

**AGENDA
CITY COUNCIL
REGULAR MEETING
CITY OF WYOMING, MINNESOTA
FEBRUARY 6, 2024
7:00 PM**

CALL TO ORDER:

CALL OF ROLL:

DETERMINATION OF A QUORUM:

PLEDGE OF ALLEGIANCE:

OPEN FORUM:

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

APPROVAL OF MINUTES:

1. Consider approving the minutes of the "Regular Meeting" of the Wyoming, Minnesota City Council for January 16, 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.

2. Consider authorizing the payment of recommended bills, payroll and journal entries for the period of January 17, 2024 to February 6, 2024
3. To consider the resignation of Christopher Hirsch from the Wyoming Police Department effective January 25, 2024
4. To consider approving a solicitation permit for Cody Strong of Mad City Windows located at 2621 Fairview Ave N, Roseville, MN 55113 for 2024 for the hours of 10:00 a.m. to 5:00 p.m.
5. To consider an inspection services agreement by and between the City of Wyoming and

the City of East Bethel for Advanced Septic Inspections

6. To consider **Resolution 24-02-10** a resolution appointing Election Judges for the Presidential Nomination Primary of 2024
7. To consider **Resolution 24-02-11** a resolution approving the purchase and installation of a new control panel for lift station #11 in the amount of \$40,507.00
8. To consider resolution **24-02-12** a resolution to approve the purchase of Rescue Air Lifting Bags from Jefferson Fire and Safety for the Wyoming Public Safety Department in the amount of \$10,768.56.
9. To consider approving payment to the League of Minnesota Cities for Workers Compensation Insurance for February 2024 to February 2025 in the amount of \$119,822
10. To consider **Resolution 24-02-13** a resolution declaring certain vehicles as surplus property for disposal and authorizing the police department to dispose of the vehicles through online auction

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

11. Report of the Public Safety Director, Neil Bauer, for February 1, 2024
12. Report of City Building Official, Fred Weck, IV for January 30, 2024.
13. Report of City Engineer Mark Erichson, WSB for February 1, 2024
14. Report of City Attorney, Tom Loonan, Eckberg Lammers for February 1, 2024.

COMMUNICATIONS:

15. Midcontinent City of Wyoming Compass Lake Blvd project Update

OLD BUSINESS:

NEW BUSINESS:

16. To consider the hiring of Derek Heath for the Police Officer position with a tentative start date of February 26, 2024
17. To consider resolution **24-02-14** a resolution to approve the purchase of a 2024 Polaris Ranger XP and Mattracks for Wyoming Public Safety in the amount of \$57,619.80
18. To consider a proposal from WSB Engineering for the Railroad Park Project Phase 2
19. To consider **Resolution 24-02-15** a resolution approving plans and specifications and ordering advertisement for bids for 2024 Trunk Watermain and Forcemain Improvements

- 20.** To consider a City of Wyoming council work session on February 20th, 2024
- 21.** To consider a City of Wyoming council special meeting on February 13, 2024
- 22.** To consider entering a closed session under MN state statute 13D.05 Subd. (2) (3) and (4) for a personnel matter.
- 23.** To consider the hiring of Steve Reeves as Public Works Superintendnet for the City of Wyoming

COUNCIL REPORTS:

ADJOURN

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

CALL TO ORDER:

Mayor Lisa Iverson called the Regular Meeting of the Wyoming City Council for January 16, 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: Nick Vivian, 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:

- 1. Led by Boy Scout Troop #142**

OPEN FORUM:

- 2. To consider the retirement of John Hastings, Sr. from the Wyoming Fire Department**

Public Safety Director Bauer – Explained that John Hastings, Sr. had submitted a letter of resignation after serving the City for 35 years in the Fire Department and his last day will be January 31, 2024. He presented a plaque to Mr. Hastings in recognition of his remarkable achievement, commitment, and dedication to the community.

Mayor Iverson – Expressed the City's gratitude for Mr. Hastings 35 years of service to the community. She also thanked Mr. Hastings family for their support of his service.

There was a round of applause for Mr. Hastings.

- 3. Swearing in of Officer Chris Hirsch as a Wyoming Police Officer**

Public Safety Director Bauer – Introduced Chris Hirsch and shared some background information regarding the values of the Department.

Mayor Iverson – Administered the swearing in of Officer Chris Hirsh.

There was a round of applause for Officer Hirsch.

Mayor Iverson recessed the meeting at 7:08 p.m. and reconvened at 7:13 p.m.

APPROVAL OF MINUTES:

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

A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE THE MINUTES OF THE “REGULAR MEETING” OF THE WYOMING, MINNESOTA CITY COUNCIL FOR JANUARY 2, 2024 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.

5. To 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 (pulled for separate discussion)~~
7. To consider approving the Wyoming Pay Equity Report prepared by Abdo Financial utility the Minnesota Management and Budget web-based pay equity system as required by the State of Minnesota Local Government Pay Equity Act

Mayor Iverson – Asked to pull item #6 for discussion.

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

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

Voting Nay: None

Abstain: None

Absent: None

#6 - To consider the resignation of Assistant Public Works Superintendent Joe Keding from the Public Works Department effective January 23, 2024

Mayor Iverson – Explained that she wanted to thank Acting Public Works Superintendent Keding for his service to the City and the great work he has done. She stated that Mr. Keding would be greatly missed, but the City wished him well in his next endeavor.

City Administrator Linwood – Stated that he would also like to thank Mr. Keding for his willingness to step into the Acting Public Works Superintendent role and noted that he had done an excellent job with it for the City. He suggested that if the Council accepts this resignation that they also authorize advertising for the Assistant Public Works Superintendent position.

A MOTION WAS MADE BY COUNCILMEMBER IVERSON, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE CONSENT AGENDA ITEM #6, THE RESIGNATION OF ASSISTANT PUBLIC WORKS SUPERINTENDENT JOE KEDING FROM THE PUBLIC WORKS DEPARTMENT EFFECTIVE JANUARY 23, 2024, AND AUTHORIZE ADVERTISEMENT FOR THIS POSITION

Voting Aye: Schilling, Luger, Ohnstad, Iverson

Voting Nay: Nanko Yeager

Abstain: None

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

City Administrator Linwood – Shared information from the Minnesota Department of Health and explained that they monitor the radium in the City's wells. He stated that the updated reports have also been forwarded to WSB for review.

Council Member Nanko Yeager – Noted a discrepancy between the samples collected in May and those collected in July and asked if this difference was usual.

City Engineer Erichson – Explained that he had not had a chance to review this information yet and had also passed the reports along to the Water Engineering staff at WSB for review. He stated that once they have a chance to analyze this information more closely, they will report back to the Council.

13. 2024 Street Project Neighborhood Meeting Notice

City Engineer Erichson – Stated that they have been working on the front end things for the feasibility study and part of that is meeting with property owners in order to get their input. He stated that the Neighborhood Meeting related to the 2024 Street Project is scheduled for January 23, 2024 at 6:00 p.m. at City Hall.

OLD BUSINESS

14. To consider a July 2024 Budget Work Session meeting date for the 2025 budget

City Administrator Linwood – Explained that, due to some scheduling issues with the Council, staff was recommending moving the Budget Work Session meeting to July 16, 2024 at 5:30 p.m.

A MOTION WAS MADE BY COUNCILMEMBER OHNSTAD, SECONDED BY COUNCILMEMBER SCHILLING, TO SCHEDULE A BUDGET WORK SESSION MEETING ON JULY 16, 2024 AT 5:30 P.M.

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

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

Zoning Administrator/Building Official Weck – Explained that the Katie's Glen development had been before the Council about a year ago with a different owner and the new owner has now brought forward a Final Plat. He reviewed the Final Plat details and explained that the Planning Commission recommended approval.

A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE 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

Voting Aye: Schilling, Luger, Ohnstad, Iverson

Voting Nay: Nanko Yeager

Abstain: None

Absent: None

16. To consider the addition of a dog park to be located next to the Wyoming Police Department/Public Works Property (7665 Wyoming Trail)

Assistant City Administrator MacFarlane – Reviewed details of the Park Advisory Commission recommendation for the addition of a dog park at Town Hall Park which is next to the existing Public Safety building.

Mayor Iverson – Asked if there were plans to install any benches in this area so people would have somewhere to sit while their dogs are running around.

Assistant City Administrator MacFarlane – Explained that the PAC had not discussed that specifically, but he felt that it could be considered.

Mayor Iverson – Asked if Public Works staff would mow the grass in the park.

Assistant City Administrator MacFarlane - Stated that the City currently contracts with an outside vendor for the mowing, so this area would be continued to part of their responsibilities.

Mayor Iverson - Asked if the proposed waste bags would be coming out of the PAC budget.

Assistant City Administrator MacFarlane – Confirmed that the PAC would be financing the waste bags.

Mayor Iverson – Asked if there was a possibility for some type of water feature that could be used when dogs get thirsty.

Assistant City Administrator MacFarlane – Stated that based on the PAC discussions, he believes that the intent was just for a big empty field for the dogs to play in. He noted that could be something that is considered in the future.

Council Member Nanko Yeager – Asked about the decision to not maintain it during the winter months because dogs still need to run during the winter, which can be very long in Minnesota.

Assistant City Administrator MacFarlane – Explained that one of the issues with winter maintenance was the dog waste but also that this area used to be a swamp, so at times in the spring it can become a big muddy area.

Council Member Ohnstad – Noted that the PAC had discussed the possibility of keeping the dog park open year round after they see how it worked out in the warmer months of the year.

Council Member Nanko Yeager – Confirmed that the funds would come out of the Park Development Fund.

A MOTION WAS MADE BY COUNCILMEMBER IVERSON, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE THE ADDITION OF A DOG PARK TO BE LOCATED NEXT TO THE WYOMING POLICE DEPARTMENT/PUBLIC WORKS PROPERTY (7665 WYOMING TRAIL)

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

Voting Nay: None

Abstain: None

Absent: None

- 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**

City Administrator Linwood – Reviewed the request for a 2024 F-350 Super Crew Chassis for Public Works. He noted that staff had decided to hold off with the remainder of the outfitting for the truck until they confirm that the order has been accepted and the City will actually receive the truck. He explained that this item had already been included in the City's 2024 budget plans.

Council Member Nanko Yeager – Asked if there was an estimate on what the outfitting will cost.

City Administrator Linwood – Stated that he did not yet have that information, but knows that Acting Public Works Superintendent Keding was working on that information. He explained that the expectation is that it would fall within the budgeted amount. He noted that the old truck will go to auction when the City receives the new one.

Council Member Ohnstad – Asked when the City may plan on the truck being received, outfitted, and ready.

City Administrator Linwood – Stated that because this is a high demand vehicle, they are hoping to have it by the summer.

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER SCHILLING, TO APPROVE 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

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

Voting Nay: None

Abstain: None

Absent: None

COUNCIL REPORTS:

Council Member Ohnstad – Attended the Park Advisory Commission meeting.

Council Member Nanko Yeager – No report.

Council Member Luger – No report.

Council Member Schilling – No report.

Mayor Iverson – Attended the EDA and Planning Commission meetings.

A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER LUGER, TO ADJOURN THE JANUARY 16, 2024 “REGULAR MEETING” OF THE WYOMING, MINNESOTA CITY COUNCIL REGULAR MEETING AT 7:34 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:
FEBRUARY 6, 2024
7:00PM

For Check Dates 01/30/2024 to 01/30/2024

Check Number Name			Check Date
Text Label	55799	PACIFIC LIFE INSURANCE	01/30/2024
Item Code	GL Number	Amount	
ROTH	101-0000-21712	250.00	
		250.00	
Text Label	55800	LAW ENFORCEMENT LABOR	01/30/2024
Item Code	GL Number	Amount	
UNION POLICE	101-0000-21713	70.50	
		70.50	
Text Label	55801	CENTRAL PENSION FUND,	01/30/2024
Item Code	GL Number	Amount	
CENT PENS FUND	101-0000-21716	480.00	
		480.00	
Text Label	55802	WI SCTF,	01/30/2024
Item Code	GL Number	Amount	
WI CHILD SUPPOR	101-0000-21710	215.42	
		215.42	
Text Label	EFT1079	MN STATE RETIREMENT	01/30/2024
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	
MNDCPPRETAX	101-0000-21712	210.00	
		485.00	
Text Label	EFT1080	SELECTACCOUNT,	01/30/2024
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	EFT1081	P.E.R.A.,	01/30/2024
Item Code	GL Number	Amount	

For Check Dates 01/30/2024 to 01/30/2024

Check Number	Name	Check Date
CORD PERA	101-0000-21704	2,697.02
DCP PERA	101-0000-21704	0.00
DCP PERA MATCH	101-0000-21704	0.00
PERA CITY MATCH	101-0000-21704	3,111.95
PF PERA	101-0000-21704	3,738.05
PF PERA CITY	101-0000-21704	5,607.07
		15,154.09

Text LabelEFT1082INTERNAL REVENUE SERVICE,

01/30/2024

Item Code	GL Number	Amount
FITW	101-0000-21701	6,766.28
SOCSEC_EE	101-0000-21703	2,860.97
MEDICARE_ER	101-0000-21703	1,115.80
SOCSEC_ER	101-0000-21703	2,860.97
MEDICARE_EE	101-0000-21703	1,115.80
		14,719.82

Text LabelEFT1083STATE OF MINNESOTA,

01/30/2024

Item Code	GL Number	Amount
SITW	101-0000-21702	3,305.90
		3,305.90

Text Label

General Checking Account 10100
Total Amount Being Paid: \$36,734.56
Total Number of Checks: 9

Mayor Iverson

Councilmember Luger

Councilmember Nanko Yeager

Councilmember Schilling

Check Number	Name	Check Date
--------------	------	------------

Councilmember Ohnstad

CITY OF WYOMING
JOURNAL ENTRY
JE: 1838

Post Date: 01/31/2023
Entry Date: 02/06/2023
Description: ALLOCATION OF BOND PAYMENT

Entered By: ssaxe
Journal: GJ

GL #	Description	DR	CR
900-0000-10100	Cash	1,476,601.88	
900-0000-10400	Investments		1,476,601.88
339-7000-46010	2016A Principal	110,000.00	
339-7000-46110	2016A Interest	4,597.50	
339-0000-10100	Cash		114,597.50
338-7000-46010	2015A Principal	335,000.00	
338-7000-46110	2015A Interest	21,150.00	
338-0000-10100	Cash		356,150.00
601-7000-46010	2015A Principal	44,895.00	
601-7000-46110	2015A Interest	2,820.03	
601-0000-10100	Cash		47,715.03
602-7000-46010	2015A Principal	115,105.00	
602-7000-46110	2015A Interest	7,229.97	
602-0000-10100	Cash		122,334.97
340-7000-46010	2018A Principal	85,000.00	
340-7000-46110	2018A Interest	19,121.88	
340-0000-10100	Cash		104,121.88
337-7000-46010	2009A BABs Principal	320,000.00	
337-7000-46110	2009A BABS Interest	27,150.00	
337-0000-10100	Cash		347,150.00
341-7000-46010	2020A Principal	205,000.00	
341-7000-46110	2020A Interest	32,900.00	
341-0000-10100	Cash		237,900.00
601-7000-46010	2015B Principal	120,000.00	
601-7000-46110	2015B Interest	26,632.50	
601-0000-10100	Cash		146,632.50
Journal Total:		2,953,203.76	2,953,203.76

APPROVED BY: _____

City of Wyoming
Check Detail Register

02-01-2024 Sales tax

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
12606 01312024	02/01/2024	MN. DEPARTMENT OF REVENUE			
		101-0000-20201 SALES TAX PAYABLE		\$1.00	SALES TAX PAYABLE
Total for MN. DEPARTMENT OF REVENUE				\$1.00	

City of Wyoming
Check Detail Register

02-01-2024 Sales tax

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

General Checking Account 10100
Total Amount Being Paid: \$1.00
Total Number of Checks: 1

Mayor Iverson

Councilmember Luger

Councilmember Nanko Yeager

Councilmember Schilling

Councilmember Ohnstad

City of Wyoming Check Detail Register

1/11
February 02, 2024 08:41 AM
User: ssaxe
DR: Wyoming

02-06-2024

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
12607 94509548	02/06/2024	WEX BANK			
		101-2400-42120	MOTOR FUELS	\$63.93	MOTOR FUELS
		101-2200-42120	MOTOR FUELS	\$228.59	MOTOR FUELS
		101-2110-42120	MOTOR FUELS	\$2,119.09	MOTOR FUELS
		101-3100-42120	MOTOR FUELS	\$490.92	MOTOR FUELS
		101-5200-42120	MOTOR FUELS	\$23.29	MOTOR FUELS
		601-9425-42120	MOTOR FUELS	\$257.11	MOTOR FUELS
		602-9425-42120	MOTOR FUELS	\$257.10	MOTOR FUELS
		Total for WEX BANK		\$3,440.03	
55804 94313	02/06/2024	A-1 TIRE SERVICE INC			
		101-3100-44040	REPAIRS & MAINT.	\$1,140.24	REPAIRS & MAINT. - EQUIPMENT
		Total for A-1 TIRE SERVICE INC		\$1,140.24	
55805 483056	02/06/2024	ABDO FINANCIAL SOLUTIONS, LLC			
		101-1500-43000	PROFESSIONAL SE	\$5,583.33	PROFESSIONAL SERVICE (GENERAL)
		Total for ABDO FINANCIAL SOLUTIONS		\$5,583.33	
55806 12313441 12313944 12348078	02/06/2024	ACME TOOLS			
		101-2200-45800	OTHER EQUIPMEN	\$2,661.00	OTHER EQUIPMENT
		101-2200-45800	OTHER EQUIPMEN	\$860.00	OTHER EQUIPMENT
		101-2200-42100	OPERATING SUPPL	\$97.00	OPERATING SUPPLIES
		Total for ACME TOOLS		\$3,618.00	
55807 185939	02/06/2024	ANDERSON - KOCH FORD			
		101-3100-44040	REPAIRS & MAINT.	\$210.42	REPAIRS & MAINT. - EQUIPMENT
		Total for ANDERSON - KOCH FORD		\$210.42	
55808 326323	02/06/2024	ASPEN MILLS			
		101-2110-44080	UNIFORMS	\$1,801.49	UNIFORMS
		Total for ASPEN MILLS		\$1,801.49	
55809 01032024	02/06/2024	AT & T MOBILITY			
		101-2110-43200	COMMUNICATIONS	\$1,127.88	COMMUNICATIONS (GENERAL)
		101-2200-43200	COMMUNICATIONS	\$281.98	COMMUNICATIONS (GENERAL)
		Total for AT & T MOBILITY		\$1,409.86	
55810 60074	02/06/2024	BRICK MARKERS USA			
		404-5200-45450	IMPROVEMENTS R	\$1,575.95	IMPROVEMENTS RAILROAD PARK
		Total for BRICK MARKERS USA		\$1,575.95	

City of Wyoming Check Detail Register

2/11
February 02, 2024 08:41 AM
User: ssaxe
DR: Wyoming

02-06-2024

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
55811	02/06/2024	BRUCES FOODS			
0192					
	101-2110-42100	OPERATING SUPPL		\$11.36	OPERATING SUPPLIES
Total for BRUCES FOODS				\$11.36	
55812	02/06/2024	BS& A SOFTWARE			
151494					
	101-1500-44330	DUES & SUBSCRIP		\$1,270.00	GL/BUDGETING SYSTEM
	101-1500-44330	DUES & SUBSCRIP		\$1,077.00	ACCOUNTS PYABLE SYSTEM
	101-1400-44330	DUES & SUBSCRIP		\$1,077.00	CASH RECEIPTING
	601-9425-44330	DUES & SUBSCRIP		\$374.00	UTILITY BILLING
	602-9425-44330	DUES & SUBSCRIP		\$374.00	DUES & SUBSCRIPTIONS
	101-1400-44330	DUES & SUBSCRIP		\$465.00	PAYROLL SYSTEM
	101-2110-44330	DUES & SUBSCRIP		\$465.00	PAYROLL SYSTEM
	101-3100-44330	DUES & SUBSCRIP		\$465.00	PAYROLL SYSTEM
	101-1400-44330	DUES & SUBSCRIP		\$423.33	HUMAN RESOURCES
	101-2110-44330	DUES & SUBSCRIP		\$423.33	HUMAN RESOURCES
	101-3100-44330	DUES & SUBSCRIP		\$423.33	HUMAN RESOURCES
	101-3100-44330	DUES & SUBSCRIP		\$257.00	TIME SHEET SYSTEM
	101-1400-44330	DUES & SUBSCRIP		\$257.00	TIME SHEET SYSTEM
	101-2110-44330	DUES & SUBSCRIP		\$257.00	TIME SHEET SYSTEM
	101-2400-44330	DUES & SUBSCRIP		\$1,588.00	COMMUNITY DEVELOPMENT
	101-2400-44330	DUES & SUBSCRIP		\$669.00	FIELD INSPECTION SYSTEM
	101-1400-44330	DUES & SUBSCRIP		\$1,077.00	SPECIAL ASSESSMENT SYSTEM
	101-1400-44330	DUES & SUBSCRIP		\$1,702.00	ONLINE SERVICES
	101-1400-44330	DUES & SUBSCRIP		\$1,395.01	ONLINE EMPLOYEE WEB PORTAL
Total for BS& A SOFTWARE				\$14,039.00	
55813	02/06/2024	CAMPBELL KNUTSON			
12312023					
	101-2110-43040	ATTORNEY FEES		\$620.00	ATTORNEY FEES
Total for CAMPBELL KNUTSON				\$620.00	
55814	02/06/2024	CARGILL, INCORPORATED			
2909028706					
	101-3100-44400	SALT & SAND		\$5,838.47	SALT & SAND
2909034750					
	101-3100-44400	SALT & SAND		\$8,572.29	SALT & SAND
Total for CARGILL, INCORPORATED				\$14,410.76	
55815	02/06/2024	CHISAGO LAKES JOINT SEWAGE TRE			
14419					
	602-7000-46110	BOND INTEREST		\$922.22	BOND INTEREST
14412					
	602-7000-46110	BOND INTEREST		\$749.09	BOND INTEREST
14427					
	602-7000-46010	DEBT SRV BOND P		\$13,682.10	DEBT SRV BOND PRINCIPAL
	602-7000-46110	BOND INTEREST		\$1,554.43	BOND INTEREST
Total for CHISAGO LAKES JOINT SEWA				\$16,907.84	

City of Wyoming Check Detail Register

3/11
February 02, 2024 08:41 AM
User: ssaxe
DR: Wyoming

02-06-2024

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
55816	02/06/2024	CINTAS			
4180695066					
	101-1400-43600	CLEANING SERVIC		\$34.15	CLEANING SERVICE-CITY HALL
4180718764					
	101-2110-43600	CLEANING SERVIC		\$31.35	CLEANING SERVICE-PUBLIC SAFETY
4180695406					
	101-3100-44180	UNIFORMS		\$108.98	STREETS
	101-3100-42100	OPERATING SUPPL		\$52.73	SHOP SUPPLIES
4181399755					
	101-3100-44180	UNIFORMS		\$71.88	STREETS
	101-3100-42100	OPERATING SUPPL		\$36.83	SHOP SUPPLIES
Total for CINTAS				\$335.92	
55817	02/06/2024	CULLIGAN WATER CONDITIONING			
NOV/DEC WATER DELIVE					
	101-3100-42310	CONTRACTED SER		\$82.75	CONTRACTED SERVICES
Total for CULLIGAN WATER CONDITIO				\$82.75	
55818	02/06/2024	CUSTOMIZED SAFETY TRAINING LLC			
80632					
	101-1400-42080	TRAINING AND IN:		\$259.29	TRAINING AND INSTRUCTION
	101-2110-42080	TRAINING AND IN:		\$86.43	TRAINING AND INSTRUCTION
	101-2400-42080	TRAINING AND IN:		\$172.86	TRAINING AND INSTRUCTION
	101-1500-42080	TRAINING AND IN:		\$86.42	TRAINING AND INSTRUCTION
Total for CUSTOMIZED SAFETY TRAINI				\$605.00	
55819	02/06/2024	DUKE AERIAL, INC.			
543190-0001					
	404-5200-45800	OTHER EQUIPMEN		\$985.53	OTHER EQUIPMENT
Total for DUKE AERIAL, INC.				\$985.53	
55820	02/06/2024	EARL F. ANDERSEN			
0135201-IN					
	101-3100-42260	SIGN MATERIAL/RI		\$133.10	SIGN MATERIAL/REPLACEMENT
Total for EARL F. ANDERSEN				\$133.10	
55821	02/06/2024	ECKBERG LAMMERS P.C.			
38126					
	101-1400-43040	ATTORNEY FEES		\$122.50	GENERAL
	101-1400-43040	ATTORNEY FEES		\$780.00	MEETINGS
	101-1910-43040	ATTORNEY FEES		\$70.00	ATTORNEY FEES
	101-2110-43040	ATTORNEY FEES		\$210.00	GENERAL POLICE
	101-2110-43040	ATTORNEY FEES		\$113.75	GENERAL EMPLOYMENT
	101-1910-43040	ATTORNEY FEES		\$70.00	ATTORNEY FEES
Total for ECKBERG LAMMERS P.C.				\$1,366.25	

City of Wyoming Check Detail Register

4/11
February 02, 2024 08:41 AM
User: ssaxe
DR: Wyoming

02-06-2024

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
55822 17447	02/06/2024	FACILICARE INC			
		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	
55823 14072	02/06/2024	FRONTLINE PLUS, INC			
		101-2110-42310	CONTRACTED SER	\$3,300.00	CONTRACTED SERVICES
		Total for FRONTLINE PLUS, INC		\$3,300.00	
55824 01192024	02/06/2024	GARRETT J HEINS			
		101-2400-43310	TRAVEL EXPENSES	\$130.25	TRAVEL EXPENSES
		Total for GARRETT J HEINS		\$130.25	
55825 12984 13018 13034	02/06/2024	H & L MESABI			
		101-3100-43900	VEHICLE MAINTEN	\$1,792.00	VEHICLE MAINTENANCE
		101-3100-44040	REPAIRS & MAINT.	\$113.75	REPAIRS & MAINT. - EQUIPMENT
		101-3100-44040	REPAIRS & MAINT.	\$5,712.00	REPAIRS & MAINT. - EQUIPMENT
		Total for H & L MESABI		\$7,617.75	
55826 02152024	02/06/2024	H & W FUND I.U.O.E LOCAL 49			
		101-0000-21706	HOSPITALIZATION	\$8,850.00	PREMIUMS
		Total for H & W FUND I.U.O.E LOCAL 4		\$8,850.00	
55827 6664912	02/06/2024	HAWKINS INC			
		601-9425-42160	CHEMICALS/CHEM.	\$50.00	CHEMICALS/CHEMICAL PRODUCTS
		Total for HAWKINS INC		\$50.00	
55828 4983	02/06/2024	HITCH-IT			
		101-3100-43900	VEHICLE MAINTEN	\$673.07	VEHICLE MAINTENANCE
		Total for HITCH-IT		\$673.07	
55829 060101022400	02/06/2024	HOLIDAY COMPANIES			
		101-2110-43900	VEHICLE MAINTEN	\$76.50	VEHICLE MAINTENANCE
		101-2200-43900	VEHICLE MAINTEN	\$4.50	VEHICLE MAINTENANCE
		Total for HOLIDAY COMPANIES		\$81.00	

City of Wyoming Check Detail Register

5/11
February 02, 2024 08:41 AM
User: ssaxe
DR: Wyoming

02-06-2024

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
55830	02/06/2024	INNOVATIVE OFFICE SOLUTIONS, LLC			
IN4447111			101-1400-42000	SUPPLIES - OFFICE \$67.92	SUPPLIES - OFFICE/COPY/COMPUTR
IN4447147			101-2110-42000	SUPPLIES - OFFICE \$134.60	SUPPLIES - OFFICE/COPY/COMPUTR
Total for INNOVATIVE OFFICE SOLUTI				\$202.52	
55831	02/06/2024	LAKE COUNTRY DOOR			
38295			101-2110-44010	REPAIRS & MAINT. \$450.00	REPAIRS & MAINT. - BUILDINGS
Total for LAKE COUNTRY DOOR				\$450.00	
55832	02/06/2024	LITTLE FALLS MACHINE			
370140			101-3100-44040	REPAIRS & MAINT. \$418.49	REPAIRS & MAINT. - EQUIPMENT
Total for LITTLE FALLS MACHINE				\$418.49	
55833	02/06/2024	MACQUEEN EMERGENCY			
P24285			101-2200-42300	SAFETY EQUIPMEN \$7,598.46	SAFETY EQUIPMENT
Total for MACQUEEN EMERGENCY				\$7,598.46	
55834	02/06/2024	MC TOOL & SAFETY SALES			
018423			101-3100-42300	SAFETY EQUIPMEN \$24.50	SAFETY EQUIPMENT
Total for MC TOOL & SAFETY SALES				\$24.50	
55835	02/06/2024	MENARDS- FOREST LAKE			
25565			101-5200-42400	SMALL TOOLS/MIN \$9.38	SMALL TOOLS/MINOR EQUIPMENT
25685			101-3100-42400	SMALL TOOLS/MIN \$22.47	SMALL TOOLS/MINOR EQUIPMENT
26225			101-3100-42000	SUPPLIES - OFFICE \$16.48	SUPPLIES - OFFICE/COPY/COMPUTR
26496			601-9425-44490	WATERMAIN BREA \$83.04	WATERMAIN BREAK
			101-3100-42000	SUPPLIES - OFFICE \$40.47	SUPPLIES - OFFICE/COPY/COMPUTR
Total for MENARDS- FOREST LAKE				\$171.84	
55836	02/06/2024	MICHAEL & KERI DENNIS			
01/22/2024			601-0000-11500	ACCOUNTS RECEIV \$79.32	Water - Base Fee
			602-0000-11500	ACCOUNTS RECEIV \$64.75	Sewer Usage
			651-0000-11500	ACCOUNTS RECEIV \$17.74	Surface Water Mgmt
			601-0000-11500	ACCOUNTS RECEIV \$16.73	Water Usage
			601-0000-11500	ACCOUNTS RECEIV \$4.61	State Surcharge
Total for MICHAEL & KERI DENNIS				\$183.15	

City of Wyoming Check Detail Register

6/11
February 02, 2024 08:41 AM
User: ssaxe
DNR Wyoming

02-06-2024

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
55837	02/06/2024	MIDWEST COMPLIANCE INC			
57777			101-2110-42310	CONTRACTED SER	\$84.00
					CONTRACTED SERVICES
		Total for MIDWEST COMPLIANCE INC			\$84.00
55838	02/06/2024	MINNESOTA PUMP WORKS			
INV023375			602-9425-44040	REPAIRS & MAINT.	\$2,044.18
					REPAIRS & MAINT. - EQUIPMENT
		Total for MINNESOTA PUMP WORKS			\$2,044.18
55839	02/06/2024	MINNESOTA UI FUND			
16854361			101-2110-41400	UNEMPLOYMENT C	\$1,085.11
					UNEMPLOYMENT COMP (GENERAL)
		Total for MINNESOTA UI FUND			\$1,085.11
55840	02/06/2024	MINNESOTA VALLEY TESTING LABS			
1234520			651-9425-42310	CONTRACTED SER	\$187.00
					CONTRACTED SERVICES
1235193			601-9425-43110	LAB COSTS	\$112.50
					LAB TESTS
1235635			601-9425-43110	LAB COSTS	\$116.00
					LAB TESTS
		Total for MINNESOTA VALLEY TESTING			\$415.50
55841	02/06/2024	MN DNR			
2023 WATER USE PERMI			601-9425-43120	FEE (GOVERNMENT	\$2,006.00
					FEE (GOVERNMENT-STATE)
		Total for MN DNR			\$2,006.00
55842	02/06/2024	MUNICIPAL EMERGENCY SERVICES			
IN1925001			101-2200-42100	OPERATING SUPPL	\$121.91
					OPERATING SUPPLIES
IN2000610			101-2200-44010	REPAIRS & MAINT.	\$766.87
					REPAIRS & MAINT. - BUILDINGS
		Total for MUNICIPAL EMERGENCY SER			\$888.78
55843	02/06/2024	NEIL BAUER			
01262024			101-2110-43220	POSTAGE	\$34.24
					POSTAGE
		Total for NEIL BAUER			\$34.24
55844	02/06/2024	NORTHERN TOOL & EQUIPMENT			
54120101240630			651-9425-44040	REPAIRS & MAINT.	\$70.46
					REPAIRS & MAINT. - EQUIPMENT
541202022248513			651-9425-42400	SMALL TOOLS/MIN	\$742.95
					SMALL TOOLS/MINOR EQUIPMENT
		Total for NORTHERN TOOL & EQUIPME			\$813.41
55845	02/06/2024	NOVACARE REHABILITATION			
847204508			101-2110-42310	CONTRACTED SER	\$370.00
					CONTRACTED SERVICES
		Total for NOVACARE REHABILITATION			\$370.00

City of Wyoming Check Detail Register

7/11
February 02, 2024 08:41 AM
User: ssaxe
DR: Wyoming

02-06-2024

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
55846 IN200-1046897	02/06/2024	PRECISE MRM LLC			
		101-3100-42050 SOFTWARE UPGRA	\$120.00	SOFTWARE UPGRADES	
		Total for PRECISE MRM LLC		\$120.00	
55847 412192	02/06/2024	RAPIT PRINTING INC			
		101-2110-42100 OPERATING SUPPL	\$130.46	OPERATING SUPPLIES	
		Total for RAPIT PRINTING INC		\$130.46	
55848 107917249	02/06/2024	RICOH BUSINESS SYSTEMS			
		101-1400-42150 COPIER	\$144.05	CITY HALL	
		101-2110-42240 MAINTENANCE CO	\$77.19	POLICE DEPT	
		101-2110-42240 MAINTENANCE CO	\$4.10	FIRE DEPT	
		Total for RICOH BUSINESS SYSTEMS		\$225.34	
55849 01/25/2024	02/06/2024	RONALD ROTH			
		601-0000-11500 ACCOUNTS RECEIV	\$59.09	Water - Base Fee	
		601-0000-11500 ACCOUNTS RECEIV	\$29.30	Water - Base Fee	
		602-0000-11500 ACCOUNTS RECEIV	\$22.08	Sewer - Base Fee	
		651-0000-11500 ACCOUNTS RECEIV	\$13.22	Surface Water Mgmt	
		651-0000-11500 ACCOUNTS RECEIV	\$6.57	Surface Water Mgmt	
		601-0000-11500 ACCOUNTS RECEIV	\$3.44	State Surcharge	
		602-0000-11500 ACCOUNTS RECEIV	\$1.77	Sewer Usage	
		601-0000-11500 ACCOUNTS RECEIV	\$1.71	State Surcharge	
		602-0000-11500 ACCOUNTS RECEIV	\$0.86	Sewer Usage	
		601-0000-11500 ACCOUNTS RECEIV	\$0.45	Water Usage	
		601-0000-11500 ACCOUNTS RECEIV	\$0.21	Water Usage	
		Total for RONALD ROTH		\$138.70	
55850 61671	02/06/2024	ROSENBAUER			
		101-2200-43900 VEHICLE MAINTEN	\$1,721.84	VEHICLE MAINTENANCE	
		Total for ROSENBAUER		\$1,721.84	
55851 INV285537	02/06/2024	SAFE-FAST INC			
		101-3100-42300 SAFETY EQUIPMEN	\$199.80	SAFETY EQUIPMENT	
		Total for SAFE-FAST INC		\$199.80	
55852 M28868	02/06/2024	TIMESAVER OFF SITE SECRETARIAL			
		101-1400-42310 CONTRACTED SER	\$167.00	CONTRACTED SERVICES	
		101-1910-42310 CONTRACTED SER	\$167.00	CONTRACTED SERVICES	
		Total for TIMESAVER OFF SITE SECRETARIAL		\$334.00	

City of Wyoming Check Detail Register

8/11
February 02, 2024 08:41 AM
User: ssaxe
DR: Wyoming

02-06-2024

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
55853	02/06/2024	TOWN & COUNTRY DISPOSAL			
0887					
		651-9425-43840 REFUSE		\$30.00	REFUSE
		Total for TOWN & COUNTRY DISPOSAL		\$30.00	
55854	02/06/2024	TWIN CITIES TRANSPORT & RECOVERY			
23-1211-174685					
		101-3100-42310 CONTRACTED SER		\$600.00	CONTRACTED SERVICES
		Total for TWIN CITIES TRANSPORT & I		\$600.00	
55855	02/06/2024	UNUM LIFE INSURANCE			
01152024					
		101-1400-41310 LIFE INSURANCE		\$191.08	ADMIN
		101-2110-41310 LIFE INSURANCE		\$600.50	POLICE
		101-1910-41310 LIFE INSURANCE		\$70.58	PLAN & ZONE
		101-2400-41310 LIFE INSURANCE		\$145.35	BLDG
		101-3100-41310 LIFE INSURANCE		\$297.04	STREETS
		601-9425-41310 LIFE INSURANCE		\$150.51	WATER
		602-9425-41310 LIFE INSURANCE		\$150.51	SEWER
011524					
		101-0000-21715 VOLUNTARY TERM		\$382.84	VOLUNTARY TERM LIFE
		Total for UNUM LIFE INSURANCE		\$1,988.41	
55856	02/06/2024	VC3, INC.			
137114					
		101-1400-42090 NETWORK MUNICI		\$3,583.10	NETWORK MUNICIPAL COMPUTERS
		Total for VC3, INC.		\$3,583.10	
55857	02/06/2024	VERIZON			
9954352083					
		602-9425-43210 TELEPHONE		\$80.04	MACHINE-TO-MACHINE
		Total for VERIZON		\$80.04	
55858	02/06/2024	WAUSAU ELECTRIC INC			
2517					
		101-3100-42310 CONTRACTED SER		\$484.00	CONTRACTED SERVICES
		601-9425-42310 CONTRACTED SER		\$110.30	CONTRACTED SERVICES
		Total for WAUSAU ELECTRIC INC		\$594.30	
55859	02/06/2024	WILLIAMS SCOTSMAN, INC.			
9019957258					
		101-3100-44100 RENTALS (EQUIPM		\$554.30	RENTALS (EQUIPMENT)
		Total for WILLIAMS SCOTSMAN, INC.		\$554.30	
55860	02/06/2024	WINNICK SUPPLY INC.			
035709					
		101-3100-44040 REPAIRS & MAINT.		\$46.31	REPAIRS & MAINT. - EQUIPMENT
		Total for WINNICK SUPPLY INC.		\$46.31	

City of Wyoming Check Detail Register

9/11
February 02, 2024 08:41 AM
User: ssaxe
DR: Wyoming

02-06-2024

Check # Invoice #	Check Date	Vendor Name		
	General Ledger #	Amount		Comment
55861	02/06/2024	WSB		
12312023				
	408-3100-43030	ENGINEERING	\$18,483.25	2024 STREET IMPROVEMENT
	101-1400-43030	ENGINEERING	\$2,108.50	2023 GENERAL ENGINEERING
	800-0000-20532	SHORE VIEW TWO	\$117.50	WSB-SHORE VIEW TWO ESCROW
	800-0000-20531	AADLAND WEST	\$141.25	WSB-HUNTER HILL CONSTRUCTION
	800-0000-20569	DIAMOND RIDGE C	\$326.50	WSB-2020 EMERALD AVE IMPROVEMENTS PROJEC
	101-3100-43030	ENGINEERING	\$385.00	2023 BRIDGE SAFETY INSPECTIONS
	408-3100-43030	ENGINEERING	\$2,175.75	2023 EAST VIKING BLVD IMPROVEMENT
	408-3100-43030	ENGINEERING	\$3,576.75	2023 FALLBROOK AVE & 264TH ST
	408-9425-45350	IMPROVEMENTS	\$1,445.50	2022 TRUNK WATERMAIN IMPROVEMENTS
	800-0000-20417	ALL SAFE	\$2,988.00	WSB-ALL SAFE SITE PLAN REVIEW
	408-3100-43030	ENGINEERING	\$1,111.00	BRIDGE 13506 REPLACEMENT
	800-0000-20595	HALLBERG SITE PL	\$158.00	HALLBERG 273RD-FOREST BLVD PHASE 1
	800-0000-20572	HEIMS LAKE VILLA	\$529.75	HEIMS LAKE VILLA NORTH SKETCH
	401-3100-45000	CAPITAL OUTLAY	\$51.00	HELIUM COURT STORM SEWER REPLACEMENT
	800-0000-20815	DAHLQUIST KATIE	\$509.00	DAHLQUIST KATIES GLEN ESCROW
	800-0000-20568	MOXNESS SUMMEF	\$752.75	MOXNESS SUMMER FIELDS 2ND ADDITION
	601-9425-43030	ENGINEERING	\$2,795.00	UNIDIRECTIONAL FLUSHING STUDY
Total for WSB			\$37,654.50	

City of Wyoming Check Detail Register

10/11
February 02, 2024 08:41 AM
User: ssaxe
DR: Wyoming

02-06-2024

Check # Invoice #	Check Date	Vendor Name		
	General Ledger #	Amount		Comment
55862	02/06/2024	XCEL ENERGY		
860281619	101-3100-43800	UTILITIES-GAS/ELI	\$48.84	TRAFFIC SIGNAL
860920606	101-3100-43860	STREET LIGHTS	\$16.98	STOP LIGHTS
860963546	101-3100-43860	STREET LIGHTS	\$56.24	UNIT SIGNAL
860971669	101-3100-43800	UTILITIES-GAS/ELI	\$16.47	PARKS
860933985	101-3100-43800	UTILITIES-GAS/ELI	\$50.61	PARKS
860910689	101-3100-43800	UTILITIES-GAS/ELI	\$15.86	SPEED SIGN
860894029	101-3100-43800	UTILITIES-GAS/ELI	\$24.43	SPEED SIGN
861152372	101-3100-43800	UTILITIES-GAS/ELI	\$16.59	SPEED SIGN
861145893	101-3100-43800	UTILITIES-GAS/ELI	\$15.25	SPEED SIGN
861109175	601-9425-43800	UTILITIES-GAS/ELI	\$312.53	WELLHOUSE
861297311	101-3100-43860	STREET LIGHTS	\$243.44	STOP LIGHTS
	601-9425-43800	UTILITIES-GAS/ELI	\$2,461.31	WELLHOUSE
	101-2110-43800	UTILITIES-GAS/ELI	\$1,020.90	POLICE/PUBLIC WORKS
	101-3100-43800	UTILITIES-GAS/ELI	\$1,950.25	POLE BLDG
	101-1400-43800	UTILITIES-GAS/ELI	\$1,038.92	CITY HALL
	101-5500-43800	UTILITIES-GAS/ELI	\$1,819.93	LIBRARY
	101-5200-43800	UTILITIES-GAS/ELI	\$303.13	UTILITIES-GAS/ELEC/SEWER/WATER
861839791	602-9425-43800	UTILITIES-GAS/ELI	\$1,438.70	LIFT STATIONS
	601-9425-43800	UTILITIES-GAS/ELI	\$105.13	WELLHOUSE
Total for XCEL ENERGY			\$10,955.51	

City of Wyoming
Check Detail Register

02-06-2024

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

General Checking Account 10100
Total Amount Being Paid: \$167,035.59
Total Number of Checks: 60

Mayor Iverson

Councilmember Luger

Councilmember Nanko Yeager

Councilmember Schilling

Councilmember Ohnstad

For Check Dates 01/12/2024 to 01/17/2024

Check Number Name			Check Date
Text Label	55792	PACIFIC LIFE INSURANCE	01/16/2024
Item Code	GL Number	Amount	
ROTH	101-0000-21712	250.00	
		250.00	
Text Label	55793	CENTRAL PENSION FUND,	01/16/2024
Item Code	GL Number	Amount	
CENT PENS FUND	101-0000-21716	480.00	
		480.00	
Text Label	55794	WI SCTF,	01/16/2024
Item Code	GL Number	Amount	
WI CHILD SUPPOR	101-0000-21710	215.42	
		215.42	
Text Label	EFT1074	MN STATE RETIREMENT	01/16/2024
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	
MNDCPPRETAX	101-0000-21712	210.00	
		485.00	
Text Label	EFT1075	SELECTACCOUNT,	01/16/2024
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	EFT1076	P.E.R.A.,	01/16/2024
Item Code	GL Number	Amount	
CORD PERA	101-0000-21704	2,744.22	
DCP PERA	101-0000-21704	16.67	
DCP PERA MATCH	101-0000-21704	16.67	
PERA CITY MATCH	101-0000-21704	3,166.41	
PF PERA	101-0000-21704	3,642.95	

For Check Dates 01/12/2024 to 01/17/2024

Check Number Name		Check Date
PF PERA CITY	101-0000-21704	
		5,464.43
		15,051.35

Text LabelEFT1077 INTERNAL REVENUE SERVICE,

01/16/2024

Item Code	GL Number	Amount

FITW	101-0000-21701	6,645.50
SOCSEC_EE	101-0000-21703	3,309.50
MEDICARE_ER	101-0000-21703	1,201.61
SOCSEC_ER	101-0000-21703	3,309.50
MEDICARE_EE	101-0000-21703	1,201.61
		15,667.72

Text LabelEFT1078 STATE OF MINNESOTA,

01/16/2024

Item Code	GL Number	Amount

SITW	101-0000-21702	3,093.23
		3,093.23

Text Label

General Checking Account 10100
Total Amount Being Paid: \$37,296.55
Total Number of Checks: 8

- Mayor Iverson
- Councilmember Luger
- Councilmember Nanko Yeager
- Councilmember Schilling
- Councilmember Ohnstad

City of Wyoming Check Detail Register

1/2
January 19, 2024 10:49 AM
User: ssaxe
DR: Wyoming

01-19-2024

Check # Invoice #	Check Date	Vendor Name		
	General Ledger #	Amount	Comment	
55796	01/19/2024	DAVID J KEDING		
11012022				
	101-0000-21706	HOSPITALIZATION	\$613.14	HOSPITALIZATION/MEDICAL INS
Total for DAVID J KEDING			\$613.14	

City of Wyoming Check Detail Register

2/2
January 19, 2024 10:49 AM
User: ssaxe
DR: Wyoming

01-19-2024

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

General Checking Account 10100
Total Amount Being Paid: \$613.14
Total Number of Checks: 1

Mayor Iverson

Councilmember Luger

Councilmember Nanko Yeager

Councilmember Schilling

Councilmember Ohnstad



Request for Council Action

Date: January 29, 2024
To: Mayor Iverson and Members of City Council
From: Neil D. Bauer, Public Safety Director
Subject: Resignation of Christopher Hirsch, Police Officer
Method: New Business

Background

Christopher Hirsch has resigned from his position as a police officer as of January 25, 2024. Chris resigned from his position due to unforeseen circumstances that he determined prevented him from continuing his employment with the City of Wyoming.

Recommendation

Staff recommends accepting Christopher Hirsch's resignation and requests the ability to post the vacant police officer position on February 7, 2024.

City of Wyoming Police Department
Chief Neil Bauer
7665 Wyoming Trail
Wyoming, MN 55092
January 25, 2024

Chief Bauer,

It is with regret that I resign from the City of Wyoming Police Department, effective immediately.

I am grateful that I had the opportunity to be part of this department for the time I was able, and I offer my best wishes for the future of this department.

Sincerely,

Christopher Hirsch



Request for Council Action

Date: February 6, 2024

Presented to: Mayor Iverson and City Council Members

Presented by: Grant MacFarlane, Assistant City Administrator

Department: Administration

Reference: Solicitation Permit

Method: Consent

Background Information:

Cody Strong, of Mad City Windows, has applied for a solicitors permit with the City of Wyoming. This permit would allow for Mad City Windows to solicit within the City during the specified hours of 10:00AM – 5:00PM. A background check on all declared solicitors has been completed by the Wyoming Police Department and no disqualifying criminal history has been identified. The applicant has paid all permit fees associated with the application process.

Recommendation:

That the Wyoming City Council approves the solicitation permit for Cody Strong of Mad City Windows.



CITY OF WYOMING

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



APPLICATION FOR PEDDLERS, SOLICITORS AND TRANSIENT MERCHANTS

Date: 1/22/24

Company Name (If applicable)	mad city windows & Baths
Applicant Name (First, Middle, Last)	Cody Allen Strong
Date of Birth	01/31/93
Driver's License #	5365-1019-3031-09
Personal Address	6925 Centerville Rd
Address of Company (If applicable)	2621 Fairview Ave N Roseville 55113
Phone Number	920 905 7281
SSN	394-11-5873
MN Tax ID Number	63-67186
Email Address	CStrong@madcitywindows.com

LIST BELOW THE NAMES AND ADDRESSES OF ALL PERSONS THAT WILL BE SOLICITING:
(Use additional paper if needed)

Name (First, Middle, Last)	Address	Date of Birth	Driver's License #	SSN
Elijah Coleman	2413 109th Ave	08/24/01	2156262092812	476395627
Matthew Mhyre	7355 181st W	01/05/88	527910316918	476134387

Date(s) of Solicitation:	From: 2/7	To: 2/9
Hours of Solicitation:	From: 10 am	To: 3 pm

CITY OF WYOMING

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

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

DESCRIPTION OF MERCHANDISE TO BE SOLD:

Windows, Baths and Kitchens

LIST OF VEHICLES USED- INCLUDING MAKE, MODEL, YEAR, LICENSE NUMBER

MAKE	MODEL	YEAR	LICENSE NUMBER
Chrysler	Pacifica	2021	AGY-554

License Application Fee:	\$150.00
Each Additional Solicitor:	\$50.00

DATA PRACTICES ADVISORY: The data supplied in this application will be used to assess the qualifications for a license. This data is not legally required but the City will not be able to grant the license without it. If a license is granted, the data will constitute a public record. The data is needed to distinguish this application from others, to identify this application in City license files, to verify the identity of the applicant(s), to contact the applicant(s) if additional information is required and to determine if the applicant(s) meets all ordinance requirements.

Possession of this valid permit means that Wyoming City officials have verified the identity of the Solicitor(s) and investigated their criminal background.

The permit is valid only if it contains the original signatures of the Wyoming Director of Public Safety and City Administrator/Clerk, and the raised-letter City Seal. Wyoming residents are encouraged to report non-complying solicitors and/or those employing offensive solicitation tactics.

Public Safety Director _____

City Administrator/Clerk _____

(Seal)



Request for Council Action

Date: January 30, 2024

Presented to: Mayor Iverson and City Council Members
Presented by: Zoning Administrator / Building Official Frederick E. Weck, IV
Department: Department of Building Safety
Reference: Inspection Services Agreement with the City of East Bethel
Method: Consent Agenda

Background Information:

The City of Wyoming Building Official has Advanced Septic System Inspector Certification with the MPCA. The certification is for large systems and systems using special technology; there are a limited number of us in the State or Metro area. The City of East Bethel has received an application for a septic system repair for a restaurant. The design gallons per day and the pretreatment technology being used require an Advanced Septic System Inspector to do plan review and inspections.

The City of East Bethel's Building Official has requested that the City of Wyoming provide the plan review and inspections for this system, and would like to enter into an agreement with the City of Wyoming in order to do that. The inspection services agreement is similar to the ones that were entered into with the City of Forest Lake, Lent Township, Coon Rapids, Elk River, Chisago County and more recently Ham Lake. This matter will also go before the East Bethel City Council.

Recommendation:

It is my recommendation that the City Council authorize the Mayor and City Clerk to sign the Inspection Services Agreement with the City of East Bethel to allow the City of Wyoming to perform septic system plan review and inspections as needed.

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



DEPARTMENT OF BUILDING SAFETY

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

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

INSPECTION SERVICES AGREEMENT BY AND BETWEEN THE CITY OF WYOMING AND THE CITY OF EAST BETHEL

This Agreement (“Agreement”) is made this _____ day of _____, 2024, by and between the City of Wyoming (hereinafter referred to as “Wyoming”) and the City of East Bethel (hereinafter referred to as “East Bethel”) for the utilization of Wyoming employees to provide Services to East Bethel within the boundaries of East Bethel.

WHEREAS, East Bethel is authorized and empowered to provide for various types of building and septic system inspections and plan review services to ensure the public health, welfare, and safety; and

WHEREAS, Wyoming maintains qualified full-time staffing and personnel for the provision of these same Services within its own municipal boundaries; and

WHEREAS, East Bethel maintains qualified staff and personnel to provide these Services, but on occasion may require assistance in performing these Services due to high volume, staff vacations, or other unforeseen circumstances, and wishes to enter into this Agreement with Wyoming in order to have assistance from Wyoming to provide these Services from time to time as needed by East Bethel; and

WHEREAS, it is the desire of the parties and the purpose of this Agreement that certain of the aforesaid building and septic system inspection and plan review services be performed, when requested by East Bethel, by qualified personnel of Wyoming on behalf of East Bethel.

NOW, THEREFORE, in consideration of the mutual covenants and conditions set forth below, the above parties hereto agree as follows:

1. The term of this Agreement shall be perpetuating, until terminated pursuant to Section 6.
2. For the term of this Agreement, Wyoming, through use of its personnel, shall provide East Bethel with the following Services (“Services”), in and on behalf of East Bethel to the same degree and with the same effect as if the East Bethel was performing such services and at the direction and request of East Bethel’s Chief Building Official on an as-needed basis:
 - a. Enforce all provisions of the Minnesota Building Code and;
 - b. Enforce applicable provisions of Minnesota Rule Chapters 7080, 7081, 7082, and 7083;
 - c. Provide required inspections for building and septic permits;
 - d. Furnish evidence necessary in any prosecution of the violation of applicable ordinances, rules, or regulations.

The Services Wyoming will provide under this Agreement do not include planning or zoning review unless such review is specifically related to a building permit request for a structure permitted under the East Bethel Code or unless specifically requested by East Bethel.

3. Wyoming shall consult with and abide by the manner in which the inspections, plan review, and activities are conducted and over the determination of what enforcement action is appropriate and consistent with applicable portions of the East Bethel Code. Wyoming shall confer as necessary with East Bethel staff regarding interpretation of the Code. East Bethel shall have a duty to inform Wyoming of any and all updates or changes to the East Bethel Code.

4. When East Bethel desires the assistance of Wyoming with provision of the Services, Wyoming staff shall take direction from East Bethel Chief Building Official for all work performed under this Agreement.
5. East Bethel shall pay Wyoming for the Services provided at the request of East Bethel at the current rates and fees found in the City of Wyoming Fee Schedule as of the date the Services are provided. Wyoming shall provide East Bethel with a written and itemized billing statement for hourly and other fees under this Agreement. East Bethel shall submit payment to Wyoming within 30 days of receipt of such written and itemized billing statement.
6. This agreement shall terminate as follows:
 - a. Upon the expiration of 45 days after service of written notice upon the other party at the following address: or

To East Bethel:	City of East Bethel Chief Building Official 2241 221st Avenue NE East Bethel, MN 55011
To Wyoming:	City of Wyoming City Administrator 26885 Forest Blvd. P.O. Box 188 Wyoming, MN 55092
 - b. At any time, upon mutual written agreement of the parties.
7. Wyoming agrees to defend, indemnify, and hold harmless East Bethel, and its officials, agents, and employees, from and against all claims, actions, damages, losses, and expenses arising out of or resulting from Wyoming's performance of the duties required under this Agreement, provided that any such claim, action, damage, loss, or expense is attributable to bodily injury, sickness, disease, or death or to the injury to or destruction of property including the loss of use resulting therefrom and is caused in whole or in part by any negligent act or omission or willful misconduct of Wyoming. This provision shall not be construed as a waiver by either party of any defenses, immunities, or limitations on liability with respect to claims made by third parties.
8. East Bethel agrees to defend, indemnify, and hold harmless Wyoming, and its officials, agents, and employees from and against all claims, actions, damages, losses, and expenses arising out of or resulting from East Bethel performance of the duties required under this Agreement, provided that any such claim, action, damage, loss, or expense is attributable to bodily injury, sickness, disease, or death or to the injury to or destruction of property including the loss of use resulting therefrom and is caused in whole or in part by any negligent act or omission or willful misconduct of East Bethel. This provision shall not be construed as a waiver by either party of any defenses, immunities, or limitations on liability with respect to claims made by third parties.

9. Notwithstanding Sections 7 and 8, each parties' liability shall be governed by the provisions of Minnesota Statutes Chapter 466.
10. Wyoming shall carry liability insurance in the amount of at least \$1,000,000 per occurrence and \$2,000,000 in the aggregate for both Bodily Injury and Property Damage. East Bethel shall be named as an additional insured, and a certificate of said insurance shall be provided to East Bethel. Wyoming shall carry Worker's Compensation Insurance as required by Minnesota Statutes, Section 176.181, Subd. 2 and further agrees to provide a certificate of said insurance to East Bethel.
11. Any employee assigned by Wyoming to perform its obligations hereunder shall remain the exclusive employee of Wyoming for all purposes including, but not limited to, wages, salary, and employee benefits.
12. It is agreed that nothing herein contained is intended or should be construed in any manner as creating or establishing the relationship of co-partners, joint parties to any joint powers agreement or similar legal relationship between the parties hereto or as constituting the persons employed by Wyoming as the agent, representative, or employee of East Bethel for any purpose or in any manner whatsoever except as expressly otherwise provided herein. Wyoming is to be and shall remain an independent contractor with respect to all Services performed under this contract. Wyoming represents that it has, or will secure at its own expense, all personnel and equipment required in performing Services under this contract. Any and all personnel of Wyoming or other persons, while engaged in the performance of any work or Services required by Wyoming under this contract, and shall not be considered employees of East Bethel and any and all claims that may or might arise under the Workers' Compensation Act of the State of Minnesota on behalf of said personnel or other persons while so engaged, and any and all claims whatsoever on behalf of any such person or personnel arising out of employment or alleged employment including, without limitation, claims of discrimination against Wyoming, its officers, agents, contracts, or employees shall in no way be the responsibility of East Bethel; and Wyoming shall defend, indemnify, and hold East Bethel, its officers, agents, and employees harmless from any and all such claims regardless of any determination of any pertinent tribunal, agency, board, commission, or court. Such personnel or other persons shall not require nor be entitled to any compensation, rights, or benefits of any kind whatsoever from Wyoming, including, without limitation, tenure rights, medical and hospital care, sick and vacation leave, Workers' Compensations, Unemployment Compensation, disability, severance pay, and PERA.
13. The books, records, documents, and accounting procedures of Wyoming relevant to this Agreement, are subject to examination by East Bethel and either the legislative or state auditor as appropriate, pursuant to Minnesota Statutes, Section 16C.05, Subd. 5.
14. At the end of the term of this Agreement, the records created as a result of the performance of this agreement shall be filed with the East Bethel and copies of such records shall be maintained by the Wyoming as required by applicable laws. All data collected, created, received, maintained, or disseminated for any purposes by the activities of the East Bethel because of this contract is governed by the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as amended, the Minnesota Rules implementing such act now in force or as adopted, as well as federal regulations on data privacy.

15. This Agreement represents the entire Agreement between Wyoming and East Bethel and supersedes and cancels any and all prior agreements or proposals, written or oral, between the parties relating to the subject matter hereof, any amendments, addenda, alterations, or modifications to the terms and conditions of this Agreement shall be in writing and signed by both parties.
16. Wyoming and East Bethel agree to comply with the American with Disabilities Act and the Human Rights Act (Minnesota Chapters 363 and Title VII of the Civil Rights Act of 1964) not to discriminate on the basis of disability in the admission or access to, or treatment of employment in its Services, programs, or activities. Upon request, accommodation will be provided to allow individuals with disabilities to participate in all Services, programs, and activities. Wyoming has designated coordinators to facilitate compliance with the Americans with Disabilities Act of 1990 (ADA), as required by Section 35.107 of the U.S. Department of Justice regulations, and to coordinate compliance with Section 504 of the Rehabilitation Act of 1973, as mandated by Section 8.53 of the U.S. Department of Housing and Urban Development regulations. For information contact the City Administrator, City of Wyoming, P.O. Box 188, 26885 Forest Boulevard, Wyoming, Minnesota 55092; telephone 651-462-0575. East Bethel agrees to hold harmless and indemnify Wyoming from costs, including but not limited to damages, attorney's fees, and staff time, in any action or proceeding brought alleging a violation of ADA by Wyoming.
17. Both parties agree to comply with all applicable state, federal, and local laws, rules, and regulations.
18. This Agreement may be executed in multiple counterparts, all of which together shall constitute one in the same instrument.

[remainder of page intentionally left blank]

SIGNATURE PAGE FOR BUILDING CODE INSPECTION SERVICES

CITY OF WYOMING

By: _____ Date: _____
Lisa Iverson
Mayor

Attest:

Robb Linwood
City Administrator

CITY OF EAST BETHEL

By: _____ Date: _____
Kevin Lewis
Mayor

Attest:

Matt Look
City Administrator



Request for Council Action

Date: February 6, 2024

Presented to: Mayor Iverson and City Council Members

Presented by: Grant MacFarlane, Assistant City Administrator

Department: Administration

Reference: Presidential Nominating Primary Election Judges

Method: Consent

Background Information:

Statutorily it is necessary to appoint election judges pursuant to Minnesota Statute 204B.21, Subdivision 2. The resolution fulfills the statute to appoint judges and Head Judges for the Presidential Nominating Primary Election on March 5, 2024. The City of Wyoming will have 38 election judges including 4 judges who will be serving as healthcare judges to support the election process at Wyoming's senior care facility.

Recommendation:

That the Wyoming City Council approves Resolution 24-02-10 a resolution appointing election judges for the 2024 Presidential Nominating Primary Election.



CITY OF WYOMING

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

RESOLUTION NO. 24-02-10

**A RESOLUTION APPOINTING ELECTION JUDGES FOR THE
PRESIDENTIAL NOMINATING PRIMARY ELECTION OF 2024**

WHEREAS, a Presidential Nominating Primary Election will be held on March 5, 2024; and

WHEREAS, pursuant to Minnesota Statute 204B.21, Subdivision 2, it is necessary for the City Council of the City of Wyoming to appoint judges and a Head Judge for such Primary and General Elections.

NOW, THEREFORE, BE IT RESOLVED that the Wyoming City Council appoints the following named persons on Exhibit "A" Election Judges for the March 5 Presidential Nominating Primary Election and health care voting efforts at the senior facility in Wyoming.

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING THIS 6th
DAY OF FEBRUARY, 2024.**

CITY OF WYOMING

By: _____
Lisa Iverson, Mayor

ATTEST:

Robb Linwood, City Administrator/Clerk

EXHIBIT "A"

Head Judge	Robb Linwood
Head Judge	Evie Rodrique
Head Judge	Grant MacFarlane
Judge	Alisa Kocian
Judge	Alli Steenblock
Judge	Beth Searle
Judge	Betty Maloney
Judge	Bruce Vukelich
Judge	Bryan Murdock
Judge	Cheryl Bodin
Judge	Chris Ortwerth
Judge	Chuck Stomberg
Judge	David Hanson
Judge	Elizabeth Soller
Judge	Ellen Anderson
Judge	Gwen Lutz
Judge	Jay Eisch
Judge	Jeanine Hansen
Judge	Jenny Olson
Judge	Jessica Bergan
Judge	Jill Rivard
Judge	Julie Henderson
Judge	Julie Larson
Judge	Julie Eisch
Judge	Kathleen Pocrnich
Judge	Karen Bernier
Judge	Kathleen Limanen
Judge	Mark Schneider
Judge	Pam Atzmiller
Judge	Patty Thill
Judge	Patrice Adams
Judge	Patricia Fettes
Judge	Paul Sitz
Judge	Scott Miller
Judge	Stephen Lieder
Judge	Susanne Waterman
Judge	Val Wittner
Judge	Weslie Gray



Request for Council Action

Date: January 31, 2024

Presented to: Mayor Iverson and City Council Members

Presented by: Robb Linwood

Department: Public Works

Reference: Lift Station #11 Panel Replacement

Method: Consent

Background Information:

The City of Wyoming has budgeted for the rehabilitation off one lift station a year until all 13 have been completed. Public Works has identified a need to update the control panel at lift station #11 that is located at Wyoming Trail and Glen Oak Drive.. Total Control will supply the panel and train for a cost of \$35,232.00. Erickson Electric will disconnect the existing panel, install new panel with new meter socket for \$5,275.00. The Total cost to upgrade LS 11's panel \$40,507.00.

The city annually budgets \$50,000 for these improvements to lift stations as part of our utility capital improvement plan. Total Control is our proprietary vendor for the lift stations and our SCADA system.

Recommendation:

To Approved Resolution 24-02-11 a resolution approving the purchase and installation of a new control panel for lift station #11 in the amount of \$40,507.00



CITY OF WYOMING

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

RESOLUTION NO. 24-02-11

**A RESOLUTION APPROVING THE PURCHASE AND INSTALLATION OF A
NEW CONTROL PANEL FOR LIFT STATION #11 IN THE AMOUNT OF
\$40,507.00**

WHEREAS, the Wyoming Public Works department is committed to rehabilitating a lift station each year until all 13 stations have been completed, and

WHEREAS, lift station #11 is located at Wyoming Trail and Glen Oak Drive

WHEREAS, Total Controls are the same controllers for the rest of our Lift Stations and having the same provider provides additional security to the system, and

WHEREAS, the funds for this project were budgeted for in the 2024 Sanitary Sewer Enterprise Fund, and

THEREFORE BE IT RESOLVED, the City of Wyoming authorizes the purchase of a new control panel and installation for lift station #11 from. in the Amount of \$40,507.00

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING THIS 6TH DAY
OF FEBRUARY, 2024.**

CITY OF WYOMING

By: _____
Lisa Iverson, Mayor

ATTEST:

Robb Linwood, City Administrator/Clerk



Erickson Electric Company, Inc.

3308 Southway Drive • Saint Cloud MN 56301-9513

Phone 320.251.1501 • Fax 320.251.1504

PROPOSAL

January 31, 2024

Steve Duff

RE: City of Wyoming Lift Station #11

Swap out lift station #11 control panel: **\$5,275.00.**

Included:

- Disconnect the existing control panel for the lift station and remove.
- Install new lift station panel and reconnect all wiring.
- Provide a new electric meter socket.
- All material and labor for a complete installation.
- All work to be done Monday thru Friday 7AM to 3:30PM
- Electrical permit included
- Proposal valid for 30 days

Not included:

- New lift station control panel. Provided by others.

Please feel free to contact me if you have any questions. Thank you for your consideration of this proposal. My cell phone: 320-774-5613

Sincerely,

Kyle Klemek

kylek@ericksonelectricmn.com



Total Control Systems, Inc
38841 Nyman Drive NE
PO Box 40
Stanchfield, MN 55080-0040
Phone 320-396-4442 / Fax 320-396-4443

December 19, 2023

To: Joe Keding Re: Wyoming, Minnesota – SLS 11 Lift station Improv.

Total Control Systems, Inc. (TCS) proposes to furnish equipment and services in accordance with the project plans and specifications that were received.

Lift station Panel #11 Duplex 208v 3Ph Power with Pumps 4.7hp 208v 3 phase

Section as listed, Furnish only

No field installation

Including:

- Liftstation control panel
- Main breaker /Transfer sw.100 amp (SE rating) 35kaic
- NEMA 3R 2 door stainless steel enclosure
- Inner doors
- Panel internal lights
- Enclosure SS legs and skirts with louvers 18"
- Incoming power terminal block
- Pump circuit breakers
- Control circuit breakers
- Hand-Off-Auto switches, oil tight, 30 mm
- Pushbutton switches, oil tight 30mm
- Lamps, LED, oil tight, 30mm
- Condensation heater/fans, 400 watt
- Starters, NEMA Size 1 SSOL
- Cooling fans and filters with stainless steel hoods
- Power monitor
- Lightning arrestor (TVSS) 25KVA
- Intrinsic barriers Class I, Div 1, Group C, D
- Relays
- GFI receptacle rated at 15 amps
- External alarm strobe
- Generator receptacle 200 amp AR2042-S22
- Control power TVSS
- MDS SD4 radio (Reuse)
- Antenna Gold anodized
- Radio Power supply
- RF cable and Lightning Arrestor
- Ethernet switch
- Uninterruptible power supply (UPS)
- Allen-Bradley Micrologix 1400 and cards
- Backup controller
- Operator interface 7" Color
- Elapsed time meters (2)
- RTU outlet
- Floats (2)

Float mount kit
Submersible transmitter KPSI
Door switches
Documentation
Master PLC program modifications
SCADA software and screen additions
Reports
Master alarm dialer programming
Training
Programming, training
Existing SCADA modifications
Testing and commissioning

Price for the SLS #11 lift station panel package: **\$35,232.00 Total materials and labor.**

Does **not** include:

Sales Tax (exempt)
Installation of panel
Seal Fail and Overtemp modules (By pump supplier)
Antenna Mast
Site Light and Photocell
Hand holes
Meter sockets/Cold sequence disconnects
Grounding materials
Underground warning tape
Installation of panels
Conduit
Permits
Demolition
Any wire external to panel

- We acknowledge receipt of Addendum No. .
- Terms are Net 30 days from invoice date. No retainage allowed. A 1.5% charge per month added to any past due balance. Price may be dependent on past credit history.
- This quote/proposal valid for 60 days.
- Work to commence after receipt of an acceptable written purchase order acknowledging acceptance of our terms.
- F.O.B. job-site.
- Start-up service/training, documentation and equipment adjustment is included as specified.
- TCSI does not accept any liquidated damages.
- No Bid or Performance Bonds included
- Additional insurance not required by specifications is extra.
- ALL PANELS FURNISHED BY TCS WILL HAVE A UL 508 SERIALIZED OR UL698A ENCLOSED INDUSTRIAL CONTROL PANEL RELATING TO HAZARDOUS LOCATIONS WITH INTRINSICALLY SAFE CIRCUIT EXTENSIONS LABEL, AS REQUIRED.

If you have any questions regarding our proposal, please contact our office. We look forward to working with you on this project.

Sincerely,
TOTAL CONTROL SYSTEMS, INC.

Al Doberstein

AD/kd

Submittals 6-8 weeks after receipt of acceptable order.
Equipment 10-16 weeks after engineer's approval.

Accepted By _____ Date _____



Date: February 1, 2024

Presented to: Mayor Iverson and City Council Members

Presented by: Public Safety Director Neil Bauer

Department: Public Safety

Reference: Purchase of Rescue Air Lifting Bags

Method: New Business

Background Information:

The fire department is the primary responder for performing rescue operations at motor vehicle accidents, structure collapses and other situations that require expertise in difficult rescue situations. One of the critical pieces of equipment to perform these operations safely is air lifting bags. This equipment is capable of lifting and stabilizing thousands of pounds and allows fire fighters and other responders to extricate patients or perform other rescue operations more safely, (e.g. preventing vehicles from crushing responders).

One of the sets of lifting bags from Engine #1 was taken out of service due to malfunction. The life span of this equipment is 15 years, and these were well beyond 20 years old. Replacement equipment is not available for this particular brand.

Replacement costs for a complete set from Jefferson Fire & Safety is \$10,768.56. This purchase was budgeted in 2024, however was estimated at \$9,000 based on a prior estimate from 2023. Costs have increased since that original estimate. The overage can be covered from other budget codes.

Recommendation:

To authorize the purchase of Holmatro lifting air bag set from Jefferson Fire and Safety in the mount of \$10,768.56.

Neil D. Bauer, Ed.D.

Police Chief/Public Safety Director



PUBLIC SAFETY

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

RESOLUTION NO. 24-02-12

A RESOLUTION APPROVING THE PURCHASE OF A HOLMATRO LIFTING AIR BAG SET IN THE AMOUNT OF \$10,768.56

WHEREAS, The Wyoming Fire Department regularly performs rescue operations; and

WHEREAS, The air lifting bag is a critical piece of equipment to perform these operations; and

WHEREAS, The Engine #1 air lifting bag set was removed due to malfunction; and

WHEREAS, The 15-year lifespan of this equipment has been surpassed by 5 years; and

WHEREAS, The replacement cost for a complete air lifting bag set is \$10,786.56.

NOW, THEREFORE BE IT RESOLVED, The City of Wyoming authorizes the purchase of the air lifting bag set from Jefferson Fire & Safety in the amount of \$10,786.56.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING THIS 6TH DAY OF FEBRUARY, 2024.

CITY OF WYOMING

By: _____
Lisa Iverson, Mayor

ATTEST:

Robb Linwood, City Administrator/Clerk



Jefferson Fire and Safety, Inc.
7620 Donna Drive
Middleton, WI, 53562
Phone: 608-836-0068
Web: www.jeffersonfire.com

Quote

Order No: 213234
Order Date: 1/12/2024
Due Date: 1/12/2024
Salesperson: Tim Gerrits
Customer ID: 05125

BILL TO:		SHIP TO:		
Wyoming Fire Department (MN) 26885 Forest Blvd Wyoming MN 55092		Wyoming Fire Department (MN) 26885 Forest Blvd Wyoming MN 55092		
CUSTOMER P.O. NO.		TERMS	CONTACT	
		Net 20 Days	Fire Chief Jesse Milligan - (651) 447 - 3084	
FOB POINT		SHIPPING TERMS		SHIP VIA
				UPS
ITEM	ITEM DESCRIPTION	QTY.	UNIT PRICE	EXT PRICE
HOL 159.000.070	Holmatro ACS12 Hi Pressure Air Bag Assy. Kit	1.00	2,496.12	2,496.12
HOL 350.321.021	Holmatro HLB 2 Lift Bag 12 Bar	1.00	633.75	633.75
HOL 350.321.027	Holmatro HLB21 High Pressure Bag 20.4"x17.3" x1.0"	1.00	1,320.08	1,320.08
350.321.030	Holmatro: HLB 38 Lifting Bag	2.00	2,410.38	4,820.76
HOL 350.182.095	Holmatro HDC 12 Control Unit	1.00	1,497.85	1,497.85

Signature

Date

All returns must be received within 30 days of delivery and may be subject to a 25% restocking fee. Custom orders cannot be returned.
Visit our website for complete details: www.jeffersonfire.com

*** Credit card payments will incur a 3% processing fee ***

Sales Total:	10,768.56
Freight:	0.00
Tax Total:	0.00
Total (USD):	10,768.56



Request for Council Action

Date: February 2, 2024

Presented to: Mayor Iverson and City Council Members

Presented by: Robb Linwood, City Administrator

Department: Administration

Reference: City of Wyoming LMCIT Workers Compensation Coverage for 2024

Method: Consent Agenda

Background Information:

The City of Wyoming has its workers compensation insurance through the League of Minnesota Cities Insurance Trust (LMCIT). LMCIT's fundamental purpose is to cover the workers' compensation, property, liability, and auto risks of Minnesota's cities and to mitigate hazards. The organization was created by cities, for cities, and makes serving cities a priority. LMCIT funds not needed for claims, expenses, or reserves are returned to members as a dividend. With certain exceptions, all cities must pay workers' compensation benefits to its employees for all injuries from accidents arising out of, and in the course of, city employment. The law is designed to ensure the quick and efficient delivery of benefits to injured workers.

The City's experience mod has increased slightly from .90 in 2023 to .93 in 2024. Experience mods are factors that compare an employer's claims portfolio to the claims portfolio of an employer of a similar size (payroll) and industry. A mod of 1.0 is average, or in other words, the frequency and severity of claims within the claims portfolio equals the expected losses. This is essentially a safety score for the organization so it is positive that it is under 1.0 at .93 that means staff is doing a great job department wide and saved the city approximately \$9,992 due to the mod reduction.

Recommendation: That the Wyoming City Council approve the 2024 Workers Compensation coverage in the amount of \$119,822



CITY OF WYOMING

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

League of Minnesota Cities Insurance Trust

Group Self-Insured Workers' Compensation Plan
145 University Avenue West St. Paul, MN 55103-2044 Phone (651) 215-4173

Notice of Premium Options for Standard Premiums of \$100,000 - \$150,000

WYOMING, CITY OF
PO BOX 188
WYOMING, MN 55092-0188

Agreement No.: WC 1001723_Q-8
Agreement Period:
From: 02/26/2024
To: 02/26/2025

Enclosed is a quotation for workers' compensation deposit premium. **Note: Renewal Coverage will be bound as per the expiring coverage arrangement, including coverage for elected and appointed officials, with the premium indicated on the quote, unless the member or agent sends a written request not to bind renewal coverage.**

<u>PAYROLL DESCRIPTION</u>	<u>CODE</u>	<u>RATE</u>	<u>ESTIMATED PAYROLL</u>	<u>DEPOSIT PREMIUM</u>
----------------------------	-------------	-------------	------------------------------	----------------------------

SEE ATTACHED SCHEDULE FOR DETAILS

Manual Premium	142,736
Credit 0.93	-9,992
Standard Premium	132,744
Deductible Credit 0.00%	0
Premium Discount	-12,922
Net Deposit Premium	\$119,822
Adjustment for Commission*	0
Total Net Deposit Premium	\$119,822

*Workers compensation rates assume a 2% standard commission. The commission adjustment accounts for the commission difference, above or below 2%.

Agent:
00667 SF Insurance Group LLC
Po Box 441
Chisago City, MN 55013-0441

Notice of Premium Options for Standard Premiums of \$100,000 - \$150,000 (Con't)

OPTIONS

Please indicate below the premium option you wish to select. You may choose only one option and you cannot change options during the agreement period.

1. ☐ **Regular Premium Option**

Net Deposit Premium

119,822

2. ☐ **Deductible Premium Option**

Deductible options are available in return for a premium credit applied to your estimated standard Premium of \$ 132,744. The deductible will apply per occurrence to paid medical costs only. There is no aggregate limit.

	Deductible per Occurrence	Premium Credit	Credit Amount	Net Deposit Premium
☐	\$250	0.50%	-664	119,158
☐	\$500	0.90%	-1,195	118,627
☐	\$1,000	1.70%	-2,257	117,565
☐	\$2,500	3.00%	-3,982	115,840
☐	\$5,000	4.50%	-5,973	113,849
☐	\$10,000	6.00%	-7,965	111,857
☐	\$25,000	10.00%	-13,274	106,548
☐	\$50,000	14.00%	-18,584	101,238

3. ☐ **Retrospective Rates Premium Option**

	Retro-Rated Minimum Factor	Est. Minimum Premium	Retro-Rated Maximum Factor	Est. Maximum Premium
☐	0.620 %	82,301	1.300 %	172,567
☐	0.582 %	77,257	1.500 %	199,116
☐	0.514 %	68,230	2.000 %	265,488

This quotation is for a deposit premium based on your estimate of payroll and selected options. Your final actual premium will be computed after an audit of payroll subsequent to the close of your agreement year and will be subject to revisions in rates, payrolls and experience modification. While you are a member of the LMCIT Workers' Compensation Plan, you will be eligible to participate in dividend distributions from the Trust based upon claims experience and earnings of the Trust.

If you desire the coverage offered above, please return this signed document for the option you have selected.

This quotation should be signed by an authorized representative of the member requesting coverage.

Signature

Title

Date



February 2, 2024

Presented To: Mayor Iverson and Members of City Council

Presented By: Chief Neil Bauer

Department: Public Safety

Reference: Disposal of Vehicles

Method: Consent Agenda

Background Information:

The public safety department has three (3) vehicles that need to be disposed of through our online public auction process:

Case #	21.005849				
Vehicle Year:	1999	Vehicle Make:	Honda	Model:	Accord
Vehicle VIN:	1HGCG5643XA030759		Vehicle Plate:	202VUL	
15 Day Notice Sent:	N/A		45 Day Notice Sent:	N/A	
Reason for Impound:	FORFEITURE				
Narrative:	Vehicle was seized after DWI arrest. Driver was convicted of the offense and is subject to forfeiture.				

Case #	20.001377				
Vehicle Year:	2002	Vehicle Make:	Nissan	Model:	X-Terra
Vehicle VIN:	5N1ED28T82C596732		Vehicle Plate:	CYA377	
15 Day Notice Sent:	N/A		45 Day Notice Sent:	N/A	
Reason for Impound:	FORFEITURE				
Narrative:	Vehicle was seized after DWI arrest. Driver was convicted of the offense and is subject to forfeiture.				

Case #	21.011099				
Vehicle Year:	2003	Vehicle Make:	Chevrolet	Model:	Silverado
Vehicle VIN:	1GCEC14X23Z227152		Vehicle Plate:		MZG875
15 Day Notice Sent:	N/A		45 Day Notice Sent:		N/A
Reason for Impound:	FORFEITURE				



PUBLIC SAFETY

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

Narrative:	Vehicle was seized after DWI arrest. Driver was convicted of the offense and is subject to forfeiture.
------------	--

Recommendation:

It is my recommendation that the City Council authorize the disposal of these vehicles.



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

RESOLUTION 24-02-13

A RESOLUTION DECLARING CERTAIN VEHICLES AS SURPLUS PROPERTY FOR DISPOSAL AND AUTHORIZING THE POLICE DEPARTMENT TO DISPOSE OF THE VEHICLES THROUGH ONLINE AUCTION

WHEREAS, the City of Wyoming has a policy of impounding vehicles for lawful violations and if unclaimed or forfeited selling said vehicles at auction; and

WHEREAS, the Wyoming Police Department has filed the appropriate documents with Chisago County Courts to clear title on the following vehicles so that they may be sold/disposed of; and

WHEREAS, the following vehicles are now eligible to be declared surplus property of the City of Wyoming for sale or recycling through an online auction or disposed of as scrap:

The following vehicle will be posted on the Minnesota State Surplus on-line auction:

1999 Honda Accord
2002 Nissan X-Terra
2003 Chevrolet Silverado

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WYOMING, MINNESOTA authorizes the Police Department to sell/dispose of these items through an Online Auction with the net proceeds to be distributed to the Wyoming Police Department's Forfeiture Fund.

ALSO, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WYOMING, MINNESOTA, also authorize the Mayor and the City Administrator to sign the necessary documents to transfer the vehicle from the City to the new owners as required.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING THIS 6TH DAY OF FEBRUARY, 2024.

CITY OF WYOMING

By: _____
Lisa Iverson, Mayor

ATTESTED:

Robb Linwood, City Administrator/Clerk



February 1, 2024

Re: Public Safety Activity Report – February 6, 2024, City Council Meeting

Police Update

Grant Process Updates

Grant applications have been submitted for 2 Office of Justice Programs grants.

1. Firearm Storage Grant (\$2,500)

Request to purchase a large gun safe to store any firearms seized as a result of new legislation related to the Extreme Risk Protection Orders.

2. Intensive Comprehensive Peace Officer Education and Training Grant (\$50,000)

Request for \$50,000 to fund the hiring of a temporary full-time employee, covering tuition expenses at Hennepin Technical College for current 2- and 4-year graduates to complete PPOE requirements to become a licensed police officer. The grant also covers salary and benefits for a 30-week temporary position to complete the required training.

Fire Update

No update.

Upcoming Community Outreach Events

TBD

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 30, 2024
Honorable Mayor and City Council
City of Wyoming
26885 Forest Boulevard
Wyoming, MN 55092

RE: FEBRUARY 6, 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; Phase 2 has begun, Phase 1 has been inspected and approved. The permits to remodel their Cardiac Rehabilitation area has been issued.

Sincerely,

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



Engineer's Report

February 1, 2024

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

Re: February 6, 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 held a neighborhood meeting on January 23rd to provide information to property owners about the scope of the project, discuss the public improvement process and encourage feedback.

The topographic survey for the project has been completed and televising is scheduled to take place on February 5-6.

Staff has also met with CLFLWD to discuss potentially partnering with them if they choose to enhance a project with additional stormwater management features.

Trunk Watermain and Sanitary Sewer Forcemain upsizing

Staff has completed plans and specifications. Staff is requesting Council approve the plans and specifications and authorize the advertisement for bid. This is an agenda item for your consideration.

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.

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



**ECKBERG
LAMMERS**
ATTORNEYS AT LAW

www.eckberglammers.com

Writer's Direct Dial:
(715) 808-8842

Writer's Email:
tloonan@eckberglammers.com

February 1, 2024

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

Delivered via Email

Re: City of Wyoming
Status Update for the Period of – January 17, 2024 – February 1, 2024

Dear Robb:

Our office is working with the City regarding land use issues and development projects within the City. We continue our role as general counsel, answering questions, addressing legal concerns and reviewing items for the City including procedural issues, law updates, employment matters, contracts, and policy considerations as requested. We work closely with City staff advising on legal concerns relating to citizen complaints and broad legal concepts.

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

Very Truly Yours,

s/ Thomas R. Loonan

Thomas R. Loonan
City Attorney

Stillwater Office
1809 Northwestern Avenue
Stillwater, MN 55082
Phone: 651-439-2878
Fax: 651-439-2923

Hudson Office
430 Second Street
Hudson, WI 54016
Phone: 715-386-3733
Fax: 715-386-6456



Council Communication

Date: January 31, 2024

Presented to: Mayor Iverson and City Council Members

Presented by: Robb Linwood, City Administrator

Department: Administration

Reference: City of Wyoming – Midcontinent Fiber Project Update

Method: Communications

Background Information:

The Chisago County Board of Commissioners allocated a total of \$2,000,000 of their total ARPA allocation to expand broadband internet access to the cities, townships, and broadband providers within Chisago County. There is a cap of \$200,000 per project/community, however the \$2,000,000 is subject to change at the discretion of the Board of Commissioners depending on interest in the program. The purpose of the program is to assist with financing for broadband infrastructure to unserved or underserved areas within Chisago County, so more residents of Chisago County can access high speed, reliable and affordable internet.

The city of Wyoming staff worked with Midcontinent to identify projects in the Wyoming area that may be eligible for the county grant, midcontinent cost sharing and a city of Wyoming cost share. Midcontinent identified a project on the Hwy 8 corridor that would establish fiber and provide services to 57 households east and west of Hwy 8 along 250th Street, Heath Avenue, Hazel Avenue and Hamlet Avenue. This project provided broadband to an underserved area it would ensure that fiber is present in this portion of the Highway 8 corridor that will help with the economic development of the area along with the Hwy 8 reconstruction project.

The City of Wyoming requested and received \$60,300 in funding from Chisago County to partner with Midco and the city of Wyoming to construct fiber broadband service to 57 passings in Wyoming. Total cost of the project was \$166,000. Midco contributed \$99,000, 60% of the project cost, Chisago County contributed \$60,300 or 30% of the cost and the City of Wyoming contributed \$6,700, 10% of the project cost.

I am please to share that the city received notice this week that Midco has completed construction of the project and service is now available and being utilized by property owners in the area. Midco covered 100% of the costs of fiber drops to the homes from the main fiber route, so residents just have to sign up for service and pay the monthly fee.



Request for Council Action

Date: January 29, 2024
To: Mayor Iverson and Members of City Council
From: Neil D. Bauer, Public Safety Director
Subject: Request to Hire Derek Heath for Police Officer
Method: New Business

The police department is requesting authorization to fill the vacant police officer position. The position was vacated in December 2022. Our hiring process identified Mr. Derek Heath after he has successfully completed all of the requirements to be licensed in the State of Minnesota.

Derek has a law enforcement degree from Rasmussen University. Derek has been a police reserve for the City of Wyoming and most recently was a Reserve Cadet Officer.

We are recommending that he starts at the starting pay rate in the LELS Wyoming Police Officer collective bargaining unit, at \$31.60 per hour (2023 rate).

We look forward to bringing Derek into a future council meeting to be sworn in for the City of Wyoming.

Recommendation

Staff recommends hiring Derek Heath for the police officer position, effective February 26, 2024.



Date: January 29, 2024

Presented to: Mayor Iverson and City Council Members

Presented by: Public Safety Director Neil Bauer

Department: Public Safety

Reference: UTV and Tracks Purchase

Method: New Business

Background Information:

The fire department currently uses a 2007 Polaris UTV for wildfire response, especially within the Carlos Avery State Wildlife Management Area. The Carlos Avery WMA spans over 17,000 acres, with 3.2 square miles in Wyoming. Wyoming Fire Department is a primary responding fire department for many incidents that occur in the WMA, as recently as November 2022. The UTV is also the primary response vehicle for any grass fires in Wyoming and mutual aid service areas.

The 2007 Polaris UTV is no longer serving the needs for wildfire response. The UTV is unable to traverse the WMA effectively, and is unable to navigate over downed trees and unstable ground. At a recent grass fire in Forest Lake, the current UTV was stuck in the mud, rendering it useless until it was recovered.

The Polaris Ranger XP 1000 is an updated UTV available from Polaris Industries, with a firefighter package. The cost of a fully outfitted Ranger XP 1000 is \$39,345.24 with the rescue skid.

Delivery time is approximately 7 months for the Polaris UTV.

Tracks would be added for additional utilization in the Carlos Avery WMA and on wildfire response. The cost of Mattracks is \$18,274.56. Pricing was obtained from other track manufacturers - Camso (\$25,596.00) and Kimpex (\$20,799.96). Mattracks is a Minnesota company and was recommended by Polaris.

The UTV and Tracks were originally in the 2024 Capital Improvement Project (CIP) budget. It was later determined to remove the item from the CIP and utilize Public Safety Aid for the purchase of the UTV and track. The UTV and Tracks are eligible expenditures under the guidance for the Public Safety Aide dollars.

When 2024 Polaris is delivered, the current 2007 UTV would be sold to another government agency or sold via public auction, depending on the market at that time and interested buyers.



PUBLIC SAFETY

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



Figure 1 - 2024 Polaris Ranger XP 1000



Figure 2 - Rescue Skid with 9 HP Engine



PUBLIC SAFETY

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



Figure 3 – Mattracks

Recommendation:

To authorize submitting a purchase agreement for a 2024 Polaris XP 1000 at the cost of \$39,345.24 and the purchase of a set of Mattracks at the cost of \$18,274.56. The purchases will be paid for with the Public Safety Aid funds received December, 2023.

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



PUBLIC SAFETY

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

RESOLUTION NO. 24-02-14

A RESOLUTION APPROVING A PURCHASE AGREEMENT FOR A 2024 POLARIS XP 1000 AND SET OF MATTRACKS IN THE AMOUNT OF \$57,619.80

WHEREAS, The Wyoming Fire Department utilizes a 2007 Polaris UTV for wildfire response; and

WHEREAS, The 2007 Polaris UTV has surpassed its useful lifespan and is no longer serving the needs for wildfire response; and

WHEREAS, The Polaris Ranger XP 10000 is an updated UTV with a firefighter package that is available from Polaris Industries with a firefighter package that costs \$39,345.24; and

WHEREAS, The delivery time is approximately 7 months for a Polaris UTV; and

WHEREAS, The purchasing of tracks for the Polaris UTV would provide additional utilization in the Carlos Avery WMA and in wildfire response; and

WHEREAS, Polaris Industries recommends Mattracks tracks which cost \$18,274.56.

NOW, THEREFORE BE IT RESOLVED, The City of Wyoming authorizes the purchase of the 2024 Polaris XP 1000 and Mattracks from Polaris Industries in the amount of \$57,619.80.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING THIS 6TH DAY OF FEBRUARY, 2024.

CITY OF WYOMING

By: _____
Lisa Iverson, Mayor

ATTEST:

Robb Linwood, City Administrator/Clerk



Request for Council Action

Date: February 6, 2024

Presented to: Mayor Iverson and City Council Members

Presented by: Grant MacFarlane, Assistant City Administrator

Department: Administration

Reference: Railroad Park Planning and Engagement

Method: New Business

Background Information:

In 2022, the Wyoming City Council authorized the approval of planning and engagement services for Phase 1 of Railroad Park to be performed by WSB. Construction on Phase 1 of Railroad Park was completed in November of 2023. Construction of Railroad Park consists of three phases, with Phase 2 of the project focusing primarily on the proposed History Walk. The original park development timeline identified Spring 2024 as the commencement date for construction of Phase 2.

It is with this timeline in mind that City staff has initiated discussions with WSB Engineering concerning the second phase of the Railroad Park project. WSB has submitted a proposal for Phase 2 detailing their services; final design, bidding, and construction administration. The total cost for services relating to Phase 2 as proposed by WSB is \$28,000.

The Railroad Park Concept Plan - Cost Estimate projected the cost of Phase 2 to total \$96,000. Funding for Phase 2 of the project would come from Railroad Park donations and the park dedication fund.

This will be presented at the February 5th Park Advisory Commission. Staff will update Council on the decision that the Park Commission makes at the February 6th City Council Meeting.

Recommendation:

To approve the professional services proposal for Railroad Park Phase 2 – History Walk from WSB in the amount of \$28,000.



CITY OF WYOMING

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

January 22, 2024

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

Re: Professional Services Proposal – Railroad Park Phase 2 Final Design & Bidding

Dear Mr. Linwood:

I am pleased to submit this letter proposal on behalf of WSB (Consultant) to the City of Wyoming (Client) for the Railroad Park Phase 2 Final Design & Bidding.

A.1 PROJECT UNDERSTANDING

It is understood that the City Wyoming seeks professional services for the design development and final design services for Phase 2 of Railroad Park to include a donor recognition feature, small concrete pad/stage area with electric pedestal, a history walk area with custom pavements, benches, lighting, up to 5 interpretive panels, and walk connections. The final design documents will be in accordance with the requirements of the grant funding that the City has received.

B.1 BASE SCOPE OF SERVICES

B.1.1 FINAL DESIGN

- (1) Design Development: The Consultant will develop plans to a 30% level to include options for the Phase 2 history walk, site furnishings, methods of interpretation, and methods for portraying donor recognition within the project area. A high-level estimate of probable costs related to the varying options will be prepared for comparison as it fits with budget constraints.
- (2) Design Review Meeting: The Consultant will attend a virtual design review meeting with the Client to review the preliminary design options and determine which approach, or combination of approaches, are preferred for the Phase 2 area.
- (3) Final Design: Consultant will prepare final design documents that further refine the site design to include the following documents taken to a 75% level for review prior to the 100% completion for bidding.
 - A. Cover Sheet / Index
 - B. Removals Plan
 - C. Layout Plan
 - D. Grading Plan
 - E. Restoration & Landscape Plan
 - F. Electrical Plan (EDI-DOLEJS)
 - G. Construction Details
 - H. Technical Specifications
 - I. Bid Proposal Form with Estimate of Probable Costs

- (4) Permitting: The Consultant will develop SWPPP documents to include in the construction package and will secure an NPDES permit for construction.

B.1.2 BIDDING

- (1) Consultant will provide the following bidding services:
 - A. Upload an Advertisement for Bid and distribute construction document plans through QuestCDN.
 - B. Answer Contractor's questions that arise during the bidding process.
 - C. Prepare and distribute addenda.
 - D. Conduct online bid opening through QuestCDN.
 - E. Receive and tabulate all bids including required bid documents.
 - F. Review Contractor references and provide letter of recommendation.

B.1.3 CONSTRUCTION ADMINISTRATION

- (1) Construction Administration: Consultant will undertake limited project administration to include preparation of contract forms, change orders, payment applications, shop drawing reviews, and test results.
- (2) Construction Meetings: Consultant will facilitate a pre-construction meeting with the Contractors and periodic observation of the construction progress for adherence to design intent as illustrated and described in construction documents. This includes up to three (3) site progress meetings. Additional meetings will fall under Additional Services.

B.1.4 CONSTRUCTION STAKING

- (1) Construction Survey Staking: The Consultant will provide survey crews for construction survey staking to include a hub for site control and layout and grade stakes. This includes up to three (3) trips.

B.2 EXCLUSIONS

- B.2.1 The following items are excluded from this Agreement; however, Consultant can provide these professional services for additional compensation by amendment to this Agreement.
 - (1) Three-dimensional graphics of the site design.
 - (2) Irrigation design.
 - (3) Contamination review or ESA costs.
 - (4) Structural engineering / arbor structure design.
 - (5) The proposal does not include stormwater modeling, BMP design services or watershed permitting.

B.3 ADDITIONAL SERVICES

- B.3.1 Additional services may be added upon approval by both Client and Consultant via amendment to this Agreement.

C.1 PROPOSED FEES, SCHEDULE AND ACCEPTANCE

C.1.1 **Scope of Services:** The Base Scope of Services outlined in Paragraphs B.1 above will be provided for an hourly not to exceed fee of \$28,000. Below is a breakdown of fees by task category for reference:

(1)	Final Design – WSB:	\$11,400
(2)	Final Design – EDI:	\$ 3,000
(3)	Bidding :	\$ 1,600
(4)	Construction Administration:	\$ 7,000
(5)	Construction Staking:	\$ 5,000

D.1 SCHEDULE

A project schedule will be prepared once the final planning approach approved by the Client has been established. It is anticipated that the design development through final design will take approximately 2-3 months to complete followed by a 3-week bidding period with a construction schedule to be determined with a selected Contractor.

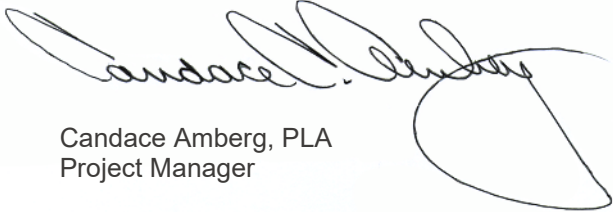
ACCEPTANCE

This letter represents our entire understanding of the project scope. If the City of Wyoming is in agreement, the necessary contract documents can be provided and signed. WSB will start work upon receipt of a signed contract.

Thank you for the opportunity to propose on this project. If you should have any questions regarding this proposal, please contact Candace at 612-518-3694.

Sincerely,

WSB



Candace Amberg, PLA
Project Manager



Jason L. Amberg, PLA
Director of Landscape Architecture

Request for Council Action

Date: February 1, 2024

To: Wyoming City Council, Mayor Lisa Iverson, Councilmembers Claire Luger, Linda Nanko Yeager, Brett Ohnstad and Dennis Schilling

Cc: Robb Linwood; File

From: City Engineer, Mark Erichson, PE

RE: 2024 Trunk Watermain and Forcemain Improvements - Approve Plans and Specifications and Authorize Advertisement for Bids

Background and supporting documentation of request:

The 2024 Trunk Watermain and Forcemain Improvements includes the extension of 12" watermain from 273rd Street near the water tower, west under I35 and south along Kettle River Boulevard approximately 700 feet. The portion of watermain under I35 will include jacking a 20" steel casing pipe for the watermain to be located within. The project also includes increasing the forcemain discharging from the lift station along Kettle River Boulevard near East Viking Boulevard. The forcemain will be increased in size from a 4" line to a 6" line by various methods including pipe bursting and direction drilling.

Plans and Specifications have been prepared and are ready to be advertised for bidding. Staff is requesting approval of the plans and specifications and authorization to advertise for bids. Plans and Specifications are available for your review at City Hall.

Recommendation:

Approve Resolution No. 24-02-15, a resolution Approving Plans and Specifications and Authorize Advertisement for Bids for the 2024 Trunk Watermain and Forcemain Improvements.

RESOLUTION NO. 24-02-15

RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS FOR 2024 TRUNK WATERMAIN AND FORCEMAIN IMPROVEMENTS

WHEREAS, pursuant to action previously passed by the City Council, the City Engineer has prepared plans and specifications for the 2024 Trunk Watermain and Forcemain Improvements and has presented such plans and specifications to the Council for approval;

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

1. Such plans and specifications, a copy of which is attached hereto and made a part hereof, are hereby approved.
2. The City Engineer shall prepare and cause to be inserted in the official City newspaper and the Finance and Commerce an advertisement for bids upon the making of such improvements under such approved plans and specifications.
3. The advertisement shall be published in each of said publications at least once not less than three (3) weeks before the date set for opening bids, shall specify the work to be done, shall state the bids will be publicly opened at the Wyoming City Hall in said City and that no bids will be considered unless sealed and filed with the City Clerk and accompanied by a cash deposit, cashier's check, bid bond, or certified check payable to the City Clerk for five (5%) percent of the amount of such bid.

NOW, THEREFORE BE IT RESOLVED that the City Council hereby orders the Advertisement for Bids for 2024 Trunk Watermain and Forcemain Improvements.

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING THIS 6TH DAY OF
FEBRUARY, 2024.**

CITY OF WYOMING

By: _____
Lisa Iverson, Mayor

ATTEST:

Robb Linwood, City Administrator/Clerk



Request for Council Action

Date: February 1, 2024

Presented to: Mayor Iverson and City Council Members

Presented by: Robb Linwood, City Administrator

Department: Administration

Reference: City Council 2024 Goal and Initiatives work session

Method: New Business

Background Information:

An important annual exercise is the city council holding an annual strategic planning/goal setting work session. Last year the council completed a goal setting session that outlined the goals and initiatives for 2023. In addition, we would like to review the Board and Commissions 2024 Goals and have the city council determine their 2024 goals and initiatives. The goals developed by the Commissions and City Council are used by staff to direct our work priorities in addition to the normal daily work assignments.

Recommendation: That the Wyoming City Council set a work session date to take place on Tuesday, February 20, 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



Request for Council Action

Date: February 1, 2024

Presented to: Mayor Iverson and City Council Members

Presented by: Robb Linwood, City Administrator

Department: Administration

Reference: Special Meeting Request for Negotiations

Method: New Business

Background Information:

Wyoming City Staff is requesting the city council hold a special meeting on Tuesday, February 13, 2024 at 5:00PM to review bargaining proposals from both Law enforcement Legal Services (LELS - Patrol and Sergeants) and The International Union of Operator Engineers Local No. 49.

Recommendation: To hold a special meeting on Tuesday, February 13, 2024 at 5:00pm to review bargaining proposals from both Law enforcement Legal Services (LELS - Patrol and Sergeants) and The International Union of Operator Engineers Local No. 49.



CITY OF WYOMING

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



Request for Council Action

Date: February 6, 2024

Presented to: Mayor Iverson and City Council Members

Presented by: Robb Linwood, City Administrator

Department: Administration

Reference: Personnel matter

Method: New Business

Background Information:

City staff is requesting the City Council to enter into a closed session for a personnel matter relating to confidential health information that would fall under MN State Statute 13D.05, Subd (2)(3) and (4).

Recommendation: The Wyoming City Council enters a closed session under MN State Statute 13D.05, Subd (2)(3) and (4) for a personnel matter.



Request for Council Action

Date: 2/6/2024

Presented to: Mayor Iverson and City Council Members

Presented by: Robb Linwood, City Administrator

Department: Public Works

Reference: Hiring of Public Works Superintendent

Method: New Business

Background Information:

The Administration has completed the selection process on a group of candidates for the Public Works Superintendent. Staff reviewed 11 applications for the position and conducted first round interviews on the top applicants. Top applicants from the first round were brought back for second interviews. From the second interviews the top applicants had a final interview. A background check and employment verification have been completed for the applicant.

Steve Reeves was selected as the top candidate for the position of Public Works Superintendent. Steve has been working for the city of Oakdale since 2022 and is currently the Public Works Utilities Lead Worker.

Prior to this position Mr. Reeves worked approximately 19 years for Ramsey County. Mr. Reeves was Maintenance and Crew Leader for approximately his last 9 years at the organization and was an interim arena superintendent as well. Mr. Reeves holds several relevant licenses and certifications for the position. Mr. Reeves' experience will allow him to supervise, plan, and coordinate the public works operations for the city. Mr. Reeves also brings experience in water and sewer utilities, street operations, asset management, and budgeting operations.

Mr. Reeves has an Associate of Arts, Liberal Arts Science Degree from Century College and a Sports Facilities Management Certificate. Mr. Reeves will shortly complete the American Public Works Association Leadership Academy Certificate. Based on his qualifications, wage history, and work experience, staff is recommending starting Steve Reeves at step 3, \$45.89 per hour (salary position), with a 6-month probationary period per the City of Wyoming personnel policy. Mr. Reeves would have a tentative start date of February 26, 2024.



CITY OF WYOMING

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

Recommendation:

Staff recommends the hiring of Steven Reeves for the position of Public Works Superintendent at step 3, \$45.89 per hour upon completion of a drug and alcohol test.

**CITY OF WYOMING**

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