

**AGENDA
CITY COUNCIL
REGULAR MEETING
CITY OF WYOMING, MINNESOTA
FEBRUARY 4, 2025
7:00 PM**

CALL TO ORDER:

CALL OF ROLL:

DETERMINATION OF A QUORUM:

PLEDGE OF ALLEGIANCE:

OPEN FORUM:

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

APPROVAL OF MINUTES:

1. Consider approving the minutes of the "Regular Meeting" of the Wyoming, Minnesota City Council for January 21, 2025
2. Consider approving the minutes of the "Work Session" of the Wyoming, Minnesota City Council for January 21, 2025

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.

3. Consider authorizing the payment of recommended bills, payroll and journal entries for the period of January 22, 2025 to February 4, 2025
4. To consider approving payment to the League of Minnesota Cities for Workers Compensation Insurance for February 2025 to February 2026 in the amount of \$109,615.00
5. To consider **Resolution 25-02-11** a resolution declaring certain Administration Department items as surplus property and authorizing the Administration Department to dispose of such

items through online auction or disposal process

6. To consider **Resolution 25-02-12** a resolution authorizing the purchase of a 2025 Chevy Traverse from Saxon Fleet Services in the amount of \$41,963.00
7. To consider **Resolution 25-02-13** a resolution authorizing the purchase of a 2025 Dodge Durango from Dodge of Burnsville in the amount of \$49,099.00

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

8. Report of the Public Safety Director, Neil Bauer, for January 29, 2025
9. Report of City Building Official, Fred Weck, IV for January 29, 2025.
10. Report of the City Attorney, Tom Loonan, for January 28, 2025
11. Report of City Engineer Mark Erichson, WSB for January 28, 2025
12. Report of the Report of the Public Works Superintendent, Steve Reeves, for January 29, 2025

COMMUNICATIONS:

13. MN Law Enforcement Accreditation Program (MNLEAP)

OLD BUSINESS:

NEW BUSINESS:

14. To consider the addition of an EMS Responder classification within the Wyoming Fire Department
15. To consider advertising for a Full Time Public Works Maintenance Worker position
16. To consider **Resolution 25-02-14** a resolution authorizing the preparation of a feasibility study for the 2025 Street Improvement Project
17. To consider a City Council work session on February 18, 2025

COUNCIL REPORTS:

ADJOURN

**DRAFT MINUTES
CITY COUNCIL
REGULAR MEETING
CITY OF WYOMING, MINNESOTA
JANUARY 21, 2025
7:00PM**

CALL TO ORDER:

Mayor Lisa Iverson called the Regular Meeting of the Wyoming City Council for January 21, 2025, to order at 7:00 PM

CALL OF ROLL:

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

ABSENT: None

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

DETERMINATION OF A QUORUM:

PLEDGE OF ALLEGIANCE:

OPEN FORUM:

- 1. Swearing in of Officer Rebekah Peterson as a Wyoming Police Officer**
- 2. Swearing in of Officer Joseph Vang as a Wyoming Police Officer**

Public Safety Director Bauer – Expressed his excitement that the City would be bringing in two new officers to serve the community. He explained that this would be the first time in the last 2 years that the Police Department would be fully staffed. He gave a brief summary of the background and experience of incoming Officers Rebekah Peterson and Joseph Vang.

Mayor Iverson administered the swearing-in for Officer Rebekah Peterson and Officer Joseph Vang.

There was a round of applause for the incoming Officers.

Public Safety Director Bauer – Explained that Officer Peterson's badge would be pinned on by friend/colleague, Deputy Marcie Wacker, and Officer Vang's would be pinned on by his wife, Anna Vang.

3. Mayor for a Day 2024 Winners

Mayor Iverson – Read aloud a portion from each of the essays submitted by the Mayor for a Day 2024 winners: Gabriella Yang; Jocelyn Walsh; and Keira Dickover.

There was a round of applause for Ms. Yang, Ms. Walsh, and Ms. Dickover.

APPROVAL OF MINUTES:

4. Consider approving the minutes of the “Regular Meeting” of the Wyoming, Minnesota City Council for January 7, 2025

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE THE MINUTES OF THE “REGULAR MEETING” OF THE WYOMING, MINNESOTA CITY COUNCIL FOR JANUARY 7, 2025, AS SUBMITTED.

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

Voting Nay: None

Abstain: None

Absent: None

SCHEDULED BID LETTINGS: NONE

SCHEDULED PUBLIC HEARINGS: NONE

CONSENT AGENDA:

Items under the “Consent Agenda” will be adopted with one motion; however, council members may request individual items to be pulled from the consent agenda for discussion and action if they choose.

5. To consider authorizing the payment of recommended bills, payroll, and journal entries for the period from January 8, 2025, to January 21, 2025
6. To consider the resignation of Anthony Hyrkas from the Wyoming Fire Department
7. To consider **Resolution 25-01-10** a resolution approving the purchase of nine Panasonic Toughbook computers for the Wyoming Police Department in the amount of \$25,641.00

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE #5, #6, and #7 OF THE WYOMING CITY COUNCIL CONSENT AGENDA

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

Voting Nay: None

Abstain: None

Absent: None

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

8. Report of the Public Safety Director, Neil Bauer for January 16, 2025
9. Report of City Building Official, Fred Weck, IV for January 15, 2025
10. Report of City Attorney Tom Loonan for January 17, 2025
11. Report of City Engineer Mark Erichson, WSB for January 16, 2025
12. Report of Public Works Superintendent, Steve Reeves for January 15, 2025

COMMUNICATIONS: NONE

OLD BUSINESS: NONE

NEW BUSINESS

13. Chisago County Historical Society Digital Memories Trail Request

City Administrator Linwood – Reviewed the campaign by the Chisago County Historical Society to share local history by installing digital signposts throughout the County, including Wyoming. He explained that the Chisago County Historical Society was looking for input from local cities for the signpost design location, and suggestions for content.

Neil Gatzow, 5481 East Viking Boulevard – Stated that he was here on behalf of the Chisago County Historical Society and gave a brief overview of the intent of the digital signposts. He explained that by using the QR code on the signpost, it would give people pictures and brief bits of local history. He encouraged people to contact him or the Chisago County Historical Society if they had any questions.

Council Member Ohnstad – Stated that he felt that this project would dovetail nicely with what the City was already trying to do at Railroad Park.

Council Member Nanko Yeager – Stated that she felt this was a great idea and agreed that it would make sense to put the signs near the City's history walk.

A MOTION WAS MADE BY COUNCILMEMBER OHNSTAD, SECONDED BY COUNCILMEMBER SCHILLING, TO APPROVE THE DIGITAL MEMORY TRAIL REQUEST FROM CHISAGO COUNTY HISTORICAL SOCIETY.

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

Voting Nay: None

Abstain: None

Absent: None

COUNCIL REPORTS:

Council Member Ohnstad – No report.

Council Member Nanko Yeager – Attended the City Council Work Session.

Council Member Luger – No report.

Council Member Schilling – Attended the EDA meeting last week.

Mayor Iverson – Attended the City Council Work Session and the EDA meeting. She stated that she wanted to thank Gabriella Yang, Jocelyn Walsh, Keira Dickover, and all the other 6th graders who wrote essays for the Mayor for the Day contest. She congratulated the newly sworn-in Police Officers, Officer Peterson and Officer Vang, and noted that it felt good to have a fully staffed Police Department. She expressed her appreciation to Public Safety Director Bauer for the ideas and mentoring efforts he had brought to the Department.

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER SCHILLING, TO ADJOURN THE JANUARY 21, 2025 "REGULAR MEETING" OF THE WYOMING, MINNESOTA CITY COUNCIL REGULAR MEETING AT 7:34 PM

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

Voting Nay: None

Abstain: None

Absent: None

A portion of this public meeting may be closed to discuss “Labor Negotiation Strategies”; “Misconduct allegations or charges”; “Attorney-client privilege”; or “Performance evaluations” as per MN State Statute 13D.01-.05.

NEXT REGULAR MEETING:
FEBRUARY 4, 2024
7:00PM

**DRAFT MINUTES
CITY COUNCIL
WORK SESSION MEETING
CITY OF WYOMING, MINNESOTA
JANUARY 21, 2025
5:30 PM**

CALL TO ORDER:

Mayor Lisa Iverson called the Work Session Meeting of the Wyoming City Council for January 21, 2025 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, Grant MacFarlane – Assistant City Administrator, and Neil Bauer – Public Safety Director, and Fred Weck – Building Official / Zoning Administrator

DETERMINATION OF A QUORUM:

Mayor Iverson determined a Quorum was present.

NEW BUSINESS:

1. Adult Use Cannabis Updates

Administrator Linwood – Provided an update to the City Council on the status of adult use cannabis law in Minnesota. Discussed information from the Office of Cannabis Management, licensing timelines, a municipality's ability to regulate and tax cannabis, and potential implications that the new law may have on the City. Introduced Bill Parker with MN Roots.

Bill Parker (MN Roots) – Introduced himself and MN Roots. Stated that they provide consultation to Cities and managerial services for municipal dispensaries. Discussed benefits of having a municipal dispensary including building a customer base early and anticipated reductions in crime.

Mayor Iverson – Asked about the specifics on insuring a city-owned dispensary.

Attorney Loonan – Stated that a City would need to find private insurance or be self-insured.

Councilmember Ohnstad – Inquired about if MN Roots had done any research on demographics and how they compare to Wyoming.

Colin Kelley (MN Roots) – Introduced self to Council. Informed Council that there is a wide distribution of cannabis users and that it is often used by numerous age groups.

Councilmember Nanko Yeager – Asked about the profit share that the City may see in a proposed partnership and what the City could potentially see in total revenue.

Colin Kelley – He stated that net revenues and profits would be part of a broader discussion and noted that sales could reach approximately \$2 million, with profits depending on the agreement between Minnesota Roots and the City.

Council gave consensus for Staff to continue gathering more information on the subject and to report back to the Council at a future meeting.

MAYOR IVERSON ADJOURNED THE JANUARY 21, 2025 WORK SESSION MEETING AT 6:38 PM.

For Check Dates 01/28/2025 to 01/28/2025

Check Number Name			Check Date
Text Label	57396	PACIFIC LIFE INSURANCE	01/28/2025
Item Code	GL Number	Amount	
ROTH	101-0000-21712	273.81	
		<u>273.81</u>	
Text Label	57397	LAW ENFORCEMENT LABOR	01/28/2025
Item Code	GL Number	Amount	
UNION POLICE	101-0000-21713	73.00	
		<u>73.00</u>	
Text Label	57398	CENTRAL PENSION FUND,	01/28/2025
Item Code	GL Number	Amount	
CENT PENS FUND	101-0000-21716	720.00	
		<u>720.00</u>	
Text Label	EFT1212	MN STATE RETIREMENT	01/28/2025
Item Code	GL Number	Amount	
CITY HSCP CONT	101-0000-21706	0.00	
HCSP	101-0000-21710	0.00	
MNDCP	101-0000-21712	700.00	
MNDCPPRETAX	101-0000-21712	587.00	
		<u>1,287.00</u>	
Text Label	EFT1213	SELECTACCOUNT,	01/28/2025
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	2,508.83	
		<u>2,508.83</u>	
Text Label	EFT1214	P.E.R.A.,	01/28/2025
Item Code	GL Number	Amount	
CORD PERA	101-0000-21704	3,443.03	
DCP PERA	101-0000-21704	16.67	
DCP PERA MATCH	101-0000-21704	16.67	
PERA CITY MATCH	101-0000-21704	3,972.72	
PF PERA	101-0000-21704	4,872.56	

For Check Dates 01/28/2025 to 01/28/2025

Check Number	Name	Check Date
PF PERA CITY	101-0000-21704	
		7,308.85
		19,630.50

Text Label

EFT1215 INTERNAL REVENUE SERVICE,

01/28/2025

Item Code	GL Number	Amount
FITW	101-0000-21701	8,732.91
SOCSEC_EE	101-0000-21703	3,878.35
MEDICARE_ER	101-0000-21703	1,483.21
SOCSEC_ER	101-0000-21703	3,878.35
MEDICARE_EE	101-0000-21703	1,483.21
		19,456.03

Text Label

EFT1216 STATE OF MINNESOTA,

01/28/2025

Item Code	GL Number	Amount
SITW	101-0000-21702	4,112.51
		4,112.51

Text Label

General Checking Account 10100
Total Amount Being Paid: \$48,061.68
Total Number of Checks: 8

Mayor Iverson

Councilmember Luger

Councilmember Nanko Yeager

Councilmember Schilling

Councilmember Ohnstad

City of Wyoming Check Detail Register

1/10
January 30, 2025 03:37 PM
User: ssaxe
DR: Wyoming

02-04-2025

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
57400	02/04/2025	ALLIED MEDICAL TRAINING			
3891					
	101-2200-42080	TRAINING AND IN		\$735.00	TRAINING AND INSTRUCTION
Total for ALLIED MEDICAL TRAINING				\$735.00	
57401	02/04/2025	APPLE FORD WHITE BEAR LAKE			
108037					
	101-2110-43900	VEHICLE MAINTEN		\$62.49	VEHICLE MAINTENANCE
Total for APPLE FORD WHITE BEAR LA				\$62.49	
57402	02/04/2025	ASPEN MILLS			
346542					
	101-2200-44080	UNIFORMS		\$263.50	UNIFORMS
347208					
	101-2110-44080	UNIFORMS		\$136.94	UNIFORMS
347386					
	101-2200-44080	UNIFORMS		\$133.95	UNIFORMS
Total for ASPEN MILLS				\$534.39	
57403	02/04/2025	BARIBEAU IMPLEMENT CO. INC.			
T304724					
	101-3100-44040	REPAIRS & MAINT.		\$233.10	REPAIRS & MAINT. - EQUIPMENT
Total for BARIBEAU IMPLEMENT CO. I				\$233.10	
57404	02/04/2025	BORDER STATES INDUSTRIES, INC.			
929749908					
	601-9425-45350	IMPROVEMENTS		\$30.04	IMPROVEMENTS
Total for BORDER STATES INDUSTRIES				\$30.04	
57405	02/04/2025	BRANDON RICE			
01222025					
	101-3100-44180	UNIFORMS		\$300.00	UNIFORMS
Total for BRANDON RICE				\$300.00	

City of Wyoming Check Detail Register

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DR: Wyoming

02-04-2025

Check # Invoice #	Check Date	Vendor Name		
	General Ledger #	mount	Comment	
57406	02/04/2025	BS& A SOFTWARE		
158370				
	101-2400-44330	DUES & SUBSCRIP	\$66.00	ONLINE PERMITTING
	101-1500-44330	DUES & SUBSCRIP	\$1,309.00	GL/BUDGETING SYSTEM
	101-1500-44330	DUES & SUBSCRIP	\$1,110.00	ACCOUNTS PAYABLE
	101-1400-44330	DUES & SUBSCRIP	\$1,110.00	CASH RECEIPTING
	601-9425-44330	DUES & SUBSCRIP	\$385.50	UTILITY BILLING
	602-9425-44330	DUES & SUBSCRIP	\$385.50	UTILITY BILLING
	101-1400-44330	DUES & SUBSCRIP	\$479.33	PAYROLL
	101-2110-44330	DUES & SUBSCRIP	\$479.33	PAYROLL
	101-3100-44330	DUES & SUBSCRIP	\$479.33	PAYROLL
	101-1400-44330	DUES & SUBSCRIP	\$436.33	HUMAN RESOURCES
	101-2110-44330	DUES & SUBSCRIP	\$436.34	HUMAN RESOURCES
	101-3100-44330	DUES & SUBSCRIP	\$436.34	HUMAN RESOURCES
	101-1400-44330	DUES & SUBSCRIP	\$265.00	TIMESHEETS
	101-2110-44330	DUES & SUBSCRIP	\$265.00	TIMESHEETS
	101-3100-44330	DUES & SUBSCRIP	\$265.00	TIMESHEETS
	101-2400-44330	DUES & SUBSCRIP	\$1,637.00	COMMUNITY DEVELOPMENT
	101-2400-44330	DUES & SUBSCRIP	\$690.00	FIELD INSPECTION
	101-1400-44330	DUES & SUBSCRIP	\$1,110.00	SPECIAL ASSESSMENTS
	101-1400-44330	DUES & SUBSCRIP	\$1,755.00	ONLINE SERVICES
	101-1400-44330	DUES & SUBSCRIP	\$1,438.00	EMPLOYEE WEB PORTAL
Total for BS& A SOFTWARE			\$14,538.00	
57407	02/04/2025	CHISAGO LAKES JOINT SEWAGE TRE		
14541				
	602-9400-46110	BOND INTEREST	\$6,007.62	BOND INTEREST
14534				
	602-9415-46450	CLJSTC INTEREST	\$2,019.59	CLJSTC INTEREST
14549				
	602-9415-46400	CLJSTC PRINCIPAL	\$13,914.00	CLJSTC PRINCIPAL
	602-9415-46450	CLJSTC INTEREST	\$1,314.87	CLJSTC INTEREST
14563				
	602-9415-46450	CLJSTC INTEREST	\$921.07	CLJSTC INTEREST
14556				
	602-9415-46450	CLJSTC INTEREST	\$710.94	CLJSTC INTEREST
Total for CHISAGO LAKES JOINT SEWA			\$24,888.09	
57408	02/04/2025	CINTAS		
4218114917				
	101-3100-44180	UNIFORMS	\$80.76	STREETS
	101-3100-42100	OPERATING SUPPL	\$72.90	SHOP SUPPLIES
4218077048				
	101-2110-43600	CLEANING SERVIC	\$34.49	CLEANING SERVICE-PUBLIC SAFETY
4218114741				
	101-1400-43600	CLEANING SERVIC	\$26.07	CLEANING SERVICE-CITY HALL
4218843723				
	101-3100-44180	UNIFORMS	\$114.98	STREETS
	101-3100-42100	OPERATING SUPPL	\$46.90	SHOP SUPPLIES
Total for CINTAS			\$376.10	

City of Wyoming Check Detail Register

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January 30, 2025 03:37 PM
User: ssaxe
DR: Wyoming

02-04-2025

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
57409 5251268002	02/04/2025	CINTAS CORP-FIRST AID & SAFETY			
		101-2110-42310	CONTRACTED SER	\$134.62	CONTRACTED SERVICES
		101-3100-42310	CONTRACTED SER	\$189.29	CONTRACTED SERVICES
		Total for CINTAS CORP-FIRST AID & S		\$323.91	
57410 20250115	02/04/2025	CULLIGAN WATER CONDITIONING			
		101-2110-42100	OPERATING SUPPL	\$246.00	OPERATING SUPPLIES
		Total for CULLIGAN WATER CONDITIO		\$246.00	
57411 20250114	02/04/2025	DUNAWAY CUSTOM ARMS			
		101-2110-42080	TRAINING AND IN	\$800.00	TRAINING AND INSTRUCTION
		Total for DUNAWAY CUSTOM ARMS		\$800.00	
57412 0138569-IN	02/04/2025	EARL F. ANDERSEN			
		101-3100-42260	SIGN MATERIAL/RI	\$331.80	SIGN MATERIAL/REPLACEMENT
		Total for EARL F. ANDERSEN		\$331.80	
57413 435889	02/04/2025	ELECTRO WATCHMAN, INC.			
		101-3100-42310	CONTRACTED SER	\$317.03	CONTRACTED SERVICES
		Total for ELECTRO WATCHMAN, INC.		\$317.03	
57414 17721	02/04/2025	FACILICARE INC			
		101-5500-43600	CLEANING SERVIC	\$384.00	LIBRARY
		101-1400-43600	CLEANING SERVIC	\$192.00	CITY HALL/FIRE
		101-2110-43600	CLEANING SERVIC	\$123.00	POLICE
		101-3100-42310	CONTRACTED SER	\$104.00	PUBLIC WORKS
		Total for FACILICARE INC		\$803.00	
57415 MNTC235634 MNTC3235754	02/04/2025	FASTENAL COMPANY			
		101-3100-44040	REPAIRS & MAINT.	\$245.92	REPAIRS & MAINT. - EQUIPMENT
		101-3100-42100	OPERATING SUPPL	\$1,672.66	OPERATING SUPPLIES
		Total for FASTENAL COMPANY		\$1,918.58	
57416 0541762	02/04/2025	FERGUSON WATERWORKS			
		601-9425-45350	IMPROVEMENTS	\$19,275.00	IMPROVEMENTS
		Total for FERGUSON WATERWORKS		\$19,275.00	
57417 BSF24-0020	02/04/2025	G4 Construction Management			
		800-0000-20401	SILT FENCE	\$810.00	BSF24-0020
		Total for G4 Construction Management		\$810.00	

City of Wyoming Check Detail Register

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January 30, 2025 03:37 PM
User: ssaxe
DR: Wyoming

02-04-2025

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
57418	02/04/2025	GUARDIAN SUPPLY			
20371	101-2110-44080	UNIFORMS		\$1,936.70	UNIFORMS
20370	101-2110-44080	UNIFORMS		\$1,416.00	UNIFORMS
20369	101-2110-44080	UNIFORMS		\$2,486.60	UNIFORMS
20277	101-2110-44080	UNIFORMS		\$97.98	UNIFORMS
20375	101-2110-42350	RESERVES		\$159.99	RESERVES
Total for GUARDIAN SUPPLY				\$6,097.27	
57419	02/04/2025	H & W FUND I.U.O.E LOCAL 49			
02152025	101-0000-21706	HOSPITALIZATION		\$9,390.00	PREMIUMS
Total for H & W FUND I.U.O.E LOCAL 4				\$9,390.00	
57420	02/04/2025	HALLBERG STORAGE LLC			
02012025	101-2200-42100	OPERATING SUPPL		\$52.50	OPERATING SUPPLIES
Total for HALLBERG STORAGE LLC				\$52.50	
57421	02/04/2025	HAWKINS INC			
6960278	601-9425-42160	CHEMICALS/CHEM		\$30.00	
Total for HAWKINS INC				\$30.00	
57422	02/04/2025	HOLIDAY 3550			
1106727	101-3100-42400	SMALL TOOLS/MIN		\$21.46	SMALL TOOLS/MINOR EQUIPMENT
Total for HOLIDAY 3550				\$21.46	
57423	02/04/2025	HOSE PROS LLC			
8833	101-5200-42100	OPERATING SUPPL		\$416.00	OPERATING SUPPLIES
Total for HOSE PROS LLC				\$416.00	
57424	02/04/2025	LEAGUE OF MN CITIES			
420887	101-3100-42080	TRAINING AND IN		\$20.00	TRAINING AND INSTRUCTION
Total for LEAGUE OF MN CITIES				\$20.00	

City of Wyoming Check Detail Register

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January 30, 2025 03:37 PM
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DR: Wyoming

02-04-2025

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
57425 WC 1001723_Q-9	02/04/2025	LEAGUE OF MN CITIES INS TRUST			
		101-3100-41500	WORKER S COMP (	\$22,247.00	WORKER S COMP (GENERAL)
		601-9425-41500	WORKER S COMP (	\$9,238.00	WORKER S COMP (GENERAL)
		101-2200-41500	WORKER S COMP (	\$13,381.00	WORKER S COMP (GENERAL)
		101-2110-41500	WORKER S COMP (	\$59,325.00	WORKER S COMP (GENERAL)
		101-1400-41500	WORKER S COMP (	\$2,126.00	WORKER S COMP (GENERAL)
		101-5200-41500	WORKER S COMP (	\$2,021.00	WORKER S COMP (GENERAL)
		101-2400-41500	WORKER S COMP (	\$1,215.00	WORKER S COMP (GENERAL)
		101-1110-41500	WORKER S COMP (	\$62.00	WORKER S COMP (GENERAL)
		Total for LEAGUE OF MN CITIES INS TI		\$109,615.00	
57426 24442	02/04/2025	LENFER AUTOMOTIVE AND TRANSMISSION			
		101-3100-43900	VEHICLE MAINTEN	\$67.65	VEHICLE MAINTENANCE
		Total for LENFER AUTOMOTIVE AND TI		\$67.65	
57427 7475	02/04/2025	LEROY'S COLLISION CENTER			
		101-2110-43900	VEHICLE MAINTEN	\$9,348.59	VEHICLE MAINTENANCE
		Total for LEROY'S COLLISION CENTER		\$9,348.59	
57428 INVLEX11247756	02/04/2025	LEXIPOL, LLC			
		101-2110-42240	MAINTENANCE CO	\$7,229.97	MAINTENANCE CONTRACTS
		Total for LEXIPOL, LLC		\$7,229.97	
57429 1106	02/04/2025	LINDSTROM WHEELHORSE			
		101-5200-42100	OPERATING SUPPL	\$134.40	OPERATING SUPPLIES
		101-3100-42400	SMALL TOOLS/MIN	\$134.40	SMALL TOOLS/MINOR EQUIPMENT
		Total for LINDSTROM WHEELHORSE		\$268.80	
57430 01272025	02/04/2025	LINWOOD, ROBB			
		280-1000-43000	PROFESSIONAL SE	\$171.39	PROFESSIONAL SERVICE (GENERAL)
		Total for LINWOOD, ROBB		\$171.39	
57431 291352 291377	02/04/2025	LTG POWER EQUIPMENT			
		101-5200-42400	SMALL TOOLS/MIN	\$20.18	SMALL TOOLS/MINOR EQUIPMENT
		101-5200-42400	SMALL TOOLS/MIN	\$148.48	SMALL TOOLS/MINOR EQUIPMENT
		Total for LTG POWER EQUIPMENT		\$168.66	
57432 50461 48691	02/04/2025	MENARDS- FOREST LAKE			
		101-2110-42100	OPERATING SUPPL	\$88.47	OPERATING SUPPLIES
		602-9425-42400	SMALL TOOLS/MIN	\$74.89	SMALL TOOLS/MINOR EQUIPMENT
		Total for MENARDS- FOREST LAKE		\$163.36	

City of Wyoming Check Detail Register

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January 30, 2025 03:37 PM
User: ssaxe
DR: Wyoming

02-04-2025

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
57433	02/04/2025	MHSRC/RANGE			
337900-11483					
	101-2110-42080	TRAINING AND IN		\$645.00	TRAINING AND INSTRUCTION
Total for MHSRC/RANGE				\$645.00	
57434	02/04/2025	MIDCONTINENT COMMUNICATIONS			
37852500114506					
	101-3100-43210	TELEPHONE		\$36.80	PUBLIC WORKS
	601-9425-43210	TELEPHONE		\$36.80	WELL
	602-9425-43210	TELEPHONE		\$36.79	LIFTSTATIONS
Total for MIDCONTINENT COMMUNIC/				\$110.39	
57435	02/04/2025	MIDWEST COMPLIANCE INC			
61687					
	101-3100-42310	CONTRACTED SER		\$90.00	CONTRACTED SERVICES
	101-2110-42310	CONTRACTED SER		\$90.00	CONTRACTED SERVICES
Total for MIDWEST COMPLIANCE INC				\$180.00	
57436	02/04/2025	MINNESOTA VALLEY TESTING LABS			
1289293					
	601-9425-43110	LAB COSTS		\$116.00	LAB TESTS
Total for MINNESOTA VALLEY TESTIN				\$116.00	
57437	02/04/2025	MSSA			
2025 DUES					
	101-3100-44330	DUES & SUBSCRIP		\$150.00	DUES & SUBSCRIPTIONS
Total for MSSA				\$150.00	
57438	02/04/2025	MUNICIPAL EMERGENCY SERVICES			
IN2184448					
	101-2200-42300	SAFETY EQUIPMEN		\$969.58	SAFETY EQUIPMENT
Total for MUNICIPAL EMERGENCY SER				\$969.58	
57439	02/04/2025	NAPA AUTO PARTS			
244126					
	101-2200-43900	VEHICLE MAINTEN		\$51.16	VEHICLE MAINTENANCE
242493					
	101-3100-43900	VEHICLE MAINTEN		\$43.49	VEHICLE MAINTENANCE
Total for NAPA AUTO PARTS				\$94.65	
57440	02/04/2025	NORTHERN SALT INC			
32317					
	101-3100-44400	SALT & SAND		\$1,397.28	SALT & SAND
32326					
	101-3100-44400	SALT & SAND		\$1,635.84	SALT & SAND
Total for NORTHERN SALT INC				\$3,033.12	
57441	02/04/2025	NORTHERN TOOL & EQUIPMENT			
541201021259504					
	101-3100-42120	MOTOR FUELS		\$91.09	MOTOR FUELS
Total for NORTHERN TOOL & EQUIPME				\$91.09	

City of Wyoming Check Detail Register

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DR: Wyoming

02-04-2025

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
57442	02/04/2025	ON SITE, INC			
0001838424					
	101-5200-44050	SATALLITE RENTAL		\$124.95	030626-0012 SWENSON PARK
	101-5200-44050	SATALLITE RENTAL		\$(124.17)	030626-0012 SWENSON PARK
0001840691					
	101-5200-44050	SATALLITE RENTAL		\$175.00	030626-0012 SWENSON PARK
0001843191					
	101-5200-44050	SATALLITE RENTAL		\$41.65	030626-0012 SWENSON PARK
Total for ON SITE, INC				\$217.43	
57443	02/04/2025	PETE'S TRAILER SALES, INC.			
51230					
	101-2000-33427-1	OTHER STATE PUE		\$5,825.00	OTHER STATE PUBLIC SAFETY AID
Total for PETE'S TRAILER SALES, INC.				\$5,825.00	
57444	02/04/2025	PRECISE MRM LLC			
IN200-2003150					
	101-3100-42310	CONTRACTED SER		\$220.00	CONTRACTED SERVICES
Total for PRECISE MRM LLC				\$220.00	
57445	02/04/2025	RICOH BUSINESS SYSTEMS			
108894708					
	601-9425-42310	CONTRACTED SER		\$123.71	PUBLIC WORKS
	602-9425-42310	CONTRACTED SER		\$123.70	PUBLIC WORKS
Total for RICOH BUSINESS SYSTEMS				\$247.41	
57446	02/04/2025	RYAN REESE			
01/28/2025					
	602-0000-11500	ACCOUNTS RECEIV		\$348.66	Sewer - Base Fee
Total for RYAN REESE				\$348.66	
57447	02/04/2025	STEPP MFG			
065742					
	101-3100-42910	EQUIPMENT REPAI		\$3,247.00	EQUIPMENT REPAIR
065741					
	101-3100-44040	REPAIRS & MAINT.		\$1,679.00	REPAIRS & MAINT. - EQUIPMENT
Total for STEPP MFG				\$4,926.00	
57448	02/04/2025	TIMESAVER OFF SITE SECRETARIAL			
M29810					
	101-1400-42310	CONTRACTED SER		\$174.50	CONTRACTED SERVICES
Total for TIMESAVER OFF SITE SECRE1				\$174.50	
57449	02/04/2025	TWIN CITIES FLAG SOURCE			
173					
	101-1400-42100	OPERATING SUPPL		\$53.00	OPERATING SUPPLIES
Total for TWIN CITIES FLAG SOURCE				\$53.00	

City of Wyoming Check Detail Register

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DR: Wyoming

02-04-2025

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
57450 VC3-185434	02/04/2025	VC3, INC.			
		101-1400-42090 NETWORK MUNICI		\$3,877.49	NETWORK MUNICIPAL COMPUTERS
Total for VC3, INC.				\$3,877.49	
57451 6103711075	02/04/2025	VERIZON			
		602-9425-43210 TELEPHONE		\$80.04	MACHINE-TO-MACHINE
Total for VERIZON				\$80.04	
57452 0098060-4812-1	02/04/2025	WASTE MANAGEMENT CORP SERVICES			
		101-5500-43840 REFUSE		\$21.85	LIBRARY 27-16928-33002
		101-5200-43840 REFUSE		\$241.84	CITY MAINT 27-16916-73007
		101-3100-43840 REFUSE		\$107.05	CITY HALL 27-16916-83005
		101-5200-43840 REFUSE		\$146.54	CITY GARAGE 27-16920-33000
Total for WASTE MANAGEMENT CORP				\$517.28	
57453 14646	02/04/2025	WATER CONSERVATION SERVICE			
		601-9425-44490 WATERMAIN BREA		\$581.50	WATERMAIN BREAK
Total for WATER CONSERVATION SER				\$581.50	
57454 2573	02/04/2025	WAUSAU ELECTRIC INC			
		101-5200-44030 REP & MAIN. - OTF		\$1,251.25	REP & MAIN. - OTHER THAN BLDGS
Total for WAUSAU ELECTRIC INC				\$1,251.25	
57455 102217959	02/04/2025	WEX BANK			
		101-2400-42120 MOTOR FUELS		\$83.28	MOTOR FUELS
		101-2200-42120 MOTOR FUELS		\$261.96	MOTOR FUELS
		101-2110-42120 MOTOR FUELS		\$2,361.48	MOTOR FUELS
		101-3100-42120 MOTOR FUELS		\$1,526.56	MOTOR FUELS
		101-5200-42120 MOTOR FUELS		\$33.38	MOTOR FUELS
		601-9425-42120 MOTOR FUELS		\$779.97	MOTOR FUELS
		602-9425-42120 MOTOR FUELS		\$779.96	MOTOR FUELS
Total for WEX BANK				\$5,826.59	
57456 9022884136	02/04/2025	WILLIAMS SCOTSMAN, INC.			
		101-3100-44100 RENTALS (EQUIPM		\$692.88	RENTALS (EQUIPMENT)
Total for WILLIAMS SCOTSMAN, INC.				\$692.88	

City of Wyoming Check Detail Register

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DR: Wyoming

02-04-2025

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
57457	02/04/2025	XCEL ENERGY			
910812676	101-3100-43800	UTILITIES-GAS/ELI	\$14.49	SPEED SIGN	
910607087	101-3100-43860	STREET LIGHTS	\$29.27	STOP LIGHTS	
910576600	101-3100-43860	STREET LIGHTS	\$44.70	STOP LIGHTS	
910584852	101-3100-43800	UTILITIES-GAS/ELI	\$13.42	PARKS	
910637638	101-3100-43800	UTILITIES-GAS/ELI	\$46.86	PARKS	
910534536	101-3100-43800	UTILITIES-GAS/ELI	\$13.02	SPEED SIGN	
910534929	101-3100-43800	UTILITIES-GAS/ELI	\$13.58	SPEED SIGN	
910557643	101-3100-43800	UTILITIES-GAS/ELI	\$15.70	SPEED SIGN	
910514010	601-9425-43800	UTILITIES-GAS/ELI	\$246.36	WELLHOUSE	
911562781	602-9425-43800	UTILITIES-GAS/ELI	\$1,510.53	LIFT STATIONS	
911594195	601-9425-43800	UTILITIES-GAS/ELI	\$165.99	WELLHOUSE	
	101-3100-43860	STREET LIGHTS	\$185.79	STOP LIGHTS	
	101-3100-43800	UTILITIES-GAS/ELI	\$2,161.71	SPEED SIGN	
	601-9425-43800	UTILITIES-GAS/ELI	\$1,370.91	WELLHOUSE	
	101-2110-43800	UTILITIES-GAS/ELI	\$1,474.77	POLICE/PUBLIC WORKS	
	101-1400-43800	UTILITIES-GAS/ELI	\$1,325.47	CITY HALL	
	101-5500-43800	UTILITIES-GAS/ELI	\$1,913.08	LIBRARY	
	101-5200-43800	UTILITIES-GAS/ELI	\$349.58	UTILITIES-GAS/ELEC/SEWER/WATER	
Total for XCEL ENERGY				\$10,895.23	
57458	02/04/2025	ZIEGLER INC.			
IN001769191	101-3100-42400	SMALL TOOLS/MIN	\$68.14	SMALL TOOLS/MINOR EQUIPMENT	
Total for ZIEGLER INC.				\$68.14	

City of Wyoming Check Detail Register

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January 30, 2025 03:37 PM
User: ssaxe
DR: Wyoming

02-04-2025

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

General Checking Account 10100
Total Amount Being Paid: \$250,775.41
Total Number of Checks: 59

Mayor Iverson

Councilmember Luger

Councilmember Nanko Yeager

Councilmember Schilling

Councilmember Ohnstad



Request for Council Action

Date: January 28, 2025

Presented to: Mayor Iverson and City Council Members

Presented by: Robb Linwood, City Administrator

Department: Administration

Reference: City of Wyoming LMCIT Workers Compensation Coverage for 2025

Method: Consent Agenda

Background Information:

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

The City's experience modification rate (EMR) has improved significantly, dropping from 0.93 in 2024 to 0.78 in 2025. The EMR measures an employer's workers' compensation claims history against others in the same industry and of similar size. A rate of 1.0 represents the industry average, meaning claims frequency and severity are as expected. An EMR below 1.0 reflects better-than-average safety and fewer claims, while a rate above 1.0 indicates higher-than-average losses.

A 0.78 EMR is fantastic and shows the City's safety performance is well above average. This achievement reflects the hard work and dedication of staff across all departments to maintain a safe workplace. An EMR of 0.78 represents a 22% discount compared to the industry average, saving the City approximately \$34,173 in workers' compensation premiums for 2025. This result underscores the City's strong commitment to safety and the success of ongoing efforts to minimize risks and protect employees.

Recommendation: That the Wyoming City Council approve the 2025 Workers Compensation coverage in the amount of \$109,615

League of Minnesota Cities Insurance Trust

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

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

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

Agreement No.: WC 1001723_Q-9
Agreement Period:
From: 02/26/2025
To: 02/26/2026

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

<u>PAYROLL DESCRIPTION</u>	<u>CODE</u>	<u>RATE</u>	<u>ESTIMATED PAYROLL</u>	<u>DEPOSIT PREMIUM</u>
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SEE ATTACHED SCHEDULE FOR DETAILS

Manual Premium	155,331
Credit 0.78	-34,173
Standard Premium	121,158
Deductible Credit 0.00%	0
Premium Discount	-11,543
Net Deposit Premium	\$109,615
Adjustment for Commission*	0
Total Net Deposit Premium	\$109,615

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

Agent:

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

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

OPTIONS

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

1.	☐ Regular Premium Option	<u>Net Deposit Premium</u>	<u>Commission Adjustment</u>	<u>Total Net Deposit Premium</u>
		109,615	0	109,615

2. ☐ **Deductible Premium Option**

Deductible options are available in return for a premium credit applied to your estimated standard Premium of \$ 121,158. The deductible will apply per occurrence to paid medical costs only. There is no aggregate limit.

	<u>Deductible per Occurrence</u>	<u>Premium Credit</u>	<u>Credit Amount</u>	<u>Net Deposit Premium</u>	<u>Commission Adjustment</u>	<u>Total Net Deposit Premium</u>
☐	\$250	0.50%	-606	109,009	0	109,009
☐	\$500	1.00%	-1,212	108,403	0	108,403
☐	\$1,000	1.60%	-1,939	107,676	0	107,676
☐	\$2,500	3.00%	-3,635	105,980	0	105,980
☐	\$5,000	4.50%	-5,452	104,163	0	104,163
☐	\$10,000	6.00%	-7,269	102,346	0	102,346
☐	\$25,000	9.50%	-11,510	98,105	0	98,105
☐	\$50,000	13.50%	-16,356	93,259	0	93,259

3. ☐ **Retrospective Rates Premium Option**

	<u>Retro-Rated Minimum Factor</u>	<u>Est. Minimum Premium</u>	<u>Retro-Rated Maximum Factor</u>	<u>Est. Maximum Premium</u>
☐	0.632 %	76,572	1.300 %	157,505
☐	0.592 %	71,726	1.500 %	181,737
☐	0.520 %	63,002	2.000 %	242,316

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

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

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

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

_____	_____	_____
Signature	Title	Date

RESOLUTION 25-02-11

A RESOLUTION DECLARING CERTAIN ITEMS AS SURPLUS PROPERTY FOR DISPOSAL AND AUTHORIZING THE ADMINISTRATION DEPARTMENT TO DISPOSE OF THE ITEMS THROUGH THE DISPOSAL PROCESS

WHEREAS, the Wyoming Administration Department is continuously utilizing various office equipment and tools; and

WHEREAS, the Wyoming Administration Department strives to use all office equipment and tools until they are no longer deemed effective; and

WHEREAS, the continued use of this office equipment over years has resulted in heavy wear; and

WHEREAS, this equipment is now deemed to have exceeded its useful life; and

WHEREAS, the Wyoming Administration Department is seeking to dispose of office items that are no longer of effective use; and

WHEREAS, the described items are ready to be disposed of:

Monitors (6)

Office Chairs

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WYOMING, MINNESOTA authorizes the City of Wyoming's Administration Department to dispose of these items.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING THIS 4TH DAY OF FEBRUARY, 2025.

CITY OF WYOMING

By: _____
Lisa Iverson, Mayor

ATTESTED:

Robb Linwood, City Administrator/Clerk



Date: January 27, 2025

Presented to: Mayor Iverson and City Council Members

Presented by: Public Safety Director Neil Bauer

Department: Public Safety

Reference: Purchase of 2025 Chevrolet Traverse from Saxon Fleet Services

Method: New Business

Background Information:

I am writing to formally request the authorization to proceed with the purchase of a 2025 Chevrolet Traverse from Saxon Fleet Services in the amount of \$38,652, along with an extended warranty for 5-years or 100,000 miles, in the amount of \$3,381. The total cost for the vehicle, warranty and excise tax (\$20.00) is \$41,963.00.

As previously discussed and approved during the City Council meeting on September 17, 2024, the purchase order for this vehicle was included in the 2025 capital improvement budget. This request is in alignment with that approval. This vehicle will serve as an administrative vehicle to support the day-to-day operations of the city. Please note that the amount requested does not include any additional upfitting costs, which will be addressed separately.

We respectfully request your confirmation and approval to proceed with this purchase.

Recommendation

To authorize the purchase for a 2025 Chevrolet Traverse vehicle from Saxon Fleet Services for Public Safety at the cost of \$41,963.00.

Neil D. Bauer, Ed.D.

Police Chief/Public Safety Director



PUBLIC SAFETY

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

RESOLUTION NO. 25-02-12

A RESOLUTION AUTHORIZING THE PURCHASE OF A 2025 CHEVROLET TRAVERSE FROM SAXON FLEET SERVICES IN THE AMOUNT OF \$41,963.00

WHEREAS, The Wyoming Public Safety Department is in possession of a 2020 Ford F150 (Squad 201) which is slated for replacement in 2025 due to warranty coverage; and

WHEREAS, Replacement of the 2020 Ford F150 was budgeted for in 2025; and

WHEREAS, The Wyoming City Council approved of a purchase agreement for a 2025 Chevrolet Traverse from Saxon Fleet Services at the September 17, 2024 City Council meeting; and

WHEREAS, The Wyoming Police Department requests replacing this squad with a 2025 Chevrolet Traverse which is available for purchase immediately; and

THEREFORE, BE IT RESOLVED, The City of Wyoming authorizes the purchase of a 2025 Chevrolet Traverse from Saxon Fleet Services in the amount of \$41,963.00.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING ON THE 4TH DAY OF FEBRUARY, 2025.

CITY OF WYOMING

Lisa Iverson, Mayor

ATTEST:

Robb Linwood, City Administrator/Clerk



Date: February 3, 2025

Presented to: Mayor Iverson and City Council Members

Presented by: Public Safety Director Neil Bauer

Department: Public Safety

Reference: Purchase of 2025 Dodge Durango from Dodge of Burnsville

Method: New Business

Background Information:

I am writing to formally request the authorization to proceed with the purchase of a 2025 Dodge Durango from Dodge of Burnsville in the amount of \$41,099. The total cost for the vehicle is \$41,099.00.

As previously discussed and approved during the City Council meeting on September 17, 2024, the purchase order for this vehicle was included in the 2025 capital improvement budget. This request is in alignment with that approval. This vehicle will serve as a patrol vehicle to support the day-to-day operations of the city. Please note that the amount requested does not include any additional upfitting costs, which will be addressed separately.

We respectfully request your confirmation and approval to proceed with this purchase.

Recommendation

To authorize the purchase for a 2025 Dodge Durango vehicle from Dodge of Burnsville for Public Safety at the cost of \$41,099.00.

Neil D. Bauer, Ed.D.

Police Chief/Public Safety Director



PUBLIC SAFETY

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

RESOLUTION NO. 25-02-13

A RESOLUTION AUTHORIZING THE PURCHASE OF A 2025 DODGE DURANGO FROM DODGE OF BURNSVILLE IN THE AMOUNT OF \$41,099.00

WHEREAS, The Wyoming Public Safety Department maintains a Capital Improvement Plan; and

WHEREAS, The purchase order for this vehicle was included in the 2025 Capital Improvement Plan and Budget; and

WHEREAS, The Wyoming City Council approved of a purchase agreement for a 2025 Dodge Durango from Dodge of Burnsville at the September 17, 2024 City Council meeting; and

THEREFORE, BE IT RESOLVED, The City of Wyoming authorizes the purchase of a 2025 Dodge Durango from Dodge of Burnsville in the amount of \$41,099.00.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING ON THE 4TH DAY OF FEBRUARY, 2025.

CITY OF WYOMING

Lisa Iverson, Mayor

ATTEST:

Robb Linwood, City Administrator/Clerk



January 29, 2024

Re: Public Safety Activity Report – February 4, 2025, City Council Meeting

Fire Update

Fire Response

We wanted to take a moment to recognize the outstanding work of our Wyoming Fire Department crews in responding to a residential structure fire on January 26, 2025. Thanks to their quick action, skill, and training, the fire was knocked down swiftly and the damage was kept to an absolute minimum.

Chief Milligan had the opportunity to speak with the homeowner late yesterday, and he was incredibly impressed with our team's performance. He couldn't stop praising the crews for their efforts and was genuinely shocked at how little damage occurred. For context, the homeowner is a retired Minneapolis PD sergeant and has seen firsthand the devastating impact fire can have. Given his experience, his high praise is a testament to the exceptional job our firefighters did.

The success of this response was a combination of factors: the homeowner was present and noticed the fire early, allowing for a fast response, and the crews' quick and effective application of water made all the difference. As we all know, the ability to apply water effectively and efficiently is a direct result of the continuous, rigorous training our department undergoes. This is a reminder of how vital that training is to saving lives and minimizing damage during critical incidents.

We're incredibly proud of our team for their professionalism, quick thinking, and tireless dedication to keeping our community safe. This event is just one more example of how well-prepared our department is to handle emergencies, and we are grateful for the support we continue to receive from our city.



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

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

Thank you for your continued support of the Wyoming Fire Department.



Upcoming Community Outreach Events

Spring 2025	Bike Rodeo – Wyoming Elementary
Spring 2025	Wyoming Police Multicultural Advisory Committee Event
August 5, 2025	Night to Unite – Swenson Park

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



January 29, 2025
Honorable Mayor and City Council
City of Wyoming
26885 Forest Boulevard
Wyoming, MN 55092

RE: FEBRUARY 4, 2025 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.

Fairview Hospital #1

The final inspections for Phase 1 have been approved. Phase 2 consists of minor work in the control room. Framing, plumbing, and HVAC rough-ins have been approved. The permit to remodel the CT scanner room has been issued.

Fairview Hospital #2

Framing inspections have been approved. The permit to remodel the hospital pharmacy has been issued.

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

January 28, 2025

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

Delivered via Email

Re: *City of Wyoming*
Status Update for the Period of – January 16th-29th

Dear Robb:

Our office continues our role as general counsel, answering questions, addressing legal concerns and reviewing items for the City including development matters, law updates, employment matters 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



Engineer's Report

.....
January 28, 2025

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

Re: February 3, 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.

2025 Street Improvement Project

Staff met to review the CIP and available budget to determine potential 2025 Street Improvement Projects. The meeting was followed by a road tour. Staff has identified an ideal project for Council to consider as the 2025 Street Improvement project. This is an agenda item for the 2/4/2025 Council meeting.

2024 Street Improvement Project

Nothing New to report. We are waiting to hear back from the paving subcontractor on their proposed remedy for correcting a number of the issues we have identified. The paving subcontractor had some quality issues that they will need to address in the spring and these items are not being paid until quality issues have been resolved.

Katies Glen

Sanitary sewer, watermain, storm sewer, and retaining walls and the first layer of asphalt has been placed. As-built grading plans have been reviewed and a number of modifications are needed. The developer's engineer is working with the contractor on these necessary grading modifications to be in compliance with approved plans. The majority of this re-grading has been completed with the remaining to be completed with final grading of a lot currently being addressed with a home currently under construction. A punch has been created for the project.

Sunrise Riverbank Development (residential and commercial)

Staff meet with the development team to review current plans for the development of this site. The wetland bank portion of the site is progressing slowly. They have changed engineering companies. The residential portion of the development appears to have more momentum, and we encouraged the developers to prepare a concept for the commercial portion of the site that is supported by the City, County, and State. This will help them work with potential buyers on what actually may be approved. This has been a recurring item that we have discussed with them.

Chisago County is currently working with MNDOT and a consultant on revised preliminary design options for the East Viking Corridor.

Diamond Ridge Development

We expect to bring this development to Council for acceptance of the public improvements once this work and remaining punch list items are taken care of. We have also requested the as-builts for the project.

Heims Lake Villas North

The contractor has completed paving the final lift of pavement. Punch list items have been completed. The project is nearing the point of project acceptance by City Council. CLFLWD has authorized the security to be released. We need as-builts submitted and warranty information provided to the City prior to acceptance.

Bingham Property – Hallberg Project (Multi-Tennent)

All testing has now passed, and a site walk through has been completed. The final punch list has been completed with the exception of providing the City with an as-built/record drawing.

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 been made.

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 this does not impede the timing of this next phase. Lift station design is currently underway as requested by the developer.

Hallberg Storage

The final punch list has been completed. We are waiting to receive the as-built. Once we have it, we can accept the improvements and return the escrow balance.

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



January 28, 2025

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

RE: February 3, 2025 City Council Meeting

Public Works Department Activity

- Ice rinks at Swenson Park are in full operation. The Rink Attendants are doing a great job as are Public Works Maintenance Staff with continued attention to equipment and ice conditions.
- Maintenance activities on Winter Trails is ongoing. All Winter Trails are open
- Maintenance Workers attended joint safety training with Hugo, Lino Lakes and White Bear Township hosted by our safety partner, Safe Assure. Topics covered were Lock out-Tag Out, Chainsaw operation / tree trimming and temporary traffic control zones.
- All holiday lighting at Railroad Park has been removed and is ready for off season storage.
- Installed ALL WAY stop plaques at Goodview & 250th intersection in response to a concerned citizen report
- Compost site burning is complete. Necessary data has been sent to partnering communities in order to compile actual costs.
- Performing maintenance work at the Library including painting, repairs to wall surfaces and replacement of ceiling tiles.

Streets:

Worked with Mid America Signal on driver feedback signs along Pioneer Rd. One sign is back to operational and materials have been ordered for the other. Also working with Mid America Signal on parts and materials for the illuminated stop sign on Goodview Ave at 260th. Pre-treated roads in advance of snow/ice events. We replaced the pump for the truck mounted brine pre-treatment system. Ongoing maintenance to plow equipment and dump trucks including unloading after snow events, washing of equipment and greasing. Hauled in fine salt for brine making operations

PUBLIC WORKS

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

Utilities:

The crew completed utility locates in the city. Meter installs as they come through. As spring approaches, we are noticing more locate requests for the HWY 8 project.

- **Sanitary Sewer**

Staff continue to do rounds checking lift stations. The new collection logs of data are underway and providing information on our critical infrastructure that we didn't have in the past. This includes run time hours on pumps as well as generator exercising duration. Staff continue to perform maintenance to generators in town, Kodiak Power Systems made repairs to Lift Station 2 block heater, 7 radiator and coolant system maintenance to Lift Station 6. Kodiak also performed inspections on the generator at the Police Department, City Hall and Lift Stations and Well 3.

- **Water:**

Continuing water testing and monitoring the city's water distribution system. Operator worked with a resident/consumer to locate a leak that was accruing a higher water bill. Located the issue and recommended fixes/repairs to help prevent future leaks.

Surface/Storm Water:

Street sweeper has been winterized and is ready for annual maintenance and awaiting pickup.

Parks:

Swenson Park ice rink is open for use and part time rink attendants are working with Assistant Superintendent Lopez on scheduling and items of need for their work at the park. Flooding is ongoing at Swenson Park ice rinks. Trash pick up as needed. Barks & Rec Dog Park is closed for the season and will reopen weather dependent in the spring.

Fleet:

Regular maintenance of vehicles is ongoing.

Respectfully submitted,
Steve Reeves
Public Works Superintendent



Memorandum

Date: January 27, 2025
To: Mayor Iverson and City Council Members
From: Neil Bauer, Public Safety Director
Subject: Council Communication – Participation in MNLEAP Process

Background Information

I am writing to inform you of our intent to pursue accreditation through the Minnesota Law Enforcement Accreditation Program (MNLEAP). This is an important step for our agency, one that will not only elevate our standards of service but also reinforce our commitment to excellence and transparency in law enforcement.

Why Should Our Agency Become Accredited?

Accreditation provides us with a proactive, ongoing mechanism for evaluating and improving our agency's practices. Through this program, we will be able to continually assess our operations to ensure that we are adhering to best practices, identifying areas of both excellence and opportunity for growth. The process will help create sustainable practices that support our professional standards, ultimately fostering a culture of continuous improvement.

In addition to these internal benefits, accreditation increases trust and transparency with the community, reinforcing our commitment to serving them to the highest possible standards.

Benefits of Accreditation

Becoming accredited offers several key advantages, including:

- **Objective, neutral acknowledgment of approval:** This recognition reinforces the credibility of our agency's practices and the professionalism of our staff.
- **Mitigating litigation exposure:** By adhering to proven best practices, we reduce our risk of legal challenges.
- **Ongoing self-assessment:** Accreditation ensures we maintain high standards through continual evaluation and adaptation.
- **Greater accountability:** Both within the agency and to the public, accreditation promotes a higher level of responsibility.
- **Increased community support:** As we meet professional benchmarks, community confidence in our agency grows.

Why We Chose MNLEAP Over National Accreditation Programs



Memorandum

While we recognize the prestige of national accreditation programs such as CALEA (Commission on Accreditation for Law Enforcement Agencies), we have decided that pursuing national accreditation would not be feasible for our agency at this time. The primary factors influencing this decision are the significant staff time and financial resources required to meet the national standards.

The CALEA process is extensive, and the preparation involved would demand a considerable amount of time and effort from our already limited staff. Additionally, the costs associated with the program, including application fees, travel, and the ongoing expenses for annual compliance, far exceed the resources available to our agency.

Given these challenges, we believe that pursuing MNLEAP accreditation offers a more appropriate balance of rigor and feasibility for our agency. It still provides us with the opportunity to ensure best practices, accountability, and transparency, but with a more manageable level of resource commitment.

What Accreditation Will Do for Our Agency

Through accreditation, we will formalize essential management, training, operational, and supervision procedures, promoting greater accountability. Most importantly, accreditation will help us continue to provide excellent public safety services, improving staff morale and fostering stronger community trust and engagement.

We are excited about the prospect of this accomplishment and the positive impact it will have on our agency and the city as a whole. We appreciate your support as we move forward with this important initiative.

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



Program Overview

2025

Version 1.1



MINNESOTA LAW ENFORCEMENT ACCREDITATION PROGRAM

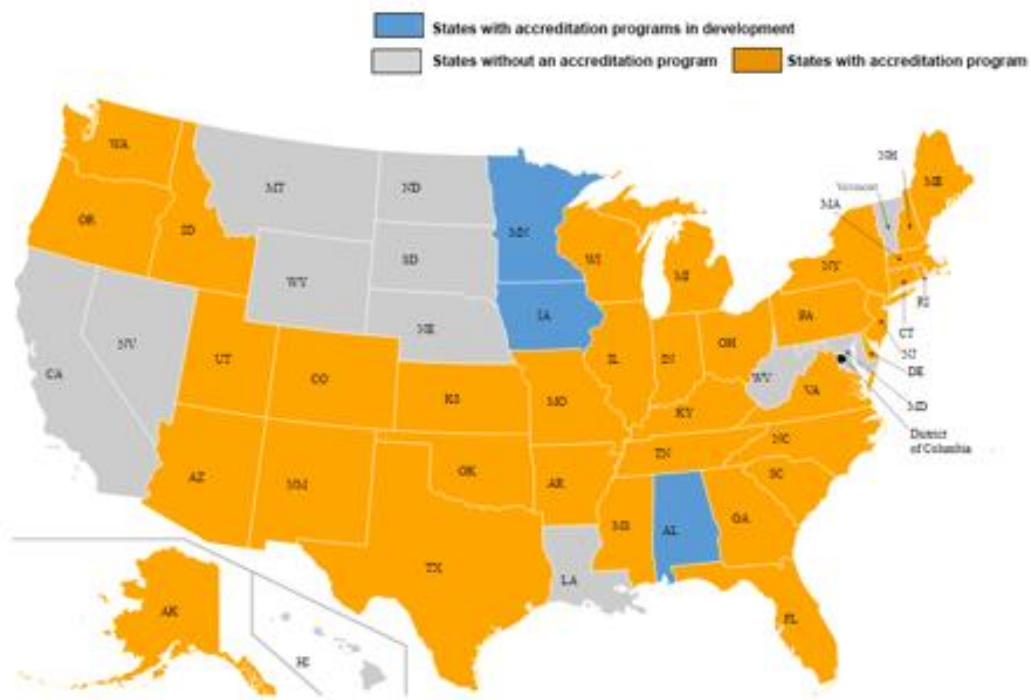
What is Accreditation?

Accreditation is an effective, time proven method to improve the overall performance and service of a law enforcement agency.

The foundation of accreditation lies in the voluntary adoption of standards that contain clear professional objectives.

Here is the link to the MNLEAP Accreditation Standards: [MNLEAP Standards Manual 2025](#)

Accreditation Across the Country





MINNESOTA LAW ENFORCEMENT ACCREDITATION PROGRAM

Why Should My Agency Become Accredited?

- Proactive/ongoing best practices check of the agency
- Supports a culture of continuous improvement
- Identifies areas of excellence and growth
- Creates sustainable process to maintain professional standards
- Increases trust and transparency

Benefits of Accreditation

- Objective, neutral acknowledgement of approval
- Mitigates litigation exposure
- Continual self-assessment to maintain best practices
- Greater accountability within the agency
- Increased community support

What will Accreditation do for my Agency?

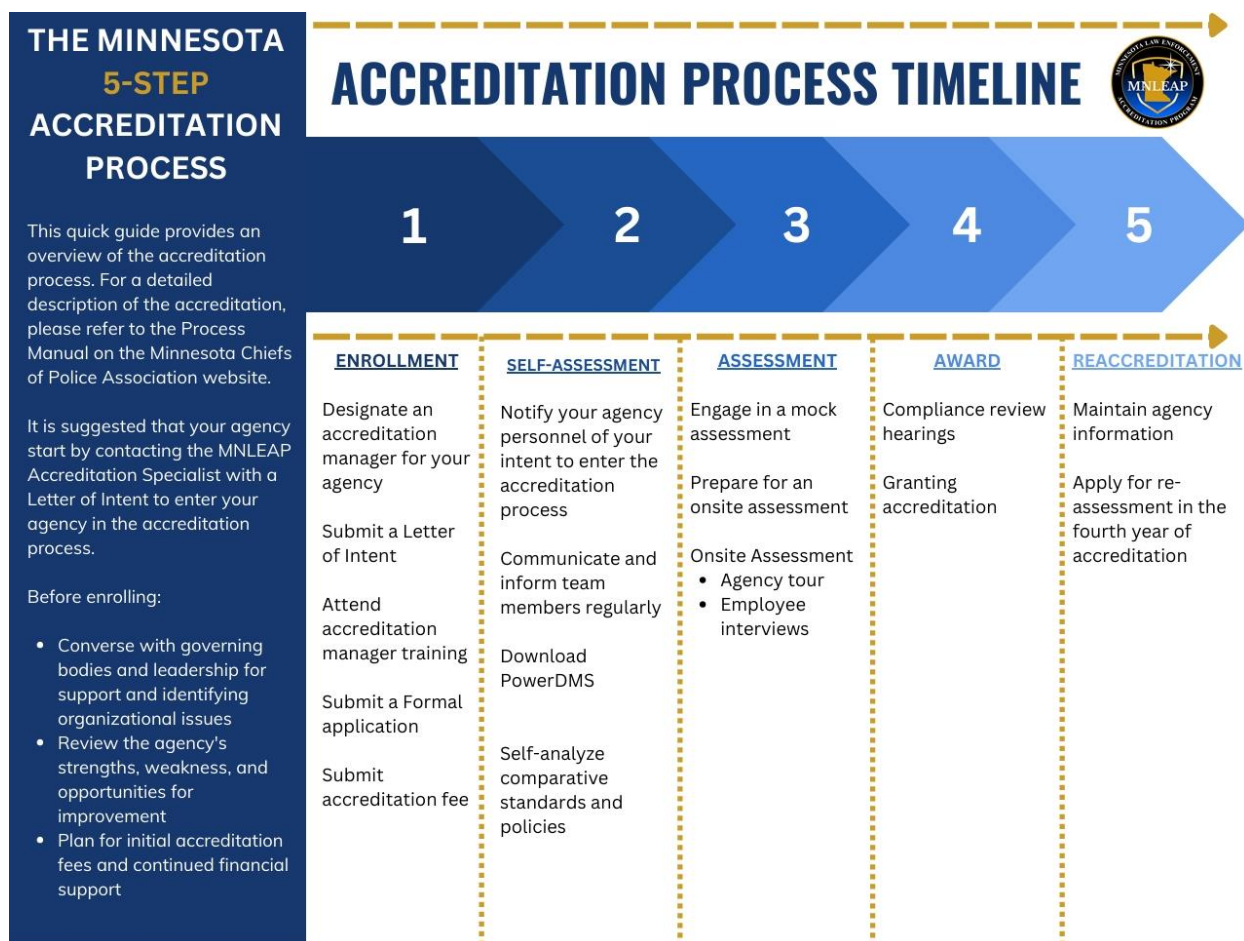
- Formalizes essential management, training, operational, and supervision procedures for greater accountability
- Re-enforce fair and non-discriminatory hiring practices
- Maintains public safety
- Enhance staff morale & community trust



MINNESOTA LAW ENFORCEMENT ACCREDITATION PROGRAM

General Process

- Participating agencies conduct a thorough self-analysis to determine how existing operations can be adapted to meet current standards of accreditation.
- When the procedures are in place, a team of trained assessors verifies that the applicable standards have been successfully implemented
- The entire process typically takes 12-18 months





MINNESOTA LAW ENFORCEMENT ACCREDITATION PROGRAM

What is an Assessor?

Assessors are external law enforcement professionals who will be assigned to each agency that is enrolled in the program. The role of assessor is to liaison with the agency to verify the agency is in compliance with the MNLEAP standards.

One major benefits of becoming an Assessor is you can provide your agency with a highly trained expert on Minnesota's premier Law Enforcement Accreditation Program. Assessors play a crucial role in evaluating law enforcement agencies to ensure they meet the highest standards of professionalism, efficiency, and compliance with established criteria.

This responsibility requires a deep understanding of law enforcement practices, policies, and procedures. Assessors will be provided with training on the MNLEAP standards and best practices. The process of becoming an Assessor involves initial training, ongoing education, and a meticulous approach to assessment methodologies. Assessors will be assigned to agencies going through the Accreditation process. They will be responsible for conducting evaluations, which include on-site visits, reviews of agency documentation, and comprehensive interviews with agency personnel.

Assembling a pool of qualified and dedicated assessors is crucial in upholding the quality and integrity of the Minnesota Law Enforcement Accreditation Program. The role of an assessor is to ensure all agencies that commit to the accreditation process uphold the highest standards and are firmly committed protecting the trust of their communities by promoting continuous improvement.

ASSESSOR RESPONSIBILITIES

- Facilitate and verify agency compliance with all standards.
- Confirm Commission granted standards waivers from compliance, as well as any non-applicable standards related to the agency.
- Communicate and interact professionally with other members of the assessment team and agency personnel.
- Review and inspect agency facilities and equipment, both on and off-site.
- Conduct interviews with agency personnel and other applicable citizens and officials.
- Complete any required written critiques, forms or reports.

This position is voluntary however, travel expenses while conducting on-site evaluations will be provided by MNLEAP. Additionally, all the necessary materials and training to ensure successful accreditation approval will be provided. For MNLEAP to be sustainable agencies enrolled in the program are highly encouraged to provide an assessor from their staff to help assess other agencies.



MINNESOTA LAW ENFORCEMENT ACCREDITATION PROGRAM

What is PowerDMS

PowerDMS/PowerStandards is a comprehensive database that applicants are required to use in order to achieve Accreditation. In PowerDMS you will find the complete standards list for MNLEAP. With the assistance of the Accreditation Specialist, your agency's Accreditation Manager will utilize PowerDMS in the following ways:

- PowerStandards maps your policies, procedures, and proofs of compliance to your accreditation standards from your desktop. When your documents or standards are updated, you automatically get alerted about the potential impacts, along with a visual comparison so you can easily identify every change.
- Each policy or document that has been mapped to a standard inside PowerDMS includes a reference of all related standards. This gives administrators the power to see each standard related to the document before updating said document.

Key accreditation software features



Digital Standards Manuals
Subscribe to standards from 40+ accrediting bodies, and much more.



Automatic Notifications
When a standard or policy changes, receive alerts on what's impacted.



Side-by-Side Comparison
See what's been added, deleted, or changed on a policy or standard.



Standards Mapping
Map your policies and other proofs of compliance to specific standards.



Task Management
Create one time or recurring tasks to keep your compliance on track.



Mock Assessments
Provide assessors with remote access to your self-assessment.

With this tool, you can feel confident that your documents are always in compliance.



MINNESOTA LAW ENFORCEMENT ACCREDITATION PROGRAM

Accreditation Fee Schedule

Level	Full Time Sworn LE Personnel	Initial Accreditation Fee	Annual Fee
A*	1 - 20	\$1,200	\$600
B	21 - 49	\$1,800	\$700
C	50 - 99	\$2,700	\$1,000
D	100+	\$5,000	\$2,000

Additional fees will be applied to enrolled agencies that do not have access to the PowerDMS platform

*Agencies within level A can apply for financial support in the form of a grant from MCPA to apply towards fees. For more information, refer to the enrollment packet.

The ***Accreditation Application*** can be found at www.mnchiefs.org under the **Accreditation** menu option in the **Forms** tab.

For questions, please contact the Accreditation Specialist at: josh@mnchiefs.org



MINNESOTA LAW ENFORCEMENT ACCREDITATION PROGRAM

MNLEAP COMMISSIONERS

Chief Jim Franklin - Rochester Police Department

Chief David Graham - Walnut Grove Police Department

Chief Brady Juell - Savage Police Department

Chief David Graham - Walnut Grove Police Department

Chief Brian Mueller - Stillwater Police Department

Chief Matt Sackett - Eden Prairie Police Department

Sheriff Joe Leko - Dakota County Sheriff's Office

Chief Pilar Stier - Le Sueur Police Department

Sheriff Jason Purrington - Cottonwood County

Sheriff Gordan Ramsey - St. Louis County

Jen Wolf – Civilian Member from League of Minnesota Cities

Bill Wells – Civilian Member

Tricia Dirks - Civilian Member

Dr. Shawn Moore - Civilian Member



MINNESOTA LAW ENFORCEMENT ACCREDITATION PROGRAM

Who is the Accreditation Specialist?

Josh Potts



The Accreditation Specialist for MNLEAP will be your guide through the Accreditation process, helping you with adherence to program requirements. They collaborate with agencies, provide technical support with PowerDMS, and uphold compliance with MNLEAP standards. Additionally, they manage communications, recruit and train assessors, and administer grants to promote the success of the program.

For all Accreditation-related inquiries, Josh Potts is your dedicated point of contact.

Contact Information: Email: Josh@mnchiefs.gov **Phone:** 763-516-0153

Additional Point of Contact- Director of Accreditation- Andy LeFavour

Email: mnleap@mnchiefs.org **Phone:** 651-351-2108



MINNESOTA LAW ENFORCEMENT ACCREDITATION PROGRAM

Next Steps

Once your agency is ready to begin the program, you will soon be able to access our enrollment application on the Minnesota Chiefs of Police website: WWW.MnChiefs.org

Please fill out the application and follow the submission instructions provided. The Accreditation Specialist will then reach out to your agency and provide you with the MNLEAP Enrollment Packet.

Thank you for your interest in the MNLEAP Program! We are excited to have the opportunity to partner with you on this journey.



Date: January 29, 2025

Presented to: Mayor Iverson and City Council Members

Presented by: Public Safety Director Neil Bauer

Department: Public Safety

Reference: EMS Responder Position

Method: New Business

Background Information:

I am writing to formally request the addition of an EMS Responder classification within the Wyoming Fire Department. As you are aware, the majority of calls for service within our city are medically related. Additionally, we continue to experience difficulties in filling vacant paid-on-call firefighter positions. To address these challenges, we propose the creation of a dedicated EMS Responder role to better serve the community and ensure that we can maintain adequate staffing for medical responses.

The EMS Responder position would not be an additional position but rather a new way of filling existing vacant firefighter roles. The individuals hired for this role would be required to meet certain qualifications, including:

- A High School Diploma or General Education Degree (GED)
- A valid driver's license
- CPR & AED Certification

This EMS Responder would be expected to attend at least 80% of all continuing education related to medical response, including any necessary training for medical care and trauma care (e.g., motor vehicle crashes). They will also be required to respond to at least 33% of all medical-related calls for service annually.

In terms of compensation, the probationary hourly rate for the EMS Responder will be \$15/hour, with an increase to \$18/hour upon successfully completing probation. This position will provide much-needed flexibility for our department and enable us to ensure that we are appropriately staffed to handle medical emergencies, which make up the majority of our service calls.

We would also like to offer EMR or EMT training for the EMS Responder position as needed, helping to build a strong foundation for this new position and further strengthening the capabilities of our fire department.



PUBLIC SAFETY

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

The creation of this role will enhance the fire department's ability to respond quickly and effectively to emergencies, improve overall service delivery, and provide better support for the health and safety of our community.

Recommendation

To authorize the creation and posting of an EMS Responder position, starting at \$15.00 per hour, filling vacant paid-on-call firefighter positions within the department.

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



Council Communication

Date: January 24, 2025

Presented to: Mayor Iverson and City Council Members

Presented by: Steve Reeves, Public Works Superintendent

Department: Public Works

Reference: Solicitation of Public Works Maintenance Worker vacancy

Method: New Business

Background Information:

The hiring of an additional Full Time Equivalent (FTE) Public Works employee was identified in the 2024 – 2028 Water and Sewer Rate Study and was inclusionary in the 2025 City Budget as approved by the City Council at their December 3, 2024 regular meeting. The wage for this position is at the rate of \$29.81 - \$38.02 per hour based on qualifications and is based on the current Local 49ers Union contract. The new position will perform work in all aspects and divisions of the Public Works Department, including but not limited to:

- Non-supervisory manual, semi-skilled work in Streets, Water Distribution, Sewer Collections, Surface & Storm Water, Parks
- Operates a variety of medium and heavy equipment
- Participates in snow & ice control on city streets and city owned parking lots, sidewalks and trails
- Routine maintenance tasks in Water, Sanitary Sewer, Surface & Storm Water, Parks and facilities.
- Participate in the On-Call rotation that all Public Works Maintenance Workers are scheduled for.
- Respond to emergencies and works outside of regularly scheduled hours of work.

Recommendation: To approve the solicitation of applications for a Public Works Maintenance Worker.

Respectfully Submitted,
Steve Reeves
Public Works Superintendent

PUBLIC WORKS

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

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

January 27, 2025

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

Re: 2025 Street Improvement Project Selection
WSB Project No. 027762-000

Dear Mayor and Council:

Staff were previously authorized to complete road ratings in 2024 as part of our 3-year cycle of rating roadways. The results of the ratings reflect progress made with previous improvement projects and further deterioration of roadways already in need of attention. The ratings were completed in the fall of 2024 and the map is only a draft at this point as there are a few minor edits that remain to be completed.

Staff have reviewed and updated the financial model based on completed and in progress projects and current MSA account balances. The current CIP shown in the attached map identifies the needs, however current funding and availability of MSA funds does not allow for the implementation as shown. In addition, a number of other factors have played into the timing of improvements for the following:

- Greenway Avenue to be included in the Hwy 8 project
- Potential Intersection Improvements (signal) at 250th is dependent on Local Partnership Program funding. This will not be completed in 2025. Staff will begin working with MNDOT to determine if and when this will meet signal warrants.
- East Viking Boulevard Corridor Improvements are not expected to be completed in 2026. Chisago County is working to develop a concept supported by MNDOT and other stakeholders followed by funding discussions.

Public Works and Engineering staff have toured the roadways to determine what area should be considered for the 2025 Street Improvement Project based on how roads and road patching held up and what areas should be considered where timing is important before projects require more costly improvements. The latter is not a worst/first approach but can be a more cost-effective approach versus fixing a road where the roadway already requires a full depth pavement replacement.

The Hawk Meadows neighborhood shown below is recommended to be completed in 2025 based on the size/cost of the project and the ability to prevent these roadways from degrading into a more costly improvement project. There are currently a lot of shallow potholes patching

on the roadway with a lot of surface pavement deterioration visible. The proposed improvements would consist of milling off the top layer of asphalt and overlaying the underlying pavement with a new layer of pavement for the following roadways:

- 256th Street from 255th Street to its terminus
- Grail Court from 256th Street to its terminus
- Grand Prix Court from 256th Street to its terminus
- Greenwood Court from 256th Street to its terminus
- Grizzly Court from 256th Street to its terminus



This project is anticipated to be in the \$600,000-\$650,000 range. Following feedback from City Council, staff can update the 5-year CIP accordingly.

Staff recommends City Council approve the resolution authorizing the preparation of a feasibility study for the 2025 Street Improvement Project.

If you have any questions or items you wish to discuss, you can contact me at 612-360-1278.

Sincerely,

WSB

Mark Erichson, PE
City Engineer

RESOLUTION 25-02-14

**A RESOLUTION
ORDERING PREPARATION OF A FEASIBILITY REPORT FOR
PUBLIC IMPROVEMENTS TO ALL OR PORTIONS OF ROADWAYS IDENTIFIED AS THE
2025 STREET IMPROVEMENT PROJECT**

WHEREAS, it is proposed to improve all or portions of the following roadways and to potentially assess the benefited property for all or a portion of the cost of the improvement, pursuant to Minnesota Statutes, Chapter 429:

- 256th Street from 255th Street to its terminus
- Grail Court from 256th Street to its terminus
- Grand Prix Court from 256th Street to its terminus
- Greenwood Court from 256th Street to its terminus
- Grizzly Court from 256th Street to its terminus

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

That the proposed improvement, called the 2025 Street Improvement Project for study and that the engineer is instructed to report to the council with all convenient speed advising the council in a preliminary way as to whether the proposed improvement is necessary, cost-effective, and feasible; whether it should best be made as proposed or in connection with some other improvement; the estimated cost of the improvement as recommended; and a description of the methodology used to calculate individual assessments for affected parcels.

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING THIS 4TH DAY OF
FEBRUARY, 2025.**

Lisa Iverson, Mayor

ATTEST:

Robb Linwood, City Administrator/Clerk

(seal)



Request for Council Action

Date: January 29, 2025

Presented to: Mayor Iverson and City Council Members

Presented by: Robb Linwood, City Administrator

Department: Administration

Reference: City Council 2025 Goal and Initiatives work session

Method: New Business

Background Information:

The City Council's strategic planning / goal setting work session is an important annual exercise. Last year, the City Council completed a goal setting session that outlined the goal and initiatives of the City for 2024. The goals developed by the City Council are used by staff to direct our work priorities in addition to the normal daily work assignments that we encounter. We would like to set a date for the annual City Council 2025 goals and initiatives work session.

Recommendation: That the Wyoming City Council set a work session date to take place on Tuesday, February 18, 2025 at 5:30pm.



CITY OF WYOMING

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