

**AGENDA
CITY COUNCIL
REGULAR MEETING
CITY OF WYOMING, MINNESOTA
MAY 4, 2021
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 April 20th, 2021
2. Consider approving the minutes of the "Work Session Meeting" of the Wyoming, Minnesota City Council for April 28th, 2021

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 April 21st 2021 to May 4th, 2021.

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

4. Report of the Public Safety Director, Paul Hoppe for May 4th, 2021
5. Report of the City Building Official and Zoning Administrator Fred Weck, IV for May 4th, 2021
6. Report the the City Attorney, Tom Loonan, for May 4th, 2021
7. Report of the City Engineer, Mark Erichson, WSB, for May 4th, 2021
8. Report of the Public Works Superintendent Chuck Almhjeld for May 4th, 2021

COMMUNICATIONS:

9. To consider a letter of support for the Chisago County Hwy 8 Project for a Federal Raise Grant

OLD BUSINESS:

NEW BUSINESS:

10. To consider **Resolution 21-05-38** a resolution approving plans and specifications and ordering advertisement for bids for the 2021 Street Improvement Project
11. Hiring of Steven Kustrich for the Maintenance Worker 1 Position with Public Works at a rate of \$26.81.
12. To consider the extension of working hours for Kuechle Underground for the East Viking Blvd Utility Construction Project
13. To consider a council work session on May 19th, 2021 at 6:00PM
14. To consider a proclamation for National Public Works Week for May 16 - 23, 2021
15. To consider **Resolution 21-05-39** a resolution accepting the donation from the First State Bank of Wyoming to the Railroad Park History Walk in the amount of \$100,000

COUNCIL REPORTS:

ADJOURN

**DRAFT MINUTES
CITY COUNCIL
REGULAR MEETING
CITY OF WYOMING, MINNESOTA
APRIL 20, 2021
7:00 PM**

CALL TO ORDER:

Mayor Lisa Iverson called the Regular Meeting of the Wyoming City Council for April 20, 2021 to order at 7:00 PM

CALL OF ROLL:

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

ABSENT: None

Also Present: Tom Loonan, Eckberg Lammers, Robb Linwood, City Administrator, Kelly Dumais, Assistant City Administrator, Mark Erichson-WSB, Paul Hoppe - Public Safety Director, Fred Weck, Zoning Administrator/Building Official and Chuck Almhjeld, Public Works Superintendent

DETERMINATION OF A QUORUM:

Mayor Iverson – Read aloud a statement explaining that the Council is meeting via teleconference due to the COVID-19 pandemic. She explained that tonight's meeting would be held according to State Statute 13D.021, will be live streamed on the City's YouTube page, and will be recorded as part of the public record on the City's website

PLEDGE OF ALLEGIANCE:

OPEN FORUM: NONE

APPROVAL OF MINUTES:

1. Consider approving the minutes of the "Regular Meeting" of the Wyoming, Minnesota City Council for April 6, 2021

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER SCHILLING, TO APPROVE THE MINUTES OF THE "REGULAR MEETING" OF THE WYOMING, MINNESOTA CITY COUNCIL FOR APRIL 6, 2021 AS SUBMITTED.

Roll Call Vote:

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

Voting Nay: None

Abstain: None

Absent: None

2. Consider approving the minutes of the "Work Session Meeting" of the Wyoming, Minnesota City Council for April 7, 2021

A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE THE MINUTES OF THE "WORK SESSION MEETING" OF THE WYOMING, MINNESOTA CITY COUNCIL FOR APRIL 7, 2021 AS SUBMITTED.

Roll Call Vote:

Voting Aye: Schilling, Nanko Yeager, Luger, Ohnstad, and 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.

3. To accept the resignation of Officer Matt Paavola
4. To consider **Resolution 20-04-33** a resolution approving Final Pay Voucher #4 for the 300,000 Gallon Water Tower Rehabilitation (City Project No. 20-02) in the Amount of \$26,145.40
5. Consider authorizing payments of recommended bills, payroll, and Journal Entries for the period of April 7, 2021 through April 20, 2021

A MOTION WAS MADE BY COUNCILMEMBER OHNSTAD, SECONDED BY COUNCILMEMBER SCHILLING, TO APPROVE #3, #4, and #5 OF THE WYOMING CITY COUNCIL CONSENT AGENDA

Roll Call Vote:

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

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

6. Report of the Public Safety Director, Paul Hoppe for April 20, 2021

Mayor Iverson – Asked for more information on the siren.

Public Safety Director Hoppe – Explained that there have been some issues with the siren at 259th and Flint. He stated that it was up for replacement in 2022, but because it is unreliable, he is not comfortable trying to limp it through the summer. He explained that they have determined that they will exercise their emergency purchasing powers and have it replaced as soon as possible.

Council Member Nanko Yeager – Asked if the issue with the siren would explain why it is barely audible.

Public Safety Director Hoppe – Explained that the vendor cannot identify exactly what the issue is, so rather than disassembling and sending each component off separately, they will simply move the purchase forward by a year.

Mayor Iverson – Asked for clarification on whether the sirens should be heard while you are inside your home.

Public Safety Director Hoppe – Stated that the civil defense siren is intended to warn people when they are outside of their home.

7. Report of City Building Official, Fred Weck, IV for April 16, 2021

8. Report of City Attorney Tom Loonan for April 20, 2021
9. Report of City Engineer Mark Erichson, WSB for April 16, 2021
10. Report of Public Works Superintendent Chuck Almhjeld for April 20, 2021

COMMUNICATIONS:

11. East Viking Boulevard Utility Construction Project update

City Administrator Linwood – Suggested that this project update be given at the end of the meeting.

OLD BUSINESS: NONE

NEW BUSINESS

12. Proclamation Supporting Application into the AARP's Network of Age-Friendly Cities and Communities Initiative

Assistant City Administrator Dumais – Gave an overview of the AARP Age-Friendly Cities and Communities Initiative and answered Council questions.

Council Member Nanko Yeager – Expressed concern about AARP, data privacy, solicitation of the residents, and potential future monetary requirements.

A MOTION WAS MADE BY COUNCILMEMBER IVERSON, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE THE PROCLAMATION STATING THE CITY OF WYOMING SUPPORTS THE INITIATIVES AND OPPORTUNITIES TO ENGAGE IN THE AARP AGE-FRIENDLY CITIES AND COMMUNITIES NETWORK INCLUDING FORMAL MEMBERSHIP APPLICATION.

Roll Call Vote:

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

Voting Nay: None

Abstain: None

Absent: None

13. To consider **Resolution 21-04-34** a resolution approving the final plat of Hunter Hill

Zoning Administrator/Building Official Weck – Gave an overview of the project, reported on the Planning Commission discussion and recommendation and answered Council questions.

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER SCHILLING, TO APPROVE RESOLUTION 21-04-34 A RESOLUTION APPROVING THE FINAL PLAT OF "HUNTER HILL".

Roll Call Vote:

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

Voting Nay: None

Abstain: None

Absent: None

14. To consider **Resolution 21-04-35** a resolution approving a rezoning from the rural residential I District (R-1) to the Office and Health Care District (OHC) at Property ID Numbers 21.1112.00 and 21.11123.00

Zoning Administrator/Building Official Weck – Gave an overview of the rezoning request to move from R-1 to OHC. He explained that within the OHC, housing for the elderly is a permitted use, and this will be a 55+ community. Planning Commission recommended approval.

A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE RESOLUTION 21-04-35 A RESOLUTION APPROVING REZONING FROM THE RURAL RESIDENTIAL I DISTRICT (R-1) TO THE OFFICE AND HEALTH CARE DISTRICT (OHC) AT PROPERTY IDENTIFICATION NUMBERS 21.11122.00 AND 21.11123.00

Roll Call Vote:

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

Voting Nay: None

Abstain: None

Absent: None

- 15.** To consider **Resolution 21-04-36** a resolution approving Conditional Use Permit for a Planned Unit Development in the Shoreland District at Property ID Numbers 21.11122.00 and 21.11123.00

Zoning Administrator/Building Official Weck - Gave a brief overview of the request for a Conditional Use Permit for this parcel. Planning Commission recommended approval.

A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE RESOLUTION 21-04-36 A RESOLUTION APPROVING A CONDITIONAL USE PERMIT FOR A PLANNED UNIT DEVELOPMENT IN THE SHORELAND DISTRICT AT PROPERTY IDENTIFICATION NUMBERS 21.11122.00 AND 21.11123.00

Roll Call Vote:

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

Voting Nay: None

Abstain: None

Absent: None

- 16.** To consider **Resolution 21-04-37** a resolution approving the Preliminary Plat of Heims Lake Villas North at Property ID Numbers 21.11122.00 and 21.11123.00

Zoning Administrator/Building Official Weck – explained that there were no real changes in the layout. Planning Commission recommended approval subject to the conditions listed in the resolution.

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE RESOLUTION 21-04-37 A RESOLUTION APPROVING THE PRELIMINARY PLAT OF “HEIMS LAKE VILLAS NORTH” AT PROPERTY IDENTIFICATION NUMBERS 21.11122.00 AND 21.11123.00.

Roll Call Vote:

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

Voting Nay: None

Abstain: None

Absent: None

- 17.** To consider hiring Jack Breitbach as a Full-Time Police Officer with the City of Wyoming effective July 2021

Public Safety Director Hoppe – Noted that following the retirement of Office Matt Paavola, there is a vacancy in the Police Department. He gave some background information on Jack Breitbach, his education, training, and experience.

A MOTION WAS MADE BY COUNCILMEMBER IVERSON, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE THE HIRING OF JACK BREITBACH AT A FULL-TIME POLICE OFFICER WITH THE CITY OF WYOMING, EFFECTIVE JULY 2021.

Roll Call Vote:

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

Voting Nay: None

Abstain: None

Absent: None

18. Proclamation Celebrating Arbor Day in Wyoming

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER SCHILLING TO APPROVE A PROCLAMATION CELEBRATING ARBOR DAY IN WYOMING, MN

Roll Call Vote:

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

Voting Nay: None

Abstain: None

Absent: None

19. To Discuss the Current Status of Senate Omnibus Bill SF 969 and SF 915 (Zoning Preemption)

City Administrator Linwood – Explained that the concern about these bills from a City/Staff level is that they would pre-empt much of the City's zoning and land use authority. He read aloud portions of the bill language and asked for feedback from the Council.

Council Member Schilling – Stated that he is not in favor of either bill and gave an overview of his reasons and expressed surprise that these bills have made it this far.

Council Member Luger – Echoed Council Member Schilling's statement and noted that she is not comfortable letting go of local control.

Zoning Administrator/Permit Coordinator Weck – Listed some of the reasons that he is also not in favor of these bills.

Council Member Ohnstad – Stated that he would like to maintain control over what is done within the City and not have oversight from an outside entity.

Council Member Nanko Yeager - Stated she is not interested in giving up the City's control to the State.

Mayor Iverson – She stated that she is very saddened by the fact that the City's own State representative has, over the last few years, authored bills that attempt to take control away from local government. She noted that the Chisago County mayors are all planning to work as hard as they can to make their voices heard regarding this issue. She feels that this has come from lobbyists who have spent millions of dollars attempting to take control away from local government. She stated that she is truly saddened that the City's representative is not representing the City and its residents.

The Council shared their opinions on what the next steps should be in order to communicate their displeasure with these bills.

There was the consensus of the Council to sign a collective letter from the City.

Mayor Iverson – Asked City Administrator Linwood to take the lead in working alongside other cities in an effort to work to defeat these bills.

COUNCIL REPORTS:

Council Member Ohnstad – Attended the Council Work Session and the Planning Commission meeting.

Council Member Nanko Yeager – Attended the Council Work Session and the Sewer Commission meeting.

Council Member Luger – Attended the Council Work Session meeting.

Council Member Schilling – Attended the Council Work Session.

Mayor Iverson – Attended the Economic Development Authority meeting, the Planning Commission meeting, the Council Work Session, the Sewer Commission meeting, and the Equalization Hearing. Earlier today, the City hosted the League of Minnesota Cities and mayors from other Chisago County cities. She expressed her appreciation to Officer Paavola for his 13 years of great service to the City. She stated that she knows it cannot be easy for the family of an officer, so she expressed her thanks for them for supporting him and the City throughout his years of service. She asked City Engineer Erichson to give an update on the upcoming construction project and urged residents to check social media for the latest updates on closures or detours.

City Engineer Erichson – Gave an overview of the East Viking Boulevard utility construction project in the City and the proposed detour routes.

City Administrator Linwood – Noted that the first stage of the construction will begin Monday, April 26, 2021. He reiterated the suggestion made by Mayor Iverson for residents to check social media for the latest updates.

Mayor Iverson – Noted that all of the area businesses will remain open.

MAYOR IVERSON ADJOURNED THE APRIL 20, 2021 “REGULAR MEETING” OF THE WYOMING, MINNESOTA CITY COUNCIL BY GENERAL CONSENT AT 8:15 PM

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 4, 2021
7:00PM

**DRAFT MINUTES
CITY COUNCIL
WORK SESSION MEETING
CITY OF WYOMING, MINNESOTA
APRIL 28, 2021
6:00PM**

CALL TO ORDER:

Mayor Lisa Iverson called the Work Session Meeting of the Wyoming City Council for April 28, 2021 to order at 6:00PM

CALL OF ROLL:

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

ABSENT: None

Also Present: Robb Linwood, City Administrator, Kelly Dumais, Assistant City Administrator, Paul Hoppe - Public Safety Director, Mark Erichson, City Engineer, Fred Weck, Zoning Administrator/Building Official and Chuck Almhjeld, Public Works Superintendent; Jonathan Loose, Wold Architects; Jean McCann, Abdo, Eick, and Meyers

DETERMINATION OF A QUORUM:

Mayor Iverson – Read aloud a statement explaining that the Council is meeting via teleconference due to the COVID-19 pandemic. She explained that tonight's meeting would be held according to State Statute 13D.021, will be live streamed on the City's YouTube page, and will be recorded as part of the public record on the City's website.

1. To continue discussion regarding financial impacts of facilities and street CIP in relation to the City's long term plan.

City Administrator Linwood discussed at the April 7th, 2021 Wyoming City Council work session Wold Architects had a presentation that continued discussions on priorities and options for existing or planning for new facilities. Wold Architects provided analysis that focused on option analysis, facility projected need, short and long term priorities, historical cost data and financial estimates of options and financial impacts. Mr. Linwood went summarized the options for the Public Safety Facility, City Hall and Public Works. He then discussed with the council the total estimated costs of the facilities and costs per square footage. It was also discussed some of the components of construction inflation and the impacts of doing projects now and later. The council was able to review the high level financial impacts of the cost of the facilities.

City Administrator Linwood then gave an overview of the City's Street Improvement Program, 5 Year CIP, maintenance program, city streets completed since 2014, cash flow analysis and the introduction of the long term plan. City Administrator explained that the draft long term plan has been updated for council review. Some of the highlights of the plan are as follows:

- The General fund tax levy is set to cover the cost of operations and is projected to increase 3.50 percent annually.
- The issuance of bonds is projected for Facilities in 2023 and 2025 and for Street Replacement in 2025. To repay these bonds, the first tax levy increase is projected in 2023. The 2009A bond is fully repaid in 2025 and the reduction of this payment helps to offset the increase in tax levy for the 2023A bond issue.
- Total taxes levied is projected to increase from \$4.4 million to \$6.5 million over the duration of this Plan. The anticipated increase in tax capacity will offset some of this

increase in terms of future projected tax rate which is estimated at 43.31 percent in 2021 increasing to 51.23 percent in 2025.

- The total cash position of the City is projected to decrease from \$15.3 million (2019 actual) to \$7.4 million (2025 Estimated) as cash reserves are utilized for capital needs.
- The Plan showed an option and implementation of franchise fees in 2021. In 2021, 3 months of revenue are included. The fees are projected to provide approximately \$290,337 funding annually for street improvement projects. For comparative purposes, Franchise fees were compared to the property tax levy for impacts. If a property tax levy is used rather than Franchise fees, the impact to the median valued home is a 2022 property tax increase of \$73. The impact to a residential customer using franchise fees is \$63 on an annual basis

Jean McCann – President AEM – Ms. McCann talked about the long term plan in greater detail and talked about how potential debt would impact the city. She discussed the general fund over the length of the plan and the growth of the tax capacity. The tax capacity assumptions are based on growth and estimated conservatively. She went on to identify the health of funds and how we identify those in the plan.

The Council had questions regarding the plan. Mayor Iverson wanted to let the public know that we are just reviewing projected numbers and we are looking forward and have not voted on any plan moving forward. The Council had questions ranging from the sale of city property, if we had an open portion of city hall at the plan how it could be reused in the future. Council asked if there was staff additions in the plan. If there would be any new utility bonds issued. The council had questions regarding assessments for street project 10 years vs. 15 years. Questions about a storm siren in the CIP. Staff stated that there were some updates in the plan that were necessary as we moved forward in 2021. Questions about the age of existing city facilities. Chief Hoppe went through some of the deficiencies at the current Police department facility. The current long term plan does not include the potential addition of new businesses in the tax capacity.

Jonathan Loose from Wold Architects discussed that the next steps would be to evaluate if the council would like to look at design for the projects and the schedule.

After considerable discussion it was asked what direction the council would like to see with the project and look at design.

Council Member Nanko Yeager – Would like to see a scaled back design that is more affordable.

Council Member Ohnstad – Was in favor to move forward

Council Member Schilling – Was in favor of moving forward and looking at design

Council Member Luger – Was in favor of moving forward

Mayor Iverson - Was in favor of looking at potential design

2. American Rescue Plan Act Discussion

City Administrator Linwood discussed that the Treasury still has not given complete guidance on these funds. He did give a summary of what we knew about the program right now. The American Rescue Plan Act (ARPA) of 2021 – the latest COVID-19 stimulus package – is a \$1.9 trillion economic stimulus bill. Within the ARP, the Coronavirus Local Fiscal Recovery Fund provides \$350 billion for states, municipalities, counties, tribes, and territories, including \$130 billion for local governments split evenly between municipalities and counties.

What we know so far is the law also spells out a few other details about the aid to local governments, including that:

- Funds will be released in two payments to local governments, with half following

enactment and half paid 12 months following receipt of first payment.

- There will be no minimum population threshold for payments, but non-entitlement distributions will be capped at 75% of the pre-pandemic city budget.
- Funds can be used to replace lost revenue.
- Funds can be transferred between jurisdictions or to nonprofit partners.
- There is an expenditure deadline of Dec. 31, 2024.

The Department of Treasury will issue guidance detailing its interpretation and implementation of eligible uses and we had anticipated having more information for the council on this topic, but they have yet to come out with the full guidance as of April 26, 2021. We anticipated full guidance prior to this work session but this has not happened.

The early estimate for the City of Wyoming for funding allocation for the City of Wyoming was approximately \$918,554.88. This number is preliminary and the treasury and other entities have stated to use precaution on the initial numbers as they are not final and subject to change. At this point we believe the earliest the city would receive the first payment of these funds would be June 9th, 2021. City Administrator Linwood said we will have this topic at a future work session when there is more guidance.

3. To consider Diversity, Equity and Inclusion Training Program

Assistant City Administrator Dumais gave an overview about the training as follows: In 2020, the City Council directed staff to explore the feasibility of the Government Alliance for Racial Equity (GARE) training program to do some training for the City Council on equity and inclusion. At the time, GARE had been providing programming geared towards normalizing conversations about race—understanding terminology, understanding the history of race, and why race matters. It also provides local governments with tools and skills to build race equity into their processes and policies. However, in 2020 the GARE program underwent significant changes last year in response to national events and the pandemic. The new revised structure of their program is a networking program of communities working on implementing anti-racist policies and practices. Many of the communities participating had extensive diversity, equity and inclusion programs already established. With the significant changes in the program, staff have reached out to local trainers who offer services more in line with the original discussion the Council identified last year. The City Council has taken multiple steps this past year to promote diversity, equity and inclusion in policies and initiatives including expanding digital access to public materials, the Swenson park and Railroad Park projects, proclamations affirming the council's commitment to human rights and also another proclamation to affirm the council's commitment to senior residents to name a few. Wyoming's approach to conversations about diversity, equity and inclusion have taken a broad approach that considers a variety of identify factors that can affect a person's access to, enjoyment of, or sense of welcome to the Wyoming community, services, and facilities.

The City Council asked if the potential of a lesser amount of sessions was possible or if they could be spread out. Council discussed if this would start with council or employees as well. Some members of council had gone through the training before and thought that there was value. One council member had concerns about the experience they had at a previous training.

Assistant City Administrator Dumais stated that she would check back with the consultant to see what options could be presented to council.

****Railroad Park Master Plan –** City Administrator Linwood gave an updated that the were excited to share a video with the city council regarding the Master Plan at Railroad Park and that we have been successful in raising over \$200,000 up to this point. The First State Bank of Wyoming has contributed \$100,000, Hallberg Family Foundation \$50,000, Rosenbauer \$50,000 and SRC \$1000.00. The Council was extremely excited, thanked all of the donor's generous donations and thanked city staff for their work on the project.

**MAYOR IVERSON ADJOURNED THE APRIL 28, 2021 "WORK SESSION MEETING" BY
GENERAL CONSENT AT 7:28 PM**

City of Wyoming Check Detail Register

1/6
April 27, 2021 04:35 PM
User: ssaxe
DR: Wyoming

05042021

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
12429	05/04/2021	EBSO			
9011-071767-1000			101-0000-21706	HOSPITALIZATION	\$25,754.45
					HOSPITALIZATION/MEDICAL INS
Total for EBSO				\$25,754.45	
51835	05/04/2021	A-1 TIRE SERVICE INC			
66551			101-3100-44040	REPAIRS & MAINT.	\$342.93
					REPAIRS & MAINT. - EQUIPMENT
Total for A-1 TIRE SERVICE INC				\$342.93	
51836	05/04/2021	AMERICAN WATER WORKS			
7001917042			601-9425-44330	DUES & SUBSCRIP	\$344.00
					DUES & SUBSCRIPTIONS
Total for AMERICAN WATER WORKS				\$344.00	
51837	05/04/2021	ANCOM COMMUNICATIONS			
4332.00			101-2110-43200	COMMUNICATIONS	\$1,529.00
					COMMUNICATIONS (GENERAL)
Total for ANCOM COMMUNICATIONS				\$1,529.00	
51838	05/04/2021	APPLEWOOD NURSERY			
4231			101-3100-44400	SALT & SAND	\$115.58
					SALT & SAND
4232			101-3100-44400	SALT & SAND	\$177.60
			101-3100-44400	SALT & SAND	\$20.00
					SALT & SAND
Total for APPLEWOOD NURSERY				\$313.18	
51839	05/04/2021	CARQUEST AUTO PARTS			
2509297338			101-2110-43900	VEHICLE MAINTEN	\$22.66
					VEHICLE MAINTENANCE
Total for CARQUEST AUTO PARTS				\$22.66	
51840	05/04/2021	CENTURY COLLEGE			
807421			101-2110-42080	TRAINING AND IN	\$1,050.00
					TRAINING AND INSTRUCTION
Total for CENTURY COLLEGE				\$1,050.00	
51841	05/04/2021	CINTAS			
4081606728			101-2110-43600	CLEANING SERVIC	\$25.00
					CLEANING SERVICE
4082266836			101-3100-44180	UNIFORMS	\$89.67
			101-3100-42100	OPERATING SUPPL	\$20.74
					SHOP SUPPLIES
4081606901			101-1400-43600	CLEANING SERVIC	\$25.00
					CLEANING SERVICE-CITY HALL
4081606828			101-3100-44180	UNIFORMS	\$106.91
			101-3100-42100	OPERATING SUPPL	\$16.27
					SHOP SUPPLIES
Total for CINTAS				\$283.59	

City of Wyoming Check Detail Register

2/6
April 27, 2021 04:35 PM
User: ssaxe
DR: Wyoming

05042021

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
51842 IN45070	05/04/2021	CITY OF ST PAUL			
		101-3100-44410 STREET MAINT MA		\$384.65	STREET MAINT MATERIALS
		Total for CITY OF ST PAUL		\$384.65	
51843 CW64707	05/04/2021	CW TECHNOLOGY			
		101-1400-42090 NETWORK MUNICI		\$2,928.00	MAY MONTHLY SERVICES
		Total for CW TECHNOLOGY		\$2,928.00	
51844 B-20-024	05/04/2021	D.C. CONTRACTING			
		800-0000-20401 SILT FENCE		\$810.00	SILT FENCE ESCROW RELEASE B-20-024
		Total for D.C. CONTRACTING		\$810.00	
51845 00-031015957	05/04/2021	DVS RENEWAL			
		101-2110-42100 OPERATING SUPPL		\$427.25	OPERATING SUPPLIES
		Total for DVS RENEWAL		\$427.25	
51846 830204	05/04/2021	ECM PUBLISHERS INC.			
		601-9425-43510 LEGAL NOTICE PUI		\$504.00	2020 DRINKING WATER REPORT
		Total for ECM PUBLISHERS INC.		\$504.00	
51847 15005062982	05/04/2021	FAIRVIEW HEALTH SERVICES			
		101-2110-43000 PROFESSIONAL SE		\$158.00	PROFESSIONAL SERVICE (GENERAL)
		Total for FAIRVIEW HEALTH SERVICES		\$158.00	
51848 75000635-4	05/04/2021	FAIRVIEW HEALTH SERVICES			
		101-3100-43060 PERSONNEL TESTI		\$136.00	15005260438 SCREENING
		101-3100-43060 PERSONNEL TESTI		\$90.00	15005274451 SCREENING
		101-3100-43060 PERSONNEL TESTI		\$235.00	15005260676 SCREENING
		Total for FAIRVIEW HEALTH SERVICES		\$461.00	
51849 05012021	05/04/2021	FIRST STATE BANK OF WYOMING			
		280-1000-46010 DEBT SRV BOND P		\$11,674.95	DEBT SRV BOND PRINCIPAL
		280-1000-46110 BOND INTEREST		\$4,039.55	BOND INTEREST
		Total for FIRST STATE BANK OF WYOM		\$15,714.50	
51850 138485	05/04/2021	GRAFIX SHOPPE			
		101-3100-44040 REPAIRS & MAINT.		\$838.50	REPAIRS & MAINT. - EQUIPMENT
		Total for GRAFIX SHOPPE		\$838.50	

City of Wyoming Check Detail Register

3/6
April 27, 2021 04:35 PM
User: ssaxe
DR: Wyoming

05042021

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
51851 RECIEPT	05/04/2021	HOLIDAY 3550			
		101-3100-42120 MOTOR FUELS		\$53.00	MOTOR FUELS
		Total for HOLIDAY 3550		\$53.00	
51852 32529	05/04/2021	LINDSTROM WHEELHORSE			
		101-3100-42120 MOTOR FUELS		\$46.75	MOTOR FUELS
		Total for LINDSTROM WHEELHORSE		\$46.75	
51853 08104258	05/04/2021	MEDART, INC.			
		101-3100-42400 SMALL TOOLS/MIN		\$153.60	SMALL TOOLS/MINOR EQUIPMENT
		Total for MEDART, INC.		\$153.60	
51854 1083081	05/04/2021	MINNESOTA VALLEY TESTING LABS			
		601-9425-43110 LAB COSTS		\$58.00	LAB TESTS
		601-9425-43110 LAB COSTS		\$97.50	LAB COSTS
		Total for MINNESOTA VALLEY TESTING		\$155.50	
51855 11981	05/04/2021	MN CHIEFS OF POLICE ASSOC.			
		101-2110-42080 TRAINING AND IN		\$510.00	TRAINING AND INSTRUCTION
		Total for MN CHIEFS OF POLICE ASSO		\$510.00	
51856 04022021	05/04/2021	MN POLICE & PEACE OFFICERS			
		101-2110-42080 TRAINING AND IN		\$90.00	TRAINING AND INSTRUCTION
		Total for MN POLICE & PEACE OFFICE		\$90.00	
51857 94471	05/04/2021	OLSON'S SEWER SERVICE			
		602-9425-44850 EMERGENCY EQUI		\$6,722.30	EMERGENCY EQUIPMENT REPAIR
		Total for OLSON'S SEWER SERVICE		\$6,722.30	
51858 210323	05/04/2021	OPUS 21 MANAGEMENT SOLUTIONS			
		601-9425-43000 PROFESSIONAL SE		\$1,284.28	MARCH SERVICES
		602-9425-43000 PROFESSIONAL SE		\$1,284.27	PROFESSIONAL SERVICE (GENERAL)
		Total for OPUS 21 MANAGEMENT SOLL		\$2,568.55	
51859 06272021	05/04/2021	POSTMASTER			
		101-1400-43220 POSTAGE		\$245.00	BULK MAIL PERMIT 39
		Total for POSTMASTER		\$245.00	
51860 227380	05/04/2021	RAPIT PRINTING INC			
		101-2400-42100 OPERATING SUPPL		\$225.34	SEPTIC PUMPING REPORT FORM
		Total for RAPIT PRINTING INC		\$225.34	

City of Wyoming Check Detail Register

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April 27, 2021 04:35 PM
User: ssaxe
DR: Wyoming

05042021

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
51861 M26385	05/04/2021	TIMESAVER OFF SITE SECRETARIAL			
		101-1400-42310 CONTRACTED SER		\$525.00	CONTRACTED SERVICES
		Total for TIMESAVER OFF SITE SECRETARIAL		\$525.00	
51862 9877761592	05/04/2021	VERIZON			
		602-9425-43210 TELEPHONE		\$80.06	MACHINE-TO-MACHINE
		Total for VERIZON		\$80.06	
51863 71249995	05/04/2021	WEX BANK			
		101-2400-42120 MOTOR FUELS		\$35.28	BLDG DEPT
		101-2110-42120 MOTOR FUELS		\$652.04	FIRE DEPT
		101-2110-42120 MOTOR FUELS		\$2,551.25	POLICE DEPT
		101-3100-42120 MOTOR FUELS		\$434.67	STREETS DEPT
		101-5200-42120 MOTOR FUELS		\$31.64	PARKS DEPT
		601-9425-42120 MOTOR FUELS		\$233.15	WATER DEPT
		602-9425-42120 MOTOR FUELS		\$233.15	SEWER DEPT
		Total for WEX BANK		\$4,171.18	
51864 8676807	05/04/2021	WILLIAMS SCOTSMAN, INC.			
		101-3100-44100 RENTALS (EQUIPM		\$429.40	RENTALS (EQUIPMENT)
		Total for WILLIAMS SCOTSMAN, INC.		\$429.40	
51865 03312021	05/04/2021	WSB			
		408-3100-43030 ENGINEERING		\$26,584.00	2021 STREET IMPROVEMENT
		101-1400-43030 ENGINEERING		\$1,746.75	2021 GENERAL ENGINEERING
		651-1000-43030 ENGINEERING		\$127.50	2021 LGU SERVICES
		408-3100-43030 ENGINEERING		\$811.00	2020 STREET IMPROVEMENT
		101-1910-43150 PLANNER (COMP P		\$82.00	2020 COMP PLAN UPDATE
		800-0000-20532 SHORE VIEW TWO		\$241.25	WSB-SHORE VIEW TWO ESCROW GENERAL PLAN
		800-0000-20531 AADLAND WEST		\$579.25	WSB-HUNTER HILL GENERAL PLANNING
		800-0000-20569 DIAMOND RIDGE C		\$534.50	WSB-2020 EMERALD AVE IMPROVE PROJECT
		800-0000-20531 AADLAND WEST		\$41.25	WSB-HUNTER HILL FINAL PLAT
		408-3100-43030 ENGINEERING		\$6,707.75	BRIDGE 13506 REPLACEMENT
		408-3100-43030 ENGINEERING		\$610.50	E VIKING LRIP APPLICATION
		602-9425-43000 PROFESSIONAL SE		\$6,678.00	E VIKING BLVD SANITARY SEWER IMPROVEMENT
		800-0000-20549 NORTHERN TIER C		\$98.50	WSB-NORTHERN TIER WETLAND BANK MITIGATION
		404-5200-45350 IMPROVEMENTS		\$2,578.00	WSB-SWENSON PARK CONSTRUCTION
		601-9425-43000 PROFESSIONAL SE		\$2,612.00	WHPP IMPLEMENTATION
		800-0000-20568 MOXNESS SUMMER		\$1,182.25	WSB-MOXNESS SUMMER FIELDS PLAN REVIEW
		651-9425-43100 MS4 PERMIT - ENG		\$2,742.25	MS4 PERMIT - ENGINEERING
		800-0000-20572 HEIMS LAKE VILLA		\$1,278.00	WSB-HEIMS LAKE VILLA NORTH SKETCH
		Total for WSB		\$55,234.75	

City of Wyoming Check Detail Register

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April 27, 2021 04:35 PM
User: ssaxe
DR: Wyoming

05042021

Check # Invoice #	Check Date	Vendor Name		
	General Ledger #	Amount	Comment	
51866	05/04/2021	XCEL ENERGY		
727808201	101-3100-43800	UTILITIES-GAS/ELI	\$17.65	SPEED SIGN
727811765	101-3100-43800	UTILITIES-GAS/ELI	\$12.16	SPEED SIGN
727658681	101-3100-43800	UTILITIES-GAS/ELI	\$16.87	SPEED SIGN
727658682	101-3100-43800	UTILITIES-GAS/ELI	\$12.61	SPEED SIGN
727660943	101-3100-43800	UTILITIES-GAS/ELI	\$12.16	SPEED SIGN
727794792	601-9425-43800	UTILITIES-GAS/ELI	\$209.88	WELLHOUSE
727638836	101-3100-43800	UTILITIES-GAS/ELI	\$12.53	PARKS
728300261	602-9425-43800	UTILITIES-GAS/ELI	\$1,009.02	LIFT STATIONS
	601-9425-43800	UTILITIES-GAS/ELI	\$49.67	WELLHOUSE
728318435	101-3100-43800	UTILITIES-GAS/ELI	\$1,233.82	PARKS
	101-3100-43860	STREET LIGHTS	\$241.66	STOP LIGHTS
	601-9425-43800	UTILITIES-GAS/ELI	\$2,031.40	WELLHOUSE
	101-2110-43800	UTILITIES-GAS/ELI	\$574.20	POLICE/PUBLIC WORKS
	101-1400-43800	UTILITIES-GAS/ELI	\$267.98	CITY HALL
	101-5500-43800	UTILITIES-GAS/ELI	\$1,074.15	LIBRARY
	101-5200-43800	UTILITIES-GAS/ELI	\$95.11	UTILITIES-GAS/ELEC/SEWER/WATER
Total for XCEL ENERGY			\$6,870.87	

City of Wyoming Check Detail Register

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April 27, 2021 04:35 PM
User: ssaxe
DR: Wyoming

05042021

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

General Checking Account 10100
Total Amount Being Paid: \$129,947.01
Total Number of Checks: 33

Mayor Iverson

Councilmember Luger

Councilmember Nanko/Yeager

Councilmember Schilling

Councilmember Ohnstad

For Check Dates 04/27/2021 to 04/27/2021

Check Number Name		Check Date
51834 PACIFIC LIFE INSURANCE		04/27/2021
Item Code	GL Number	Amount
ROTH	101-0000-21712	230.77
		<u>230.77</u>
EFT759 MN STATE RETIREMENT		04/27/2021
Item Code	GL Number	Amount
HCSP	101-0000-21710	8,124.64
		<u>8,124.64</u>
EFT760 SELECTACCOUNT,		04/27/2021
Item Code	GL Number	Amount
DEP CARE	101-0000-21711	0.00
FSA CONT	101-0000-21711	0.00
HSA CONT	101-0000-21707	2,100.08
		<u>2,100.08</u>
EFT761 P.E.R.A.,		04/27/2021
Item Code	GL Number	Amount
CORD PERA	101-0000-21704	2,575.18
DCP PERA	101-0000-21704	16.67
DCP PERA MATCH	101-0000-21704	16.67
PERA CITY MATCH	101-0000-21704	2,971.36
PF PERA	101-0000-21704	3,656.11
PF PERA CITY	101-0000-21704	5,484.14
		<u>14,720.13</u>
EFT762 INTERNAL REVENUE SERVICE,		04/27/2021
Item Code	GL Number	Amount
FITW	101-0000-21701	7,105.63
MEDICARE_EE	101-0000-21703	1,229.61
MEDICARE_ER	101-0000-21703	1,229.61
SOCSEC_EE	101-0000-21703	3,263.51
SOCSEC_ER	101-0000-21703	3,263.51
		<u>16,091.87</u>
EFT763 STATE OF MINNESOTA,		04/27/2021
Item Code	GL Number	Amount

Check Number	Name	Check Date
SITW	101-0000-21702	2,998.00
		2,998.00

General Checking Account 10100
Total Amount Being Paid: \$44,265.49
Total Number of Checks: 6

Mayor Iverson

Councilmember Luger

Councilmember Nanko/Yeager

Councilmember Schilling

Councilmember Ohnstad



Council Report

April 29, 2021

Mayor Iverson and City Council Members

Re: Public Safety Activity Report for May 4th, 2021 City Council Meeting

Over the next couple of weeks, I will be working on a process for hiring an off-duty officer. Under our current process, businesses or events can contract directly with an officer to provide additional security off-duty. With the current quickly changing environment around law enforcement and reform, Officers are becoming less likely to accept the personal liability and responsibility of performing the work on a direct contract basis. We get several requests per year for additional police services which requiring hiring off-duty officers such as weddings, graduations, large events, and private corporate parties.

To continue serving our public's request while simultaneously adding clarity to legal authority, accountability and, indemnification issues; I will be drafting a policy for requesting off-duty officers through the City on a fee-based basis. The policy will require officers to be hired through the City as an on-duty officer, and require the party to reimburse the City for overtime rates and associated benefits. The officers would then be assigned the requests on an overtime basis. This will allow us to manage the resource, force overtime when employees do not volunteer to take the shifts extends full authority to act and arrests as an on-duty officer, and cover the officer's actions through our normal accountability processes along with insurance policies.

We want to congratulate Office Edwards for completing her Field Training Period, if you see her out and about in public please take the time to introduce yourself and say her to her.

Our next upcoming events:

- Bike Rodeo on May 15th, 9:00 am – 11:00 am; Elementary School
- Public Safety BBQ June 5th, 11:00 am-4:00 pm 26205 Galen Dr.
- Blessing of the Bikes June 6th, 10:30-15:00; Maranatha Church
- Forest Lake Senior High all-night party June 11th, 9:00 pm – 5:00 am; Split Rocks

Paul Hoppe
Public Safety Director



PUBLIC SAFETY

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



CAD Summary Report

Printed On: 04/29/21 10:21

Wyoming

	04/21	Total
911 Hangup or Open Line	5	5
ALARM-Commercial	1	1
ALARM-Fire	2	2
ALARM-Medical	2	2
ALARM-Residential	1	1
ANIMAL-Animal at Large	5	5
ANIMAL-Found	1	1
ANIMAL-Neglect/Abuse	1	1
ASSAULT (in progress)	1	1
Assist Other Agency	9	9
Attempt to Locate	1	1
Backgrounds/Fingerprints	2	2
CHECK-Area	73	73
CHECK-Business	54	54
CHECK-Park	81	81
CHECK-the welfare	2	2
Child Protection/Neglect	2	2
Civil Complaint	1	1
CRASH-Hit & Run (not in progress)	1	1
CRASH-Property Damage ONLY	2	2
Detail/Activities	11	11
Dispute	3	3
DOMESTIC-physical (in progress)	2	2
DOMESTIC-Verbal (in progress)	1	1
Driving Complaint	6	6
Dumping/Littering Complaint	2	2
Extra Patrol	2	2
Financial Fraud-Check CCard	5	5
FIRE Call	1	1
FOUND-Property	1	1



CAD Summary Report

Printed On: 04/29/21 10:21

	04/21	Total
Gopher One emergency locate	1	1
Gun Permit	6	6
Harassment	1	1
Informational ICR	2	2
JUVENILE-Complaint	1	1
JUVENILE-Missing Person	1	1
MEDICAL	6	6
Motorist Assist	5	5
NUISANCE PROPERTY	10	10
OFP/HRO/NCO Violation (not in progress)	2	2
Open Door/Window	1	1
Public Assist	10	10
PURSUIT-Vehicle	1	1
Road Hazard	4	4
SQUAD CHECK	36	36
Suicidal Person	2	2
Suspicious Activity	4	4
Suspicious Person	3	3
Suspicious Vehicle	8	8
THEFT (not in progress)	3	3
THEFT-of Gas	4	4
Theft-of Identity	1	1
THREATS (not in progress)	1	1
Traffic Enforcement/Radar	25	25
TRAFFIC Stop	36	36
Training	2	2
TRESPASS Complaint (not in progress)	1	1
Utility Co Callout	1	1
Vehicle Lockout	2	2
Vehicle Repo	1	1



CAD Summary Report

Printed On: 04/29/21 10:21

	04/21	Total
Total	462	462



April 30, 2021
Honorable Mayor and City Council
City of Wyoming
26885 Forest Boulevard
Wyoming, MN 55092

RE: April 20, 2021 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.

Widseth Office Building

Widseth (An engineering and land survey firm) has purchased the Fairview Clinic building at 5368 260th Street and have submitted a building permit application to remodel the interior of the building. The remodel is phase 1; they also intend to construct a garage addition on the east side of the building and to redo the parking lot to meet ADA requirements. The addition and parking area will require City Council Site Plan approval.

Gopher State Mini-Storage

Work has begun on the second storage building. One structure has had its final inspection approved. Framing on the other building has been delayed because of lumber prices and availability.

Maranatha Radio Tower

The foundation for the tower has been placed. The permit for the radio tower antenna has been issued.

Midco Data Center

There were some minor corrections for the building final. The final inspection for the dry fire suppression system has been approved. Glazing has been installed in the front entry and the contractor is working towards completion soon. The plumbing final inspection has been approved. Interior work continues, including sheetrock and a large duct system to provide cooling for the electronic equipment room. Framing plumbing and mechanical systems rough-in inspections have been approved. The floor slab have been installed. Installation of the "tip-up" wall panels and the roof structure are complete. Underground plumbing in the building has been inspected and approved. Footings and foundation have been inspected and approved. Connections to city sewer & water have been inspected and approved. Stormwater treatment features have been constructed. The parking lot has been paved.

Wyoming Grange Daycare

Construction has restarted with the installation of the fire separation assemblies. The building permit has been issued to remodel the former Galleberg Chiropractic office into a daycare facility.

CU Recovery Parking Area Expansion

Ponding areas have been seeded and blacktop with parking lanes has been done as well. The contractor has not scheduled a final inspection.

260th Street Water Tower

Antennas on the temporary poles are being placed back on to the water tower; the steel tower has been removed.

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

April 30, 2021

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 16, 2021 – April 30, 2021

Dear Robb:

Our office is assisting the City in responding to legal concerns relating to development matters in the City as well as responding to data requests. We are advising the City relating to questions regarding City contracts and continue to provide legal assistance relating to the COVID-19 Pandemic. We continue our general counsel role of fielding questions and addressing general concerns raised by City staff relating to any other legal matters relevant to the City.

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

April 30, 2021

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

Re: May 4, 2021 City Council Meeting
WSB Project No. 015228-000

Dear Mayor and Council Members:

This engineers 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.

2020 Street Improvement Project

Project is substantially complete. Staff has prepared a punch list and Dresel Contracting is completing this work. Final payment will be made once vegetation is established and all punch list items have been addressed.

2021 Street Improvement Project

City Council held the public hearing and authorized the preparation of plans and specifications. Staff has finalized the plans and specifications and have placed the authorization to advertise for bids on the May 4th City Council meeting agenda for your consideration. Construction is anticipated to start in August, once the East Viking Improvements have been completed.

TH 61 and East Viking Sanitary Sewer Upsizing Project

Bids have been received and council has awarded a construction contract to Kuechle Underground. A preconstruction meeting was held on April 15th for the project. On Monday April 19th, the contractor placed 7-day advance notice of construction starting/road closure notification. On Monday April 26th, the Contractor mobilized crews to the site and set the detour for stage 1. The contractor started setting erosion control and removals. Stages 1&2 (west of the north south portion of 61) will need to be complete by June 19, 2021.

The contractor is currently setting up their dewatering operation to temporarily lower the ground water to an elevation below where our sanitary sewer will be constructed. Sanitary

sewer will begin on Wednesday May 5th. The contractor has requested an extension of the working hours for phase 1 and 2. The normal working hours are from 7:00 a.m. to 7:00 p.m. with the contractor requesting the ability to work until 9:00 p.m.

Staff has placed this request on the City Council meeting agenda for your consideration. Staff recommends approval.

Summer Fields Development

Site grading for the initial phase is complete. Sanitary Sewer, Watermain, Storm Sewer are scheduled to be completed by May 7th for the initial phase of this development that consists of 19 lots. Once the utilities are constructed, the contractor will begin street construction.

Preserve at Comfort Lake

Staff has prepared a punch list for the contractor to compete and have worked with the contractor to address a few remaining items related to the roadway work they performed on the existing Heritage lane. The contractor is anticipating placing the final layer of asphalt in June or July of 2021.

Heims Lake Villas North

With conditional approvals from the Wyoming City Council, we expect to receive resubmitted plans addressing all of our comments. Staff will continue to finalize the plan review process, development agreement, and stormwater maintenance agreement.

Wetland Banking Project (Former Golf Course Property)

Staff has met with the applicants engineer to further review and discuss aspects of the wetland banking project on Monday, April 19th. The applicant has developed more detailed engineering analysis and staff will learn more about what the applicant is pursuing. Staff had made some suggestions allowing more flexibility for future roadway connection and preserving additional buildable land.

Staff will continue to work with the applicant on various infrastructure needs for the development of the remaining upland property.

Local Road Improvement Grant

Staff has submitted a Local Road Improvement Program application for East Viking Boulevard. Award Notification were scheduled to come out in early to mid-May but due to the high volume of applications (421) the review and scoring is taking longer than expected. The award notification is now scheduled for early to mid-June.

Aadland Development

After Final Plat approval from City Council, staff is finalizing the remaining items for the development to proceed into the construction phase.

The development agreement has been prepared and provided to the developer for review. Staff has approved the plans for the project and the applicant is working on gaining approval from the CLFLWD.

Diamond Ridge Development

The previous plat consisted of 6 single family lots at the end of 261st Street and will connect to Emerald Avenue. Staff has provided comments on the construction plans and have also prepared a draft development agreement. Staff received the revised construction plans and the applicant was not able to meet the various requirements. Staff suggested a few areas where the applicant may want to consider applying for variances to help address some issues they were facing. Various setback (front yard and wetland) were discussed via a concept plan at the April 13th Planning Commission meeting for a 10-lot subdivision. Feedback was provided to the applicant and we have since received an email from the applicants engineer with additional questions. Staff will continue to work with the applicant on this project.

Wellhead Protection Plan

WSB had submitted for a Source Water Protection Implementation Grant from the Minnesota Department of Health to continue to implement the actions outlined in our Wellhead Protection Plan. We successfully received the \$10,000 we requested. Staff has finalized work on these efforts. A Wyoming Wellhead Protection Plan Implementation Story Map has been developed and will be placed on the City website. Staff has sent a mailer to all private well owners in the Drinking Water Safety Management Area (DWSMA) regarding ways in which they can protect groundwater from contamination.

East Viking Bridge over the Sunrise River

Staff is pleased to share that we have been notified that this project has now been funded for the bridge components. As previously stated, the bridge bonding only covers the actual bridge structure, not the roadway leading to it, or guard rails etc. It is estimated the bonding we have received will offset the City responsibility for this bridge replacement by \$260,000. In order to utilize these funds staff is recommending replacement in 2021.

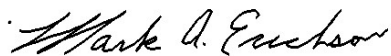
Annual Bridge Inspections

Wyoming Annual Bridge Inspections have been completed. MNDOT had a load rating completed for the bridge over the Sunrise River and the result was slightly restricting the weight from what it is currently posted at.

Thank you for the opportunity to update the council on current matters in the City.

Sincerely,

WSB and Associates, Inc.



Mark A. Erichson, PE



City Council Report

Mayor Iverson and City Council Members

Public Works Report for May 4th, 2021 Council Meeting

Honorable Mayor Iverson and City Council Members,

Street sweeping has started April 26th and will continue through the week.

Hydrant flushing will start on May 3rd and take approximately two weeks. An ad has been placed in the newspaper for resident information.

Gravel roads were graded again and the road shoulders have been reshaped for maintenance.

Sincerely,

Chuck Almhjeld

Public Works Superintendent

Parks:

I met with WSB on Swenson Park moving forward

Sanitary Sewer:

Daily Rounds have been completed.

Pumps and control panel have been ordered for the 2021 Lift station rehab project.

Water:

Daily and monthly water tests have been completed

Correspondence continues from MDH on Coronavirus

Yearly reports being completed

Working on the risk assessment for the EPA.

Streets:

Dead or trouble boulevard trees continue to be removed or pruned.

Pothole patching has started

Gravel roads and shoulders maintained

Surface Water:

Large culvert by Hawk Meadows continues to plug and Public Works has been keeping it open.

Working with WSB for a solution.



WYOMING PUBLIC WORKS

P.O. Box 188, 26490 Faxton Ave. Wyoming, MN 55092
Phone: 651-462-0580 Fax: 651-462-0581



Request for Council Action

Date: April 30, 2021

Presented to: Mayor Iverson and City Council Members

Presented by: Robb Linwood, City Administrator

Department: Administration

Reference: Letter of Support Chisago County Hwy 8 project Federal Raise Grant

Method: Communications

Background Information:

Chisago County is going after a \$25 Million dollar Federal RAISE Grant (formerly the BUILD grant program) to help finance the TH 8 reconstruction project. One of the most important parts of the application is to show local support and this is the best way to do that. County Engineer/Public Works Director Joe Triplet has asked the city council to consider a letter of support for the grant.

The Hwy 8 corridor is part of the National Highway System and is vital to the local and regional economy. It connects the region to the Twin Cities metropolitan area, Wisconsin and beyond. The project will enhance system performance, improve corridor safety for motorists and pedestrians, and support local/regional economic and community development.



CITY OF WYOMING

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



May 5, 2021

The Honorable Pete Buttigieg
Secretary, US Department of Transportation
1200 New Jersey Ave, SE
Washington, DC 20590

Dear Mr. Buttigieg,

We write to request your strong consideration of Chisago County's application for funding through the United States Department of Transportation's Rebuilding American Infrastructure with Sustainability and Equity (RAISE) grant. If awarded, the funding would be used to complete the US Highway 8 Reconstruction Project. This critical project expands eight miles of US Highway 8 between Interstate 35 and Karmel Avenue in the cities of Wyoming, Chisago City, and Forest Lake, Minnesota.

The corridor is part of the National Highway System and is vital to the local and regional economy. It connects the region to the Twin Cities metropolitan area, Wisconsin and beyond. The project will enhance system performance, improve corridor safety for motorists and pedestrians, and support local/regional economic and community development.

RAISE Grant funds will address critical capacity, access and safety issues along the eight-mile segment of US Highway 8 that the Highway 8 Corridor Study identified. Currently, over 22,000 vehicles a day utilize the two-lane highway. This not only causes safety and congestion issues; it severely restricts economic development along the corridor. Additionally, the corridor lacks any sort of bicycle and pedestrian facilities. This project will construct approximately 6.5 miles of the Swedish Immigrant Regional Trail that will connect into the Hardwood Creek and Sunrise Prairie Regional Trails.

In addition to local vehicle traffic, the highway is used for a variety of economically significant activities. These include commercial freight, agricultural traffic, and commuter traffic to and from the Minneapolis-St. Paul metropolitan area. There is also significant traffic on weekends, and throughout the vacation season, as travelers move between Minneapolis-St. Paul and Northwest Wisconsin.

This project will greatly benefit the highway network and meet the priority objectives of the DOT's funding programs by emphasizing highway safety, local and regional economic competitiveness and vitality, and addressing rural challenges.

For the reasons above, we urge your full consideration of the Chisago County's application for the US Highway 8 Reconstruction Project. If you have any questions or need additional information, please contact Joe Triplett, Chisago County Public Works Director | County Engineer directly at 651-213-8708.

Sincerely,

City of Wyoming Mayor and City Council

Mayor Lisa Iverson
Council Member Dennis Schilling
Council Member Bret Ohnstad
Council Member Linda Nanko Yeager
Council Member Claire Luger

Request for Council Action

Date: April 20, 2021

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

Cc: Robb Linwood; File

From: City Engineer, Mark Erichson, PE

RE: 2021 Street Improvement Project Approve Plans and Specifications and Authorize Advertisement for Bids

Background and supporting documentation of request:

Plans and Specifications have been prepared and are ready to be advertised for bidding. Staff is requesting approval of the plans and specifications and authorization to advertize for bids. Staff will place the advertisement for bids which is required to run for a minimum of 21 days. Plans and Specifications are available for your review at City Hall.

Recommendation:

Approve Resolution No. 21-05-38, a resolution Approving Plans and Specifications and Authorize Advertisement for Bids.

RESOLUTION NO. 21-05-38

**CITY OF WYOMING
CHISAGO COUNTY, MINNESOTA**

**RESOLUTION APPROVING PLANS AND SPECIFICATIONS
AND ORDERING ADVERTISEMENT FOR BIDS FOR THE
2021 STREET IMPROVEMENT PROJECT**

WHEREAS, pursuant to action previously passed by the City Council, the City Engineer has prepared plans and specifications for the 2021 Street Improvement Project and has presented such plans and specifications to the Council for approval;

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

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

BE IT FINALLY RESOLVED that the City Council hereby orders the Advertisement for Bids for the 2021 Street Improvement Project.

This resolution was adopted by the City Council of the City of Wyoming on the 4th day of May 2021

Lisa Iverson, Mayor

ATTEST:

Robb Linwood, City Administrator/Clerk

(seal)



Request for Council Action

Date: April 29, 2021

Presented to: Mayor Iverson and City Council Members

Presented by: Chuck Almhjeld, Public Works Superintendent

Department: Public Works

Reference: Maintenance Worker 1 Hiring Recommendation

Method: New Business

Background Information:

The Public Works Department and Administration has completed the selection process on a group of candidates for our Maintenance Worker 1 position. Staff reviewed 22 applications for the position, conducted first round interviews on the top applicants, top applicants from the first round were brought back for second interviews. From the second interviews the top applicant was chosen by staff. A background check and employment verification has been completed.

Steven Kustrich was selected as the top candidate for the position of Maintenance Worker 1. Most recently, Steve was employed, for two years, with the City of Coon Rapids, MN. Steve is working in the Streets and Storm Water Department. Previous employer included the City of St. Paul, MN. For 12 years as a Street Service Worker. Steve has completed his Road Scholarship program and has completed his Heavy Equipment Operation through the City of St. Paul. Both of these are major accomplishments and require many hours of classroom and hands on training.

Based on his qualifications, wage history, and work experience, staff is recommending starting Steve Kustrich start wage at step 3, \$26.81 per hour, with a 6-month probationary period per the Local 49 Union Contract.

Recommendation: Staff Recommends the hiring of Steve Kustrich for the Maintenance Worker 1 Position with a tentative start date of May 24th, 2021 at a starting salary of \$26.81 per hour.



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Request for Council Action

Date: April 29, 2021

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

Cc: Robb Linwood; File

From: City Engineer, Mark Erichson, PE

RE: East Viking Boulevard Utility Improvements, City Project No. 19-02, SAP 248-108-001
Extension of Working Hours

Background and supporting documentation of request:

The East Viking Boulevard Utility Improvement project is currently under construction. Traffic control is set up and phase 1 is currently under construction. At the April 29th weekly construction meeting Kuechle Underground, Inc has requested the ability to work until 9:00 p.m. for phase 1 and 2.

Staff is supportive of this request for the following reasons:

1. This portion of the project is not located in a residential neighborhood
2. The roadway is closed regardless of working hours
3. Expansion of working hours will expedite this portion of the project and allow the project to be opened as soon as possible. Phase 1 and 2 is contractually required to be completed by June 19, 2021. The contractor will then proceed with finishing the portion of the project east of trunk highway 61.

Recommendation:

Approve extension of working hours for Phase 1 and 2 (East/West portion Trunk Highway 61) from 7:00 a.m., to 9:00 p.m.



Request for Council Action

Date: April 30, 2021

Presented to: Mayor Iverson and City Council Members

Presented by: Robb Linwood, City Administrator

Department: Administration

Reference: Wyoming City Council Work Session May 19, 2021

Method: New Business

Background Information:

Staff is requesting that the Wyoming City Council set a work session for Wednesday, May 19th at 6:00PM. The purpose of the work session will be to discuss multiple items as follows:

- Continued discussion on Facilities-Streets-and the long term plan. Wold Architects will have updates on the three different recommendations and asking the city council for feedback and how they would like to proceed
- Race and Equity Training – This item has been discussed previously and staff plans to have answers to the questions council had asked previously.
- American Rescue Plan – The American Rescue plan will be offering local government federal dollars to utilize as part of the response to the pandemic. This is somewhat similar to CARES dollars, but yet will differ in the amount, uses and time frame to utilize the federal dollars. Details are still coming forward from the U.S. Treasury about the amount of dollars we can expect along with the uses. Staff is anticipating that we will have more information by the time of the work session and that we can discuss with council how to utilize the funds.

Recommendation: That the Wyoming City Council set a work session date to take place on Wednesday, May 19, 2021 at 6:00pm.



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National Public Works Week Proclamation

May 16 – 23, 2021

“Stronger Together”

WHEREAS, public works professionals focus on infrastructure, facilities and services that are of vital importance to sustainable and resilient communities and to the public health, high quality of life and well-being of the people of City of Wyoming; and,

WHEREAS, these infrastructure, facilities and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers and employees at all levels of government and the private sector, who are responsible for rebuilding, improving and protecting our nation’s transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and,

WHEREAS, it is in the public interest for the citizens, civic leaders and children in Wyoming, Minnesota to gain knowledge of and to maintain an ongoing interest and understanding of the importance of public works and public works programs in their respective communities; and,

WHEREAS, the year 2021 marks the 61st annual National Public Works Week sponsored by the American Public Works Association/Canadian Public Works Association be it now,

NOW, THEREFORE, IT BE RESOLVED, by the City Council of the City of Wyoming, do hereby designate the week May 16 – 22, 2021 as National Public Works Week; I urge all citizens to join with representatives of the American Public Works Association/Canadian Public Works Association and government agencies in activities, events and ceremonies designed to pay tribute to our public works professionals, engineers, managers and employees and to recognize the substantial contributions they make to protecting our national health, safety, and quality of life.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING THIS 5th DAY OF MAY, 2020.

Lisa Iverson, Mayor

RESOLUTION NO. 21-05-39

**A RESOLUTION ACCEPTING DONATION FROM THE FIRST STATE BANK OF WYOMING
TO THE RAILROAD PARK HISTORY WALK**

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 \$100,000.00 to the City of Wyoming:

<u>Name of Donor</u>	<u>Value</u>
First State Bank of Wyoming	\$100,000.00

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

THEREFORE, BE IT RESOLVED, The City of Wyoming graciously accepts the Donation from the First State Bank of Wyoming in the amount of \$100,000.00

**HEREUPON SAID RESOLUTION WAS DECLARED DULY PASSED AND ADOPTED THIS 5th
DAY OF MAY, 2021**

CITY OF WYOMING

By: _____
Lisa Iverson, Mayor

ATTEST:

Robb Linwood, City Administrator