

**AGENDA
CITY COUNCIL
REGULAR MEETING
CITY OF WYOMING, MINNESOTA
MAY 21, 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".

1. Swearing in of Officer Nicole Fraser as a Wyoming Police Officer

APPROVAL OF MINUTES:

2. Consider approving the minutes of the "Regular Meeting" of the Wyoming, Minnesota City Council for May 7, 2024
3. Consider approving the minutes of the "Work Session Meeting" of the Wyoming, Minnesota City Council for May 15, 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.

4. Consider authorizing the payment of recommended bills, payroll and journal entries for the period of May 8, 2024 to May 21, 2024
5. To consider **Resolution 24-05-45** a resolution approving the payment to Axon Enterprise, Inc. for Axon Squad Cameras in the amount of \$86,000

6. To consider approving Assistant Public Works Superintendent Rick Lopez for a City credit card per the City's credit card policy
7. To consider **Resolution 24-05-46** a resolution accepting a donation from the First State Bank of Wyoming for the 2024 Bike Rodeo event
8. To consider **Resolution 24-05-47** a resolution accepting a donation from Polaris, Inc. for the 2024 Bike Rodeo event
9. To consider posting the ICPOET Police Cadet temporary, full-time position to fulfill the requirements of the ICPOET Grant

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

10. Report of the Public Safety Director, Neil Bauer, for May 16, 2024
11. Report of City Building Official, Fred Weck, IV for May 16, 2024.
12. Report of the City Attorney, Tom Loonan, for May 16, 2024
13. Report of City Engineer Mark Erichson, WSB for May 17, 2024
14. Report of the Public Works Superintendent, Steve Reeves, for May 16, 2024

COMMUNICATIONS:

15. 2024 Street Construction Project Communication
16. Age-Friendly Garden Update

OLD BUSINESS:

17. To consider **Resolution 24-05-43** a resolution approving a rezone: Z-24-001 Rural Residential II (R-2) to Commercial (C) District. Location: Hamlet Avenue at Highway 8, northeast corner. Applicant: Stephen Witzel. Property ID Number: 21.10674.02

NEW BUSINESS:

18. To consider **Resolution 24-05-48** a resolution approving an Interim Conditional Use Permit to allow a home occupation to operate an auto repair business in the detached accessory building at 26333 Goodvine Avenue. Applicant Benjamin Kaphing. Property ID Number: 21.11113.34.
19. To consider **Resolution 24-05-49** a resolution approving the purchase of Motorola Portable and Mobile Radios from Ancom Communications, Inc for the amount of \$152,838.54
20. To discuss the Hwy 8 reconstruction project

21. To consider entering a closed session under MN state statute 13d.03 to discuss labor negotiation strategies for a contract with the bargaining unit of Law Enforcement Labor Services (LELS) and Union of International Operator Engineers Local 49

COUNCIL REPORTS:

ADJOURN

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

CALL TO ORDER:

Mayor Lisa Iverson called the Regular Meeting of the Wyoming City Council for May 7, 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, and Brett Ohnstad

ABSENT: Councilmembers Dennis Schilling and Claire Luger

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:

Brian Benson, 24000 Helium Court – Expressed his appreciation to the Council for the time they had spent with them discussing things, even though it wasn't done with the usual protocol. He stated that they have been talking with staff members but wanted to make sure that everyone on the Council was fully aware of their situation. He explained that they are in the Liberty Ponds neighborhood which has a community well and septic system and explained that while the well is fine, the two septic systems and the drain field are not functioning appropriately. He noted that they have also been talking with the MPCA and are trying to get any and all help that they can at this point. He reiterated that he just wanted to make sure that everyone was aware of the situation at Liberty Ponds because they desperately need help with both the logistics and the financial piece of addressing this issue.

City Administrator Linwood – Explained that they had a meeting with some members of the Liberty Ponds board recently and will try to work with their maintenance company and engineer to get more details on the issues they are facing.

City Engineer Erichson – Stated that they had also reached out to the MPCA and shared examples of some of the possible funding options.

Mr. Benson – Expressed his appreciation to City Engineer Erichson and explained that he was able to get much more information from the MPCA in one phone call than they have been able to get.

Judy Coughlin, 8161 Pioneer Road – Explained that she was here to ask the City to address the speed and safety issues on Pioneer Road. She noted that on April 26, 2024 there was a horrific head-on collision on Pioneer Road near her home. She shared examples of people crossing the center line and ending up in the ditch near her home. They would also like to ask the Council to lower the speed limit to 30 or 35 mph along the entire length of Pioneer Road within the City limits. She referenced Mn Stat. 169.14 and explained that she felt that it made it clear that the City had the authority to lower the speed limit. She explained that she did not see any valid reason for the speed limit to remain at 40 mph along Pioneer Road and asked the Council

to take into consideration the safety of the residents who live on Pioneer Road as well as those that travel through.

Mayor Iverson – Asked City Engineer Erichson and Public Safety Director Bauer to gather information for the Council on the number of crashes since the road has been redone and also more details on the statute referenced by Ms. Coughlin.

City Engineer Erichson – Stated that they can gather additional information for the Council and noted that it has been on their radar along with a few other roadways and noted that Public Safety Director Bauer has plans to conduct a speed study with some new equipment he has acquired, so they can more fully understand what is happening out there. He stated that he expects to bring this information back to the Council in the near future at a Work Session meeting.

Council Member Nanko Yeager – Noted that there were driver response signs out there and asked if they were working to slow things down.

Public Safety Director Bauer – Stated that will be part of the data that they are looking into and explained that he has a new type of device that can gather data on a speed study where people would not know that it is there which will allow them to have an accurate reflection of what is really happening out there. He stated that he would like any decision that they make to be able to be based on accurate information and data.

Greg Coughlin, 8161 Pioneer Road – Explained that he had lived in this location for 35 years and noted that for 31 years he has been a licensed civil engineer and has worked on significant transportation projects. He stated that his background is in road design, traffic engineering, State aid, operations and maintenance and has been involved in the 'Towards Zero Deaths' (TZD) efforts throughout the State. He explained that he takes traffic safety very seriously and also takes traffic fatalities very seriously. He noted that on April 26, 2024 at 11:00 a.m. he was sitting in his house and heard a large 'bang' of a head-on collision at the end of his driveway. He stated that it is heartbreaking to think of what those families were going through and explained that it was unnecessary because the City and the residents have known there is a problem. He stated that he felt no traffic fatality was acceptable and felt it was the City's responsibility to fix this situation. He asked the City to make what he considered an easy decision and reduce the posted speed limit on Pioneer Road to 30 mph, and enforce it.

Jason Roberts, 24626 Hamlet Avenue – Stated that he had questions on the item later on the agenda related to rezoning a property on Hamlet Avenue from residential to commercial. He stated that he has a list of questions but clarified that he was not expecting them to be answered tonight but would like more information at a future time. He briefly reviewed his questions that he would like the City to answer, including whether the residents would be getting City sewer and water with the restructuring of Highway 8; how far out the rezoning process would be for the area; plans for handling the increased traffic on Hamlet Avenue; visibility of the rezoned property; and whether rezoning would decrease property values or increase taxes.

County Commissioner Montzka – Noted that on May 22, 2024 there will be a meeting at 6:00 p.m. to discuss consideration of changing the County logo and expressed his displeasure at the proposal and encouraged people to give feedback on this choice. He asked if there was anything that the Council would like him to be working on.

Mayor Iverson – Explained that the City could use any help he could give in trying to get the bonding bill through, including speaking to senators and representatives. She stated that they would also like help related to the proposed Housing First bills that take away development rights for the City.

Mr. Roberts – Asked to share one final thought for the Council to consider and explained that he had lived on Hamlet Avenue since 2009 and Mr. Witzel had not been a resident in that home since he had lived there.

APPROVAL OF MINUTES:

1. Consider approving the minutes of the “Regular Meeting” of the Wyoming, Minnesota City Council for April 16, 2024

A MOTION WAS MADE BY COUNCILMEMBER OHNSTAD, SECONDED BY COUNCILMEMBER NANKO YEAGER, TO APPROVE THE MINUTES OF THE “REGULAR MEETING” OF THE WYOMING, MINNESOTA CITY COUNCIL FOR APRIL 16, 2024, AS SUBMITTED.

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

2. Consider approving the minutes of the “Work Session Meeting” of the Wyoming, Minnesota City Council for April 30, 2024

A MOTION WAS MADE BY COUNCILMEMBER OHNSTAD, SECONDED BY COUNCILMEMBER NANKO YEAGER, TO APPROVE THE MINUTES OF THE “WORK SESSION MEETING” OF THE WYOMING, MINNESOTA CITY COUNCIL FOR APRIL 30, 2024, AS SUBMITTED.

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

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.

3. To consider authorizing the payment of recommended bills, payroll, and journal entries for the period of April 24, 2024 to May 7, 2024
4. To consider hiring two Seasonal Public Works Maintenance Workers
5. To consider the Planning Commission recommendation to Appointment Chris Ortwerth to the Wyoming Planning Commission
6. To consider **Resolution 24-05-40** a resolution appointing Wyoming paid on-call Firefighters to probationary status
7. To consider **Resolution 24-05-41** a resolution declaring certain Public Works items as surplus property and authorizing the Public Works Department to dispose of such items through online auction or disposal process
8. To consider **Resolution 24-05-42** a resolution accepting a donation to the City of Wyoming from Meadows on Fairview-Ebenezer for bus services.

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

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

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

9. Report of the Public Safety Director, Neil Bauer for April 29, 2024
10. Report of City Building Official, Fred Weck, IV for April 29, 2024
11. Report of City Attorney Tom Loonan for April 29, 2024
12. Report of City Engineer Mark Erichson, WSB for May 1, 2024
13. Report of Public Works Superintendent, Steve Reeves for April 24, 2024

Mayor Iverson – Asked Public Works Superintendent Reeves to share details of Arbor Day and other things happening in the City.

Public Works Superintendent Reeves – Stated that the City had hosted an Arbor Day event on April 26, 2024 which went very well and was well attended. He noted that the watermain project near Regal Machine also started this week.

Mayor Iverson – Asked if there were plans to televise the watermain project because she found the concept of the way they plan to complete the work to be fascinating.

City Engineer Erichson - Agreed that it was a really interesting project but noted that they typically do not televise the watermain.

City Administrator Linwood – Noted that when the Council is touring for the street projects next week and that they will go by this site, so Council can see the progress.

Public Works Superintendent Reeves – Asked if Mayor Iverson was interested in seeing the actual pipe televised or if she just wanted to see video of the actual operation.

Mayor Iverson – Explained that she would like to see video of the operation because she was fascinated by the process involved in doing this work. She stated that she thinks residents may also find it interesting especially because the work is being done without interrupting anything.

Public Works Superintendent Reeves – Stated that he will explore some possible options for getting video of this operation.

COMMUNICATIONS:

14. Wyoming Touch-A-Truck Event 2024

Assistant City Administrator MacFarlane – Stated that the City would be hosting the 2024 Touch-A-Truck Event on June 1, 2024 from 10:00 a.m. to 12:00 noon at Goodview Park and noted that they currently have over 25 vehicles scheduled for the event.

OLD BUSINESS: NONE

NEW BUSINESS

15. To consider and approve the 2023 City of Wyoming Audit – Presentation by Bergan KDV

City Administrator Linwood – Introduced Aaron Dahl of Bergan KDV

Aaron Dahl, Bergan KDV – Reviewed the 2023 Audit for the City and explained that they had issued an unmodified opinion and found no audit or legal compliance findings for the City. This is the best opinion that the city can receive on an audit. He reviewed details from the General Fund revenues and expenditures and compared results from 2022 to 2023. He reviewed other details from their financial analysis for budget to actual; fund balances; tax capacity; tax capacity rate; tax levy; water; sewer; and surface water fund operations.

Mayor Iverson – Asked how the ARPA funds were taken out when the City uses them and how it affected their budget.

Mr. Dahl – Explained that they were expenditure driven so they do not recognize the revenue until the expenditures related to their use is actually made.

Mayor Iverson – Asked Public Safety Director Bauer about the Public Safety Aid program and why the City received it.

Public Safety Director Bauer – Explained that every City received a chunk of money, based on their population, which they got at the end of 2023. He stated that these funds are designed to provide additional assistance for things like recruitment and equipment.

Mr. Dahl – Noted that this situation was actually a bit different than the ARPA funds because it was not expenditure driven so it was recognized as revenue in 2023.

A MOTION WAS MADE BY COUNCILMEMBER NANKO YEAGER, SECONDED BY COUNCILMEMBER OHNSTAD, TO ACCEPT THE 2023 CITY OF WYOMING AUDIT, AS PRESENTED.

Voting Aye: Nanko Yeager, Ohnstad, Iverson

Voting Nay: None

Abstain: None

Absent: Schilling and Luger

16. To consider **Resolution 24-05-43** a resolution approving a rezone: Z-24-001 Rural Residential II (R-2) to Commercial (C) District. Location: Hamlet Avenue at Highway 8, northeast corner. Applicant: Stephen Witzel. Property ID Number: 21.10674.02

Zoning Administrator/Building Official Weck – Gave a brief explanation of the request to rezone property at Hamlet Avenue and Highway 8 from R-2 to Commercial. He noted that the intent of the property owner at the present time was for use as a manufactured home sales lot. He explained that the questions asked during the Open Forum related to things like screening, fencing, and trees will be addressed during the site plan and CUP review process. He explained that the item on tonight's agenda was simply for the rezoning of the property and noted that this change would match the land use plan within the Comprehensive Plan. He outlined the history of the rezoning request for this property and noted that the property owner had originally asked to take this action in 2006 while it was still within the Township, but had neglected to follow up and get the property rezoned through the County, so the property had remained zoned as a residential property. Staff and the Planning Commission recommend approval of the rezoning request.

Council Member Ohnstad – Stated that he feels that this is a big issue and would like to have the full Council present for a discussion and vote on it. He asked to table this item until the next meeting when they have the full Council present.

A MOTION WAS MADE BY COUNCILMEMBER OHNSTAD, SECONDED BY COUNCILMEMBER IVERSON, TO TABLE CONSIDERATION OF RESOLUTION 24-05-43 A RESOLUTION APPROVING A REZONE: Z-24-001 RURAL RESIDENTIAL II (R-2) TO COMMERCIAL (C) DISTRICT. LOCATION: HAMLET AVENUE AT HIGHWAY 8,

NORTHEAST CORNER. APPLICANT: STEPHEN WITZEL. PROPERTY ID NUMBER: 21.10674.02, UNTIL THE MAY 21, 2024 CITY COUNCIL MEETING.

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

17. To consider the hiring of Nicole Fraser for the Police Officer position with a tentative start date of May 13, 2024

Public Safety Director Bauer – Shared some of the background and experience of Nicole Fraser.

A MOTION WAS MADE BY COUNCILMEMBER IVERSON, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE THE HIRING OF NICOLE FRASER FOR THE POLICE OFFICER POSITION WITH A TENTATIVE START DATE OF MAY 13, 2024

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

18. To consider **Resolution 24-05-44** a resolution receiving the Feasibility Report and setting the Public Hearing for the 2024 Street Improvement Project

City Engineer Erichson– Reviewed details of the findings, proposed locations, proposed project schedule, project details and funding for the 2024 Street Improvement Project. He explained that staff was requesting that the Council accept the feasibility study and set the public hearing for June 4, 2024. He stated that they were hoping to be able to move forward with construction in late-July or early-August timeframe.

Council Member Ohnstad– Asked why 256th was not included in the project plans.

City Engineer Erichson – Explained that 256th would be included in a future capital improvement and noted that it would also require a different type of improvement.

Council Member Nanko Yeager – Asked if this was full reconstruction rather than reclamation.

City Engineer Erichson – Stated that it was a bit unique and was more of a pavement removal and pavement placement project so they do not increase the roadway elevation and potentially cause drainage issues.

Mayor Iverson – Noted that residents are able to pay off their assessments early if they wanted to.

A MOTION WAS MADE BY COUNCILMEMBER IVERSON,SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE RESOLUTION 24-05-44 A RESOLUTION RECEIVING THE FEASIBILITY REPORT, SETTING THE PUBLIC HEARING FOR JUNE 4, 2024, AND AUTHORIZE PREPARATION OF PLANS AND SPECIFICATIONS FOR THE 2024 STREET IMPROVEMENT PROJECT

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

19. To consider a Proclamation Declaring National Public Works Week for May 19 - May 25, 2024

Public Works Superintendent Reeves – Explained the request for a proclamation declaring May 19 -25, 2024 as Public Works Week. He reviewed some of the services that Public Works provides for the community to ensure that ‘normal’ happens for the residents.

A MOTION WAS MADE BY COUNCILMEMBER OHNSTAD, SECONDED BY COUNCILMEMBER NANKO YEAGER, TO APPROVE A PROCLAMATION DECLARING NATIONAL PUBLIC WORKS WEEK FOR MAY 19 - MAY 25, 2024

Voting Aye: Nanko Yeager, Ohnstad, Iverson

Voting Nay: None

Abstain: None

Absent: Schilling and Luger

20. To consider a Proclamation Declaring National Police Week as May 12 – May 20, 2024

Public Safety Director Bauer– Explained that this is currently a very difficult time for hiring and recruiting police officers with the ongoing challenges around this profession. He stated that the Department is grateful that Wyoming has been such a supportive community in the past.

A MOTION WAS MADE BY COUNCILMEMBER IVERSON, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE A PROCLAMATION DECLARING NATIONAL POLICE WEEK AS MAY 12 – MAY 20, 2024

Voting Aye: Nanko Yeager, Ohnstad, Iverson

Voting Nay: None

Abstain: None

Absent: Schilling and Luger

COUNCIL REPORTS:

Council Member Ohnstad – Attended the Park Advisory Commission meeting and noted that plans for the dog park are moving forward and was hopeful that it will be open soon.

Council Member Nanko Yeager – Attended the Council Work session.

Mayor Iverson – Attended the Council Work session, the Park Advisory Commission meeting, and visited the State Capital a few times to express how much the City needs its Public Safety building. She expressed appreciation to Troop and Pack #142 for being part of the City’s Arbor Day celebration efforts. She thanked Dave Torma and Sam Geisthardt for giving up their Saturday in order to help plant the trees.

A MOTION WAS MADE BY COUNCILMEMBER NANKO YEAGER, SECONDED BY COUNCILMEMBER OHNSTAD, TO ADJOURN THE MAY 7, 2024 “REGULAR MEETING” OF THE WYOMING, MINNESOTA CITY COUNCIL REGULAR MEETING AT 8:40 PM

Voting Aye: Nanko Yeager, Ohnstad, Iverson

Voting Nay: None

Abstain: None

Absent: Schilling and Luger

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:
MAY 21, 2024
7:00PM

**DRAFT MINUTES
CITY COUNCIL
WORK SESSION
CITY OF WYOMING, MINNESOTA
MAY 15, 2024
5:30PM**

Wyoming City Council members present: Councilmembers Lisa Iverson, Linda Nanko Yeager, Brett Ohnstad, and Claire Luger

Absent: Dennis Schilling

Also Present: Robb Linwood-City Administrator, Grant MacFarlane-Assistant City Administrator, Mark Erichson-WSB Engineer, and Steve Reeves-Public Works Superintendent

1. 2024 Street and Project Tour

The purpose of the street and project tour is to view current road conditions, see areas that need improvements, and to view current projects across the City. The road tour focused primarily on roads indicated in the CIP. Council and staff drove on East Viking Boulevard and viewed the newly reconstructed bridge. The Council also reviewed the conditions of Esquire Blvd., Fallbrook Ave., Pioneer Rd., Thurnbeck, and numerous other roads within the community. Council and staff looked at current developments across the City including: Heims Lake Villas, Katie's Glen, and the Highway 8 project location, and the 2024 Trunk Watermain and Forcemain Improvement project. Discussions also included pothole filling, gravel road maintenance, general lifespan of roads, and the various strategies that the City of Wyoming utilizes to improve road conditions.

The Street and Project Tour ended at 7:38PM.

For Check Dates 05/07/2024 to 05/07/2024

Check Number Name			Check Date
Text Label	56236	PACIFIC LIFE INSURANCE	05/07/2024
Item Code	GL Number	Amount	
ROTH	101-0000-21712	273.81	
		273.81	
Text Label	56237	LAW ENFORCEMENT LABOR	05/07/2024
Item Code	GL Number	Amount	
UNION POLICE	101-0000-21713	493.50	
		493.50	
Text Label	56238	CENTRAL PENSION FUND,	05/07/2024
Item Code	GL Number	Amount	
CENT PENS FUND	101-0000-21716	480.00	
		480.00	
Text Label	56239	WI SCTF,	05/07/2024
Item Code	GL Number	Amount	
WI CHILD SUPPOR	101-0000-21710	215.42	
		215.42	
Text Label	EFT1114	MN STATE RETIREMENT	05/07/2024
Item Code	GL Number	Amount	
CITY HSCP CONT	101-0000-21706	0.00	
HCSP	101-0000-21710	0.00	
MNDCP	101-0000-21712	552.00	
MNDCPPRETAX	101-0000-21712	764.00	
		1,316.00	
Text Label	EFT1115	SELECTACCOUNT,	05/07/2024
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	2,238.83	
		2,238.83	
Text Label	EFT1116	P.E.R.A.,	05/07/2024
Item Code	GL Number	Amount	

For Check Dates 05/07/2024 to 05/07/2024

Check Number Name			Check Date
CORD PERA	101-0000-21704	3,048.18	
DCP PERA	101-0000-21704	0.00	
DCP PERA MATCH	101-0000-21704	0.00	
PERA CITY MATCH	101-0000-21704	3,517.12	
PF PERA	101-0000-21704	3,683.32	
PF PERA CITY	101-0000-21704	5,525.00	
		15,773.62	

Text LabelEFT1117 INTERNAL REVENUE SERVICE,

05/07/2024

Item Code	GL Number	Amount
FITW	101-0000-21701	6,803.02
SOCSEC_EE	101-0000-21703	2,749.64
MEDICARE_ER	101-0000-21703	1,077.02
SOCSEC_ER	101-0000-21703	2,749.64
MEDICARE_EE	101-0000-21703	1,077.02
		14,456.34

Text LabelEFT1118 STATE OF MINNESOTA,

05/07/2024

Item Code	GL Number	Amount
SITW	101-0000-21702	3,109.36
		3,109.36

Text Label

General Checking Account 10100
Total Amount Being Paid: \$38,356.88
Total Number of Checks: 9

Mayor Iverson

Councilmember Luger

Councilmember Nanko Yeager

Councilmember Schilling

Check Number	Name	Check Date
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Councilmember Ohnstad

City of Wyoming Check Detail Register

1/13
May 17, 2024 10:17 AM
User: ssaxe
DR: Wyoming

05-21-2024

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
56240 05/07/2024	05/21/2024	AARON & LOUANN WACHHOLZ			
		651-0000-11500 ACCOUNTS RECEIVABLE	\$220.04	Surface Water Mgmt	
		602-0000-11500 ACCOUNTS RECEIVABLE	\$109.88	Sewer Usage	
		601-0000-11500 ACCOUNTS RECEIVABLE	\$54.44	Water - Base Fee	
		601-0000-11500 ACCOUNTS RECEIVABLE	\$31.42	Water Usage	
		601-0000-11500 ACCOUNTS RECEIVABLE	\$2.86	State Surcharge	
		Total for AARON & LOUANN WACHHOLZ	\$418.64		
56241 3914902	05/21/2024	ADAM'S PEST CONTROL INC			
		101-3100-42310 CONTRACTED SERVICES	\$90.00	CONTRACTED SERVICES	
3914901		101-1400-44010 REPAIRS & MAINTENANCE - BUILDINGS	\$90.00	REPAIRS & MAINT. - BUILDINGS	
		Total for ADAM'S PEST CONTROL INC	\$180.00		
56242 5.15.24	05/21/2024	ANDERSON - KOCH FORD			
		101-3100-43900 VEHICLE MAINTENANCE	\$669.53	VEHICLE MAINTENANCE	
		Total for ANDERSON - KOCH FORD	\$669.53		
56243 5.15.24	05/21/2024	APPLEWOOD NURSERY			
		101-5200-42250 LANDSCAPING MATERIALS	\$1,059.19	LANDSCAPING MATERIALS	
		Total for APPLEWOOD NURSERY	\$1,059.19		
56244 332439	05/21/2024	ASPEN MILLS			
		101-2110-44080 UNIFORMS	\$245.38	UNIFORMS	
627589		101-2110-44080 UNIFORMS	\$608.58	UNIFORMS	
323344		101-2110-44080 UNIFORMS	\$191.74	UNIFORMS	
332908		101-2110-44080 UNIFORMS	\$8.95	UNIFORMS	
332845		101-2200-44080 UNIFORMS	\$98.61	UNIFORMS	
332818		101-2110-44080 UNIFORMS	\$1,410.68	UNIFORMS	
332817		101-2110-44080 UNIFORMS	\$57.95	UNIFORMS	
		Total for ASPEN MILLS	\$2,621.89		
56245 05032024	05/21/2024	AT & T MOBILITY			
		101-2110-43200 COMMUNICATIONS (GENERAL)	\$1,127.43	COMMUNICATIONS (GENERAL)	
		101-2200-43200 COMMUNICATIONS (GENERAL)	\$282.05	COMMUNICATIONS (GENERAL)	
		Total for AT & T MOBILITY	\$1,409.48		

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56246 INUS246003	05/21/2024	AXON ENTERPRISE, INC.			
		101-2000-33427-I OTHER STATE PUE	\$86,121.00	OTHER STATE PUBLIC SAFETY AID	
		Total for AXON ENTERPRISE, INC.	\$86,121.00		
56247 1226608	05/21/2024	BERGANKDV LTD			
		101-1500-43010 AUDITING AND AC	\$27,500.00	AUDITING AND ACCOUNTING	
		Total for BERGANKDV LTD	\$27,500.00		
56248 05/07/2024	05/21/2024	BOB JONES			
		602-0000-11500 ACCOUNTS RECEIV	\$69.32	Sewer - Base Fee	
		Total for BOB JONES	\$69.32		
56249 091S101038	05/21/2024	BOYER FORD TRUCKS, INC			
		101-3100-44040 REPAIRS & MAINT.	\$280.00	REPAIRS & MAINT. - EQUIPMENT	
		Total for BOYER FORD TRUCKS, INC	\$280.00		
56250 04302024	05/21/2024	CAMPBELL KNUTSON			
		101-1400-43040 ATTORNEY FEES	\$1,054.00	ATTORNEY FEES	
		Total for CAMPBELL KNUTSON	\$1,054.00		
56251 05072024	05/21/2024	CHAINSAW SAFETY SPECIALISTS, LLC			
		101-3100-42080 TRAINING AND IN	\$1,449.54	TRAINING AND INSTRUCTION	
		Total for CHAINSAW SAFETY SPECIALI	\$1,449.54		
56252 04302024	05/21/2024	CHISAGO COUNTY PRESS, INC			
		101-1400-43510 LEGAL NOTICE PUI	\$77.09	BD OF APPEAL	
		800-0000-20819 WITZEL ESCROW	\$25.74	WITZEL ESCROW	
		Total for CHISAGO COUNTY PRESS, IN	\$102.83		
56253 202400000082	05/21/2024	CHISAGO COUNTY RECORDER			
		800-0000-20815 DAHLQUIST KATIE	\$46.00	DAHLQUIST KATIES GLEN ESCROW	
		800-0000-20816 GRAVELLE ESCROW	\$46.00	GRAVELLE ESCROW	
		800-0000-20817 GREYSTONE CONS	\$46.00	GREYSTONE CONST ROSENBAUER ESCROW	
202400000115		800-0000-20815 DAHLQUIST KATIE	\$46.00	DAHLQUIST KATIES GLEN ESCROW	
		Total for CHISAGO COUNTY RECORDER	\$184.00		
56254 14442	05/21/2024	CHISAGO LAKES JOINT SEWAGE TRE			
		602-9425-43890 SEWER PLANT FEE	\$25,455.51	FEBRUARY TREATMENT CHARGES	
		602-9425-43890 SEWER PLANT FEE	\$27,208.14	MARCH TREATMENT CHARGES	
		Total for CHISAGO LAKES JOINT SEWA	\$52,663.65		

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56255	05/21/2024	CINTAS			
4192203425					
	101-1400-43600	CLEANING SERVIC		\$29.50	CLEANING SERVICE-CITY HALL
4192197980					
	101-2110-43600	CLEANING SERVIC		\$31.35	CLEANING SERVICE-PUBLIC SAFETY
4192203498					
	101-3100-44180	UNIFORMS		\$68.09	STREETS
	101-3100-42100	OPERATING SUPPL		\$66.23	SHOP SUPPLIES
4192918350					
	101-3100-44180	UNIFORMS		\$68.09	STREETS
	101-3100-42100	OPERATING SUPPL		\$42.60	SHOP SUPPLIES
Total for CINTAS				\$305.86	
56256	05/21/2024	CONNEXUS ENERGY			
04292024					
	101-3100-43800	UTILITIES-GAS/ELI		\$33.78	LAKE DR & HEATH - ST LIGHTS
	101-2110-43800	UTILITIES-GAS/ELI		\$5.25	HAMLET DR
	101-2110-43800	UTILITIES-GAS/ELI		\$5.25	FALLBROOK SIREN
	101-3100-43860	STREET LIGHTS		\$19.96	250TH STREET NE SIGN
	101-2110-43800	UTILITIES-GAS/ELI		\$5.25	PIONEER RD
Total for CONNEXUS ENERGY				\$69.49	
56257	05/21/2024	ECKBERG LAMMERS P.C.			
39778					
	101-1400-43040	ATTORNEY FEES		\$180.00	GENERAL
	101-1400-43040	ATTORNEY FEES		\$780.00	MEETINGS
	101-2110-43040	ATTORNEY FEES		\$108.00	ATTORNEY FEES
	800-0000-20815	DAHLQUIST KATIE		\$54.00	ECKBERG-DEVELOPMENT AGREEMENT
Total for ECKBERG LAMMERS P.C.				\$1,122.00	
56258	05/21/2024	FAIRVIEW HEALTH SERVICES			
1500746352					
	101-3100-43060	PERSONNEL TESTI		\$184.00	PERSONNEL TESTING
Total for FAIRVIEW HEALTH SERVICES				\$184.00	
56259	05/21/2024	FAUL PSYCHOLOGICAL PLLC			
1947					
	101-2110-43000	PROFESSIONAL SE		\$665.00	PROFESSIONAL SERVICE (GENERAL)
Total for FAUL PSYCHOLOGICAL PLLC				\$665.00	
56260	05/21/2024	FOREST LAKE ACE			
064069/3					
	101-3100-42100	OPERATING SUPPL		\$11.12	OPERATING SUPPLIES
064103/3					
	101-3100-42100	OPERATING SUPPL		\$40.43	OPERATING SUPPLIES
Total for FOREST LAKE ACE				\$51.55	
56261	05/21/2024	GENERAL REPAIR SERVICE			
79690					
	101-3100-44400	SALT & SAND		\$4,627.85	SALT & SAND
Total for GENERAL REPAIR SERVICE				\$4,627.85	

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56262 2504/14	05/21/2024	GERTEN GREENHOUSES & GARDEN CENTER			
		101-3100-42250 LANDSCAPING MA	\$91.50	LANDSCAPING MATERIALS	
		Total for GERTEN GREENHOUSES & GA	\$91.50		
56263 4040861	05/21/2024	GOPHER STATE ONE CALL			
		601-9425-44650 LOCATES (GOPHER	\$179.55	LOCATES (GOPHER STATE)	
		Total for GOPHER STATE ONE CALL	\$179.55		
56264 30663	05/21/2024	GRAFFITI SOLUTIONS, INC.			
		101-5200-42100 OPERATING SUPPL	\$42.90	OPERATING SUPPLIES	
		Total for GRAFFITI SOLUTIONS, INC.	\$42.90		
56265 05072024	05/21/2024	GRANT MACFARLANE			
		101-1400-42080 TRAINING AND IN	\$175.54	TRAINING AND INSTRUCTION	
		Total for GRANT MACFARLANE	\$175.54		
56266 300094 300093	05/21/2024	GUARDIAN FLEET SAFETY, LLC			
		101-2110-43900 VEHICLE MAINTEN	\$190.00	VEHICLE MAINTENANCE	
		101-2110-43900 VEHICLE MAINTEN	\$595.00	VEHICLE MAINTENANCE	
		Total for GUARDIAN FLEET SAFETY, LL	\$785.00		
56267 05/13/2024	05/21/2024	HALLBERG MARINE INC			
		601-0000-11500 ACCOUNTS RECEIV	\$46.49	Water - Base Fee	
		602-0000-11500 ACCOUNTS RECEIV	\$31.49	Sewer - Base Fee	
		601-0000-11500 ACCOUNTS RECEIV	\$2.44	State Surcharge	
		602-0000-11500 ACCOUNTS RECEIV	\$0.03	Sewer Usage	
		Total for HALLBERG MARINE INC	\$80.45		
56268 20240515	05/21/2024	HALLBERG STORAGE LLC			
		101-2110-42100 OPERATING SUPPL	\$52.50	OPERATING SUPPLIES	
		Total for HALLBERG STORAGE LLC	\$52.50		
56269 3.26.24	05/21/2024	HOLIDAY 3550			
		101-3100-42120 MOTOR FUELS	\$68.72	MOTOR FUELS	
		Total for HOLIDAY 3550	\$68.72		
56270 2014170	05/21/2024	HOME DEPOT CREDIT SERVICES			
		101-3100-42400 SMALL TOOLS/MIN	\$77.80	SMALL TOOLS/MINOR EQUIPMENT	
		Total for HOME DEPOT CREDIT SERVIC	\$77.80		

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56271 6953	05/21/2024	HOSE PROS LLC			
		601-9425-42400	SMALL TOOLS/MIN	\$16.50	SMALL TOOLS/MINOR EQUIPMENT
Total for HOSE PROS LLC				\$16.50	
56272 IN4514376	05/21/2024	INNOVATIVE OFFICE SOLUTIONS, LLC			
		101-2110-42000	SUPPLIES - OFFICE	\$286.84	SUPPLIES - OFFICE/COPY/COMPUTR
IN4534647		101-1400-42000	SUPPLIES - OFFICE	\$88.12	SUPPLIES - OFFICE/COPY/COMPUTR
IN4539369		101-3100-42000	SUPPLIES - OFFICE	\$297.00	SUPPLIES - OFFICE/COPY/COMPUTR
IN4539457		101-2110-42000	SUPPLIES - OFFICE	\$30.36	SUPPLIES - OFFICE/COPY/COMPUTR
Total for INNOVATIVE OFFICE SOLUTI				\$702.32	
56273 3894	05/21/2024	INSITE CONTRACTING, INC			
		101-3100-44410	STREET MAINT MA	\$6,750.00	STREET MAINT MATERIALS
Total for INSITE CONTRACTING, INC				\$6,750.00	
56274 05022024	05/21/2024	IUOE LOCAL #49			
		101-0000-21714	PW UNION DUES	\$210.00	MONTHLY DUES
Total for IUOE LOCAL #49				\$210.00	
56275 55396	05/21/2024	LAKE COUNTRY DOOR			
		101-3100-44010	REPAIRS & MAINT.	\$1,550.18	REPAIRS & MAINT. - BUILDINGS
Total for LAKE COUNTRY DOOR				\$1,550.18	
56276 019443	05/21/2024	MC TOOL & SAFETY SALES			
		101-3100-42300	SAFETY EQUIPMEN	\$35.53	SAFETY EQUIPMENT
Total for MC TOOL & SAFETY SALES				\$35.53	
56277 2024-25	05/21/2024	MCMA			
		101-1400-42080	TRAINING AND IN	\$170.00	TRAINING AND INSTRUCTION
Total for MCMA				\$170.00	
56278 32798	05/21/2024	MENARDS- FOREST LAKE			
		101-3100-42250	LANDSCAPING MA	\$9.99	LANDSCAPING MATERIALS
33210		101-5200-42100	OPERATING SUPPL	\$93.78	OPERATING SUPPLIES
Total for MENARDS- FOREST LAKE				\$103.77	

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56279	05/21/2024	MIDCONTINENT COMMUNICATIONS		
14463230114012				
	101-1400-43210	TELEPHONE	\$141.74	CITY HALL
	101-1400-42310	CONTRACTED SER	\$934.50	FIBER
	101-2110-43210	TELEPHONE	\$411.54	POLICE DEPT
	101-3100-43210	TELEPHONE	\$88.57	PUBLIC WORKS
	601-9425-43210	TELEPHONE	\$256.72	WELL
	602-9425-43210	TELEPHONE	\$184.09	LIFTSTATIONS
Total for MIDCONTINENT COMMUNIC			\$2,017.16	
56280	05/21/2024	MINNESOTA VALLEY TESTING LABS		
1251607				
	601-9425-43110	LAB COSTS	\$112.50	LAB TESTS
1251949				
	601-9425-43110	LAB COSTS	\$116.00	LAB TESTS
Total for MINNESOTA VALLEY TESTIN			\$228.50	
56281	05/21/2024	NORTHERN TOOL & EQUIPMENT		
541202124243202				
	101-3100-42100	OPERATING SUPPL	\$208.04	OPERATING SUPPLIES
Total for NORTHERN TOOL & EQUIPME			\$208.04	
56282	05/21/2024	NOVACARE REHABILITATION		
847621407				
	101-2110-43000	PROFESSIONAL SE	\$185.00	PROFESSIONAL SERVICE (GENERAL)
Total for NOVACARE REHABILITATION			\$185.00	
56283	05/21/2024	NUSS TRUCK & EQUIPMENT		
SWO023348-1				
	101-3100-44040	REPAIRS & MAINT.	\$1,083.53	REPAIRS & MAINT. - EQUIPMENT
Total for NUSS TRUCK & EQUIPMENT			\$1,083.53	
56284	05/21/2024	ON SITE, INC		
0001709485				
	101-5200-44050	SATALLITE RENTA	\$41.21	030626-0002 ASHTON PARK
030626				
	101-5200-44050	SATALLITE RENTA	\$41.21	030626-0002 ASHTON PARK
0001714454				
	101-5200-44050	SATALLITE RENTA	\$87.00	030626-0003 BANTA PARK
	101-5200-44050	SATALLITE RENTA	\$87.00	030626-0010 HAWK MEADOWS TRAIL
	101-5200-44050	SATALLITE RENTA	\$87.00	030626-0004 BLUE SPRUCE PARK
	101-5200-44050	SATALLITE RENTA	\$87.00	030626-0007 COMFORT LAKE
	101-5200-44050	SATALLITE RENTA	\$87.00	030626-0014 TOWN HALL PARK
	101-5200-44050	SATALLITE RENTA	\$87.00	030626-0011 LIONS PARK
	101-5200-44050	SATALLITE RENTA	\$336.00	030626-0008 GOODVIEW PARK
	101-5200-44050	SATALLITE RENTA	\$87.00	030626-0009 FIRESIDE PARK
	101-5200-44050	SATALLITE RENTA	\$87.00	030626-0013 TOLZMAN PARK
	101-5200-44050	SATALLITE RENTA	\$162.00	030626-0012 SWENSON PARK
	101-5200-44050	SATALLITE RENTA	\$87.00	030626-0015 VERGES MEMORIAL PARK
Total for ON SITE, INC			\$1,363.42	

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56285	05/21/2024	PITNEY BOWES			
3106639936					
		601-9425-43000	PROFESSIONAL SE	\$456.26	LETTER ENVELOPE FOLDER
		602-9425-43000	PROFESSIONAL SE	\$456.25	LETTER ENVELOPE FOLDER
Total for PITNEY BOWES				\$912.51	
56286	05/21/2024	PRECISE MRM LLC			
IN200-1048431					
		101-3100-42310	CONTRACTED SER	\$120.00	CONTRACTED SERVICES
Total for PRECISE MRM LLC				\$120.00	
56287	05/21/2024	RANGE SYSTEMS, INC.			
32072					
		101-2110-45800	OTHER EQUIPMEN	\$1,072.89	OTHER EQUIPMENT
Total for RANGE SYSTEMS, INC.				\$1,072.89	
56288	05/21/2024	RAPIT PRINTING INC			
419054					
		101-2110-42100	OPERATING SUPPL	\$124.93	OPERATING SUPPLIES
419008					
		101-3100-44180	UNIFORMS	\$331.25	UNIFORMS
416881					
		101-3100-44180	UNIFORMS	\$93.51	UNIFORMS
417824					
		101-3100-44400	SALT & SAND	\$125.89	SALT & SAND
417687					
		101-3100-42100	OPERATING SUPPL	\$612.50	OPERATING SUPPLIES
Total for RAPIT PRINTING INC				\$1,288.08	
56289	05/21/2024	RDO EQUIPMENT CO.			
P8709214					
		101-3100-42100	OPERATING SUPPL	\$202.51	OPERATING SUPPLIES
P8709114					
		101-3100-42100	OPERATING SUPPL	\$132.58	OPERATING SUPPLIES
Total for RDO EQUIPMENT CO.				\$335.09	
56290	05/21/2024	RICOH BUSINESS SYSTEMS			
108252287					
		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	
56291	05/21/2024	RIES FARMS LLC			
29426					
		101-3100-42310	CONTRACTED SER	\$1,335.28	CONTRACTED SERVICES
Total for RIES FARMS LLC				\$1,335.28	

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56292 APRIL	05/21/2024	ROADKILL ANIMAL CONTROL			
		101-3100-42310 CONTRACTED SER		\$309.00	CONTRACTED SERVICES
		Total for ROADKILL ANIMAL CONTROL		\$309.00	
56293 0000064222	05/21/2024	ROSENBAUER			
		101-2200-43900 VEHICLE MAINTEN		\$1,317.20	VEHICLE MAINTENANCE
		Total for ROSENBAUER		\$1,317.20	
56294 INV2950527	05/21/2024	SAFE-FAST INC			
		101-5200-42400 SMALL TOOLS/MIN		\$68.00	SMALL TOOLS/MINOR EQUIPMENT
		601-9425-42100 OPERATING SUPPL		\$272.59	OPERATING SUPPLIES
		Total for SAFE-FAST INC		\$340.59	
56295 BSF23-0007	05/21/2024	Southwind Builders			
		800-0000-20401 SILT FENCE		\$810.00	BSF23-0007
		Total for Southwind Builders		\$810.00	
56296 1313	05/21/2024	SWENSONS LAWN CARE			
		101-5200-42310 CONTRACTED SER		\$3,003.00	LAWN CARE
		Total for SWENSONS LAWN CARE		\$3,003.00	
56297 850121675	05/21/2024	THOMSON REUTERS-WEST PUBLISH			
		101-2110-44360 INVESTIGATIONS		\$174.34	INVESTIGATIVE SUITE
		Total for THOMSON REUTERS-WEST PI		\$174.34	
56298 M29194	05/21/2024	TIMESAVER OFF SITE SECRETARIAL			
		101-1910-42310 CONTRACTED SER		\$167.00	PLANNING COMMISSION MEETING
		101-1400-42310 CONTRACTED SER		\$246.00	CITY COUNCIL MEETING
		Total for TIMESAVER OFF SITE SECRE1		\$413.00	
56299 11209	05/21/2024	TOTAL CONTROL SYSTEMS			
		601-9425-42950 SCADA SYSTEM		\$1,830.14	SCADA SYSTEM
		Total for TOTAL CONTROL SYSTEMS		\$1,830.14	
56300 1559	05/21/2024	TRUE NORTH CONTRACTORS			
		101-1400-42000-1 SUPPLIES - OFFICE		\$5,700.00	SUPPLIES - OFFICE/COPY/COMPUTR
		Total for TRUE NORTH CONTRACTORS		\$5,700.00	

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56301	05/21/2024	UNUM LIFE INSURANCE		
05142024				
	101-1400-41310	LIFE INSURANCE	\$194.90	ADMIN
	101-2110-41310	LIFE INSURANCE	\$805.25	POLICE
	101-1910-41310	LIFE INSURANCE	\$70.58	PLAN & ZONE
	101-2400-41310	LIFE INSURANCE	\$149.18	BLDG
	101-3100-41310	LIFE INSURANCE	\$422.71	STREETS
	601-9425-41310	LIFE INSURANCE	\$194.68	WATER
	602-9425-41310	LIFE INSURANCE	\$194.68	SEWER
052024				
	101-0000-21715	VOLUNTARY TERM	\$449.06	VOLUNTARY TERM LIFE
Total for UNUM LIFE INSURANCE			\$2,481.04	
56302	05/21/2024	US BANK EQUIPMENT FINANCE		
528809916				
	101-2400-44330	DUES & SUBSCRIP	\$146.00	DUES & SUBSCRIPTIONS
Total for US BANK EQUIPMENT FINANCE			\$146.00	
56303	05/21/2024	VC3, INC.		
143560				
	401-2110-45000	CAPITAL OUTLAY	\$5,159.00	CAPITAL OUTLAY
Total for VC3, INC.			\$5,159.00	
56304	05/21/2024	VC3, INC.		
149925				
	101-1400-42090	NETWORK MUNICI	\$3,670.10	NETWORK MUNICIPAL COMPUTERS
Total for VC3, INC.			\$3,670.10	
56305	05/21/2024	VERIZON		
9962679513				
	602-9425-43210	TELEPHONE	\$336.06	TELEPHONE
	601-9425-43210	TELEPHONE	\$336.06	TELEPHONE
	101-1400-43210	TELEPHONE	\$82.86	TELEPHONE
	101-2400-43210	TELEPHONE	\$82.85	TELEPHONE
Total for VERIZON			\$837.83	
56306	05/21/2024	VICTORY AUTOMOTIVE SERVICE		
819293				
	101-2110-43900	VEHICLE MAINTEN	\$29.30	VEHICLE MAINTENANCE
Total for VICTORY AUTOMOTIVE SERVICE			\$29.30	

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56307	05/21/2024	VISA			
MLSP02000140981	101-2110-44330	DUES & SUBSCRIP	\$90.00	DUES & SUBSCRIPTIONS	
2029053	101-2110-44080	UNIFORMS	\$175.85	UNIFORMS	
	101-2110-42100	OPERATING SUPPL	\$5.62	OPERATING SUPPLIES	
20240403	202-2110-42100	OPERATING SUPPL	\$27.58	OPERATING SUPPLIES	
2730629	101-2110-42100	OPERATING SUPPL	\$28.79	OPERATING SUPPLIES	
30145	101-2110-44010	REPAIRS & MAINT.	\$250.42	REPAIRS & MAINT. - BUILDINGS	
8380201	101-2110-42100	OPERATING SUPPL	\$6.89	OPERATING SUPPLIES	
4968255	101-2200-42300	SAFETY EQUIPME	\$61.32	SAFETY EQUIPMENT	
0211428	101-2110-44080	UNIFORMS	\$37.98	UNIFORMS	
6664263	101-2110-44080	UNIFORMS	\$49.98	UNIFORMS	
849523514	101-2110-44360	INVESTIGATIONS	\$174.34	INVESTIGATIONS	
MNNSKXVVNN	101-2110-42100	OPERATING SUPPL	\$2.99	OPERATING SUPPLIES	
4107391038447401	101-2110-42070	RECRUITMENT	\$74.75	RECRUITMENT	
8573022	201-2110-42100	OPERATING SUPPL	\$76.46	OPERATING SUPPLIES	
20240401	201-2110-42100	OPERATING SUPPL	\$90.00	OPERATING SUPPLIES	
INV250981330	101-2110-44330	DUES & SUBSCRIP	\$160.96	DUES & SUBSCRIPTIONS	
MT19KJ1T29	101-2110-42100	OPERATING SUPPL	\$2.99	OPERATING SUPPLIES	
VP_VFSW0N1M	101-2110-42070	RECRUITMENT	\$92.64	RECRUITMENT	
Total for VISA			\$1,409.56		
56308	05/21/2024	VISA			
2024PWMNSPRNGREA0040	101-3100-42080	TRAINING AND IN	\$420.18	TRAINING AND INSTRUCTION	
Total for VISA			\$420.18		
56309	05/21/2024	VISA			
101282242	101-2400-44330	DUES & SUBSCRIP	\$160.00	DUES & SUBSCRIPTIONS	
0000069	101-2400-44330	DUES & SUBSCRIP	\$125.00	DUES & SUBSCRIPTIONS	
Total for VISA			\$285.00		

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User: ssaxe
DR: Wyoming

05-21-2024

Check # Invoice #	Check Date	Vendor Name	Amount	Comment
General Ledger #				
56310	05/21/2024	VISA		
71224				
	101-1400-42100	OPERATING SUPPL	\$25.00	OPERATING SUPPLIES
	101-1400-42100	OPERATING SUPPL	\$25.00	OPERATING SUPPLIES
3741001				
	101-3100-42000	SUPPLIES - OFFICE	\$22.78	SUPPLIES - OFFICE/COPY/COMPUTR
04242024				
	101-1400-44330	DUES & SUBSCRIP	\$8.00	DUES & SUBSCRIPTIONS
INV253334432				
	101-1400-44330	DUES & SUBSCRIP	\$15.99	DUES & SUBSCRIPTIONS
BBY01-806931636422				
	101-1400-42000	SUPPLIES - OFFICE	\$274.50	SUPPLIES - OFFICE/COPY/COMPUTR
	280-1500-43000	PROFESSIONAL SE	\$274.50	PROFESSIONAL SERVICE (GENERAL)
9431420				
	101-1400-42000	SUPPLIES - OFFICE	\$13.99	SUPPLIES - OFFICE/COPY/COMPUTR
4721001				
	101-1400-42000	SUPPLIES - OFFICE	\$5.24	SUPPLIES - OFFICE/COPY/COMPUTR
8251412				
	101-3100-42100	OPERATING SUPPL	\$80.52	OPERATING SUPPLIES
1337833				
	101-3100-42100	OPERATING SUPPL	\$17.88	OPERATING SUPPLIES
1323406				
	101-3100-42100	OPERATING SUPPL	\$56.93	OPERATING SUPPLIES
9570643				
	101-1400-42000	SUPPLIES - OFFICE	\$14.72	SUPPLIES - OFFICE/COPY/COMPUTR
5896232				
	101-3100-42100	OPERATING SUPPL	\$179.94	OPERATING SUPPLIES
Total for VISA			\$1,014.99	
56311	05/21/2024	WASTE MANAGEMENT CORP SERVICES		
27-16920-33000				
	101-5500-43840	REFUSE	\$17.39	LIBRARY 27-16928-33002
	101-5200-43840	REFUSE	\$251.91	CITY MAINT 27-16916-73007
	101-3100-43840	REFUSE	\$85.20	CITY HALL 27-16916-83005
	101-5200-43840	REFUSE	\$116.64	CITY GARAGE 27-16920-33000
Total for WASTE MANAGEMENT CORP			\$471.14	
56312	05/21/2024	WEX BANK		
97056142				
	101-2400-42120	MOTOR FUELS	\$91.67	MOTOR FUELS
	101-2200-42120	MOTOR FUELS	\$491.26	MOTOR FUELS
	101-2110-42120	MOTOR FUELS	\$2,271.33	MOTOR FUELS
	101-3100-42120	MOTOR FUELS	\$919.16	MOTOR FUELS
	101-5200-42120	MOTOR FUELS	\$36.78	MOTOR FUELS
	601-9425-42120	MOTOR FUELS	\$477.97	MOTOR FUELS
	602-9425-42120	MOTOR FUELS	\$477.96	MOTOR FUELS
Total for WEX BANK			\$4,766.13	

City of Wyoming Check Detail Register

12/13
May 17, 2024 10:17 AM
User: ssaxe
DR: Wyoming

05-21-2024

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
56313	05/21/2024	WHITE BEAR TIRE & AUTO			
INV032311					
		101-2110-43900	VEHICLE MAINTEN	\$2,313.96	VEHICLE MAINTENANCE
		Total for WHITE BEAR TIRE & AUTO		\$2,313.96	
56314	05/21/2024	WYOMING POST OFFICE			
05142024					
		601-9425-43220	POSTAGE	\$4.00	POSTAGE
		602-9425-43220	POSTAGE	\$4.00	POSTAGE
		Total for WYOMING POST OFFICE		\$8.00	
56315	05/21/2024	XCEL ENERGY			
876010165					
		101-3100-43860	STREET LIGHTS	\$6,372.26	STOP LIGHTS
876660288					
		101-3100-43800	UTILITIES-GAS/ELI	\$44.06	TRAFFIC SIGNAL
		Total for XCEL ENERGY		\$6,416.32	
56316	05/21/2024	ZIEGLER INC.			
IN001458563					
		101-3100-44100	RENTALS (EQUIPM	\$226.10	RENTALS (EQUIPMENT)
		Total for ZIEGLER INC.		\$226.10	
56317	05/21/2024	ZIPREPORTS			
2404010038					
		101-2110-43000	PROFESSIONAL SE	\$13.00	PROFESSIONAL SERVICE (GENERAL)
		Total for ZIPREPORTS		\$13.00	

City of Wyoming Check Detail Register

13/13
May 17, 2024 10:17 AM
User: ssaxe
DR: Wyoming

05-21-2024

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

General Checking Account 10100
Total Amount Being Paid: \$247,840.84
Total Number of Checks: 78

Mayor Iverson

Councilmember Luger

Councilmember Nanko Yeager

Councilmember Schilling

Councilmember Ohnstad



Memorandum

Date: May 16, 2024
To: Mayor Iverson and City Council Members
From: Neil Bauer, Public Safety Director
Subject: Requesting Approval to Pay Invoice to Axon

Background Information:

In August of 2023, the Wyoming City Council approved signing a 5-year contract for the Axon Fleet 3 in-car camera system in the amount of \$86,121.00. The camera system has arrived and will be installed in July, and we have received the invoice for the listed amount.

Recommendation:

Staff recommends that Council approve payment in the amount of \$86,121.00 to Axon for the Axon Fleet 3, in-car camera system, using the Public Safety State Aid fund.

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

RESOLUTION NO. 24-05-45

**A RESOLUTION AUTHORIZING PAYMENT TO AXON ENTERPRISE, INC.
FOR AXON SQUAD CAMERAS IN THE AMOUNT OF \$86,121.00**

WHEREAS, The Wyoming Police Department utilizes in-car camera systems during their routine duties; and

WHEREAS, the existing camera system is outdated and needs to be updated; and

WHEREAS, the Wyoming City Council approved signing a 5-year contract with Axon Enterprise, Inc. to receive the Axon Fleet 3 squad cameras in August of 2023; and

WHEREAS, the Wyoming Police Department has received an invoice from Axon Enterprises, Inc. for the Axon Squad Cameras in the amount of \$86,121; and

WHEREAS, the City of Wyoming's Purchasing Policy requires council approval for all purchases in excess of ten thousand dollars with several exceptions including emergency purchases that protect life, health and safety, and

THEREFORE BE IT RESOLVED, the City of Wyoming authorizes payment to Axon Enterprise, Inc. for the purchase of Axon Squad Cameras in the amount of \$86,121.

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING ON THE
21st DAY OF MAY, 2024.**

CITY OF WYOMING

By: _____
Lisa Iverson, Mayor

ATTEST:

Robb Linwood, City Administrator/Clerk



Request for Council Action

Date: May 14, 2024

Presented to: Mayor Iverson and City Council Members

Presented by: Robb Linwood, City Administrator

Department: Administration

Reference: City Credit Card Authorization – Rick Lopez – Assistant Public Works Superintendent

Method: Consent Agenda

Background Information:

The City of Wyoming adopted a credit card policy in 2017 with the following purposes:

- Determine the proper use of credit cards to effectively conduct the business of the City as allowed by Minnesota statutes 471.382;
- Designate the City employees authorized to use City credit cards to conduct the business of the City;
- Provide public confidence in the procedures used in public purchasing;
- Ensure fair treatment of all persons who deal with the City procurement system;
- Provide economy and value in City purchasing activities; and
- Provide safeguards for the assurance of a purchasing system of quality and integrity.

Rick Lopez was hired as the new Assistant Public Works Superintendent and started work on April 22, 2024. Staff is requesting authorization for his use of a city credit card. As stated in the policy it is necessary for the City Council to approve the City employee (responsible person) that will be allowed to use City credit cards consistent with the City's purchasing policy. A current list of all city credit cards and authorized users is kept on file. Authorized employees and officers will receive, sign, and file an acknowledgment form regarding use of City credit cards.

Recommendation: To approve Rick Lopez, Assistant Public Works Superintendent, to receive and become an authorized user of a city credit card.



CITY OF WYOMING

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



Date: May 16, 2024
To: Mayor Iverson and City Council Members
From: Neil Bauer, Public Safety Director
Subject: Consent Agenda Item for Accepting Donation

Background Information:

First State Bank of Wyoming has made a generous donation of \$200 to the police department to be used for the 2024 Bike Rodeo. The funds will be added to our Public Safety Donation fund to pay for the door prizes for the participants of the Bike Rodeo.

I would like to recognize and thank First State Bank of Wyoming for their generous donation.

Recommendation:

I recommend that the City of Wyoming accept the \$200.00 donation by the First State Bank of Wyoming.

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

RESOLUTION NO. 24-05-46

**A RESOLUTION ACCEPTING A DONATION FROM THE FIRST BANK OF
WYOMING TO THE WYOMING POLICE DEPARTMENT**

WHEREAS, The City of Wyoming is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens, and is specifically authorized to accept gifts.

WHEREAS, the following persons and entities have offered to donate to the Wyoming Police Department

<u>Name of Donor</u>	<u>Donation</u>
First Bank of Wyoming	\$200.00

WHEREAS, The City Council finds it appropriate to accept the donations offered.

THEREFORE, BE IT RESOLVED, The City of Wyoming accepts the donation from The First Bank of Wyoming in the amount of \$200.00

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING ON THE 21ST DAY
OF MAY, 2024.**

CITY OF WYOMING

By: _____
Lisa Iverson, Mayor

ATTEST:

Robb Linwood, City Administrator/Clerk



Date: May 16, 2024
To: Mayor Iverson and City Council Members
From: Neil Bauer, Public Safety Director
Subject: Consent Agenda Item for Accepting Donation

Background Information:

Polaris Inc. (Wyoming) has made a generous donation of \$500 to the police department to be used for the purchase of bike helmets for the 2024 Bike Rodeo. The funds will be added to our Public Safety Donation fund to pay for the helmets given out at the Bike Rodeo.

I would like to recognize and thank Polaris Industries for their generous donation.

Recommendation:

I recommend that the City of Wyoming accept the \$500.00 donation by Polaris Inc.

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

RESOLUTION NO. 24-05-47

**A RESOLUTION ACCEPTING A DONATION FROM POLARIS INC. TO THE
WYOMING POLICE DEPARTMENT**

WHEREAS, The City of Wyoming is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens, and is specifically authorized to accept gifts.

WHEREAS, the following persons and entities have offered to donate to the Wyoming Police Department

<u>Name of Donor</u>	<u>Donation</u>
Polaris Inc.	\$500.00

WHEREAS, The City Council finds it appropriate to accept the donations offered.

THEREFORE, BE IT RESOLVED, The City of Wyoming accepts the donation from Polaris Inc. in the amount of \$500.00

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING ON THE 21ST DAY
OF MAY, 2024.**

CITY OF WYOMING

By: _____
Lisa Iverson, Mayor

ATTEST:

Robb Linwood, City Administrator/Clerk



Date: May 16, 2024

Presented to: Mayor Iverson and City Council Members

Presented by: Public Safety Director Neil Bauer

Department: Public Safety

Reference: Posting the ICPOET Police Cadet Temporary Position

Background Information:

At the April 2, 2024 Wyoming City Council meeting, Council approved the creation of a temporary, full-time ICPOET Police Cadet position. The State of Minnesota Office of Justice Programs will be holding a media release on June 4, 2024 about the grant funded positions across the state, requiring us to move our posting timeline up a few weeks. This media release will direct interested applicants to their website, that will contain links to our website and contact information. We are requesting approval to post the position on May 23, 2024 through June 28, 2024.

Recruitment Strategy

The position will be posted on the MN POST Board website, the League of MN Cities website and on the City social media platforms initially, in addition to LinkedIn and Indeed.

Tentative Selection Process Timeline

April – June 2024	Active recruitment at community events (e.g. Taste of the Lakes – Community Event, Coffee with a Cop Event)
06/10/2024 – 06/28/2024	Posting Available on LMC, MN POST Board, City Website, Social Media, LinkedIn, Indeed, Handshake, ZipRecruiter, Chisago Lakes Chamber/Forest Lake Chamber, College/University Distribution
06/19/2024	Virtual Department Open House/Recruitment Event
07/01/2024 – 07/05/2024	Evaluating applications, interview scheduling
07/08/2024 – 07/12/2024	Initial Screening Interview Wyoming Police Multicultural Advisory Committee Interview Final Chief Interview
07/15/2024 – 08/02/2024	Background Investigation
08/06/2024	Conditional offer for Police Cadet presented to City Council
08/07/2024 – 08/23/2024	Psychological Evaluation, Medical Screening, Functional Test
09/02/2024 – 10/11/2024	Orientation, CSO-type Duties
10/14/2024 – 03/13/2025	Formal coursework @ Hennepin Technical College



PUBLIC SAFETY

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

03/14/2025 – Appointment	CSO-type Duties (Funded by City of Wyoming)
03/14/2025 – 03/21/2025	Refresh Psychological Evaluation, Medical Screening, Functional Test, POST Exam
04/01/2025 ¹	Council request for appointment to police officer

Next Steps

Staff recommends the posting of the ICPOET Police Cadet temporary, full-time position, to fulfill the requirements of the ICPOET grant.

Neil D. Bauer, Ed.D.

Police Chief/Public Safety Director

¹ Flexible based on successful completion of POST Exam



PUBLIC SAFETY

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



May 16, 2024

Re: Public Safety Activity Report – May 21, 2024, City Council Meeting

Police Update

Pioneer Road Speed

We are using data from our records management system to better understand the role of speed and the history of motor vehicle crashes on Pioneer. We will be placing the new TrafficSTAT device on Pioneer Road next week and reducing our police presence in the area to get an accurate understanding of the traffic volume and speeds. From there, we can determine our next steps. On first glance, except in 2019 after the construction was completed, speed does not appear to be a contributing factor related to most of the crashes we have investigated, including the recent fatal crash. While still under investigation, intentional excessive speed was not the cause of the crash.

Once our speed study has been conducted, we'll return to Council with an update for further discussion.

Also, a local media source had incorrectly stated that there were three deaths associated with the crash on April 26, 2024. This was inaccurate – there were two – and was not corrected prior to the print edition being published.

Fire Update

House Fire

On May 15, 2024, at about 9:45 PM, Wyoming Fire Department responded to a structure fire in the 24000 Block of Fallbrook Avenue. All of the occupants of the home had evacuated prior to our arrival on scene. The fire was active when responders got on scene and they were able to knock the fire down quickly. The cause of the fire is under investigation but there was nothing suspicious or any reason to believe the fire was intentional. Per Chief Milligan, the fire response went really well. The area does not have hydrants, so they utilized the elementary school lot for refilling trucks. We were assisted by Stacey, Lent, and Forest Lake Fire, with EMS standby provided by M Health ambulance service.

Scout Tour



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

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

A Scouting group toured the station this week and a firefighter provided an overview on things they should be considering related to first aid. It is always great to have the opportunity to potentially plant the seed in our community members minds about becoming a firefighter.

Upcoming Community Outreach Events

May 18, 2024	Bike Rodeo
August 6, 2024	Night to Unite
September 14, 2024	Stagecoach Day



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



May 16, 2024
Honorable Mayor and City Council
City of Wyoming
26885 Forest Boulevard
Wyoming, MN 55092

RE: MAY 14, 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.

Rosenbauer Damaged Siding Replacement

Work has begun on the east wall; the contractor is anticipating completion in three months.

Commercial Plumbing and Heating

This project is on hold to address stormwater pond sizing issues.

Gregory Contracting

A temporary Certificate of Occupancy has been issued. 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.

Katie's Glen Subdivision

Work to begin construction of the public improvements has started. An application for a model home has been submitted.

Planning Commission

Stephen Witzel has requested the rezoning of his property from the Rural Residential II District to the Commercial (C) District. This is a separate agenda item.

Benjamin Kaphing is requesting an Interim Conditional Use Permit for a Home Occupation to do auto repair in his detached accessory building. This is a separate agenda item.

Sincerely,

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



DEPARTMENT OF BUILDING SAFETY

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

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



**ECKBERG
LAMMERS**
ATTORNEYS AT LAW

www.eckberglammers.com

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

Writer's Email:
tloonan@eckberglammers.com

May 16, 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 – April 30, 2024 – May 16, 2024

Dear Robb:

Our office is assisting in responding to legal questions and providing analysis regarding zoning matters. We continue our role as general counsel, answering questions, addressing legal concerns and reviewing items for the City including development matters, law updates, employment matters, contracts, and policy considerations as requested.

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



Engineer's Report



May 17, 2024

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

Re: May 21, 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

A council work session was held on April 30, 2024, where staff presented draft findings from the feasibility study. Staff had the final feasibility study to present to City Council at the May 7th City Council meeting. Staff presented the feasibility report to City Council on May 7th and the council set the public hearing for June 4th. The Council also authorized the preparation of plans and specifications. A neighborhood meeting is scheduled prior to the public hearing on May 28th to share the results of the feasibility study so residents have the opportunity to review in advance of the public hearing.

Trunk Watermain and Sanitary Sewer Forcemain upsizing

A preconstruction meeting was held on April 29, 2024. The jacking and open cut watermain construction are both underway. The forcemain has been directionally drilled under the Sunrise River. The contractor believes the majority of the project will be complete by the end of June.

Katies Glen

A preconstruction meeting was held, and construction is underway. Tree removals are completed, and grading activities are complete. Sewer and watermain are now under construction. Streets should be in place in June.

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

Both the roadway and bridge portions of the project are substantially complete. Minor work and restoration will take place in the spring. As-built plans are being prepared for inclusion in Wyoming's asset management system.

Fallbrook Avenue and 264th Street Improvement Project

The project is now substantially complete. Remaining work to close out the project will take place in the spring. As-built plans are being prepared for inclusion in Wyoming's asset management system.

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.

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.

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. The 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



May 16, 2024

Honorable Mayor Iverson and City Council Members Nanko Yeager, Luger, Ohnstad and Schilling,

RE: May 21, 2024 City Council Meeting

Public Works Department Activity

- Held Arbor Day tree planting event at City Hall with Cub Scouts Pack 142
- The crew received chainsaw safety training including classroom sessions as well as practical in-the-field training on felling EAB infected trees at Comfort Park
- Met with GIS Lead from WSB on our asset management program; Rick and Steve were introduced to the DataFi platform and the crew shared obstacles they experience in the field which lead to immediate hardware/software updates to our technology that should help when gathering data
- Seasonal staff successfully completed pre-employment screens and have started work
- Trimmed trees and landscaped at City Hall
- Playground inspector attended class on changes to best practices and took recertification exam
- Coordinated a volunteer litter pick up with a community leader and youths from Faith Lutheran Church
- Staff completed safety checks in Public Works buildings and facilities in advance of our Safety Meeting
- Assistant Superintendent and Superintendent attended weekly trunk watermain & force main improvements construction meeting

Streets:

Gravel road maintenance has continued as weather allows. We are about 3/4 of the way through our gravel roads by lane miles. We are continuing to trim and remove boulevard trees as time allows. Performed routine maintenance to the hot box (patch) trailer. Patching operations have begun in highest need areas

Utilities:

The crew completed utility locates in the city. Meter installs as they come through.

PUBLIC WORKS

Phone: 651-462-0580 • Fax: 651-462-0581

PO Box 188 • 26490 Faxton Avenue • Wyoming, MN 55092

- **Sanitary Sewer**

Staff have continued to do rounds checking lift stations. New panel for lift station 11 has been delivered. Working with Erickson Electric on pre-install planning and coordinating

- **Water:**

Continuing water testing and monitoring the city's water distribution system. Regular maintenance of well equipment. Continuing to work with city business to obtain water samples after COVID changed how we perform this. Connection & meter are installed at North Tower and numerous construction companies are making use of this.

Surface Water:

Sweeping operations are underway and we are utilizing technology to retrieve data on the spring sweep for the first time. This enables us to see what has been done in real time along with hours and miles swept

Parks:

Spring – Green, our vendor for fertilizer and weed control applied the first of 3 treatments at Goodview Park. Use of the soccer fields has increased thanks to the reservations of the soccer club. Favorable weather has increased usage meaning our rounds in parks to clean up and dump trash has also increased. Fence has been installed at Town Hall Park for the upcoming opening of the dog park

Respectfully submitted,
Steve Reeves
Public Works Superintendent



May 15, 2024

Re: 2024 Street Improvement Project, Wyoming, MN

Dear Property Owner/Resident:

The City of Wyoming is continuing work to improve the condition of our roadway infrastructure. Consistent with the City Capital Improvements Plan, the City previously held a 2024 Street Improvement Project neighborhood meeting to receive feedback from residents for the improvements of the following roadways:

- 258th Street from Goodview Avenue to Goodwin Road
- Goodwin Road from Verges Memorial Park to approximately 750 feet southeast of Gramford Avenue
- Goodwin Lane from southwest terminus to Goodwin Road
- 255th Street from Goodview Avenue to 256th Street
- Gramford Avenue from 256th Street to Grafton/Granada Avenue
- Granada Avenue from 260th Street to Gramford Avenue
- Grafton Avenue from 260th Street to Gramford Avenue

You are invited to an additional neighborhood meeting that will be held on May 28, 2024 at 5:30 PM at City of Wyoming City Hall located at 26885 Forest Boulevard, Wyoming, MN. The purpose of the meeting will be to review the results of the feasibility study in advance of the public hearing meeting.

The City of Wyoming also invites you to a public hearing on the proposed improvements to those areas noted above.

**NOTICE OF PUBLIC HEARING ON THE
2024 STREET IMPROVEMENTS PROJECT**

Notice is hereby given that the City Council of Wyoming will meet in the Council Chambers at the Wyoming City Hall located at 26885 Forest Boulevard, Wyoming, MN, at **7:00 p.m. on Tuesday, June 4, 2024**, to consider the making of the 2024 Street Improvement Project. The area proposed to be assessed for such improvements are the properties abutting the proposed improvements. The estimated cost of the improvement is \$2,765,200. A reasonable estimate of the impact of the assessment will be available at the hearing. Such persons as desire to be heard with reference to the proposed improvement will be heard at this meeting.

If you have questions about the project, you are welcome to contact me at merichson@wsbeng.com or 612.360.1278.

Sincerely,

Mark Erichson, PE
City Engineer

cc: Robb Linwood, City of Wyoming, MN



CITY OF WYOMING

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



Council Communication

Date: May 21, 2024

Presented to: Mayor Iverson and City Council Members

Presented by: Grant MacFarlane, Assistant City Administrator

Department: Administration

Reference: Age Friendly Community Garden

Method: Communications

Background Information:

The City of Wyoming received an Age Friendly Grant from the MN Department of Human Services which provided funding for the City to complete a variety of objectives, including constructing an expansion of the existing community garden located at the M Health Fairview clinic. City Staff worked with Fairview staff to plan the community garden and construction commenced on Saturday, May 18th.

The Age-Friendly expansion is comprised of four ground-level wood plant beds and 16 raised metal plant beds. The raised beds will allow individuals with mobility issues to garden with much greater ease. The project also included scraping, grading, and leveling a portion of the ground and encompassing the entire back area in fencing.

Staff is pleased to report that the Age-Friendly garden is now complete.



CITY OF WYOMING

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



PUBLIC SAFETY

P.O. Box 188, 7665 Wyoming Trl., Wyoming, MN 55092
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**CITY OF WYOMING
PLANNING AND ZONING**

TO:	City Council
DATE:	May 7, 2024
FROM:	Kim Lindquist, City Planner
	Fred Weck
RE:	Rezoning Amendment
OWNER:	Stephen Witzel
PROPERTY:	Hamlet Ave and Hwy 8 21.10674.02
FILE NOS.:	D-24-001

OVERVIEW

Stephen Witzel (the “Applicant”) has requested a Rezoning Amendment for a property on Hamlet Avenue off Highway 8 (“Property”). The applicant requests that the parcel (21.10674.02) be rezoned from R2 – Rural Residential II to C – Commercial to accommodate development of a manufactured home sales lot. The sales lot would require a separate site plan review and approval process. The request for rezoning does not require an amendment to the Land Use Plan as the property is designated Commercial in the most recently adopted Comprehensive Plan.

In 2006 the property was located in Wyoming Township and Stephen Witzel subdivided the property into two lots, (the current parcel, and the property immediately to the north) and had the subject property rezoned to Highway Business. The rezoning was approved by the Town of Wyoming, but the owner was required to also have the County approve the rezoning since Wyoming was a Township. The applicant did not follow up with Chisago County to receive County approval of the rezoning and therefore the parcel zoning was never changed. The property was annexed by the City of Wyoming in December of 2008. There has been no work done on this property since the original rezoning application in 2006.

STAFF RECOMMENDATION

Based on staff’s analysis of the request and the standards for rezoning approval, staff recommends approval of the rezoning from R2 – Rural Residential II to C –Commercial for the property at 21.10674.02.

STAFF REVIEW

The Property is 5.47 acres and currently undeveloped. It is primarily a wooded lot and appears to contain some designated wetlands, based upon the application materials. Surrounding properties are primarily low-density rural residential, however, the intention is that commercial will occur along Lake Blvd.

	Comprehensive Plan Designation	Current Zoning
North	Single Family Residential Neighborhood	R2-Rural Residential II & R1 Rural Residential I
West	Commercial	R2-Rural Residential II
South	Commercial	Agriculture and Commercial
East	Commercial	R2-Rural Residential II

COMPREHENSIVE PLAN

The proposed development is within the Commercial land use designation along Highway 8 in the Comprehensive Plan, which is described as, “The Commercial Areas will allow a wide range of businesses that serve the individual consumer, whether for goods or services.”

According to the Comprehensive Plan, all parcel accesses for Commercial uses must be via City streets. It is assumed that the property will be served off a local street, Hamlet Avenue, directly off of Highway 8.

ZONING ORDINANCE

As noted, the property is currently zoned for Rural Residential, and the applicant is requesting a rezoning to Commercial. The property is also located within the Solar Energy Systems Overlay, Shoreland Management Overlay, and Highway 8 Overlay (H8O) Districts. Additional development standards will need to be addressed when the applicant makes a site plan application.

City of Wyoming ordinance requires that all lots within the Commercial District have at least one acre of buildable land which is defined as - *An area of land excluding surface waters, wetlands or floodplains; and when the property is served by a subsurface sewage treatment system where the depth to mottled soils is at least one (1) foot.* The buildable area can include areas that are protected by an easement. The current application indicates there are wetlands and also showed potential septic locations which means there is buildable area on the site. Because the site is well over 1 acre, staff is comfortable that the site is buildable, although the final site plans will need to provide more detail about soil conditions.

ZONING COMPARISON TABLE

The following lists the ordinance performance standards for the existing zoning and the proposed commercial designation.

Zoning District	Lot Width	Lot Depth	Lot Size	Front Yard Setback	Side Yard Setback	Rear Yard Setback
R-2	215 feet on corner lots	200 feet (not more than 4x the width)	Min. 2-acres with Min. 1 acre buildable	73 feet from centerline or 40 feet from road ROW (whichever is more restrictive)	10 feet (principal building)	35 feet (principal building)
C	115 feet on corner lots	200 feet (not more than 4x the width)	20,000 square feet	135 feet from state highways and 150 feet from the right-of-way of Trunk Highway 8	20 feet (principal buildings adjacent to a residential district)	20 feet (principal buildings)
H8O	300 feet	The same as the underlying zoning district	The same as the underlying zoning district	150 feet	The same as the underlying zoning district	The same as the underlying zoning district

FUTURE ENGINEERING ISSUES

The City Engineer has reviewed the development plans and provided the following comments:

1. The Highway 8 corridor study has identified that the Hamlet access will no longer exist in the future and will be routed through a backage road to access Highway 8.
2. The site is within the Comfort Lake Forest Lake Watershed District and will therefore require the applicant to meet their rules as well as the City's ordinance for any future development.

STANDARDS FOR REZONING

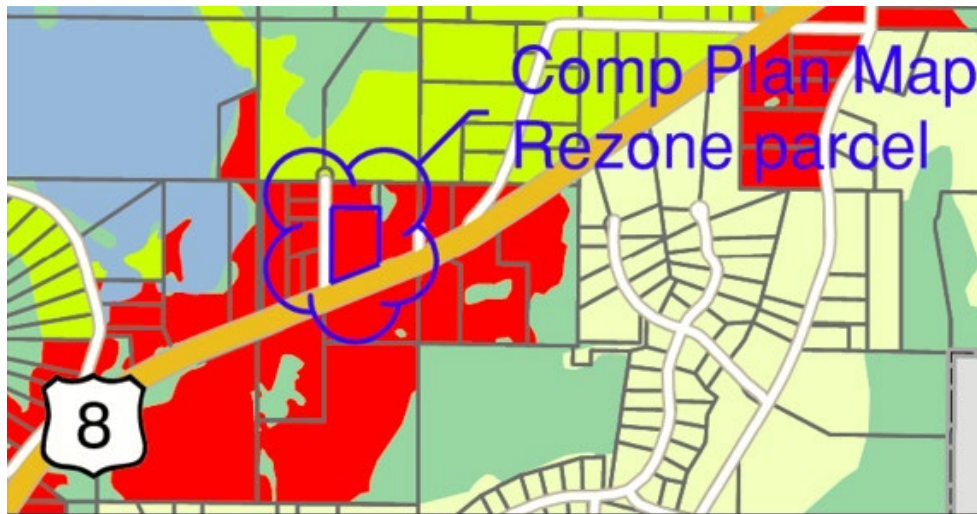
Rezoning Request

Section 40 - 141 (4) (a) outlines the standards for a rezoning. The City may adopt amendments to the zoning ordinance and zoning map in relation both to land uses within a particular district or to the location of the district lines. Such an amendment shall not be issued indiscriminately but should only be used to reflect changes in the goals and policies of the community as reflected in the Comprehensive Plan or changes in conditions in the City. The following factors should be considered:

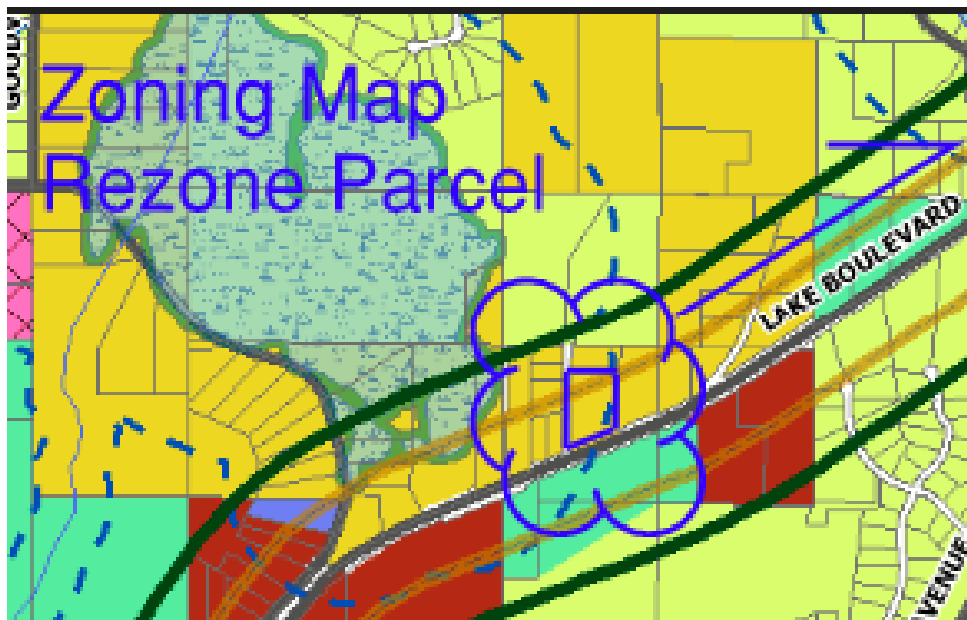
- (1) **Whether the amendment will create an excessive demand on existing parks, schools, streets and other public facilities and utilities which serve or are proposed to serve the area.** *The proposed development will not create an excessive demand on existing city facilities, utilities, parks, utilities and schools serving the area.*
- (2) **Whether the amendment is sufficiently compatible so that existing development will not be depreciated in value and there will be no deterrence to development of vacant land.** *Surrounding properties along Highway 8 are developed with commercial uses or anticipated to be developed for commercial use in the future, as envisioned by the City's adopted Comprehensive Plan. The rezoning is consistent with the future land uses in the area as portrayed by the Comprehensive Plan.*
- (3) **The amendment in the opinion of the City is reasonably related to the overall needs of the City.** *The proposed rezoning enables the applicant to develop a commercial property. The Comprehensive Plan identifies the Highway 8 corridor as one of four possible locations for commercial development outside of Downtown Wyoming.*
- (4) **The amendment is consistent with the intent and purposes of the zoning ordinance.** *The purpose of the Rural Residential II district is to provide an area for low-density housing with on-site wastewater systems. Hwy 8 is not an appropriate location to encourage additional low density rural residential development. Rather, the City has indicated that commercial uses would be more appropriate along the Hwy 8 corridor. Rezoning the property to a Commercial designation would allow for the development of a*
- (5) **The amendment will not cause traffic hazard or congestion.** *The proposed rezoning is not likely to cause any traffic hazards or congestion as Hwy 8 is being reconstructed to recognize future commercial land uses.*

Planning Commission Recommendation

On April 23, 2024 the Planning Commission publicly heard the petitioner's request. After hearing testimony and discussion, the Planning Commission voted unanimously to recommend approval of the request based on the finding that the criteria contained in Article V, Division 9, Zoning Amendments have been met and concur with Staff's recommended findings of fact.

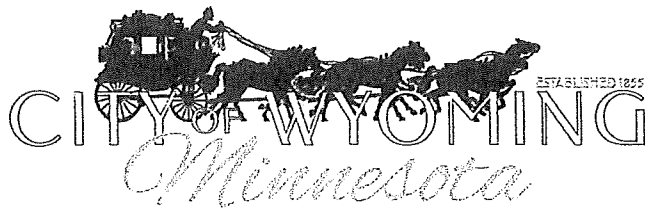


- Single Family Residential Neighborhood
- Multi-Family Suburban Neighborhood
- High Density Residential Neighborhood
- Commercial
- Downtown Core



Zoning Districts

- A -- Agriculture
- R1 -- Rural Residential I
- R2 -- Rural Residential II
- R3 -- Single Family Residential



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

LAND USE APPLICATION: ORDINANCE AMENDMENT

This application initiates a request to change the text of a city ordinance or to change the boundaries of a zoning district (rezoning). Any person owning real estate within the city may initiate an ordinance amendment request.

Property Address: N/A (nearest property is behind at 24639 Hamlet)

Applicant(s): Name(s) Stephen Witzel

Address 505 N.E. Fircrest St.

City Fridley State MN Zip 55432

Phone Number (763) 284-7710 / 763-947-2011 Email Steve.mmi@co.mn.us

Owner(s) - If other than Applicant(s):

Name(s) _____

Address _____

City _____ State _____ Zip _____

Phone Number _____ Email _____

Owners(s) Signature(s) _____ Date _____

Legal description of property (if rezoning) OR proposed text amendment (attach additional pages if necessary):

Section 33 Township 0.33 Lot 2, B1K 1, Witzel Estates Lot 002 B1K00, Subdivision C0110900

Present use of property: 2000

Property Identification Number(s): R.21.10674.02

Present Zoning District: R-2 Rural Residential 11 Proposed Zoning District: Commercial

This application and the following attachments must be submitted to be considered a complete application:

1. Stated reason for requested change
2. Statement of compatibility to the City Comprehensive Plan
3. Text of the portion of the existing ordinance to be amended (If applicable)
4. Proposed amended text and statements outlining any other effects that the amendment may have on other areas of this ordinance
5. Additional information as may be requested by the Planning Commission - Rezoning requests will require a map of the area to be rezoned
6. The application fee and escrow must be paid at the time of application.

A public hearing can be scheduled only after a complete application has been received.

Applicant(s) Signature(s) [Signature] Date 3/29/2024

As the applicant for this request, I agree to reimburse the City for all expenses incurred by the City in employing planning, engineering, legal, and other professional consultants in reviewing this application. This may include the replenishment of any escrow funds as required as part of this application. Such costs shall be paid by me, the applicant, regardless of the outcome of the review and prior to commencing any work on the project. Article V, Division 9, Zoning Amendments, is attached to this application. By signing this application, the applicant acknowledges that it has been read and understood.

OFFICE USE ONLY

Application # 2-24-001

Date Complete Application Received 3/29/24

Fee: \$220.00 + Escrow \$750.00

Revised 01/24/23

Date Application Received 3/29/24

60 Days 5/28/24

Date Paid 3/29/24

By: [Signature]
Official

Check # 5307701436

Land Use Application

Applicant: Stephen Witzel

Section 33, Township 033, Lot 2 BLK1, Witzel Estates, Lot 002 BLK001, Subdivision Cd10900

Property ID R21.10674.02

- 1) Land use to be for commercial use / sales center housing
- 2) It has been suggested by local building official that this area has been slated for commercial development and will be commercial in the new comprehensive plan.

**APPROVED MINUTES
PLANNING COMMISSION
CITY OF WYOMING, MINNESOTA
APRIL 23, 2024
7:00PM**

CALL TO ORDER:

Planning Commission Chairman Lobermeier called the Regular Meeting of the Wyoming Planning Commission for April 23, 2024 to order at 7:00 PM

CALL OF ROLL:

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

ABSENT: Commissioner Katie West

Also Present: Fred Weck Zoning Administrator and Council Liaison Lisa Iverson

DETERMINATION OF A QUORUM:

PLEDGE OF ALLEGIANCE:

OPEN FORUM: NONE

APPROVAL OF MINUTES:

1. Consider approving the minutes of the “Regular Meeting” of the Wyoming, Minnesota Planning Commission for April 9, 2024

A MOTION WAS MADE BY COMMISSIONER HOLL, SECONDED BY COMMISSIONER IVERSON, TO APPROVE THE MINUTES OF THE “REGULAR MEETING” OF THE WYOMING, MINNESOTA PLANNING COMMISSION FOR APRIL 9, 2024, AS SUBMITTED.

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

SCHEDULED PUBLIC HEARINGS:

2. Rezone: Z-24-001 Rural Residential II (R-2) to Commercial (C) District
Location: Hamlet Avenue at Highway 8, northeast corner
Applicant/Owner: Stephen Witzel
Property ID Number: 21.10674.02

Zoning Administrator Weck explained that Mr. Witzel would like to rezone this parcel in order to accommodate development of a manufactured home sales lot, but noted that use was not on the agenda this evening and the item for Commission consideration was simply the rezoning of the property from R-2 to Commercial. He explained that this change would not require an amendment to the Land Use Plan because the Comprehensive Plan has this property guided as commercial already. He stated that in 2006, the property had been divided and rezoned through the Township, but also needed to have it rezoned through the County, which Mr. Witzel had not done.

He explained that when the Township was annexed into the City, this parcel stayed the zoning that it was, which was R-2, because Mr. Witzel had not completed the second step with the County. He noted that this parcel has been guided for Commercial zoning since about 2006 and staff was recommending approval of the rezoning request.

Chair Lobermeier confirmed that this property, under the same ownership, had gone through the process to have it rezoned for Commercial use.

Stephen Witzel apologized for not following through like he should have back in 2007 with completing the rezoning with the County. He explained that he had gone to both the Planning Commission and the City Council at that time and everyone was on board with this rezoning and he mistakenly thought that the rezoning process had been completed. He noted that he thought that the County was the one who had actually dropped the ball on the rezoning, when, in fact, it was him.

Chair Lobermeier explained that if the rezoning request is approved, Mr. Witzel would still need to come back to the City with his development plans for further approvals.

MOTION BY COMMISSIONER IVERSON, SECONDED BY COMMISSIONER HOLL, TO OPEN THE PUBLIC HEARING AT 7:09 P.M.

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

Randy Sampson, 24668 Hamlet Avenue, stated that he bought his place in 1993 and explained that it is a great neighborhood in a great location. He stated that the last thing he wants to see in the neighborhood is commercial property across the street from his home.

Jason Roberts, 24626 Hamlet Avenue, stated that he moved here in 2009 and explained that what he was mostly concerned about was that this would be a commercial business across the street from a residential home. He noted that he had spoken a bit to Zoning Administrator Weck about the Comprehensive Plan and this parcel being guided for commercial use, which he understood, but this has residential homes on a road that will take more traffic because of the proposed Highway 8 recommendations. He explained that he did not see that there would be anyway to access that property beside Hamlet Avenue. He stated that there are children in the neighborhood and he did not want to see an increased traffic load on the street. He explained that they had bought the home because it was off the beaten path but also close to town with nice access. He stated that he has nothing against a property owner trying to flip their property to commercial, but personally does not want to see it done. He urged the Commission to consider this as though they were in his position and this was in their neighborhood. He explained that the other issue he has with this proposal is that there were not any plans about what it will be, which means that it was hard for him to stand up here and say 'absolutely not'. He noted that if the residents on the street knew what was going in and they could request things like a berm or a fence, and noted that it may be possible that they would be more open to this idea. He stated that he was opposed to the current request. He explained that there has been some incidents with a lot of stuff being put in across the street from his house and stated that he does not want to look at it because he likes his property the way it is.

Carl Dahl, 7514 250th Street, stated that he was not directly impacted by this property, but noted that with the frontage road he knows that there will be some impact to the residential neighborhoods. He stated that they enjoy living on a farm and like it being more rural and

explained that he, personally, disagrees with the Comprehensive Plan, but understands that he does not run the City. He explained that he hated to see this go more and more commercial and reiterated that they enjoy raising their family in more of a rural atmosphere. He stated that he believes granting this request would steer the City in the wrong direction.

Daniel Bannon, 24734 Hamlet Avenue, explained that his largest concern is that since he has owned the farmland north of the property since 2017, this parcel has been a garbage pit. He noted that it had been somewhat cleaned up about a month ago, but is still essentially a garbage pit and explained that Mr. Witzel does not maintain it very well. He stated that Mr. Witzel has cleaned up the front of the property a bit, but if you walk his fence line, the property just has garbage everywhere. He noted that the City has serious issues with enforcing these type of issues and if they grant this request it will give Mr. Witzel the opportunity to make it even worse. He explained that it is clear that Mr. Witzel used this property as a storage facility and noted that he has pictures that he can share with the City. He stated that he pays a tremendous amount of taxes for his property and he wants it looking nice and stated that he did not want to see the City give Mr. Witzel an open-ended opportunity to exacerbate this mess. He stated that he felt that opening up the opportunity for commercial just gives Mr. Witzel a blank slate in order to create a mess which concerns him, because the City will not enforce it.

Kevin Miller, 6521 North Shore Trail, stated that he is here on behalf of his daughter and son-in-law who live at 24626 Hamlet Avenue. He stated in looking at the zoning map and the Comprehensive Plan, there is a lot of red. He noted that just because someone came to a Council meeting with the Township and had supposedly gotten approval, and was now coming back because that individual did not do what they were supposed to do at the time, does not mean that the City should just grant this approval without strongly considering the situation. He asked about the City's plan for the zoning being proposed and how they planned to convert all the properties to commercial. He asked if it would be done at this time for all the parcels or if it was just this one parcel. He stated that he understands that the Commission will make a recommendation to the Council, and asked if this would be a CUP or if it would be an actual zoning change. He asked if the City could just make a change to one parcel without changing it all. He asked if that would be fair to the property owners.

Zoning Administrator Weck stated that he believed that Mr. Miller was referring to spot zoning and explained that if the Comprehensive Plan had all residential around there and also had this property as residential and the City decided to change it to commercial that would be considered spot zoning.

Mr. Miller stated that the parcel is currently residential and asked if the City was going to rezone it why they wouldn't do them all at the same time.

Zoning Administrator Weck explained that one of the next agenda items was to look into implementing the Comprehensive Plan, which includes rezoning all those properties at one time.

Chair Lobermeier clarified that this agenda item was to discuss this one parcel and explained that this is the normal process the City uses for rezoning requests. He stated that he did not want there to be a misunderstanding about the spot zoning issue and noted that the Comprehensive Plan lays out what the long-term intended use would be, but reiterated that tonight they are talking about rezoning one parcel. He explained that this would not be considered spot zoning and noted that any landowner can come to the City and request a rezoning of the property.

Mr. Miller asked what would happen if this parcel was zoned commercial and they wanted to change it to residential.

Zoning Administrator Weck explained that the Comprehensive Plan guides this property towards commercial so in Mr. Miller's example, the applicant would have to ask for an amendment to the Comprehensive Plan and also ask the City for rezoning.

Mr. Miller stated that he felt that this change would effect the value of the nearby residential homes and noted that if it ends up lowering their value there have been case studies and lawsuits that have ruled that the City would have to pay the deficiencies, if the value drops considerably and asked if the City was prepared to deal with that type of outcome.

Chair Lobermeier stated that he felt that was speculation.

Mr. Miller stated that one of the things a City can do in this situation, when there are homeowners and residential properties across the street, which would be to require the developer to berm or screen the property along Hamlet Avenue, so that it would not directly effect the residential views and enjoyment. He asked the Commission to consider this as this request is moved forward through the process.

Chair Lobermeier agreed that would be possible but reiterated that the process tonight was simply for rezoning the property and all of the development details, such as screening, trees, and traffic, would be subject to a whole different process through the City and would have to come back before the Planning Commission and the City Council for approval. He stated that, is the rezoning is approved, this process would not begin until the property owner decides what he would like to do with the property, and has specific plan details for the City to review.

Zoning Administrator Weck explained that everyone who received a letter about tonight's Public Hearing would also receive a letter notifying them, if and when, there is a next step of the development and use.

Neil Rever, 24679 Hale Avenue, stated that they live next to the Gregory property and noted that they had appeared before the Commission and Council previously to share their concerns. He stated that he wanted to let everyone know that they have had problems since the Gregory building was put in with excessive lighting and no screening which means they are looking at a parking lot and over 60 lights. He cautioned the residents that if Mr. Witzel wants to put in a building and have 100 lights and keep them on all night, that is what they will have to look forward to. He stated that he felt that the City has not come through, thus far, in addressing their concerns and explained that he felt the Council and staff have not been truthful.

Mr. Bannon explained that Mr. Rever's comments go back to what he said earlier about the City's lack of enforcement of these issues. He stated that he wanted to make sure that if the City has laws or guidelines in order to make the community nice and enjoyable, he asked that they also follow through with enforcement. He stated that the issues raised by Mr. Rever are a prime example of what they have all been talking about. He stated that they are talking about not only a mess, but also an ungodly amount of lights that will diminish the enjoyment of the nearby properties.

Mr. Rever stated that he didn't feel that the City cared.

MOTION BY COMMISSIONER IVERSON, SECONDED BY COMMISSIONER HOLL, TO CLOSE THE PUBLIC HEARING.

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

Chair Lobermeier stated that he asked if there had been complaints about the Gregory property.

Zoning Administrator Weck confirmed that there had been complaints and noted that Mr. Gregory does not yet have the screening up because the ground was frozen, so he could not plant trees or install the fencing. He stated that the security lighting is allowed and they are not allowed to have lighting of a certain candle power beyond the property lines and noted that the City has checked and it is in compliance. He stated that for the current property being discussed, he has received complaints about it regarding trash and debris and he had contacted Mr. Witzel and had those things cleaned up. He noted that he did not walk through the woods, so if someone is walking along the fence line and sees trash, he asked that they let him know about it because he cannot see it. He stated that if there are photographs, he asked that they be sent to him, so it can be addressed.

Chair Lobermeier stated that he thinks there were good comments shared by the residents and noted that he also had some concerns. He asked whether, before there were further discussions about rezoning, if the other issues related to the property that have been raised, should be resolved before they move on in the process.

Zoning Administrator Weck stated that he felt the concerns that have been raised about the way the property is being used, would be more appropriate for when Mr. Witzel would actually bring in a site plan or CUP request.

Chair Lobermeier stated that one of the comments raised during the Public Hearing was about how the Commissioners would feel if this was happening in their neighborhood. He explained that he was in this exact position in 2006 and as a result ended up learning a lot about the Planning Commission, land use, and property rights, which ultimately ended up with him serving on the Planning Commission. He stated that he understands their concerns and that it is difficult to see properties rezoned. He explained that the Comprehensive Plan is the City's attempt to be able to guide the City to the best long-term use and noted that Highway 8 is, and will be, a commercial corridor. He stated that when the City sees a property like this, they see it as moving towards the way that have seen in planned and reminded them that at one time, the Township had also seen this as a commercial property. He explained that this request was consistent with the plan and if Mr. Witzel brought something forward to the City, he believes that there will be an opportunity to improve a number of the conditions that they have heard about tonight from residents, including screening and cleaning up the property, but would also include conditions that, if those things are not followed, that the City has the ability to enforce them.

MOTION BY COMMISSIONER LOBERMEIER, SECONDED BY COMMISSIONER IVERSON, TO RECOMMEND APPROVAL TO REZONE: Z-24-001 RURAL RESIDENTIAL II (R-2) TO COMMERCIAL (C) DISTRICT, LOCATED AT HAMLET AVENUE AT HIGHWAY 8, NORTHEAST CORNER FOR PROPERTY ID NUMBER: 21.10674.02.

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

Chair Lobermeier stated that this item would go before the City Council on May 7, 2024. He reiterated that the Planning Commission was a recommending body and the City Council would make the final decision on this request.

NEW BUSINESS:

OLD BUSINESS:

3. Planning Commission Appointment Recommendation to the City Council – Chris Ortwerth

MOTION BY COMMISSIONER LOBERMEIER, SECONDED BY COMMISSIONER HOLL, TO RECOMMEND APPROVAL OF APPOINTING CHRIS ORTWERTH TO THE PLANNING COMMISSION.

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

4. Rezoning of Undeveloped Parcels to Match the Comprehensive Plan

Zoning Administrator Weck explained that what he had tried to put together for the Commission was to show that if they were zoned Agricultural and the Comprehensive Plan says they will have some other designation, how many parcels it would effect, and, if the uses or lot sizes would be conforming. He stated that, for the most part, if they were compliant with setbacks, they would be compliant with new setbacks. He asked if there was more information that the Commission would like him to compile.

Chair Lobermeier stated that he felt this information was very helpful for them to kind of be able to look at what the current zoning was and what the impact would be. He noted that he was also glad to see that a large percentage of the parcels would remain conforming in terms of use and lot size. He asked what 'SFD' referred to.

Zoning Administrator Weck clarified that SFD meant 'single family dwelling'.

Chair Lobermeier stated that this information helped him get his arms around the fact that this would certainly impact some parcels, but not in the way that he had originally been concerned with.

Commissioner Holl noted that it will take him some time to wrap his mind around this information and asked a few clarifying questions on how to interpret the information put together by Zoning Administrator Weck.

Zoning Administrator Weck answer the questions and noted that he felt that use was the larger issue for consideration.

Chair Lobermeier stated that if the uses remain conforming after they move them to the new zoning that would be a good thing.

Commissioner Iverson stated Zoning Administrator Weck mentioned that the non-conforming aspects would be more around the use of the property and asked what that would really mean in a boiled down explanation.

Zoning Administrator Weck explained that it would mean that they could keep using the property as they want, including as it was currently being used, but they could not expand the property, for example, put an addition onto the house. He noted that there would be a way that they could put on a detached accessory building. He stated that if the home burned down, if they applied for a

building permit with 180 days, they could rebuild what they had.

Commissioner Iverson stated that he felt what Zoning Administrator had just described would be a key point to include in their communications and felt that there may be a few of these types of bullet points that will help create a picture for easier understanding.

Chair Lobermeier stated that he felt this information was very helpful and allowed them to take in this information from a different viewpoint.

Zoning Administrator Weck encouraged the Commission to let him know if there were other categories or information that they would like to be included.

Chair Lobermeier suggested that they may be ready to bring this information to the Council at their May 21, 2024 meeting.

COMMUNICATIONS: NONE

UPDATES: NONE

A MOTION WAS MADE BY COMMISSIONER IVERSON, SECONDED BY COMMISSIONER HOLL, TO ADJOURN THE APRIL 23, 2024 "REGULAR MEETING" OF THE WYOMING, MINNESOTA PLANNING COMMISSION AT 7:44 PM.

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

RESERVED FOR RECORDING DATA

RESOLUTION NO. 24-05-43

**RESOLUTION APPROVING A REZONING FROM THE RURAL RESIDENTIAL II
(R-2) DISTRICT TO COMMERCIAL (C) DISTRICT AT
HAMLET AVENUE AT HIGHWAY 8**

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

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

WHEREAS, Stephen Witzel has applied for approval of a rezoning of property from the Rural Residential II District (R-2) to Commercial (C) District on property legally described as.

Lot 2, Block 1, Witzel Estates.

WHEREAS, on December 27, 2022 the Planning Commission held a public hearing in accordance with the Ordinance and laws of the State of Minnesota; and,

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

1. The requested rezoning will not create an excessive demand on parks, schools, or streets serving the area.
2. The proposed rezoning is compatible with existing development and will not deter the appropriate development of vacant lands.
3. The rezoning is consistent with the goals and policies of the City and the spirit, intent and purposes of the zoning ordinance.
4. The proposed rezoning will not cause traffic hazard or congestion.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Wyoming hereby grants the rezoning as requested by the applicant.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING THIS 21ST DAY OF MAY, 2024.

CITY OF WYOMING

By: _____
Lisa Iverson, Mayor

ATTEST:

Robb Linwood, City Administrator

**CITY OF WYOMING
PLANNING AND ZONING**

TO:	City Council
DATE:	May 21, 2024
FROM:	Kim Lindquist, City Planner Fred Weck, Zoning Administrator
RE:	ICUP Home Occupation
APPLICANT:	Benjamin Kaphing
PROPERTY OWNER:	Benjamin Kaphing
PROPERTY:	26333 Goodvine Ave, Wyoming, 55092 21.1112.34
FILE NO.:	I-24-002

OVERVIEW

The applicant is requesting approval of an Interim Conditional Use Permit to allow a home occupation at 26333 Goodvine Ave. The residential property hosts a principal structure and a detached accessory structure. The property is zoned R-1 and is surrounded by other R-1 lots. The site is approximately 1 acre, and the future land use is guided for Semi-Rural Neighborhood.

The Applicant and Owner, Benjamin Kaphing, seeks to use his existing garage on the eastern half of his property for a home-based automotive repair business. The Applicant would like to run a small business that has a “mom-and-pop” feel for the neighboring community. The Applicant states that the business would focus on providing services for “cars and light trucks” including services such as: general repair of brake systems, suspensions, and engines. There would be no alterations to the residence, with the current garage set-up considered sufficient for the needs of the business.

The automotive business would be named BMK Automotive with working hours: Monday – Friday 8:00 AM-6:00 PM, Saturday 10:00 AM – 2:00 PM, and Sunday – Closed. The business would be run primarily by the Applicant with occasional assistance from a hired hand on an as needed basis. The Applicant indicates that all storage will occur inside the existing garage. The application lists a request for a sign associated with the business – but no further details have been provided and no sign permit has been requested as yet.

The Applicant noted that hazardous waste will be created by the automotive repair business. He indicates that BKM Automotive will work with Bradwell Auto and Truck (a company based in Luck, WI) to obtain 30-gallon barrels for waste storage. The Applicant details that any oil or hydraulic fluids would be stored on-site the barrels until they become full, at which point he will exchange the full barrel for a new empty barrel from Bradwell Auto and Truck. He does not anticipate producing significant amounts of waste due to the type of automotive work he will be doing. All metal scrap will be transferred to recycling facilities.

STAFF RECOMMENDATION

The requirements of Chapter 40, Article V, Division 6, “Conditional Use Permits,” Section 40 – 112, as contained in the City of Wyoming Ordinance have been complied with. Staff recommends

approval of an Interim Conditional Use Permit to allow a home occupation based upon the ICUP findings of fact and subject to the following 10 conditions:

1. Conduct of the home occupation does not require alterations to the exterior of the residence which substantially alters the appearance of the dwelling as a residence.
2. Only those persons residing in the home and one other person are employed on the site or report to the site on any one day.
3. Signage consists of no more than one (1) single or double-faced sign with a maximum area of nine (9) square feet per side.
4. No outdoor storage or display of goods is permitted and all items associated with the business shall be housed within the existing accessory structure including cars in various stages of repair, all parts or materials associated with operation of the business and any refuse or byproducts of the repair.
5. Any additional need for parking generated by the home occupation shall be met by off-street parking. The designated parking area shall be limited to three (3) spaces.
6. Items repaired shall be of a size or nature so that repair can occur within the accessory structure to the principal use as allowed by this Ordinance. Vehicle repair is limited to passenger cars and small trucks.
7. The home occupation shall not generate sewage of a nature or type that cannot be treated by a standard on-site sewage system, or the municipal sewer system, or hazardous wastes that cannot be disposed of through the Applicant's proposed off-site drop-off plan.
8. Storage and removal of hazardous materials associated with the business must meet MnPCA storage and handling requirements.
9. The Applicant shall comply with all home occupations performance standards found in Section 40-543.
10. The ICUP permit shall be valid until one of the following, whichever occurs first:
 - Until the property owner vacates the premises or
 - Until the property is sold

STAFF REVIEW

General Comprehensive Plan and Zoning Review

The subject property is zoned R-1 - Rural Residential I. The property is guided as Semi-Rural Neighborhood in the City of Wyoming's Comprehensive Plan. The zoning and surrounding uses are as follows:

North – R-1; Rural Residential I; Semi-Rural Neighborhood
South – R-1; Rural Residential I; Semi-Rural Neighborhood,
Blue Spruce Public Park
East – R-1; Rural Residential I; Semi-Rural Neighborhood
West – R-1; Rural Residential I; Semi-Rural Neighborhood

Existing Site

The 1-acre site contains two structures; a single-family residence approximately 2,083 square feet that fronts Goodvine Avenue. A driveway runs east-west, connecting Goodvine Avenue to the front of the principal structure. A detached garage measuring approximately 1,203 square feet is located on the eastern half of the property. Access to the accessory structure is from 263rd Street. A firepit and seating area is situated between the accessory and primary structures in the middle of the property.

Permitted uses in the Rural Residential I District include provision of very low-density housing. Section 40-183 allows a home occupation by interim conditional use permit that may "...require additional parking, an accessory building or an attached garage, or generate a noticeable increase in traffic, and which are in accordance with Article VII, Division 13."

The Applicant states that off-street parking will be required for the home occupation. The City Ordinance allows up to 3 spaces of off-street parking related to a home occupation. The Applicant's site plan indicates that off-street parking needs will be met by the driveway connecting 263rd Street to the accessory structure. The Applicant may use the garage stalls for parking additional repair vehicles.

HOME OCCUPATION STANDARDS

The following lists the 10 performance standards necessary to operate a home occupation in Wyoming. Staff believes the standards are met and has noted the business must continue to operate under these requirements. Conditions of approval have been modified to specially relate to the proposed business.

Division 13 Home Occupations, Sec. 40 – 543. Performance Standards.

All home occupations shall conform to the following standards:

- (1) Conduct of the home occupation does not require alterations to the exterior of the residence which substantially alters the appearance of the dwelling as a residence.
- (2) Only those persons residing in the home and one other person may be employed on the site or report to the site on any one day.
- (3) Signage consists of no more than one (1) single or double-faced sign with a maximum area of nine (9) square feet per side in the R-1, R-2, R-3, R-4, R-5, R-6 and MXD (residential uses) Districts and sixteen (16) square feet per side in the Agricultural (A) District.
- (4) No outdoor display of goods.
- (5) Any additional need for parking generated by the home occupation shall be met by off-street parking. Said parking area shall be limited to three (3) spaces.
- (6) Should the occupation be teaching, classes shall not exceed ten (10) students at any one time.
- (7) Should the home occupation be repair, the items repaired shall be of a size or nature that repair can occur within the home, or an accessory structure to the principal use as allowed by this Ordinance.
- (8) No outside storage is permitted.
- (9) An accessory structure may be utilized in conjunction with the home occupation only for the purpose of holding equipment used off the site, repair (as conditionally

permitted pursuant to Sec. 40 – 543, (7), and/or for the storage of goods or articles produced or used by the occupant of the principle structure.

- (10) The home occupation shall not generate sewage of a nature or type that cannot be treated by a standard on-site sewage system, or the municipal sewer system, or hazardous wastes without an approved plan for offsite disposal.

INTERIM CONDITIONAL USE PERMIT STANDARDS

Chapter 40, Article V, Division 6, Conditional Use Permits, Section 40 – 112, sets forth the general standards that shall be met in order to grant an ICUP. Granting of an Interim Conditional Use Permit is required for approval of a Home Occupation in the R-1 zoning district. These standards are as follows:

1. The use is in conformity with the Comprehensive Plan and development policies of the City.
A home occupation is allowed in the Rural Residential I zoning district and is in conformity with the Comprehensive Plan. This standard has been met.
2. The use will not create an excessive demand on existing parks, schools, streets and other public facilities and utilities which serve or are proposed to serve the area.
The proposed use will not create an excessive demand on existing parks, schools, streets and other public facilities and utilities. This standard has been met.
3. The use will be sufficiently compatible or separated by distance or screening from adjacent development or land so that existing development will not be depreciated in value and there will be no deterrence to development of vacant land.
The property will maintain its residential character if the operation is consistent with the application and conditions of approval. Proposed automotive work will occur within the garage away from public view. The standard has been met.
4. The structure and site will have an appearance that will not have an adverse effect upon adjacent properties.
All business proposed activity will occur solely in the existing accessory structure as a condition of approval and therefore the site appearance should not be altered. This standard has been met.
5. The use in the opinion of the City is reasonably related to the overall needs of the City and to the existing land use.
The use is consistent with the zoning ordinance intent for home occupations in the Rural Residential I zoning district, with specific reference to repair services. This standard has been met.
6. The use will be consistent with the purpose of this and other City Ordinances.
This standard has been met.
7. The use will be located, designed, maintained, and operated to be compatible with the existing or intended character of the zoning district in which it is to be located.
The applicant must adhere to the home occupation standards and conditions of approval for the interim conditional use permit, which will mean the site is consistent with the existing and intended character of the Rural Residential I zoning district. This standard has been met.

8. The use will generate only minimal vehicular traffic on local streets and shall not create traffic hazards or unsafe access or parking needs.

The intention of a home occupation is that it should not generally attract more traffic than typical residential use. The use as a repair business will bring some additional traffic to the site but the limitations on parking and business activity being located within the accessory structure will limit traffic associated with the business. This standard has been met.

9. Existing businesses nearby will not be adversely affected because of the curtailment of customer trade brought about by intrusion of noise, glare, or general unsightliness.

This standard has been met.

10. The establishment or maintenance of the use shall not be detrimental to the public, health, safety, or general welfare.

Compliance with the conditions, and applicable ordinance will ensure that this standard can be met. The Applicant has indicated that automotive repair will occur within the existing garage so as not to impact local surroundings.

11. The use will not be hazardous, detrimental, or disturbing to present and potential surrounding land use due to water pollution, odor, fumes, general unsightliness, or other nuisances.

Compliance with the conditions, and applicable ordinance will ensure that this standard can be met. The Applicant has stated their intention for storage and disposal of hazardous material which must meet MnPCA standards. Other refuse must also be readily disposed of and must be stored inside the accessory structure.

12. The use will preserve and incorporate the site's important natural and scenic features into the development design.

This standard has been met.

13. The use will cause minimal adverse environmental effects.

The home occupation activity will all be enclosed indoors which should reduce any potential adverse environmental effects. This standard has been met.

In addition, the following factors must be considered for Interim Use Permits:

- 1) Whether the use conforms to the zoning regulation;
The use conforms to the zoning regulation with the issuance of this permit.
- 2) Whether a date or event for the termination of the use can be identified with certainty.
The applicant requests the permit be valid until the sale of the property or the home.
- 3) Whether the permission of the use will impose additional costs on the public if it is necessary for the public to take the property in the future;
This standard is met – There should be no additional cost to the public.
- 4) Whether the landowner will agree to the conditions that the City Council deems appropriate for permission of the use.
This is to be determined.

Planning Commission Recommendation

On May 14, 2024 the Planning Commission publicly heard the petitioner's request for an Interim Conditional Use Permit to allow a Home Occupation to operate an automotive repair business in

the detached accessory building. After hearing testimony and discussion, the Planning Commission voted unanimously to recommend approval of the request based on the findings that the standards for the Interim Conditional Use Permit have been met and with the following conditions:

1. Conduct of the home occupation does not require alterations to the exterior of the residence which substantially alters the appearance of the dwelling as a residence.
2. Only those persons residing in the home and one other person are employed on the site or report to the site on any one day.
3. Signage consists of no more than one (1) single or double-faced sign with a maximum area of nine (9) square feet per side.
4. No outdoor storage or display of goods is permitted and all items associated with the business shall be housed within the existing accessory structure including cars in various stages of repair, all parts, or materials associated with operation of the business and any refuse or byproducts of the repair.
5. Any additional need for parking generated by the home occupation shall be met by off-street parking. The designated parking area shall be limited to three (3) spaces.
6. Items repaired shall be of a size or nature so that repair can occur within the accessory structure to the principal use as allowed by this Ordinance. Vehicle repair is limited to passenger cars and small trucks.
7. The home occupation shall not generate sewage of a nature or type that cannot be treated by a standard on-site sewage system, or the municipal sewer system, or hazardous wastes that cannot be disposed of through the Applicant's proposed off-site drop-off plan.
8. Storage and removal of hazardous materials associated with the business must meet MnPCA storage and handling requirements.
9. The Applicant shall comply with all home occupations performance standards found in Section 40-543.
10. The ICUP permit shall be valid until one of the following, whichever occurs first:
 - Until the property owner vacates the premises or
 - Until the property is sold



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

LAND USE APPLICATION: INTERIM USE PERMIT FOR A HOME OCCUPATION

An Interim Use Permit application requests a conditional use permitted in a particular zoning district, but regulated and controlled through conditions placed upon it by the City Council after review by the Planning Commission.

Applicant(s)/Owner(s):

Name(s) Benjamin Kaphing
Address 26333 Goodvine Ave
City Wyoming State MN Zip 55092
Phone Number 612-961-1004 Email BenKaphing@yahoo.com

Legal description of property: _____

Property Identification Number: R.21 Present zoning of property: _____

Present use of property: Living

Proposed Home Occupation: Auto Repair

On what date, or upon what event, would the applicant desire the interim use to expire? _____ / _____ / when I sell the home/property

This application and the following attachments must be submitted to be considered a complete application:

- A detailed site plan showing the following information from Sec. 40 - 111, 5, (a - k):
 - Site plan drawn at scale showing parcel and building dimensions and their square footages
 - Curb cuts, driveways, access roads, parking spaces and off-street loading areas
 - Type of business or activity and proposed number of employees
 - Proposed floor plan of any building and use indicated
 - A location map showing the general location of the proposed use within the City and showing all principal land uses within 250 feet of the parcel for which application is being made
 - Any other information deemed necessary by the Zoning Administrator or Planning Commission
- A letter explaining the proposed home occupation and how it will be operated
- A completed Home Occupation Worksheet
- A completed Conditional / Interim Use Permit Worksheet
- The application fee and escrow must be paid at the time of application - The fee is **not** refundable and the unused portion of the escrow will be returned to the applicant.
- Any other information deemed necessary by the Zoning Administrator or Planning Commission
- An application for a property in a Shoreland District must include a valid Septic System Certificate of Compliance

Applicant(s) Signature(s) Ben Kaphing Date 4/11/24

As the applicant for this request, I agree to reimburse the City for all expenses incurred by the City in employing planning, engineering, legal, and other professional consultants in reviewing this application. This may include the replenishment of any escrow funds as required as part of this application. Such costs shall be paid by me, the applicant, regardless of the outcome of the review and prior to commencing any work on the project. All of Article V, Division 6, Conditional Use Permits, and Article VII, Division 13, Home Occupations are attached to this application and by signing this application, the Applicant acknowledges that they have been read and understood.

A public hearing can be scheduled only after a complete application has been received.

OFFICE USE ONLY

Application # I-24-002

Date Complete Application Received 4/11/24

Fee: \$220.00 + Escrow \$750.00

Date Application Received 4/11/24

60 Days 6/10/24

Date Paid 4/11/24

By: [Signature]
Official

Check # Cash

HOME OCCUPATION WORKSHEET

Applicant: Benjamin Kapning
Address: 2633 Goodvine Ave Wyoming, MN 55092
Type of Business: Automotive Repair
Business name: BMK Automotive

Answer the following questions based on the standards contained in Article VII, Division 13, of the City of Wyoming Zoning Ordinance for home occupations. If needed, use a separate page. **All questions must be answered.**

Sec. 40 – 543, Performance Standards; Items 1-10. **All home occupations shall conform to the following standards:**

1. Conduct of the home occupation does not require alterations to the exterior of the residence which substantially alters the appearance of the dwelling as a residence.

Are any alterations to the exterior of the home proposed? ☐ Yes ☒ No

If yes, what is proposed? _____

2. Only those persons residing in the home and one other person may be employed on the site or report to the site on any one day.

How many employees will the business have? 1 part time

3. Signage consists of no more than one (1) single or double-faced sign with a maximum area of nine (9) square feet per side in the R1, R2, R3, R4, R5, R6 and MXD (residential uses) Districts and sixteen (16) square feet per side in the Agricultural (A) District.

Are any signs proposed for the business? ☒ Yes ☐ No

Has a sign permit been applied for? ☐ Yes ☒ No

4. No outdoor display of goods.

Will any goods be displayed outdoors? ☐ Yes ☒ No

5. Any additional need for parking generated by the home occupation shall be met by off-street parking. Said parking area shall be limited to three (3) spaces.

Will there be any off-street parking? ☒ Yes ☐ No (If yes, show the location of parking on the site plan)

6. Should the occupation be teaching, classes shall not exceed ten (10) students at any one time.

Is the business teaching? ☐ Yes ☒ No If yes, how many students per class? _____

7. Should the home occupation be repair, the items repaired shall be of a size or nature that repair can occur within the home, or an accessory structure to the principal use as allowed by this Ordinance.

Is the business repair? ☒ Yes ☐ No If yes, where will the items be repaired? Auto - Cars & light trucks

8. No outside storage is permitted.

Where will items be stored? inside Garage

9. An accessory structure may be utilized in conjunction with the home occupation only for the purpose of holding equipment used off the site, repair (as conditionally permitted pursuant to Sec. 40 – 543, 7), and/or for the storage of goods or articles produced or used by the occupant of the principle structure.

Will an accessory building be used for the business? ☒ Yes ☐ No

If yes, what will the building be used for? Repair of Vehicles

10. The home occupation shall not generate sewage of a nature or type that cannot be treated by a standard onsite sewage system, or the municipal sewer system, or hazardous wastes without an approved plan for offsite disposal.

Will the business generate sewage that cannot be treated? ☐ Yes ☒ No (If yes, attach plan for offsite disposal)

Will hazardous wastes be generated? ☒ Yes ☐ No (If yes, attach plan for offsite disposal)

Application # _____

Revised 01/24/23

CONDITIONAL & INTERIM USE PERMIT WORKSHEET

Applicant: Benjamin Kapfing

Address: 26333 Groveline Ave Wyoming, MN 55092

Type of Business: Automotive Repair

Business name: BMK Automotive

Answer the following questions based on the standards contained in Sec. 40 – 112 of the City of Wyoming Zoning Ordinance for Conditional and Interim Use Permits. If needed, use a separate page. **All questions must be answered.**

1. Is your proposed use in conformity with the Comprehensive Plan and development policies of the City?
☒ Yes ☐ No Explain: _____
2. Will your proposed use create an excessive demand on existing parks, schools, streets and other public facilities and utilities which serve or are proposed to serve the area?
☐ Yes ☒ No Explain: _____
3. Will your proposed use be sufficiently compatible or separated by distance or screening from adjacent development or land so that existing development will not be depreciated in value and so there will be no deterrence to development of vacant land?
☒ Yes ☐ No Explain: _____
4. Will the structure and site have an appearance that will not have an adverse effect upon adjacent properties?
☒ Yes ☐ No Explain: _____
5. Is the proposed use reasonably related to the overall needs of the City and to the existing land use?
☒ Yes ☐ No Explain: _____
6. Will the proposed use be consistent with the purpose of the Zoning Ordinance and other City Ordinances?
☒ Yes ☐ No Explain: _____
7. Will the proposed use be located, designed, maintained, and operated to be compatible with the existing or intended character of the zoning district in which it is to be located?
☒ Yes ☐ No Explain: _____
8. Will the proposed use generate only minimal vehicular traffic on local streets?
☒ Yes ☐ No Explain: _____
9. Will the proposed use create traffic hazards or unsafe access or parking needs?
☐ Yes ☒ No Explain: _____
10. Will existing businesses nearby be adversely affected by your proposed use because of the curtailment of customer trade brought about by intrusion of noise, glare, or general unsightliness?
☐ Yes ☒ No Explain: _____
11. Will the establishment or maintenance of the proposed use be detrimental to the public health, safety or general welfare?
☐ Yes ☒ No Explain: _____
12. Will the proposed use be hazardous, detrimental, or disturbing to present and potential surrounding land uses due to water pollution, odor, fumes, and general unsightliness or other nuisances?
☐ Yes ☒ No Explain: _____
13. How will the proposed use preserve and incorporate the site's important natural and scenic features into the development design?
☐ Yes ☐ No Explain: _____
14. Will the proposed use cause adverse environmental effects?
☐ Yes ☒ No Explain: _____

Application # _____

Revised 01/24/23

Hello my name is Ben kaphing im 40 years old and a long time resident of Wyoming.
This letter is to inform you of my proposal of my home occupation.

What I would like to do is have an automobile repair shop that would be run out of my garage in the backside of my property. It would be a smaller "mom and pop" style business working on cars and light trucks. There would be no alterations or modifications of my residence as the current set up would be sufficient. My plan would be to focus on general repair of brake systems, suspensions and engines. The business would be run primarily by me with the occasional hired hand when I would need it. I pride myself with keeping my house, property and work areas clean and well maintained so keeping everything clean organized and sightly will be no problem and all work will be performed inside my building.

I understand the worry of hazardous waste and my plan for that is this. I would work with bradwell auto and truck who would supply me with 30 gallon barrels that I would deposit any oil or hydraulic fluids such as transmission power steering or gear oil into. When the barrel is full I would drop it off to them and they would give me an empty one. However I don't plan on creating that much of that waste as I would be focused on other areas of the vehicles. All other scrap metal will be hauled off to recycling facilitys.

My business would be named BMK Automotive and my hours of operation would be.

Monday-Friday 8:00am-6:00pm

Saturday 10:00am-2:00pm

Sunday-closed

Thank you for taking the time to consider my proposal. working on cars has been a passion of mine since I was a young kid and I would love to provide my neighbors and community with a place they can bring their vehicles to that would provide them with an honest, trusted and affordable repair to keep them moving that also has that 'mom and pop' feeling.

Sincerely, Ben kaphing



0 12.5 25 50 ft

Date: 4/8/2024
Time: 5:43:23 PM

These data are provided on as "AS-IS" basis, without warranty of any type, expressed or implied, including but not limited to any warranty as to their performance, merchantability, or fitness for any particular purpose.



RESERVED FOR RECORDING DATA

RESOLUTION NO. 24-05-48

**RESOLUTION APPROVING AN INTERIM CONDITIONAL USE PERMIT TO ALLOW
A HOME OCCUPATION TO OPERATE AN AUTO REPAIR BUSINESS IN THE
DETACHED ACCESSORY BUILDING AT
26333 GOODVINE AVENUE
PROPERTY ID NUMBER: 21.11112.34**

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

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

WHEREAS, WHEREAS, Benjamin Kaphing has applied for an Interim Conditional Use Permit to operate an automotive repair business in the detached accessory building on property legally described as:

Lot 10, Block 1, Rebecca Meadows.

WHEREAS, on May 14, 2024, the Planning Commission held a public hearing in accordance with the Ordinance and laws of the State of Minnesota; and,

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

1. The use is in conformity with the Comprehensive Plan and development policies of the City.
2. The use will not create an excessive demand on existing parks, schools, streets and other public facilities and utilities which serve or are proposed to serve the area.
3. The use will be sufficiently compatible or separated by distance or screening from adjacent development or land so that existing development will not be depreciated in value and there will be no deterrence to development of vacant

land.

4. The structure and site will have an appearance that will not have an adverse effect upon adjacent properties.
5. The use in the opinion of the City is reasonably related to the overall needs of the City and to the existing land use.
6. The use will be consistent with the purpose of this and other City Ordinances.
7. The use will be located, designed, maintained, and operated to be compatible with the existing or intended character of the zoning district in which it is to be located.
8. The use will generate only minimal vehicular traffic on local streets and shall not create traffic hazards or unsafe access or parking needs.
9. Existing businesses nearby will not be adversely affected because of the curtailment of customer trade brought about by intrusion of noise, glare, or general unsightliness.
10. The establishment or maintenance of the use shall not be detrimental to the public, health, safety, or general welfare.
11. The use will not be hazardous, detrimental, or disturbing to present and potential surrounding land use due to water pollution, odor, fumes, general unsightliness or other nuisances.
12. The use will preserve and incorporate the site's important natural and scenic features into the development design.
13. The use will cause minimal adverse environmental effects.

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

1. Conduct of the home occupation does not require alterations to the exterior of the residence which substantially alters the appearance of the dwelling as a residence.
2. Only those persons residing in the home and one other person are employed on the site or report to the site on any one day.
3. Signage consists of no more than one (1) single or double-faced sign with a maximum area of nine (9) square feet per side.
4. No outdoor storage or display of goods is permitted and all items associated with the business shall be housed within the existing accessory structure including cars in various stages of repair, all parts, or materials associated with operation of the business and any refuse or byproducts of the repair.
5. Any additional need for parking generated by the home occupation shall be met by off-street parking. The designated parking area shall be limited to three (3) spaces.
6. Items repaired shall be of a size or nature so that repair can occur within the accessory structure to the principal use as allowed by this Ordinance. Vehicle repair is limited to passenger cars and small trucks.

7. The home occupation shall not generate sewage of a nature or type that cannot be treated by a standard on-site sewage system, or the municipal sewer system, or hazardous wastes that cannot be disposed of through the Applicant's proposed off-site drop-off plan.
8. Storage and removal of hazardous materials associated with the business must meet MnPCA storage and handling requirements.
9. The Applicant shall comply with all home occupations performance standards found in Section 40-543.
10. The ICUP permit shall be valid until one of the following, whichever occurs first:
 - Until the property owner vacates the premises or
 - Until the property is sold

ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING THIS 21st DAY OF MAY, 2024.

Lisa Iverson, Mayor

ATTEST:

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

Robb Linwood, City Administrator

**UNAPPROVED MINUTES
PLANNING COMMISSION
CITY OF WYOMING, MINNESOTA
MAY 14, 2024
7:00PM**

CALL TO ORDER:

Planning Commission Chairman Lobermeier called the Regular Meeting of the Wyoming Planning Commission for May 14, 2024 to order at 7:00 PM

CALL OF ROLL:

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

ABSENT: None

Also Present: Fred Weck Zoning Administrator and Council Liaison Lisa Iverson

DETERMINATION OF A QUORUM:

PLEDGE OF ALLEGIANCE:

OPEN FORUM: NONE

APPROVAL OF MINUTES:

1. Consider approving the minutes of the “Regular Meeting” of the Wyoming, Minnesota Planning Commission for April 23, 2024

A MOTION WAS MADE BY COMMISSIONER IVERSON, SECONDED BY COMMISSIONER HOLL, TO APPROVE THE MINUTES OF THE “REGULAR MEETING” OF THE WYOMING, MINNESOTA PLANNING COMMISSION FOR APRIL 23, 2024, AS SUBMITTED.

Voting Aye: Ortwerth, West, Holl, Iverson, and Lobermeier

Voting Nay: None

Abstain: None

Absent: None

SCHEDULED PUBLIC HEARINGS:

2. Interim Conditional Use Permit for a Home Occupation: I-24-002

Location: 26333 Goodvine Avenue

Applicant: Benjamin Kaphing

Property ID Number: 21.11112.34

Zoning Administrator Weck explained that this application was a request for an Interim Conditional Use Permit (ICUP) to allow a home occupation at 26333 Goodvine Avenue. He reviewed the existing conditions and zoning for the property and explained that the applicant would like to use the accessory structure for an automotive repair business for cars and light trucks. He explained that all of the repairs would take place inside the building and would be done during traditional work hours, Monday through Friday from 8:00 a.m. to 6:00 p.m., Saturdays from 10:00 a.m. to

2:00 p.m. and closed on Sundays. He noted that any hazardous waste that will be created would be handled by Bradwell Auto and Truck where they would exchange a full barrel for a new empty barrel. He stated that there may also be one part-time employee, on an as needed basis. Staff recommends approval subject to the 10 conditions outlined in the staff report. He noted that the ICUP would be valid until the property is either vacated or sold.

Commissioner West asked about the reference in the staff report to screening.

Zoning Administrator Weck clarified that if the applicant were to have anything outside then screening would be required, but noted that the plans are for everything to be inside the building.

Chair Lobermeier stated that some of the conditions include things like 'monitoring' and asked how that would be handled.

Zoning Administrator Weck stated that with the hazardous waste license, the applicant will have to provide a copy of that for the City or a copy of the contract with Bradwell Auto and Truck. He explained that beyond that, for example, things like noise complaints that would be generated by the neighbors. He noted that a normal CUP would run with the land, but this is an ICUP so if the property is sold or vacated the permit will expire.

Commissioner Holl asked if the City would make this permit valid for a term of 1 year.

Zoning Administrator Weck stated that they could but would have to hold another public hearing, because that was not the information that was noticed to the public.

Commissioner Holl asked if there would be any kind of inspection associated with the ICUP.

Zoning Administrator Weck stated that the ordinance provides for himself or someone from the Planning Department to go out and do yearly inspections to ensure that it is still in operation. He stated that, for example, if the applicant stopped working for more than a year then the permit would also lapse.

Commissioner Ortwerth asked about the storage of the oil and where they would be done.

Zoning Administrator Weck stated that he will have a 30 gallon barrel, per the MPCA requirements. He noted that the City is not allowing any exterior storage, so this barrel would be inside of the shop.

Ben Kaphing explained that he was just looking to have a small repair business and work from home fixing cars and light trucks. He stated that there would not be any big trucks or diesel vehicles. He noted that he stated that he would run it within the hours indicated by Zoning Administrator Weck and stated that he can keep the shop very clean. He explained the process for use of the 30 gallon drums and confirmed that they would all be stored inside. He stated that he planned to be respectful of his neighbors through the operation of the business.

Commissioner Holl asked if most people would be driving in and dropping off the vehicle.

Mr. Kaphing confirmed that most people would drive in and drop off their vehicle. He stated that his plan is to focus the work on suspension, engines, and transmissions. He explained that he had no plans to become a rapid oil change place.

Commissioner Iverson asked about plans to mitigate noise.

Mr. Kaphing stated that he planned to keep everything inside his shop and noted that it was very well insulated.

Commissioner Iverson asked if he would have the doors open.

Mr. Kaphing noted that he does have a back door and if it gets too noisy he will do what he can to keep the doors closed. He stated that he has air conditioning and heat so he should be able

to keep them closed, if needed. He stated that right now he was just using the garage for his personal stuff, such as hot rods, dirt track racing vehicles, and snowmobiles and explained that he had been working on cars for about 25 years.

MOTION BY COMMISSIONER WEST, SECONDED BY COMMISSIONER IVERSON, TO OPEN THE PUBLIC HEARING AT 7:12 P.M.

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

Zoning Administrator Weck noted that he had received 2 e-mails regarding this application from Marcie Wacker and Rhonda Peterson that he had placed before the Commission.

Tim Lamourea, 26365 Goodvine Avenue, stated that he lives just north of this property and noted that Mr. Kaphing is probably one of the neighbors that keeps things the most well-kept in the neighborhood. He stated that he had no issues with this request and would support City approval.

Rhonda Peterson, 6483 263rd Street, stated that she had sent a long e-mail to the City and noted that it appeared as though the City has tried to address most of her concerns. She noted that Zoning Administrator Weck was helpful in answering her questions and referenced Section 40-540 of MN Statute related to the purpose. She stated that there is language towards the end of this section that says the purpose 'does not alter the character or appearance of the home or neighborhood'. She stated that is something that she would like the City to take a close look at while they are considering this request. She stated that details of her concern were included in the e-mail she had sent and encouraged the Commission to read it.

MOTION BY COMMISSIONER HOLL, SECONDED BY COMMISSIONER ORTWERTH, TO CLOSE THE PUBLIC HEARING.

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

Commissioner West stated that in just looking at the property, visually, it looks like Mr. Kaphing keeps a well maintained property and would assume that would also be how he would treat his business.

Commissioner Holl stated that he went out and took a look at the property and would agree that it is well maintained. He noted that there is already a fence up along the east side of the shop.

Commissioner Iverson stated that he had also driven by and would echo what has already been stated about the property appearing to be well maintained.

Commissioner Ortwerth stated that he thinks everyone's main concern is that this may turn into a junk yard. He stated that in his previous residence before he moved to Wyoming he had a neighbor who did this same kind of thing and there were cars parked all along the backyard. He stated that in that instance the city ended up shutting down this business, but noted that this a concern that the neighbors will have. He noted that as long as Mr. Kaphing keeps everything well maintained and does not have a lot of cars, he did not see a problem with this request.

Chair Lobermeier stated that Wyoming allows for this type of permit for home based businesses.

He stated that staff was recommending 10 conditions of approval and his message to the applicant and the neighbors was to check in every once in a while. He suggested that Mr. Kaphing check in with the neighbors to make sure that there weren't any complaints about how he was operating the business. He stated that if there were problems, the neighbors can call Zoning Administrator Weck and staff will come and check on the situation.

MOTION BY COMMISSIONER LOBERMEIER, SECONDED BY COMMISSIONER WEST, TO RECOMMEND APPROVAL INTERIM CONDITIONAL USE PERMIT FOR A HOME OCCUPATION: I-24-002 LOCATED AT 26333 GOODVINE AVENUE FOR BENJAMIN KAPHING, PROPERTY ID NUMBER: 21.11112.34, SUBJECT TO THE 10 CONDITIONS LISTED IN THE STAFF REPORT.

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

Chair Lobermeier noted that this request would come before the City Council on May 21, 2024.

NEW BUSINESS: NONE

OLD BUSINESS:

3. Rezoning of Undeveloped Parcels to Match the Comprehensive Plan

Zoning Administrator Weck noted that he had added a table that gave a brief look at what the parcels currently are and what they will change to. He stated that he could not include all the information without it becoming cumbersome so the Commission will have to do some of the comparisons themselves. He stated that, for the most part, if the parcel was currently compliant with relation to setbacks, it is likely that they will be rezoned to something with reduced setbacks than their current setbacks. He noted that one other thing that came up was that after the last meeting there were a few members of the neighborhood came over that were farmers who had questions about how the rezoning would affect them. He explained that if they are a farm, they will be able to keep on being a farm. He noted that there is a State statute that makes it clear if, for example, the home on the farm burnt down, it could be rebuilt as long as they applied for a building permit within 180 days. He stated that he had also met with Grace Church because they were looking to expand their property. He noted that they are currently zoned commercial and the City has them included in the Central Business District (CBD). He explained that their issue is that they want to move towards Highway 61, but right now they are at the setback in the commercial district but the CBD district has a 0 frontline setback. He stated that Grace Church could either stay with their existing zoning and have to get a variance for the front setback or they could rezone and meet the setback but explained that the issue is that in the CBD the City does not have churches as a permitted or conditional use. He referenced Section 40-655 which states, 'Any use which is permitted as a conditional use in a district under the terms of this Ordinance shall not be deemed a non-conforming use in such district, but shall, without further action, be considered a conforming use. He noted that he has asked the City Attorney to take a look at this to make sure that he had been interpreting this section correctly. He stated that he believed the intent was not to create non-conformities for a perfectly good business in the City.

The Commission discussed City sewer and water versus septic tanks, fire suppression requirements, and details of the information included in the tables.

Chair Lobermeier stated that he felt the information put together by Zoning Administrator Weck was helpful.

Zoning Administrator Weck stated that at the June 4, 2024 City Council meeting, City Administrator Linwood plans to ask the Council about scheduling a joint work session with the Commission for June 18, 2024 to discuss rezoning.

Mayor Iverson asked if the plan was to hold the work session prior to the regular Council meeting.

Zoning Administrator Weck stated that the suggestion by City Administrator Linwood was to schedule it at 5:30 p.m.

Chair Lobermeier stated that he will be out of town on June 18, 2024 but could meet on July 2, 2024.

Zoning Administrator Weck stated that he will talk to City Administrator Linwood and see if they can move the work session to July.

Chair Lobermeier stated that as the Commission is reviewing this information and questions arise, he suggested that they jot them down because he assumes that item will continue to be on their upcoming agendas for further discussion. He noted that he was starting to get a bit more comfortable with the City doing this rezoning 'en masse', unless the Council would not support it.

Zoning Administrator Weck noted that if the Commission has questions he asked that they send them to him. He stated that if they sent him the questions prior to the meeting it allows him to do some research and not have to answer off the cuff at the meeting.

Mayor Iverson stated that the legislation that has been proposed means that the City will not have control or a choice in zoning and development. She stated that she believed that the bill is currently dead, but the expectation is that it will come back.

COMMUNICATIONS:

Zoning Administrator Weck stated that he does not have anything slated for the May 28, 2024 Planning Commission meeting other than continued discussion on the rezoning issue.

Commissioner West stated that she would be unable to attend the May 28, 2024 meeting.

Chair Lobermeier suggested that the Commission work on their own to look more deeply at this issue and cancel the May 28, 2024 meeting since this would be the only topic. He stated that will give them some time to get caught up and can plan to discuss it at the first meeting in June.

UPDATES:

The Witzel rezoning application was tabled until the next City Council meeting in order to allow for a full quorum.

A MOTION WAS MADE BY COMMISSIONER HOLL, SECONDED BY COMMISSIONER WEST, TO ADJOURN THE MAY 14, 2024 "REGULAR MEETING" OF THE WYOMING, MINNESOTA PLANNING COMMISSION AT 7:39 PM.

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



Date: May 16, 2024

Presented to: Mayor Iverson and City Council Members

Presented by: Public Safety Director Neil Bauer

Department: Public Safety

Reference: Purchase of Motorola Mobile and Portable Radios

Method: New Business

Background Information:

On February 5, 2019, Wyoming City Council approved the acquisition of 59 mobile/portable 800 MHz radios from Chisago County. These mobile and portable radios are the primary communication tool for staff to communicate with the dispatch center and other public safety responders.

At that time, these radios were seven years old when obtained from the County and there was no cost to the City. Since that time, the radios have served their purpose, however, the availability of parts is dwindling and they have limited servcability. These devices (XTS 2500 and XTL 2500) were no longer produced after 2014, and in 2019, support was discontinued by Motorola. These radios are beyond their use of life, considering they were manufactured in 2011/2012. At a recent reprogramming, three of the radios did not accept the update and are no longer functioning.

In addition, there will be a requirement in Minnesota for an additional level of encryption required in the near future and our current radios will not be capable of that encryption.

As a result, we are in the position that we need to start replacing the portable (handheld) and mobile (vehicle mounted) 800 MHz radios. We are proposing a phased replacement schedule, starting with replacing the police department mobile and portable radios in 2024, and fire department mobile and portable radios in 2025. We believe encryption requirements will be in place earlier for law enforcement. The current police radios can be used in the short term for parts for the fire department until that equipment is replaced.

The City began allocating \$20,000 per year from 2019-2021, and then \$30,000 per year in 2022 to 2024 per year into the CIP budget to fund the replacement of these radios, however, for the 2024 replacement, we are proposing using available ARPA funds.



PUBLIC SAFETY

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

Ancom is a Minnesota based Motorola dealer and has worked with public safety agencies to provide communication devices for many years. Their pricing is MN State Contract pricing and the Motorola product is consistent with the requirements for the ARMER radio system in Minnesota.

The proposed cost for 16 portable radios, 1 base radio, and 7 mobile radios, with chargers and additional replacement batteries is \$152,838.54 from Ancom. The sales quote is attached for additional detail.

These radios will comply with the future programming needs to be on the ARMER system and can be updated via WiFi in the future. The equipment is consistent with the devices purchased by other Chisago County agencies as well.

Motorola guarantees support for their radios for 5 years from date of purchase. We can anticipate the equipment functioning and having parts available for at least 8-10 years considering this equipment is widely used by public safety agencies and is currently being sold/manufactured.

Recommendation:

To authorize the purchase of 16 portable radios, 1 base radio, and 7 mobile radios, with chargers and additional replacement batteries from \$152,838.54 from Ancom Communications.

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

DATE: 5/10/2024

CUSTOMER: Mr. Mike Parker
Chisago County
Wyoming PD

Sales: Dean R. Daninger

Phone: 612.363.1134

Email: dean.daninger@ancom.org

CONTACT: Chief Neil Bauer
PHONE:

Quote Only

2022 MN State Contract Pricing 209493

Quantity	Description	List	Discount	Contract	Extended
Motorola APX6000 Digital Portable Radio					
16	H98UCF9PW6BN APX6000 700/800 Portable radio	\$ 3,595.00	28%	\$ 2,588.40	\$ 41,414.40
0	QA07577 ADD: LIION IMPRES II 3100 MAH UL	\$ 156.45	28%	\$ 112.64	\$ -
16	QA05570AA PMNN4486 ADD: LIION IMPRES II 3400 MAH IP68	\$ 115.50	28%	\$ 79.20	\$ 1,267.20
16	H122 NAR6595A ADD: 1/4 Wave 7/800 GPS Stubby Antenna	\$ 26.00	28%	\$ 18.72	\$ 299.52
16	Q887 ENH: 5 YEAR ESSENTIAL SERVICES	\$ 306.00	0%	\$ 306.00	\$ 4,896.00
16	QA01648 ADD: Advance System Hardware Key	\$ 6.00	28%	\$ 4.32	\$ 69.12
16	Q806 ADD: Astro Digital Operation	\$ 567.00	28%	\$ 408.24	\$ 6,531.84
16	H38 ADD: Smartzone Operation	\$ 1,320.00	28%	\$ 950.40	\$ 15,206.40
16	Q361 ADD: P25 9600 Baud Trunking	\$ 330.00	28%	\$ 237.60	\$ 3,801.60
16	QA9001AA ADD: WIFI Capability	\$ 330.00	28%	\$ 237.60	\$ 3,801.60
16	QA9007AA ADD: Out of the box WIFI Provisioning	\$ -	28%	\$ -	\$ -
16	GA9008AA ADD: GROUP SERVICES	\$ 165.00	28%	\$ 118.80	\$ 1,900.80
0	QA01427AB ADD: Green Housing	\$ 28.00	28%	\$ 20.16	\$ -
16	H869 ENH: MULTIKEY	\$ 363.00	28%	\$ 261.36	\$ 4,181.76
16	Q15 ENH: AES DES, DES-XL, DES-OFB ENCRYPTION	\$ 879.00	28%	\$ 632.88	\$ 10,126.08
Accessories					
16	PMMN4069 IMPRES Remote Speaker Microphone	\$ 143.64		\$ 95.76	\$ 1,532.16
13	NNTN8860 APX IMPRES II Single Unit Charger	\$ 169.56		\$ 134.28	\$ 1,745.64
Options					
10	PMNN4486 ADD: LIION IMPRES II 3400 MAH IP68	\$ 188.27		\$ 106.50	\$ 1,065.00
1	NNTN7624 IMPRES VEHICULAR CHARGER	\$ 509.76		\$ 292.50	\$ 292.50
1	NNTN8844 Generation II Multi Unit Charger	\$ 1,705.20	28%	\$ 1,227.74	\$ 1,227.74
				Total	\$ 99,359.36

Motorola APX6500 Digital Remote Mount Mobile Radio

7	M25URS9PW1BN APX6500 700/800 MID POWER MOBILE	\$ 3,383.12	28%	\$ 2,435.85	\$ 17,050.92
7	G67 ADD: REMOTE MOUNT	\$ 327.00	28%	\$ 235.44	\$ 1,648.08
7	GA01670AA ADD: APX 05e CONTROL HEAD	\$ 717.00	28%	\$ 516.24	\$ 3,613.68
7	GA00318 ENH: 5 YEAR ESSENTIAL SERVICES	\$ 480.00	0%	\$ 480.00	\$ 3,360.00
7	QA01648 ADD: Advance System Hardware Key	\$ 6.00	28%	\$ 4.32	\$ 30.24

7	G444	ADD: CONTROL HEAD SOFTWARE	\$	-	28%	\$	-	\$	-
7	G806	ENH: ASTRO DIGITAL CAI OPERATION	\$	567.00	28%	\$	408.24	\$	2,857.68
7	G51	ENH: SMARTZONE OPERATION	\$	1,320.00	28%	\$	950.40	\$	6,652.80
7	G361	ADD: P25 TRUCKING SOFTWARE	\$	330.00	28%	\$	237.60	\$	1,663.20
7	W22	ADD: PALM MICROPHONE	\$	79.00	28%	\$	56.88	\$	398.16
7	W484	ALT: ANTENNA 3DB GAIN 762-870MHZ	\$	42.00	28%	\$	30.24	\$	211.68
7	B18	ADD: AUXILARY SPEAKER 7.5 WATT	\$	66.00	28%	\$	47.52	\$	332.64
7	GA9001AA	ADD: WIFI Capability	\$	330.00	28%	\$	237.60	\$	1,663.20
7	GA9007AA	ADD: Out of the box WIFI Provisioning	\$	-	28%	\$	-	\$	-
7	GA9008AA	ADD: GROUP SERVICES	\$	165.00	28%	\$	118.80	\$	831.60
0	G609	ADD: 50 FOOT CABLE, FOR FD TRUCKS	\$	39.00	28%	\$	28.08	\$	-
7	W969	ENH: MULTIPLE KEY ENCRYPTION OPERATION	\$	363.00	28%	\$	261.36	\$	1,829.52
7	G851	ENH: AES DES/DES-XL/DES-OFB ENCRYPTION	\$	879.00	28%	\$	632.88	\$	4,430.16
Total									\$ 46,573.56

Motorola APX6500 Digital Base Radio

1	M25URS9PW1BN	APX6500 700/800 MID POWER MOBILE	\$	3,383.12	28%	\$	2,435.85	\$	2,435.85
1	G66	ADD: DASH MOUNT	\$	138.00	28%	\$	99.36	\$	99.36
1	GA01670AA	ADD: APX 05e CONTROL HEAD	\$	717.00	28%	\$	516.24	\$	516.24
1	GA00318	ENH: 5 YEAR ESSENTIAL SERVICES	\$	480.00	0%	\$	480.00	\$	480.00
1	G444	ADD: CONTROL HEAD SOFTWARE	\$	-	28%	\$	-	\$	-
1	G806	ENH: ASTRO DIGITAL CAI OPERATION	\$	567.00	28%	\$	408.24	\$	408.24
1	QA01648	ADD: Advance System Hardware Key	\$	6.00	28%	\$	4.32	\$	4.32
1	G51	ENH: SMARTZONE OPERATION	\$	1,320.00	28%	\$	950.40	\$	950.40
1	G361	ADD: P25 TRUCKING SOFTWARE	\$	330.00	28%	\$	237.60	\$	237.60
1	W382	ADD: Control Station Desk Microphone	\$	186.00	28%	\$	133.92	\$	133.92
0	B18	ADD: AUXILARY SPEAKER 7.5 WATT	\$	66.00	28%	\$	47.52	\$	-
0	W22	ADD: PALM MICROPHONE	\$	79.00	28%	\$	56.88	\$	-
1	GA9001AA	ADD: WIFI Capability	\$	330.00	28%	\$	237.60	\$	237.60
1	GA9007AA	ADD: Out of the box WIFI Provisioning	\$	-	28%	\$	-	\$	-
1	GA9008AA	ADD: GROUP SERVICES	\$	165.00	28%	\$	118.80	\$	118.80
1	W665	ADD: Control station operation	\$	77.00	28%	\$	55.44	\$	55.44
1	G174	ALT: Low profile antenna	\$	47.00	28%	\$	33.84	\$	33.84
1	W969	ENH: MULTIPLE KEY ENCRYPTION OPERATION	\$	363.00	28%	\$	261.36	\$	261.36
1	G851	ENH: AES DES/DES-XL/DES-OFB ENCRYPTION	\$	879.00	28%	\$	632.88	\$	632.88
1	G91	ADD: Control station power supply	\$	296.00	28%	\$	213.12	\$	213.12
1	B18/HSN4038	ADD: AUXILARY SPEAKER 7.5 WATT	\$	65.34	28%	\$	47.04	\$	47.04
1	0180355A80	ADD: Magnetic mount antenna base	\$	55.00	28%	\$	39.60	\$	39.60
Total									\$ 6,905.61

	Motorola APX6000 Digital Portable Radio	\$ 99,359.36
	Motorola APX6500 Digital Remote Mount Mobile Radio	\$ 46,573.56
	Motorola APX6500 Digital Base Radio	\$ 6,905.61
Purchase order is made out to:	Motorola Solutions	
Please include on the purchase order:	Payment per State contract.	Grand Total
	State Bid Contract Number: 209243	\$ 152,838.54
Email copy of Purchase order to:	dean.daninger@ancom.org	

RESOLUTION NO. 24-05-49

A RESOLUTION APPROVING THE PURCHASE OF MOTOROLA PORTABLE AND MOBILE RADIOS FROM ANCOM COMMUNICATIONS, INC FOR THE AMOUNT OF \$152,838.54

WHEREAS, Portable and mobile radios are the primary communication tool for the Wyoming Police Department to communicate with the dispatch center and other public safety responders; and

WHEREAS, the radios currently being utilized by the Wyoming Police Department are past their useful life and need replacement; and

WHEREAS, Ancon Communications, Inc is a Minnesota based Motorola dealer with MN State contract Pricing that offers products which are consistent with the requirements for the ARMER radio system; and

WHEREAS, the Wyoming Police Department intends to purchase 16 portable radios, 1 base radio, and 7 mobile radios at the price of \$152,838.54 as the first step in a multi-year replacement plan; and

WHEREAS, the City is able to use available American Rescue Plan Act (ARPA) funds to purchase the proposed equipment, and

THEREFORE BE IT RESOLVED, the City of Wyoming authorizes the purchase of Motorola portable and mobile radios from Ancom Communications, Inc. in the Amount of \$152,838.54.

THIS RESOLUTION WAS ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING ON THE 21ST DAY OF MAY, 2024.

CITY OF WYOMING

By: _____
Lisa Iverson, Mayor

ATTEST:

Robb Linwood, City Administrator/Clerk



Request for Council Action

Date: May 17, 2024

Presented to: Mayor Iverson and City Council Members

Presented by: Robb Linwood, City Administrator

Department: Administration

Reference: Hwy 8 Project Design

Method: New Business

Background Information:

Chisago County Engineer Joe Triplett is asking for decisions and recommendations regarding design components of the future Hwy 8 project. Staff will be meeting with the county engineer on Tuesday to discuss the project prior to the council meeting. Discussions at the council meeting will be centered around the preliminary approved plans for Hwy 8 and pedestrian movements.



Request for Council Action

Date: May 21, 2024

Presented to: Mayor Iverson and City Council Members

Presented by: Robb Linwood, City Administrator

Department: Administration

Reference: Labor negotiations strategies for bargaining unit of Law Enforcement Labor Services (LELS) and Local 49ers

Method: New Business

Background Information:

City staff is requesting the council enter a closed session under MN state statute 13d.03 to discuss labor negotiation strategies and contracts with the bargaining units of Law Enforcement Labor Services (LELS) and IUOE Local 49.

Recommendation: To enter a closed session under MN state statute 13d.03 to discuss labor negotiation strategies for a contract with the bargaining unit of Law Enforcement Labor Services (LELS) and IUOE Local 49.



CITY OF WYOMING

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