APPROVED MINUTES
CITY COUNCIL
REGULAR MEETING
CITY OF WYOMING, MINNESOTA
AUGUST 3, 2022
7:00PM

CALL TO ORDER:

Mayor Lisa Iverson called the Regular Meeting of the Wyoming City Council for August 3, 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 July 19, 2022**

   A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE THE MINUTES OF THE "REGULAR MEETING" OF THE WYOMING, MINNESOTA CITY COUNCIL FOR JULY 19, 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 July 28, 2022**

   A MOTION WAS MADE BY COUNCILMEMBER OHNSTAD, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE THE MINUTES OF THE "BUDGET WORK SESSION MEETING" OF THE WYOMING, MINNESOTA CITY COUNCIL FOR JULY 28, 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:

3. To Consider **Resolution 22-08-65** a resolution to approve the assessment on parcels 21.11120.00 and 21.11121.00 for the 2008 Wyoming Street and Utility Project (257th Street)

City Administrator Linwood – Explained that these two parcels have been in tax forfeit since about 2017. He explained that as of May 2022 both parcels were purchased as part of a sheriff's sale, with the knowledge by the buyer that there were outstanding assessments on them. He noted that the outstanding balances for these parcels combined are $478,584.32. He gave a brief overview of the notification and publication process for the Public Hearing.

A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER LUGER, TO OPEN THE PUBLIC HEARING.

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

There were no comments on this item.

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER SCHILLING, TO CLOSE THE PUBLIC HEARING.

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

Mayor Iverson – Asked what will happen with the outstanding balance once this is paid.

City Administrator Linwood – Explained that if there is a payment of that sum, the City will take a look at the possibility of calling that note.

A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE RESOLUTION 22-08-65 A RESOLUTION TO APPROVE THE ASSESSMENT ON PARCELS 21.11120.00 AND 21.11121.00 FOR THE 2008 WYOMING STREET AND UTILITY PROJECT (257th STREET)

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

4. Consider authorizing the payment of recommended bills, payroll, and journal entries for the period of July 20, 2022 to August 3, 2022
5. To consider the appointment of Dan Iverson to fill the vacant position on the Wyoming Planning Commission
6. To consider **Resolution 22-08-66** a resolution setting a public hearing on the proposed vacation at 5690 277th Street
7. To consider **Resolution 22-08-67** a resolution authorizing the payment of the annual maintenance fees to Ferguson Waterworks for the maintenance of the Neptune 360 software and the devices for reading the water meters in the amount of $12,850.00.

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE #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 27, 2022

9. Report of City Building Official, Fred Weck, IV for July 28, 2022

10. Report of City Attorney Tom Loonan for July 27, 2022

11. Report of City Engineer Mark Erichson, WSB for July 28, 2022

12. Report of Public Works Superintendent Chuck Almhjeld for August 3, 2022

OLD BUSINESS: NONE

NEW BUSINESS

13. To consider **Resolution 22-08-68** a resolution approving a Conditional Use Permit for increased impervious surface area in a shoreland district at 5111 East Viking Boulevard Property ID Number 21.00020.00

14. To consider **Resolution 22-08-69** a resolution approving a Site Plan Review Application to demolish the existing and construct a new Dairy Queen Restaurant at 5111 East Viking Boulevard Property ID Number 21.00020.00

Zoning Administrator/Building Official Weck – Gave an overview of the Site Plan Review and CUP request to tear down the existing and rebuild a new Dairy Queen. He noted that new drawings were submitted earlier today that include a stone wainscot around the perimeter of the building up to the bottom of the windows. He noted that this is in the shoreland district, but the City had received no comments from the DNR on the application.

City Engineer Erichson – Noted that the planned impervious surface coverage is less than what exists on the site today.

Zoning Administrator/Building Official Weck- Stated that the Planning Commission recommends approval with the conditions as noted in the resolutions.

Council Member Nanko Yeager – Asked how the double drive-thru lane would work.

Justin Kraus, representing Dairy Queen – Explained that it will be similar to a Chick-Fil-A method of two drive-thru lanes merging into one. He stated that since COVID, they have seen about 80% of their business move to the drive-thru and this method allows for better flow through. He noted that they have three windows including a pay-ahead window, a pick-up window, and a drive-ahead window. He stated that it will be well marked so he does not think there will be much confusion for their customers.

Mayor Iverson – Noted that the plans leave some extra room for emergency vehicles.

Zoning Administrator/Building Official Weck – Stated that he believed the city engineer had reviewed the turning radii.

City Engineer Erichson – Noted that they had asked for some details on some turning movements on the plans so they can verify them. He stated that the goal was not to be able to get the ladder truck through the drive-thru but the ambulance and regular fire equipment which will be reviewed in greater detail but noted that he did not expect there to be any issues.

A MOTION WAS MADE BY COUNCILMEMBER IVERSON, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE <u>RESOLUTION 22-08-68</u> A RESOLUTION APPROVING A CONDITIONAL USE PERMIT FOR INCREASED IMPERVIOUS SURFACE AREA IN A SHORELAND DISTRICT AT 5111 EAST VIKING BOULEVARD AT PROPERTY IDENTIFICATION NUMBER 21.00020.00

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

Council Member Nanko Yeager – Asked about the timeline for the demolition and reconstruction of the Dairy Queen.

Mr. Kraus – Explains that they have removed the gas tanks from the ground so the area is currently going through the MPCA testing process. He stated that they also just had asbestos testing done so the timeline right now is that September 5, 2022 will be the last day of business and the building will be fully closed on September 6, 2022. He stated that removal of equipment and shut off of utilities will take place that week with the demolition currently scheduled for September 12, 2022. He stated that they are planning to begin reconstruction with footings and concrete pour sometime around September 26, 2022. He noted that their projected construction timeline is at 100-110 days for total ground up construction.

Mayor Iverson – Asked for details on how the patio areas will look and if there would be a pergola.

Mr. Kraus – Stated that the patio will be a standard concrete, fenced in patio with 24-26 seats. He stated that the long-term goal is to become a stopping place for people traveling north or south and explained that they may eventually add another fenced in Astro turf area where people can let their dogs out.

Mayor Iverson – Noted that it would be nice to see a pergola included in the patio area.

A MOTION WAS MADE BY COUNCILMEMBER IVERSON, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE <u>RESOLUTION 22-08-69</u> A RESOLUTION APPROVING A SITE PLAN REVIEW APPLICATION TO DEMOLISH THE EXISTING AND CONSTRUCT A NEW DAIRY QUEEN RESTAURANT AT 5111 EAST VIKING BOULEVARD PROPERTY ID NUMBER 21.00020.00

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

15. Review Draft Park and Trail Master Plan

Assistant City Administrator Saxe – Gave an overview of the process included in creation of a draft Park and Trail Master Plan. He noted that the Plan was presented to the Park Advisory Commission this past week which received positive feedback. He read aloud the vision statement created by the PAC at their most recent meeting. He stated that staff is looking for feedback from the Council and will bring the Master Plan back for final adoption at a future meeting.

Council Member Nanko Yeager – Asked about the population information and if it was an error because it does not match the sign coming into the City

City Administrator Linwood – Explained that the State is in charge of updating those signs and they don't do it very often so the information in the document is accurate because the numbers came from the census.

Council Member Nanko Yeager – Noted that in the section about implementation where it talks about raising the park fees, she felt that the formula was somewhat convoluted. She explained that she would like to see something more straight forward and if they would like to proceed with the formula that there be an analysis done to show what developers would be paying.

Zoning Administrator/Building Official Weck – Explained that what is presented in the Plan is basically what is in the Subdivision Ordinance. He stated that based on the density, there is a percentage calculation which either figures out the cash dedication or the land dedication and gave an overview of what is considered in this evaluation.

Council Member Nanko Yeager – Reiterated that if the City was looking at raising fees, she would like to see an analysis done on how this could affect developers.

Planning Consultant Amberg, WSB – Explained that the recommendation was not just to raise the dedication fees, but to possibly evaluate them so they are more in line with how they are zoned.

Mayor Iverson – Stated that her understanding is that this document is just a road map of things that will be slowly implemented and is not a concept to say that the City needs $5 million over the next few years.

Planning Consultant Amberg, WSB – Stated that this was correct and explained that the park dedication policy just states that as new developments are coming in, that the City consider how they are zoned or classified so they are all in line with the current dedication amounts that are set for residential properties. She clarified that it has nothing to do with covering the cost of park improvements that are shown in the Plan.

Mayor Iverson – Asked Park Advisory Commission Chair Spangler to comment on what this Master Plan will mean to the PAC.

Park Advisory Chair Spangler – Explained that it spells out what the priorities are so they can have a plan moving forward.

Council Member Schilling – Noted that he had equated this plan with what the City does for the infrastructure and long term planning so there are ages, dates, forecast replacement and repair. He stated that he feels it will give the City a great road map.

Mayor Iverson – Stated that she agreed that this will be a great road map and will be useful for the PAC, Planning Commission, EDA and Council efforts because it will fit the overall plan.

16. To consider **<u>Resolution 22-08-70</u>** a resolution selecting FaciliCare for cleaning City facilities in the annual amount of $25,586.40

Assistant City Administrator Saxe – Gave an overview of the RFP process for cleaning of City facilities. He stated that the City received three proposals for these services and explained that FaciliCare came is as the low bid and noted that they are also the current provider for the City. He explained that this price is an increase over the current contract due to the addition of the

Public Works trailer, which is not currently being cleaned, as well as inflation costs. Staff is recommending approval.

Mayor Iverson – Asked if the City had been happy with FaciliCare's services.

Assistant City Administrator Saxe– Noted that there were no negative things about their services and the City had just wanted to see what else may be out there for these services.

Council Member Luger – Noted that there was a pretty large discrepancy between this bid and the others.

Assistant City Administrator Saxe – Stated that he knows that FaciliCare has staff that lives more locally and the other groups were based out of the Twin Cities, which could have been part of the reason for the differences.

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER OHNSTAD TO APPROVE RESOLUTION 22-08-70 A RESOLUTION SELECTING FACILICARE FOR CLEANING CITY FACILITIES IN THE ANNUAL AMOUNT OF $25,586.40

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

17. To consider an All Boards Meeting on August 30, 2022 at 6:00 PM to Review a Draft of the Comprehensive Plan

A MOTION WAS MADE BY COUNCILMEMBER IVERSON, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE SCHEDULING AN ALL BOARDS MEETING ON AUGUST 30, 2022 AT 6:00 P.M. TO REVIEW A DRAFT OF THE COMPREHENSIVE PLAN, WITH A LOCATION TO BE DETERMINED.

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 meeting and National Night Out festivities.

Council Member Nanko Yeager – Attended the Budget work session and scooped a lot of ice cream for National Night Out.

Council Member Luger – Attended the Park Advisory Commission meeting and Night to Unite activities which she felt was really well attended.

Council Member Schilling – No report.

Mayor Iverson – Attended the Park Advisory Commission meeting, the Planning Commission meeting, the budget work session, and National Night Out. She expressed her appreciation to Congressman Stauber for stopping by National Night Out and for the Police and Fire Department along with Public Safety Director Bauer for all their work for this great event.

A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER LUGER, TO ADJOURN THE AUGUST 3, 2022 "REGULAR MEETING" OF THE WYOMING, MINNESOTA CITY COUNCIL REGULAR MEETING AT 7:39 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:
AUGUST 16, 2022
7:00PM