

**AGENDA
CITY COUNCIL
REGULAR MEETING
CITY OF WYOMING, MINNESOTA
JULY 19, 2022
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 July 5, 2022

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.

2. Consider authorizing the payment of recommended bills, payroll and journal entries for the period of July 6, 2022 to July 19, 2022
3. To consider approving an application from the Wyoming Creative Arts Center for a Consumption and Display Liquor Permit
4. To consider authorizing the 2022-2023 CPV Salt Contract for road salt
5. To consider **Resolution 22-07-63** a resolution appointing Wyoming paid on call firefighters

to probationary status

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

6. Report of the Public Safety Director, Neil Bauer, for July 14, 2022
7. Report of City Building Official, Fred Weck, IV for July 14, 2022
8. Report of the City Attorney, Tom Loonan, for July 13, 2022
9. Report of City Engineer Mark Erichson, WSB for July 14, 2022
10. Report of the Public Works Superintendent Chuck Almhjeld for July 19, 2022

COMMUNICATIONS:

11. 2022 East Viking Boulevard Improvement Project Update Letter to property owners

OLD BUSINESS:

NEW BUSINESS:

12. To consider **Resolution 22-07-64** a resolution ordering the preparation of plans and specifications for the Lift Station 8 and Forcemain Improvement Project

COUNCIL REPORTS:

ADJOURN

**DRAFT MINUTES
CITY COUNCIL
REGULAR MEETING
CITY OF WYOMING, MINNESOTA
JULY 5, 2022
7:00 PM**

CALL TO ORDER:

Mayor Lisa Iverson called the Regular Meeting of the Wyoming City Council for July 5, 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, Neil Bauer - Public Safety Director 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 June 21, 2022**

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 JUNE 21, 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 “Budget Work Session Meeting” of the Wyoming, Minnesota City Council for June 21, 2022**

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER SCHILLING, TO APPROVE THE MINUTES OF THE “BUDGET WORK SESSION MEETING” OF THE WYOMING, MINNESOTA CITY COUNCIL FOR JUNE 21, 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. Consider authorizing the payment of recommended bills, payroll, and journal entries for the period of June 22, 2022 to July 5, 2022
4. To consider the application for a Temporary ON-SALE Liquor License from the Wyoming Fire Relief Association for September 17, 2022 located on East Viking Boulevard and Felton Avenue for Wyoming Stagecoach Celebration
5. To consider **Resolution 22-07-59** a resolution appointing Election Judges for the 2022 Primary Election
6. To consider **Resolution 22-07-60** a resolution setting a public hearing on assessments for parcel 21.11120.00 and 21.11121.00 for the 2008 257th Street Improvement Project (City Project 2008-01).
7. To consider **Resolution 22-07-61** a resolution declaring certain Public Works items as surplus property and authorizing the Public Works Department to dispose of such items through online auction or disposal process.

A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE #3, #4, #5, #6, and #7 OF THE WYOMING CITY COUNCIL CONSENT AGENDA

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

Voting Nay: None

Abstain: None

Absent: None

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

8. Report of the Public Safety Director, Neil Bauer for July 1, 2022
9. Report of City Attorney Tom Loonan for June 30, 2022
10. Report of City Engineer Mark Erichson, WSB for June 30, 2022
11. Report of Public Works Superintendent Chuck Almhjeld for July 5, 2022

Mayor Iverson – Asked about flags and flag poles.

Public Works Superintendent Almhjeld – Explained that the new power poles installed on East Viking Boulevard are distribution poles which means it is against the regulations to put flags on them. He stated that he is getting pricing on putting coach lights from the Public Works building all the way to Highway 22 and noted that his vision, when Railroad Park is done, is to continue the lights and then have the flag poles and Christmas decorations on the lights.

Mayor Iverson – Stated that she had received a lot of questions on flags and wanted to make it clear that the City does have a plan moving forward.

COMMUNICATIONS: NONE

OLD BUSINESS: NONE

NEW BUSINESS

12. To consider **Resolution 22-07-62** a resolution approving the engineering and repair to the riser pipe at the South Water Tower from KLM Engineering in the amount of \$69,000.00

Public Works Superintendent Almhjeld – Reviewed the plans to repair the riser pipe at the South Water Tower and noted that the City had not budgeted for this repair so it will need to come out of the water Enterprise Reserve Fund

Mayor Iverson – Asked about the age of the pipe, how long it should have lasted, and if there was any warranty on the new pipe.

Public Works Superintendent Almhjeld – Stated that it is 30 years old and they should last 40-50 years, and noted that he did not believe there was a warranty. He stated that the proposed pipe would be a steel pipe all welded with no mechanical joints.

A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE RESOLUTION 22-07-62 A RESOLUTION APPROVING THE ENGINEERING AND REPAIR TO THE RISER PIPE AT THE SOUTH WATER TOWER FROM KLM ENGINEERING IN THE AMOUNT OF \$69,000.00

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

Voting Nay: None

Abstain: None

Absent: None

13. To consider approving the advertisement for the Assistant Public Works Superintendent position and begin the hiring process

Public Works Superintendent Almhjeld – Reviewed the decision making process surrounding the restructuring of the Public Works Department and gave an overview of the proposed Assistant Public Works Superintendent position.

City Administrator Linwood – Reminded the Council that the information that had been discussed in closed session needed to remain 'closed'.

Mayor Iverson – Noted that she believed that there were some misperceptions about this position and clarified that it was not adding staff to the department and this individual would not be entitled to overtime pay.

Public Works Superintendent Almhjeld – Stated that this would be a salary position so they would not receive overtime pay and noted that it would be a cost savings from what was already budgeted for 2022.

Councilmember Nanko Yeager – Stated that she is not comfortable creating a higher managerial position to replace a lead worker position.

Councilmember Luger – Asked for an explanation of the duties in this new position and asked why an existing employee could not simply take on the supervisory duties.

Public Works Superintendent Almhjeld – Gave a brief overview of the day to day operational duties for this position and noted that an existing employee would not be able to just take on these duties because of their union contract.

The Council discussed staffing and services for the Public Works Department.

A MOTION WAS MADE BY COUNCILMEMBER IVERSON, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE THE ADVERTISEMENT FOR THE ASSISTANT PUBLIC WORKS SUPERINTENDENT POSITION AND BEGIN THE HIRING PROCESS

Voting Aye: Schilling, Luger, Ohnstad, Iverson

Voting Nay: Nanko Yeager
Abstain: None
Absent: None

14. To consider approving a Request for Proposals (RFP) for Cleaning Services for City-owned buildings

Assistant City Administrator Saxe – Explained that the existing contract for cleaning services was coming to an end and staff felt it would be a good idea to take a look at completing an RFP for cleaning services for the Public Works trailer, Police Department, City Hall, and the Library.

A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE AN RFP FOR CLEANING SERVICES FOR CITY-OWNED BUILDINGS.

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 – Attended the Special Olympics Public Safety run.

Council Member Schilling – No report.

Public Safety Director Bauer – Gave an overview of the Special Olympics Public Safety run and noted that there was a great turnout. He stated that they are looking at other events for the City to Partner with Special Olympics.

Mayor Iverson – Expressed her appreciation to Public Safety Director Bauer for working on the Special Olympics Public Safety run and noted that she was sorry to miss it. She noted that she hopes that the City can continue to be part of this type of work. She noted that she had attended the Highway 8 Task Force meeting, the Joint Sewer Commission meeting, and the League of Minnesota Cities Annual Conference, which was why she was unable to attend the Special Olympics Public Safety run.

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER SCHILLING, TO ADJOURN THE JULY 5, 2022 “REGULAR MEETING” OF THE WYOMING, MINNESOTA CITY COUNCIL REGULAR MEETING AT 7:33 PM.

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

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

NEXT REGULAR MEETING:
JULY 19, 2022
7:00PM

City of Wyoming Check Detail Register

1/12
July 15, 2022 09:36 AM
User: ssaxe
DR: Wyoming

07-19-2022

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
53611	07/19/2022	ABDO FINANCIAL SOLUTIONS, LLC			
459598			101-1500-43000	PROFESSIONAL SE \$3,950.00	PROFESSIONAL SERVICE (GENERAL)
Total for ABDO FINANCIAL SOLUTIONS, LLC				\$3,950.00	
53612	07/19/2022	ABM EQUIPMENT, LLC			
0170709-IN			651-9425-44040	REPAIRS & MAINT. \$(1,768.83)	REPAIRS & MAINT. - EQUIPMENT
0170705-IN			651-9425-44040	REPAIRS & MAINT. \$1,279.55	REPAIRS & MAINT. - EQUIPMENT
0170895-IN			602-9425-44040	REPAIRS & MAINT. \$394.51	REPAIRS & MAINT. - EQUIPMENT
0171397-IN			601-9425-44040	REPAIRS & MAINT. \$1,718.92	REPAIRS & MAINT. - EQUIPMENT
			602-9425-44040	REPAIRS & MAINT. \$1,718.92	REPAIRS & MAINT. - EQUIPMENT
			651-9425-44040	REPAIRS & MAINT. \$1,718.92	REPAIRS & MAINT. - EQUIPMENT
Total for ABM EQUIPMENT, LLC				\$5,061.99	
53613	07/19/2022	ADAM'S PEST CONTROL INC			
3509065			101-2110-42310	CONTRACTED SER \$42.95	CONTRACTED SERVICES
3509064			101-3100-42310	CONTRACTED SER \$70.22	CONTRACTED SERVICES
3509063			101-3100-42310	CONTRACTED SER \$42.95	CONTRACTED SERVICES
Total for ADAM'S PEST CONTROL INC				\$156.12	
53614	07/19/2022	ADVANCE AUTO PARTS			
2509-311942			101-2110-43900	VEHICLE MAINTEN \$8.67	VEHICLE MAINTENANCE
Total for ADVANCE AUTO PARTS				\$8.67	
53615	07/19/2022	ALEX JENSON			
07/12/2022			651-0000-11500	ACCOUNTS RECEIV \$91.83	Surface Water Mgmt
Total for ALEX JENSON				\$91.83	
53616	07/19/2022	ASPEN MILLS			
296580			101-2110-44080	UNIFORMS \$58.20	UNIFORMS
296837			101-2110-44080	UNIFORMS \$74.90	UNIFORMS
Total for ASPEN MILLS				\$133.10	
53617	07/19/2022	AT & T MOBILITY			
07032022			101-2110-43200	COMMUNICATIONS \$1,634.16	COMMUNICATIONS (GENERAL)
Total for AT & T MOBILITY				\$1,634.16	

City of Wyoming Check Detail Register

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Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
53618	07/19/2022	CHARLES ALMHJELD			
06212022			601-9425-42400	SMALL TOOLS/MIN	\$21.35
					SMALL TOOLS/MINOR EQUIPMENT
Total for CHARLES ALMHJELD				\$21.35	
53619	07/19/2022	CHISAGO LAKES JOINT SEWAGE TRE			
13186			602-9415-46400	CLJSTC PRINCIPAL	\$289,077.06
			602-9415-46450	CLJSTC INTEREST	\$9,884.95
					CLJSTC INTEREST
13179			602-7000-46010	DEBT SRV BOND P	\$1,048.19
					LS IMPROVEMENTS PHASE 1 PRINCIPAL
Total for CHISAGO LAKES JOINT SEWA				\$300,010.20	
53620	07/19/2022	CINTAS			
4124823406			101-3100-44180	UNIFORMS	\$108.06
			101-3100-42100	OPERATING SUPPL	\$21.14
					STREETS
4124823401			101-2110-43600	CLEANING SERVIC	\$25.91
					CLEANING SERVICE-PUBLIC SAFETY
4124823442			101-1400-43600	CLEANING SERVIC	\$28.22
					CLEANING SERVICE-CITY HALL
4125378427			101-3100-44180	UNIFORMS	\$108.06
			101-3100-42100	OPERATING SUPPL	\$19.25
					STREETS
					SHOP SUPPLIES
Total for CINTAS				\$310.64	
53621	07/19/2022	CONNEXUS ENERGY			
06292022			101-3100-43800	UTILITIES-GAS/ELI	\$35.97
			101-2110-43800	UTILITIES-GAS/ELI	\$5.00
			101-2110-43800	UTILITIES-GAS/ELI	\$5.00
			101-3100-43860	STREET LIGHTS	\$18.83
			101-2110-43800	UTILITIES-GAS/ELI	\$5.00
					LAKE DR & HEATH - ST LIGHTS
					HAMLET DR
					FALLBROOK SIREN
					250TH STREET NE SIGN
					PIONEER RD
Total for CONNEXUS ENERGY				\$69.80	
53622	07/19/2022	COUNTY RECORDER			
202200000068			800-0000-20593	AVERY PLACE PREI	\$138.00
					RECORDER-RESOLUTION
Total for COUNTY RECORDER				\$138.00	
53623	07/19/2022	CULLIGAN WATER CONDITIONING			
566251			101-2110-42100	OPERATING SUPPL	\$110.50
					OPERATING SUPPLIES
566277			101-3100-42310	CONTRACTED SER	\$39.70
					CONTRACTED SERVICES
Total for CULLIGAN WATER CONDITIO				\$150.20	

City of Wyoming Check Detail Register

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07-19-2022

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
53624	07/19/2022	CW TECHNOLOGY			
CW75624					
	101-1400-42090	NETWORK MUNICI		\$3,083.00	MONTHLY SERVICES
INV00074078					
	101-3100-42050	SOFTWARE UPGRA		\$49.00	SOFTWARE UPGRADES
Total for CW TECHNOLOGY				\$3,132.00	
53625	07/19/2022	DAN'S TOWING			
84162					
	202-2110-42310	CONTRACTED SER		\$161.06	TOWING
87379					
	202-2110-42310	CONTRACTED SER		\$150.00	TOWING
87182					
	202-2110-42310	CONTRACTED SER		\$125.00	TOWING
87494					
	202-2110-42310	CONTRACTED SER		\$161.06	TOWING
87310					
	202-2110-42310	CONTRACTED SER		\$161.06	TOWING
87548					
	202-2110-42310	CONTRACTED SER		\$161.06	TOWING
87047					
	202-2110-42310	CONTRACTED SER		\$161.06	TOWING
Total for DAN'S TOWING				\$1,080.30	
53626	07/19/2022	DC Contracting			
BSF21-0008					
	800-0000-20401	SILT FENCE		\$810.00	BSF21-0008
Total for DC Contracting				\$810.00	
53627	07/19/2022	ECKBERG LAMMERS P.C.			
30113					
	101-1400-43040	ATTORNEY FEES		\$201.25	GENERAL
	101-1400-43040	ATTORNEY FEES		\$780.00	MEETINGS
	800-0000-20593	AVERY PLACE PREI		\$767.50	ECKBERG-AVERY PLACE PRELIM PLAT ESCROW
	101-1400-43040	ATTORNEY FEES		\$140.00	ATTORNEY FEES
	101-1400-43040	ATTORNEY FEES		\$70.00	ATTORNEY FEES
Total for ECKBERG LAMMERS P.C.				\$1,958.75	
53628	07/19/2022	FACILICARE INC			
16995					
	101-5500-43600	CLEANING SERVIC		\$1,263.40	LIBRARY
	101-1400-43600	CLEANING SERVIC		\$299.00	CITY HALL/FIRE
	101-2110-43600	CLEANING SERVIC		\$299.00	POLICE
Total for FACILICARE INC				\$1,861.40	
53629	07/19/2022	FERGUSON WATERWORKS			
0495927					
	601-9425-44040	REPAIRS & MAINT.		\$292.80	REPAIRS & MAINT. - EQUIPMENT
Total for FERGUSON WATERWORKS				\$292.80	

City of Wyoming Check Detail Register

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07-19-2022

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
53630	07/19/2022	GOPHER STATE ONE CALL			
2060854					
		601-9425-44650 LOCATES (GOPHER	\$63.45	LOCATES (GOPHER STATE)	
		602-9425-44650 LOCATES (GOPHER	\$63.45	LOCATES (GOPHER STATE)	
		651-9425-44650 LOCATES (GOPHER	\$63.45	LOCATES (GOPHER STATE)	
		Total for GOPHER STATE ONE CALL	\$190.35		
53631	07/19/2022	H & W FUND I.U.O.E LOCAL 49			
07152022					
		101-0000-21706 HOSPITALIZATION	\$8,070.00	PREMIUMS	
		Total for H & W FUND I.U.O.E LOCAL 4	\$8,070.00		
53632	07/19/2022	HACH COMPANY			
13125981					
		601-9425-42160 CHEMICALS/CHEM	\$312.12	CHEMICALS/CHEMICAL PRODUCTS	
13122230					
		601-9425-42160 CHEMICALS/CHEM	\$78.77	CHEMICALS/CHEMICAL PRODUCTS	
		Total for HACH COMPANY	\$390.89		
53633	07/19/2022	HEALTH PARTNERS			
114015512					
		101-0000-21706 HOSPITALIZATION	\$1,616.97	HOSPITALIZATION/MEDICAL INS	
		Total for HEALTH PARTNERS	\$1,616.97		
53634	07/19/2022	HENNEPIN TECHNICAL COLLEGE			
23H024					
		101-3100-42080 TRAINING AND IN	\$256.20	TRAINING AND INSTRUCTION	
		101-5200-42080 TRAINING AND IN	\$256.20	TRAINING AND INSTRUCTION	
		601-9425-42080 TRAINING AND IN	\$256.20	TRAINING AND INSTRUCTION	
		602-9425-42080 TRAINING AND IN	\$256.20	TRAINING AND INSTRUCTION	
		651-9425-42080 TRAINING AND IN	\$256.20	TRAINING AND INSTRUCTION	
		Total for HENNEPIN TECHNICAL COLLEGE	\$1,281.00		
53635	07/19/2022	HOLIDAY COMPANIES			
060101072200					
		101-2110-43900 VEHICLE MAINTEN	\$139.50	VEHICLE MAINTENANCE	
		Total for HOLIDAY COMPANIES	\$139.50		
53636	07/19/2022	Home Depot USA			
00014169					
		101-0000-32210 BUILDING PERMIT	\$41.34	Building Permit Fee - Valuation	
		Total for Home Depot USA	\$41.34		
53637	07/19/2022	HUNTER HUBERTY			
07112022					
		101-2110-42080 TRAINING AND IN	\$51.10	TRAINING AND INSTRUCTION	
		Total for HUNTER HUBERTY	\$51.10		

City of Wyoming Check Detail Register

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07-19-2022

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
53638	07/19/2022	INNOVATIVE OFFICE SOLUTIONS			
IN3847632					
	101-2110-42000	SUPPLIES - OFFICE		\$8.00	SUPPLIES - OFFICE/COPY/COMPUTR
IN3847662					
	101-1400-42000	SUPPLIES - OFFICE		\$59.01	SUPPLIES - OFFICE/COPY/COMPUTR
IN3853997					
	101-2110-42000	SUPPLIES - OFFICE		\$32.88	SUPPLIES - OFFICE/COPY/COMPUTR
	101-2110-42000	SUPPLIES - OFFICE		\$1.00	INV IN3827071
IN3846065					
	101-3100-42000	SUPPLIES - OFFICE		\$135.26	SUPPLIES - OFFICE/COPY/COMPUTR
Total for INNOVATIVE OFFICE SOLUTI				\$236.15	
53639	07/19/2022	IUOE LOCAL #49			
07012022					
	101-0000-21714	PW UNION DUES		\$210.00	MONTHLY DUES
Total for IUOE LOCAL #49				\$210.00	
53640	07/19/2022	LEAGUE OF MN CITIES			
365136					
	101-2110-42080	TRAINING AND IN:		\$50.00	TRAINING AND INSTRUCTION
365186					
	101-2110-42080	TRAINING AND IN:		\$50.00	TRAINING AND INSTRUCTION
Total for LEAGUE OF MN CITIES				\$100.00	
53641	07/19/2022	LEAGUE OF MN CITIES INS TRUST			
07132022					
	101-2110-43630	GENERAL LIABILIT		\$25.00	GENERAL LIABILITY INSURANCE
Total for LEAGUE OF MN CITIES INS TI				\$25.00	
53642	07/19/2022	MENARDS- FOREST LAKE			
87585					
	101-2110-44010	REPAIRS & MAINT.		\$29.23	REPAIRS & MAINT. - BUILDINGS
87572					
	101-5200-44040	REPAIRS & MAINT.		\$41.94	REPAIRS & MAINT. - EQUIPMENT
Total for MENARDS- FOREST LAKE				\$71.17	
53643	07/19/2022	MIDCONTINENT COMMUNICATIONS			
14463230112756					
	101-1400-43210	TELEPHONE		\$114.91	CITY HALL
	101-1400-42310	CONTRACTED SER		\$920.51	FIBER
	101-2110-43210	TELEPHONE		\$189.65	POLICE DEPT
	101-3100-43210	TELEPHONE		\$64.60	PUBLIC WORKS
	601-9425-43210	TELEPHONE		\$188.69	WELL
	602-9425-43210	TELEPHONE		\$142.01	LIFTSTATIONS
Total for MIDCONTINENT COMMUNIC/				\$1,620.37	
53644	07/19/2022	MN DEPT OF LABOR AND INDUSTRY			
JUNE0251052022					
	101-0000-22810	SURCHARGE PAYA		\$2,901.27	SURCHARGE PAYABLE
Total for MN DEPT OF LABOR AND IND				\$2,901.27	

City of Wyoming Check Detail Register

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07-19-2022

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
53645	07/19/2022	MN FIRE SERVICE CERT. BOARD			
10316					
		101-2110-42080 TRAINING AND IN	\$820.00		TRAINING AND INSTRUCTION
Total for MN FIRE SERVICE CERT. BOA				\$820.00	
53646	07/19/2022	MN POLLUTION CONTROL AGENCY			
2022 TRAINING					
		602-9425-42080 TRAINING AND IN	\$300.00		TRAINING AND INSTRUCTION
Total for MN POLLUTION CONTROL AG				\$300.00	
53647	07/19/2022	NAPA AUTO PARTS			
102762					
		101-3100-44040 REPAIRS & MAINT.	\$(36.00)		REPAIRS & MAINT. - EQUIPMENT
102271					
		101-3100-44040 REPAIRS & MAINT.	\$358.98		REPAIRS & MAINT. - EQUIPMENT
Total for NAPA AUTO PARTS				\$322.98	
53648	07/19/2022	OLSON'S SEWER SERVICE			
89297					
		101-2110-44010 REPAIRS & MAINT.	\$438.19		REPAIRS & MAINT. - BUILDINGS
		101-3100-44010 REPAIRS & MAINT.	\$438.19		REPAIRS & MAINT. - BUILDINGS
Total for OLSON'S SEWER SERVICE				\$876.38	
53649	07/19/2022	PREMIER CUSTOM HOMES INC			
BSF21-0016					
		800-0000-20401 SILT FENCE	\$810.00		BSF21-0016
Total for PREMIER CUSTOM HOMES IN				\$810.00	
53650	07/19/2022	RAPIT PRINTING INC			
238345					
		101-2110-42100 OPERATING SUPPL	\$82.17		OPERATING SUPPLIES
238500					
		101-1400-42000 SUPPLIES - OFFICE	\$90.87		SUPPLIES - OFFICE/COPY/COMPUTR
Total for RAPIT PRINTING INC				\$173.04	
53651	07/19/2022	RICOH BUSINESS SYSTEMS			
106289504					
		101-1400-42150 COPIER	\$146.23		CITY HALL
		101-2110-42240 MAINTENANCE CO	\$77.19		POLICE DEPT
		101-2110-42240 MAINTENANCE CO	\$20.71		FIRE DEPT
Total for RICOH BUSINESS SYSTEMS				\$244.13	
53652	07/19/2022	RICOH USA			
5064977753					
		101-2110-42240 MAINTENANCE CO	\$39.81		POLICE DEPT
		101-2110-42240 MAINTENANCE CO	\$2.50		FIRE DEPT
		101-1400-42150 COPIER	\$91.67		CITY HALL
Total for RICOH USA				\$133.98	

City of Wyoming Check Detail Register

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Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
53653	07/19/2022	SAFE-FAST INC			
INV263590					
	601-9425-42300	SAFETY EQUIPMEN		\$332.83	SAFETY EQUIPMENT
	602-9425-42300	SAFETY EQUIPMEN		\$332.83	SAFETY EQUIPMENT
	651-9425-42300	SAFETY EQUIPMEN		\$332.84	SAFETY EQUIPMENT
Total for SAFE-FAST INC				\$998.50	
53654	07/19/2022	SEMLER CONSRUCTION			
BSF21-0013					
	800-0000-20401	SILT FENCE		\$810.00	BSF21-0013
Total for SEMLER CONSRUCTION				\$810.00	
53655	07/19/2022	Sharper Homes			
BSF21-0018					
	800-0000-20401	SILT FENCE		\$810.00	BSF21-0018
Total for Sharper Homes				\$810.00	
53656	07/19/2022	STEPP MFG			
061275					
	401-3100-45000	CAPITAL OUTLAY		\$51,804.00	CAPITAL OUTLAY
Total for STEPP MFG				\$51,804.00	
53657	07/19/2022	THOMSON REUTERS-WEST PUBLISH			
846630055					
	101-2110-44360	INVESTIGATIONS		\$164.33	INVESTIGATIVE SUITE
Total for THOMSON REUTERS-WEST PI				\$164.33	
53658	07/19/2022	TIMESAVER OFF SITE SECRETARIAL			
M27446					
	101-1910-42310	CONTRACTED SER		\$154.00	PLANNING COMMISSION MEETING
	101-1400-42310	CONTRACTED SER		\$154.00	CITY COUNCIL MEETING
Total for TIMESAVER OFF SITE SECRE7				\$308.00	
53659	07/19/2022	TOWN & COUNTRY DISPOSAL			
CS000084595					
	101-5500-43840	REFUSE		\$15.75	1715 WYOMING LIBRARY
	101-1400-43840	REFUSE		\$142.66	804 CITY OF WYOMING
	101-5200-43840	REFUSE		\$138.21	930 WYOMING CITY GARAGE
	101-3100-43840	REFUSE		\$115.48	803 CITY OF WYOMING
Total for TOWN & COUNTRY DISPOSAL				\$412.10	

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Check # Invoice #	Check Date	Vendor Name		
	General Ledger #		Amount	Comment
53660	07/19/2022	UNUM LIFE INSURANCE		
08012022				
	101-1400-41310	LIFE INSURANCE	\$182.12	ADMIN
	101-2110-41310	LIFE INSURANCE	\$747.40	POLICE
	101-1910-41310	LIFE INSURANCE	\$65.26	PLAN & ZONE
	101-2400-41310	LIFE INSURANCE	\$136.76	BLDG
	101-3100-41310	LIFE INSURANCE	\$243.82	STREETS
	601-9425-41310	LIFE INSURANCE	\$123.31	WATER
	602-9425-41310	LIFE INSURANCE	\$123.31	SEWER
080122				
	101-0000-21715	VOLUNTARY TERM	\$340.84	VOLUNTARY TERM LIFE
Total for UNUM LIFE INSURANCE			\$1,962.82	
53661	07/19/2022	US BANK - AGENT FEES		
6564447				
	338-7000-46200	FISCAL AGENT FEE	\$550.00	FISCAL AGENT FEES
Total for US BANK - AGENT FEES			\$550.00	
53662	07/19/2022	US BANK EQUIPMENT FINANCE		
476389598				
	101-2400-44330	DUES & SUBSCRIP	\$162.00	DUES & SUBSCRIPTIONS
Total for US BANK EQUIPMENT FINANCE			\$162.00	
53663	07/19/2022	VAN IWAARDEN ASSOC.		
07052022				
	101-1500-43010	AUDITING AND AC	\$2,000.00	AUDITING AND ACCOUNTING
Total for VAN IWAARDEN ASSOC.			\$2,000.00	
53664	07/19/2022	VC3, INC.		
INV00074147				
	101-1400-42100	OPERATING SUPPL	\$474.24	OPERATING SUPPLIES
CW76060				
	101-2110-42000	SUPPLIES - OFFICE	\$618.63	SUPPLIES - OFFICE/COPY/COMPUTER
Total for VC3, INC.			\$1,092.87	
53665	07/19/2022	VERIZON		
9909792952				
	101-2110-43200	COMMUNICATIONS	\$659.14	PD CELL PHONE
Total for VERIZON			\$659.14	

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Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
53666	07/19/2022	VICTORY AUTOMOTIVE SERVICE			
804037					
	101-2110-43900	VEHICLE MAINTEN		\$49.94	VEHICLE MAINTENANCE
804049					
	101-2110-43900	VEHICLE MAINTEN		\$48.46	VEHICLE MAINTENANCE
804122					
	101-2110-43900	VEHICLE MAINTEN		\$1,754.13	VEHICLE MAINTENANCE
804150					
	101-2110-43900	VEHICLE MAINTEN		\$941.47	VEHICLE MAINTENANCE
804166					
	101-2110-43900	VEHICLE MAINTEN		\$52.42	VEHICLE MAINTENANCE
804221					
	101-2110-43900	VEHICLE MAINTEN		\$989.20	VEHICLE MAINTENANCE
804071					
	101-3100-44040	REPAIRS & MAINT.		\$134.38	REPAIRS & MAINT. - EQUIPMENT
Total for VICTORY AUTOMOTIVE SERV				\$3,970.00	
53667	07/19/2022	VISA			
005494					
	101-2110-42100	OPERATING SUPPL		\$9.98	OPERATING SUPPLIES
007434					
	101-2110-42100	OPERATING SUPPL		\$0.51	OPERATING SUPPLIES
002796					
	101-2110-42100	OPERATING SUPPL		\$400.75	OPERATING SUPPLIES
001160					
	101-2110-42100	OPERATING SUPPL		\$20.50	OPERATING SUPPLIES
52753					
	101-2110-42080	TRAINING AND IN		\$359.00	TRAINING AND INSTRUCTION
1506					
	101-2110-42310	CONTRACTED SER		\$720.00	CONTRACTED SERVICES
6982667					
	101-2110-42230	CRIME PREVENTIC		\$220.00	CRIME PREVENTION
54859155					
	101-2110-42100	OPERATING SUPPL		\$46.97	OPERATING SUPPLIES
43455396777					
	101-2110-44330	DUES & SUBSCRIP		\$50.00	DUES & SUBSCRIPTIONS
0000829					
	101-2110-42080	TRAINING AND IN		\$103.95	TRAINING AND INSTRUCTION
43291					
	101-2110-42080	TRAINING AND IN		\$395.00	TRAINING AND INSTRUCTION
	101-2110-42080	TRAINING AND IN		\$(250.00)	BCS TRAINING RETURN-BREITBACH
MT16W3TFD0					
	101-2110-42100	OPERATING SUPPL		\$2.99	OPERATING SUPPLIES
1816226					
	101-2110-42000	SUPPLIES - OFFICE		\$171.36	SUPPLIES - OFFICE/COPY/COMPUTR
0113043					
	101-2110-42000	SUPPLIES - OFFICE		\$368.30	SUPPLIES - OFFICE/COPY/COMPUTR
1673030					
	101-2110-42000	SUPPLIES - OFFICE		\$7.99	SUPPLIES - OFFICE/COPY/COMPUTR
Total for VISA				\$2,627.30	

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Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
53668	07/19/2022	VISA			
0414621					
	602-9425-42100	OPERATING SUPPL		\$72.66	OPERATING SUPPLIES
	101-1400-44330	DUES & SUBSCRIP		\$(67.73)	PRIME REFUND
062422					
	101-1400-44330	DUES & SUBSCRIP		\$4.00	DUES & SUBSCRIPTIONS
INV153669240					
	101-1400-44330	DUES & SUBSCRIP		\$14.99	DUES & SUBSCRIPTIONS
2200038855					
	101-1400-42000	SUPPLIES - OFFICE		\$10.73	SUPPLIES - OFFICE/COPY/COMPUTR
R946E2					
	101-1400-42080	TRAINING AND INI		\$354.54	TRAINING AND INSTRUCTION
	101-1110-42080	TRAINING AND INI		\$354.54	TRAINING AND INSTRUCTION
002105					
	101-1400-42000	SUPPLIES - OFFICE		\$4.99	SUPPLIES - OFFICE/COPY/COMPUTR
Total for VISA				\$748.72	
53669	07/19/2022	VISA			
MN1DLI000717180					
	101-2400-44330	DUES & SUBSCRIP		\$60.00	DUES & SUBSCRIPTIONS
124010					
	101-2400-44330	DUES & SUBSCRIP		\$647.68	DUES & SUBSCRIPTIONS
4244237					
	101-2400-42000	SUPPLIES - OFFICE		\$26.95	SUPPLIES - OFFICE/COPY/COMPUTR
Total for VISA				\$734.63	
53670	07/19/2022	VISA			
55028358					
	101-2110-42100	OPERATING SUPPL		\$144.00	OPERATING SUPPLIES
Total for VISA				\$144.00	
53671	07/19/2022	WHITE BEAR LOCKSMITH			
33786					
	101-2110-42100	OPERATING SUPPL		\$1,614.00	OPERATING SUPPLIES
Total for WHITE BEAR LOCKSMITH				\$1,614.00	
53672	07/19/2022	WINNICK SUPPLY INC.			
457282					
	101-5200-44040	REPAIRS & MAINT.		\$25.76	REPAIRS & MAINT. - EQUIPMENT
Total for WINNICK SUPPLY INC.				\$25.76	

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Check # Invoice #	Check Date	Vendor Name	Amount	Comment
General Ledger #				
53673	07/19/2022	WSB		
05312022				
	408-3100-43030	ENGINEERING	\$14,468.25	2022 EAST VIKING BLVD IMPROVEMENT
	101-1400-43030	ENGINEERING	\$1,086.50	2022 GENERAL ENGINEERING
	651-1000-43030	ENGINEERING	\$612.00	2022 LGU SERVICES
	408-3100-43030	ENGINEERING	\$7,716.25	2021 STREET IMPROVEMENT
	651-9425-43100	MS4 PERMIT - ENG	\$470.25	MS4 PROGRAM
	800-0000-20532	SHORE VIEW TWO	\$558.25	WSB-SHORE VIEW TWO PRELIM PLAT VARIANCE
	800-0000-20531	AADLAND WEST	\$811.25	WSB-HUNTER HILL ESCROW
	800-0000-20569	DIAMOND RIDGE C	\$366.50	WSB-DIAMOND RIDGE CUSTOM ESCROW
	408-9425-45350	IMPROVEMENTS	\$8,455.00	TRUNK WATERMAIN IMPROVEMENTS
	800-0000-20594	COMFORT LAKE O	\$2,195.25	WSB-COMFORT LAKE OVERLOOK ESCROW
	800-0000-20595	HALLBERG SITE PL	\$793.50	WSB-273RD FOREST BLVD ESCROW
	800-0000-20595	HALLBERG SITE PL	\$673.00	WSB-HALLBERG SITE PLAN ESCROW
	800-0000-20572	HEIMS LAKE VILLA	\$3,448.50	HEIMS LAKE VILLA NORTH SKETCH
	651-9425-42310	CONTRACTED SER	\$3,693.75	HELIUM COURT STORM SEWER REPLACEMENT
	800-0000-20568	MOXNESS SUMMEF	\$51.50	WSB-SUMMER FIELDS 1ST ADDITION
	800-0000-20568	MOXNESS SUMMEF	\$2,307.50	WSB-SUMMER FIELDS 2ND ADDITION
	800-0000-20568	MOXNESS SUMMEF	\$811.25	WSB-SUMMER FIELDS 3RD ADDITION
	800-0000-20589	SUMMER FIELDS II	\$3,663.50	WSB-SUMMER FIELDS LIFT STATION NO15
	800-0000-20549	NORTHERN TIER C	\$153.00	WSB-SUNRISE RIVER WETLAND MITIGATION REV
	800-0000-20593	AVERY PLACE PREI	\$103.00	WSB-SUNRISE RIVERBANK -COMMERCIAL AVERY
	800-0000-20593	AVERY PLACE PREI	\$14,772.00	WSB-SUNRISE RIVERBANK-RESIDENTIAL AVERY
	601-9425-43030	ENGINEERING	\$2,978.75	UNIDIRECTIONAL FLUSHING STUDY
	101-5200-44040	REPAIRS & MAINT.	\$1,163.50	WYOMING PARK SYSTEM PLAN
	401-1000-45000	CAPITAL OUTLAY	\$2,287.50	PUBLIC BUILDINGS SITE DESIGN
Total for WSB			\$73,639.75	
53674	07/19/2022	XCEL ENERGY		
786429239				
	101-3100-43860	STREET LIGHTS	\$6,531.90	STOP LIGHTS
786899074				
	101-3100-43800	UTILITIES-GAS/ELI	\$57.07	TRAFFIC SIGNAL
Total for XCEL ENERGY			\$6,588.97	
53675	07/19/2022	ZIEGLER INC.		
IN000595047				
	101-3100-44040	REPAIRS & MAINT.	\$4.01	REPAIRS & MAINT. - EQUIPMENT
Total for ZIEGLER INC.			\$4.01	

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

General Checking Account 10100
Total Amount Being Paid: \$493,327.83
Total Number of Checks: 65

Mayor Iverson

Councilmember Luger

Councilmember Nanko/Yeager

Councilmember Schilling

Councilmember Ohnstad

For Check Dates 07/05/2022 to 07/05/2022

Check Number Name		Check Date
53606 PACIFIC LIFE INSURANCE		07/05/2022
Item Code	GL Number	Amount
ROTH	101-0000-21712	230.77
		<u>230.77</u>
53607 LAW ENFORCEMENT LABOR		07/05/2022
Item Code	GL Number	Amount
UNION POLICE	101-0000-21713	585.00
		<u>585.00</u>
53608 CENTRAL PENSION FUND,		07/05/2022
Item Code	GL Number	Amount
CENT PENS FUND	101-0000-21716	480.00
		<u>480.00</u>
53609 WI SCTF,		07/05/2022
Item Code	GL Number	Amount
WI CHILD SUPPOR	101-0000-21710	215.42
		<u>215.42</u>
EFT898 SELECTACCOUNT,		07/05/2022
Item Code	GL Number	Amount
DEP CARE	101-0000-21711	0.00
FSA CONT	101-0000-21711	0.00
HSA CITY CONT	101-0000-21707	0.00
HSA CONT	101-0000-21707	2,164.62
		<u>2,164.62</u>
EFT899 P.E.R.A.,		07/05/2022
Item Code	GL Number	Amount
CORD PERA	101-0000-21704	2,773.76
DCP PERA	101-0000-21704	0.00
DCP PERA MATCH	101-0000-21704	0.00
PERA CITY MATCH	101-0000-21704	3,200.50
PF PERA	101-0000-21704	3,872.95
PF PERA CITY	101-0000-21704	5,809.39
		<u>15,656.60</u>
EFT900 INTERNAL REVENUE SERVICE,		07/05/2022

For Check Dates 07/05/2022 to 07/05/2022

Check Number Name

Check
Date

Item Code	GL Number	Amount
FITW	101-0000-21701	6,838.59
MEDICARE_EE	101-0000-21703	1,017.00
MEDICARE_ER	101-0000-21703	1,017.00
SOCSEC_EE	101-0000-21703	2,434.95
SOCSEC_ER	101-0000-21703	2,434.95
		13,742.49

EFT901 STATE OF MINNESOTA,

07/05/2022

Item Code	GL Number	Amount
SITW	101-0000-21702	3,120.61
		3,120.61

General Checking Account 10100**Total Amount Being Paid: \$36,195.51****Total Number of Checks: 8**_____
Mayor Iverson_____
Councilmember Luger_____
Councilmember Nanko/Yeager_____
Councilmember Schilling_____
Councilmember Ohnstad



Request for Council Action

Date: July 14, 2022

Presented to: Mayor Iverson and City Council Members

Presented by: Alex Saxe, Assistant City Administrator

Department: Administration

Reference: Wyoming Creative Arts Community Consumption & Display Permit

Method: Consent

Background Information:

The Wyoming Creative Arts Community has previously applied for and had approved several temporary on-sale liquor licenses. This type of license by statute requires 30 days in between when events can be held. Due to this, they have decided to apply for the Alcohol Consumption & Display (setup) Permit. The League of Minnesota Cities describes this permit as follows:

This permit is issued by the State and approved by the City Council. A consumption-and-display (set-up) permit from the state authorizes the establishment to allow the consumption and display of intoxicating liquor on the licensed premises. The permit does not authorize the sale of intoxicating liquor. These permits are not effective until approved by the city council.

Recommendation:

To approve and forward to the State the application from the Wyoming Creative Arts Community for a Consumption & Display Permit contingent upon providing proof of workmen's compensation and liability insurance.



CITY OF WYOMING

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



Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division
445 Minnesota Street, Suite 1600
St. Paul, MN 55101
651-201-7507 Fax 651-297-5259 TDD 651-282-6555

NOTE: ALL CLUB 'ON-SALE' INTOXICATING LIQUOR LICENSEES ARE EXEMPT FROM APPLYING.

APPLICATION FOR CONSUMPTION AND DISPLAY (Set Up) PERMIT
PERMIT FEE \$250 (Permits expire March 31st of each year)

Workers Comp. Ins. Co. National Insurance Brokers, Inc.

Policy No. [REDACTED] Dates of Coverage 07-22-2021 to 07-23-2023

Licensee's MN Sales & Use Tax ID # [REDACTED] To apply for MN Tax ID# 651-296-6181

Licensee's Federal Tax ID # [REDACTED] A \$30.00 service charge will be added to all dishonored checks. You may also be subjected civil penalty of \$100 or 100% of the value of the check, whichever is greater, plus interest and attorney fees.

Amount Received

Business Name (Business, Partnership, LLC, Corporation) Wyoming Area Creative Arts Community, Inc.		DOB	SS#	Trade Name or DBA Hallberg Center for the Artsw	
Business Street Address 5521 East Viking Blvd				County Chisago	Business Phone 651-272-5122
City Wyoming				State MN	Zip Code 55092
Permit Type ☐ Private Club ☒ Public Business		Type of Business (Restaurant, Dance Hall, etc.) Art Gallery, Non-Profit			
Full Name of Business or Club Manager Jessica Eischens		DOB	Address of Manager [REDACTED] Street, Stacy, MN 55079		
Name of Building Owner Wyoming Area Creative Arts Community, LLC		Address of Owner 5521 East Viking Blvd., Wyoming, MN 55092			
Are the club or business premises separate from any other business establishment? ☒ Yes ☐ No		Is there a current 3.2 beer license to this business at this location? ☐ Yes ☒ No		Is application ☒ Original ☐ Transfer	
If transfer, former license and business trade name					
If a partnership, state the name and address of each partner. If a corporation, state the name and address of each officer. If a club, state the name and address of each officer or director.					
Full Name Jessica Eischens		DOB	SS#	Address [REDACTED] Stacy, MN 55079	
Full Name Deborah Hoffmeister		DOB	SS#	Address [REDACTED] Lindstrom, MN 55045	
Full Name Eric Peterson		DOB	SS#	Address [REDACTED] Englewood, FL 34224	
For a Private club. A club must attach a copy of the constitution and bylaws of the club and current list of members.					
Date club organized	Number of members	Amount of dues	Is club owned or rented?	Length of time club at present location	
Membership requirements					Does club store liquor for members? ☐ Yes ☐ No
Has applicant; if partnership, any partner; if corporation, any officer or director; if club, any club officer or director, ever had a license under the Minnesota Liquor Control Act revoked or suspended or been convicted for any violation of State laws or local ordinances; if so, give date and details. No.					
I hereby certify that the answers are true of my own knowledge and understand that the giving of false information or the failure to give pertinent information constitutes cause for revocation of this permit. THIS PERMIT DOES NOT ALLOW THE SALE OF INTOXICATING LIQUOR.					
Permittee Signature 		Print Name Jessica Eischens		Date 7.14.2022	
(Signature certifies all above information to be correct and permit has been approved by city/county.)					
City/County Auditor Signature				Date	
(Signature certifies all above information to be correct and permit has been approved by city/county.)					



Request for Council Action

Date: July 15, 2022

Presented to: Mayor Iverson and City Council Members

Presented by: Chuck Almhjeld, Public Works Superintendent

Department: Public Works

Reference: 2022-2023 Salt Contract

Method: Consent

Background Information:

The City of Wyoming is a CPV member (Minnesota Cooperative Purchasing Venture) and we contract salt for the winter through the Minnesota Department of Administration. The salt contracts are ordered in March and then we find out the contracted prices closer to the end of June or July. The State of Minnesota budget cycle goes June to June. The City of Wyoming's budget cycle is January to January. This makes an overlap of salt purchases in our budget cycle.

The contract is also 80/120 percent of salt we order. We can take 80 percent from June to June of the next year or 120 percent. The contract price for the 2022-2023 season is \$108.66 a ton for treated salt and we contracted for 300 tons. The price of \$108.66 is \$9.75 less, so the 2022-2023 season budget will not change.

Recommendation:

To approve the purchase of treated road salt for the 2022-2023 winter season for the designated amount of 300 tons after the contracts are approved and vendors are selected through the CPV and the State of Minnesota.



CITY OF WYOMING

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



Request for Council Action

Date: July 14, 2022

Presented to: Mayor Iverson and City Council Members

Presented by: Fire Chief Jesse Milligan

Department: Public Safety

Reference: Paid on-call Firefighter Appointments

Method: Consent Agenda

Background Information:

The Public Safety Department has completed the selection process on 2 candidates for the position of paid on call firefighter. We selected this individual for recommendation to the City Council for approval. The Department has a current roster at 29 active firefighters, 1 additional firefighter on personal leaves. Considering that not all of our paid on-call staff are available when emergencies happen, it is imperative that we maintain a staffed department in order to increase the probability of having staff available to provide services in a time of need.

These candidates have successfully completed the entire selection process. The next step is to confirm Council Approval for a conditional offer of employment pending successfully passing a pre-employment medical exam and background check. Brian Och and Dustin Jante will be offered positions as probationary firefighters with a start date of September 1st. Brian and Dustin will proceed immediately to the background check and physical exam to complete the hiring process upon council approval. Upon completion they will start training.

We will continue to recruit additional qualified members to fill our hiring pool as well as possible candidates for the cadet program.

Recommendation:

The Fire Department is requesting council authorization to extend these candidates a conditional offer of employment for a paid on-call Fire Fighter position.

Jesse Milligan

Fire Chief



PUBLIC SAFETY

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

RESOLUTION NO. 22-07-63

**A RESOLUTION APPOINTING WYOMING PAID ON CALL
FIREFIGHTERS TO PROBATIONARY STATUS**

WHEREAS, The City of Wyoming Fire Department's firefighters are all paid on call.

WHEREAS, The City Council recognizes the importance of the Fire Department to the Public Safety of the City.

NOW, THEREFORE, BE IT RESOLVED BY THE WYOMING CITY COUNCIL, responsible for appointments and staff determination of the Wyoming Fire Department appoint the following members to the status of **"Probationary Firefighter"**

Probationary Firefighters

Brian Och
Dustin Jante

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING THIS 19TH
DAY OF JULY, 2022.**

CITY OF WYOMING

By: _____
Lisa Iverson, Mayor

ATTEST:

Robb Linwood, City Administrator/Clerk



July 14, 2022

Mayor Iverson and City Council Members

Re: Public Safety Activity Report, July 19, 2022, City Council Meeting

Vehicle Pursuit/Crash

As you have read in the related press release, a Wyoming officer located two shoplifting suspects that were driving a stolen vehicle on I35 and East Viking Blvd. A traffic stop was initiated and the suspect chose to flee from the officer and the assisting CCSO deputy. Approximately 2.7 miles from the initial traffic stop location, the suspect driver crossed into the oncoming lane of traffic, striking another vehicle. We continue to work with Minnesota State Patrol and Anoka County Sheriff's Office as needed. I spoke with the victim's husband and he relayed that the victim is expected to be discharged from the hospital over the weekend. Her other dog did survive the crash and returned home. They are 30-year residents of the City of Wyoming.

Policy Review Process

Eckberg Lammers/LETAC is currently drafting a contract to begin our comprehensive policy manual review process. We are the pilot city for this project and are excited to partner with them to ensure we have a current, agency specific, policy manual that will provide our department guidance and direction in this changing world of policing. We will begin with a select group of policies for immediate review and then they will expand the project to the entire policy manual. They will provide in-person training for the department on the changes upon completion.

Police Vehicle Update

We are still waiting for our new vehicles to be shipped from Ford, with no specific date at this time. Two squads are still out of service, with extensive repairs needed. One of the repairs is requiring the replacement of the hybrid battery system. Fortunately, this is under warranty but it is a long delay for the parts and repair. We are fortunate that Chisago County Sheriff's Office offered the use of one of their squads last Monday when we needed additional resources at the crash in Linwood.

Fire Updates

There are no updates at this time from the fire service.

Upcoming Community Outreach Events

- August 2, 2022 – Night to Unite event
- August 20, 2022 – Stomp Out Suicide walk
- August 27, 2022 – Hunter Firearm Safety course



PUBLIC SAFETY

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

- September 17th, 2022 – Stagecoach Day
- October 7 – 10, 2022 – Faith and Blue Weekend (details TBD)



Neil D. Bauer, Ed.D.

Public Safety Director/Police Chief



PUBLIC SAFETY

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



July 14, 2022

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

RE: JULY 19, 2022 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.

Hallberg RV Storage Site

All interior walls have been constructed, all roofing and steel siding is complete, overhead doors have been installed in two buildings, stone wainscoting is done on one building. The steel frames for all four structures have been erected. The floor slabs all the buildings have been placed. All footings and the foundations for the buildings are in, site grading is near completion.

Hallberg Bingham Site

Plans and permit applications have been submitted for the finishing of the two tenant spaces and are being reviewed. Siding and roofing have been done. The masonry firewall separating the two tenants has been constructed. Structural steel has been erected. Footings and foundation have been installed. Site work continues. The building and grading permits have been issued.

Fairview Hospital

The permit to remodel a laboratory area has been issued; framing, plumbing, and HVAC rough-in inspections have been approved.

Maranatha Radio Tower

The fence surrounding the tower site is constructed, but one of the congregant's needs to make and install the gate to complete the job.

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

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Writer's Email:
tloonan@eckberglammers.com

July 13, 2022

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

Delivered via Email

Re: City of Wyoming
Status Update for the Period of – July 1, 2022 – July 13, 2022

Dear Robb:

Our office is working with City staff to review certain CUPs within the City for compliance and consideration for those that may require amendments. We are reviewing contracts relating to upcoming development projects and continue to field general questions relating to employment matters and serve in our general counsel role of addressing all general legal 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



July 14, 2022

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

Re: July 19, 2022 City Council Meeting
WSB Project No. 018813-000

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.

Diamond Ridge Development

Plans have been approved and the developer has provided a different contractor bid for slightly less than the previous contractor's bid. The development agreement has been updated and once staff receives the necessary securities, a preconstruction meeting will be held and the construction of utilities and streets will begin shortly thereafter. The developer has not yet scheduled a pre-construction meeting. Staff will be sure to convey neighbor concerns related to construction that have come up as part of the public hearing and other comments received.

East Viking Boulevard (Fenwick to Polaris)

Staff has yet to hear on the results of our Federal EDA Grant Application to date. This has compromised the ability to construct the East Viking Boulevard Improvements in 2022. Staff will be preparing a mailing to notify residents and that depending on the results of the grant, will move forward with all or a part of the overall improvement project in 2023.

Past Update:

The project is designed and we are awaiting to hear from the Federal EDA if we are successful with our grant application. There is limited permanent ROW/easement needs with the project and staff is working through that process. Once we hear news back regarding the grant, staff will request authorization to advertise for bidding. It should be noted that we are fast approaching a timeline that will not allow for the completion of the project as a whole this construction season. Once we determine if we are successful with the grant application or not,

we will assess timelines and current bidding climate. Based on current backlog and limited current production for box culverts (bridge portion of project), that portion of the project will not be able to be completed until 2023.

Street Rating Results/Annual Road Tour

Staff is currently collaborating on future road projects (maintenance and construction), updating costs based on current pricing, and will work with financial consulting staff to incorporate into our long-term financial plan. Staff met with your financial consultant and we began work to update the financial model.

Helium Court Storm Sewer Repair

New project - Public Works and Engineering staff are working on a repair of a storm sewer crossing Helium Court in the Liberty Ponds development. The goal of the repair is to reduce pipe heaving from frost action, repair curb washout and drainage structure repairs. The project will be completed under the City Stormwater Fund. Requests for quotes have been issued and we anticipated bringing this to the July 5th City Council meeting for consideration of award. We only received 1 quote and the results were poor. Staff will send out to a larger number of potential contractors. This quote package is going out on 7/14 and will be brought to the first meeting in August.

Bingham Property – Hallberg Project (Multi-Tennent)

Construction is underway.

Sunrise Riverbank Development (residential and commercial)

Staff continues to work with the development team and Chisago County as they work to finalize their plans. The developer did share that they are working through some environmental items related to portions of the old golf course. It sounded like this will slow them down a little and they will inform me when they know more. In the meantime, they did submit CSAH 22 updated plans to the County for review. We have not yet received updated preliminary plat plans that address our comments.

Past Update: Concept review and comments have been discussed at the Planning Commission and City Council meetings. Staff is working closely with the development team and meeting regularly as they prepared the preliminary plat on the residential and commercial portions of the development. At the last planning commission meeting, the Planning Commission recommended to approve the preliminary plat with conditions. Staff will continue to work with the applicant to resolve all of our engineering comments. We expect the applicant to move forward with a final plat for the initial phase of the residential development.

At the work session on June 21, staff will outline two of the options that have risen to the top of the list for the long-term vision for the CSAH 22 corridor west of I35 as a result of the county traffic study. This is important as it relates to the commercial portion of the development located in the northwest portion of the development. This will help guide what will need to be constructed for the commercial development.

Staff is working to finalize the trunk watermain plans for the crossing of I35, bringing watermain to the site. The forcemain will need to be upsized from 4" to 6" along Kettle River Boulevard from the lift station south, under the river, to the existing 6" forcemain that extends under I35.

Staff will be discussing the timing and funding source of this project and if it makes sense to add this to the trunk watermain project, considering it will be constructed using trenchless technology like the watermain project. This will likely result in overall project savings.

Upcoming Developments

Katies Glenn, which is located along Goodview Avenue, has submitted an updated concept plan that the planning commission recently reviewed.

Comfort Lake Overlook (Sketch/Concept Plan)

The sketch/concept plan for Comfort Lake Overlook, a proposed development located off of 260th Street, just west of Comfort Lake has been submitted and has been reviewed by staff. After receiving preliminary feedback, the applicant recently submitted the preliminary plat, however they just pulled the application for the development. The developer indicated that they were pausing the development, but we are unaware of the new timelines.

2021 Street Improvement Project

Punch list items, additional storm sewer construction, and yard restoration is currently underway. The contractor restoration subcontractor has not performed well and staff has invested a lot of time trying to complete this project. The contractor recently sprayed for weeds and will re-seed any deficient areas in the near future. Staff is meeting with the contractor the week of 7/18 to go over final payment quantities. More restoration is needed, however we have finally made some progress this week. Once the project is accepted, the two-year warranty period will begin.

TH 61 and East Viking Sanitary Sewer Upsizing Project

Punch list items are currently underway. Once the project is accepted, the two-year warranty period will begin.

Summer Fields Development

First Addition (19 lots): Improvements are substantially complete through the first layer of asphalt. Staff has developed a punch list that the contractor will be addressing in 2022 prior to the placement of the final layer of asphalt. Once the project is accepted, the two-year warranty period will begin.

Second Addition (15 lots): Grading work has been completed for the 2nd Addition. A utility and street preconstruction meeting was held May 4th. Construction is underway with the jacking of the sanitary sewer and watermain under Kettle River Boulevard recently being completed. Connection to the Sewer and water on the west side of Kettle River Boulevard is complete.

Third Addition

The developer has indicated that they are currently working on the third addition final plat and construction plans. This is for the completion of the site on the east side of Kettle River Boulevard. Earlier indication was that the third addition was for the next phase on the west side of Kettle River Boulevard.

The next addition on the West side of Kettle River Boulevard will involve the design of a city lift station within the site and will require design and ordering of lift station components. An on-site generator will also be required to be installed at the downstream lift station. The lead time

on this is significant and that information has been provided to the developer to make sure these do not impede the timing of this next phase. Lift station design is currently underway as requested by the developer.

Preserve at Comfort Lake

Minor punch list items remain. Once these have been addressed, staff will be ready to recommend acceptance of the improvements and start the two-year warranty period. We are scheduling a meeting with the developer and builder to address erosion and tracking of sediment issues.

Heims Lake Villas North

No new update.

All sanitary sewer, watermain, and storm sewer have been completed. Aggregate base and curb and gutter and first layer of asphalt has recently been completed, allowing building permits to be issued. The concrete sidewalk has been completed. We will be meeting with the developer/builder to discuss site issues related to the home building process.

Comprehensive Plan

We have provided City staff with a plan containing requested revisions, additions and map updates for review.

Aadland Development (Hunter Hill)

Punch list items are currently underway. We will be meeting with the developer/builder to discuss site issues related to the home building process.

Hallberg Storage

No new update.

Staff has approved the construction plans and a preconstruction meeting has occurred. Excavation of footings and slab for the building have been completed. Site grading is underway.

East Viking Bridge over the Sunrise River

Staff has received a notice from the DNR (Carlos Avery) that we have received authorization to acquire the necessary ROW to construct the bridge and are working on identifying the acquisition cost. Initially we were told \$56, but apparently that was in error. The most recent amount we were told was in the \$2,200 range, but they are confirming/finalizing that number.

Staff met with both Chisago County and Polaris (separately) to discuss the bridge replacement and access while the western access to Polaris is closed. Those meetings went well however Chisago County has asked for a follow up meeting, and we will work to address any potential concerns that come from this meeting. We have indicated that all construction traffic will come from the west and that Polaris is willing to minimize traffic generated from their facility (those that can work from home, will) during that timeframe where access closed from the west.

Past update:

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 \$268,000. In order to utilize these funds staff is recommending replacement in 2022.

Park System Plan

The updated plan has been provided to staff for review.

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

Sincerely,

WSB and Associates, Inc.

A handwritten signature in black ink that reads "Mark Erichson". The signature is written in a cursive, flowing style.

Mark Erichson, PE
City Engineer



Public Works Report

Date: July 19th, 2022

Mayor Iverson and City Council Members

Public Works Report for June 19th, 2022 Council Meeting

Public Works has been busy with several projects. There is a sewer easement on Flint Trail that needed to be cleaned up and a base installed for the Vac-Con truck. The neighbors have been very cooperative and we will be seeding a berm that we built along with installation of a gate.

The pumps have arrived for Lift Station #10 and scheduled for installation on July 21st.

The concrete pad at the Glen Oak Lift Station has been poured with concrete for the new control panel installation.

In parks, we cleaned up several trees in Goodview.

The wood chips have been ordered for the playgrounds and should be delivered in July.

A meeting is set-up for replacing the broken slide, with Minnesota Playground, as the current slide is no longer available at the Goodview Park. The slide has been repaired on a temporary basis.

Goodview Park has had a contracted weed and feed treatment.

I am waiting for quotes on striping the parking lot at Swenson Park. Per the grant we received, I need a handicap space and signage.

The South Water Tower pipe has been ordered and we are looking at October for installation of the riser pipe.

The City Hall sidewalks were poured with concrete but they were unable to do the curb and sidewalk from the water break. The contractor is waiting on a traffic control plan and County ROW approval.

The new blacktop trailer arrived and it works very well. A big Thank You to Hugo, MN. for allowing us to borrow their extra one for 3 months.

Parks:

Pruning of trees in the parks continues

Reservation signs and garbage has been completed

Wood chips are ordered for annual maintenance

We are working with WSB on a collector app for trees

Sanitary Sewer:

The jetting and cleaning of the sanitary sewer lines has been scheduled to start in July

Facebook posts for jetting has been sent out

Lift station #10 pumps are scheduled for installation on July 21st, 2022

Easement on Flint Trail for Vac-Con truck has been cleaned

Water:

Daily and monthly water tests have been completed

South Water Tower estimates have been completed

Hydrant flags have been replaced in some areas

Meter reading this month

Streets:

Potholes have continued being filled

Ditch mowing has started



CITY OF WYOMING

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

Gravel roads have been graded and chloride applied by Public Works on some of them
Sidewalk repairs are scheduled. Waiting on ROW application

Surface Water:

The Annual MS4 report has been submitted for 2021

Setting up annual training with WSB

Street sweeping continues



CITY OF WYOMING

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CITY OF WYOMING

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July 15, 2022

Re: 2022 East Viking Boulevard Improvement Project
Wyoming, MN

Dear Resident and Property Owner:

The City of Wyoming continues tracking the status of a grant funding application for East Viking Boulevard and provide project updates to residents and property owners along the construction corridor. The Federal Agency has received many applications for funding and the review timeline is taking longer than anticipated. The City has yet to learn the results of our Federal Grant application for assistance in funding the East Viking Boulevard Improvement Project. The City can't move forward with the project until we learn the results of our application. Moving forward at this time would jeopardize the potential funds we would receive. Once we receive the results of our grant application, City Council will authorize the advertisement for bids with results of the bidding process coming back to Council one month later.

As a result of the longer review timeline, we will not be able to construct the East Viking Boulevard Improvements in 2022. At this time, it is anticipated construction will occur in 2023. Staff will discuss the timing of the bidding process once we have results of our grant application, to look for the most favorable bidding period yielding the best bid pricing for 2023 construction.

If you have any questions or concerns about the project, you are welcome to email Paul Hornby, Project Manager, at phornby@wsbeng.com or call to discuss your concerns at 651.325-6849.

Sincerely,

Paul Hornby

Paul Hornby, PE
Project Manager

cc: Robb Linwood, City of Wyoming, MN

PTH/jst



CITY OF WYOMING

P.O. Box 188, 26885 Forest Blvd., Wyoming, MN 55092
Phone: 651-462-0575 Fax: 651-462-3938

Request for Council Action

Date: July 14, 2022

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: Preparation of Plans and Specifications for Lift Station 8 Forcemain Improvement Project

Staff has evaluated the availability of sewer capacity downstream of the Sunrise Riverbank residential development (now known as Avery Estates) and the commercial development area to determine existing capacity and potential for upgrades to Lift Station 8, the pumps, controls and the downstream forcemain.

Staff have performed the capacity analysis and reviewed the following options:

- Upsize lift station pumps only
- Upsize discharge forcemain only
- Upsize lift station pumps and discharge forcemain
- Upsize lift station pumps, discharge forcemain and station wet well (storage)

The sewer system capacity was determined to have capacity for the Avery Estates residential development and will need for upgrades for the build out of the commercial portion of the development. Staff recommends upsizing the pumps from 5 HP to 7.5 HP and increasing the discharge forcemain from 4" diameter to 6" diameter as the most cost-effective improvement.

The developer recently met with staff to discuss the desire to plan the construction of one apartment building in the commercial development area, which does accelerate the need for the lift station pump and forcemain improvements.

In order to provide sufficient downstream capacity of the lift station and forcemain, staff is requesting authorization to prepare plans and specifications for the lift station and forcemain improvements. Staff is proposing to bid the trunk watermain and forcemain projects together as they will be both be utilizing trenchless construction methods which will yield better bid results. Construction would take place in the Spring of 2023.

Recommendation:

Approve Resolution No. 22-07-64 a resolution ordering the preparation of plans and specifications for the Lift Stion 8 and Forcemain Improvements.



RESOLUTION NO. 22-07-64

**CITY OF WYOMING
CHISAGO COUNTY, MINNESOTA**

**A RESOLUTION ORDERING THE PREPARATION OF PLANS AND
SPECIFICATIONS FOR THE
LIFT STATION 8 FORCEMAIN IMPROVEMENT PROJECT**

WHEREAS, pursuant to the proposed developments of the Sunrise Riverbank residential development (known as Avery Estates) and the Sunrise Riverbank commercial area, with reference to the improvement of the following:

Lift Station 8:

- Upgrade lift station pumping capacity

Lift Station 8 Forcemain:

- Upgrade forcemain from 4" diameter to 6" diameter; and

WHEREAS, it is proposed to construct the proposed improvements to increase sanitary sewer capacity downstream of the proposed Sunrise Riverbank development areas; and

WHEREAS, the Sunrise Riverbank residential development (Avery Estates) preliminary plat has been considered by the Council; and

WHEREAS, to provide the necessary sanitary sewer capacity for the Sunrise Riverbank development area, the Council recognizes the need to authorize the proposed sanitary sewer capacity improvements.

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

1. Such improvement is hereby ordered as proposed in this Council resolution adopted June 7, 2022.
2. The improvements described herein are hereby designated and shall be known as the Lift Station 8 Forcemain Improvement Project.
3. The City Council authorizes the preparation of plans and specifications for the Lift Station 8 and Forcemain Improvement Project.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING THIS 19TH DAY OF JULY, 2022.

Lisa Iverson, Mayor

ATTEST:

Robb Linwood, City Administrator/Clerk

(seal)