APPROVED MINUTES
CITY COUNCIL
REGULAR MEETING
CITY OF WYOMING, MINNESOTA
JANUARY 4, 2022
7:00PM

CALL TO ORDER:

Mayor Lisa Iverson called the Regular Meeting of the Wyoming City Council for January 4, 2022 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, and Claire Luger

ABSENT: Councilmember Dennis Schilling

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

DETERMINATION OF A QUORUM:

PLEDGE OF ALLEGIANCE:

ANNUAL MEETING

1. Designate Official Newspaper for 2022 – *Forest Lake Times*

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE <u>RESOLUTION 22-01-01</u> A RESOLUTION DESIGNATING THE *FOREST LAKE TIMES* AS THE OFFICIAL NEWSPAPER FOR THE CITY OF WYOMING FOR THE YEAR 2022.

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

2. Designate Official Depository for City Funds for 2022

A MOTION WAS MADE BY COUNCILMEMBER OHNSTAD, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE <u>RESOLUTION 22-01-02</u> A RESOLUTION DESIGNATING THE OFFICIAL DEPOSITORIES FOR THE CITY OF WYOMING FOR THE CALENDAR YEAR 2022.

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

3. Designate Electronic Fund Transfers and Payment for Claims

City Administrator Linwood – Explained that this item was suggested to be added to the annual meeting by the auditor in order to designate authority for electronic fund transfers or payments for things such as bond payments.

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE <u>RESOLUTION 22-01-03</u> A RESOLUTION

DELEGATING AUTHORITY TO MAKE ELECTRONIC FUND TRANSFERS AND PAYMENT OF CLAIMS PRIOR TO BOARD APPROVAL TO THE CITY ADMINISTRATOR AND THEIR DESIGNEES FOR 2022.

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

4. Elect an Acting Mayor to serve in the absence of Mayor during 2022

A MOTION WAS MADE BY COUNCILMEMBER IVERSON, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE COUNCILMEMBER LUGER TO SERVE AS ACTING MAYOR IN THE ABSENCE OF THE MAYOR DURING 2022.

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

5. Review Council Appointments to Boards, Commissions, Committees, and Board of Trustees of Fire Department Volunteer Relief Association

A MOTION WAS MADE BY COUNCILMEMBER OHNSTAD, SECONDED BY COUNCILMEMBER IVERSON, TO APPROVE RESOLUTION 22-01-04 A RESOLUTION MAKING APPOINTMENTS TO BOARDS, COMMISSIONS, COMMITTEES, AND BOARD OF TRUSTEES OF FIRE DEPARTMENT VOLUNTEER RELIEF ASSOCIATION FOR 2022.

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

6. Establishing 2022 Regular Meeting nights of the City Council of the City of Wyoming and Budget Calendar for 2023 Budget

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER OHSTAD, TO APPROVE THE 2022 REGULAR MEETING NIGHTS OF THE CITY COUNCIL OF THE CITY OF WYOMING AND BUDGET CALENDAR FOR 2023 BUDGET.

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

7. Set Annual Fees for City Services for 2022

City Administrator Linwood – Gave a brief overview of the changes and updates in the fee schedule for 2022.

A MOTION WAS MADE BY COUNCILMEMBER OHNSTAD, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE RESOLUTION 22-01-05 A RESOLUTION APPROVING THE 2022 FEE SCHEDULE, AS PRESENTED.

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

OPEN FORUM:

Holly Lantz, 4805 261st Street – Stated that she was under the impression that the developer had backed out of the Diamond Ridge development. She stated that she is concerned about the wildlife, privacy, and has a fear that corporate entities and developers are taking over and are just out to make money and not help the community. She expressed concerns about the final layout and the possible necessity for clear cutting.

Zoning Administrator Weck – Explained that the City ordinance allows them to remove trees to build a street and within 10 feet of where the driveway and house will be located.

APPROVAL OF MINUTES:

8. Consider approving the minutes of the "Regular Meeting" of the Wyoming, Minnesota City Council for December 21, 2021

A MOTION WAS MADE BY COUNCILMEMBER OHNSTAD, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE THE MINUTES OF THE "REGULAR MEETING" OF THE WYOMING, MINNESOTA CITY COUNCIL FOR DECDEMBER 21, 2021 AS SUBMITTED

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

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.

9. Consider authorizing the payment of recommended bills, payroll, and journal entries for the period of December 21, 2021 through January 4, 2022
10. To consider **Resolution 22-01-06** a resolution declaring a certain vehicle as surplus property for disposal and authorizing the police department to dispose of a vehicle through online auction
11. To consider **Resolution 22-01-007** a resolution accepting a donation to the Wyoming Fire Department from Maranatha Church
12. To consider approving Public Safety Director, Neil Bauer, for a City Credit card per the credit card policy
13. To consider the resignation of Barb Williams from the Park Advisory Commission.

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE #9, #10, #11, #12, AND #13 OF THE WYOMING CITY COUNCIL CONSENT AGENDA

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

Mayor Iverson – Expressed her appreciation to Barb Williams for the 4 years she has served on the Park Advisory Commission.

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

14. Report of the Public Safety Director, Neil Bauer for December 28, 2021

Mayor Iverson – Asked about the POST program mentioned in his report.

Public Safety Director Bauer – Stated that every 3 years, the organization that oversees licensing for police officers, (POST) comes through and completes audits in the cities. He explained that this processed happened in November of 2021 and determined that the department was in compliance.

Mayor Iverson – Asked about the audit being conducted by the Crime Analyst on properties.

Public Safety Director Bauer – Explained that right now there are 1,190 items that are logged into the property system. He noted that this could be things like contraband, drugs, or finger print evidence. Those items have to be maintained in a secure environment and explained that there is an internal process that takes place on an annual basis to ensure that the items that are in the evidence room are logged into the records management system and that they all match.

15. Report of City Building Official, Fred Weck, IV for December 29, 2021

16. Report of City Attorney Tom Loonan for December 29, 2021

17. Report of City Engineer Mark Erichson, WSB for December 30, 2021

18. Report of Public Works Superintendent Chuck Almhjeld for December 29, 2021

COMMUNICATIONS:

19. East Viking Boulevard Improvement Project Open House and Public Hearing Letter Notice

City Administrator Linwood – Reminded the Council that the Open House for the East Viking Boulevard project would be held January 12, 2022 and the Public Hearing on January 18, 2022.

20. Swenson Park Ribbon Cutting – January 15, 2022 at 2:00 PM

City Administrator Linwood – Explained that the City had received a matching grant from the DNR for work and updating of Swenson Park. He noted that this will make Swenson Park the City's first ADA compliant park in the City.

OLD BUSINESS: NONE

NEW BUSINESS

21. To consider **<u>Resolution 22-01-08</u>** a resolution approving the Preliminary Plat: D-21-010 "Re-Plat of Diamond Ridge by Beckman Custom Homes, LLC – Charles Beckman" located at Property ID Numbers: 21.00040.01 – 21.00040.06

Zoning Administrator/Building Official Weck – Explained that this was originally platted in 2006. He stated that the Final Plat was approved and recorded, but the road and public improvements were never done nor were the engineering drawings approved. He explained that the developer, at that time, went bankrupt and went into foreclosure. The property was then sold in a sheriff's sale to Mr. Beckman. He stated the Preliminary Plat is now for a 3 lot subdivision on a cul-de-sac. He noted that the engineering drawings have not yet been approved, but the City

Engineer feels the plans are viable, as presented. The Planning Commission is recommending approval with the conditions as listed in the staff report.

Council Member Nanko Yeager – Noted that at the September 28, 2021 Planning Commission, there were a lot of resident concerns. She asked if those concerns, including the ones raised earlier during Open Forum by Ms. Lantz, had been addressed and resolved.

Zoning Administrator/Building Official Weck – Reviewed the concerns that have been expressed relating to the trail and curb and gutter, and noted that this project was originally supposed to have 6 lots and will now only have 3, so it is less dense than prior plans.

Mayor Iverson - Noted that she had recently spent some time in a plow truck following the first snow. She asked for confirmation that this cul-de-sac will allow for snow plowing and adequate access for the City's fire trucks.

City Engineer Erichson – Explained that the City has general standards for cul-de-sac diameters and radii and this proposal meets those standards. He stated that the roadway will accommodate the turning movements of both the fire trucks and snow plows.

Councilmember Ohnstad – Asked about the drainage plans for this property.

City Engineer Erichson – Stated that is one of the things that needs to be addressed by the developer and explained some of the options they have such as moving the stormwater management to the rear.

Councilmember Ohnstad – Expressed concern about the location of the southerly housing pad and how it may affect the existing homes. He stated that from the drawings it appears as though it will be in the backyard of the other home.

City Engineer Erichson – Stated that staff had asked the developer to look at this a bit more closely. He stated that this proposal does meet all the setback requirements so it is difficult to force them to do something if they are meeting those standards.

Zoning Administrator/Building Official Weck – Explained that a building pad is just a location and is not the actual size of the house which means there is an opportunity to move it further away. He stated that the minimum setback from the side property line is 10 feet. He stated that the developer keeping harmony with the existing neighborhood is a good idea, but is not something the City should attempt to enforce.

Ms. Lantz – Asked if she could see a copy of the engineering recommendations that have been made for the project.

Mayor Iverson – Noted that she could get a copy of this information following the meeting.

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER IVERSON, TO APPROVE RESOLUTION 22-01-08 A RESOLUTION APPROVING THE PRELIMINARY PLAT: D-21-010 RE-PLAT OF DIAMOND RIDGE BY BECKMAN CUSTOM HOMES, LLC – CHARLES BECKMAN LOCATED AT PROPERTY ID NUMBERS 21.00040.01 – 21.00040.06.

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

22. To consider **Resolution 22-01-09** a resolution authorizing the purchase of three Ford Utility Interceptor SUV Vehicles for a total amount of $142,735.14

Public Safety Director Bauer – Explained that they are looking to purchase 3 marked squad vehicles for 2022 with pricing obtaining through the State contract. In December of 2021, there was a vehicle involved in a crash and noted that they are still working with the various insurance entities to find out what will be collected from that incident. He stated that they are also anticipating that there will be 3 vehicles that will go to auction this year, so some of these costs will be recouped between the insurance claim and the auctions. He noted that if the vehicles are approved for purchase today, they will not arrive until around May because of delays. He stated that these vehicles would be funded by the Police Capital Improvement Fund.

Mayor Iverson – Asked if the City was down a squad car due to the accident in December of 2021.

Public Safety Director Bauer – Confirmed that the City is down a squad car which has required shuffling of the current vehicles to accommodate the need.

Councilmember Nanko Yeager – Noted the price increase for these vehicles as compared to prior years. She noted that she is uncomfortable paying higher costs for vehicles that only appear to be lasting about 3 years or 100,000 miles.

Public Safety Director Bauer – Explained that part of the pricing includes outfitting the vehicles as well and shared examples of some of the features needed for a police vehicle.

A MOTION WAS MADE BY COUNCILMEMBER IVERSON, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE <u>RESOLUTION 22-01-09</u> A RESOLUTION AUTHORIZING THE PURCHASE OF THREE FORD UTILITY INTERCEPTOR SUV VEHICLES FOR A TOTAL AMOUNT OF $142,735.14.

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

23. To consider **<u>Resolution 22-01-10</u>** a resolution approving Wold Architecture to complete design development for a Public Safety facility in the amount of $171,000.

Jonathan Loose, Wold Architects – Gave a brief overview of the next step in the proposal for the cost and design development of the new Public Safety facility.

Paige Sullivan, Wold Architects – Stated that this phase will get into details such as placement the light switches and where the desks will go. She stated that in addition to meeting with the Public Safety Director, they will also meet with the individuals that will log evidence into the system and put it on the shelving. She noted that they will also look at the fire department side. She stated that they intend to meet with the people that will be driving and cleaning the vehicles and also look ways to keep the personal protective gear separate and make sure the flow of the building works.

Mayor Iverson – Asked for additional design detail relating to the evidence room.

Ms. Sullivan - Explained that they are planning for a high density storage system in the evidence room. She stated that it is similar to what is used in many archives and is something that is on a track system, and rolls open to create an aisle. She explained that it saves a lot of space, because only one aisle is open at a time.

Councilmember Nanko Yeager – Asked if approving the $171,000 for the design development would commit the City to moving forward with this project.

City Administrator Linwood – Explained that moving forward with the project or not is a Council decision. If the council were to approve the design development portion you still don't have to move forward with the project. The council has gone about this process slowly and methodically and at any point they can make a determination to move forward or stop the process.

Councilmember Nanko Yeager –She expressed concern about the affordability of this project for the taxpayers and would like to see a more modest project be undertaken.

The Council discussed the possibility of a more modest design to the building, design features, and what could and could not be changed to accommodate the City's present and future needs, financing options, and inflation. It was noted that the current design does not have any frills and meets the necessary operational standards for a police and fire department

Mayor Iverson - . She noted that the City will also be working to get additional funding from the State to help with these costs.

A MOTION WAS MADE BY COUNCILMEMBER IVERSON, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE <u>RESOLUTION 22-01-10</u> A RESOLUTION APPROVING WOLD ARCHITECTURE TO COMPLETE DESIGN DEVELOPMENT FOR A PUBLIC SAFETY FACILITY IN THE AMOUNT OF $171,000.00.

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

COUNCIL REPORTS:

Council Member Ohnstad – Attended the Planning Commission meeting.

Council Member Nanko Yeager – No report.

Council Member Luger – No report.

Mayor Iverson – Stated that she attended the retirement party for former Public Safety Director Hoppe and the Fire Relief Association meeting.

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER OHNSTAD, TO ADJOURN THE JANUARY 4, 2021 "REGULAR MEETING" OF THE WYOMING, MINNESOTA CITY COUNCIL REGULAR MEETING AT 8:20PM

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

<u>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.</u>

<u>NEXT REGULAR MEETING:</u>
<u>JANUARY 18, 2021</u>
<u>7:00PM</u>