

**APPROVED MINUTES
CITY COUNCIL
REGULAR MEETING
CITY OF WYOMING, MINNESOTA
MARCH 1, 2022
7:00PM**

CALL TO ORDER:

Mayor Lisa Iverson called the Regular Meeting of the Wyoming City Council for March 1, 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, Dennis Schilling, and Claire Luger

ABSENT: None

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

DETERMINATION OF A QUORUM:

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 February 15, 2022

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 FEBRUARY 15, 2022 AS SUBMITTED.

Voting Aye: Schilling, Nanko Yeager, Luger, Ohnstad, 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 February 15, 2022

A MOTION WAS MADE BY COUNCILMEMBER OHNSTAD, SECONDED BY COUNCILMEMBER SCHILLING, TO APPROVE THE MINUTES OF THE "WORK SESSION MEETING" OF THE WYOMING, MINNESOTA CITY COUNCIL FOR FEBRUARY 15, 2022 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 the period from February 16, 2022 through March 1, 2022
4. To consider the Memorandum of Agreement with the Minnesota Department of Health for the Wyoming Public Water System for Radium Compliance
5. To consider a letter of support for the Chisago County Hwy 8 Project for a Federal Raise Grant

A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER LUGER, 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 DEPARTMENT HEADS:

6. Report of the Public Safety Director, Neil Bauer for February 24, 2022
7. Report of City Building Official, Fred Weck, IV for February 24, 2022
8. Report of City Attorney Tom Loonan for February 24, 2022
9. Report of City Engineer Mark Erichson, WSB for February 25, 2022
10. Report of Public Works Superintendent Chuck Almhjeld for March 1, 2022

COMMUNICATIONS:

11. Wyoming Spring Medallion Hunt

Assistant City Administrator Saxe – Gave a brief overview of the upcoming Spring Medallion Hunt from March 7 – 11, 2022. He explained that a red train engine would be hidden somewhere in the City and one clue will be released each morning at 9:00 a.m. on the City's Facebook page. He stated that the winner will receive a \$100 gift card to Splitrocks, a free combo meal from McDonalds, a gold medal, and get to keep the red train engine.

OLD BUSINESS: NONE

NEW BUSINESS

12. To consider **Resolution 22-03-21** a resolution approving a Rezone (Z-22-001) Rural Residential II (R-2) to Commercial (C) Located at Lake Boulevard/Highway 8 and Hazel Avenue by Richard Gregory, Jr. Owner: Westkey Enterprises LLC, Property ID Number: 21-10721.10

Zoning Administrator/Building Official Weck – Explained the rezoning request and noted that staff and the Planning Commission are recommending approval.

Council Member Ohnstad – Asked about future plans for Hazel Avenue.

Zoning Administrator/Building Official Weck – Explained that when Highway 8 is reconstructed, Hazel Avenue will be a dead end right at the highway and there will be a backage road along the north side that will tie into Hamlet Avenue.

Council Member Nanko Yeager – Noted that she had been told that this property gets pretty wet in the spring and asked if the City had confirmed that there was at least 1 acre of buildable land on this parcel.

Zoning Administrator/Building Official Weck – Explained that as an existing lot, so even if it did not have 1 acre of buildable land, it would still be a legal non-conforming. They will need to provide an area for a Type 1 septic system but reiterated that for an existing lot, it does not matter if there is 1 acre of buildable land, because it would be buildable whether it was commercial or residential.

Mayor Iverson – Stated that this project works right in with the plans Chisago County has for Highway 8.

A MOTION WAS MADE BY COUNCILMEMBER IVERSON, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE RESOLUTION 22-03-21 A RESOLUTION APPROVING A REZONE (Z-22-001) RURAL RESIDENTIAL II (R-2) TO COMMERCIAL (C) LOCATED AT LAKE BOULEVARD.HIGHWAY 8 AND HAZEL AVENUE BY RICHARD GREGORY, JR. OWNER: WESTKEY ENTERPRISES, LLC, PROPERTY ID NUMBER: 21-10721.10.

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

Voting Nay: None

Abstain: None

Absent: None

13. To consider staff recommendation for construction management services for the Public Safety Project

City Administrator Linwood – Stated that the City received 7 proposals are part of the RFP process and reviewed the criteria staff used to review the proposals. He explained that staff is recommending moving forward with 2 of the proposals for interviews from Terra Construction and Kraus-Anderson.

Mayor Iverson – Asked if this cost had already been figured into the original project cost that has been discussed for the last year.

Paige Sullivan, Wold - Stated that there will be a cost on top of what had been factored in which is usually between 2-4% of the project cost. She explained that they have found that getting construction managers involved in the process early on can help save money for the project because of their expertise in the field.

Mayor Iverson – Asked why City staff could not take on the construction management duties.

Paige Sullivan, Wold – Stated that construction management really ends up as a full-time job to oversee a project of this magnitude.

The Council discussed the advantage to choosing a construction management firm that has experience in a public safety building and the duties of the firms.

Mayor Iverson – Expressed concern that Kraus-Anderson may be too big of a firm for this project. She stated that she has no problems with Terra Construction but would like the Council to

consider Bradbury Stamm Construction because one of the team members is someone from the community that she completely trusts.

Council Member Nanko Yeager – Noted that it appears as though the fees included in the RFPs are not the 2-4% of construction costs but between 4.6%-9.1%.

Council Member Schilling – Stated that he assumed that those were the contingencies built in.

City Administrator Linwood – Explained the fees and the potential extra costs, but noted that this could not be looked at as a hard cost, because most likely the project will see significant savings because of the construction management services rather than a general contractor.

Council Member Schilling – Stated that he feels using a construction manager will make the project run 100 times smoother and agrees that this will end up being a full-time duty. He stated that he also prefers a construction manager to a general contractor because they are hired as the City's representative to run the project. He stated that he has worked with, and likes, both firms that staff has recommended.

Council Member Luger – Stated that she is in support of interviewing both companies but noted that she felt that Kraus-Anderson may have the best of both worlds for this project.

Mayor Iverson – Noted that one other advantage of having a construction manager is to assist in navigating the supply chain issues that currently exist. She asked if the Council wanted to add interviews with any other companies or if they felt they were ready to choose a construction manager tonight.

The Council discussed the construction management firms, their preference for choosing one to work with the City tonight, or continuing with the interview process.

A MOTION WAS MADE BY COUNCILMEMBER IVERSON TO APPROVE TERRA CONSTRUCTION AS THE CONSTRUCTION MANAGEMENT FIRM.

Motion died for lack of a second.

A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE KRAUS-ANDERSON AS THE CONSTRUCTION MANAGEMENT FIRM FOR THE PUBLIC SAFETY FACILITY.

Voting Aye: Schilling, Luger, and Ohnstad

Voting Nay: Nanko Yeager and Iverson

Abstain: None

Absent: None

There was Consensus of the Council to cancel the meeting set aside for interviewing construction management firms.

City Attorney Loonan – Noted that the Council has chosen Kraus-Anderson as the construction management firm, so a special meeting to ask interview questions was not necessary and suggested that Kraus-Anderson come to a future Council meeting to discuss details of the project.

Mayor Iverson – Noted that she is disappointed because she has major concerns about Kraus-Anderson because of the size of their firm.

City Administrator Linwood – Explained that they could set up a meeting with them at a future Council meeting to give a presentation and allow the Council the opportunity to ask the questions they have.

Mayor Iverson – Explained that even though Kraus-Anderson was not her first choice, she will

support them in this endeavor.

- 14.** To consider the hiring of Austin Rademacher as Building Inspector at Step 3 with a starting wage of \$32.41/hr. with a tentative start date of March 21, 2022

Zoning Administrator/Building Official Weck – Gave an overview of the background and experience of Austin Rademacher and noted that staff is recommending hiring him at a Step 3 with a 6 month probationary period.

Council Member Luger – Confirmed that this position was a replacement and not a new position.

Council Member Nanko Yeager – Noted that building inspections have been around 1,300/year and the City is still outsourcing planning services. She stated that she does not want to support an additional building inspector because with the increased levy this would be a way to cut the budget.

Mayor Iverson – Asked if the City were to cut the building inspector position what the effect would be on the City's budget.

City Administrator Linwood – Stated that it would not affect the budget or the levy, because this position is completely revenue based. He explained that most cities have an inspector that handles 1,000 inspections and currently Zoning Administrator/Building Official Weck is handling all of the zoning and administrative duties, receives more calls than anyone in the office, and is also out doing all the building inspections. He stated that the level of customer service to the residents should be considered and gave a brief overview of some of the upcoming projects in the City that will require inspections. 2021 was the busiest year the building department has had and 2022 is going to be busier. He commended Zoning Administrator/Building Official Weck for the extremely good job that he has been doing even though he has been stretched very thin.

A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE THE HIRING OF AUSTIN RADEMACHER AS BUILDING INSPECTOR AT STEP 3 WITH A STARTING WAGE OF \$32.41/HR WITH A TENTATIVE START DATE OF MARCH 21, 2022.

Voting Aye: Schilling, Luger, Ohnstad, Iverson

Voting Nay: Nanko Yeager

Abstain: None

Absent: None

- 15.** To review and discuss a Pavement Management Study completed by WSB

City Engineer Erichson – Gave a brief overview of the reasons behind conducting a Pavement Management Study. He noted that staff wanted to get this information in the hands of the Council prior to the spring road tour.

Council Member Nanko Yeager – Asked if the outlook plans that go out to about 2025 take into account the City funding of the road levy and will only be getting a partial year of franchise fees.

City Administrator Linwood – Explained that there has always been a 5 year CIP and noted that it will be necessary, as always, to do analysis on these projects and make a determination on how aggressive to be for some of them. He noted that the CIP is always a fluid guiding document and it will be looked at in relation to the City's current financial situation.

- 16.** To consider scheduling a Wyoming City Council Work Session on March 15, 2022 at 5:30 PM

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER SCHILLING, TO APPROVE SCHEDULING A WYOMING CITY COUNCIL WORK SESSION ON MARCH 15, 2022 AT 5:30 PM.

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

COMMUNICATIONS:

COUNCIL REPORTS:

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

Council Member Nanko Yeager – Attended the Sewer Commission Meeting and Aiden Head's Eagle Scout Court of Honor.

Council Member Luger – Attended the Council Work Session.

Council Member Schilling – Attended the Council Work Session.

Mayor Iverson – Attended the Council Work Session, the Planning Commission, the Sewer Commission, and Aiden Head's Eagle Scout Court of Honor.

A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER OHNSTAD, TO ADJOURN THE MARCH 1, 2022 "REGULAR MEETING" OF THE WYOMING, MINNESOTA CITY COUNCIL REGULAR MEETING AT 8:01PM.

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:
MARCH 15, 2022
7:00PM