHICLE MAINTEN		\$1,705.79	VEHICLE MAINTENANCE
60870					
	101-2200-43900	VEHICLE MAINTEN		\$1,622.07	VEHICLE MAINTENANCE
60865					
	101-2200-43900	VEHICLE MAINTEN		\$2,891.97	VEHICLE MAINTENANCE
Total for ROSENBAUER				\$8,254.60	
55761	01/16/2024	SAFE-FAST INC			
INV284790					
	602-9425-44950	SAFETY EQUIPMEN		\$123.00	SAFETY EQUIPMENT
Total for SAFE-FAST INC				\$123.00	

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Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
55762	01/16/2024	TIMESAVER OFF SITE SECRETARIAL			
M28836					
	101-1910-42310	CONTRACTED SER		\$159.00	PLANNING COMMISSION MEETING
	101-1400-42310	CONTRACTED SER		\$159.00	CITY COUNCIL MEETING
Total for TIMESAVER OFF SITE SECRETARIAL				\$318.00	
55763	01/16/2024	VERIZON			
9952768783					
	602-9425-43210	TELEPHONE		\$246.50	TELEPHONE
	601-9425-43210	TELEPHONE		\$246.50	TELEPHONE
	101-1400-43210	TELEPHONE		\$82.88	TELEPHONE
	101-2400-43210	TELEPHONE		\$82.87	TELEPHONE
Total for VERIZON				\$658.75	
55764	01/16/2024	VISA			
20231127 DUES					
	101-2110-44330	DUES & SUBSCRIP		\$72.40	DUES & SUBSCRIPTIONS
20231127 LDF					
	101-2110-44330	DUES & SUBSCRIP		\$206.28	DUES & SUBSCRIPTIONS
B03AC878-0003					
	101-2110-44330	DUES & SUBSCRIP		\$367.20	DUES & SUBSCRIPTIONS
4308200					
	101-2110-42100	OPERATING SUPPL		\$8.98	OPERATING SUPPLIES
9434346188					
	101-2110-44360	INVESTIGATIONS		\$1.06	INVESTIGATIONS
18356866					
	101-2110-44350	WELLNESS		\$400.00	WELLNESS
MT195BM1Q8					
	101-2110-42100	OPERATING SUPPL		\$2.99	OPERATING SUPPLIES
MNMMSSZMZ6					
	101-2110-42100	OPERATING SUPPL		\$2.99	OPERATING SUPPLIES
1000115097					
	205-2110-42230	CRIME PREVENTIC		\$114.89	CRIME PREVENTION
2131429					
	101-2110-42100	OPERATING SUPPL		\$14.99	OPERATING SUPPLIES
20231226					
	101-2110-42100	OPERATING SUPPL		\$77.00	OPERATING SUPPLIES
20231221					
	101-2110-42230	CRIME PREVENTIC		\$65.93	CRIME PREVENTION
891796					
	101-2110-42230	CRIME PREVENTIC		\$185.04	CRIME PREVENTION
1789					
	101-2110-42310	CONTRACTED SER		\$1,300.00	CONTRACTED SERVICES
3304295					
	101-2110-42100	OPERATING SUPPL		\$120.00	OPERATING SUPPLIES
2629847574					
	101-2110-42100	OPERATING SUPPL		\$257.57	OPERATING SUPPLIES
	101-2110-42100	OPERATING SUPPL		\$(73.98)	OPERATING SUPPLIES
Total for VISA				\$3,123.34	

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Check # Invoice #	Check Date	Vendor Name		
	General Ledger #	Amount		Comment
55765	01/16/2024	VISA		
49126	601-9425-42300	SAFETY EQUIPMEN	\$18.00	SAFETY EQUIPMENT
12082023	101-3100-44330	DUES & SUBSCRIP	\$20.69	DUES & SUBSCRIPTIONS
533744-0001	101-5200-44010	REPAIRS & MAINT.	\$911.00	REPAIRS & MAINT. - BUILDINGS
86826	101-5200-42190	SEASONAL ACTIVI	\$306.33	SEASONAL ACTIVITIES
2820	101-5200-42190	SEASONAL ACTIVI	\$171.02	SEASONAL ACTIVITIES
Total for VISA			\$1,427.04	
55766	01/16/2024	VISA		
12042023	101-2400-44330	DUES & SUBSCRIP	\$85.00	DUES & SUBSCRIPTIONS
202300001314	101-1910-43030	ENGINEERING	\$21.25	ENGINEERING
785055	101-2400-42080	TRAINING AND IN:	\$300.00	TRAINING AND INSTRUCTION
788545	101-2400-42080	TRAINING AND IN:	\$150.00	TRAINING AND INSTRUCTION
788948	101-2400-42080	TRAINING AND IN:	\$685.00	TRAINING AND INSTRUCTION
80670835	101-2400-42080	TRAINING AND IN:	\$360.00	TRAINING AND INSTRUCTION
80670835	101-2400-42080	TRAINING AND IN:	\$360.00	TRAINING AND INSTRUCTION
Total for VISA			\$1,961.25	

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Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
55767	01/16/2024	VISA			
12112023	101-1400-44330	DUES & SUBSCRIP		\$73.99	DUES & SUBSCRIPTIONS
2831268906	101-1400-44330	DUES & SUBSCRIP		\$39.99	DUES & SUBSCRIPTIONS
12132023	101-1400-42000	SUPPLIES - OFFICE		\$90.00	SUPPLIES - OFFICE/COPY/COMPUTR
INV232210426	101-1400-44330	DUES & SUBSCRIP		\$15.99	DUES & SUBSCRIPTIONS
ESCOM-17534	101-1410-42100	OPERATING SUPPL		\$3,053.74	OPERATING SUPPLIES
12242023	101-1400-44330	DUES & SUBSCRIP		\$8.00	DUES & SUBSCRIPTIONS
6463451	101-1400-42000	SUPPLIES - OFFICE		\$3.28	SUPPLIES - OFFICE/COPY/COMPUTR
6582647	101-1400-42100	OPERATING SUPPL		\$55.95	OPERATING SUPPLIES
1484245	101-1400-42000	SUPPLIES - OFFICE		\$16.45	SUPPLIES - OFFICE/COPY/COMPUTR
2820	101-1400-42100	OPERATING SUPPL		\$9.19	OPERATING SUPPLIES
12012023	101-5200-42190	SEASONAL ACTIVI		\$8.64	SEASONAL ACTIVITIES
Total for VISA				\$3,375.22	
55768	01/16/2024	WASTE MANAGEMENT CORP SERVICES			
0060940-4812-8	101-5500-43840	REFUSE		\$17.37	LIBRARY 27-16928-33002
	101-5200-43840	REFUSE		\$98.92	CITY MAINT 27-16916-73007
	101-5200-43840	REFUSE		\$116.54	CITY GARAGE 27-16920-33000
Total for WASTE MANAGEMENT CORP				\$232.83	
55769	01/16/2024	WSB			
11302023	800-0000-20531	AADLAND WEST		\$79.00	HUNTER HILL
	800-0000-20569	DIAMOND RIDGE C		\$58.75	2020 EMERALD AVE IMPROVEMENT PROJECT
	408-3100-43030	ENGINEERING		\$5,083.50	2023 EAST VIKING BLVD IMPROVEMENT
	408-3100-43030	ENGINEERING		\$8,260.60	2023 FALLBROOK AVE & 264TH ST
	101-1400-43030	ENGINEERING		\$4,111.50	GENERAL ENGINEERING SERVICES
	651-1000-43030	ENGINEERING		\$160.50	2023 LGU SERVICES
	408-9425-45350	IMPROVEMENTS		\$4,401.50	2023 TRUNK WATERMAIN IMPROVEMENTS
	408-3100-43030	ENGINEERING		\$1,137.50	2024 STREET IMPROVEMENT PROJECT
	800-0000-20417	ALL SAFE		\$2,477.75	ALL SAFE SITE PLAN REVIEW
	408-3100-43030	ENGINEERING		\$4,052.00	BRIDGE 13506 REPLACEMENT
	800-0000-20586	HALLBERG BINGH/		\$58.75	HALLBERG 273RD-FOREST BLVD PHASE 1
	800-0000-20572	HEIMS LAKE VILLA		\$656.50	HEIMS LAKE VILLA NORTH SKETCH
	651-9425-43100	MS4 PERMIT - ENC		\$583.75	MS4 PERMIT - ENGINEERING
	800-0000-20568	MOXNESS SUMMEF		\$282.50	MOXNESS SUMMER FIELDS 2ND ADDITION
	601-9425-43030	ENGINEERING		\$622.00	INIDIRECTIONAL FLUSHING STUDY
	101-5200-44040	REPAIRS & MAINT.		\$195.00	WYOMING PARK SYSTEM PLAN
Total for WSB				\$32,221.10	

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Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
55770	01/16/2024	XCEL ENERGY			
857929566			602-9425-43800	UTILITIES-GAS/ELI \$1,355.42	LIFT STATIONS
			601-9425-43800	UTILITIES-GAS/ELI \$96.53	WELLHOUSE
8594260776			101-3100-43800	UTILITIES-GAS/ELI \$6,268.29	STREET LIGHTS
Total for XCEL ENERGY				\$7,720.24	
55771	01/16/2024	ZIEGLER INC.			
000033033			101-3100-44040	REPAIRS & MAINT. \$255.74	REPAIRS & MAINT. - EQUIPMENT
000161218			101-3100-44040	REPAIRS & MAINT. \$93.93	REPAIRS & MAINT. - EQUIPMENT
Total for ZIEGLER INC.				\$349.67	
55772	01/17/2024	ABDO FINANCIAL SOLUTIONS, LLC			
482171			101-1500-43000	PROFESSIONAL SE \$5,583.33	PROFESSIONAL SERVICE (GENERAL)
Total for ABDO FINANCIAL SOLUTIONS				\$5,583.33	
55773	01/17/2024	ADAM'S PEST CONTROL INC			
3768159			101-2110-42310	CONTRACTED SER \$53.69	CONTRACTED SERVICES
3768158			101-3100-42310	CONTRACTED SER \$75.00	CONTRACTED SERVICES
3768157			101-3100-42310	CONTRACTED SER \$53.69	CONTRACTED SERVICES
Total for ADAM'S PEST CONTROL INC				\$182.38	
55774	01/17/2024	ASPEN MILLS			
325814			101-2110-44080	UNIFORMS \$138.95	UNIFORMS
Total for ASPEN MILLS				\$138.95	
55775	01/17/2024	CHISAGO LAKES JOINT SEWAGE TRE			
14398			602-9415-46450	CLJSTC INTEREST \$3,366.70	CLJSTC INTEREST
14405			602-9415-46450	CLJSTC INTEREST \$2,019.59	CLJSTC INTEREST
Total for CHISAGO LAKES JOINT SEWA				\$5,386.29	

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Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
55776	01/17/2024	CINTAS			
4179368288					
	101-3100-44180	UNIFORMS		\$74.24	STREETS
	101-3100-42100	OPERATING SUPPL		\$52.73	SHOP SUPPLIES
4179285088					
	101-2110-43600	CLEANING SERVIC		\$31.35	CLEANING SERVICE-PUBLIC SAFETY
4179368104					
	101-1400-43600	CLEANING SERVIC		\$34.15	CLEANING SERVICE-CITY HALL
4179978625					
	101-3100-44180	UNIFORMS		\$71.82	STREETS
	101-3100-42100	OPERATING SUPPL		\$36.83	SHOP SUPPLIES
Total for CINTAS				\$301.12	
55777	01/17/2024	FACILICARE INC			
17423					
	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				\$2,309.90	
55778	01/17/2024	FERGUSON WATERWORKS			
0524820					
	601-9425-42400	SMALL TOOLS/MIN		\$568.04	SMALL TOOLS/MINOR EQUIPMENT
Total for FERGUSON WATERWORKS				\$568.04	
55779	01/17/2024	H & L MESABI			
12960					
	101-3100-44040	REPAIRS & MAINT.		\$82.00	REPAIRS & MAINT. - EQUIPMENT
Total for H & L MESABI				\$82.00	
55780	01/17/2024	H & W FUND I.U.O.E LOCAL 49			
01152024					
	101-0000-21706	HOSPITALIZATION		\$8,520.00	PREMIUMS
Total for H & W FUND I.U.O.E LOCAL 4				\$8,520.00	
55781	01/17/2024	HEALTH PARTNERS			
036083722596					
	101-0000-21706	HOSPITALIZATION		\$21,712.23	HOSPITALIZATION/MEDICAL INS
Total for HEALTH PARTNERS				\$21,712.23	
55782	01/17/2024	INITIATIVE FOUNDATION			
2024					
	280-1000-43000	PROFESSIONAL SE		\$350.00	PROFESSIONAL SERVICE (GENERAL)
Total for INITIATIVE FOUNDATION				\$350.00	
55783	01/17/2024	INNOVATIVE OFFICE SOLUTIONS, LLC			
IN4425592					
	101-1400-42000	SUPPLIES - OFFICE		\$130.40	SUPPLIES - OFFICE/COPY/COMPUTR
Total for INNOVATIVE OFFICE SOLUTI				\$130.40	

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Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
55784	01/17/2024	IUOE LOCAL #49			
01012023					
	101-0000-21714	PW UNION DUES		\$210.00	MONTHLY DUES
Total for IUOE LOCAL #49				\$210.00	
55785	01/17/2024	LEADERSHIP MENTORING NETWORK LLC			
1002					
	101-1400-42080	TRAINING AND IN		\$3,500.00	TRAINING AND INSTRUCTION
Total for LEADERSHIP MENTORING NE				\$3,500.00	
55786	01/17/2024	MENARDS- FOREST LAKE			
24665					
	101-3100-42400	SMALL TOOLS/MIN		\$26.92	SMALL TOOLS/MINOR EQUIPMENT
24609					
	101-5200-42100	OPERATING SUPPL		\$66.00	OPERATING SUPPLIES
	101-3100-42100	OPERATING SUPPL		\$79.10	OPERATING SUPPLIES
24807					
	101-3100-44040	REPAIRS & MAINT.		\$45.16	REPAIRS & MAINT. - EQUIPMENT
24993					
	101-3100-44040	REPAIRS & MAINT.		\$44.56	REPAIRS & MAINT. - EQUIPMENT
25069					
	602-9425-42310	CONTRACTED SER		\$145.96	CONTRACTED SERVICES
25118					
	101-5200-44010	REPAIRS & MAINT.		\$12.74	REPAIRS & MAINT. - BUILDINGS
25136					
	101-5200-42100	OPERATING SUPPL		\$19.47	OPERATING SUPPLIES
Total for MENARDS- FOREST LAKE				\$439.91	
55787	01/17/2024	MIDCONTINENT COMMUNICATIONS			
14463230113786					
	101-1400-43210	TELEPHONE		\$139.32	CITY HALL
	101-1400-42310	CONTRACTED SER		\$929.91	FIBER
	101-2110-43210	TELEPHONE		\$406.90	POLICE DEPT
	101-3100-43210	TELEPHONE		\$85.11	PUBLIC WORKS
	601-9425-43210	TELEPHONE		\$244.42	WELL
	602-9425-43210	TELEPHONE		\$178.96	LIFTSTATIONS
Total for MIDCONTINENT COMMUNIC/				\$1,984.62	
55788	01/17/2024	PARSON, TRAVIS			
REIMBURSEMENT-BOOTS					
	101-3100-42300	SAFETY EQUIPMEN		\$199.95	SAFETY EQUIPMENT
Total for PARSON, TRAVIS				\$199.95	
55789	01/17/2024	RICHARD GEISTHARDT			
REIMBURSEMENT-BOOTS					
	101-3100-42300	SAFETY EQUIPMEN		\$200.00	SAFETY EQUIPMENT
Total for RICHARD GEISTHARDT				\$200.00	

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Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
55790 01172024	01/17/2024	STEVEN W. DUFF			
	101-3100-41010	FULL TIME - REGU		\$1,440.00	FULL TIME - REGULAR
Total for STEVEN W. DUFF				<u>\$1,440.00</u>	
55791 519605299	01/17/2024	US BANK EQUIPMENT FINANCE			
	101-2400-44330	DUES & SUBSCRIP		\$146.00	DUES & SUBSCRIPTIONS
Total for US BANK EQUIPMENT FINANCE				<u>\$146.00</u>	

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

General Checking Account 10100
Total Amount Being Paid: \$164,458.51
Total Number of Checks: 55

Mayor Iverson

Councilmember Luger

Councilmember Nanko Yeager

Councilmember Schilling

Councilmember Ohnstad

January 9, 2024

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

Dear Mr. Linwood,

This letter is to give you two weeks notice of my official resignation from the City of Wyoming. My last day will be January 23, 2024.

I am grateful for the time and opportunity I have been afforded with the city. While I have been challenged personally and professionally over the past year, I appreciate the working relationships I have had here and the chance to develop my skill set.

It is my intent to continue working during my notice period to allow for as simple of a transition as possible. Please let me know what I can do to make this as smooth as possible.

Sincerely,

A handwritten signature in black ink, appearing to read 'D. Joseph Keding', with a stylized, cursive-like flourish at the end.

D. Joseph Keding



Request for Council Action

Date: January 12, 2024

Presented to: Mayor Iverson and City Council Members

Presented by: Robb Linwood, City Administrator

Department: Administration

Reference: Wyoming Pay Equity Report prepared by Abdo Financial

Method: Consent Agenda

Background Information:

State law requires all public jurisdictions such as cities, counties, and school districts to eliminate any gender-based wage inequities in compensation and submit reports to Minnesota Management and Budget. Minnesota Management and Budget assists local government employers in implementing this law. In 1992, the division began analyzing reports from local governments to ensure that compliance is achieved and maintained.

Cities with one or more employees must file a pay equity implementation report every three years as required by the Department. Generally, an employee is one who works in a position a minimum of 67 days per year (100 days in the case of a The information in the report is public. The form that cities must use is provided by the Department and requires that the following information be submitted:

- A list of all job classes in the political subdivision.
- The number of employees in each class.
- The number of female employees in each class.
- An identification of each class as male-dominated, female-dominated, or balanced.
- The comparable work value of each class as determined by the job evaluation system.
- The minimum and maximum monthly salary for each class and the amount of time in employment required to qualify for the maximum.
- Any additional cash compensation.
- Whether or not job classes are eligible for benefits, or if the jurisdiction's contribution limit for benefits is different for any male-dominated and female-dominated classes of comparable work value.
- Any other information requested by the commissioner.

Based on the pay equity implementation report and any other information requested by the Department, a number of tests are used to analyze the information submitted and determine compliance/noncompliance.

What does pay equity mean?

Pay Equity is a method of eliminating discrimination against women who are paid less than men for jobs requiring comparable levels of expertise. This goes beyond the familiar idea of equal pay for equal work where men and women with the same jobs must be paid equally. A policy to establish pay equity usually means: 1) that all jobs will be evaluated and given points according to the level of knowledge and responsibility required to do the job; and 2) that salary adjustments will be made if it is

discovered that women are consistently paid less than men for jobs with similar points. The following example shows a typical gender-based wage disparity.

It is important to remember that pay equity laws in Minnesota address only gender-based wage disparities and not all types of wage disparities. Pay equity does not replace collective bargaining and does not address all compensation issues.

Leah Davis and Brittney Bauer of Abdo Financial completed the City of Wyoming's Pay Equity study and has confirmed that the City of Wyoming has passed all Four tests that are necessary to achieve compliance. Those test are Completeness and Accuracy Test, Statistical Analysis Test, Salary Range Test and Exceptional Service Pay Test. The documents regarding the tests have been attached to the agenda item. The city of Wyoming is an organization that is committed to pay equity

Recommendation: To approve the City of Wyoming Pay Equity Compliance Report prepared by Abdo Financial for 2024



CITY OF WYOMING

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

Compliance Report

Jurisdiction: Wyoming
26885 Forest Blvd

Report Year: 2024
Case: 2 - 2023 Data - Final (Private
(Jur Only))

Wyoming, MN 55092-0188

Contact: Robb Linwood

Phone: (651) 462-0575

E-Mail: rlinwood@wyomingmn.org

The statistical analysis, salary range and exceptional service pay test results are shown below. Part I is general information from your pay equity report data. Parts II, III and IV give you the test results.

For more detail on each test, refer to the Guide to Pay Equity Compliance and Computer Reports.

I. GENERAL JOB CLASS INFORMATION

	Male Classes	Female Classes	Balanced Classes	All Job Classes
# Job Classes	10	4	0	14
# Employees	20	4	0	24
Avg. Max Monthly Pay per employee	7194.44	5375.54		6891.29

II. STATISTICAL ANALYSIS TEST

A. Underpayment Ratio = 0 *

	Male Classes	Female Classes
a. # At or above Predicted Pay	5	4
b. # Below Predicted Pay	5	0
c. TOTAL	10	4
d. % Below Predicted Pay (b divided by c = d)	50.00	0.00

*(Result is % of male classes below predicted pay divided by % of female classes below predicted pay.)

B. T-test Results

Degrees of Freedom (DF) = 22	Value of T = -1.685
------------------------------	---------------------

a. Avg. diff. in pay from predicted pay for male jobs = 7

b. Avg. diff. in pay from predicted pay for female jobs = 113

III. SALARY RANGE TEST = 100.00 (Result is A divided by B)

A. Avg. # of years to max salary for male jobs = 4.00

B. Avg. # of years to max salary for female jobs = 4.00

IV. EXCEPTIONAL SERVICE PAY TEST = 0.00 (Result is B divided by A)

A. % of male classes receiving ESP = 20.00 *

B. % of female classes receiving ESP = 0.00

*(If 20% or less, test result will be 0.00)

Job Class Data Entry Verification List

Case: 2023 Data - Final

Wyoming

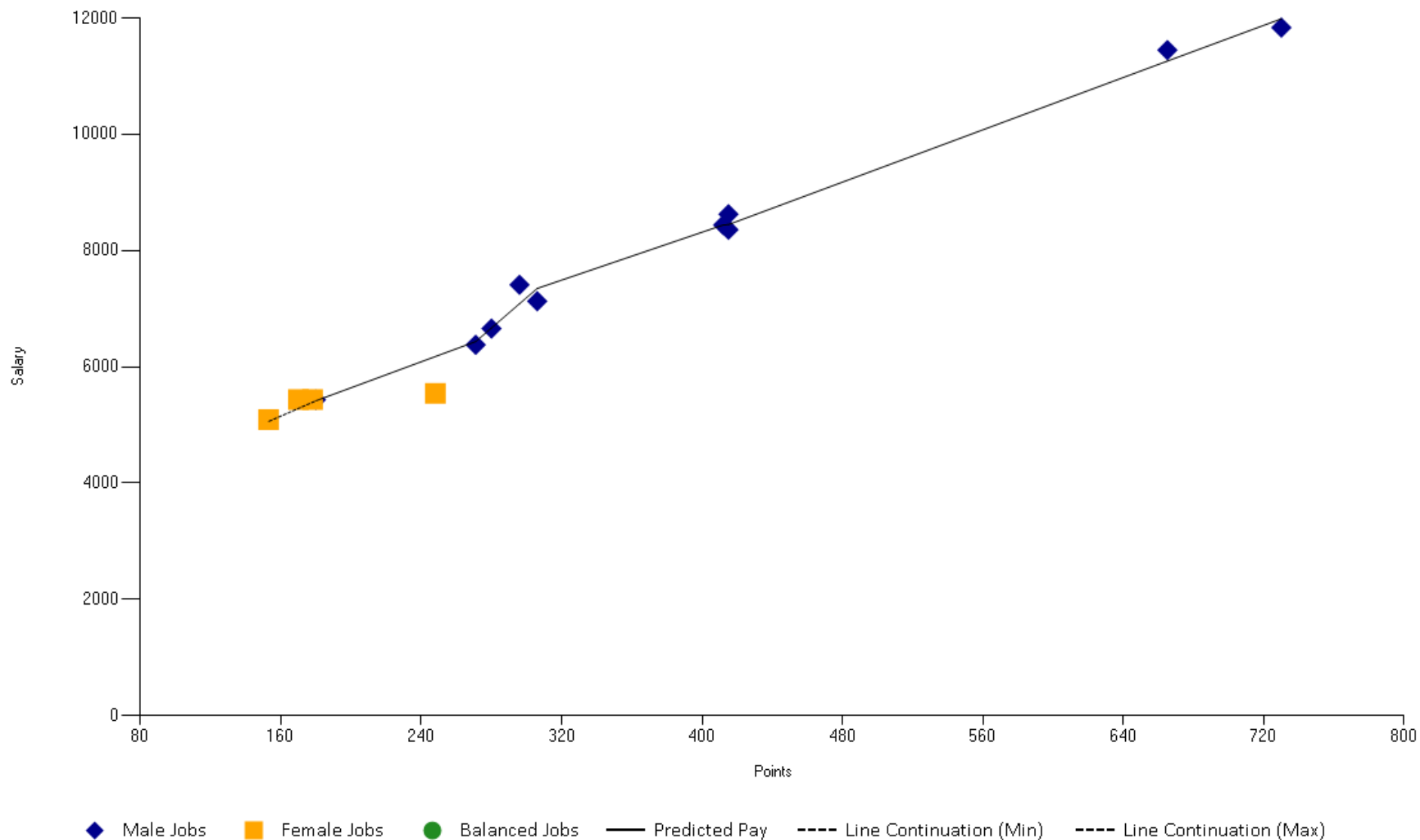
LGID: 1432

Job Nbr	Class Title	Nbr Males	Nbr Females	Non- Binary	Class Type	Jobs Points	Min Mo Salary	Max Mo Salary	Yrs to Max Salary	Yrs of Service	Exceptional Service Pay
4	Administrative Assistant/Utili	0	1	0	F	153	4191.12	5094.17	4.00	0.00	
14	Crime Analyst	0	1	0	F	170	4470.76	5434.24	4.00	0.00	
13	Administrative Assistant/Recor	0	1	0	F	178	4470.76	5434.24	4.00	0.00	
10	Maintenance Worker	6	0	0	M	180	4470.76	5434.24	4.00	0.00	Longevity
1	Accounting Clerk	0	1	0	F	248	4557.37	5539.51	4.00	0.00	
6	Building Inspector	1	0	0	M	271	5248.43	6378.54	4.00	0.00	
12	Police Officer	4	1	0	M	280	5478.29	6658.89	4.00	0.00	Longevity
9	Assistant Public Works Superintendent	1	0	0	M	296	6565.74	7411.59	4.00	0.00	
2	Assistant City Administrator	1	0	0	M	306	5865.49	7129.06	4.00	0.00	
8	Public Works Superintendent	1	0	0	M	412	7499.05	8440.24	4.00	0.00	
5	Building Official/Zoning Admin	1	0	0	M	415	7663.74	8625.60	4.00	0.00	
11	Police Sergeant	2	0	0	M	415	7426.63	8358.74	4.00	0.00	
7	Public Safety Director	1	0	0	M	665	9420.49	11449.62	4.00	0.00	
3	City Administrator	1	0	0	M	730	9737.68	11836.71	4.00	0.00	

Job Number Count: 14

Predicted Pay Report for: Wyoming

Case: 2023 Data - Final



Predicted Pay Report for: Wyoming

Case: 2023 Data - Final

Job Nbr	Job Title	Nbr Males	Nbr Females	Non- Binary	Total Nbr	Job Type	Job Points	Max Mo Salary	Predicted Pay	Pay Difference
4	Administrative Assistant/Utility Billing	0	1	0	1	Female	153	5094.1700	5060.1790	33.9910
14	Crime Analyst	0	1	0	1	Female	170	5434.2400	5284.3969	149.8431
13	Administrative Assistant/Records Clerk	0	1	0	1	Female	178	5434.2400	5389.8441	44.3959
10	Maintenance Worker	6	0	0	6	Male	180	5434.2400	5416.1107	18.1293
1	Accounting Clerk	0	1	0	1	Female	248	5539.5100	5315.1171	224.3929
6	Building Inspector	1	0	0	1	Male	271	6378.5400	6433.8811	-55.3411
12	Police Officer	4	1	0	5	Male	280	6658.8900	6669.0250	-10.1350
9	Assistant Public Works Superintendent	1	0	0	1	Male	296	7411.5900	7086.5560	325.0340
2	Assistant City Administrator	1	0	0	1	Male	306	7129.0600	7348.0781	-219.0181
8	Public Works Superintendent Building	1	0	0	1	Male	412	8440.2400	8440.2400	0.0000
5	Official/Zoning Admin	1	0	0	1	Male	415	8625.6000	8447.6933	177.9067
11	Police Sergeant	2	0	0	2	Male	415	8358.7400	8447.6933	-88.9533
7	Public Safety Director	1	0	0	1	Male	665	11449.6200	11259.8966	189.7234
3	City Administrator	1	0	0	1	Male	730	11836.7100	11987.1759	-150.4659

Job Number Count: 14



January 11, 2024

Re: Public Safety Activity Report – January 16, 2024, City Council Meeting

Police Update

Field Training Program

We have revamped our new officer training program (field training program) to prepare for our new officer to start his training. All training materials have been updated to reflect the most current practices and procedures. The training process includes 3 training phases and 3 evaluation phases. Each training phases is 14 shifts. In all, the new officer(s) will receive approximately 600 hours of training before being released to work independently.

Officer Jack Breitbach is our newest training officer. He and Officer Rachel Columbus attended a week-long field training officer course to bring them up to speed on contemporary adult learning practices. Officer John Roettger is scheduled to attend the training in April 2024.

Fire Update

Call Volume 2023

The fire department responded to 305 calls for service in 2023, down slightly from the 2022 numbers (335). This is more in line with the 2021 call volume.

Retirement of Deputy Chief John Hastings, Sr.

After 35 years of service to the Wyoming community, Chief Hastings is retiring from the Wyoming Fire Department. This is an incredible commitment to the fire service and his expertise will be missed greatly.

Chief Milligan will coordinate a promotional process in early March to fill the position.

Upcoming Community Outreach Events

January 23, 2024 Information Session for Wyoming Police MAC

January 27, 2024 Polar Plunge for Special Olympics, White Bear Lake

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



January 10, 2024
Honorable Mayor and City Council
City of Wyoming
26885 Forest Boulevard Wyoming,
MN 55092

RE: JANUARY 9, 2024 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

Plumbing, heating, and septic system final inspections have been approved. The majority of the exterior work is complete. Insulation is complete, the septic system has been installed. Inspections for the footings, foundation, underground plumbing, in-floor heating, framing, and insulation have been approved. The building permit has been issued. Site plans have been approved and a Grading permit has been issued.

Fairview Hospital

The work is being completed in phases; the framing & plumbing rough-ins for Phase 1 have been inspected and approved. The permits to remodel their Cardiac Rehabilitation area has been issued.

Planning Commission

The Planning Commission held a public hearing to consider an application for the final plat of "Katie's Glen". This is a separate agenda item.

Sincerely,

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



DEPARTMENT OF BUILDING SAFETY

P.O. Box 188, 26885 Forest Blvd., Wyoming, MN 55092

Phone: 651-462-4947 Fax: 651-462-3938



Engineer's Report

.....

January 12, 2024

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

Re: January 16, 2024, 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.

2024 Street Improvement Project

Staff is organizing efforts for the feasibility study for the 2024 Street Improvement Project. Staff has mailed a letter to residents within the project area to inform them that Wyoming City Council has authorized the preparation of a feasibility study, inform them of the public improvement process, and let them know that they will be seeing a survey crew and soil borings taking place over the next several months. The design team had drove/walked the project area and inventoried conditions, special considerations, and evaluated drainage and drainage systems as the record drawings for this area are not great.

The topographic survey for the project has been completed. Staff will be mailing residents notice of a neighborhood meeting to discuss project scope, process, and gather input from residents. The meeting will be January 23rd at 6:00 p.m. at Wyoming City Hall.

Storm sewer structure inspections have taken place and Engineering staff is making arrangements to televise the storm sewer to ensure its integrity and identify any needs in the feasibility study. Staff has sent some initial existing conditions maps to the CLFLWD as we have talked about potentially partnering with them if they choose to enhance a project with additional stormwater management features. These discussions have taken place at our quarterly check in meetings with them. We intend to go over the project scope with them in mid-January and identify how we intend on meeting their stormwater management rules for this project. We will discuss any additional funding opportunities with them at this time.

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

The project is substantially complete and open to traffic. An assessment was held for the project on Tuesday, November 7, 2023 at 8:00 p.m. Staff has certified the assessments with the County as the 30-day prepay period has elapsed.

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

The bridge portion of the project is now substantially complete. Remaining work to close out the project will take place in the spring. State reimbursement is a process and is underway.

Fallbrook Avenue and 264th Street Improvement Project

The flashing pedestrian crossing was recently installed and is operational. This portion was funded by Rosenbauer.

The project is now substantially complete. Remaining work to close out the project will take place in the spring. An assessment hearing took place on November 21, 2023, at 7:00 p.m. Once the 30-day prepayment period is complete on December 21st, staff will certify the assessments with the County.

Diamond Ridge Development

No new update.

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 recently was approved.

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).

Staff will be bringing and agenda item forward at the second meeting in January for approval of plans and specifications and authorizing the advertisement for bids.

Katies Glenn

Staff has approved the plans for the development and the developer. Staff has been made aware that a buyer for the project has been found and that they have submitted a final plat application. Staff is currently reviewing the plans.

Bingham Property – Hallberg Project (Multi-Tennent)

No new update.

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)

No new update.

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

No new update.

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 was planned to be completed in the fall of 2023, however it is now expected that this will be completed in the summer of 2024.

Aadland Development (Hunter Hill)

No new update.

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 spring as fall seeding did not yet come in.

Hallberg Storage

NO new update.

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: January 16, 2024

Mayor Iverson and City Council Members

Public Works Report for January 16, 2024 Council Meeting

Prepared by: Joe Keding, Assistant Public Works Superintendent

Streets:

Staff was out three times to scrape and treat roads between January 6th and January 9th. Staff has used cold mix to address pothole concerns as needed.

Sanitary Sewer:

Staff has been working with Total Control and Minnesota Pump to schedule a lift station panel and pump replacement project in 2024.

Water:

Daily and monthly water tests have been completed. Public Works has also started the process of installing the new water meters in the Heims Lake development. After a delay during the meter change out process due to supply-chain issues, city staff elected to do the 30 Heims Lake meters as an in-house project. Letters to homeowners regarding this project were sent by admin staff and PW staff have been working afternoon appointments to get the new meters installed.

Surface Water:

Staff inspected storm water structures in the Goodwin Rd and Gramford Ave area in preparation for the 2024 project. WSB will be setting up televising of the storm mains in that area as part of the feasibility study for that part of the upcoming project.

Parks:

Staff has been flooding and clearing the nuisance snows at the Swenson Park hockey rink. Temperatures have not allowed for rapid production of ice. The crew is hopeful that the weather this week will allow for better icing conditions and will hopefully be getting the hockey rink up for at least an abbreviated season.

January 10, 2024

Wyoming City Council
c/o Robb Linwood, Administrator
26885 Forest Boulevard, Box 188
Wyoming, Minnesota 55092-0188

Dear Council Members:

SUBJECT: Results for Radiochemical Monitoring, Wyoming, Chisago County, PWSID 1130018

Enclosed are the results of the most recent radiochemical samples collected from your public water system in accordance with Minnesota Rules, Chapter 4720 and the Safe Drinking Water Act. Past results indicated a maximum contaminant level (MCL) exceedance, as noted in the Notice of Violation letter previously sent.

The following entry point(s) are used on a limited basis as per the terms of the Memorandum of Agreement (MOA) between your water system and the Minnesota Department of Health (MDH). Consumers will be notified of the radionuclide concentrations and the use of flow-weighted averaging for compliance, annually, in your Consumer Confidence Report (CCR). It is understood that if the allowed number of gallons pumped from the flow-weighted well(s) is exceeded, if required information is not reported on the CCR, or if the MOA is not updated annually, a Notice of Violation will be issued. The following is a summary of the most recent results:

Sampling Site: Well #3 Entry Point

Contaminant: **Combined Radium (-226 & -228)**

MCL: >5.4 pCi/L

<u>Date Collected</u>	<u>Results</u>	<u>Units</u>	<u>Sample#</u>	<u>Annual Average</u>
07/17/2023	6.83	pCi/L	23G0904-01	6.0
05/16/2023	5.10	pCi/L	23E1810-01	5.2

Contaminant: **Gross Alpha in Water**

MCL: >15.4 pCi/L

<u>Date Collected</u>	<u>Results</u>	<u>Units</u>	<u>Sample#</u>	<u>Annual Average</u>
07/17/2023	6.60	pCi/L	23G0904-01	6.1
05/16/2023	5.50	pCi/L	23E1810-01	5.5

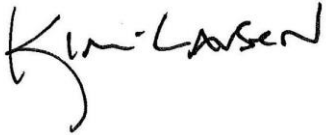
Due to the use of flow-weighted averaging as outlined in the signed MOA, your water system is currently in a 'compliance' status. Monitoring on this entry point will be performed semi-annually to ensure radiochemical levels remain within acceptable levels as outlined in your MOA. Other entry

points involved in flow-weighted averaging calculations, as mentioned in the CA, will be monitored annually. The MOA will be updated annually to reflect changes within the water system.

All required radiochemical samples will be collected by your public water system and submitted to the MDH laboratory for analysis. Sample bottle(s) will be mailed to you with a labform and date that you are scheduled to collect your next sample(s). The results will be reported to you as soon as they become available. We will notify you if any action by your system is required.

This report should be placed in your records and a copy maintained on or near the water system premises and available for public inspection for not less than ten (10) years. If you have any questions, please contact Allison Dodge at (651) 201-5278 or email allison.dodge@state.mn.us.

Sincerely,

A handwritten signature in black ink that reads "Kim Larsen". The signature is written in a cursive style with a large, stylized "K" and "L".

Kim Larsen, P.E., Supervisor
Community Public Water Supply Unit
Environmental Health Division
3333 West Division Street, Suite 212
St. Cloud, Minnesota 56301

KL:AD

Enclosure

cc: Water Superintendent

Allison Dodge, Compliance Officer

Collin Feters, MDH St. Cloud District Office

PWSID: 1130018
System Name: Wyoming
City: Wyoming

Program Code: HC

Type: I

Date Received: 07/17/23 11:45
Rep. Temp. (°C): 14.5

Collector Name: Dave Torma
Collector ID: None

MDH Sample Number: 23G0904-01

Location ID: E04
Sampling Point: Well #3 Entry Point

Collect Date: 07/17/23
Collect Time: 10:10
Matrix: Drinking Water

Field Residual Chlorine Result: None
Field Fluoride Result: None
Field pH Result: None
Field PO₄ Result: None

Results were produced by the Minnesota Department of Health, except where noted.

Radiochemical Parameters

Analyte	Result	Reporting Limit	Counting Uncertainty	Units	Batch	Prepared	Analyzed	Init.	Method	Qualifiers
Gross Alpha	6.6	3.0	2.7649	pCi/L	B3H1322	08/10/23 13:45	09/01/23 00:00	JJF	EPA 900.0	

The following results were produced by Pace Analytical Services, Inc.

Radiochemical Parameters

Analyte	Result	Reporting Limit	Counting Uncertainty	Units	Batch	Prepared	Analyzed	Init.	Method	Qualifiers
Radium-228	4.5	0.57	0.394	pCi/L	[none]	10/18/23 00:00	11/01/23 00:00		EPA 904.0	

Radiochemical Parameters

Analyte	Result	Reporting Limit	Counting Uncertainty	Units	Batch	Prepared	Analyzed	Init.	Method	Qualifiers
Radium-226	2.33	0.109	0.345	pCi/L	[none]	10/03/23 00:00	10/13/23 00:00		SM7500RaB	

Authorized by:

*The results in this report apply only to the samples analyzed.
This report must not be reproduced, except in full, without the written approval of the laboratory.*



Stefan Saravia, Environmental Laboratory Manager
Public Health Laboratory, Minnesota Department of Health

Results were produced by Minnesota Department of Health, except where noted.

Batch B3H1322 - Radiochemistry Alpha/Beta Prep

Blank (B3H1322-BLK1)

Prepared: 08/10/23 13:45 Analyzed: 09/01/23 00:00

Analyte	Result	Reporting Limit	Units	Spike Level	Source Result	%REC	%REC Limits	RPD	RPD Limit	Init.	Qualifiers
Gross Alpha	<	3.0	pCi/L							JJF	

LCS (B3H1322-BS1)

Prepared: 08/10/23 13:45 Analyzed: 09/01/23 00:00

Analyte	Result	Reporting Limit	Units	Spike Level	Source Result	%REC	%REC Limits	RPD	RPD Limit	Init.	Qualifiers
Gross Alpha	9.8	3.0	pCi/L	11.60		85	70-130			JJF	

Duplicate (B3H1322-DUP1)

Source: 23G0580-02

Prepared: 08/10/23 13:45 Analyzed: 09/01/23 00:00

Analyte	Result	Reporting Limit	Units	Spike Level	Source Result	%REC	%REC Limits	RPD	RPD Limit	Init.	Qualifiers
Gross Alpha	1.9	3.0	pCi/L		3.4			57	20	JJF	WB

Matrix Spike (B3H1322-MS1)

Source: 23G0580-01

Prepared: 08/10/23 13:45 Analyzed: 09/01/23 00:00

Analyte	Result	Reporting Limit	Units	Spike Level	Source Result	%REC	%REC Limits	RPD	RPD Limit	Init.	Qualifiers
Gross Alpha	13.4	3.0	pCi/L	11.60	<	94	70-130			JJF	

Data Qualifiers and Definitions

WB Relative percent difference exceeded the laboratory acceptance limit. Result less than 5 times the RL.

Work Order Comments

Samples were received in proper condition.

Authorized by:

The results in this report apply only to the samples analyzed.
This report must not be reproduced, except in full, without the written approval of the laboratory.



Stefan Saravia, Environmental Laboratory Manager
Public Health Laboratory, Minnesota Department of Health



January 12, 2024

Re: 2024 Street Improvement Project

Dear Property Owner:

The City of Wyoming is continuing work to improve the condition of our roadway infrastructure. Consistent with the City Capital Improvements Plan, the City is preparing to improve 255th Street, 258th Street, Gramford Avenue, Goodwin Road, Goodwin Lane, Grafton Avenue, and Granada Avenue as shown on the enclosed project location map. If the project moves forward, construction work could begin as early as the 2024 construction season.

City staff and consultants typically hold public informational meetings about a public improvement project prior to finalizing a feasibility study. The City has not prepared any design documents for this improvement project and is inviting you to meet to discuss the roadway and improvement process and scope. This meeting provides an opportunity for residents to share concerns that they would like addressed as part of the improvements.

The City has scheduled the project informational meeting to be held on:
Tuesday, January 23, 2024, at 6:00 PM,
At City Hall, 26885 Forest Blvd, Wyoming, MN 55092,

City Staff and Consultants (WSB) will be in attendance to present information, listen to resident concerns, and answer questions. If you are unable to attend, an opportunity to provide input electronically will be available through email to Mark Erichson, City Engineer, at merichson@wsbeng.com or you can call and discuss your concerns with Mark at (612) 360-1278.

Sincerely,

Mark Erichson, PE
City Engineer

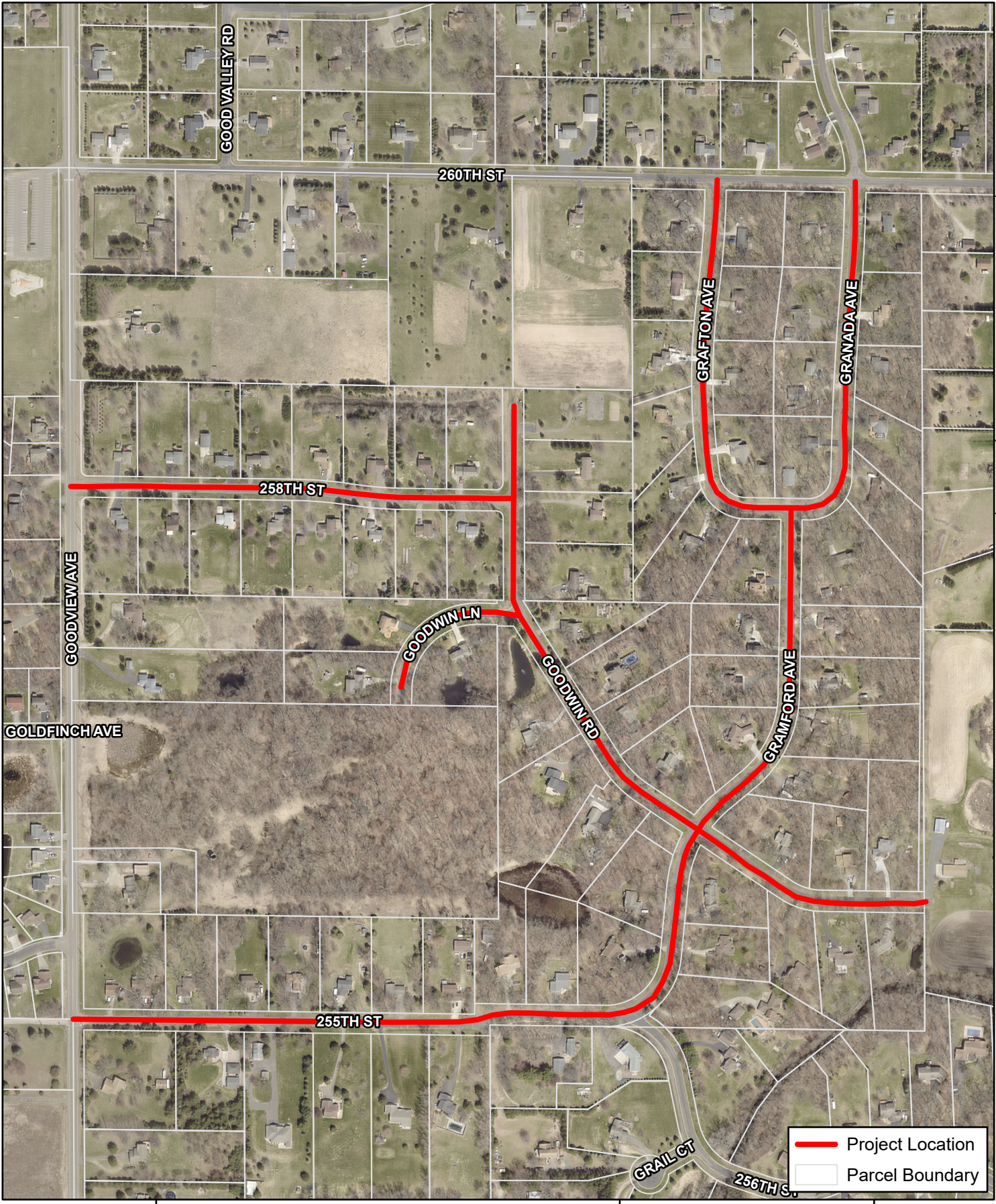
cc: Robb Linwood, City of Wyoming, MN

kkp



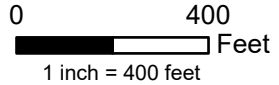
CITY OF WYOMING

P.O. Box 188, 26885 Forest Blvd., Wyoming, MN 55092
Phone: 651-462-0575 Fax: 651-462-3938



Project Location Map

2024 Street Reconstruction Project
Wyoming, MN





Request for Council Action

Date: January 11, 2024

Presented to: Mayor Iverson and City Council Members

Presented by: Robb Linwood, City Administrator

Department: Administration

Reference: July Budget Work Session

Method: Old Business

Background Information:

At the January 2, 2024 city council meeting it was discussed about the potential of moving the July 23, 2024 budget work session to another date due to a conflict with a council member. Staff is recommending moving the July budget work session to July 16, 2024 at 5:30PM

Recommendation: To move the July budget work session to July 16, 2024 at 5:30PM



CITY OF WYOMING

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



City of Wyoming 2025 Budget Process

One of the most important activities undertaken each year by the City is the budget process. The quality of decisions made in the budget process conveys the City's long-range plans and policies for current and future services.

The budget is a financial, planning, and policy document which reflects the allocation of limited revenue among competing uses and serves as a guide for the various departments in implementing their goals and objectives.

Annual budgets are adopted for the General, Capital Projects, Debt Service, and Proprietary Funds. Within the General fund, budgets are prepared for each major department. For example, Administration, Public Safety and Public Works are departments within the General fund.

Budgeted amounts are reported as originally adopted. Budgeted expenditure appropriations lapse at year-end. The City's department heads may make transfers of appropriations within their department. The budgetary level of control is at the department level.

The budget process is a year-round activity because regular reporting is necessary to provide accountability, understanding, and confidence in the City. The City provides different types of reporting to facilitate this process. These reports include: monthly department reports, monthly capital project reports, monthly cash balances reports, budget document, and an audited comprehensive annual financial statement.

The City follows the procedures below in establishing the budget:

The annual budget process begins in May or June of each year. Staff prepares and distributes budget worksheets and instructions for department heads. City Council has a work session to review the budget process. Departmental budgets and 5-year capital requests are due from department heads to the City Administrator. The first draft of the budget is due to the City Administrator at the beginning of July. The City Administrator meets with department heads to discuss individual budget requests. Total budget requests are compared to revenue estimates to ensure that there is funding available to fund the proposed expenditures. Budget revisions from departmental meetings are completed and revisions are incorporated into the first draft of the budget that is presented at the council work session. The City Administrator meets with department heads to discuss and review council feedback from the work session. In early September, the City sets the preliminary levy and the public hearing information which is forwarded to the County Auditor by September 30th each year. In September/October, additional updates are completed before the final presentation of the budget. The County mails parcel specific tax notices in November to property owners providing taxes due the following year based on the preliminary levy. A budget and levy hearing is held in December in accordance with State law. The budget and tax levy are adopted through passage of resolutions.

Budget Calendar

May 29, 2024	Staff prepares and distributes budget worksheets and instructions for department heads.
June 4, 2024	City Council holds visioning sessions with City Administrator, Department heads to look at long-term plan and adopt short-term strategies and budget objectives.
June 14, 2024	Departmental budgets and 5-year capital requests due from department heads to City Administrator
July 3, 2024	1st draft of budget due to City Administrator.
July 8-12, 2024	Meet with department heads to discuss individual budget requests.
July 12, 2024	Budget revisions from departmental meetings completed.
July 16, 2024	Council work session - first draft of budget presented.
July 29-August 2, 2024	Additional departmental meetings to discuss and review council feedback from work session.
August 9, 2024	2nd draft of budget due to City Administrator.
August 20, 2024	Council work session –
September 3, 2024	At the Council meeting, the public hearing date on the proposed budget and proposed tax levy are approved by the Council.
By September 30, 2024	City Administrator certifies preliminary levy and hearing date to Chisago County.
September/October	Additional updates/fine tuning of budget before final presentation.
October 18, 2024	Final budget due to City Administrator.
November	County Auditor mails tax notices to each taxpayer.
November 6, 2024	Council work session – final budget presented.
December 3, 2024	Initial Truth-In-Taxation Hearing on 2024 Budget & Levy and adoption of the 2024 Budget and Levy.
December 17, 2024	Final adoption date of the 2024 Budget and Levy - if needed.

**CITY OF WYOMING
PLANNING AND ZONING**

TO:	City Council
DATE:	1/16/2024
FROM:	Kim Lindquist, City Planner Fred Weck, Zoning Administrator
RE:	Katie's Glen Final Plat
APPLICANT:	Dahlquist Land Holdings LLC
PROPERTY:	R.21.00140.00
FILE NO.:	D-23-004

OVERVIEW

Dahlquist Land Holdings LLC is a new applicant who is moving forward on the Katie's Glen final plat after a different applicant received preliminary plat approval and a conditional use permit for a PUD Master Development Plan from the City on January 32, 2023. Final plat approval means that the City will review the plat to ensure the proposed subdivision plat is in substantial compliance with the preliminary plat approval and that all conditions of the preliminary plat are met. Unlike preliminary plat approval, there is no public hearing requirement for final plat approval. As the Commission is aware there was a lot of neighborhood input regarding the preliminary plat and CUP request. Per the League of MN Cities information on Subdivisions, review of a subdivision application is a quasi-judicial determination. Further,

“In quasi-judicial circumstances, the city must follow the standards and requirements of the ordinance it has adopted. If an application meets the requirements of the ordinance, generally it must be granted. If an application is denied, the stated reasons for the denial must all relate to the applicant's failure to meet standards established in the ordinance. In sum, the city has a great deal of liberty to establish the rules, but once established, the city is as equally bound by the rules as the public.”

As the Commission may recall, the 18.25-acre parcel off Goodview Avenue is being subdivided to create 39 single-family residential housing units. An outlot which contains a wetland and stormwater ponding, as well as needed right of way are also included in the plat. The existing parcel is currently vacant and contains both a wetland and wooded area. Surrounding the parcel, are similarly zoned R3- Single Family Residential lots to the west, and R1- Rural Residential lots to the north, south, and east. Based upon the existing zoning map, the site is a pocket of urbanized residential in the midst of rural residential on the east side of Goodview Avenue.

When the City reviewed the preliminary plat there was a lot of public comment regarding the proposal and concerns expressed about the size of the lots, tree removal and bringing utilities onto the site. There was concern expressed that the development was inconsistent with the other lots along the east side of Goodview, and there was also concern that the City would require adjoining properties to hook up to city utilities. This is the only property

east of Goodview in this area designated for urbanized development as reflected in the initial R-3 zoning designation with the exception of the properties at 25577 Goodview.

STAFF RECOMMENDATION

Staff has reviewed the final plat and found it to be in substantial compliance with the approved preliminary plat. The requirements of Article III, Division 3 “The Final Plat” as contained in the City of Wyoming Subdivision Ordinance have been complied with. Accordingly, staff recommends approval of the Final Plat Katies Glen subject to the following conditions:

1. All required local, state and/or federal permitting must be obtained.
2. Compliance with all Engineering Comments provided on the marked-up Plat drawings dated 11/21/2023.
3. An NPDES permit will be required and compliance with all NPDES permit requirements will need to be confirmed. A SWPPP will be required consistent with NPDES permit requirements.
4. MPCA Sanitary Sewer and Minnesota Department of Health Watermain Extension Permits are required.
5. The applicant meet the park dedication requirements by providing \$70,200 in lieu of land dedication.
6. A sign plan be submitted illustrating the planned signage for the proposed roadway.
7. All appropriate permitting be obtained from the CLFLWD, including both a stormwater and erosion control permit.
8. All by-laws, Property Owner's Association Articles of Incorporation, and Protective Covenants must be approved by the City Attorney and filed with the record plat. These covenants must be adhered to and cannot be changed without the approval of the City Council.
9. The developer shall submit a surety in the form of a cash deposit or letter of credit guaranteeing to complete the work in substantial compliance with the approved street, utility, grading, and drainage plans. The surety must remain in place until the site work is completed and approved by the city. The City Engineer must approve the surety amount and the City Attorney must approve the terms if a letter of credit is used.
10. The applicant shall stake the erosion control/tree preservation line and meet with the City representative on site to determine if additional trees can be saved on the site. The site visit and final delineation of tree preservation line shall be made prior to any tree clearing occurring on the site.
11. The developer enter into a Development Agreement, the terms and provision of which must be approved by the City Attorney, between the property owner, the developer, and the city, and must be executed prior to construction beginning on the improvements in the development.

STAFF REVIEW

Staff has reviewed the revised plans and found them to be in substantial compliance with the preliminary plat. New utility and grading plans have been submitted and there are minimal changes requested on the plan set. The one item of note is there may be some

flexibility in the building pad, allowing to pull back some of the grading contours on the site. Has discussed final grading and tree preservation with the applicant and recommends a new condition of approval. The condition requires the applicant to stake the erosion control/tree preservation line and have staff and the applicants representative walk the site and make line adjustments where additional tree preservation can occur. It is hoped this could allow some additional preservation in the east and southeast.

Planning Commission Recommendation

On January 9, 2024 the Planning Commission publicly heard the petitioner's request. After hearing testimony and discussion, the Planning Commission voted unanimously to recommend the approval of the requested final plat with the finding of fact; that the requirements of Article III, Division 3, "The Final Plat", as contained in the City of Wyoming Subdivision Ordinance have been complied with.

The Planning Commission recommends approval of the Final Plat with Staff's recommended conditions.



City Of Wyoming
26885 Forest Blvd, PO Box 188
Wyoming, MN 55092
Phone (651) 462-4947
permits@wyomingmn.org

SUBDIVISION APPLICATION: FINAL PLAT

Applicant(s): Name(s) Kyle Ogren
Address 3890 Pheasant Ridge Drive #200
City Blaine State MN Zip 55449
Phone Number 763-489-7946 Email K.ogren@carlsonmnmn.com

Owner(s) - if other than Applicant(s):
Name(s) Dahlquist Land Holdings LLC
Address 21133 Basalt ST NW
City Northen State MN Zip 55330
Phone Number 612-619-2999 Email dahlquist45@gmail.com

Signature of owner(s) [Signature] Date 11-30-2023

Legal description of property: N 330 FT OF S 910 FT OF SW 1/4 OF NW 1/4, N 330 FT OF S 660 FT OF SW 1/4 OF NW 1/4, EXCEPT THAT PT OF W 324.24 FT OF N 330 FT OF S 660 FT OF SW 1/4 OF NW 1/4 OF
Property Identification Number: R.21.00240.00

Present use of property: Vacant Land

Proposed use of property: PUD Single Family Development

Present zoning of property: R-3

Surveyor: Name Thomas Balluff Phone 763-489-7916

Engineer: Name Brian Krystofak Phone 763-443-5463

Real Estate Agent: Name TBD Phone _____

This application and the following attachments must be submitted to be considered a complete application: Post Dev: 0.93 Ac.

Total size of property: 18.25 Ac.

Total acreage in wetlands or floodplain: Pre Dev. 1.15 Ac.

Number of proposed lots: 31

Current zoning and use of property: R-3

- ☒ 4 full size copies of the final plat drawings
- ☐ Improvements complete & accepted
- ☒ Performance guarantee for the improvements
- ☐ Soil perc tests and borings
- ☐ Park Dedication Submitted
- ☒ Other
- ☒ The application fee and escrow must be paid at the time of application

- OR
- ☐ 2 reduced copies (no larger than 11 x 17)
 - ☒ Developers Agreement
 - ☐ Certificate of Title & Opinion
 - ☒ Receipt proving that the taxes have been paid
 - ☒ Legal & Engineering Fees Paid

Applicant(s) Signature: [Signature] Date 11/29/23

As the applicant for this request, I agree to reimburse the City for all expenses incurred by the City in employing planning, engineering, legal, and other professional consultants in reviewing this application. This may include the replenishment of any escrow funds as required as part of this application. Such costs shall be paid by me, the applicant, regardless of the outcome of the review and prior to commencing any work on the project.

The meeting can be scheduled only after a complete application is received.

OFFICE USE ONLY

Application # D23-004

Date Application Received 12/1/23

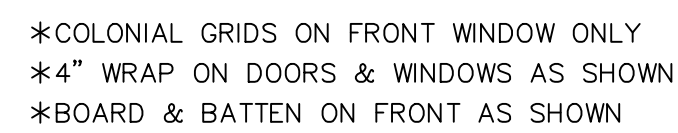
Date Complete Application Received 12/1/23

120 Days 4/29/24

Fee: \$200.00 + Escrow \$1,000.00
Revised 11/15/22

Date Paid 12/1/23

By: [Signature]
Official
Check # 231401



SCALE: 1/4"=1'-0"



SCALE: 1/8"=1'-0"



SCALE: 1/8"=1'-0"

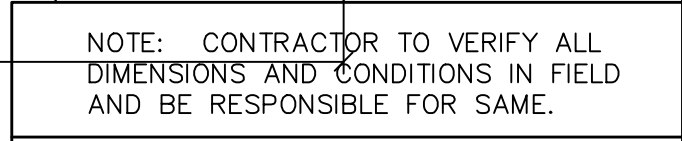


SCALE: 1/8"=1'-0"

PLAN FOR:		VILLA FIR	
		3 BED, 2 BATH, 3 CAR	
DATE:	2023	SQ. FT.	1,545
		DRAWN BY:	KAP

CALIBER HOMES, INC.
20123 NOWTHEN BLVD. NW
ELK RIVER, MN 55330
(763) 323-7933 fax (763) 323-9253

PLAN:
X
PLAN #:
X



Page 54 of 91

KATIES GLEN

KNOW ALL PERSONS BY THESE PRESENTS: That Dahlquist Land Holdings, LLC, a Minnesota limited liability company, owner of the following described property situated in the County of Chisago, State of Minnesota, to wit:

The North 330.00 feet of the South 990.00 feet of the Southwest Quarter of the Northwest Quarter of Section 28, Township 33 North, Range 21 West, Chisago County, Minnesota.

AND

The North 330.00 feet of the South 660.00 feet of the Southwest Quarter of the Northwest Quarter of Section 28, Township 33 North, Range 21 West, Chisago County, Minnesota;

EXCEPT that part of the West 384.14 feet of the North 330.00 feet of the South 660.00 feet of the Southwest Quarter of the Northwest Quarter of said Section 28, which lies southerly of a line described as follows: Commencing at the Southwest corner of the North 330.00 feet of the South 660.00 feet of the Southwest Quarter of said Northwest Quarter; thence on an assumed bearing of 00 degrees 16 minutes 17 seconds West, along the West line of the North 330.00 feet of said South 660.00 feet, 200.53 feet to the point of beginning; thence North 89 degrees 43 minutes 43 seconds East, 280.00 feet; thence Easterly along a tangential curve concave to the South having a radius of 505.00 feet and a central angle of 12 degrees 31 minutes 25 seconds, 103.82 feet to the East line of the West 384.14 feet of the North 330.00 feet of said South 660.00 feet.

Has caused the same to be surveyed and platted as KATIES GLEN and does hereby dedicate to the public for public use the public ways, and also dedicates the easements as shown on this plat for drainage and utility purposes only.

In witness whereof said Dahlquist Land Holdings, LLC, a Minnesota limited liability company, has caused these presents to be signed by its proper partner this ____ day of _____, 20____.

Dahlquist Land Holdings, LLC

Jeff Dahlquist as President

STATE OF _____
COUNTY OF _____

This instrument was acknowledged before me on _____ by Jeff Dahlquist as president of Dahlquist Land Holdings, LLC, a Minnesota limited liability company, on behalf of said company.

Notary Public, _____
My commission expires _____

I, Thomas R. Balluff, do hereby certify that this plat was prepared by me or under my direct supervision; that I am a duly Licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been, or will be correctly set within one year; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of this certificate are shown and labeled on this plat; and all public ways are shown and labeled on this plat.

Dated this ____ day of _____, 20____.

Thomas R. Balluff, Licensed Land Surveyor
Minnesota License No. 40361

STATE OF _____
COUNTY OF _____

This instrument was acknowledged before me on _____ by Thomas R. Balluff.

Notary Public, _____
My commission expires _____

CITY OF WYOMING, MINNESOTA

Approved by the City Council of the City of Wyoming, Minnesota this ____ day of _____, 20____, and is in compliance with the provisions of Chapter 505.03, Subdivision 2, Minnesota Statutes.

CITY COUNCIL, CITY OF WYOMING, MINNESOTA

By: _____, Mayor
By: _____, Clerk

CITY ATTORNEY, CITY OF WYOMING, MINNESOTA

This plat was approved as to form and execution this ____ day of _____, 20____.

By: _____
City of Wyoming Attorney

COUNTY SURVEYOR

Pursuant to Chisago County Subdivision Ordinance Number 99–2, I hereby certify that this plat has been checked and approved as to compliance with Chapter 505, Minnesota Statutes, this ____ day of _____, 20____.

By: _____
Paul M. Gibson, Chisago County Surveyor

COUNTY AUDITOR

No delinquent taxes and transfer entered this ____ day of _____, 20____.

By: _____
Chisago County Auditor

COUNTY TREASURER

I hereby certify that the taxes for the year ____ on the property described herein are paid this ____ day of _____, 20____.

By: _____
Chisago County Treasurer

COUNTY RECORDER

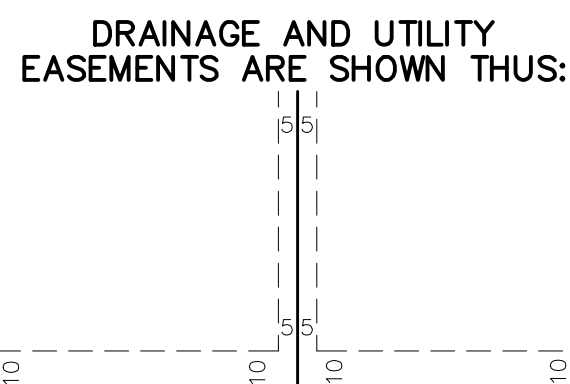
I hereby certify that this instrument was filed in the Office of the County Recorder for record on this ____ day of _____, 20____, at ____ o'clock ____M., and was duly recorded in Chisago County Records.

By: _____
Chisago County Recorder

VICINITY MAP

(NO SCALE)

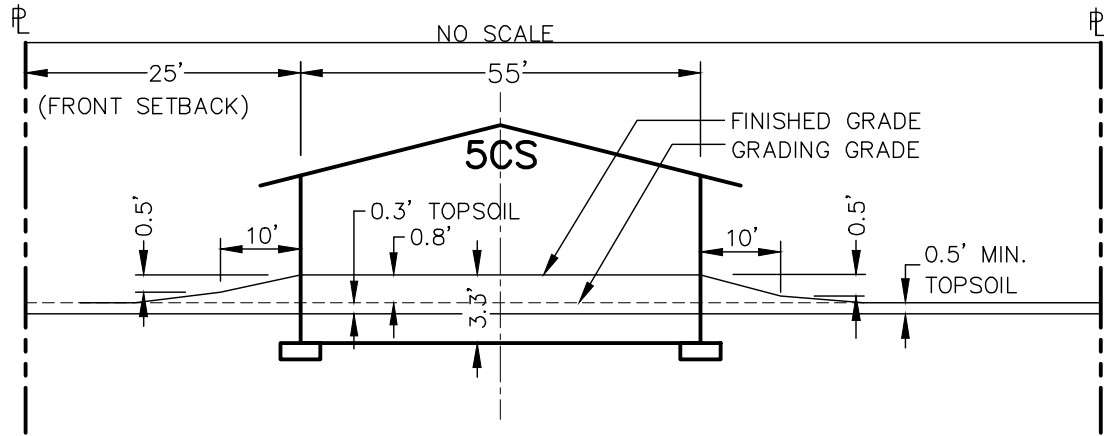
City of Wyoming, Chisago County, MN
Section 28, Township 33, Range 21



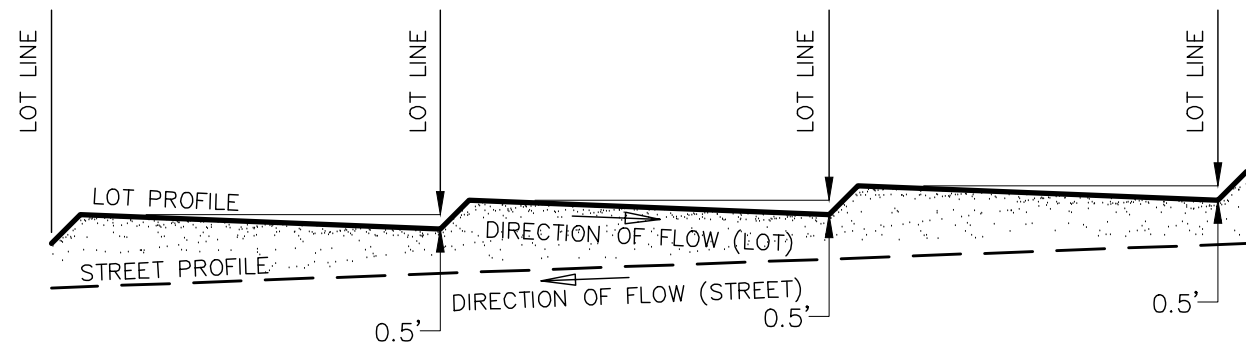
Bearings are based on the Chisago County Coordinate System. HARN 1996 Adjustment.

SINGLE FAMILY HOLDDOWNS

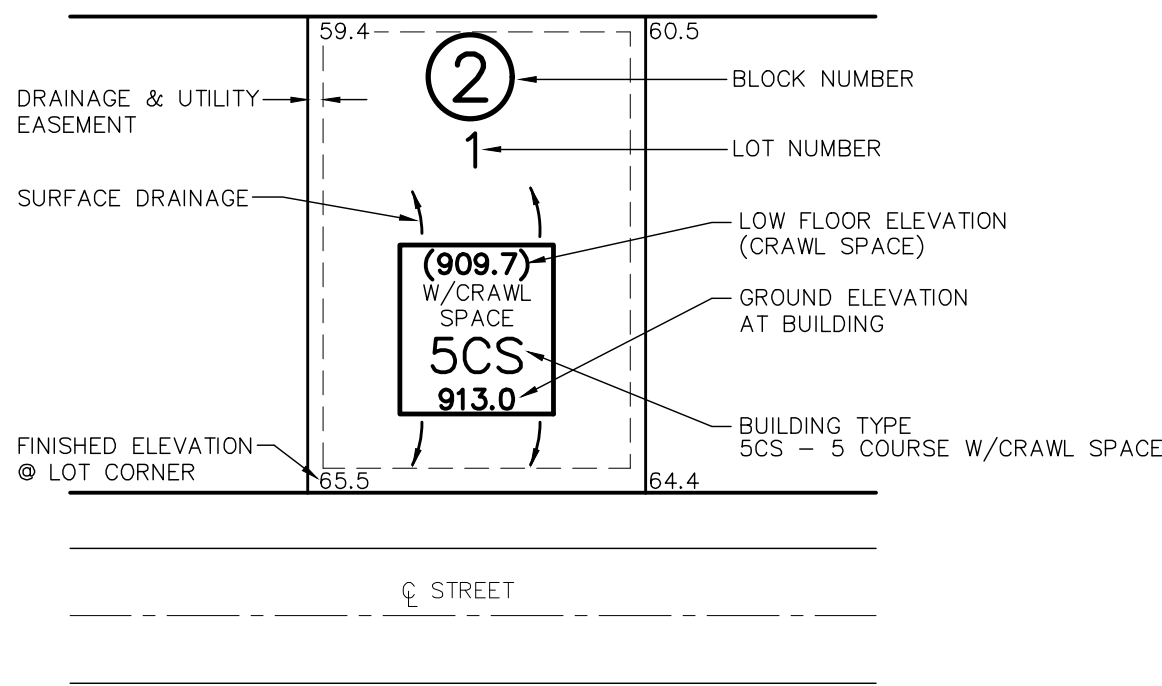
5 COURSE (W/CRAWL SPACE)



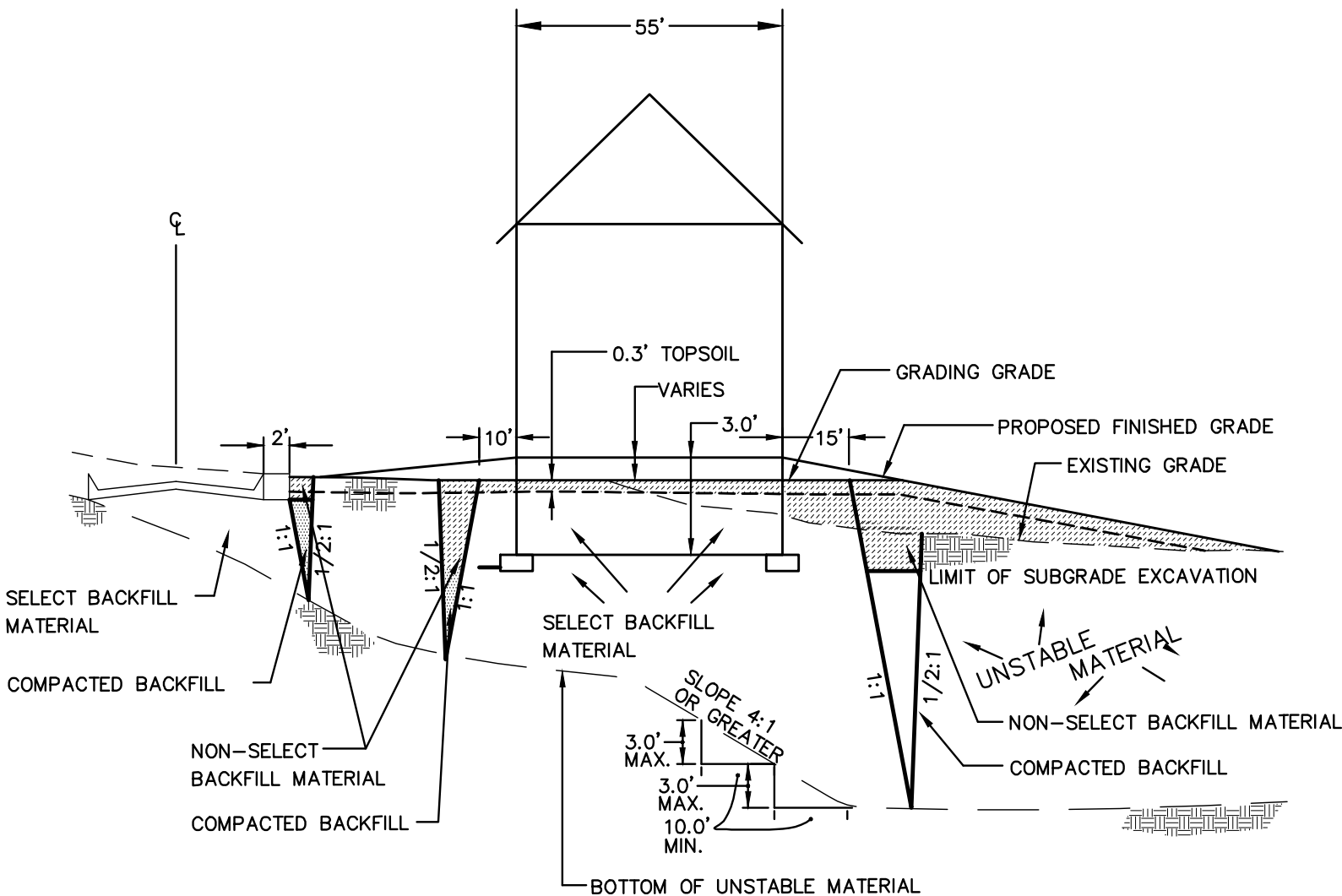
LOT BENCHING DETAIL



GRADING PLAN LOT KEY

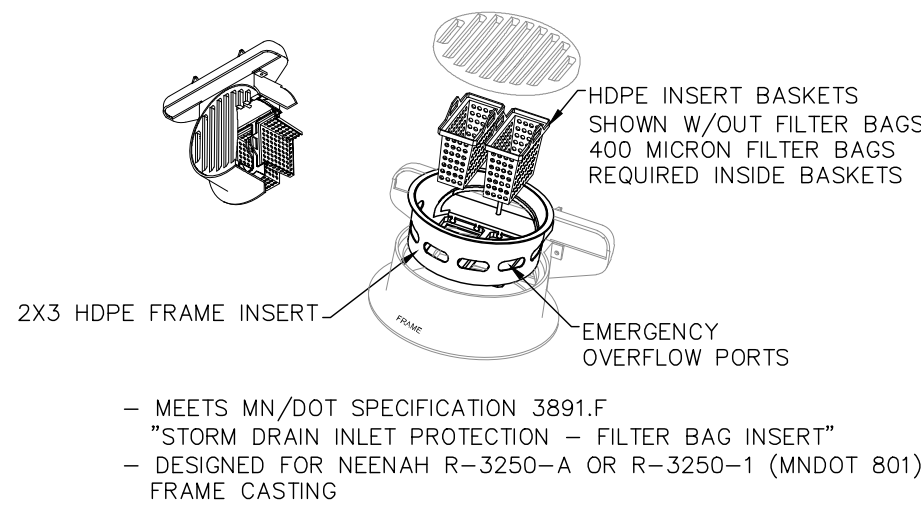


SUBGRADE CORRECTION



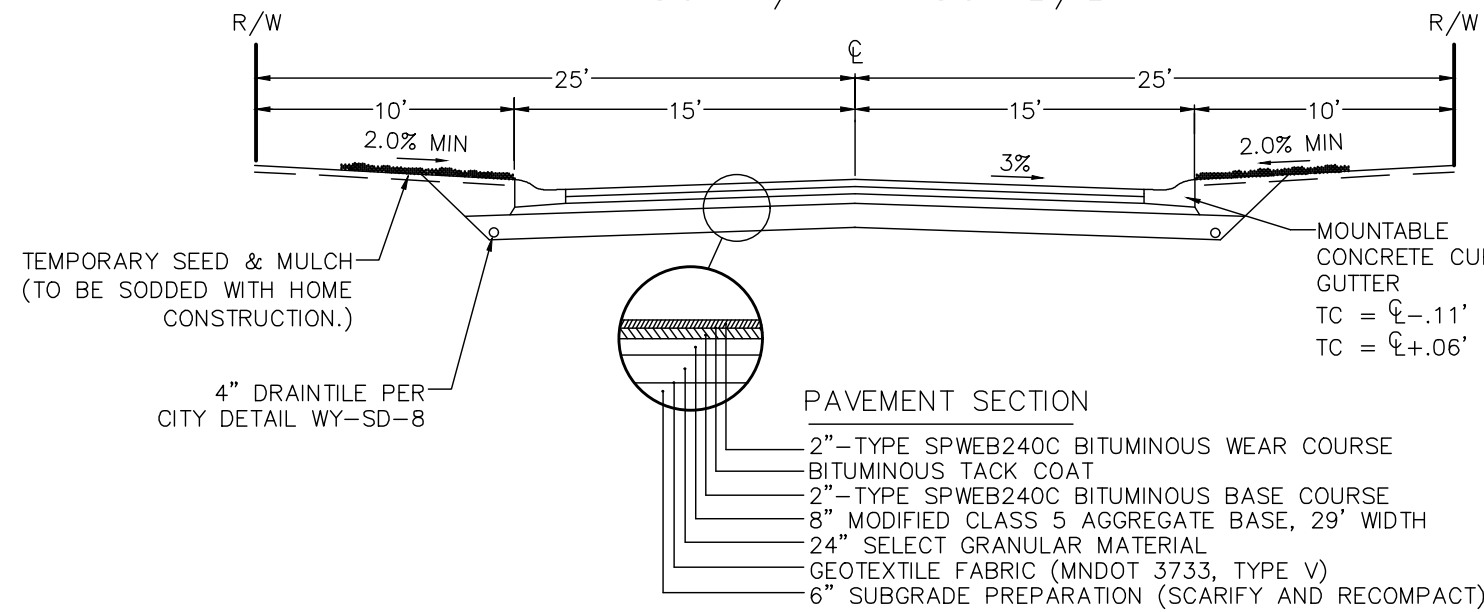
INFRA SAFE – 27” DEBRIS COLLECTION DEVICE

AS MANUFACTURED BY ROYAL ENVIRONMENTAL SERVICES



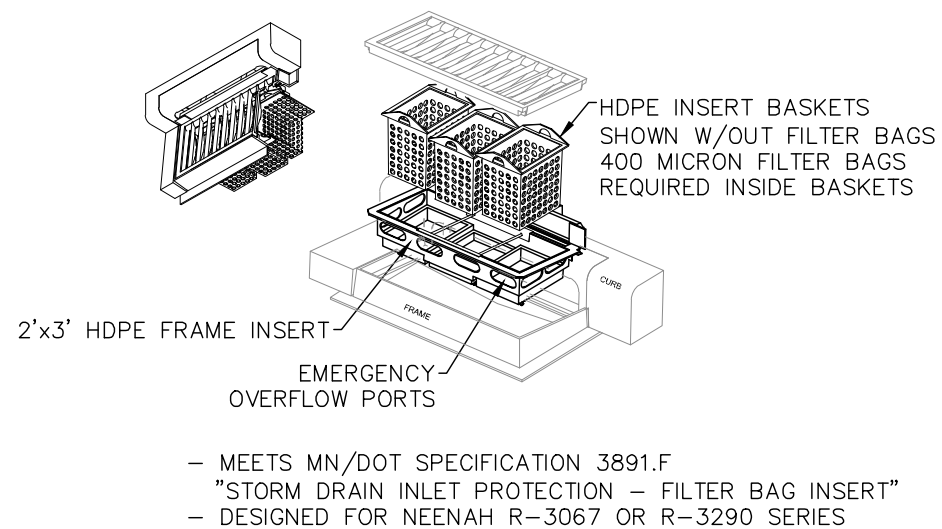
TYPICAL STREET SECTION

50' R/W – 30' B/B

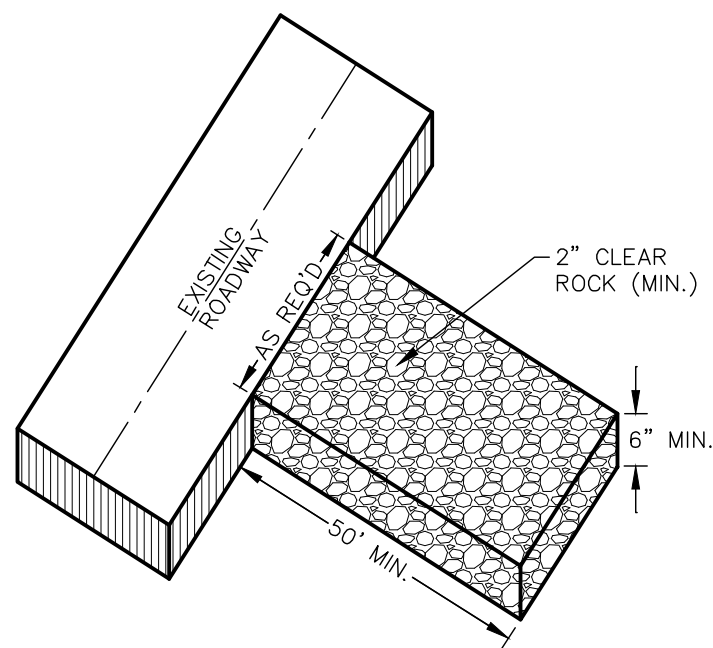


INFRA SAFE – 2'x3' DEBRIS COLLECTION DEVICE

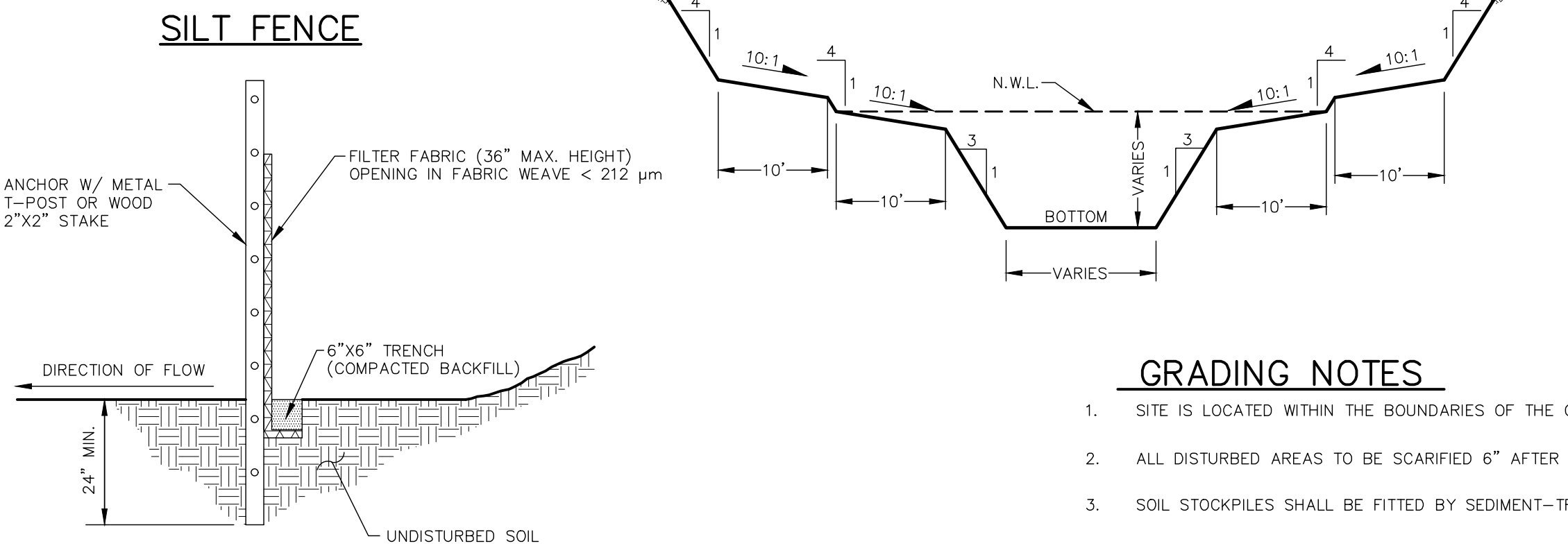
AS MANUFACTURED BY ROYAL ENVIRONMENTAL SYSTEMS



ROCK CONSTRUCTION ENTRANCE



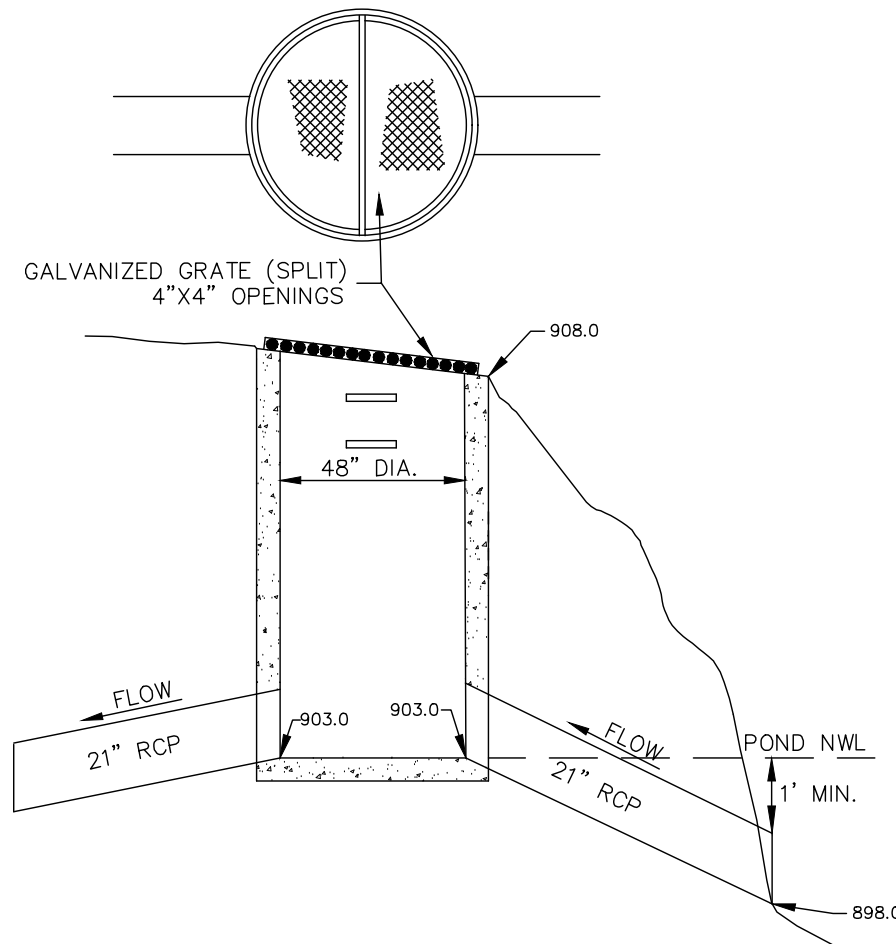
POND 100 SECTION



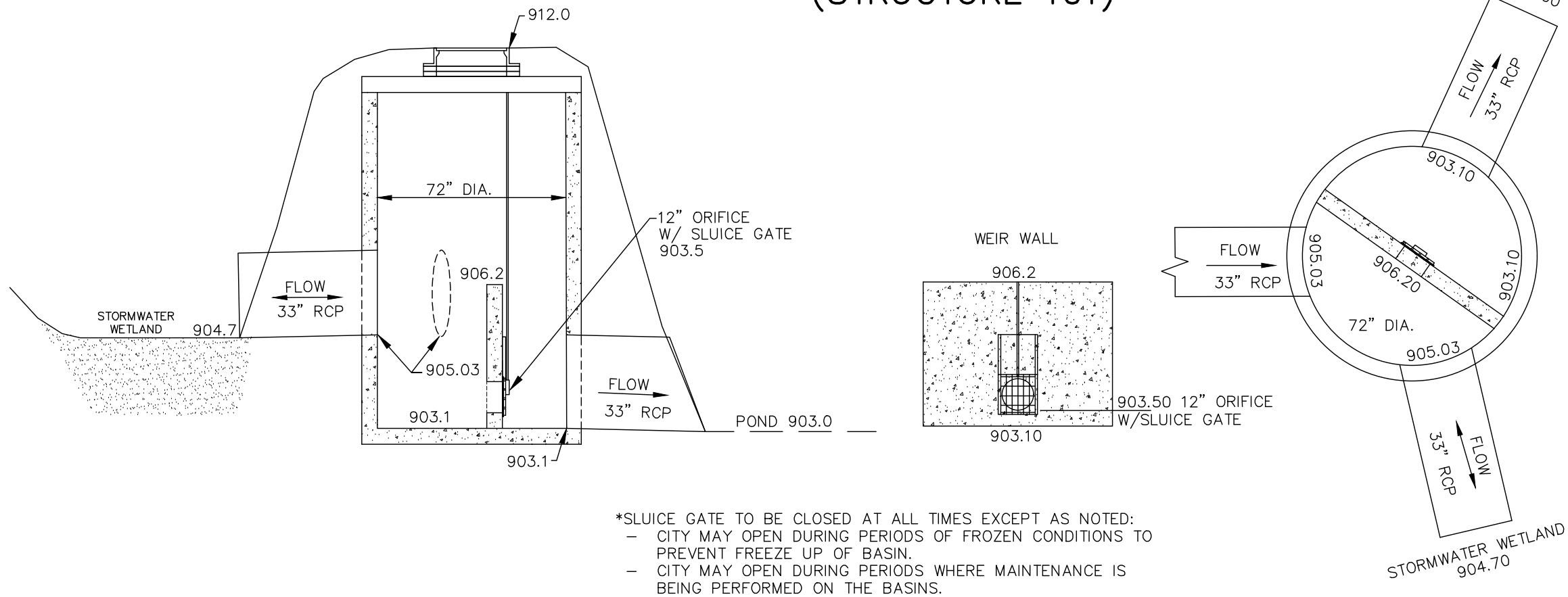
NOTES:

1. DIG A 6"x6" TRENCH ALONG THE INTENDED SILT FENCE LINE.
2. DRIVE ALL ANCHOR POSTS INTO THE GROUND AT THE DOWNHILL SIDE OF THE TRENCH.
3. POSTS SHALL BE SPACED A MAXIMUM OF 6 FEET APART.
4. LAY OUT SILT FENCE ALONG THE UPHILL SIDE OF THE ANCHOR POSTS AND BACK FILL 6"x6" TRENCH.
5. SECURELY ATTACH SILT FENCE TO ANCHOR POSTS W/ MINIMUM OF THREE ATTACHMENTS PER POST.
6. SEE MNDOT SPECIFICATIONS 2573 & 3886.

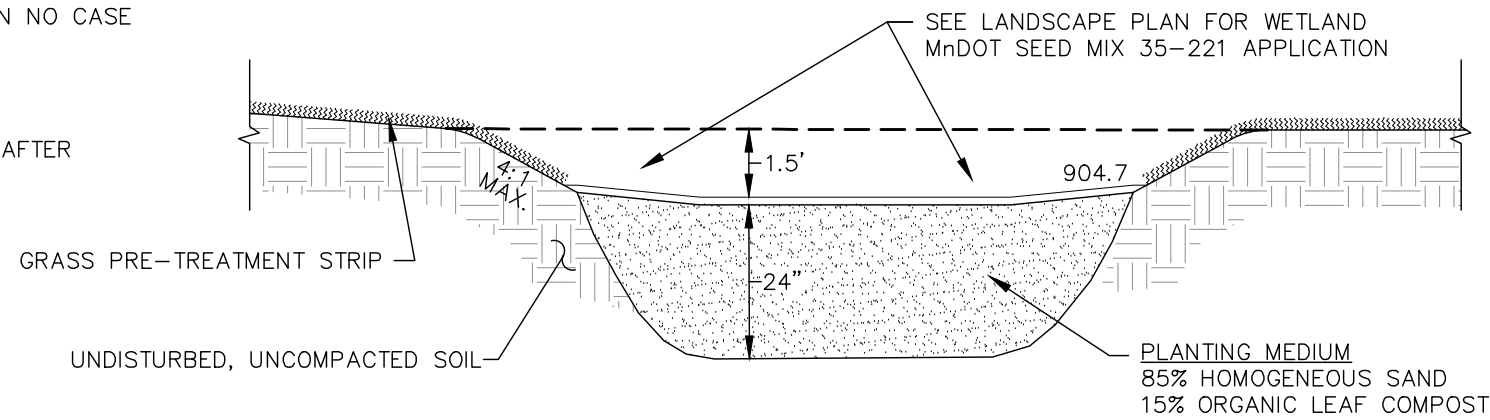
OUTLET CONTROL STRUCTURE POND 100



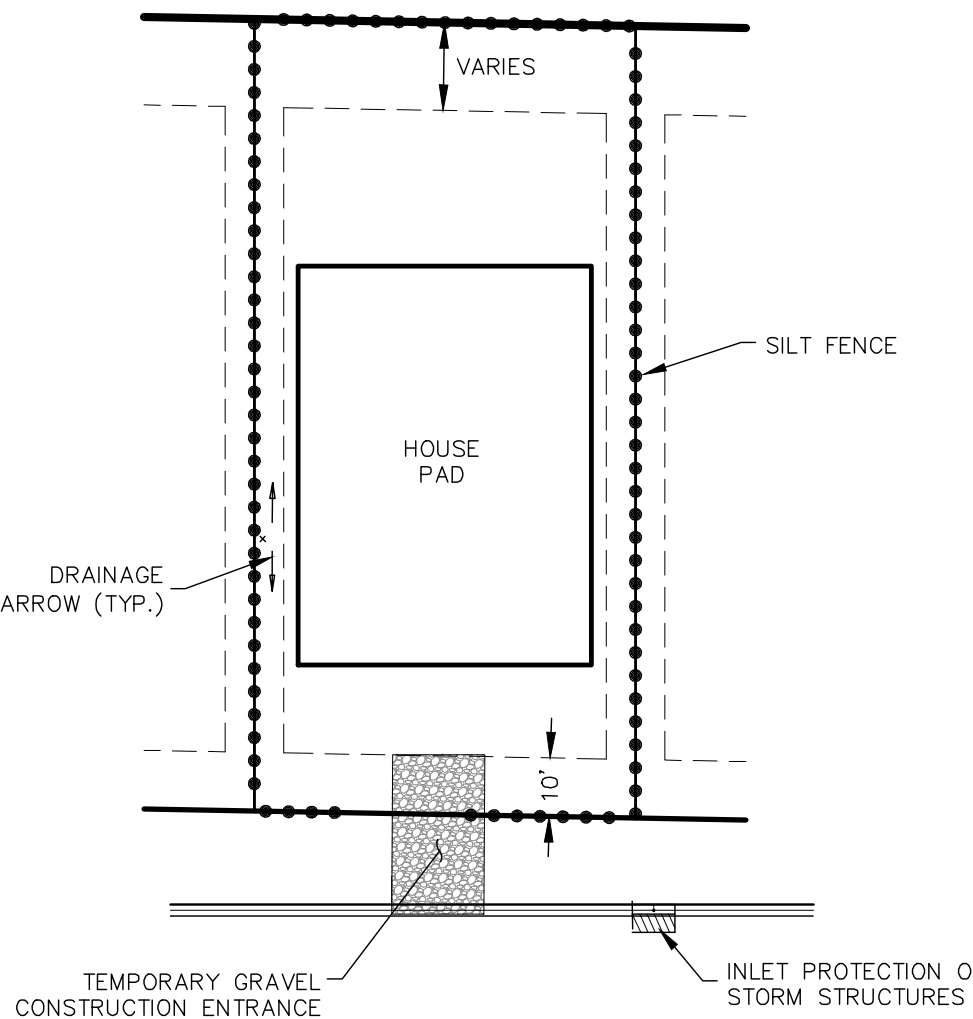
SPLITTER STRUCTURE FOR STORMWATER WETLAND 101 (STRUCTURE 101)



STORMWATER WETLAND 101



INDIVIDUAL LOT EROSION CONTROL



NOTES:

1. INSTALL SILT FENCE AROUND FRONT AND SIDE PROPERTY LINES.
2. INSTALL REAR YARD SILT FENCE AROUND LOT CONSTRUCTION LIMITS.
3. INSTALL TEMPORARY GRAVEL CONSTRUCTION ENTRANCE PER LOT.

Wetland Buffer Zone

This area is protected as a wetland buffer area under the Rules of the Comfort Lake-Forest Lake Watershed District. No disturbance (mowing, dumping, grading, filling, or placement of structures) in the wetland or buffer area is allowed.

This sign marks the upslope edge of the buffer. The plantings downslope of this sign contain native trees, flowers, shrubs, and grasses that provide food and shelter for birds, fish, and other native wildlife. Native plants also anchor the soil to prevent erosion and filter pollutants from adjacent properties to improve the quality of water entering the wetland.

Thank you for keeping this buffer in its natural and undisturbed state.

www.clfwd.org



3890 PHEASANT RIDGE DR NE
SUITE 100
BLAINE, MN 55449
TEL 763.489.7900
FAX 763.489.7959
CARLSONMCCAIN.COM

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota

Print Name: Brian J. Krystofski, P.E.
Signature: *Brian J. Krystofski*
Date: 11/21/23 License #: 25063

Drawn: DPE
Designed: BJK
Date: 11/21/23

Revisions:
1.

DAHLQUIST LAND HOLDINGS, LLC

21133 Basalt St. NW
Nowthen, MN 55330

KATIES GLEN

Wyoming, MN

DETAILS

2 of 3

914		914
912		912
910		910
908		908
906		906
904		904

914		914
912		912
910		910
908		908
906		906
904	The diagram shows a cross-section of a ditch on a grid. The vertical axis represents elevation from 904 to 914 feet. The horizontal axis represents distance from 0 to 80 feet. A solid line represents the 'TOP OF WALL' and the 'GROUND GRADE @ FACE OF WALL'. A dashed line represents the bottom of the ditch. A vertical dimension line indicates a '1.5' BURY' depth from the ground grade to the ditch bottom. A scale indicator shows '1" = 2'' vertically and '1" = 20'' horizontally.	904

Plan view of a proposed wall and existing ground conditions. The drawing shows a cross-section of a wall with a top width of 10 feet and a base width of 14 feet. The wall is 1.5 feet high. The ground grade is shown as a dashed line, and the face of the wall is indicated by a solid line. The wall is located on a 20-foot wide lot. The drawing includes a scale bar indicating 1 inch equals 20 feet.

916		916
914		914
912		912
910		910
908		908
906		906

0 20 40 60 80 100 120 140 160

916

914

912

910

908

906

TOP OF WALL

GROUND GRADE

● FACE OF WALL

1.5' BURY

1"=2'

1"=20'

0 20 40 60 80

Diagram illustrating a trench cross-section with dimensions and labels:

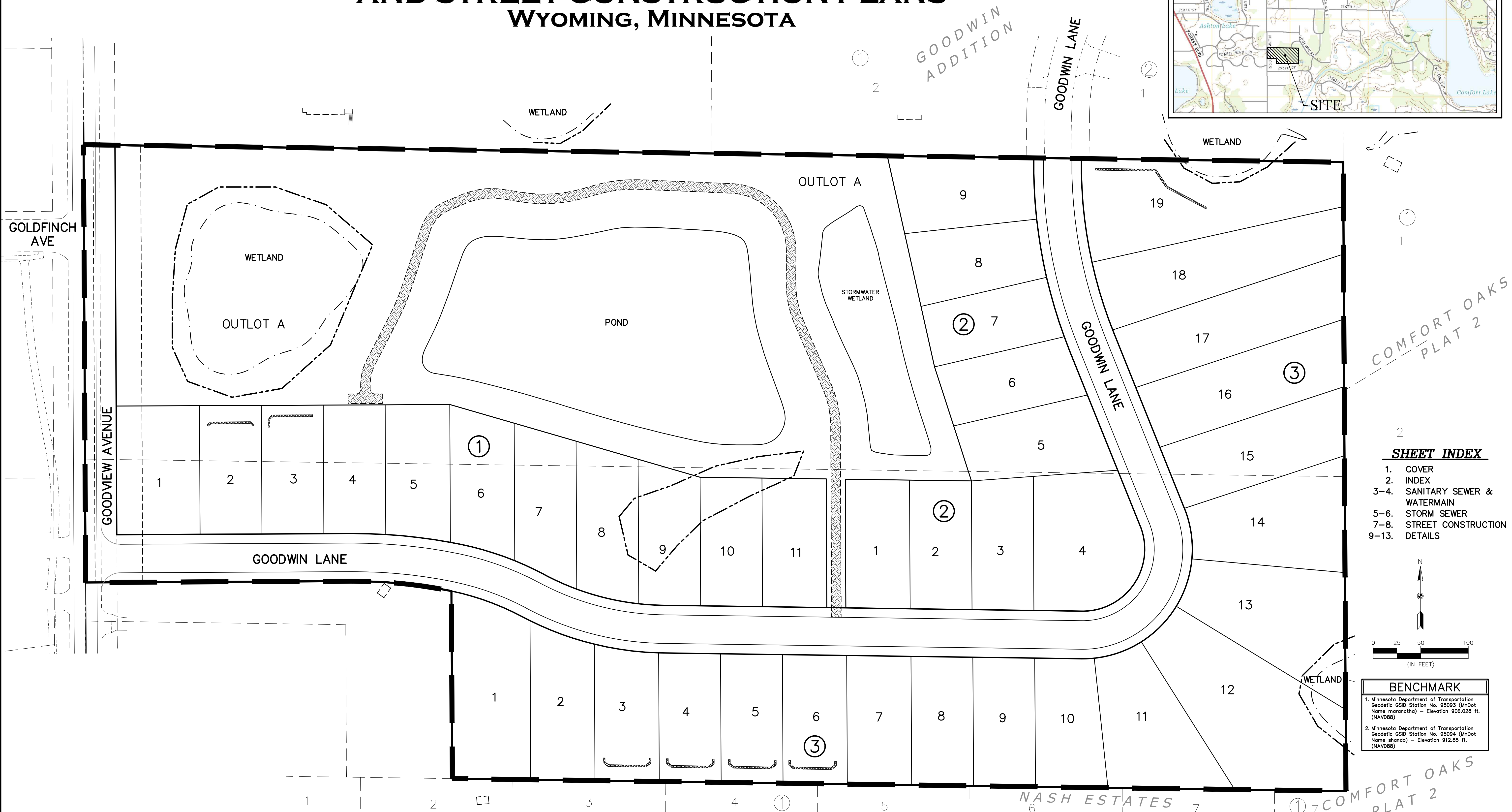
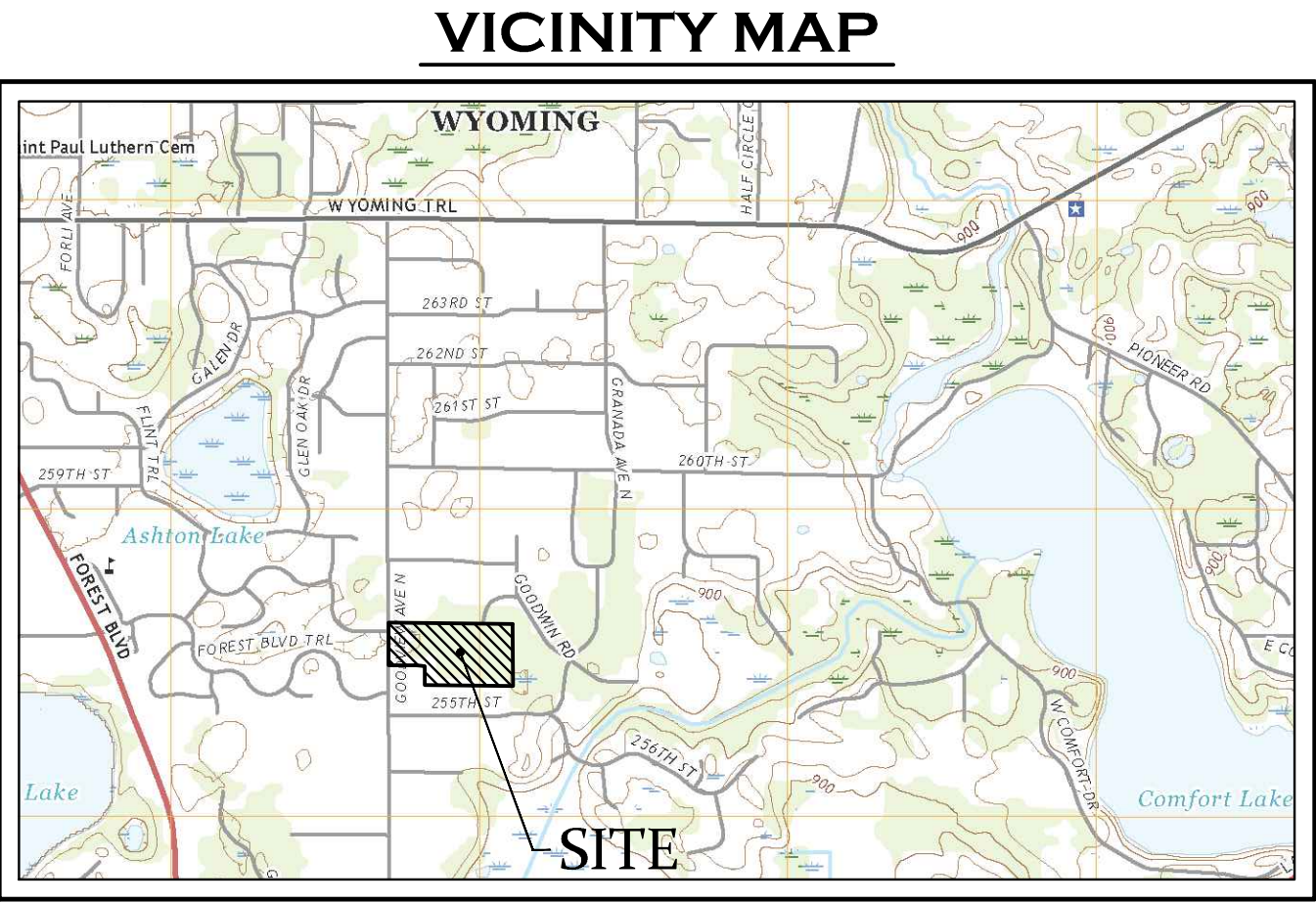
- TOP OF WALL**: Points to the top edge of the trench walls.
- GROUND GRADE**: Points to the top edge of the trench walls.
- FACE OF WALL**: Points to the vertical face of the trench wall.
- 1.5' BURY**: Points to the bottom of the trench, indicating a 1.5-foot burial depth.

The diagram shows a trapezoidal trench with a top width of 60 units and a bottom width of 20 units. The depth is 1.5 units. The trench is centered on a horizontal axis with a scale from 0 to 80.

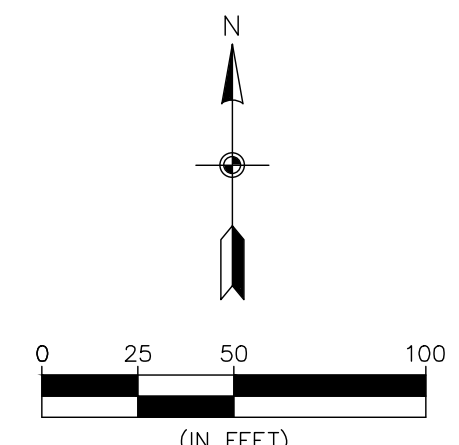
The diagram shows a cross-section of a ditch on a grid. The horizontal axis is labeled with 0, 20, 40, 60, and 80. The vertical axis is labeled with 0, 20, 40, 60, and 80. A solid line represents the 'TOP OF WALL' and the 'GROUND GRADE'. A dashed line represents the 'FACE OF WALL'. A vertical arrow indicates a '1.5' BURY' depth from the ground grade to the face of the wall. The ditch is wider at the top (around 60 units) and narrower at the bottom (around 20 units).

Diagram illustrating a cross-section of a wall structure on a grid. The wall is defined by a solid line, and the ground level is indicated by a dashed line. The top of the wall is labeled "TOP OF WALL". The ground level is labeled "GROUND GRADE" with a circled dot and "FACE OF WALL". A vertical dimension of 1.5' is shown below the ground grade, labeled "BURY". The wall's base is 20 units wide, and the top is 60 units wide. The diagram shows the wall's profile extending to the ground grade.

KATIES GLEN
SANITARY SEWER, WATER MAIN, STORM SEWER
AND STREET CONSTRUCTION PLANS
WYOMING, MINNESOTA

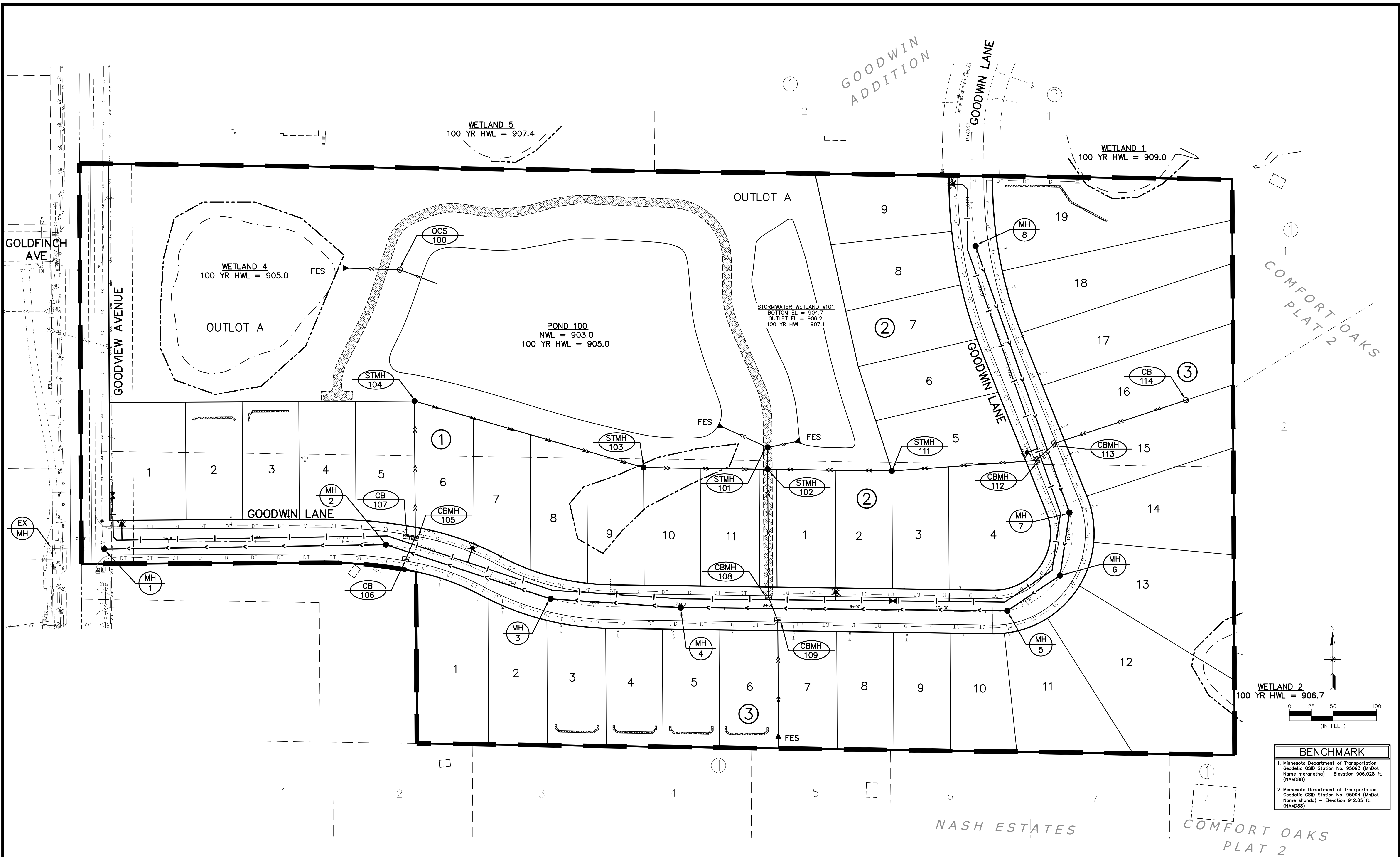


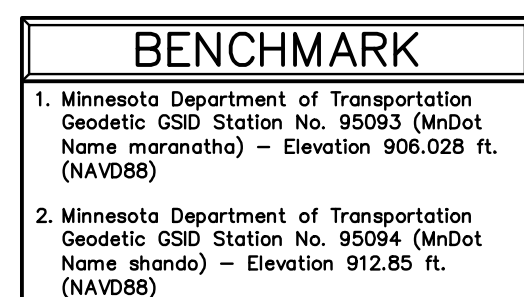
- SHEET INDEX**
- 1. COVER
 - 2. INDEX
 - 3-4. SANITARY SEWER & WATERMAIN
 - 5-6. STORM SEWER
 - 7-8. STREET CONSTRUCTION
 - 9-13. DETAILS



BENCHMARK

1. Minnesota Department of Transportation Geodetic GSID Station No. 95093 (MnDot Name maranatha) - Elevation 906.028 ft. (NAVD88)
2. Minnesota Department of Transportation Geodetic GSID Station No. 95094 (MnDot Name shando) - Elevation 912.85 ft. (NAVD88)





1. SANITARY SEWER SERVICES SHALL BE 4" PVC SCHEDULE 40 UNLESS OTHERWISE NOTED.
2. WATER SERVICES SHALL BE 1" SDR 7 IPS PE AND SHALL HAVE 7.5' MINIMUM COVER.
3. SANITARY SEWER SERVICE WYES ARE STATIONED FROM THE DOWN STREAM MANHOLE.
4. SANITARY SEWER INVERTS ARE SHOWN AT THE CURB STOP.
5. SANITARY SEWER & WATER SERVICES SHALL BE CONSTRUCTED 10' BEYOND THE R/W.

SEE SHEET 3

MH 5 RE=914.60
BLD=8.75'

MH 6 RE=914.97
BLD=8.73'

MH 7 RE=914.60
BLD=7.97'

MH 8 RE=913.60
BLD=5.57'

PROPOSED GRADE

EXISTING GROUND

15" STM SWR CROSSING

324'-8" PVC SDR 35 @ 0.40%

8" DIP CL. 52 WM

7.5' MIN. COVER

PLACE HIGH POINT OF WM AT HYD.

PLACE HYDRANT

INSULATE SANITARY SEWER & SERVICES WHERE 7.5' COVER IS NOT MET (SEE DETAIL)

73'-8" PVC SDR 35 @ 0.40%

WM: AS TO MAINTAIN 24" SEPARATION SANITARY & 8" WM

73'-8" PVC SDR 35 @ 0.40%

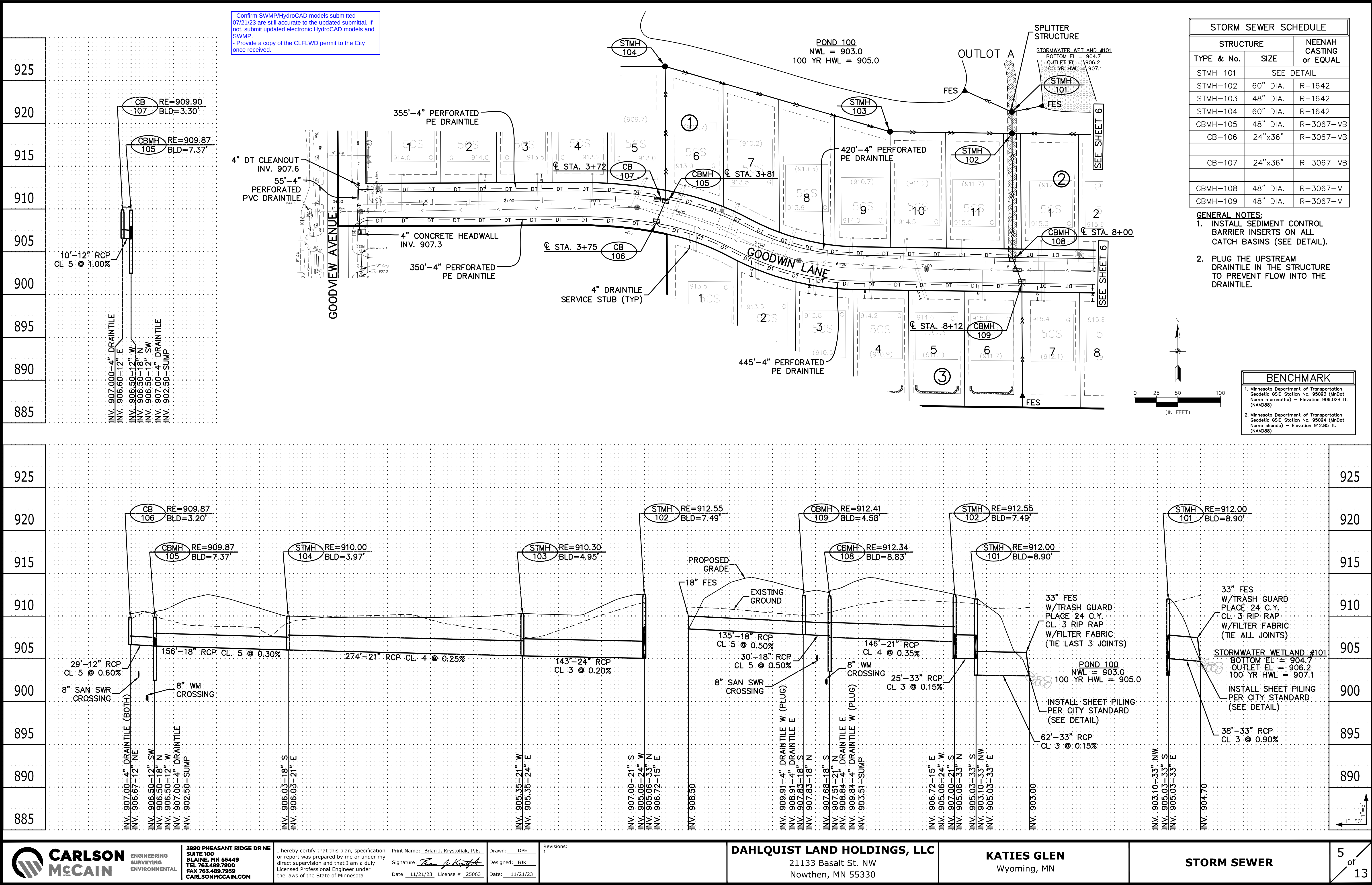
MAINTAIN 18" SEPARATION FROM STORM SEWER

NV. 905.85-8" W NE
NV. 905.95-8" W NE

NV. 906.24-8" SW
NV. 906.34-8" W N

NV. 906.63-8" S
NV. 906.73-8" W N

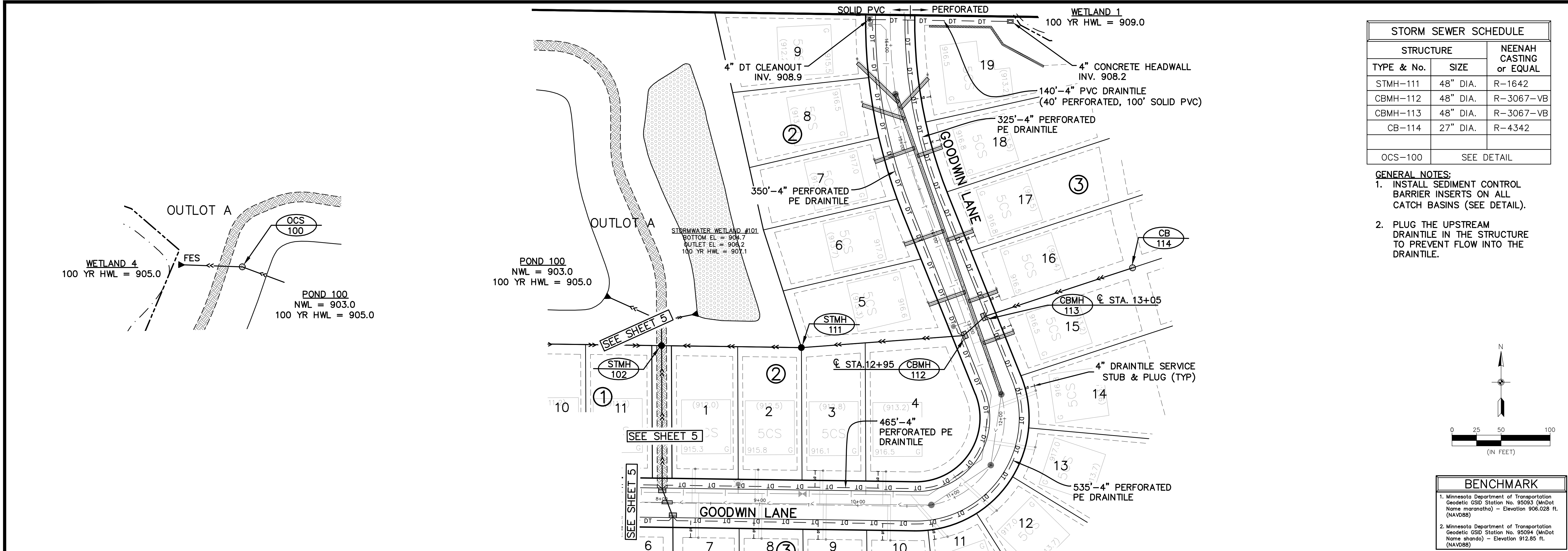
NV. 908.03-8" S



STORM SEWER SCHEDULE		
STRUCTURE		NEENAH CASTING or EQUAL
TYPE & No.	SIZE	
STMH-101	SEE DETAIL	
STMH-102	60" DIA.	R-1642
STMH-103	48" DIA.	R-1642
STMH-104	60" DIA.	R-1642
CBMH-105	48" DIA.	R-3067-VB
CB-106	24"x36"	R-3067-VB
CB-107	24"x36"	R-3067-VB
CBMH-108	48" DIA.	R-3067-V
CBMH-109	48" DIA.	R-3067-V

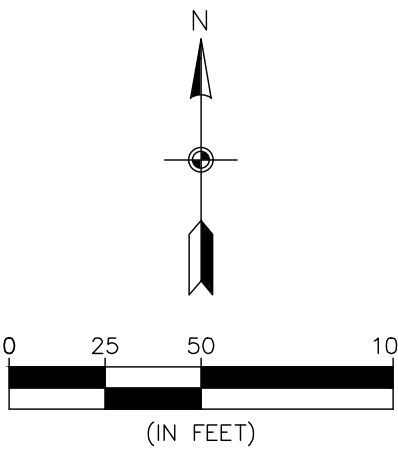
- GENERAL NOTES:
1. INSTALL SEDIMENT CONTROL BARRIER INSERTS ON ALL CATCH BASINS (SEE DETAIL).
 2. PLUG THE UPSTREAM DRAINTILE IN THE STRUCTURE TO PREVENT FLOW INTO THE DRAINTILE.

BENCHMARK
1. Minnesota Department of Transportation Geodetic CSID Station No. 95093 (MnDot Name maranatha) - Elevation 906.028 ft. (NAVD88)
2. Minnesota Department of Transportation Geodetic CSID Station No. 95094 (MnDot Name shondo) - Elevation 912.85 ft. (NAVD88)

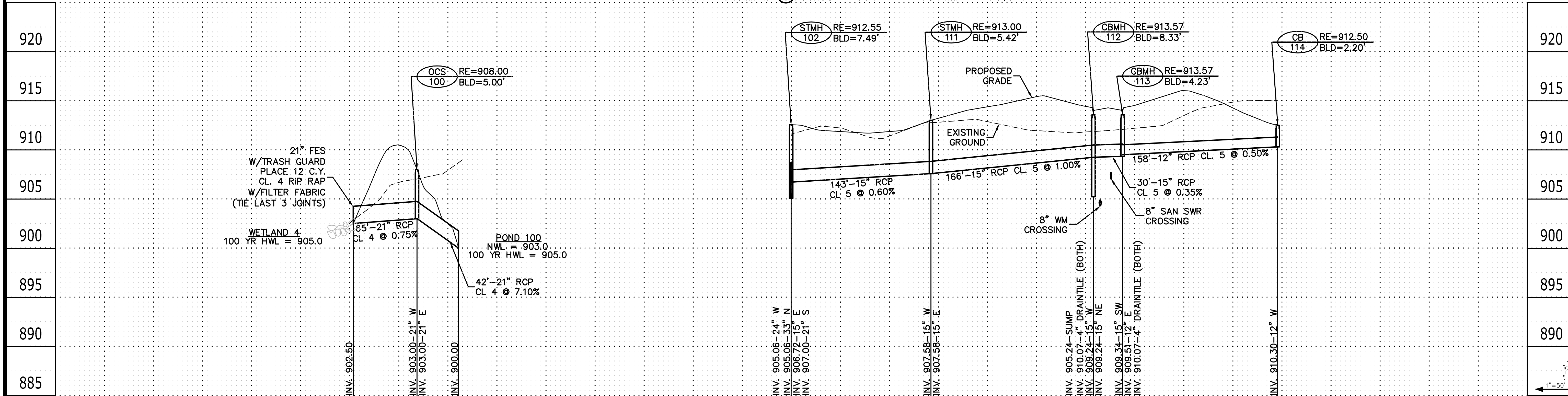


STORM SEWER SCHEDULE		
STRUCTURE		NEENAH CASTING or EQUAL
TYPE & No.	SIZE	
STMH-111	48" DIA.	R-1642
CBMH-112	48" DIA.	R-3067-VB
CBMH-113	48" DIA.	R-3067-VB
CB-114	27" DIA.	R-4342
OCS-100	SEE DETAIL	

- GENERAL NOTES:**
1. INSTALL SEDIMENT CONTROL BARRIER INSERTS ON ALL CATCH BASINS (SEE DETAIL).
 2. PLUG THE UPSTREAM DRAINTILE IN THE STRUCTURE TO PREVENT FLOW INTO THE DRAINTILE.



BENCHMARK
1. Minnesota Department of Transportation Geodetic CSID Station No. 95093 (MnDot Name maranatha) - Elevation 906.028 ft. (NAVD88)
2. Minnesota Department of Transportation Geodetic CSID Station No. 95094 (MnDot Name shonda) - Elevation 912.85 ft. (NAVD88)



CARLSON MCCAIN
ENGINEERING
SURVEYING
ENVIRONMENTAL

3890 PHEASANT RIDGE DR NE
SUITE 100
BLAINE, MN 55449
TEL 763.489.7900
FAX 763.489.7959
CARLSONMCCAIN.COM

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota

Print Name: Brian J. Krystofski, P.E.
Signature: *Brian J. Krystofski*
Date: 11/21/23 License #: 25063

Drawn: DPE
Designed: BJK
Date: 11/21/23

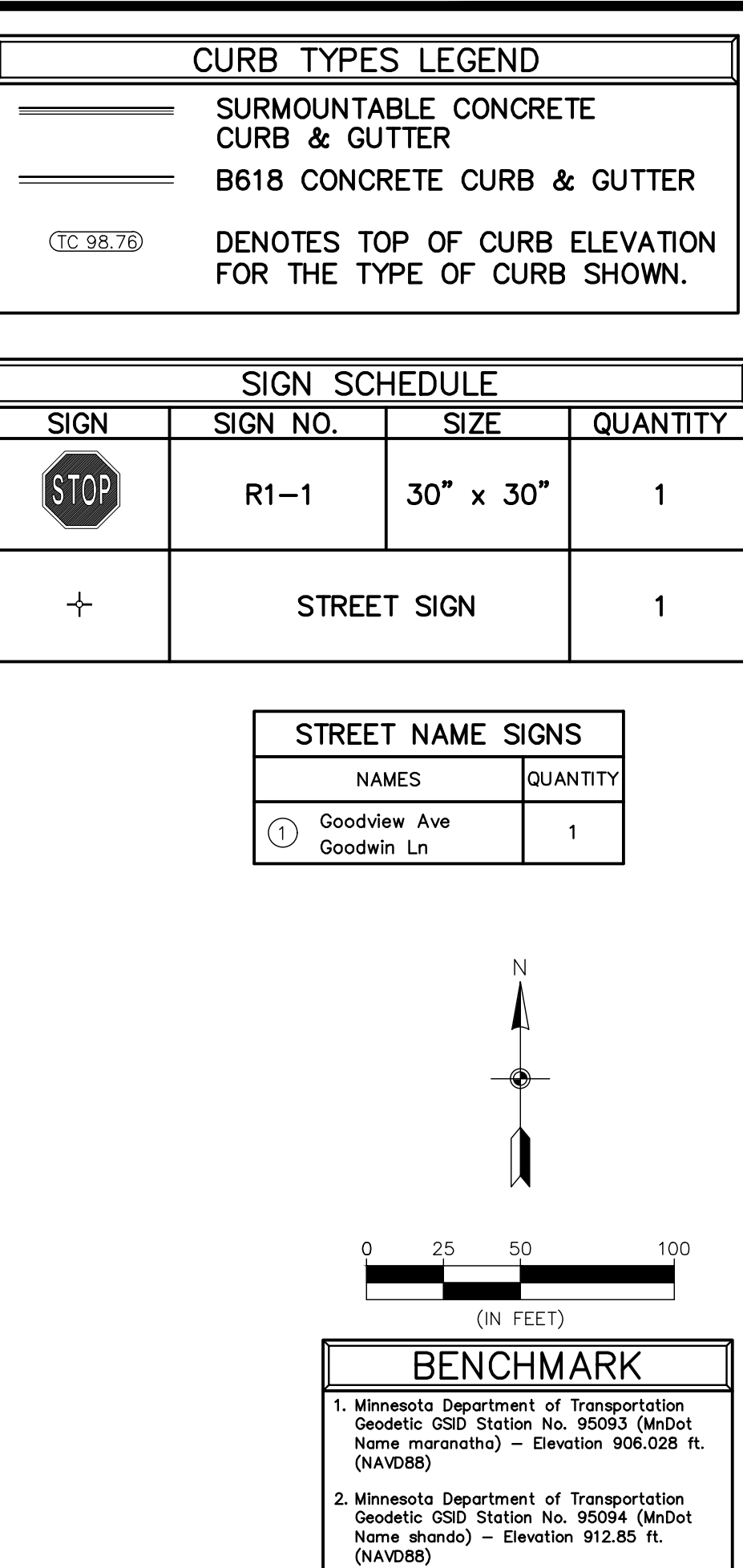
Revisions:
1.

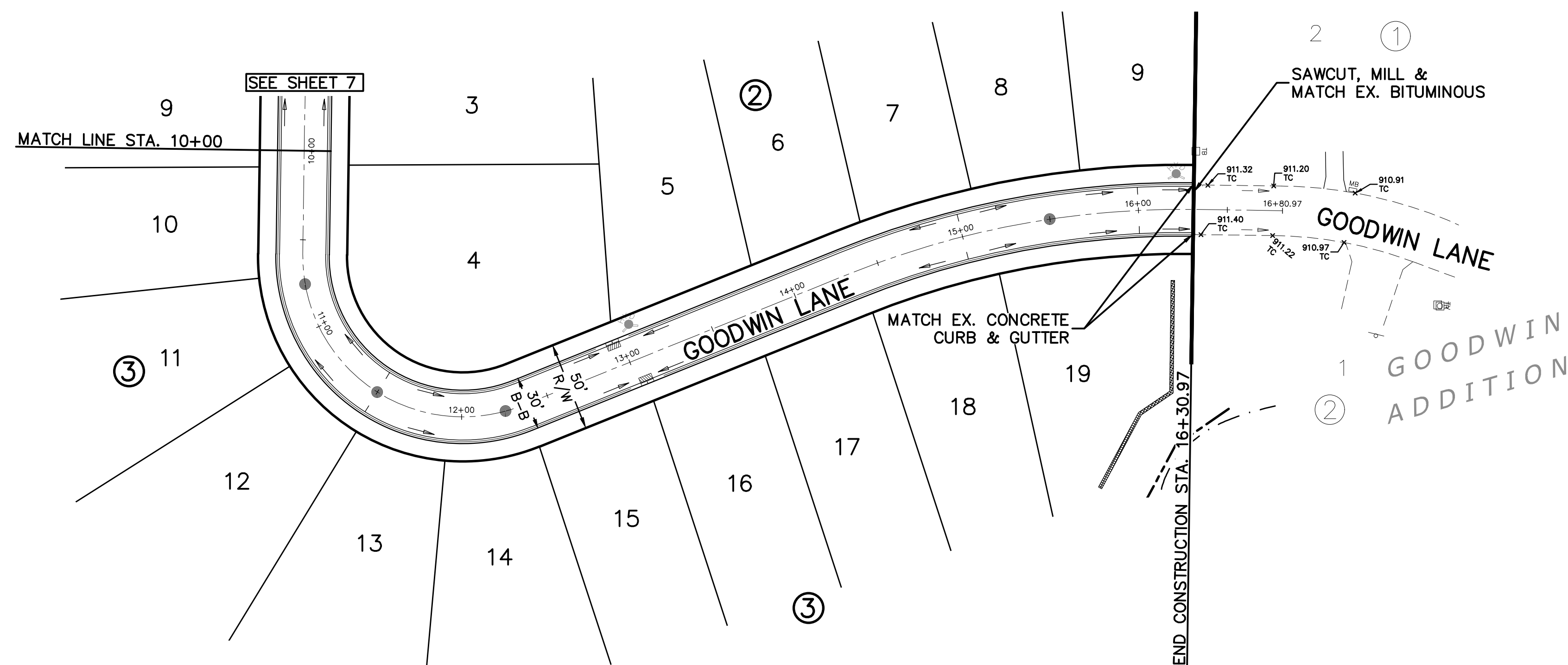
DAHLQUIST LAND HOLDINGS, LLC
21133 Basalt St. NW
Nowthen, MN 55330

KATIES GLEN
Wyoming, MN

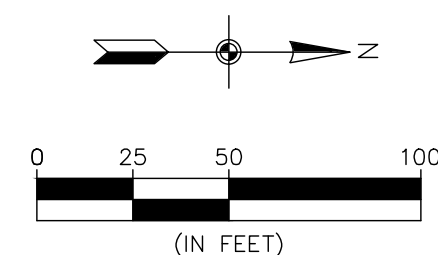
STORM SEWER

6 of 13

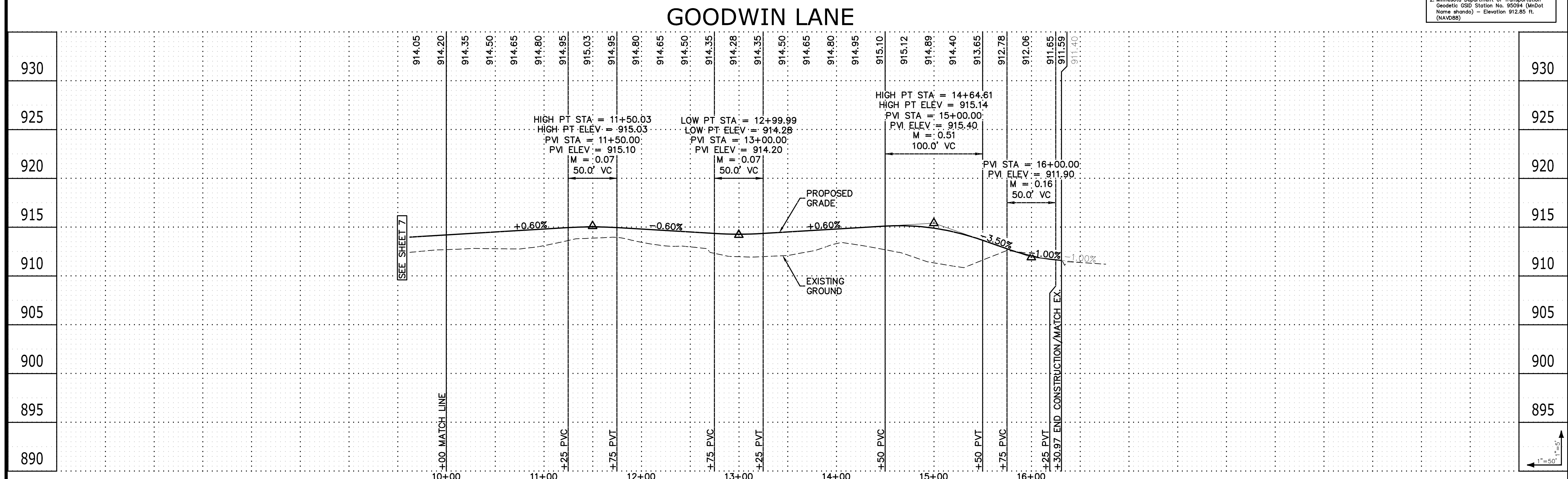




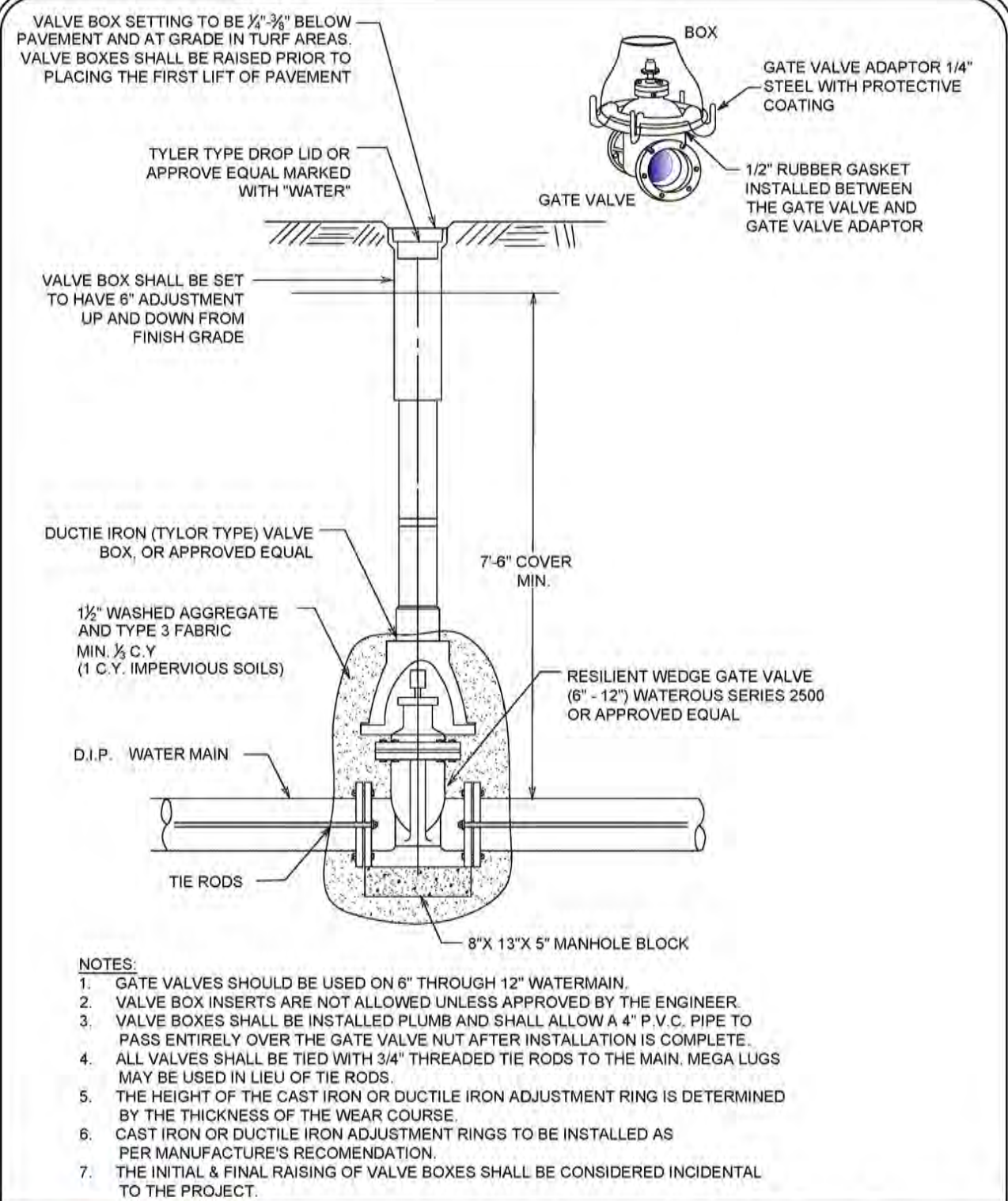
C CURVE DATA (GOODWIN LANE)				
PC = 2+80.00	PC = 3+90.09	PC = 4+76.20	PC = 10+58.15	PC = 14+33.22
PT = 3+90.09	PT = 4+76.20	PT = 6+19.02	PT = 12+35.22	PT = 16+30.97
$\Delta = 11^{\circ}54'03''$	$\Delta = 16^{\circ}26'46''$	$\Delta = 27^{\circ}16'35''$	$\Delta = 12^{\circ}43'29''$	$\Delta = 22^{\circ}43'29''$
R = 530.00'	R = 300.00'	R = 300.00'	R = 90.00'	R = 498.58'
L = 110.0853'	L = 86.1113'	L = 142.8193'	L = 177.0675'	L = 197.7459'
T = 55.24'	T = 43.35'	T = 72.79'	T = 135.27'	T = 100.19'



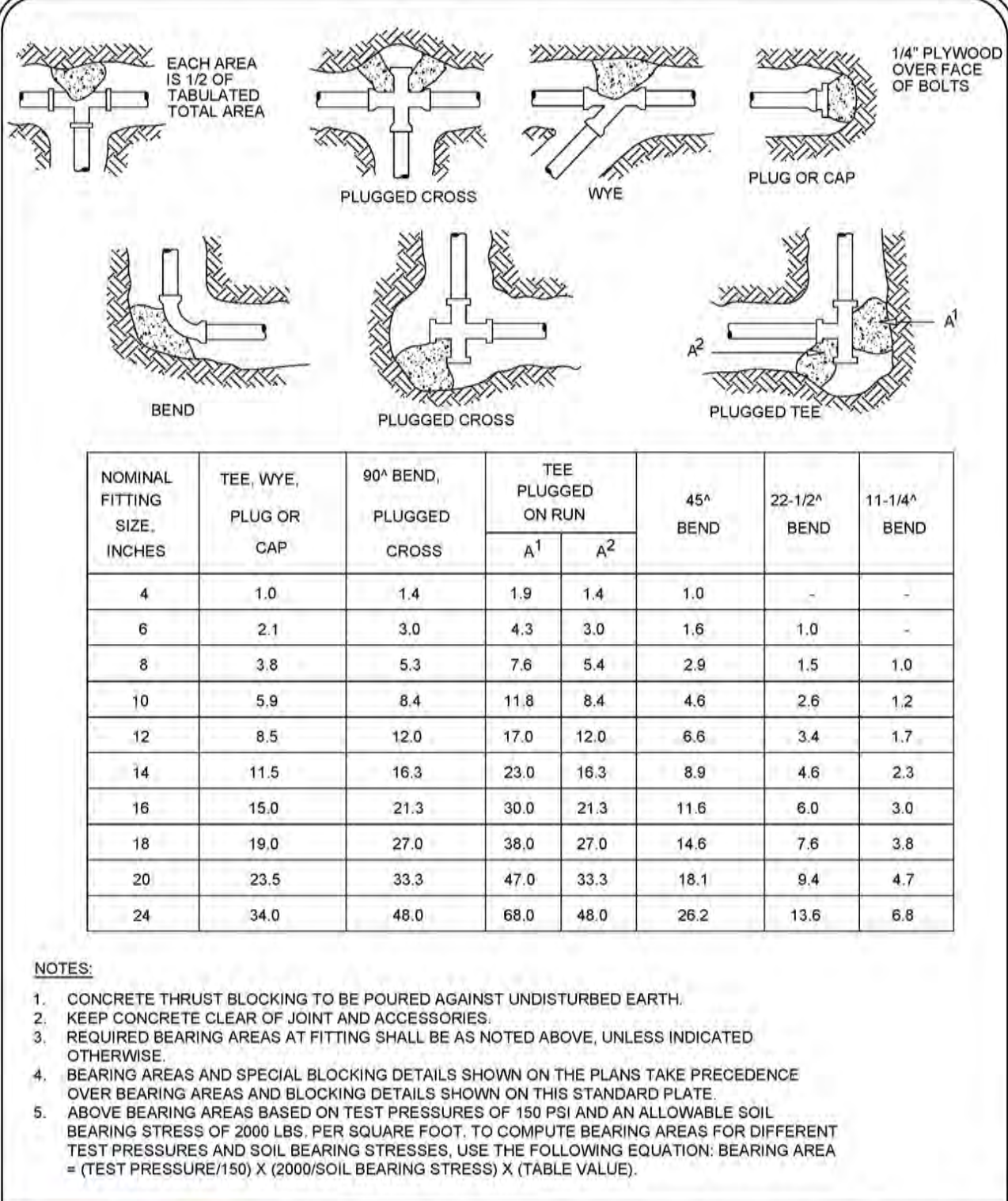
BENCHMARK	
1.	Minnesota Department of Transportation Geodetic GSID Station No. 95093 (MnDot Name maranatha) – Elevation 906.028 ft. (NAVD88)
2.	Minnesota Department of Transportation Geodetic GSID Station No. 95094 (MnDot Name shando) – Elevation 912.85 ft. (NAVD88)



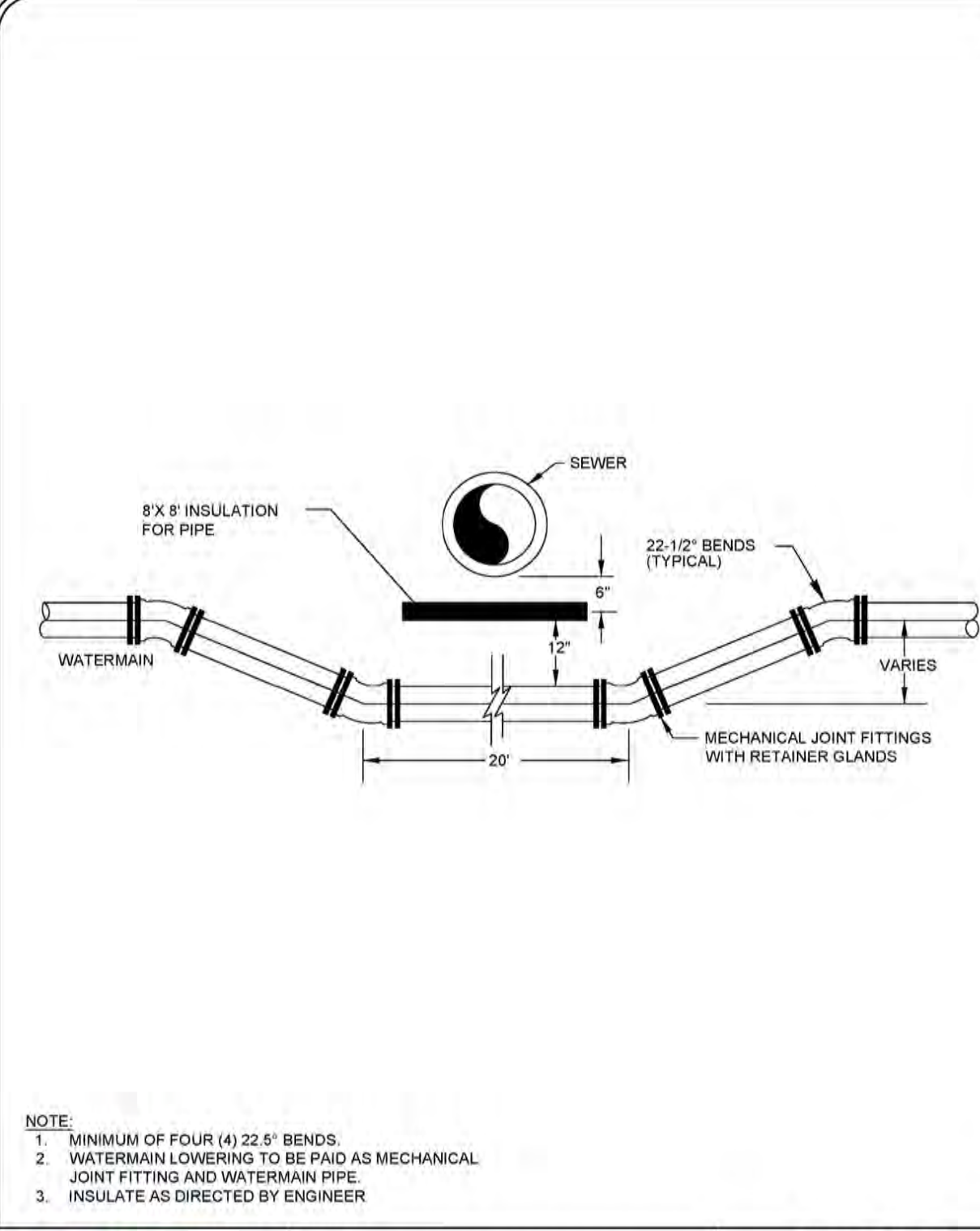
 CARLSON McCain ENGINEERING SURVEYING ENVIRONMENTAL	3890 PHEASANT RIDGE DR NE SUITE 100 BLAINE, MN 55449 TEL 763.489.7900 FAX 763.489.7959 CARLSONMCCAIN.COM	I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota	Print Name: <u>Brian J. Krystofiak, P.E.</u>	Drawn: <u>DPE</u>	Revisions: 1.	DAHLQUIST LAND HOLDINGS, LLC 21133 Basalt St. NW Nowthen, MN 55330	KATIES GLEN Wyoming, MN	STREET CONSTRUCTION	8 of 13
			Signature: <u></u>	Designed: <u>BJK</u>					



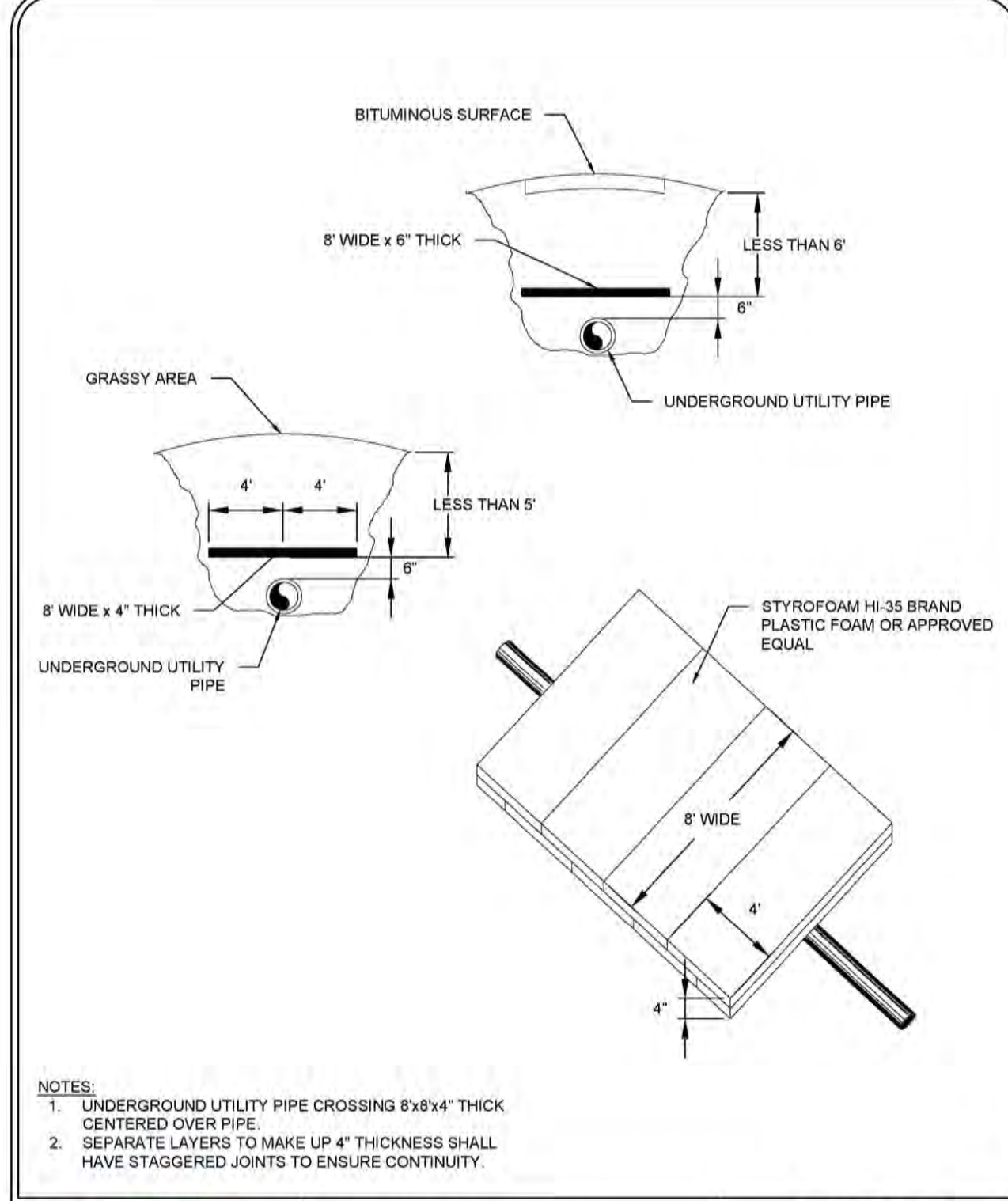
	VALVE BOX INSTALLATION		Special Details	
	Date:	03-01-10	Revised:	02-2021
	Project:	WY-W-3	Revised:	02-2021



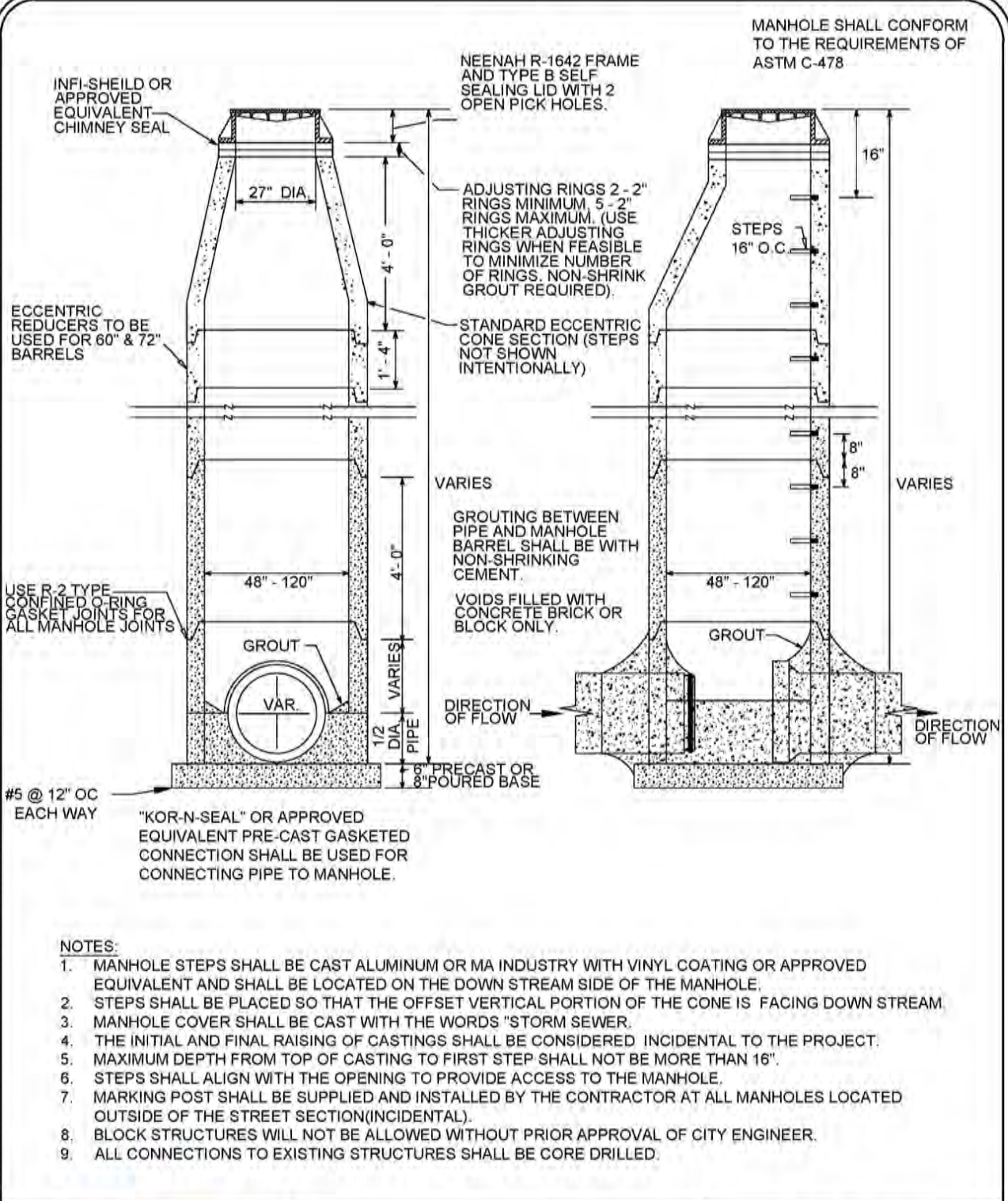
	POURED CONCRETE THRUST BLOCKING FOR WATERMAIN		Special Details	
	Date:	03-01-10	Revised:	03-16-20
	Project:	WY-W-4	Revised:	03-16-20



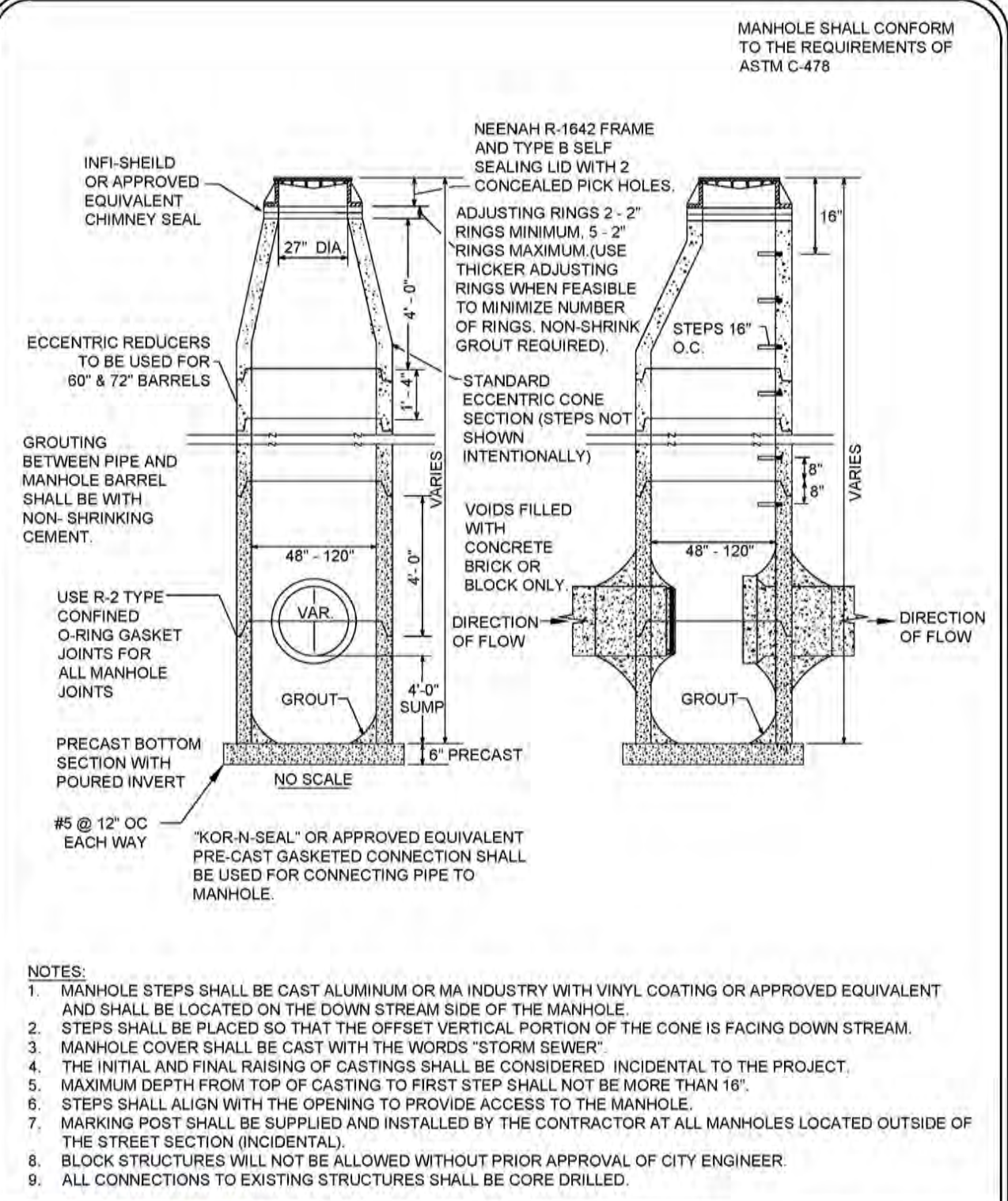
	WATERMAIN LOWERING WITH INSULATION DETAIL		Special Details	
	Date:	03-01-10	Revised:	02-2021
	Project:	WY-W-5	Revised:	02-2021



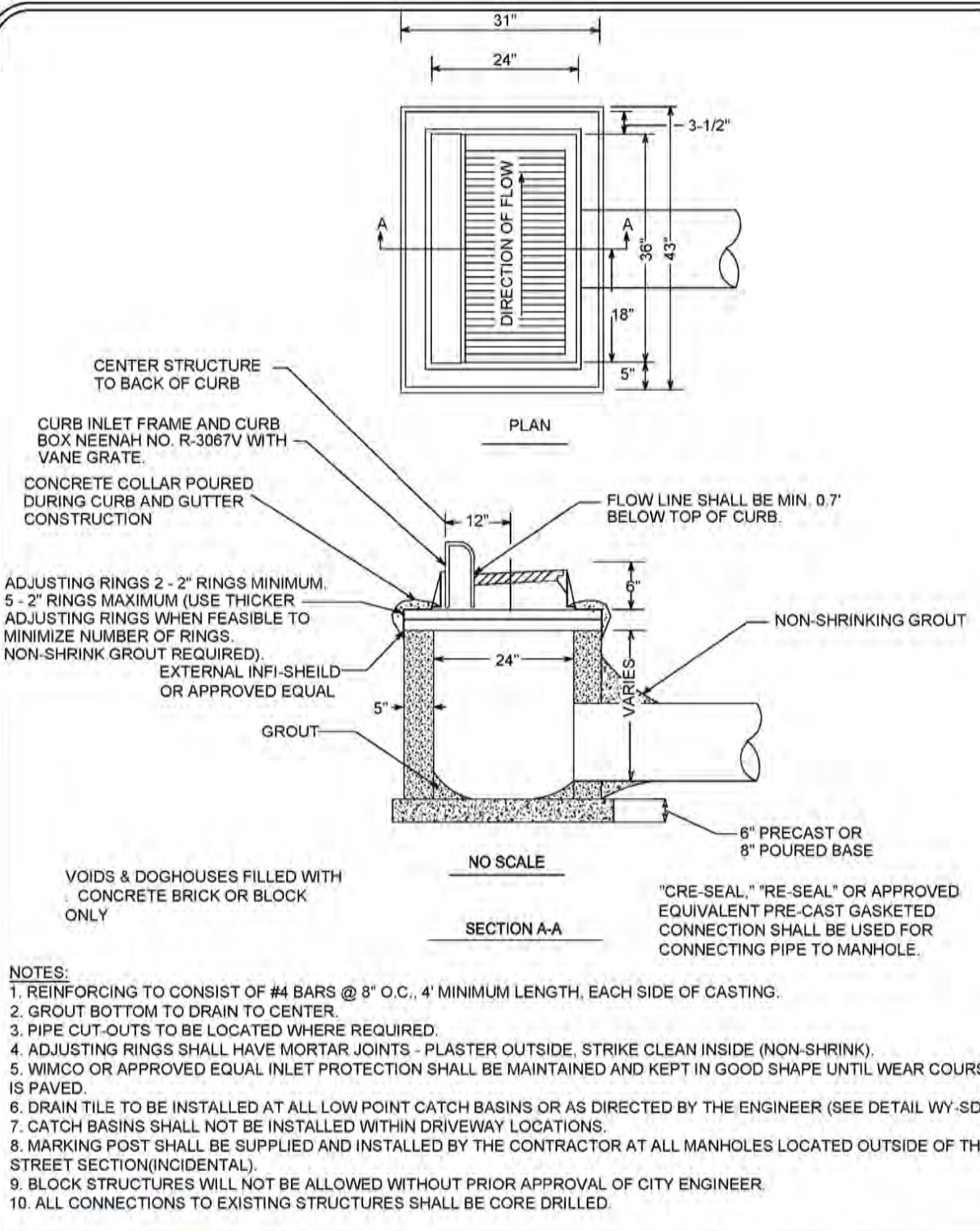
	INSULATION DETAIL		Special Details	
	Date:	03-01-10	Revised:	02-2021
	Project:	WY-W-9	Revised:	02-2021



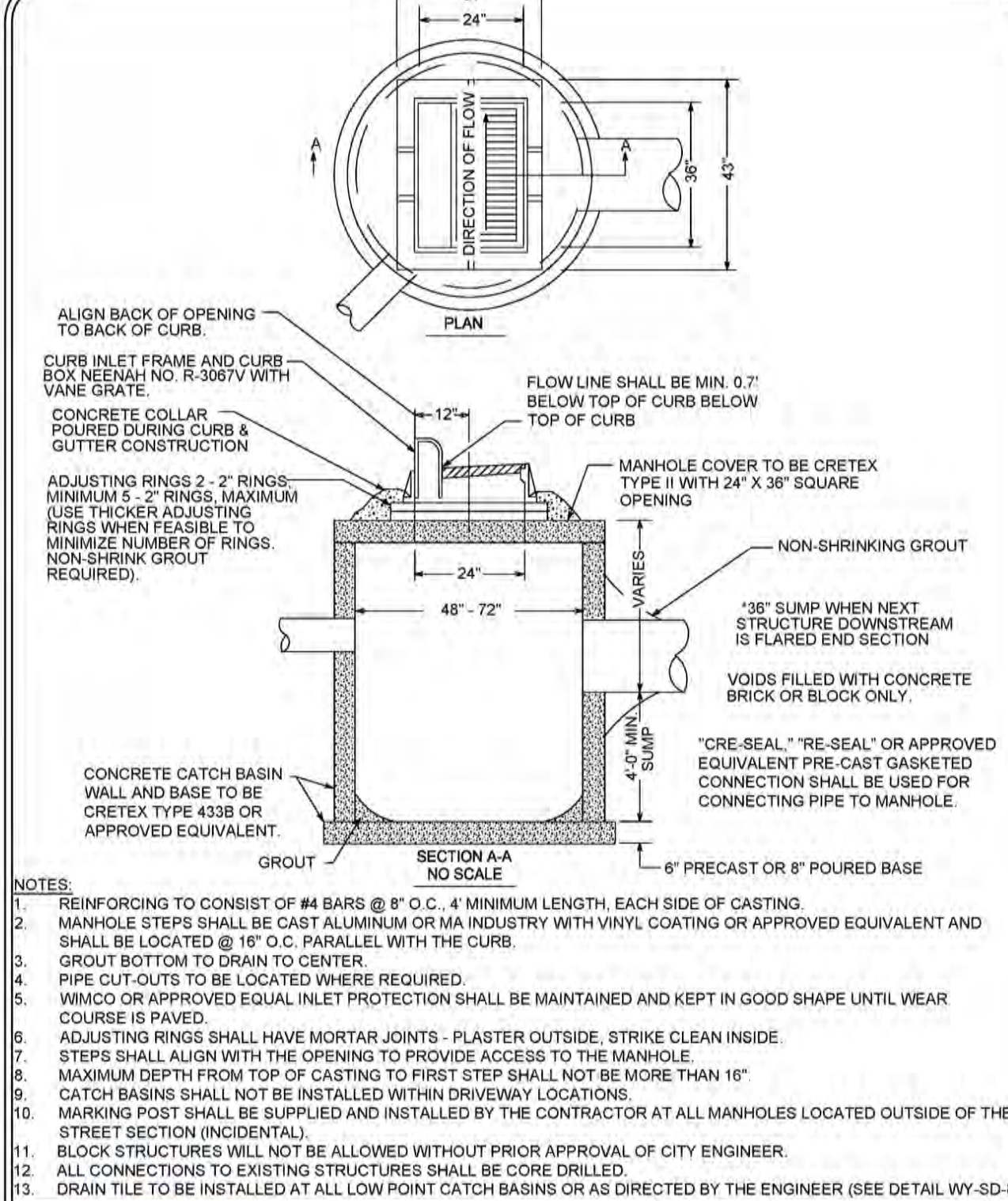
	STANDARD MANHOLE FOR STORM DRAIN		Special Details	
	Date:	03-01-10	Revised:	02-2021
	Project:	WY-SD-1	Revised:	02-2021



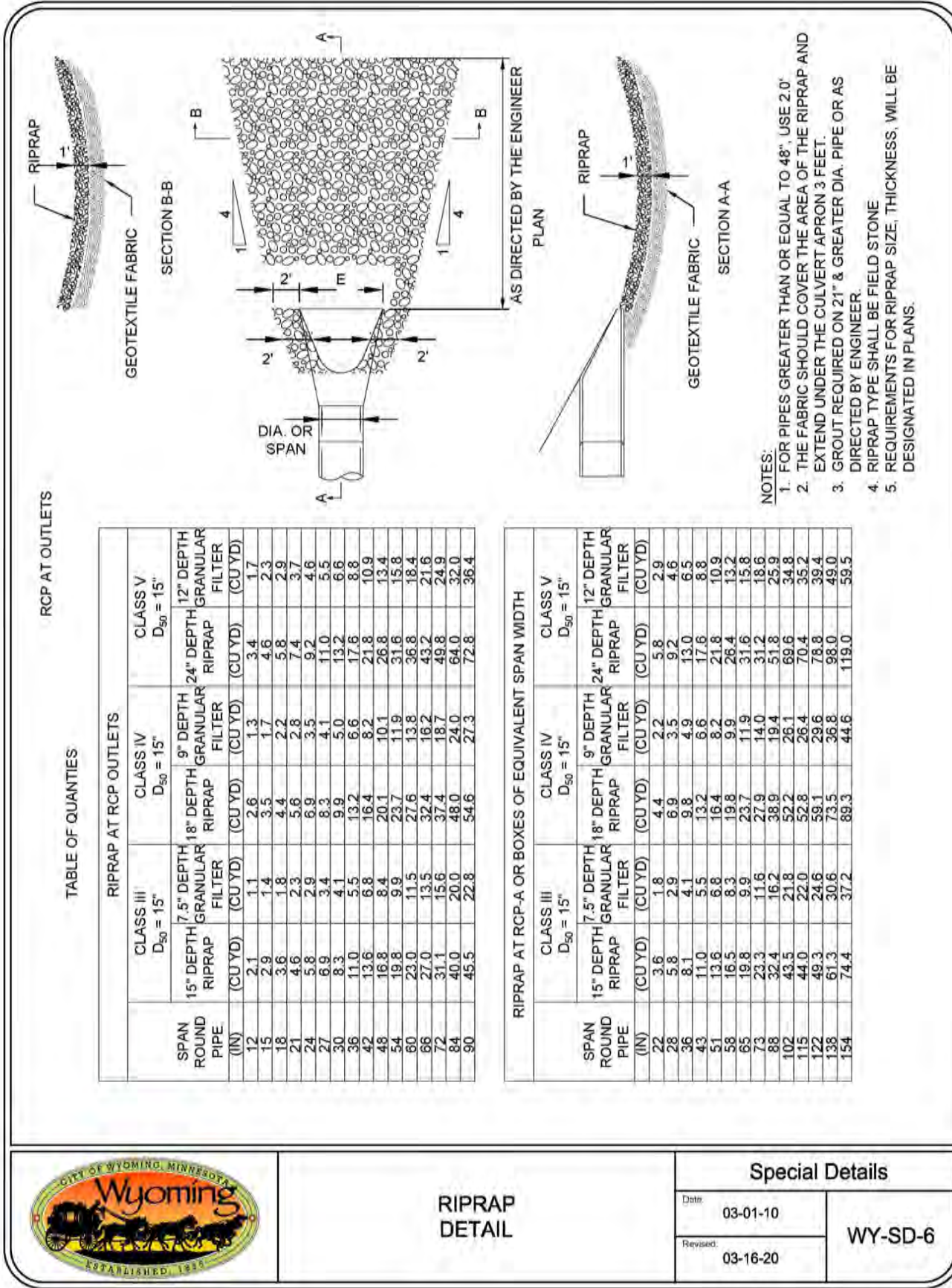
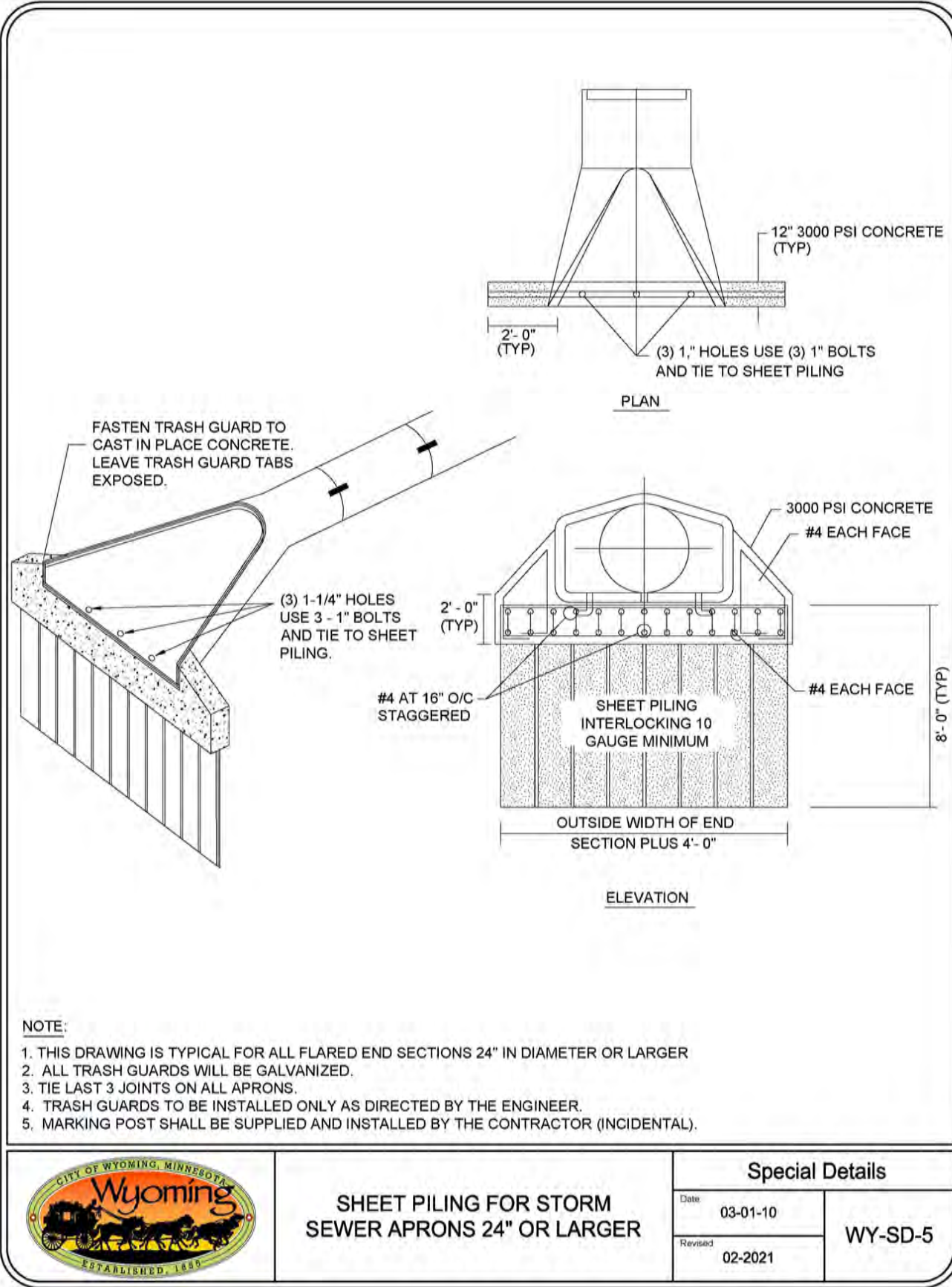
	STANDARD MANHOLE WITH SUMP FOR STORM DRAIN		Special Details	
	Date:	03-01-10	Revised:	02-2021
	Project:	WY-SD-2	Revised:	02-2021

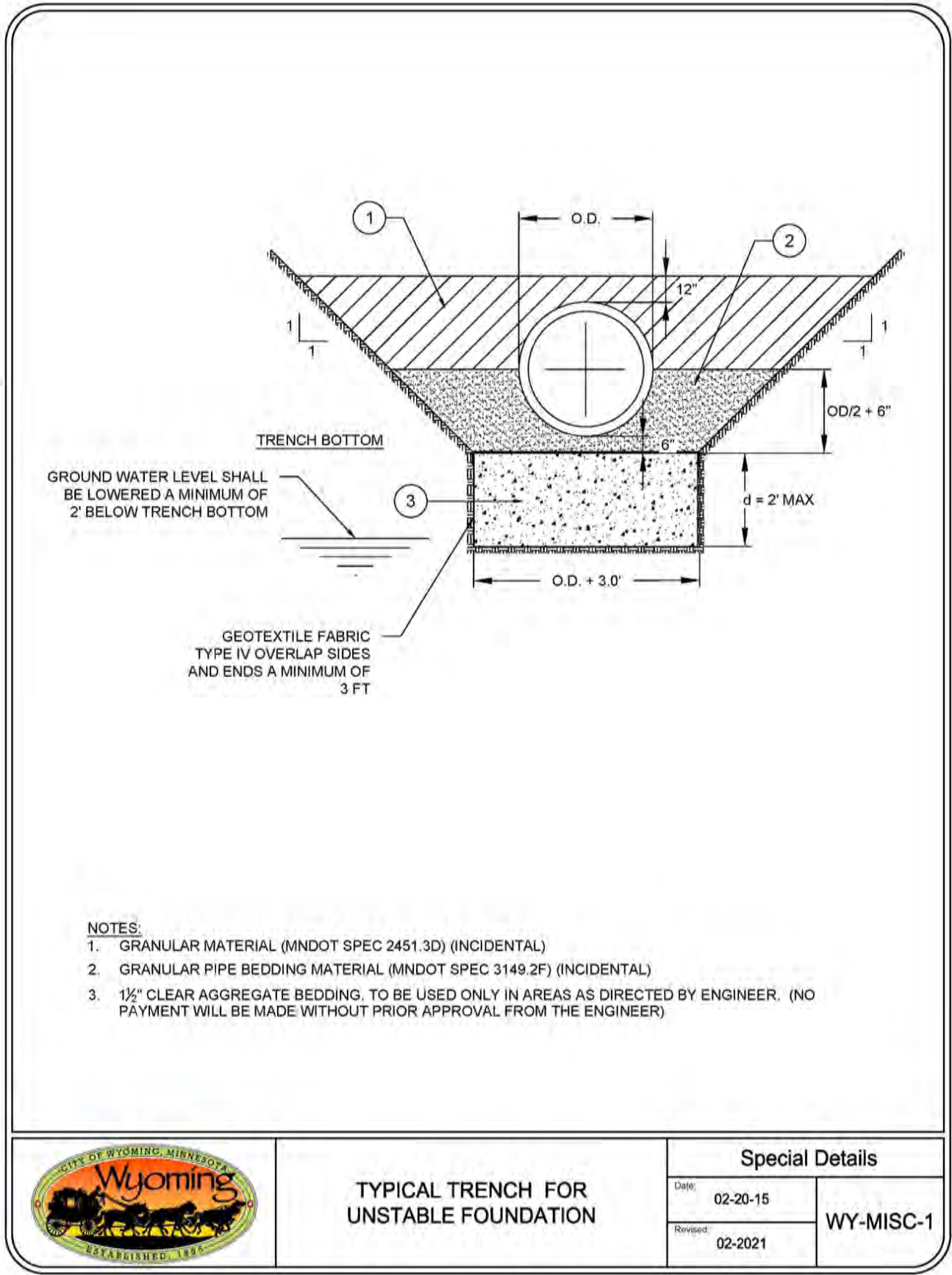
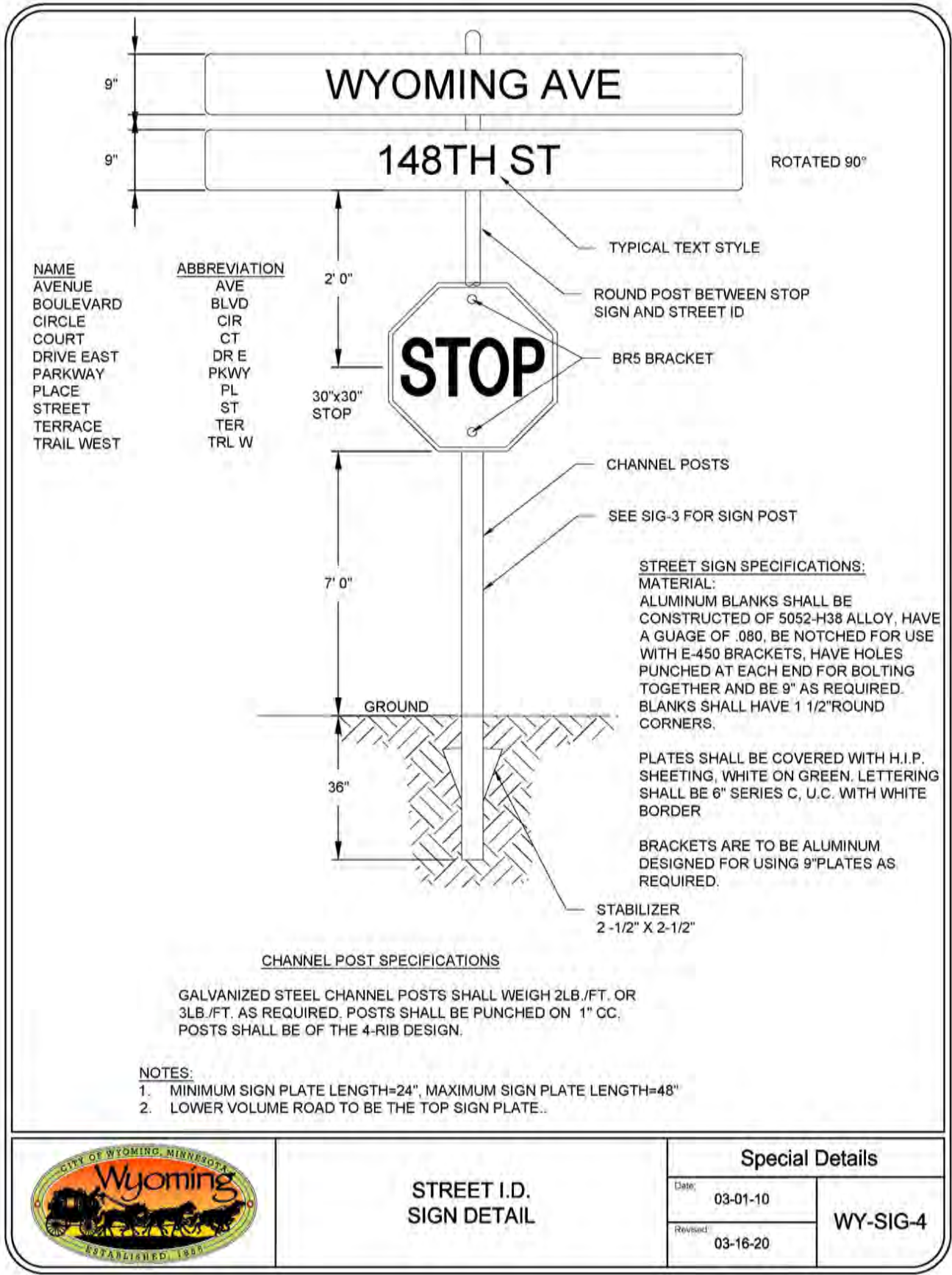
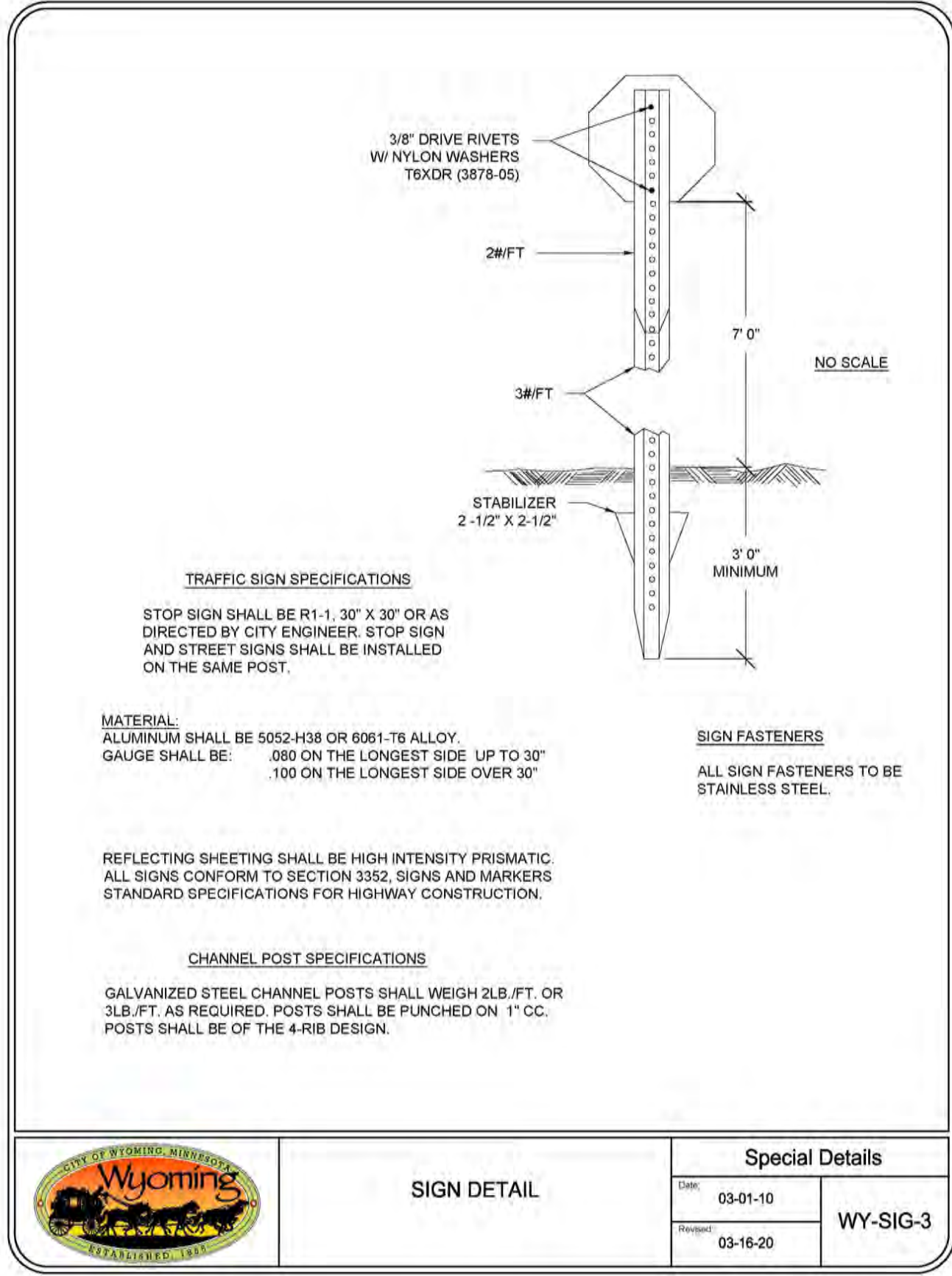
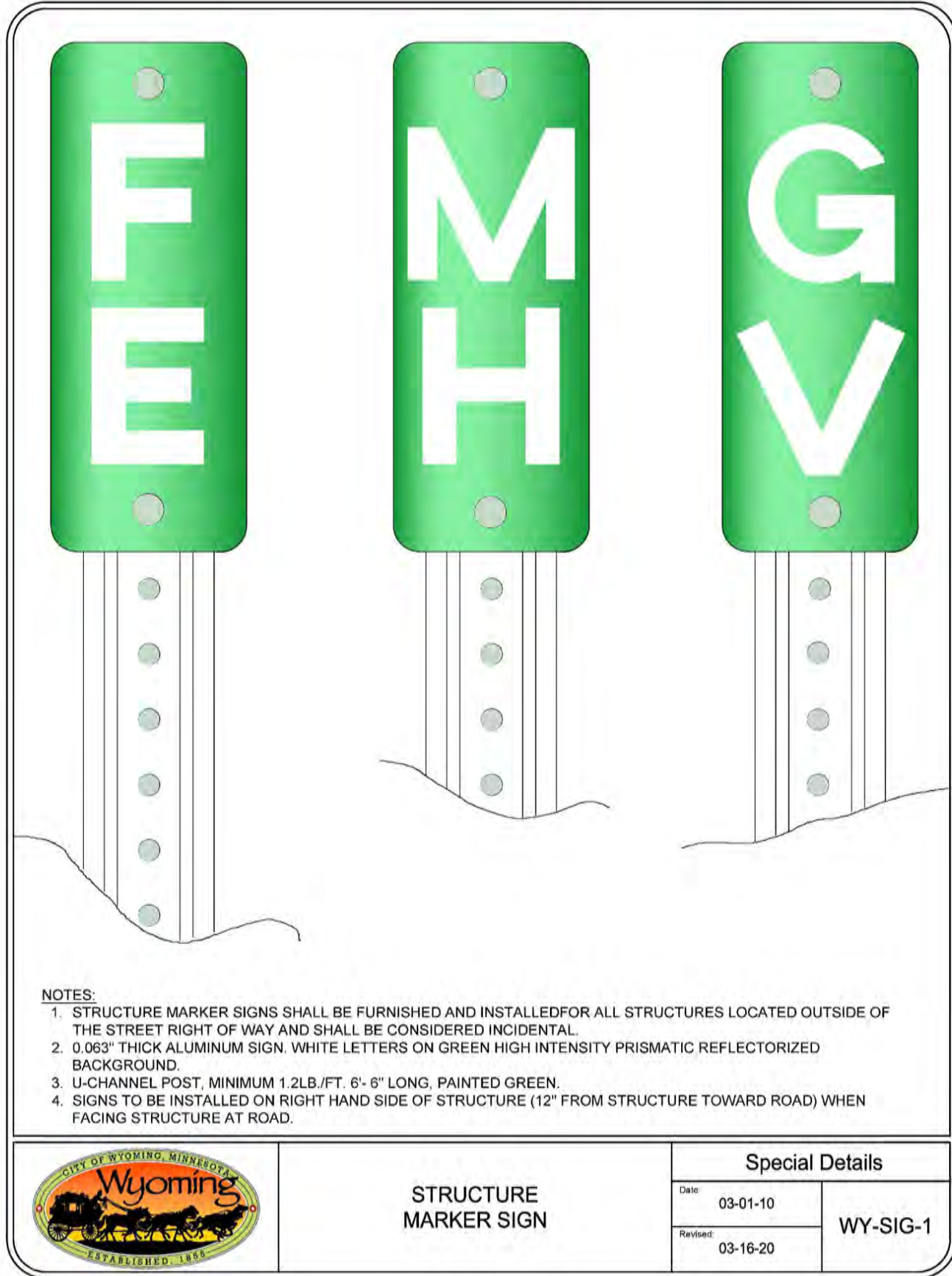
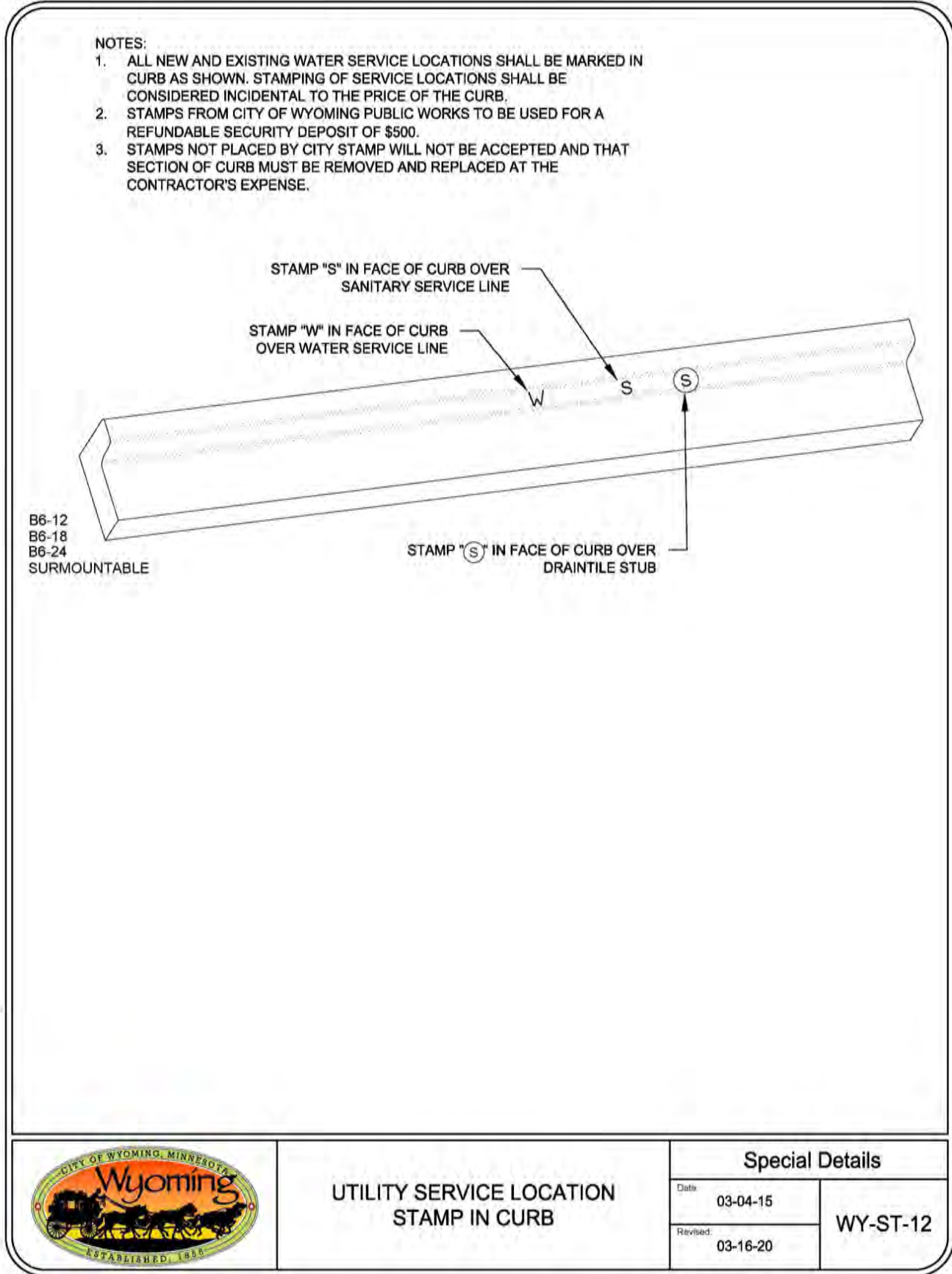
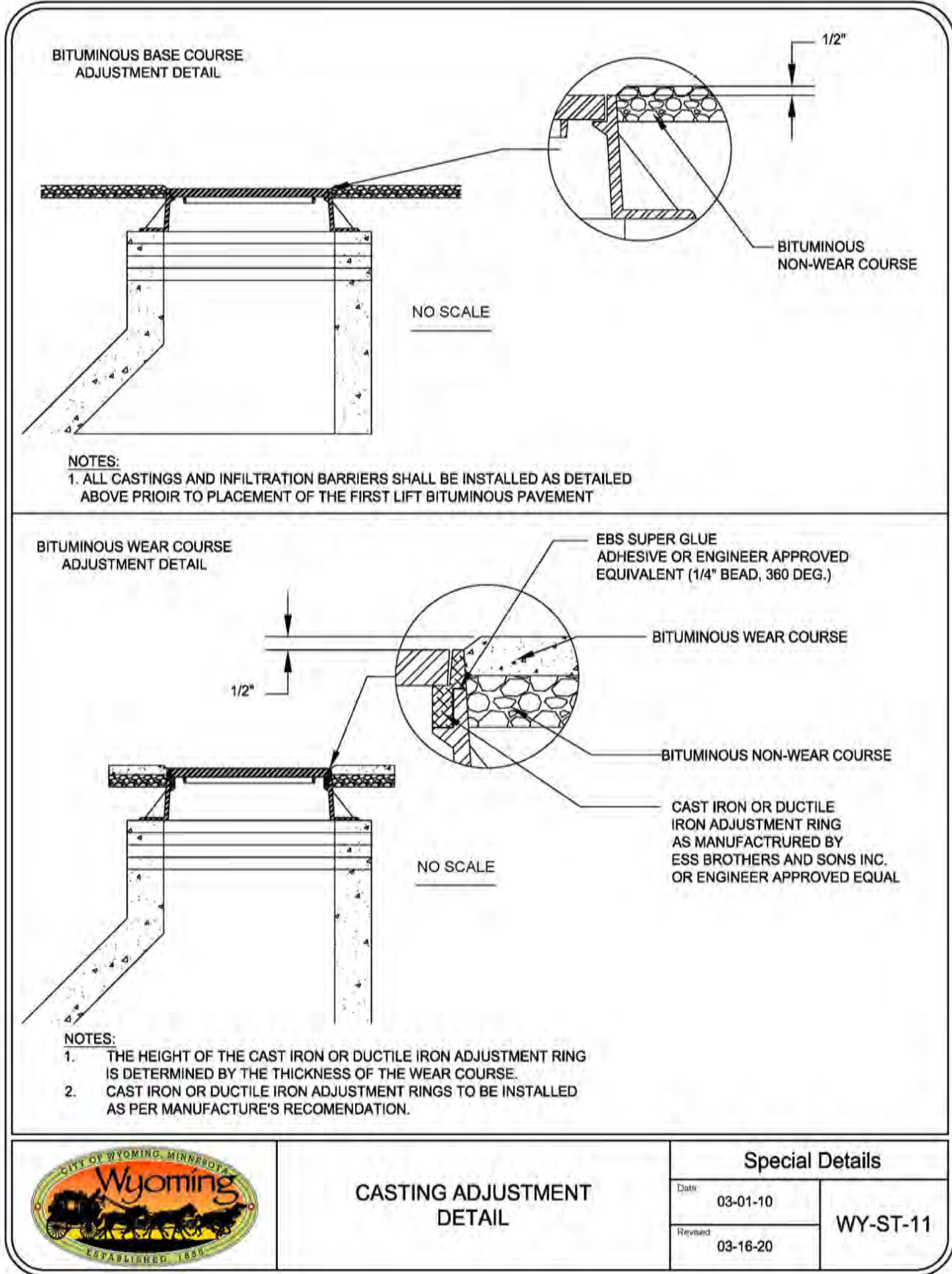


	STANDARD CATCH BASIN		Special Details	
	Date:	03-01-10	Revised:	02-2021
	Project:	WY-SD-3	Revised:	02-2021

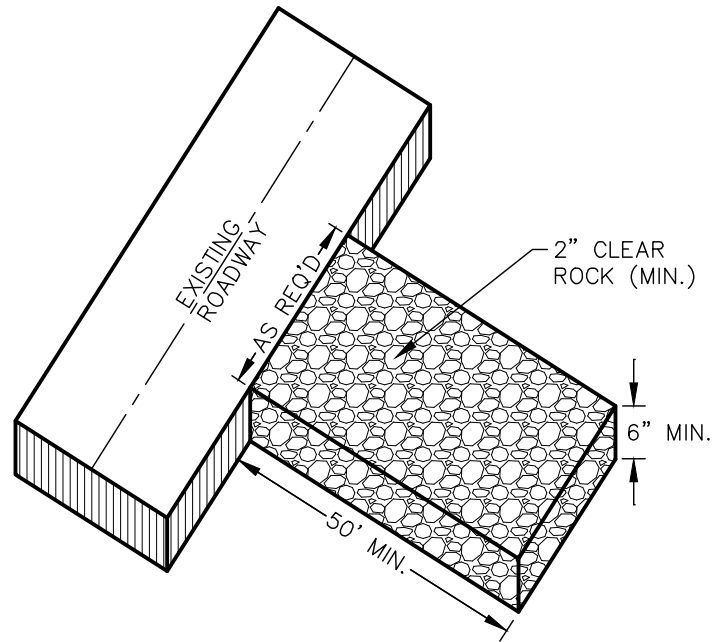


	CATCH BASIN SUMP MANHOLE		Special Details	
	Date:	03-01-10	Revised:	03-16-20
	Project:	WY-SD-4	Revised:	03-16-20

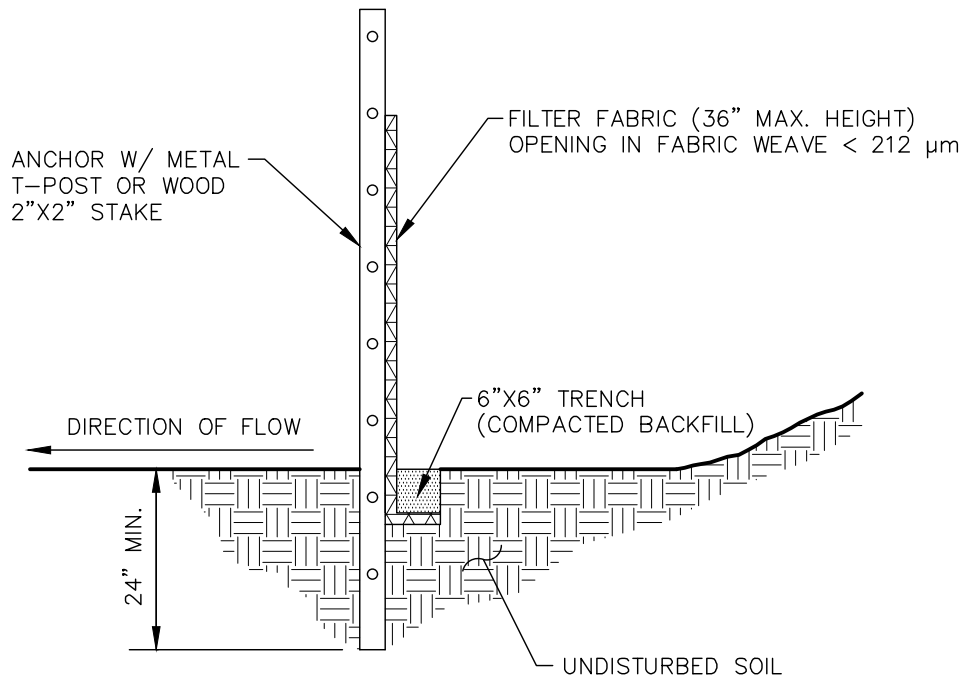




ROCK CONSTRUCTION ENTRANCE



SILT FENCE

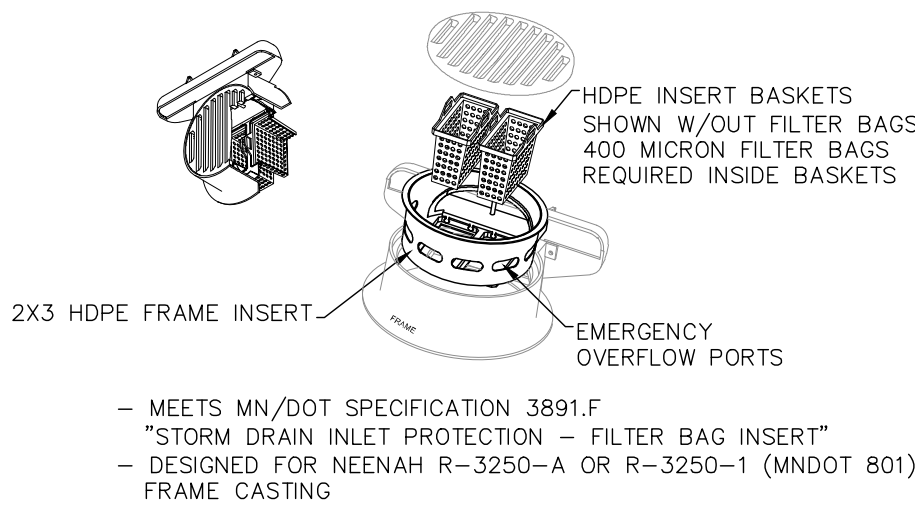


NOTES:

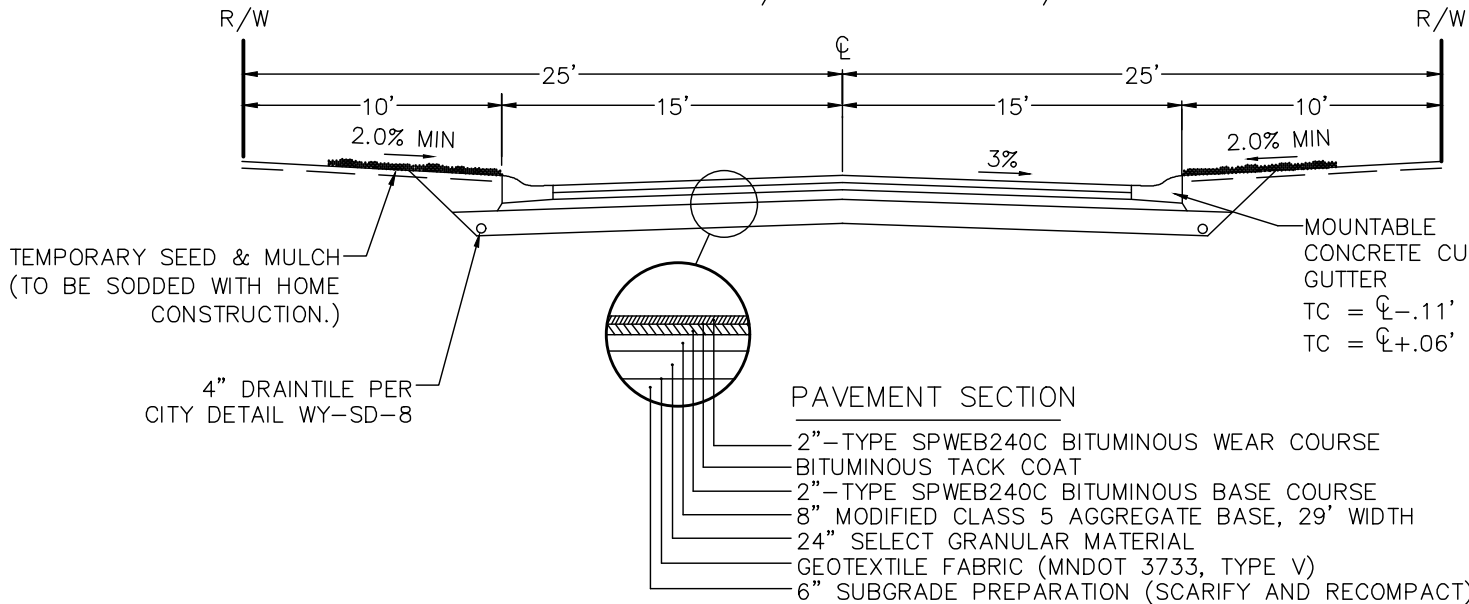
1. DIG A 6"x6" TRENCH ALONG THE INTENDED SILT FENCE LINE.
2. DRIVE ALL ANCHOR POSTS INTO THE GROUND AT THE DOWNHILL SIDE OF THE TRENCH.
3. POSTS SHALL BE SPACED A MAXIMUM OF 6 FEET APART.
4. LAY OUT SILT FENCE ALONG THE UPHILL SIDE OF THE ANCHOR POSTS AND BACK FILL 6"x6" TRENCH.
5. SECURELY ATTACH SILT FENCE TO ANCHOR POSTS W/ MINIMUM OF THREE ATTACHMENTS PER POST.
6. SEE MNDOT SPECIFICATIONS 2573 & 3886.

INFRASAFE – 27" DEBRIS COLLECTION DEVICE

AS MANUFACTURED BY ROYAL ENVIRONMENTAL SERVICES

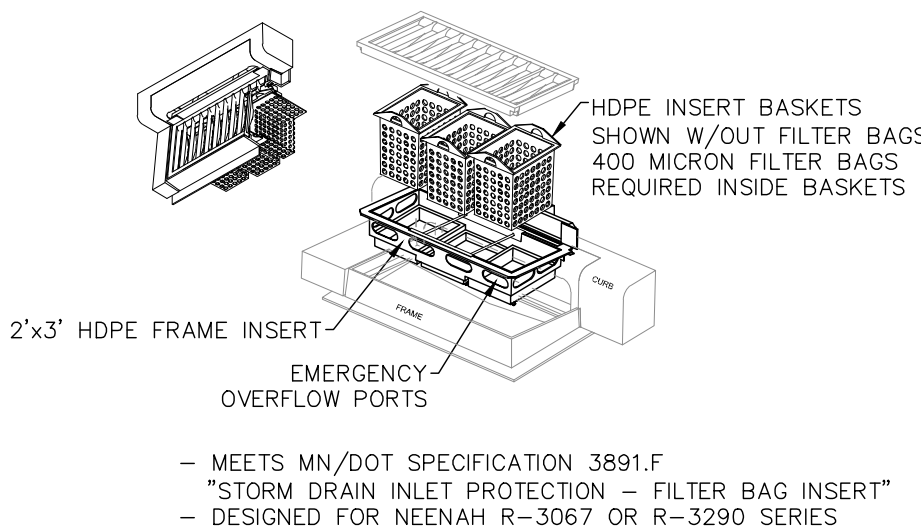


TYPICAL STREET SECTION
50' R/W – 30' B/B



INFRASAFE – 2'x3' DEBRIS COLLECTION DEVICE

AS MANUFACTURED BY ROYAL ENVIRONMENTAL SYSTEMS



TURF ESTABLISHMENT

TURF ESTABLISHMENT SHALL APPLY TO ALL DISTURBED AREAS AND SHALL BE ACCORDING TO MNDOT STANDARD SPECIFICATIONS FOR CONSTRUCTION (LATEST EDITION) EXCEPT AS MODIFIED BELOW.

TURF ESTABLISHMENT SHALL OCCUR AS SOON AS POSSIBLE BUT IN NO CASE MORE THAN 7 DAYS.

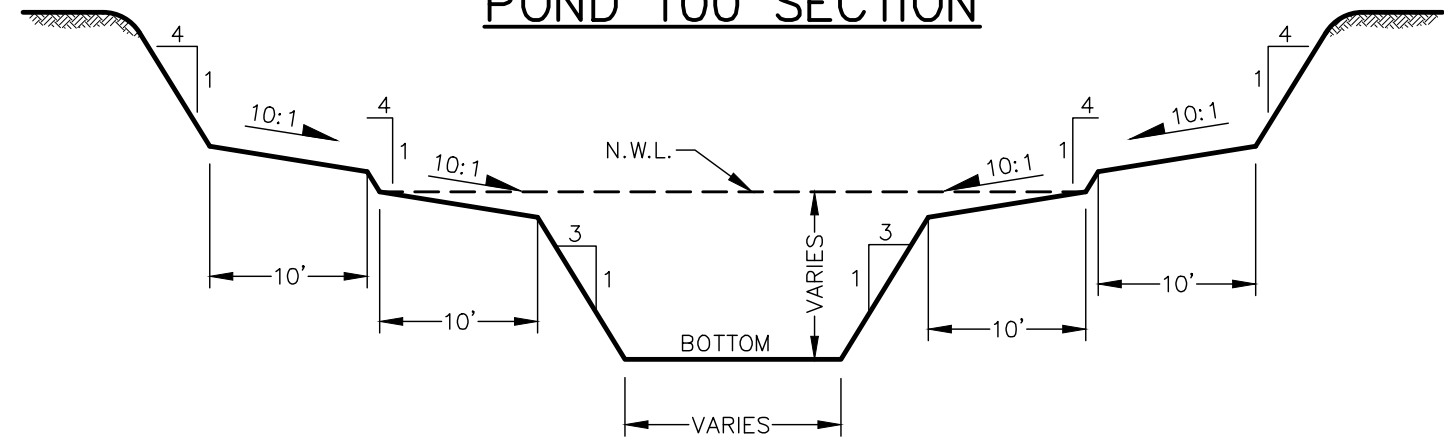
SEED: MNDOT MIXTURE 25-141 AT 60 POUNDS PER ACRE.

DORMANT SEED: SHALL BE APPLIED AT TWICE THE NORMAL RATE AFTER NOVEMBER 1ST.

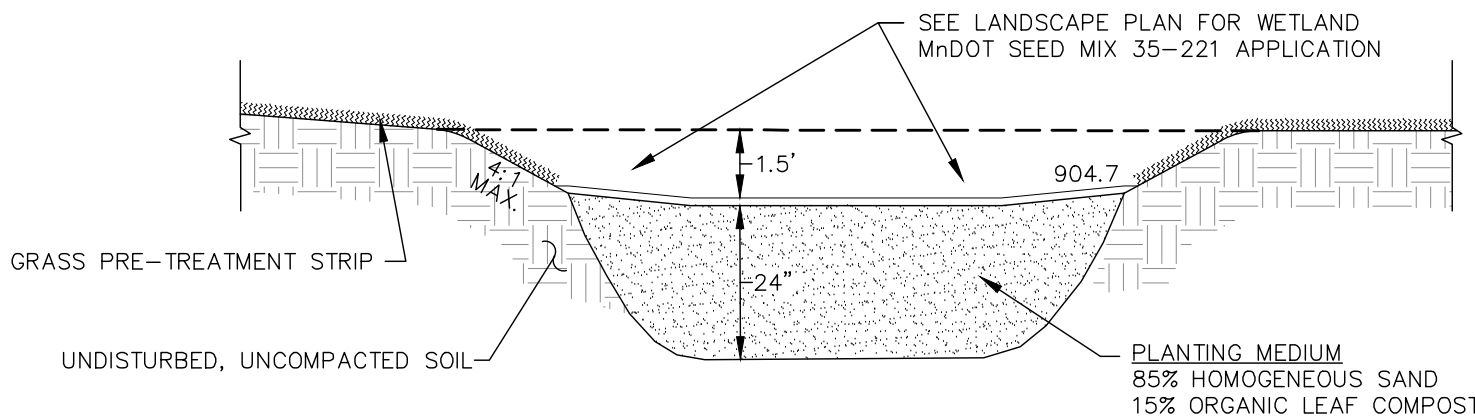
MULCH: TYPE 1 AT 2 TONS PER ACRE (DISK ANCHORED).

FERTILIZER: TYPE 1 10-10-10 AT 200 POUNDS PER ACRE.

POND 100 SECTION



STORMWATER WETLAND 101



Wetland Buffer Zone

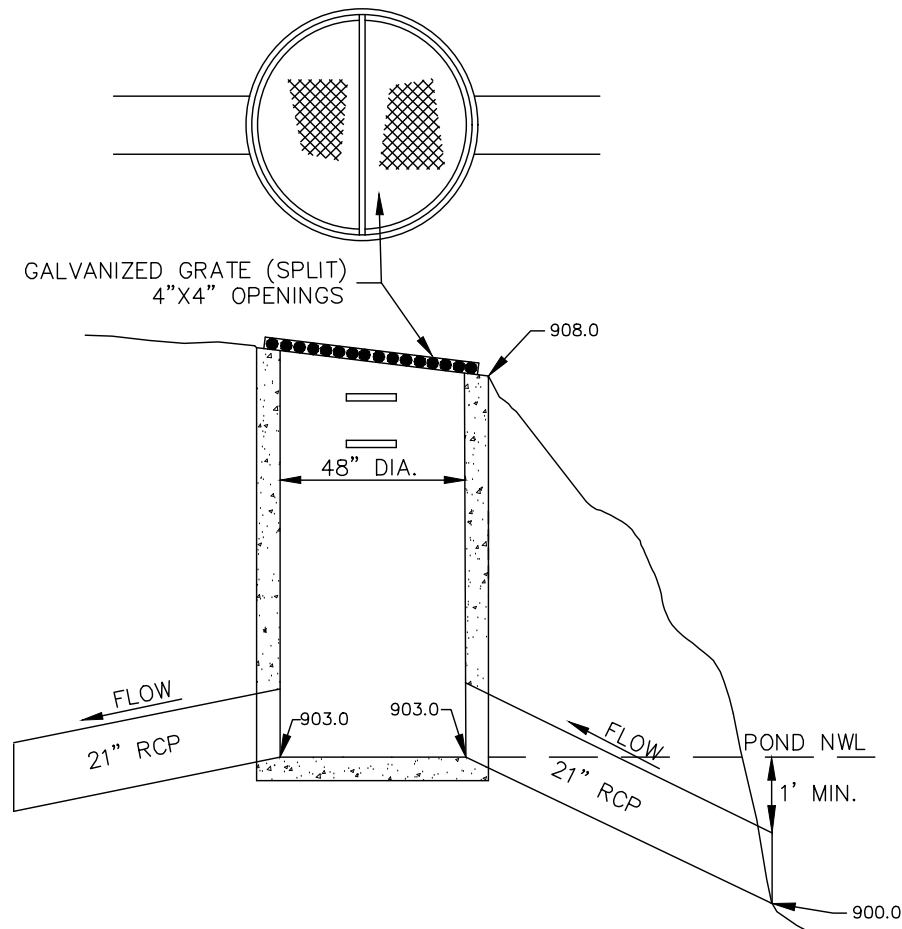
This area is protected as a wetland buffer area under the Rules of the Comfort Lake-Forest Lake Watershed District. No disturbance (mowing, dumping, grading, filling, or placement of structures) in the wetland or buffer area is allowed.

This sign marks the upslope edge of the buffer. The plantings downslope of this sign contain native trees, flowers, shrubs, and grasses that provide food and shelter for birds, fish, and other native wildlife. Native plants also anchor the soil to prevent erosion and filter pollutants from adjacent properties to improve the quality of water entering the wetland.

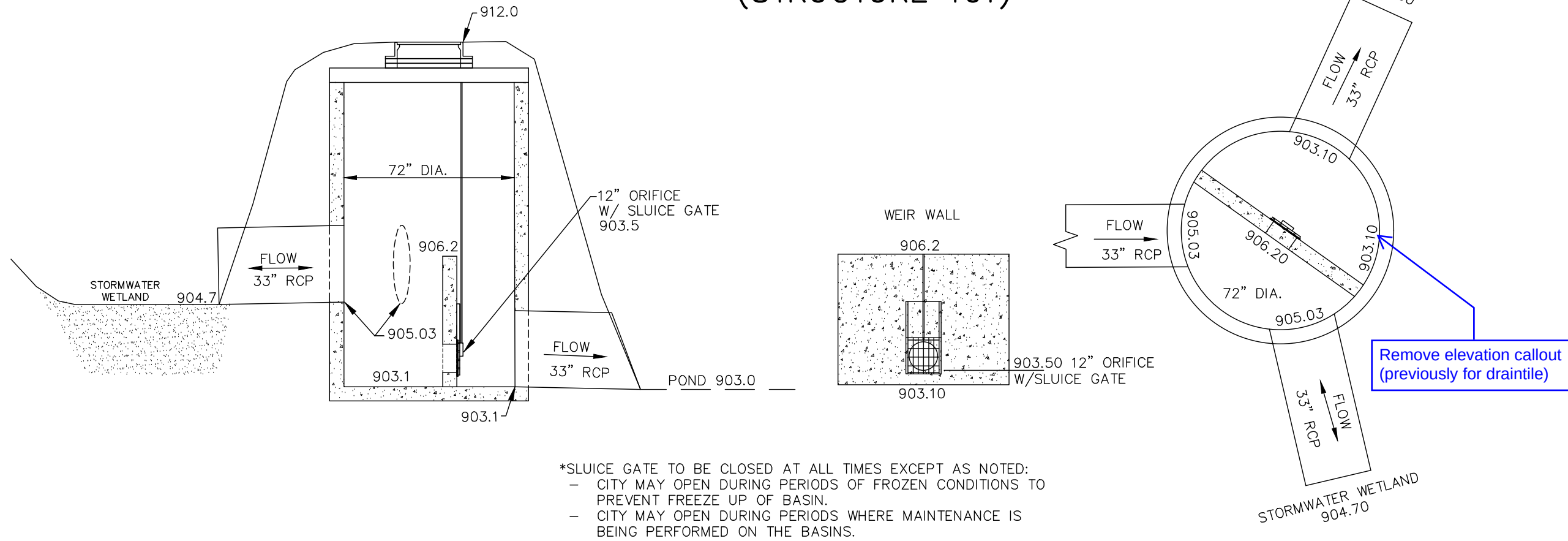
Thank you for keeping this buffer in its natural and undisturbed state.

www.clfiwd.org

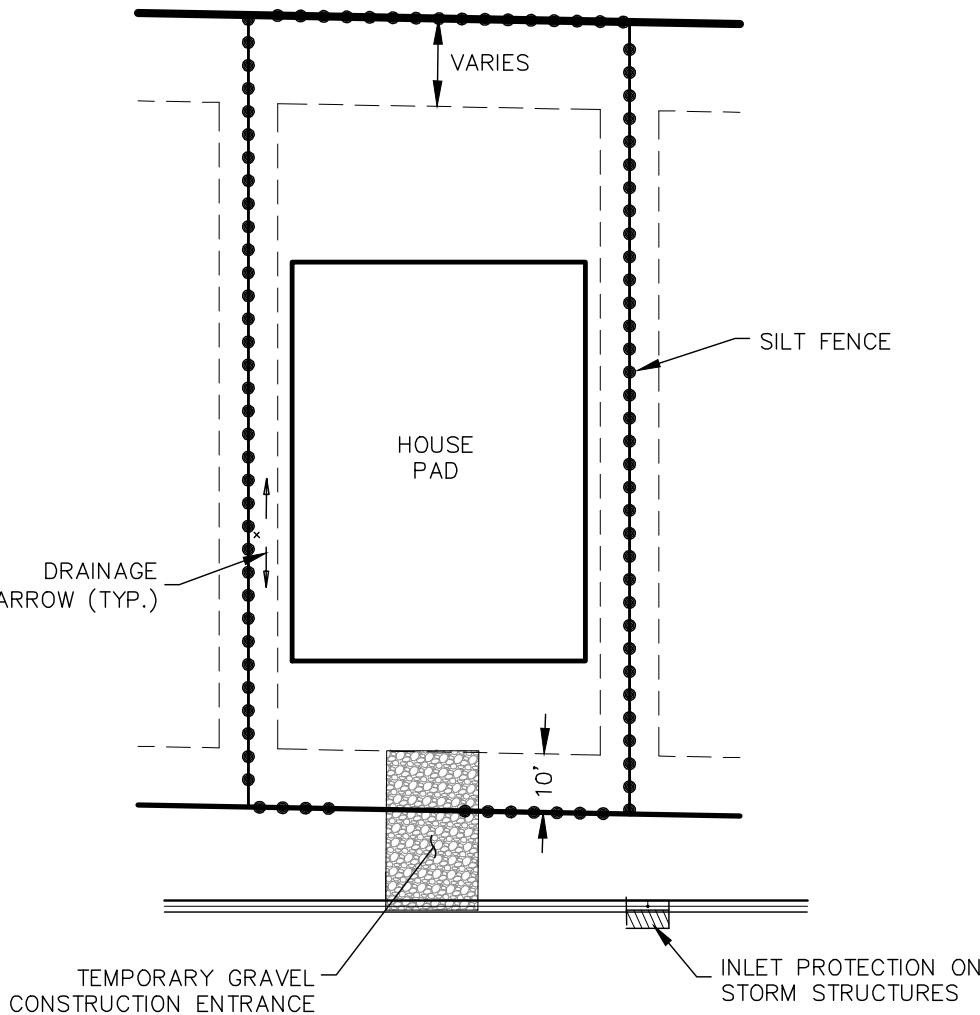
OUTLET CONTROL STRUCTURE POND 100



SPLITTER STRUCTURE FOR STORMWATER WETLAND 101
(STRUCTURE 101)



INDIVIDUAL LOT EROSION CONTROL



NOTES:

1. INSTALL SILT FENCE AROUND FRONT AND SIDE PROPERTY LINES. INSTALL REAR YARD SILT FENCE AROUND LOT CONSTRUCTION LIMITS.
2. INSTALL TEMPORARY GRAVEL CONSTRUCTION ENTRANCE PER LOT. ENTRANCE SHOULD BE 30' IN LENGTH, IF POSSIBLE AND CONSIST OF 2-3 INCH CLEAN CRUSHED STONE OR RECYCLED CONCRETE.
3. INSTALL INLET PROTECTION ON ALL STORM STRUCTURES SUSCEPTIBLE TO RUNOFF FROM LOT CONSTRUCTION.

LEGEND CALL BEFORE YOU DIG 811 Know what's below. Call before you dig. EXISTING PROPOSED PROPERTY LINE EASEMENT LINE CURB LINE BITUMINOUS CONCRETE SANITARY SEWER STORM SEWER DRAINAGE WATER MAIN OVERHEAD UTILITY STORM CATCH BASIN STORM MANHOLE OUTLET CONTROL STRUCTURE FLARED END SECTION RAIN GUARDIAN RIP RAP MANHOLE HYDRANT GATE VALVE TELEVISION BOX TELEPHONE BOX UTILITY POLE RETAINING WALL FENCE 10' CONTOUR 20' CONTOUR CCWD FLOODPLAIN WETLAND LINE		NOTES 1. I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota. 2. I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota. 3. I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota. 4. I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota. 5. I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota. 6. I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota. 7. I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota. 8. I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.		WETLAND SUMMARY WETLAND FILL: 9,455 S.F. (0.22 Ac.) NOTE: WETLAND REPLACEMENT CREDITS TO BE PURCHASED IN LIEU OF ONSITE REPLACEMENT.		BENCHMARK 1. Minnesota Department of Transportation Geodetic GSID Station No. 95093 (MnDOT Name: maranatha) - Elevation 906.028 ft. (NAVD88) 2. Minnesota Department of Transportation Geodetic GSID Station No. 95094 (MnDOT Name: shanda) - Elevation 912.85 ft. (NAVD88)	
CARLSON MCCAIN ENGINEERING SURVEYING ENVIRONMENTAL 3890 PHEASANT RIDGE DR NE SUITE 100 BLAINE, MN 55449 TEL 763.489.7900 FAX 763.489.7959 CARLSONMCCAIN.COM		POBUDA ENTERPRISES, LLC 2221 108th Lane NE Blaine, MN 55449		KATIES GLEN Wyoming, MN		PRELIMINARY GRADING & EROSION CONTROL PLAN	

**UNAPPROVED MINUTES
PLANNING COMMISSION
CITY OF WYOMING, MINNESOTA
JANUARY 9, 2024
7:00PM**

CALL TO ORDER:

Planning Commission Chairman Lobermeier called the Regular Meeting of the Wyoming Planning Commission for January 9, 2024 to order at 7:00 PM and explained that Commissioner Naumann had resigned.

CALL OF ROLL:

On a Call of the Roll the following members of the Wyoming Planning Commission were present: Mark Lobermeier, Katie West, and Dan Iverson

ABSENT: Commissioner Mark Holl and Michael Naumann (resigned)

Also Present: Fred Weck Zoning Administrator, City Planner Kim Lindquist, and Council Liaison Lisa Iverson

DETERMINATION OF A QUORUM:

PLEDGE OF ALLEGIANCE:

OPEN FORUM: NONE

APPROVAL OF MINUTES:

1. Consider approving the minutes of the “Regular Meeting” of the Wyoming, Minnesota Planning Commission for December 12, 2023

A MOTION WAS MADE BY COMMISSIONER WEST, SECONDED BY COMMISSIONER IVERSON, TO APPROVE THE MINUTES OF THE “REGULAR MEETING” OF THE WYOMING, MINNESOTA PLANNING COMMISSION FOR DECEMBER 12, 2023, AS SUBMITTED.

<i>Voting Aye:</i>	<i>West, Iverson, and Lobermeier</i>
<i>Voting Nay:</i>	<i>None</i>
<i>Abstain:</i>	<i>None</i>
<i>Absent:</i>	<i>Holl</i>

PLANNING COMMISSION REORGANIZATION:

2. Appoint Planning Commission Officers and Meeting Date Changes

Chair

MOTION BY COMMISSIONER WEST, SECONDED BY COMMISSIONER IVERSON, TO APPOINT MARK LOBERMEIER TO SERVE AS CHAIR.

<i>Voting Aye:</i>	<i>West, Iverson, and Lobermeier</i>
<i>Voting Nay:</i>	<i>None</i>

Abstain: *None*
Absent: *Holl*
Vice-Chair

MOTION BY COMMISSIONER LOBERMEIER, SECONDED BY COMMISSIONER IVERSON, TO APPOINT KATIE WEST TO SERVE AS VICE-CHAIR.

Voting Aye: *West, Iverson, and Lobermeier*
Voting Nay: *None*
Abstain: *None*
Absent: *Holl*

Joint Park Planning Board

MOTION BY COMMISSIONER LOBERMEIER, SECONDED BY COMMISSIONER WEST, TO APPOINT KATIE WEST AND DAN IVERSON TO SERVE ON THE JOINT PARK PLANNING BOARD.

Voting Aye: *West, Iverson, and Lobermeier*
Voting Nay: *None*
Abstain: *None*
Absent: *Holl*

Meeting Rescheduling: February 27, 2024; August 13, 2024; and December 24, 2024

MOTION BY COMMISSIONER WEST, SECONDED BY COMMISSIONER IVERSON, TO RESCHEDULE THE FEBRUARY 27, 2024 MEETING TO FEBRUARY 28, 2024; THE AUGUST 13, 2024 MEETING TO AUGUST 14, 2024; AND TO CANCEL THE DECEMBER 24, 2024 MEETING AS SCHEDULED.

Voting Aye: *West, Iverson, and Lobermeier*
Voting Nay: *None*
Abstain: *None*
Absent: *Holl*

SCHEDULED PUBLIC HEARINGS: NONE

NEW BUSINESS

3. Final Plat: D-23-004 Katie's Glen

Location: Goodview Avenue between 255th and 258th Streets

Applicant: Dahlquist Land Holdings, LLC

Property ID Number: 21.10140.00

City Planner Lindquist reviewed the Final Plat for Katie's Glen and noted that the previous Preliminary Plat was approved by the Council about a year ago. She explained that with the Final Plat the main charge for the Commission is to check that the Preliminary Plat is in substantial compliance with the Final Plat. She clarified that they were not really in the position to re-adjudicate the issues that may have come up in previous discussions. She explained that the Final Plat looks very much like the Preliminary Plat, but noted that it appeared as though the house pads may be slightly smaller than the initial plans had illustrated. She stated that this is a

new builder and they have now decided on a new building pad. She explained that the new builder is aware that the City would like them to save as many trees as possible, so they have added a condition that requires the property owner to stake the erosion control and silt bed. She stated that the City and the applicant can then go out and walk the site and make any adjustments possible in order to preserve additional trees that may be close to this line and will not hamper the grading plan. She reviewed details of the proposed layout, roadway, and trail connection. She explained that staff was hopeful that there may be a way to tighten up some of the contours, especially on the eastern edge and do some more tree preservation. Staff is recommending approval subject to the 11 conditions included in the staff report.

Commissioner Iverson asked about the change in the silt line and asked for clarification of where that was depicted on the diagram.

City Planner Lindquist explained that the applicant will stake out the silt fence and then that line in is where they will remove all the trees.

Commissioner Iverson asked if the line had been moved inward.

City Planner Lindquist clarified that it had not been moved yet and reiterated that plan was to stake the line and then walk it with the City to see if there may be modifications made so that additional trees that could be saved.

Commissioner West asked about the walking path and noted that it almost appears to be in someone's backyard of Lot #4 and asked if it connected to Goodview behind the properties. She explained that she did not want the trail to just end in someone's backyard.

A representative for Dahlquist Land Holdings, explained that was more of a maintenance access for the pond and noted that they want to make this a beautiful property for the City. He stated that he was a tree lover and had no problem working around every possible tree they can.

Chair Lobermeier asked if there were landscape plans or screening along the south property line.

The Dahlquist representative explained that there were trees there that could be saved.

Chair Lobermeier asked if there were any additional plantings planned in this area beyond what was already there.

Mayor Iverson explained that there was a lot of angst about those trees being gone and what that will mean to the wildlife in the area.

Zoning Administrator Weck displayed the landscape plans.

Chair Lobermeier explained that the plans had answered his questions because they show a fair amount of landscape plantings along the perimeter.

Commissioner Iverson referenced Block 2, Lot #9 on the north end of the project and suggested that they also add some additional screening in that area because it is in close proximity to another home.

Chair Lobermeier stated that along the south property line there is kind of a low spot that is graded between Lot #6 and Lot #7. He noted that he just wanted to make sure that there would not be any water going to the properties to the south.

Zoning Administrator Weck explained that he believed the diagram shows the arrow going towards Goodwin Lane.

MOTION BY COMMISSIONER LOBERMEIER, SECONDED BY COMMISSIONER IVERSON, TO RECOMMEND APPROVAL OF FINAL PLAT: D-23-004 KATIE'S GLEN,

LOCATED AT GOODVIEW AVENUE BETWEEN 255TH AND 258TH STREETS FOR APPLICANT - DAHLQUIST LAND HOLDINGS, LLC, PROPERTY ID NUMBER - 21.10140.00, SUBJECT TO THE 11 CONDITIONS OUTLINED IN THE STAFF REPORT.

Voting Aye: West, Iverson, and Lobermeier
Voting Nay: None
Abstain: None
Absent: Holl

OLD BUSINESS:

COMMUNICATIONS:

4. Chisago County Collaborative Initiative (CCCI)

Zoning Administrator Weck stated that he had sent out an invitation to the Commission for the Chisago County Collaborative Initiative meeting and noted that he feels it may be a good place to get some ideas of what they are trying to do.

Chair Lobermeier stated for the next agenda, he would like to add an agenda item for the next meeting about goals and what the Planning Commission would like to accomplish in 2024. He asked Mayor Iverson to let them know anything that the Council would like them to include on their list.

UPDATES:

All Safe Global CUP Amendment and Site Plan Review were approved by the City Council.

A MOTION WAS MADE BY COMMISSIONER WEST, SECONDED BY COMMISSIONER IVERSON, TO ADJOURN THE JANUARY 9, 2024 "REGULAR MEETING" OF THE WYOMING, MINNESOTA PLANNING COMMISSION AT 7:26 PM.

Voting Aye: West, Iverson, and Lobermeier
Voting Nay: None
Abstain: None
Absent: Holl

RESERVED FOR RECORDING DATA

RESOLUTION NO. 24-01-08

**RESOLUTION APPROVING THE FINAL PLAT OF
"KATIE'S GLEN"
AT
PROPERTY ID NUMBER 21.10140.00**

WHEREAS, the City of Wyoming is a political subdivision, organized and existing under the laws of the State of Minnesota; and,

WHEREAS, the City Council of the City of Wyoming has adopted zoning and subdivision regulations, per Ordinances 2009-4 and 2010-08, including subsequent amendments, to promote the orderly, economic and safe development and utilization of land within the City; and,

WHEREAS, Jeff Dahlquist of Dahlquist Land Holdings LLC has applied for approval of the Final Plat of Subdivision to allow the creation of a residential development consisting of thirty-nine (39) lots for single-family homes on the property legally described as:

The North 330 feet of the South 990 feet of the Southwest Quarter of the Northwest Quarter of Section 28, Township 33 North, Range 21 West, Chisago County, Minnesota.

AND

The North 330 feet of the South 660 feet of the Southwest Quarter of the Northwest Quarter of Section 28, Township 33 North, Range 21 West, Chisago County, Minnesota.

EXCEPT that port of the West 384.14 feet of the North 330.00 feet of the South 660.00 feet of the Southwest Quarter of the Northwest Quarter of said Section 28, which lies Southerly of a line described as follows:

Commencing at the Southwest corner of North 330.00 feet of the South 660.00 feet of the Southwest Quarter of said Northwest Quarter; thence on an assumed bearing of North 0 degrees 16 minutes 17 seconds West, along the West line of the North 330 feet of said South 660.00 feet 200.53 feet to the point of beginning; thence North 89 degrees 43 minutes 43 seconds East, 280.00 feet; thence easterly along a tangential curve concave to the South having a radius of 505.00 feet and a central angle of 12 degrees 31 minutes 25 seconds, 103.82 feet to the East line of the West 384.14 feet of the North 330.00 feet of said South 660.00 feet.

WHEREAS, on January 9, 2024 the Planning Commission held a public meeting in accordance with the Ordinance and laws of the State of Minnesota; and,

WHEREAS, the City Council and Planning Commission have reviewed the application, as submitted, and have made the following findings of fact:

1. The requirements of Article III, Division 3, "The Final Plat", as contained in the City of Wyoming Subdivision Ordinance have been complied with.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Wyoming hereby **GRANTS** the Final Plat as requested by the applicant with the following conditions:

1. All required local, state and/or federal permitting must be obtained.
2. Compliance with all Engineering Comments provided on the marked-up Plat drawings dated 11/21/2023.
3. An NPDES permit will be required and compliance with all NPDES permit requirements will need to be confirmed. A SWPPP will be required consistent with NPDES permit requirements.
4. MPCA Sanitary Sewer and Minnesota Department of Health Watermain Extension Permits are required.
5. The applicant meet the park dedication requirements by providing \$70,200 in lieu of land dedication.
6. A sign plan be submitted illustrating the planned signage for the proposed roadway.
7. All appropriate permitting be obtained from the CLFLWD, including both a stormwater and erosion control permit.
8. All by laws, Property Owner's Association Articles of Incorporation, and Protective Covenants must be approved by the City Attorney and filed with the record plat. These covenants must be adhered to and cannot be changed without the approval of the City Council.

9. The developer shall submit a surety in the form of a cash deposit or letter of credit guaranteeing to complete the work in substantial compliance with the approved street, utility, grading, and drainage plans. The surety must remain in place until the site work is completed and approved by the city. The City Engineer must approve the surety amount and the City Attorney must approve the terms if a letter of credit is used.
10. The applicant shall stake the erosion control/tree preservation line and meet with the City representative on site to determine if additional trees can be saved on the site. The site visit and final delineation of tree preservation line shall be made prior to any tree clearing occurring on the site.
11. The developer enter into a Development Agreement, the terms and provisions of which must be approved by the City Attorney, between the property owner, the developer, and the city, and must be executed prior to construction beginning on the improvements in the development.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING THIS 16th DAY OF JANUARY 2024.

Lisa Iverson, Mayor

ATTEST:

This Document Drafted by:
The City of Wyoming
26885 Forest Boulevard
Wyoming, Minnesota 55092

Robb Linwood, City Administrator



Request for Council Action

Date: January 12, 2024

Presented to: Mayor Iverson and City Council Members

Presented by: Grant MacFarlane, Assistant City Administrator

Department: Administration

Reference: Dog Park Project

Method: New Business

Background Information:

The Park Advisory Commission (PAC) held numerous discussions in 2023 regarding the possible addition of a dog park into the community, with a strong focus on the open green space adjacent to the Police Department building as a suitable location. The proposed dog park would remain operational for the warmer seasons and close yearly in the winter. The PAC saw this project as an excellent opportunity to add a new amenity to the Wyoming community.

The scope of work for the proposed dog park consists of two components; establishing a gravel parking area (~4560 sq./ft) to be connected to the Police Department's existing parking lot and the installation of roughly 340 linear feet of chain link fencing on the proposed .49-acre dog park site. In addition to the linear fencing, the fencing contractor will also be installing a two-layer gated fence to serve as the park entrance as well as a double swing gate. The double swing gate is required to allow larger riding lawnmowers access to the site and will remain locked when the park is not being maintained. It is estimated that this project would take less than a week to complete. Please see the attached high-level map of the proposed dog park and gravel parking area.

The PAC is also recommending that the following items be purchased for use at the proposed dog park: a dog waste bag station to provide on-site bags for pet owners to utilize, a commercial waste receptacle to allow for proper disposal of bags, and a "Dog Park Rules" sign highlighting expected conduct in the park to be displayed at the entrance.

Contractor/Product	Quote/Estimate
Cyclone Fencing	\$10,253.00
True North Contractors (Gravel)	\$5,810.00
Dog Waste Station	\$150.00
Commercial Waste Receptacle	\$500.00
Dog Park Rules Sign	\$35.00
Total (Shipping Not Included)	\$16,748.00

Recommendation: To approve the addition of a public dog park to be located adjacent to the Wyoming Police Department facility (7665 Wyoming Trail, Wyoming, MN 55092).





[Zero Waste USA](#)

Mini Dog Waste Station / Roll Bag System (Green)

\$149.77

Price when purchased online ⓘ

[Add to cart](#)

How do you want your item?



Shipping
Arrives Dec 11
Free



Pickup
Not available



Delivery
Not available

Delivery to [Wyoming, 55092](#)



Sold and shipped by **Mutt Mitt**

★★★★☆ 14 seller reviews

[View seller information](#)



Free 90-day returns [Details](#)



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Outdoor Trash Cans

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Lids & Liners

Home > Outdoor Trash Cans > SuperSaver™ Receptacles



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SuperSaver™ Receptacles

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Save 16% (594) **\$498.85** Quantity discounts available

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Quantity Discounts

Quantity	6
Price	\$468.85

Product Configuration

Select Color



Selected Color : Blue

Lid Type



DOG PARK RULES

- Use park at your own risk
- Owners are legally responsible for the behavior of their dog(s) at all times
- Dogs must be leashed while entering and exiting the park
- Dog waste must be cleaned up by their owners IMMEDIATELY
- Owners must be within the dog park and supervising their dog with leash readily available
- Dog handlers must be at least 16 years of age
- Children under 13 must be accompanied by an adult and supervised at all times
- Aggressive dogs must be removed immediately
- Dogs should be under voice control

PROHIBITED:

- Human & dog food/treats
- Sick Dogs
- Glass Containers
- Aggressive Dogs
- Dogs in heat
- Puppies (under 4 months)

SmartSign 18 x 12 inch "Dog Park Rules" Metal Sign, 63 mil Aluminum, 3M Laminated High-Intensity Grade Reflective Material, Green and White

Visit the SmartSign Store

4.8 ★★★★★ 52 ratings

\$34⁹⁵

Color: 12" x 18" 3M HI Reflective Aluminum



Brand	SmartSign
Size	12" x 18"
Color	12" x 18" 3M HI Reflective Aluminum
Material	High Intensity Reflective Aluminum Sign
Mounting Type	Wall Mount
Item Weight	1.3 Pounds
Pre-printed	Letter
See more	

About this item

- **DURABLE ALUMINUM:** 'Dog Park Rules' signs are made of 63 mil thick rustproof aluminum. They are laminated for protection and use 3M reflective High-Intensity Grade film, assuring more than 10 year durability.
- **EASY INSTALLATION:** All signs come with rounded, burr-free corners and 3/8 inch punched and pre-cleared holes. Signs mount to U-channel posts, square or round galvanized posts, wooden posts, and chain-link fences.

\$34⁹⁵

FREE delivery **December 5 - 6.**
Details

Delivering to Forest Lake 55025 -
Update location

Usually ships within 5 to 6 days

Qty: 1

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Buy Now

Ships from SmartSign
Sold by SmartSign
Returns Returnable until Jan 31, 2024
Payment Secure transaction

Add to List



Maximum Fine Public Health Law



749 220th Ave
Somerset, WI, 54025
715-247-5718
cyclonefenceinc@gmail.com
www.acyclonefence.com

Cyclone Fence

Estimate

For: Grant MacFarlane
gmacfarlane@wyomingmn.org
7665 Wyoming Trl
Wyoming, MN, 55092-8321
651-272-5504

Estimate No: 3984
Date: 09/27/2023

Description	Amount
Installation of 340' of 9ga 4' tall galvanized chain link, with 12 - 2 1/2" terminals, and 2 - 4' wide single gates. Materials, labor, and taxes included. Permit done by owner if needed.	\$9,421.00
Lower posts on existing fence: \$Free	
Add 1 - 8' wide by 4' tall double gate	\$832.00
Subtotal	\$10,253.00
Total	\$10,253.00
Total	\$10,253.00

Terms and Conditions

1. Due to crews working at different rates each day, weather, and other events, we cannot supply an exact installation date. We can only give an estimated date.
 2. If a customer approves a special order job and decides to cancel, customer is required to pay the full material cost presented by Cyclone Fence.
 3. The customer is responsible of location of fence.
 4. The customer is solely responsible for any errors in the location of fence.
 5. Any permits required are the homeowners responsibility.
 6. Customer is responsible for all private lines including, but not limited to, sprinkler, gas, and electric (not marked by Diggers Hotline).
 7. Any hand digging, brush cutting, digging through rock, or grading may be subject to additional charges.
 8. Credit cards are subject to 3% fee.
 9. All invoices are due the day the fence is complete.
- By approving the quote you are agreeing to all terms and conditions

Photo 1



ESTIMATE



Prepared For

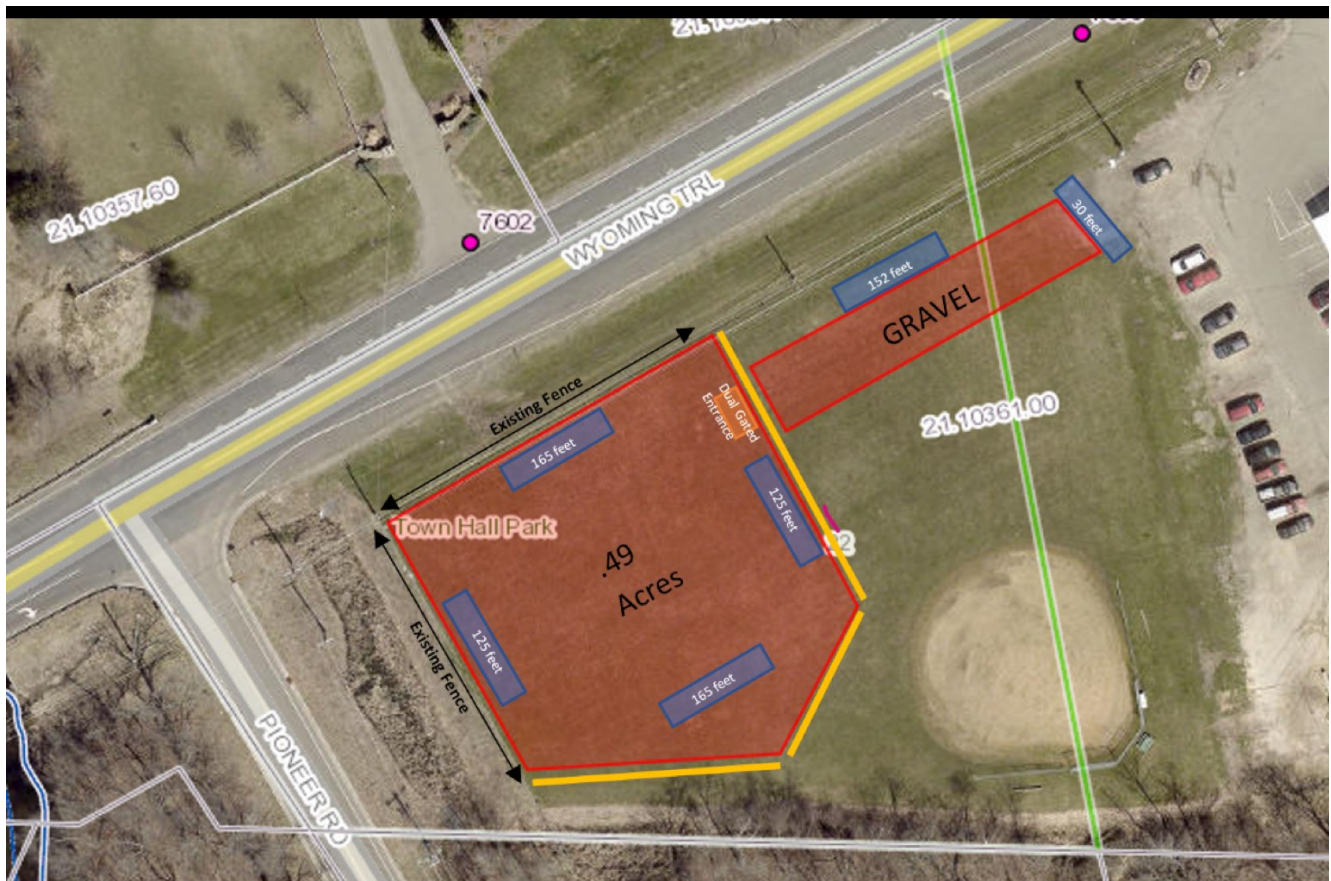
Grant (City Of Wyoming)
7665 Wyoming Trail
Wyoming , Mn

True North Contractors L.L.C.

4445 397th St
North Branch, MN 55056
Phone: (612) 900-7854
Email: truenorthcontractor@gmail.com

Estimate # 2054
Date 11/29/2023

Description	Total
Scrape existing vegetation	\$850.00
Scrape vegetation Prep for gravel install Level and grade	
Haul vegetation off site	\$1,000.00
\$250/load Approx 4 loads Actual loads may vary 80T	
Install Class 5	\$3,960.00
Deliver spread grade and compact with vibratory roller 152x30 @ 5" 120T	
Subtotal	\$5,810.00
Total	\$5,810.00



By signing this document, the customer agrees to the services and conditions outlined in this document. Estimate prices are good for 30 days.

Mike Weidenhamer

Grant (City Of Wyoming)



Request for Council Action

Date: January 16, 2024

Presented to: Mayor Iverson and City Council Members

Presented by: Joe Keding, Acting Public Works Superintendent

Department: Public Works

Reference: Approval for Purchase of 2024 F-350 Super Crew Chassis

Method: New Business

Background Information:

As part of the 2024 Utility CIP, a replacement of Unit 905 is scheduled. Unit 905 is a 2014 F-350 pick-up that is used for maintenance and repair of sanitary lift station pumps and other necessary utility division services within the city. The current truck has begun to age and has seen an increase in the number of necessary repairs needed to maintain its preparedness as a critical function in the fleet. The window for ordering this will soon close and there is no guarantee that all order submissions will be fulfilled. This truck will also be required to be outfitted with a service body and crane.

Staff is currently working with multiple vendors to design a build that will best serve the duties and anticipated life span of the new truck. Staff will submit a proposal on the outfitting when ready. Staff will not order the service body and crane until a delivery date of the chassis is confirmed. If staff orders the body/crane and no chassis is delivered this year, the vendor may still require payment for the equipment. Current lead times on the service bodies range from 18 to 30 weeks. This request for action is for the 2024 F-350 Super Crew Chassis only.

Recommendation: The Public Works Department is requesting council approval for the purchase of the aforementioned chassis for \$53,063.86 from Boyer Ford. Boyer Ford is the 2024 State Contract approved vendor of chassis #BF57. When the quote for the service body becomes available, staff will submit a request for approval to the council.

RESOLUTION NO. 24-01-09

A RESOLUTION APPROVING PAYMENT TO BOYER TRUCKS FOR A 2024 F-350 SUPER CREW CHASSIS IN THE AMOUNT OF \$53,063.86

WHEREAS, Public Works utilizes F-350s in our fleet and these trucks are used year-round for hauling different materials and general duties; and

WHEREAS, The City has scheduled Unit 905, a 2014 F-350 pick-up that is used for maintenance and repair of sanitary lift station pumps and other necessary utility services within the City, for replacement as a part of the 2014 Utility CIP; and

WHEREAS, The City has been working with multiple vendors to design a build for a 2024 F-350 Super Crew Chassis that will best fit the needs of our community; and

WHEREAS, The window for ordering the 2024 F-350 Super Crew Chassis is now open; and

WHEREAS, The State Bid price for the 2024 F-350 Super Crew Chassis is \$53,063.86 from Boyer Trucks in Lauderdale, MN.

NOW, THEREFORE BE IT RESOLVED, the City of Wyoming authorizes the purchase of the chassis of a 2024 F-350 Super Crew Chassis from Boyer Ford Trucks on a state bid contract in the amount of \$53,063.86.

HEREUPON SAID RESOLUTION WAS DECLARED DULY PASSED AND ADOPTED THIS 16th DAY OF JANUARY, 2024.

CITY OF WYOMING

By: _____
Lisa Iverson, Mayor

ATTEST:

Robb Linwood, City Administrator/Clerk