

**APPROVED MINUTES
CITY COUNCIL
REGULAR MEETING
CITY OF WYOMING, MINNESOTA
DECEMBER 21, 2021
7:00PM**

CALL TO ORDER:

Mayor Lisa Iverson called the Regular Meeting of the Wyoming City Council for December 21, 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, Mark Erichson-WSB, Paul Hoppe - Public Safety Director, Fred Weck, Zoning Administrator/Building Official and Chuck Almhjeld, Public Works Superintendent

DETERMINATION OF A QUORUM:

PLEDGE OF ALLEGIANCE:

OPEN FORUM:

Jim Schulze 8275 Lake Blvd– Asked about what ‘strings’ may come along with item #4 relating to the American Rescue Plan Act funds. He stated that for years he has had a great deal of frustration with a telephone company serving the City by the name of Frontier Communications. He stated that he received something in the mail that states that he will be allowed to go back and determine which days he did not have service and then they would be willing to give him some reimbursement. He stated that he thinks that is a joke and asked if there was anything he could assist with in getting this bad company removed from the City.

City Administrator Linwood – Explained that the American Rescue Plan Act funds are something that the City receives from the Federal Government. The resolution being considered this evening is for a dividend of unclaimed funds from other municipalities and townships within the State. He stated that he would not say that there are ‘strings’ attached to the funds, but there is guidance from the Treasury on what those funds can be used for. He noted that the City has until December of 2024 to use those funds and reviewed some of the current guidance for the usage of the funds. He stated that regarding Frontier Communications, the Minnesota Utility Commission had an open house for customers to come and air their grievances with Frontier. He stated that there was a finding against them but right now the only other option in Wyoming is Mid-Continent, but he was unsure if that service was available for Mr. Schultz.

Mr. Schulze – Stated that he could have service from Mid-Continent for \$1,500 for them to extend the service to him, however they have also said they would not be inclined to do it even for that fee because he has access to ‘service’ through Frontier.

Mayor Iverson – Asked Mr. Schultz to leave his contact information with City Administrator Linwood.

1. Swearing in of Public Safety Director, Neil Bauer

Mayor Iverson – Administered the oath of office to Neil Bauer, Public Safety Director.

Former Public Safety Director Hoppe – Expressed his endorsement and congratulations to incoming Public Safety Director Bauer and explained that Mr. Bauer's wife would pin on his badge.

Mayor Iverson – Recessed the meeting at 7:13 p.m. and reconvened at 7:20 p.m. She presented a plaque in appreciation of the service of Former Public Safety Director Hoppe.

APPROVAL OF MINUTES:

2. Consider approving the minutes of the “Regular Meeting” of the Wyoming, Minnesota City Council for December 7, 2021

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 DECEMBER 7, 2021 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.

3. To consider authorizing the payment of recommended bills, payroll, and journal entries for period of December 8, 2021 to December 21, 2021
4. A consider **Resolution 21-12-131** a resolution to accept the coronavirus local fiscal recovery fund established under the American Rescue Plan Act
5. To consider **Resolution 21-12-132** a resolution approving payment to Becker Arenda Products, Inc. for the Swenson Park Project in the amount of \$66,192.50.

A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE #3, #4, and #5 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 DEPARTMENTS HEADS:

6. Report of the Public Safety Director, Paul Hoppe for December 15, 2021
7. Report of City Building Official, Fred Weck, IV for December 15, 2021
8. Report of City Attorney Tom Loonan for December 15, 2021
9. Report of City Engineer Mark Erichson, WSB for December 17, 2021
10. Report of Public Works Superintendent Chuck Almhjeld for December 15, 2021

COMMUNICATIONS:

11. Franchise Fees Open House Communication

City Administrator Linwood – Explained that there will be an Open House on January 5, 2022 from 5:00 p.m. to 7:00 p.m. to discuss Franchise Fees and how they will impact the ability of the City to move forward with the street reconstruction plans.

OLD BUSINESS: NONE

NEW BUSINESS

12. To consider the Wyoming Fire Relief Associations request to the City of Wyoming raising the Relief Association's pension level to \$4,000 per year of active service

City Administrator Linwood – Reviewed the information presented by Alex Balmer, Treasurer of the Wyoming Fire Relief Association. He explained that they are asking for an increase from \$3,500/year of service to \$4,000/year of service and noted that staff is recommending approval. He noted that the City contributes \$200 per year, per fire fighter towards this fund. He answered Council questions about vesting, expected retirements, funding levels and noted that this will be looked at annually.

A MOTION WAS MADE BY COUNCILMEMBER IVERSON, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE THE REQUEST FROM THE WYOMING FIRE RELIEF ASSOCIATION TO THE CITY OF WYOMING RAISING THE RELIEF ASSOCIATION'S PENSION LEVEL TO \$4,000 PER YEAR OF ACTIVE SERVICE.

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

Voting Nay: None

Abstain: None

Absent: None

13. To consider **Resolution 21-12-133** a resolution receiving the feasibility report and setting the Public Hearing for the 2022 East Viking Boulevard Improvement project

City Engineer Erichson – Gave an overview of the results of the feasibility study, assessment process, and answered Council questions regarding the East Viking Boulevard project. He explained that staff is asking the Council to accept the study and set the public hearing for this project.

Audience Member – Asked that County Commissioner Ben Montzka be present at the upcoming neighborhood meetings for this project because the County bears a lot of responsibility for what has happened on this roadway.

There was consensus of the Council to extend an invitation to all the County Commissioners to attend this meeting.

A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE RESOLUTION 21-12-133 A RESOLUTION RECEIVING THE FEASIBILITY REPORT AND SETTING THE PUBLIC HEARING FOR THE 2022 EAST VIKING BOULEVARD IMPROVEMENT PROJECT.

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

Voting Nay: None

Abstain: None

Absent: None

14. To consider Approval of the City of Wyoming Emergency Operation Plan Update
15. To consider **Resolution 21-12-134** a resolution adopting the National Incident Management System as the basis for emergency management operations

Former Public Safety Director Hoppe– Gave a brief overview of the updates to the City's Emergency Operation Plan (EOP) and the National Incident Management System (NIMS).

Council Member Nanko Yeager – Asked if there would be multiple paper copies of this information available in accessible places in case there is a scenario when computers are inoperative.

Former Public Safety Director Hoppe - Stated that this document will be summarized and available in physical handbook form in all of the City vehicles. He noted that there will also be a hard copy of the document available at City Hall, the Fire Department, the Police Department, and at Public Works. He stated that because there are some things included, such as phone numbers, it is not necessarily a full public document because they would like to keep some of this information confidential.

A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE THE CITY OF WYOMING EMERGENCY OPERATION PLAN UPDATE AS PRESENTED.

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

Voting Nay: None

Abstain: None

Absent: None

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE RESOLUTUION 21-12-134 A RESOLUTION ADOPTING THE NATIONAL INCIDENT MANAGEMENT SYSTEM AS THE BASIS FOR EMERGENCY MANAGEMENT OPERATIONS.

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

Voting Nay: None

Abstain: None

Absent: None

16. To consider the hiring of Alex Saxe as Assistant City Administrator with a starting wage of \$36.21/hour with a tentative start date of January 10, 2021

City Administrator Linwood – Explained that the City received 17 applications for this position and explained the interview process. He noted that Alex Saxe was selected as the top candidate and gave a brief overview of Mr. Saxe's education and experience.

Mayor Iverson – Clarified that although Mr. Saxe has the same last name as Stacy who works in Accounting for the City, they are not related.

A MOTION WAS MADE BY COUNCILMEMBER OHNSTAD, SECONDED BY COUNCILMEMBER SCHILLING, TO APPROVE HIRING ALEX SAXE AS ASSISTANT CITY ADMINISTRATOR WITH A STARTING WAGE OF \$36.21/HOUR WITH A TENTATIVE START DATE OF JANUARY 10, 2021.

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 Sewer Commission meeting.

Council Member Luger – No report.

Council Member Schilling – Attended the EDA meeting.

Mayor Iverson – Attended the EDA meeting, the Sewer Commission meeting, the retirement of Mayor Emerson from White Bear Lake, and the Park Advisory Commission meeting. She read aloud a letter to Public Safety Director Hoppe from Congressman Stauber.

Former Public Safety Director Hoppe – Expressed his appreciation for the support of the community, elected officials, and staff throughout his years with the City. He stated that it has been an honor to serve the City of Wyoming.

Mayor Iverson – recessed the meeting at 8:07 p.m. and reconvened at 8:15p.m.

City Attorney Loonan He stated that at this time the Council will be entering a closed session under MN State Statute 13D.05, Subd 3(a) to discuss the annual review of City Administrator Robb Linwood. He noted that City Administrator Linwood has consented to the closed session for this purpose.

A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE GOING INTO A CLOSED SESSION UNDER MN STATE STATUTE 13D.05, SUBD. 3(A) FOR AN ANNUAL PERFORMANCE EVALUATION OF CITY ADMINISTRATOR ROBB LINWOOD.

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

Voting Nay: None

Abstain: None

Absent: None

A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER OHNSTAD, TO EXIT THE CLOSED SESSION AND GO BACK INTO AN OPEN MEETING.

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

Voting Nay: None

Abstain: None

Absent: None

City Attorney Loonan – Stated that the Council was in a Closed Session under MN State Statute 13D.05, Subd. 3(a) regarding City Administrator Linwood's annual performance review. The Closed Session was attended by Mayor Iverson, Councilmembers Ohnstad, Schilling, Nanko Yeager and Luger as well as City Administrator Linwood and himself. He explained that no formal motions were offered or passed at the Closed Session.

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER IVERSON, TO ADJOURN THE DECEMBER 21 2021 "REGULAR MEETING" OF THE WYOMING, MINNESOTA CITY COUNCIL REGULAR MEETING AT 8:48P.M.

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:
JANUARY 4, 2022
7:00PM