

**APPROVED MINUTES  
CITY COUNCIL  
WORK SESSION MEETING  
CITY OF WYOMING, MINNESOTA  
NOVEMBER 6, 2024  
5:30 PM**

**CALL TO ORDER:**

*Mayor Lisa Iverson called the Work Session Meeting of the Wyoming City Council for November 6, 2024 to order at 5:30 P.M.*

**CALL OF ROLL:**

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

Absent:

*Also Present: Robb Linwood - City Administrator, Fred Weck – Building/Zoning Official, Mark Erichson – City Engineer (WSB), and Grant MacFarlane – Assistant City Administrator*

**DETERMINATION OF A QUORUM:**

Mayor Iverson determined a Quorum was present.

**NEW BUSINESS:**

1. 2025 Budget Discussion

**Jessi Sturtz, Abdo Financial – Jessi Sturtz- Abdo Financial** – Mrs. Sturtz gave an overview of the most recent draft of the 2025 city budget.

The 2025 Budget included the Council approved priorities for each department. These will continue to be reviewed and updated as needed in the 2025 budget.

Key items in this year's budget:

- LGA will increase by approximately \$500 for 2025 for a total of \$388,237.
- The total 2025 tax levy is proposed to increase \$373,043 or 6.84% from 2024.
  - The general levy increased \$278,019 or 6.84%
- The debt levy decreased by \$65,376 or -8.25%. This is due to the scheduled bond payments and the 2009A GO Bond falling off for 2025.
- Staffing
  - Per Utility Rate Study that Erickson Northstar LLC presented, approved by Council in 2023, a new maintenance position has been added. Position is split between water and sewer fund.
- All employees are projected to receive a COLA increase of 3% and eligible employees will receive a step increase.
- We have estimated a 7% to health insurance and is split 50/50 between employer and employee.

Expenditure Key Changes:

- City clerk office –

- Increase in wage and benefits due to COLA and step increases.
  - Increase in network municipal computers, cleaning, and postage.
- Elections –
  - Decrease due to no elections in 2025.
- Police Department –
  - Increase in wages and benefits due to COLA and step increases
  - Added PT Cadet position and ICPOET positions. ICPOET position is covered by a grant for the first few months of 2025.
- Fire Department
  - Increase in contracted services of \$3.5k due to increase in price of annual physicals.
  - Increase in vehicle maintenance of \$5k for new tires.
  - Increase in communications of \$2.5k.
- Hwys, streets, and roads
  - Increase in wage and benefits due to COLA and step increases.
  - Increase in repairs and maintenance.
- Parks
  - Increase in wages and benefits due to COLA and step increases.
  - Increase in contracted services due to lawn mowing contract expiring at the end of 2024.

**Tessa Melvin, David Drown Associates (DDA)** – Introduced themselves to the City Council and provided an overview of the history of DDA. Stated that DDA had been hired by the City Council to perform a wage compensation study. Added that DDA tends to look at market trends and realistic benchmarks for city employee wages.

**Councilmember Nanko Yeager** – Inquired how Wyoming's wages fair compared to average and questioned in higher pay actually helps retain employees.

**Mayor Iverson** – Asked about current applicant pools for open positions, staff retention rates, and cost of training new employees.

**Tessa Melvin, DDA** – Stated that the City of Wyoming was below average for nearly every position within a range of 5% to 9% below market average.

**Mayor Iverson** – Asked what the City was looking for from Council from this meeting.

**City Administrator Linwood** – Informed the Council that the City was seeking direction from Council regarding potential next steps for DDA. Stated that it was the Council's decision on if they want to bring the City's non-unionized employees to average.

**Mayor Iverson** – Spoke on the importance of viewing these numbers.

**Councilmember Ohnstad** – Stated that this may save money over time as less employees leave and the required amount of onboarding and new employee training lessens.

**Councilmember Luger** – Stated that they want equitable pay and to retain employees. Added that they believed that this was important in achieving both of these goals.

**Councilmember Nanko Yeager** – Expressed that they were not comfortable with moving forward and that their concern was that employees may want the same wage increases as seen by unionized employees.

**Councilmember Schilling** – Informed the Council that they were in favor of the study and ongoing

maintenance and that he believed that it would produce savings in the long term through prolonged employee retention.

**Councilmember Luger** – Inquired about how often studies such as these are performed.

**Tessa Melvin, DDA** – Informed the Council that these studies are typically performed every 3-5 years and that the City had not done one in 6 years.

The Council was generally in favor of looking into a yearly maintenance program and continuing the study through DDA.

**Public Safety Director Bauer** – Provided an overview on the status of the police hiring process. Stated that there were currently four potential new hires which would bring the police department to being fully staffed with additional staff members during the transition period of anticipated officer retirements.

The Council gave consensus to proceed with as many qualified candidates as required to reach full staff with the anticipated retirements in mind.

**MAYOR IVERSON ADJOURNED THE NOVEMBER 6, 2024 WORK SESSION MEETING AT 6:51 PM.**