

**APPROVED MINUTES  
CITY COUNCIL  
REGULAR MEETING  
CITY OF WYOMING, MINNESOTA  
MARCH 6, 2024  
7:00 PM**

**CALL TO ORDER:**

*Mayor Lisa Iverson called the Regular Meeting of the Wyoming City Council for March 6, 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, Brett Ohnstad, and Claire Luger*

*ABSENT: Councilmember Dennis Schilling*

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

**DETERMINATION OF A QUORUM:**

**PLEDGE OF ALLEGIANCE:**

**OPEN FORUM:**

**1. Swearing in of Officer Derek Heath as Wyoming Police Officer**

**Public Safety Director Bauer** – Introduced Derek Heath and shared some of his background and experience and noted that he had served as both a volunteer Reserve Officer and as a Reserve Cadet Officer prior to being selected for this position.

**Mayor Iverson** – Administered the Oath of Office to incoming Officer Derek Heath.

There was a round of applause for Officer Derek Heath.

Mayor Iverson recessed the meeting at 7:05 PM and reconvened at 7:08 PM.

**2. Recognizing Chuck Almhjeld, City of Wyoming Public Works Superintendent 2019-2024**

**Mayor Iverson** – Expressed her appreciation for Mr. Almhjeld's 5 years of service to the City and commending him for being a great superintendent, but also a great employee and friend.

**Chuck Almhjeld** – Thanked the City Council for their support and noted that he would miss working for the City and explained that the Public Works employees helped to make this job amazing.

**Mayor Iverson** – Noted that the City would miss Mr. Almhjeld's jokes and his smile around the City.

There was a round of applause for Mr. Almhjeld.

**APPROVAL OF MINUTES:**

**3. Consider approving the minutes of the "Regular Meeting" of the Wyoming, Minnesota City Council for February 20, 2024**

**A MOTION WAS MADE BY COUNCILMEMBER OHNSTAD, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE THE MINUTES OF THE “REGULAR MEETING” OF THE WYOMING, MINNESOTA CITY COUNCIL FOR FEBRUARY 20, 2024 AS SUBMITTED**

*ROLL CALL VOTE:*

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

*Voting Nay: None*

*Abstain: None*

*Absent: Schilling*

- 4. Consider approving the minutes of the “Work Session” of the Wyoming, Minnesota City Council for February 20, 2024**

**A MOTION WAS MADE BY COUNCILMEMBER OHNSTAD, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE THE MINUTES OF THE “WORK SESSION” OF THE WYOMING, MINNESOTA CITY COUNCIL FOR FEBRUARY 20, 2024 AS SUBMITTED.**

*ROLL CALL VOTE:*

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

*Voting Nay: None*

*Abstain: None*

*Absent: Schilling*

**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.** Consider authorizing the payment of recommended bills, payroll, and journal entries for the period of February 21, 2024 to March 6, 2024
- 6.** To consider advertising for two summer seasonal positions with the Public Works Department at a wage of \$16.00-\$18.00/HR
- 7.** To consider approving Public Works Superintendent Steve Reeves for a City credit card, per the City’s credit card policy
- 8.** To consider approving an application from the Wyoming Creative Arts Center for a renewal of their Consumption and Display permit
- 9.** To consider **Resolution 24-03-24** a resolution accepting a donation from the Hallberg Family Foundation to the Railroad Park Project
- 10.** To consider **Resolution 24-03-25** a resolution declaring certain vehicles as surplus property for disposal and authorizing the Police Department to dispose of the vehicles through online auction
- 11.** To consider **Resolution 24-03-26** a resolution declaring certain Public Safety items a surplus property and authorizing the Police Department to dispose of such items through online auction of disposal process.
- 12.** To consider **Resolution 24-03-27** a resolution approving pay voucher #6 to Dresel Contracting, Inc. for the 2023 East Viking Boulevard Improvement Project in the amount of \$120,155.66
- 13.** To consider **Resolution 24-03-28** a resolution approving an off-sale liquor license in the City of Wyoming to the Wyoming Liquor Store for 2024.
- 14.** To consider **Resolution 24-03-29** a resolution approving a tobacco license in the City of Wyoming to the Wyoming Liquor Store for 2024
- 15.** To consider **Resolution 24-03-30** a resolution approving a massage therapist license in the City of Wyoming to His & Hers Hair Company for 2024

**A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE #5, #6, #7, #8, #9, #10, #11, #12, #13, #14, and # 15 OF THE WYOMING CITY COUNCIL CONSENT AGENDA**

*ROLL CALL VOTE:*

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

*Voting Nay: None*

*Abstain: None*

*Absent: Schilling*

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

**16.** Report of the Public Safety Director Neil Bauer for March 1, 2024

**17.** Report of City Building Official, Fred Weck, IV for February 29, 2024

**18.** Report of City Attorney Tom Loonan for February 28, 2024

**19.** Report of City Engineer Mark Erichson, WSB, for February 29, 2024

**20.** Report of Public Works Superintendent Steve Reeves for March 1 2024

**OLD BUSINESS: NONE**

**NEW BUSINESS**

**21.** To consider **Resolution 24-03-31** a resolution approving an Interim Conditional Use Permit to operate a youth baseball practice facility in the detached accessory building at 24983 Fallbrook Avenue. Applicants: Talbot and Jayne Gravelle. Property ID: 21-10610.31

**Zoning Administrator/Building Official Weck** – Explained that the City had received a complaint about a baseball practice facility that Mr. Gravelle had been operating. He noted that as soon as Mr. Gravelle was informed that he would need an Interim Conditional Use Permit, he sent in his application. He reviewed the location, use of the facility, and the port-a-potty location which was what the original complaint had been about. He stated that staff and the Planning Commission recommend approval subject to the 9 conditions included in the staff report.

**Council Member Nanko Yeager** – Stated that the port-a-potty appears to be visible from the street.

**Zoning Administrator/Building Official Weck** – Stated that he had not been by the property since he had received the initial pictures, but noted that one of the conditions is that if it was still visible, it would need to be screened.

**Council Member Nanko Yeager** – Stated that the ICUP allows for 3 parking spaces and asked what would happen in a situation where there may be a 4<sup>th</sup> vehicle.

**Zoning Administrator/Building Official Weck** – Stated that the parents of the players may carpool and noted that if parking becomes an issue, the City can address it. He noted the ordinance requires that the parking for this home occupation must be on his property and not utilize the street.

**City Engineer Erichson** – Explained that the City could put up ‘No Parking’ signs but would need a ‘No Parking’ resolution to ensure that it would be enforceable, but noted that he would think that they would prefer to have as few signs as possible within the City’s rights-of-way.

**City Attorney Loonan** – Emphasized that the proposed ICUP does require all of the parking to be off-street and if that does become an issue, the City could potentially revoke the permit.

**Council Member Ohnstad** – Stated the complaint that was submitted that strongly opposed this use was that they do not want a business to be located in a residential area. He noted that in looking at the map, it appears as though there are several other businesses that are similar in size located within about a half mile.

**Zoning Administrator/Building Official Weck** – Explained that he believes there is one business nearby with a CUP for a woodworking business and also a CUP for an injection molding business that is about a quarter mile from this location. He stated that many home occupations do not require a permit.

**Mayor Iverson** – Noted that she feels it will be best for the City to wait and see if there are any issues and noted that it was just one neighbor that complained. She stated that signage can be expensive and suggested they wait and see if there is an issue with compliance related to parking.

**A MOTION WAS MADE BY COUNCILMEMBER IVERSON SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE RESOLUTION 24-03-31 A RESOLUTION APPROVING AN INTERIM CONDITIONAL USE PERMIT TO OPERATE A YOUTH BASEBALL PRACTICE FACILITY IN THE DETACHED ACCESSORY BUILDING AT 24983 FALLBROOK AVENUE. APPLICANTS: TALBOT AND JAYNE GRAVELLE. PROPERTY ID: 21-10610.31**

*ROLL CALL VOTE:*

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

*Voting Nay: None*

*Abstain: None*

*Absent: Schilling*

**22. To consider Resolution 24-03-32 a resolution approving a variance from City Code Section 4-451 (1) and 40-452 (5) (c), to allow the repair and replacement of damaged siding with formed metal panels with exposed fasteners at 5201 260<sup>th</sup> Street. Applicant: Emily Nepp of ISG on behalf of Rosenbauer Minnesota, LLC. Property ID: 21-00468.32**

**Building Official/Zoning Administrator Weck** – Reviewed the variance request and explained that last winter, the property owners essentially had an avalanche on the east side of their building due to the amount of snow. He stated that when the snow shed off of the roof, it came down and damaged the siding on the back side of their building. He explained the reasons for the variance request for materials used and presented examples of the materials that had been requested by the applicant. He stated that the Planning Commission and staff recommended approval subject to the findings of fact with no conditions.

**Mayor Iverson** – Noted that she attended the Planning Commission meeting where this was discussed and briefly outlined some of their discussion points.

**Council Member Nanko Yeager** – Stated that throughout the report, the applicants made the statement that the proposed materials represent an improvement over what they have and asked if staff agreed.

**Building Official/Zoning Administrator Weck** – Stated he agreed that this would be an improvement because it is embossed and would not be shiny like the other material.

**Council Member Nanko Yeager** – Stated that this material will be put in the back.

**Building Official/Zoning Administrator Weck** – Explained that they would be replacing the material on the entire building and not just the area that was damaged.

**A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE RESOLUTION 24-03-32 A RESOLUTION APPROVING A VARIANCE FROM CITY CODE SECTION 4-451 (1) AND 40-452 (5) (C), TO ALLOW THE REPAIR AND REPLACEMENT OF DAMAGED SIDING WITH FORMED METAL PANELS WITH EXPOSED FASTENERS AT 5201 260<sup>TH</sup> STREET. APPLICANT: EMILY NEPP OF ISG ON BEHALF OF ROSENBAUER MINNESOTA, LLC. PROPERTY ID: 21-00468.32**

*ROLL CALL VOTE:*

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

*Voting Nay: None*

*Abstain: None*

*Absent: Schilling*

- 23.** To consider the hiring of Jessica Munkholm in the position of Administrative Assistant/Records Clerk at \$27.08/HR with a tentative start date of March 11, 2024

**Public Safety Director Bauer** – Noted that the Department had received around 80 applications for this position and explained the hiring process. He gave a brief overview of her background and experience. He stated that because of her experience, staff was recommending that Ms. Munkholm start at Step 2 on the pay scale at \$27.08/HR with a start date of March 11, 2024.

**A MOTION WAS MADE BY COUNCILMEMBER IVERSON, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE THE HIRING OF JESSICA MUNKHOLM IN THE POSITION OF ADMINISTRATIVE ASSISTANT/RECORDS CLERK AT \$27.08/HR WITH A TENTATIVE START DATE OF MARCH 11, 2024**

*ROLL CALL VOTE:*

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

*Voting Nay: None*

*Abstain: None*

*Absent: Schilling*

- 24.** To consider a City Council Work Session for March 19, 2024

**City Administrator Linwood** – Explained this was a request to hold a Work Session prior to the March 19, 2024 regular City Council meeting at 5:30 PM in order to give updates regarding the Highway 8 reconstruction and CSAH 22 projects as well as their water distribution system

**A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER IVERSON, TO APPROVE A CITY COUNCIL WORK SESSION FOR MARCH 19, 2024 AT 5:30 PM.**

*ROLL CALL VOTE:*

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

*Voting Nay: None*

*Abstain: None*

*Absent: Schilling*

## **COUNCIL REPORTS:**

**City Administrator Linwood** – Introduced Steve Reeves, the new Public Works Superintendent, to the Council and explained that he began working in the City last week.

**Public Works Superintendent Reeves** – Stated that he was very happy to be with the City and

grateful for the opportunity to be able to lead a very talented and knowledgeable crew in the Department.

**Council Member Ohnstad** – No report.

**Council Member Nanko Yeager** – No report.

**Council Member Luger** – Attended the Sewer Commission meeting.

**Mayor Iverson** – Attended the Sewer Commission meeting and the Planning Commission meeting. She noted that she also had the privilege to attend the League of Minnesota Cities annual council and elected official meeting held in Alexandria.

**Assistant City Administrator McFarlane** – Explained that the Medallion Hunt began on March 4, 2024 and was found as of 10:00 AM this morning.

**A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER OHNSTAD, TO ADJOURN THE MARCH 6, 2024 “REGULAR MEETING” OF THE WYOMING, MINNESOTA CITY COUNCIL REGULAR MEETING AT 7:32PM**

*ROLL CALL VOTE:*

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

*Voting Nay: None*

*Abstain: None*

*Absent: Schilling*

**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:**  
**MARCH 19, 2024**  
**7:00PM**