

**AGENDA
CITY COUNCIL
REGULAR MEETING
CITY OF WYOMING, MINNESOTA
OCTOBER 4, 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 September 20, 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 September 21, 2022 to October 4, 2022
3. To consider **Resolution 22-10-85** a resolution appointing Election Judges for the 2022 General Election
4. To consider **Resolution 22-10-86** a Resolution approving the transfer of funds from the general fund to the capital revolving fund

5. To consider **Resolution 22-10-87** a resolution calling for a public hearing regarding an application for the Minnesota Investment Fund (MIF) for Sunrise Fiberglass, LLC

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

6. Report of the Public Safety Director, Neil Bauer, for September 29, 2022
7. Report of City Building Official, Fred Weck, IV for September 29, 2022.
8. Report of the City Attorney, Tom Loonan, for September 29, 2022
9. Report of City Engineer Mark Erichson, WSB for September 30, 2022
10. Report of the Public Works Superintendent Chuck Almhjeld for October 4, 2022

COMMUNICATIONS:

OLD BUSINESS:

11. To discuss the 2021 Street Improvement project restoration process

NEW BUSINESS:

12. To consider **Resolution 22-10-88** a resolution approving the purchase of three 2022 Dodge Durango Pursuit SUV's from Guardian Fleet Safety in the amount of \$134,348.12
13. To consider rescinding **Resolution 22-01-09** to authorizing the purchase of three Ford Utility Interceptor SUV vehicles for a total amount of \$142,735.14
14. To consider the hiring of Joe Keding for the Assistant Public Works Superintendent at a starting wage of \$41.51/hr
15. To discuss the scope of the 2023 East Viking Street and Bridge project and the necessary improvement process steps to move forward with a project
16. To consider a Proclamation declaring October 1st – October 31st 2022 as "Manufacturer's Month" in the City of Wyoming

COUNCIL REPORTS:

ADJOURN

**DRAFT MINUTES
CITY COUNCIL
REGULAR MEETING
CITY OF WYOMING, MINNESOTA
SEPTEMBER 20, 2022
7:00PM**

CALL TO ORDER:

Mayor Lisa Iverson called the Regular Meeting of the Wyoming City Council for September 20, 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, Dennis Schilling, Brett Ohnstad, and Claire Luger

ABSENT: None

Also Present: Christina Benson, Eckberg Lammers, Robb Linwood, 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:

Dan Babbitt, 26200 Glen Oak Drive – Shared his request for a written copy of the process the City uses to evaluate street and Public Works projects that are run by the City Engineer. He stated that in his neighborhoods opinion, the 2021 street project did not go well.

City Administrator Linwood – Explained that the City does not have a formal process with regard to how the projects are run.

Mr. Babbitt – Asked what it would take for the City to get one because he feels that City taxpayers are spending millions of dollars to upgrade streets, sewer, and water and if there is not a formal process, he would see that as a big issue.

Mayor Iverson – Asked what part of the process Mr. Babbitt was actually looking for.

Mr. Babbitt – Stated that he would like to know how the City knows that the City Engineer and his firm are doing quality work. He stated that he had suggested in the past that following these types of projects the City send out cards asking for feedback on what went well and what did not go well.

Mayor Iverson – Asked if they had already been out to his home to reseed.

Mr. Babbitt – Gave an overview of what had been done and explained that his neighborhood is very frustrated with this project and the process.

Mayor Iverson – Thanked Mr. Babbitt for his input and noted that staff will take a look at what may need to be improved.

City Engineer Erichson – Explained what had been done and what communication the City had with the contractor and subcontractor. He stated that he will take a look at the area tomorrow to verify the information he had been given by the subcontractor and noted that the City has retained

some funds and will not pay them or close out the contract until they have established adequate vegetation out there. He stated that this situation is not typical and noted that he feels for the property owners who have been dealing with this situation.

Mayor Iverson – Asked if there was a possibility to take Mr. Babbitt's suggestion and take the money that has already been retained and give it to the residents in order to seed. She shared concern that it is already fall and the time to get seed planted is running low.

City Engineer Erichson – Noted that he knows of some communities that have that approach, but others have stayed away from it because it can be challenging. He stated that he thinks that the Council could come up with some mechanism in order to allow for this work to be completed by the homeowners.

City Administrator Linwood – Stated that the City can review this and come up with requirements and a process for this reimbursement. He noted that City Engineer Erichson is right that this is really the first time the City has had significant problems with restoration issues. He stated that the issues are real and he does not want to see the City have this problem again.

Christina Benson, City Attorney – Expressed concern about what funding source the City would use for this reimbursement. She stated that she was not familiar with the contract language but that would need to be considered because it is possible that those retained funds would not be able to be reallocated that simply.

City Engineer Erichson – Noted that they are taking a look at making some changes in this process because of some of the problems that were encountered this year and assured residents that WSB and the City care about these projects and want them to end well in everyone's eyes. He noted that he believes that staff can quickly come up with some parameters for this and bring it back to the Council for a decision. He stated that timing will be crucial and suggested that perhaps a work session of Special Council meeting may be necessary.

Dave Boniface – 26201 Glen Oak Drive– Expressed his frustration because they have been hearing lots and lots of excuses as to why the seeding didn't work. He showed pictures of the area and explained how bad it has gotten.

Steve Schroeder, 26170 Glen Oak Drive – Stated that he was one of the neighbors that just took it upon themselves to take out the weeds and put down seed and it is starting to look nice. He stated that he is frustrated with the amount of money residents have paid in taxes for this kind of work.

Mayor Iverson – Noted that she is planning to go out and take a look at the area so she understands what is going on.

Council Member Luger – Stated that she was also happy to go take a look but thinks it is clear that the City has to make this right. She stated that if a special meeting needed to be held so this can be revisited, she would be in support of that action.

There was a consensus of the Council to direct staff to gather information in order to discuss a possible reimbursement process for residents at the October 4, 2022 City Council meeting.

County Commissioner Montzka – Gave a brief update on County activities and the request by Mayor Iverson to expend ARPA funds and there is no support from the County Board to do that. He assured the Council that he had pushed for this use and explained that the thought process was that it would need to be some sort of fair program.

Mayor Iverson – Reminded County Commissioner Montzka that she had asked for some type of grant for the \$3 million that would go to all the cities and townships, and not just Wyoming.

County Commissioner Montzka - Reiterated that the County Board had absolutely no interest in doing this and explained the difficulty they are having operating with just 4 Commissioners following the death of one of the Board members, including coming to agreement on budget and levy amounts for 2023.

Mayor Iverson – Encouraged County Commissioner Montzka to continue working to get the grant for this fund to be used by the cities.

County Commissioner Montzka – Explained that he believes in the County Board's mind the \$3 million is already earmarked for use elsewhere such as for broadband, however, he has gotten the impression from the City that would not be a priority for them. He stated that the County is being very cautious in how they spend those ARPA funds.

1. Highway 8 Update – Joe Triplett, County Engineer/Director of Public Works

Joe Triplett, County Engineer/Director of Public Works – Explained that he had met with MnDot yesterday but the County is still awaiting the layout approval. He noted that he has been assured that they will have it by the end of the month. He stated that they still have to do the environmental documentation and are hopeful that this can be completed by January or February of 2023. He stated that they were able to secure another \$3 million from Congressman Stauber which brings the total raised up to about \$38 million. He outlined some of the additional ways that they are attempting to get additional funding and noted that without that last piece of the financial puzzle they cannot go charging into this process yet.

Councilmember Nanko Yeager – Asked what the total projected cost was for the project.

Mr. Triplett – Stated that the project is projected to cost \$70-\$80 million.

APPROVAL OF MINUTES:

2. Consider approving the minutes of the “Regular Meeting” of the Wyoming, Minnesota City Council for September 6, 2022

A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE THE MINUTES OF THE “REGULAR MEETING” OF THE WYOMING, MINNESOTA CITY COUNCIL FOR SEPTEMBER 6, 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:

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 of September 7, 2022 to September 20, 2022
4. To consider **Resolution 22-09-80** a resolution accepting a donation from Nancy Hebrink to the Railroad Park Project

Mayor Iverson – Asked for an explanation of **Resolution 22-09-80**.

City Administrator Linwood – Explained that the City received a donation from resident, Nancy Hebrink, to the Railroad Park Project in the amount of \$2,000. He noted that the plan is to complete the project in phases with the first beginning in the spring of 2023.

A MOTION WAS MADE BY COUNCILMEMBER IVERSON, SECONDED BY COUNCILMEMBER SCHILLING, TO APPROVE #3, and #4 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:

5. Report of the Public Safety Director, Neil Bauer for September 15, 2022
6. Report of City Building Official, Fred Weck, IV for September 16, 2022
7. Report of City Attorney Tom Loonan for September 14, 2022
8. Report of City Engineer Mark Erichson, WSB for September 15, 2022
9. Report of Public Works Superintendent Chuck Almhjeld for September 20, 2022

COMMUNICATIONS:

10. Highway 8 Strategic Framework Open House

City Administrator Linwood – Stated that there will be an Open House on September 28, 2022 from 4:30 to 6:00 p.m. for Highway 8 Strategic Framework at the Chisago City Library.

OLD BUSINESS:

11. City of Wyoming Proclamation for community trust, equity, and inclusion and the condemning of racism and discrimination

City Administrator Linwood – Reminded the Council that at the last Council meeting there was a member of the community who discussed an event that took place in August of this year. Council gave staff the direction to work on an official statement to condemn those activities.

A MOTION WAS MADE BY COUNCILMEMBER IVERSON, SECONDED BY COUNCILMEMBER OHNTAD, TO APPROVE THE CITY OF WYOMING PROCLAMATION FOR COMMUNITY TRUST, EQUITY, AND INCLUSION AND THE CONDEMNING OF RACISM AND DISCRIMINATION, AS PRESENTED.

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

Voting Nay: None

Abstain: None

Absent: None

NEW BUSINESS

12. To consider **Resolution 22-09-81** a resolution approving an agreement between the City of Wyoming and Wold Architects for the contract documents, bidding and Construction Administration for the Wyoming Public Safety Building in the amount of \$397,000

City Administrator Linwood – Reviewed the process that was used to come up with the final plans for the Public Safety building.

Jonathan Loose – Wold Architects – Gave a brief presentation of the plans for the Public Works facility and reviewed the tentative construction schedule.

Council Member Nanko Yeager – Agreed that there were some needed facility upgrades, but she questioned if the City and its taxpayers can afford this project.

Mayor Iverson – Stated that she is hoping that some of the prices come down between now and the start of construction. She asked what would happen though if the pricing decreased after they had already done the bonding.

Jason Rentmeester, Kraus Anderson - Stated that the City would end up contracting for whatever the bid amounts are and if there is a difference it would be the City's.

Council Member Schilling – Asked about the issuing bid time in the presentation and asked if doing it in the colder portion of the year helped that process.

Jason Rentmeester, Kraus Anderson – Explained that was correct because a contract like this is attractive because it will keep contractors busy for a longer period of time and as a result the project will see some of the best staff members from those companies.

Mayor Iverson – Stated that all the residents she has spoken to about this are in agreement that the Public Works and Police Department need safety. She stated that she agrees with Councilmember Nanko Yeager that this is a lot of money but feels a lot of time and thought has been put into the plans.

A MOTION WAS MADE BY COUNCILMEMBER IVERSON, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE RESOLUTION 22-09-81 A RESOLUTION APPROVING AN AGREEMENT BETWEEN THE CITY OF WYOMING AND WOLD ARCHITECTS FOR THE CONTRACT DOCUMENTS, BIDDING AND CONSTRUCTION ADMINISTRATION FOR THE WYOMING PUBLIC SAFETY BUILDING IN THE AMOUNT OF \$397,000

Voting Aye: Schilling, Luger, Ohnstad, Iverson

Voting Nay: Nanko Yeager

Abstain: None

Absent: None

13. To consider **Resolution 22-09-82** a resolution approving an agreement between the City of Wyoming and Kraus Anderson for construction management services for the City of Wyoming Public Safety Building in the amount of \$734,309

Council Member Nanko Yeager – Noted that she was under the impression that the Council had already approved a construction management services contract.

City Administrator Linwood – Explained that the City had selected them as the construction manager but did not have any contracts yet.

A MOTION WAS MADE BY COUNCILMEMBER IVERSON, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE RESOLUTION 22-09-82 A RESOLUTION APPROVING AN AGREEMENT BETWEEN THE CITY OF WYOMING AND KRAUS

ANDERSON FOR CONSTRUCTION MANAGEMENT SERVICES FOR THE CITY OF WYOMING PUBLIC SAFETY BUILDING IN THE AMOUNT OF \$734,309.

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

14. To consider **Resolution 22-09-83** a resolution approving a Site Plan: SP-21-003 – for Sunrise Fiberglass located at 5175 260th Street by applicant/owner Patrick Fenton, Property ID Number: 21-000468.34

Zoning Administrator/Building Official Weck –Gave a brief review of the site and the plans for a 5,000 square foot detached cold storage building to store infrequently used molds until they are needed. He noted that Mr. Fenton had already bought the building from a business that was going bankrupt and noted that the materials were basically pole barn with exposed fasteners. He stated that one of the conditions of approval relates to complying with the City's exterior building materials requirements. The Planning Commission recommended approval with the conditions as listed in the staff report.

Council Member Nanko Yeager – Asked for a synopsis of the discussion that took place at the Planning Commission meeting.

Zoning Administrator/Building Official Weck – Provided an overview of the items discussed by the Planning Commission.

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE RESOLUTION 22-09-83 A RESOLUTION APPROVING A SITE PLAN: SP-21-003 FOR SUNRISE FIBERGLASS LOCATED AT 5175 260TH STREET BY APPLICANT/OWNER PATRICK FENTON, PROPERTY ID NUMBER: 21-000468.34

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

15. To consider **Resolution 22-09-84** a resolution ordering the preparation of a Feasibility Report for the 2023 Fallbrook Avenue North/264th Street Improvements

City Engineer Erichson– Gave an overview of the meetings that have taken place regarding the City's capital improvement planning and the next project on the list is slated for 2023 for Fallbrook Avenue North and 264th Street Improvement projects. He stated that they would like to proceed with the feasibility report so they will be able to bid in a timeline that is more conducive for good bidding this winter.

A MOTION WAS MADE BY COUNCILMEMBER OHNSTAD, SECONDED BY COUNCILMEMBER SCHILLING, TO APPROVE RESOLUTION 22-09-84 A RESOLUTION ORDERING THE PREPARATION OF A FEASIBILITY REPORT FOR THE 2023 FALLBROOK AVENUE NORTH/264TH STREET IMPROVEMENTS.

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

COMMUNICATIONS:

COUNCIL REPORTS:

Council Member Ohnstad – Attended the Stagecoach Day and noted that he had fun looking for the medallion and watching others look for it.

Council Member Nanko Yeager – Attended the Sewer Commission meeting and Stagecoach Day where she worked for the Friends of the Library book sale. She asked about a reference in the Park Advisory Commission packet related to the public engagement activities and the decision to turn off the comments.

City Administrator Linwood – Explained that the decision was made to turn off the comments because the comments that were coming in were not related to Railroad Park. He noted that there has been other public engagement at other City events

Council Member Luger – Attended the Park Advisory Commission and Stagecoach Day and commended the Wyoming Fire Department for putting the event together.

Council Member Schilling – Attended the EDA meeting.

Mayor Iverson – Attended the EDA meeting and Stagecoach Day and noted that it was really a great event and thinks there was a lot of participation. She expressed her appreciation to Nancy Hebrink for her donation to Railroad Park. She stated that Mike Soule has served on the EDA for 11 years and has rendered his resignation because he is moving to North Branch, which will be a big loss for the area.

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER SCHILLING, TO ADJOURN THE SEPTEMBER 20, 2022 “REGULAR MEETING” OF THE WYOMING, MINNESOTA CITY COUNCIL REGULAR MEETING AT 8:10PM

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:

OCTOBER 4, 2022

7:00PM

City of Wyoming Check Detail Register

1/7
September 30, 2022 09:23 AM
User: ssaxe
DR: Wyoming

10-04-2022

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
12520	10/04/2022	90 DEGREE BENEFITS			
9011-078851-1000					
		101-0000-21706 HOSPITALIZATION		\$25,987.36	HOSPITALIZATION/MEDICAL INS
Total for 90 DEGREE BENEFITS				<u>\$25,987.36</u>	
53928	10/04/2022	ABDO FINANCIAL SOLUTIONS, LLC			
461929					
		101-1500-43000 PROFESSIONAL SE		\$2,250.00	PROFESSIONAL SERVICE (GENERAL)
Total for ABDO FINANCIAL SOLUTIONS, LLC				<u>\$2,250.00</u>	
53929	10/04/2022	AIRFRESH INDUSTRIES, INC			
54219					
		101-5200-44050 SATALLITE RENTAL		\$100.00	SATALLITE RENTAL
Total for AIRFRESH INDUSTRIES, INC				<u>\$100.00</u>	
53930	10/04/2022	APPLEWOOD NURSERY			
5015					
		101-3100-42250 LANDSCAPING MA		\$59.94	LANDSCAPING MATERIALS
Total for APPLEWOOD NURSERY				<u>\$59.94</u>	
53931	10/04/2022	ARCHIVESOCIAL, INC.			
24872					
		101-2110-42310 CONTRACTED SER		\$2,988.00	CONTRACTED SERVICES
Total for ARCHIVESOCIAL, INC.				<u>\$2,988.00</u>	
53932	10/04/2022	BILLS AUTO BODY			
14748					
		101-2110-43900 VEHICLE MAINTEN		\$455.40	VEHICLE MAINTENANCE
Total for BILLS AUTO BODY				<u>\$455.40</u>	
53933	10/04/2022	BJORKLUND COMPANIES LLC			
40034					
		101-3100-44410 STREET MAINT MA		\$9,900.68	STREET MAINT MATERIALS
Total for BJORKLUND COMPANIES LLC				<u>\$9,900.68</u>	
53934	10/04/2022	BOUND TREE MEDICAL			
84685309					
		101-2110-42100 OPERATING SUPPL		\$670.60	OPERATING SUPPLIES
Total for BOUND TREE MEDICAL				<u>\$670.60</u>	
53935	10/04/2022	CINTAS			
4132150832					
		101-3100-44180 UNIFORMS		\$108.06	STREETS
		101-3100-42100 OPERATING SUPPL		\$30.50	SHOP SUPPLIES
5125793196					
		101-3100-42300 SAFETY EQUIPMEN		\$209.24	SAFETY EQUIPMENT
		101-2110-42300 SAFETY EQUIPMEN		\$131.43	SAFETY EQUIPMENT
Total for CINTAS				<u>\$479.23</u>	

City of Wyoming Check Detail Register

2/7
September 30, 2022 09:23 AM
User: ssaxe
DR: Wyoming

10-04-2022

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
53936	10/04/2022	Cove Builders			
BSF22-0001					
		800-0000-20401	SILT FENCE	\$810.00	BSF22-0001
BSF21-0030					
		800-0000-20401	SILT FENCE	\$810.00	BSF21-0030
Total for Cove Builders				<u>\$1,620.00</u>	
53937	10/04/2022	EARL F. ANDERSEN			
0130816-IN					
		101-3100-42260	SIGN MATERIAL/RI	\$1,400.30	SIGN MATERIAL/REPLACEMENT
Total for EARL F. ANDERSEN				<u>\$1,400.30</u>	
53938	10/04/2022	ECM PUBLISHERS INC.			
1258498					
		601-9425-43510	LEGAL NOTICE PUI	\$30.80	LEGAL NOTICE PUBLICATION
912349					
		101-1910-43510	LEGAL NOTICE PUI	\$39.20	LEGAL NOTICE PUBLICATION
Total for ECM PUBLISHERS INC.				<u>\$70.00</u>	
53939	10/04/2022	ELECTRO WATCHMAN, INC.			
391656					
		101-3100-42310	CONTRACTED SER	\$209.70	CONTRACTED SERVICES
Total for ELECTRO WATCHMAN, INC.				<u>\$209.70</u>	
53940	10/04/2022	ESS BROTHERS & SONS INC			
CC8215					
		651-9425-44030	REP & MAIN. - OT	\$8,680.00	REP & MAIN. - OTHER THAN BLDGS
Total for ESS BROTHERS & SONS INC				<u>\$8,680.00</u>	
53941	10/04/2022	FAIRVIEW HEALTH SERVICES			
15006230495					
		101-2110-43000	PROFESSIONAL SE	\$602.00	PROFESSIONAL SERVICE (GENERAL)
Total for FAIRVIEW HEALTH SERVICES				<u>\$602.00</u>	
53942	10/04/2022	FERGUSON WATERWORKS			
0500031					
		601-9425-42290	METERS	\$1,110.26	METERS
0500031-1					
		601-9425-42290	METERS	\$25.50	METERS
Total for FERGUSON WATERWORKS				<u>\$1,135.76</u>	
53943	10/04/2022	FLEET ALIGNMENT SERVICE			
4192					
		101-3100-44040	REPAIRS & MAINT.	\$1,584.79	REPAIRS & MAINT. - EQUIPMENT
4193					
		101-3100-44040	REPAIRS & MAINT.	\$1,330.46	REPAIRS & MAINT. - EQUIPMENT
Total for FLEET ALIGNMENT SERVICE				<u>\$2,915.25</u>	

City of Wyoming Check Detail Register

3/7
September 30, 2022 09:23 AM
User: ssaxe
DR: Wyoming

10-04-2022

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
53944	10/04/2022	Guidance Homes, Inc.			
BSF22-0010					
	800-0000-20401	SILT FENCE		\$810.00	BSF22-0010
BSF22-0004					
	800-0000-20401	SILT FENCE		\$810.00	BSF22-0004
BSF22-0007					
	800-0000-20401	SILT FENCE		\$810.00	BSF22-0007
BSF21-0031					
	800-0000-20401	SILT FENCE		\$810.00	BSF21-0031
Total for Guidance Homes, Inc.				\$3,240.00	
53945	10/04/2022	HALLBERG FAMILY LTD			
09142022					
	101-2110-42100	OPERATING SUPPL		\$52.50	OPERATING SUPPLIES
Total for HALLBERG FAMILY LTD				\$52.50	
53946	10/04/2022	HAWKINS INC			
6291433					
	601-9425-42160	CHEMICALS/CHEM		\$1,447.20	
Total for HAWKINS INC				\$1,447.20	
53947	10/04/2022	HERNESS CONSTRUCTION, LLC			
3385					
	101-3100-44010	REPAIRS & MAINT.		\$4,975.00	REPAIRS & MAINT. - BUILDINGS
Total for HERNESS CONSTRUCTION, LI				\$4,975.00	
53948	10/04/2022	HYDRAULICS PLUS & CONSULTING			
15822					
	101-3100-44040	REPAIRS & MAINT.		\$80.41	REPAIRS & MAINT. - EQUIPMENT
Total for HYDRAULICS PLUS & CONSU				\$80.41	
53949	10/04/2022	INNOVATIVE OFFICE SOLUTIONS			
IN3945672					
	101-1400-42000	SUPPLIES - OFFICE		\$36.42	SUPPLIES - OFFICE/COPY/COMPUTR
IN3950653					
	101-2110-42000	SUPPLIES - OFFICE		\$39.22	SUPPLIES - OFFICE/COPY/COMPUTR
Total for INNOVATIVE OFFICE SOLUTI				\$75.64	
53950	10/04/2022	JEFFERSON FIRE SAFETY			
IN144417					
	101-2110-43900	VEHICLE MAINTEN		\$995.00	VEHICLE MAINTENANCE
Total for JEFFERSON FIRE SAFETY				\$995.00	
53951	10/04/2022	K-TECH SPECIALTY COATINGS, LLC			
202209-K0093					
	101-3100-44410	STREET MAINT MA		\$934.59	STREET MAINT MATERIALS
Total for K-TECH SPECIALTY COATING				\$934.59	
53952	10/04/2022	M.A.P.E.T.			
09292022					
	101-2110-44330	DUES & SUBSCRIP		\$35.00	DUES & SUBSCRIPTIONS
Total for M.A.P.E.T.				\$35.00	

City of Wyoming Check Detail Register

4/7
September 30, 2022 09:23 AM
User: ssaxe
DR: Wyoming

10-04-2022

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
53953 P06390	10/04/2022	MACQUEEN EMERGENCY			
		101-2110-42300 SAFETY EQUIPME	\$6,011.47	SAFETY EQUIPMENT	
Total for MACQUEEN EMERGENCY				\$6,011.47	
53954 92147	10/04/2022	MENARDS- FOREST LAKE			
		101-3100-42260 SIGN MATERIAL/RI	\$71.84	SIGN MATERIAL/REPLACEMENT	
Total for MENARDS- FOREST LAKE				\$71.84	
53955 INV2126393	10/04/2022	METRO SALES			
		101-2400-44330 DUES & SUBSCRIP	\$232.55	DUES & SUBSCRIPTIONS	
Total for METRO SALES				\$232.55	
53956 337900-9382	10/04/2022	MHSRC/RANGE			
		101-2110-42080 TRAINING AND INI	\$910.00	TRAINING AND INSTRUCTION	
Total for MHSRC/RANGE				\$910.00	
53957 52493	10/04/2022	MIDWEST COMPLIANCE INC			
		101-2110-43000 PROFESSIONAL SE	\$76.00	PROFESSIONAL SERVICE (GENERAL)	
		101-3100-43060 PERSONNEL TESTI	\$76.00	PERSONNEL TESTING	
Total for MIDWEST COMPLIANCE INC				\$152.00	
53958 2022444	10/04/2022	MINNESOTA PLAYGROUND, INC.			
		101-5200-44040 REPAIRS & MAINT.	\$1,400.00	REPAIRS & MAINT. - EQUIPMENT	
Total for MINNESOTA PLAYGROUND, I				\$1,400.00	
53959 8688	10/04/2022	MJ LORENZ CONCRETE, INC			
		602-9425-45350 IMPROVEMENTS	\$3,220.00	IMPROVEMENTS	
Total for MJ LORENZ CONCRETE, INC				\$3,220.00	
53960 IN1764078 IN1769797	10/04/2022	MUNICIPAL EMERGENCY SERVICES			
		101-2110-45800 OTHER EQUIPMEN	\$1,093.71	OTHER EQUIPMENT	
		101-2110-42100 OPERATING SUPPL	\$800.00	OPERATING SUPPLIES	
Total for MUNICIPAL EMERGENCY SER				\$1,893.71	
53961 25727 25728	10/04/2022	NORTHERN SALT INC			
		101-3100-44410 STREET MAINT MA	\$1,652.64	STREET MAINT MATERIALS	
		101-3100-44410 STREET MAINT MA	\$1,651.32	STREET MAINT MATERIALS	
Total for NORTHERN SALT INC				\$3,303.96	

City of Wyoming

Check Detail Register

5/7
September 30, 2022 09:23 AM
User: ssaxe
DR: Wyoming

10-04-2022

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
53962	10/04/2022	NORTHERN TOOL & EQUIPMENT			
0362204275					
		101-3100-42400	SMALL TOOLS/MIN	\$59.96	SMALL TOOLS/MINOR EQUIPMENT
		Total for NORTHERN TOOL & EQUIPMENT		\$59.96	
53963	10/04/2022	RICHARD GEISTHARDT			
09262022					
		601-9425-42300	SAFETY EQUIPMENT	\$197.99	SAFETY EQUIPMENT
		Total for RICHARD GEISTHARDT		\$197.99	
53964	10/04/2022	TIMESAVER OFF SITE SECRETARIAL			
M27627					
		101-1400-42310	CONTRACTED SER	\$198.13	COUNCIL MEETING
		101-1400-42310	CONTRACTED SER	\$154.00	PAC MEETING
		Total for TIMESAVER OFF SITE SECRETARIAL		\$352.13	
53965	10/04/2022	VERIZON			
9915948678					
		602-9425-43210	TELEPHONE	\$40.02	MACHINE-TO-MACHINE
		601-9425-43210	TELEPHONE	\$40.02	TELEPHONE
		Total for VERIZON		\$80.04	
53966	10/04/2022	WILLIAMS SCOTSMAN, INC.			
9015264219					
		101-3100-44100	RENTALS (EQUIPMENT)	\$482.00	RENTALS (EQUIPMENT)
		Total for WILLIAMS SCOTSMAN, INC.		\$482.00	

City of Wyoming Check Detail Register

6/7
September 30, 2022 09:23 AM
User: ssaxe
DR: Wyoming

10-04-2022

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
53967	10/04/2022	XCEL ENERGY			
795644148	101-3100-43860	STREET LIGHTS		\$66.39	STOP LIGHTS
795656615	101-3100-43860	STREET LIGHTS		\$13.92	STOP LIGHTS
795596472	101-3100-43800	UTILITIES-GAS/ELI		\$19.43	SPEED SIGN
795621333	101-3100-43800	UTILITIES-GAS/ELI		\$18.97	SPEED SIGN
795627237	101-3100-43800	UTILITIES-GAS/ELI		\$18.64	PARKS
795807791	601-9425-43800	UTILITIES-GAS/ELI		\$194.76	WELLHOUSE
795880729	101-3100-43800	UTILITIES-GAS/ELI		\$20.35	SPEED SIGN
795826727	101-3100-43800	UTILITIES-GAS/ELI		\$18.81	SPEED SIGN
795631260	101-3100-43800	UTILITIES-GAS/ELI		\$18.53	PARKS
796545918	602-9425-43800	UTILITIES-GAS/ELI		\$1,224.89	LIFT STATIONS
796557778	601-9425-43800	UTILITIES-GAS/ELI		\$35.99	WELLHOUSE
	101-3100-43800	UTILITIES-GAS/ELI		\$1,314.50	PARKS
	101-3100-43860	STREET LIGHTS		\$334.68	STOP LIGHTS
	601-9425-43800	UTILITIES-GAS/ELI		\$3,184.30	WELLHOUSE
	101-2110-43800	UTILITIES-GAS/ELI		\$645.00	POLICE/PUBLIC WORKS
	101-1400-43800	UTILITIES-GAS/ELI		\$65.73	CITY HALL
	101-5500-43800	UTILITIES-GAS/ELI		\$1,534.92	LIBRARY
	101-5200-43800	UTILITIES-GAS/ELI		\$209.14	UTILITIES-GAS/ELEC/SEWER/WATER
Total for XCEL ENERGY				\$8,938.95	
53968	10/04/2022	ZIEGLER INC.			
IN000695105	101-5200-42120	MOTOR FUELS		\$237.28	MOTOR FUELS
Total for ZIEGLER INC.				\$237.28	

City of Wyoming Check Detail Register

7/7
September 30, 2022 09:23 AM
User: ssaxe
DR: Wyoming

10-04-2022

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

General Checking Account 10100
Total Amount Being Paid: \$98,903.44
Total Number of Checks: 42

Mayor Iverson

Councilmember Luger

Councilmember Nanko Yeager

Councilmember Schilling

Councilmember Ohnstad

For Check Dates 09/27/2022 to 09/27/2022

Check Number Name			Check Date
Text Label	53924	PACIFIC LIFE INSURANCE	09/27/2022
Item Code	GL Number	Amount	
ROTH	101-0000-21712	230.77	
		<u>230.77</u>	
Text Label	53925	CENTRAL PENSION FUND,	09/27/2022
Item Code	GL Number	Amount	
CENT PENS FUND	101-0000-21716	480.00	
		<u>480.00</u>	
Text Label	53926	WI SCTF,	09/27/2022
Item Code	GL Number	Amount	
WI CHILD SUPPOR	101-0000-21710	215.42	
		<u>215.42</u>	
Text Label	EFT922	SELECTACCOUNT,	09/27/2022
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	1,689.62	
		<u>1,689.62</u>	
Text Label	EFT923	P.E.R.A.,	09/27/2022
Item Code	GL Number	Amount	
CORD PERA	101-0000-21704	2,816.43	
DCP PERA	101-0000-21704	16.67	
DCP PERA MATCH	101-0000-21704	16.67	
PERA CITY MATCH	101-0000-21704	3,249.73	
PF PERA	101-0000-21704	4,092.62	
PF PERA CITY	101-0000-21704	6,138.89	
		<u>16,331.01</u>	
Text Label	EFT924	INTERNAL REVENUE SERVICE,	09/27/2022
Item Code	GL Number	Amount	
FITW	101-0000-21701	7,632.24	
MEDICARE_EE	101-0000-21703	1,302.49	
MEDICARE_ER	101-0000-21703	1,302.49	

For Check Dates 09/27/2022 to 09/27/2022

Check Number	Name	Check Date
SOCSEC_EE	101-0000-21703	3,523.40
SOCSEC_ER	101-0000-21703	3,523.40
		17,284.02

Text Label	EFT925 STATE OF MINNESOTA,	09/27/2022
Item Code	GL Number	Amount
SITW	101-0000-21702	3,365.69
		3,365.69

Text Label

General Checking Account 10100
Total Amount Being Paid: \$39,596.53
Total Number of Checks: 7

- Mayor Iverson
- Councilmember Luger
- Councilmember Nanko Yeager
- Councilmember Schilling
- Councilmember Ohnstad



Request for Council Action

Date: September 30, 2022

Presented to: Mayor Iverson and City Council Members

Presented by: Alex Saxe, Assistant City Administrator

Department: Administration

Reference: General Election Judges

Method: Consent

Background Information:

Statutorily it is necessary to appoint election judges pursuant to Minnesota Statute 204B.21, Subdivision 2. The resolution fulfills the statute to appoint judges and Head Judges for the General Election on November 8, 2022. The City of Wyoming will have 27 election judges who will work the general election and some who will also be serving as healthcare judges to support the election process at Wyoming's senior care facility.

Recommendation:

That the Wyoming City Council approves Resolution 22-10-85 a resolution appointing election judges for the 2022 General Election.



CITY OF WYOMING

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

RESOLUTION NO. 22-10-85

**A RESOLUTION APPOINTING ELECTION JUDGES FOR THE
GENERAL ELECTION OF 2022**

WHEREAS, a General Election will be held on November 8, 2022; and

WHEREAS, pursuant to Minnesota Statute 204B.21, Subdivision 2, it is necessary for the City Council of the City of Wyoming to appoint judges and a Head Judge for such Primary and General Elections.

NOW, THEREFORE, BE IT RESOLVED that the Wyoming City Council appoints the following named persons on Exhibit "A" Election Judges for the November 8 General Election and health care voting efforts at the senior facility in Wyoming.

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING THIS 4TH
DAY OF OCTOBER, 2022.**

CITY OF WYOMING

By: _____
Lisa Iverson, Mayor

ATTEST:

Robb Linwood, City Administrator/Clerk

EXHIBIT “A”

Head Judge	Alex Saxe
Head Judge	Evelyn Rodrique
Head Judge	Robb Linwood
Judge	Beth Searle
Judge	Bob Beynon
Judge	Bruce Vukelich
Judge	Carmen Marley
Judge	Chuck Stomberg
Judge	Cheryl Bengtson
Judge	Cheryl Bodin
Judge	Cheryl Sternhagen
Judge	Elizabeth Soller
Judge	Ellen Anderson
Judge	Jessica Bergan
Judge	Jill Rivard
Judge	Julie Eisch
Judge	Julie Larson
Judge	Katherine Rubio
Judge	Katy Olson
Judge	Kelsey Minten
Judge	Kristi Streff
Judge	Lisa Eickman
Judge	Lori Norman
Judge	Mary Utecht
Judge	Patricia Fettes
Judge	Scott Miller
Judge	Ted Hanson



Request for Council Action

Date: September 27, 2022

Presented to: Mayor Iverson and City Council Members

Presented by: Robb Linwood, City Administrator

Department: Administration

Reference: Transfer of Funds from the General Fund to the Capital Revolving Fund

Method: New Business

Background Information:

The City of Wyoming has a general reserve fund balance policy that calls for a minimum of 55% General Fund (Fund 101) reserves. In 2018 the City of Wyoming created the Capital Revolving Fund to provide future funding for capital expenditures. The funding for the Capital Revolving Fund comes from the transfer of any excess in the city's general fund balance. Currently the unassigned General Fund balance at December 31, 2021 is \$2,710,757 which is 67.4% of the 2022 General Fund expenditure budget.

Staff is recommending the City Council of the City of Wyoming, Minnesota that the transfer from the General Fund (101) unassigned balance of \$499,366 be transferred to the Capital Revolving Fund (401) for future capital purchases.

Recommendation: The Wyoming City Council approves Resolution 22-10-86 a resolution approving the transfer of funds from the general fund to the Capital Revolving Fund.

RESOLUTION NO. 22-10-86

A RESOLUTION APPROVING THE TRANSFER OF FUNDS FROM THE GENERAL FUND TO THE CAPITAL REVOLVING FUND

WHEREAS, the City of Wyoming has completed its 2021 financial audit: and

WHEREAS, the City's Fund Balance Policy states that any excess unassigned fund balance above 55% of the next year's budgeted expenditures shall be allocated out of the General Fund to maintain an adequate level of fund balance; and

WHEREAS, the unassigned General Fund balance at December 31, 2021 is \$2,710,757 which is 67.4% of the 2022 General Fund expenditure budget;

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Wyoming, Minnesota that the transfer from the General Fund (101) unassigned balance of \$499,366 be transferred to the Capital Revolving Fund (401) for future capital purchases.

This resolution was adopted by the City Council of the City of Wyoming on the 4th of October, 2022.

CITY OF WYOMING

Lisa Iverson, Mayor

ATTEST:

Robb Linwood, City Administrator/Clerk



Request for Council Action

Date: September 28, 2022

Presented to: Mayor Iverson and City Council Members
Presented by: Robb Linwood, City Administrator
Department: Administration
Reference: Sunrise Fiberglass Expansion and MIF Loan
Method: Consent Agenda

Background Information:

Sunrise Fiberglass is looking to expand their current facility by 20,000 square feet. They will also invest in new equipment/robots and composite molding equipment. The total cost of the investment is estimated at \$3,450,000. The project comes with significant job growth at the company as well. Sunrise Fiberglass anticipates to create 23 new full-time employees at cash wages over \$60,000 annually + benefits.

Minnesota Investment Fund (MIF)

The MIF is a program in which the city makes an application to the Minnesota Department of Employment and Economic Development (DEED) for funding on behalf of the Company, Sunrise Fiberglass, LLC. The funds are then provided to Sunrise Fiberglass in the form of a forgivable loan. In this case DEED has offered an amount to Sunrise Fiberglass in a forgivable loan amount of \$160,000. The loan is forgiven, if the company meets their job creation and wage requirements set by DEED. This funding must also be considered for Business Subsidy which is a commitment for job creation and wage requirements per the Business Subsidy Policy. There are no property taxes or other taxes committed to the company or not city funds for this loan. The state of Minnesota requires the city of Wyoming to hold a public hearing on behalf of the applicant to complete this step.

Recommendation: The Wyoming City Council approves Resolution 22-10-87 call for a public hearing to be held on November 1, 2022 to consider the Minnesota Investment Fund (MIF) fund for Sunrise Fiberglass, LLC

RESOLUTION 22-10-87

**A RESOLUTION CALLING FOR A PUBLIC HEARING REGARDING AN
APPLICATION FOR THE MINNESOTA INVESTMENT FUND FOR
SUNRISE FIBERGLASS, LLC**

BE IT RESOLVED by the City Council (the "Council") of the City of Wyoming, Minnesota (the "City"), as follows:

1. With the approval of this Council and at the request of Sunrise Fiberglass, LLC that the city conduct a public hearing to consider an application by the City on behalf of Sunrise Fiberglass, LLC. to the Minnesota Department of Employment and Economic Development for a \$160,000 Loan
2. The Public hearing will allow the Sunrise Fiberglass, LLC Inc initial Application for the MIF Loan and to adopt a resolution authorizing the execution of certain loan documents
4. A public hearing regarding an application for the Minnesota Investment Fund for Sunrise Fiberglass, LLC is hereby called and shall be held on November 1, 2022, at 7:00 P.M., at the City Hall.
5. The City Administrator/Clerk shall cause notice of the public hearing, in substantially the form attached hereto as Exhibit A, to be published in a newspaper of general circulation (Forest Lake Times) in the City, once not less than 10 days prior to the date fixed for the public hearing.

Hereupon said Resolution was declared duly passed and adopted this 4th day of October 2022

CITY OF WYOMING

Lisa Iverson, Mayor

ATTEST:

Robb Linwood, City Administrator/Clerk

EXHIBIT A

CITY OF WYOMING
26885 FOREST BOULEVARD
WYOMING, MN 55092

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the City Council of the City of Wyoming, Minnesota (the "City"), will meet on November 1, 2022 at 7:00 P.M., at the City Hall, 26885 Forest Boulevard, in Wyoming, Minnesota for A public hearing regarding an application for the Minnesota Investment Fund for Sunrise Fiberglass, LLC

BY ORDER OF THE CITY COUNCIL

Robb Linwood, City Administrator/Clerk



September 28, 2022

Mayor Iverson and City Council Members

Re: Public Safety Activity Report, October 4, 2022, City Council Meeting

Policy Manual Update

Officer Rachel Columbus has stepped up to lead the policy manual project with Eckberg Lammers. She will work with the attorneys and staff to create our new policy manual, with the most current best practices, case law and statutes incorporated into policy. This is a significant responsibility and her perspectives as a veteran officer with the department will be valuable to the process. We will start seeing updated policies as soon as November for a handful of critical policies that needed updating and then the remaining will be delivered Q1 of 2023.

Training Updates

Crime Analyst Kallie Rezny completed the "Crime Analysis for Small Jurisdictions" course through the International Association of Crime Analysts. The course is a 12-week online course that provided an understanding of the analyst role in a small jurisdiction with limited time/staffing. The training covered analytical concepts and techniques and the creation of routine analytical products using common software programs.

Officer Roettger, Officer Columbus and Investigator Peltier are attending the "Force Science Institute Realistic De-Escalation Training" on September 27, 2022. The training will teach them how to best handle critical situations while keeping the officers and the public safe. They will then return the training to their field training for new officers.

Investigator Peltier attended a certification course for a new aerosol spray. REPULS, to replace "pepper spray" that is a water-based spray that does not cross contaminate skin, clothing, and others in the room. This is a much better option and we're working to integrate this into our policies and procedures.

Fire Updates

Engine 3 was returned from Cummins with diagnostics completed on the engine issues but no definitive fix. Forest Lake is experiencing the same issues and are troubleshooting with their engine. We'll continue to monitor their progress on the repairs.



PUBLIC SAFETY

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

Upcoming Community Outreach Events

- Officer Minor is working with Meadows on Fairview for outreach opportunities.



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



September 29, 2022
Honorable Mayor and City Council
City of Wyoming
26885 Forest Boulevard
Wyoming, MN 55092

RE: OCTOBER 4, 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

Site grading is complete and the parking lot is ready for pavement. The security fence is being installed. The southbound right turn lane has been completed. All interior walls have been constructed, all roofing and steel siding is complete, stone wainscoting, and overhead doors have been installed on all buildings. 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

They have begun to sheetrock the interior walls of the north unit. The exterior of the building is complete, site grading continues, parking lot has been paved. The building and grading permits have been issued.

Fairview Hospital

All final inspections have been approved; this item is closed.

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.

Planning Commission

The public hearing for the comprehensive plan update has been set for October 11th. After the receipt of public comments and any needed revisions are made to the plan it will be sent to the City Council for adoption.

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

www.eckberglammers.com

Writer's Direct Dial:
(715) 808-8842

Writer's Email:
tloonan@eckberglammers.com

September 29, 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 – September 15, 2022 – September 29, 2022

Dear Robb:

Our office is advising on response to citizen concerns relating to certain improvement projects. We continue to field general questions relating to employment matters and serve in our general counsel role of reviewing city contracts and 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

September 30, 2022

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

Re: October 4, 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.

Fallbrook Avenue and 264th Street Improvement Project

On the September 20, 2022 City Council authorized the preparation of a feasibility study for the Fallbrook Avenue and 264th Street Improvement Project. Notice to property owners has been sent indicating that we have been authorized to prepare a feasibility study ad that they may see survey crews and soil borings taking place in the area. They were also informed they would receive an invitation for a public information meeting to let them know about our public improvement process as well as get input from them.

Diamond Ridge Development

A preconstruction meeting was held on September 21, 2022. The clearing and grubbing for the site has started and erosion control fencing will follow. We have been in communication with the adjacent property owner who has expressed concerns. The developer has indicated that tree removal and erosion control may be the extent of the work that they complete this year and that they would notify us of any further needs.

East Viking Boulevard (Fenwick to Polaris)

Staff will be brining back an agenda item to the October 4th City Council meeting to formally change the scope of the project due to not receiving the grant funding applied for. The rural reclamation portion of the project east of Glen Oak Avenue will be eliminated with the exception of the bridge replacement portion of the project that will remain as part of the

project. Staff will evaluate if any of the statutory public improvement process steps such as public hearings are required to be completed again.

Helium Court Storm Sewer Repair / 266th Street Storm Sewer Addition

City Council recently awarded both storm sewer improvements and a preconstruction meeting has been held. We will receive a schedule for the completion of these projects once the contractors know when they can get the materials. The contractor has indicated that material may not be available to complete this work this calendar year.

Bingham Property – Hallberg Project (Multi-Tenant)

Construction is underway. 273rd Street and the parking lot/entrance has been paved. Watermain Bacterial testing has failed three times. The line has been loaded with additional liquid chlorine for a week and will be re-sampled. A site walk through and punch list will be prepared next week.

Sunrise Riverbank Development (residential and commercial)

Staff continues to work with the development team and Chisago County as they work to finalize their plans and cost questions/concerns. On September 14th, staff sent the applicant plan comments on their resubmitted 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. A meeting to discuss the commercial area access and realignment of Kettle River Boulevard is slated to occur in the near future.

The Developer has now paused their work and are evaluating if they want to look at a different concept. We will keep council posted as we learn more of what the developer intends to do with the property.

Upcoming Developments

Katies Glenn, which is located along Goodview Avenue, has submitted an updated concept plan that the planning commission recently reviewed. No further information has been submitted to date.

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

Staff has met with the contractor the week of 7/18, 9/1 and 9/6 with their subcontractor to go over remaining work. Punch list items, and additional seeding has occurred. Staff will be reviewing to ensure restoration efforts have taken. We are also working with the contractor to go over final payment quantities. Once restoration is acceptable, staff will bring a final pay

voucher to the City Council for consideration. Once the project is accepted, the two-year warranty period will begin.

An agenda item related to restoration has been placed on the agenda for discussion.

TH 61 and East Viking Sanitary Sewer Upsizing Project

Punch list items are complete with the exception of some small restoration efforts adjacent to warranty work where they replaced a driveway apron. Once restoration is acceptable, staff will bring a final pay voucher to the City Council for consideration. 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. Wearing Course will be placed later this fall as the development continues to have success building out the homes. The final layer of asphalt has been completed and one final walk through will be completed to ensure all punch list items have been completed. Once the project is accepted, the two-year warranty period will begin.

Second Addition (15 lots): Utility Construction, curb and gutter placement and asphalt has been placed. The turn lane on Kettle River Boulevard was recently paved. Development Streets have also been paved.

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

All sanitary sewer, watermain, and storm sewer have been completed. Aggregate base and curb and gutter and first layer of asphalt has 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. Developer is choosing to complete the wear course paving in 2023.

Comprehensive Plan

We have provided City staff with a plan containing requested revisions, additions and map updates for review. The comp plan was recently reviewed at an all-boards meeting. Additional updates will be made as we receive edits from staff and planning commission.

Aadland Development (Hunter Hill)

Punch list items are currently underway and final layer of asphalt has been placed. We will be meeting with the developer/builder to discuss site issues related to the home building process.

Hallberg Storage

The turn lane on CR 30 was recently completed. The site improvements portion of this project is anticipated to be completed this fall.

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: October 4th, 2022

Mayor Iverson and City Council Members

Public Works Report for October 4th, 2022 Council Meeting

Public Works has started documenting the citizen requests for services. The month of September we had a total of 17 requests. 12 were street related, 3 water, 1 Parks, and one other. They have all been completed.

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

Hydrant flushing is scheduled for the beginning of October. Posting in Forest Lake Times and our website for October 3rd, 2022.

Swenson Park playground equipment has arrived and we are coordinating the installation.

Parks:

Reservation signs and garbage has been completed

We are working with WSB on a collector app for trees

Meetings with Hugo Tree for writing an Emerald Ash Program for the city

Swenson Park playground equipment arrived

Replacement mats have arrived for Goodview Park under the swings and have been installed

The slide replacement and installation at Goodview has been ordered

Sanitary Sewer:

The jetting and cleaning of the sanitary sewer lines is completed.

Water:

Daily and monthly water tests have been completed

South Water Tower riser pipe scheduled for October

Hydrant flushing starting October 3rd.

Streets:

Potholes have continued being filled

Ditch mowing continues

Kettle River prepped for events.

We are pothole patching streets that are getting chip seals in 2023.

Surface Water:

Setting up annual training with WSB

Street sweeping continues/ Training completed

Helium Court and Feriday Avenue projects ready to start after supplies are on-site.

Catch basin repair on Forest Boulevard Lane repaired



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: September 29, 2022

Presented to: Mayor Iverson and City Council Members

Presented by: Robb Linwood, City Administrator

Department: Administration

Reference: 2021 Street Project Right of Way/Yard Restoration

Method: New Business

Background Information:

At the September 20th, 2022 council meeting residents were in attendance for the open forum to raise concerns to the council about restoration on the 2021 street project. These individuals were not satisfied with the process or end result of the restoration.

The grass restoration efforts for the 2021 Street project were as follows:

- The project area was dormant seeded at the end of the growing season in 2021. The dormant seed was not successful producing good grass coverage in the spring through the entirety of the project.
- The city engineer and staff worked with the contractor to have the project area reseeded and blanketed in areas in June of 2022. Once again the entirety of the project was not successful in producing grass largely due to the timing of the seed and the significant drought conditions through the summer.
- The area was once again seeded in the second week of September in 2022. Staff has reviewed the area since the seeding two weeks ago and grass is coming in through the project.

The city has not experienced any significant issues of this type with grass restoration on any previous street projects.

City engineer and staff will be reviewing the city specification for grass and seeding for future city projects. Some communities take great lengths in having the contractor water, fertilize and even mow the area for an extended period of time after the project is complete, but there is a significant project cost with this type of specification. Other communities use a similar approach to Wyoming, but may do some watering or give specific instructions to residents about watering the new seed. We will continue to work on the spec to find an appropriate balance to ensure growth and be thoughtful about project costs.

The other item that was discussed was council directed staff/legal to research reimbursement for a property owner or potentially other property owners on the project who decided to add their own seed and black dirt in the restoration areas. Some items that staff would like to discuss with council and receive direction on are as follows:

- Legal considerations of reimbursement/precedent for grass seed and dirt
- Minimum/Maximum reimbursement amount for products purchased/not time
- Necessary for the city to receive receipt from property owner for reimbursement

Recommendation: For the city council to provide staff with direction on the restoration and potential reimbursement for property owners on the 2021 Street Project



September 28, 2022

Presented To: Mayor Iverson and City Council
Presented By: Chief Neil Bauer
Department: Public Safety
Reference: Update to Resolution No. 22-01-09

In resolution No. 22-01-09, Wyoming City Council approved the purchase of three Ford Utility Interceptor SUV's in the amount of \$142,735.14 (\$47,578.38 per vehicle) to be utilized as police squads. One of the vehicles (#205) was replacing a 2020 Ford that had been involved in a crash and was deemed to be a total loss by the LMC Insurance Trust. The other two vehicles (#202 and #207) were at the end of their service life. The vehicles were ordered through the State of Minnesota cooperative purchasing agreement through a Ford dealer in Minnesota in January of this year. The build window for these vehicles was anticipated to be July of 2022.

On September 7, 2022, we were notified that our order was being cancelled. Ford was no longer making 2022 vehicles and they were transitioning to building 2023 vehicles. They stated that we could reorder the 2023 model, for a price increase of \$8,000 per vehicle. In addition, the dealer notified me that all orders for 2023 Ford Utility police vehicles needed to be submitted by September 8, 2022. Considering the price increases and quick turnaround, we were unable to obtain council approval for this option.

I have attempted to locate any available 2022 Ford Utility Interceptors at dealerships across the country and those efforts have been unsuccessful.

I had been researching other purchasing and upfitting options because the existing practice of waiting until the budget has been approved to order vehicles was pushing us to the end of the build process. I initiated conversations with Guardian Fleet Safety (GFS), a public safety vehicle upfitter located in Clear Lake, Minnesota. GFS allows customers to place an order for a vehicle with no financial obligation until the budget has been approved. If the purchase is not approved, they will retain the vehicle and resell it to another customer. They also maintain a fleet of vehicles that can be purchased by customers, for a small increase in price to cover their carrying costs.

GFS had received a high volume of requests for vehicles because police agencies across the state all were notified the cancelled Ford orders on the same date. GFS does not have any Ford Utility Interceptors available but has three 2022 Dodge Durango pursuit models available for purchase, which is the Dodge equivalent to the Ford Utility model we had been purchasing. We currently have three Dodge Durango's on hold to replace the three Fords that were cancelled.



PUBLIC SAFETY

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

Pricing Summary

Squad 205 Replacement (2022 Dodge Durango Pursuit AWD)

Vehicle Purchase Price	\$42,000.00
Upfitting, Graphics and Equipment Costs	\$15,966.72
5-Year, 100,000 warranty	\$3,495.00
Total Cost of Vehicle, Upfitting, Equipment and Warranty	\$61,461.72
Previous Insurance Payment to City (Value of Totaled Vehicle)	-\$25,549.68
Salvage Payment	-\$3,875.00
Estimated Remaining Insurance Payment (Estimated)	-\$2,500.00
Cost to City	\$31,924.68

Squad 202 Replacement (2022 Dodge Durango Pursuit AWD)

Vehicle Purchase Price	\$42,000.00
Upfitting, Graphics and Equipment Costs	\$15,966.72
5-year, 100,000 warranty	\$3,495.00
Total Cost of Vehicle, Upfitting, Equipment and Warranty	\$61,461.72
Regeneration/Trade-In Value	-\$9,500.00
Cost to City	\$51,961.72

Squad 207 Replacement (2022 Dodge Durango Pursuit AWD)

Vehicle Purchase Price	\$42,000.00
Upfitting, Graphics and Equipment Costs	\$15,966.72
5-year, 100,000 warranty	\$3,495.00
Total Cost of Vehicle, Upfitting, Equipment and Warranty	\$61,461.72
Regeneration/Trade-In Value	-\$11,000.00
Cost to City	\$50,461.72

Insurance Payment Remaining:

We have received payment from the League of MN Cities for \$25,549.68 and \$3,875.00 for the salvage of Squad 205. There is a remaining insurance payment based on equipment that was damaged and is not reusable from the totaled squad. Initial review of the equipment is approximately \$2,500.00.



PUBLIC SAFETY

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Trade In:

Historically, decommissioned police vehicles were stripped of all equipment and listed for auction. The last decommissioned squads were a 2016 Explorer and a 2013 Explorer, receiving \$6,200.00 (in 2021) and \$5,100.00 (in 2022) respectively on the Public Surplus auction service. Considering the market for used vehicles, we could potentially anticipate higher values for squad 207 and 202 at auction but once the vehicle is listed, we have to accept the auction price. GFS offers a "regeneration" program that we can trade-in our existing vehicles, reducing the overall up-front expense for the replacement squads. The trade-in values are higher than our previous auction proceeds as well. We believe the "regeneration"/trade-in is a preferred strategy for disposal of decommissioned police vehicles.

Recommendation:

It is my recommendation that the City Council authorize the purchase of three (3) Dodge Durango Pursuit models from Guardian Fleet Safety, in the amount of \$134,348.12.



Neil D. Bauer, Ed.D.
Public Safety Director

**PUBLIC SAFETY**

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

RESOLUTION NO. 22-10-88

A RESOLUTION APPROVING THE PURCHASE OF THREE 2022 DODGE DURANGO PURSUIT SUV'S FROM GUARDIAN FLEET SAFETY IN THE AMOUNT OF \$134,348.12

WHEREAS, The Wyoming Public Safety Department has two vehicles due for replacement as they are nearing the 100,000 miles/6 year allocated service life, and

WHEREAS, The Wyoming Police department had a 2020 Ford Utility Police Interceptor involved in a crash that has been deemed a total loss by the League of Minnesota Cities Insurance Trust

WHEREAS, The Wyoming Police Department requests replacing the previous order for three squads, with three 2022 Dodge Durango Pursuit SUVs due to the cancellation of the original squad order by Ford

THEREFORE BE IT RESOLVED, The City of Wyoming authorizes the purchase of three 2022 Dodge Durango Pursuit SUVs for a cost of \$134,348.12

This resolution was adopted by the Wyoming City Council of the City of Wyoming on the 4th day of October, 2022

CITY OF WYOMING

By:

Lisa Iverson, Mayor

ATTEST:

Robb Linwood, City Administrator/Clerk



Request for Council Action

Date: September 29, 2022

Presented to: Mayor Iverson and City Council Members

Presented by: Robb Linwood, City Administrator

Department: Administration

Reference: Rescinding Resolution 22-01-09

Method: New Business

Background Information:

At the January 4th, 2022 Wyoming City Council meeting the council approved a resolution authorizing the purchase of three Ford Utility Interceptor SUV Vehicles. Per the previous agenda item Ford had communicated with the city that the order will not be fulfilled for 2022. As part of good governance and transparency staff is recommending to the city council that they rescind the resolution authorizing the purchase of the vehicle. Per the previous council agenda item staff has recommended to council another option to fulfil the purchase of police vehicles in 2022.

Recommendation: To approve rescinding Resolution 22-01-09 to authorizing the purchase of three Ford Utility Interceptor SUV vehicles for a total amount of \$142,735.14

RESOLUTION NO. 22-01-09

A RESOLUTION TO AUTHORIZING THE PURCHASE OF THREE FORD UTILITY INTERCEPTOR SUV VEHICLES FOR A TOTAL AMOUNT OF \$142,735.14

WHEREAS, The Wyoming Public Safety Department has two vehicles due for replacement as they are nearing the 100,000 miles/6 year allocated service life, and

WHEREAS, The Wyoming Police department had a 2020 Ford Utility Police Interceptor involved in a crash that has been deemed a total loss by the League of Minnesota Cities Insurance Trust

WHEREAS, The Wyoming Police Department requests replacing this squad with three 2022 Hybrid Police Utility Vehicle, and

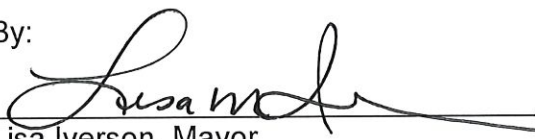
WHEREAS, These vehicles have a lower operational cost than existing public safety vehicles used for the same purpose due to it's hybrid features;

THEREFORE BE IT RESOLVED, The City of Wyoming authorizes the purchase of three 2022 Hybrid police utility vehicle for a cost of \$142,735.14.

This resolution was adopted by the Wyoming City Council of the City of Wyoming on the 4th day of January, 2022

CITY OF WYOMING

By:


Lisa Iverson, Mayor

ATTEST:


Robb Linwood, City Administrator/Clerk



Request for Council Action

Date: 10/4/2022

Presented to: Mayor Iverson and City Council Members

Presented by: Chuck Almhjeld, Public Works Superintendent

Department: Public Works

Reference: Hiring of Assistant Public Works Superintendent

Method: New Business

Background Information:

The Public Works Department and Administration has completed the selection process on a group of candidates for the Assistant Public Works Superintendent. Staff reviewed 21 applications for the position, conducted first round interviews on the top applicants. Top applicants from the first round were brought back for second interviews. From the second interviews the top applicant was selected by staff. A background check and employment verification have been completed for the applicant.

David (Joe) Keding was selected as the top candidate for the position of Assistant Public Works Superintendent. Joe has been working for the city of Shoreview for 17 years. Mr. Keding has been Streets Supervisor since 2017. In this capacity Mr. Keding is in charge of seven full time staff and two mechanics and coordinates the day to day work of personnel and the monitoring of condition of equipment for all city departments. He is also responsible for all street maintenance operations and storm water that includes, asphalt repair, crack filling, trail sealing, sign maintenance, storm water, pond maintenance, mowing, tree trimming, snow and ice control and infrastructure inspections.

Prior this position Mr. Keding worked 11 years in the Utilities division for the City of Shoreview. His responsibilities included water sampling and testing procedures for the city water supply. The maintenance and repair of fire hydrants, gate valves and water mains. He also completed work on sanitary sewer maintenance and repair, and built a collection of databases to record city utility maintenance records.

Mr. Keding has a B.A. in Business from Metropolitan State University, certificates in management leadership and a public works operations certificate. Mr. Keding also holds licensees in both water and sewer operations. Based on his qualifications, wage history, and work experience, staff is recommending starting David (Joe) Keding at step 5, \$41.51 per hour (salary position), with a 6-month probationary period per the City of



CITY OF WYOMING

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

Wyoming personnel policy. We are working with the applicant to determine his start date as he is working with his current employer about his notice to ensure he leaves in good standing.

Recommendation:

Staff recommends the hiring of David (Joe) Keding for the position of Assistant Public Works Superintendent at step 5, \$41.51 per hour upon completion of a drug and alcohol test



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: October 4, 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: 2023 East Viking Boulevard Improvements
Project Schedule and Improvement Modifications

Background and supporting documentation of request:

The 2022 East Viking Boulevard Improvement Project included reconstruction of the roadway from Fenwick Avenue to Glen Oak Drive and full-depth reclamation of the pavement from Glen Oak Drive to the west Polaris access. The proposed improvements between Glen Oak Drive and Polaris were dependent upon federal grant funding through the Department of Economic Development. As Council is aware, the city project was not selected for funding through this grant program.

City Council and Staff have discussed revisions to the capital improvement program, including improvements to East Viking Boulevard between Fenwick Avenue and Glen Oak Drive in 2023. The segment of the roadway east of Glen Oak Drive would be postponed at this time.

The proposed 2023 East Viking Boulevard Improvements would include street reconstruction (Fenwick Avenue to Glen Oak Drive):

- Removal and replacement of aggregate base and pavement with subgrade correction in isolated areas
- Removal and replacement of deficient storm sewer and drainage structures
- Construction of new storm sewer and drainage structures
- Rehabilitation of some existing drainage structures
- Removal and replacement of deficient sanitary sewer and manholes
- Construction of sanitary sewer chimney seals to reduce I & I
- Removal of existing sidewalk and replacement with new sidewalk
- Construction of new sidewalk along the north side of the roadway
 - (Fenwick Avenue to about 600 feet east of Glen Oak Drive)
- Pavement markings
- Restoration of turf

The total estimated project cost for the proposed improvements between Fenwick Avenue and Glen Oak Drive from the feasibility report accepted by Council on December 21, 2021, is approximately **\$2,695,700** which incorporated 2021 construction costs, 5% construction contingency and indirect costs estimated in the amount of 30% of the construction costs. The estimated project cost should be updated to reflect anticipated construction in 2023 for capital improvement planning, feasibility and potential

assessments. From the accepted feasibility report, the project costs without the improvements east of Glen Oak would be summarized as follows:

2022 East Viking Boulevard Improvements City of Wyoming, MN Project Costs and Funding			
Improvements	City Fund	Special Assessments	Total
Schedule A. - Surface Improvement - Street Reconstruction	\$1,902,000	\$301,900	\$2,203,900
Schedule B. - Sanitary Sewer Improvements	\$130,700		\$130,700
Schedule C. - Storm Sewer Improvements	\$288,800	\$72,300	\$361,100
Total Improvements	\$2,321,500	\$374,200	\$2,695,700

Generally, the city has one year from the date of ordering the improvement project (January 18, 2022) or until January 18, 2023, to enter into a contract for the construction of the improvements. If a contract is not awarded by this time, the city will need to prepare a new feasibility report (update the report in this case) and perform the public process required by MS Chapter 429.

The following items are recommended for Council discussion and consideration to continue with the proposed improvements:

- Revise project costs for the improvements proposed for 2023 construction
- Consider holding a neighborhood meeting
- Revise the Feasibility Report and hold the required public hearings in accordance with MS Ch. 429
 - Approval of the Feasibility Report and setting a hearing on the proposed improvements
 - Hold hearing on proposed improvements/Order improvements
- Approve plans and advertise for bids
- Receive bids and award contract

Other items that will need to be completed for the project include:

- Request funding through the State Aid Advance process
 - MnDOT generally solicits in October of each year for advance requests for the following year.
- Notification and meetings with non-city utility providers in the corridor
- Revise plans, including the 2022 relocation of non-city owned utilities
- Finalize acquisition of easements

In addition to the East Viking Boulevard roadway improvements, the city does have partial funding for the replacement of the East Viking Boulevard bridge over the South Branch Sunrise River through State bridge bonds. This project is planned to be bid with the roadway project but could be bid separately. Funding for the bridge replacement was estimated as follows in 2021 for grant funding application:

2022 East Viking Boulevard Bridge No. 13J22 City of Wyoming, MN Project Costs and Funding			
Improvements	Local Funding	SAP 248-594-002 Bridge Bond Funding	Total
Bridge No. 13J22	\$350,900	\$267,560	\$618,460
Total Construction Costs	\$350,900	\$267,560	\$618,460
5% Construction Contingency	\$17,545	\$13,378	\$30,923
Indirect Costs	\$55,000		\$55,000
Total Project Costs	\$423,445	\$280,938.00	\$704,383

The costs for the bridge replacement should be reviewed for 2023 construction and capital improvement funding as a separate task from the roadway improvements.

Recommendation:

Staff is looking for direction from Council on how they wish to proceed.



Request for Council Action

Date: September 29, 2022

Presented to: Mayor Iverson and City Council Members

Presented by: Robb Linwood, City Administrator

Department: Administration

Reference: Manufacturing Month Proclamation in Wyoming, MN

Method: New Business

Background Information:

The manufacturing industry is a dynamic part of Chisago County and Minnesota's economy, and promotion of this sector's strength, success and high quality of life is an integral part of Chisago County's economic development strategy. Manufacturing provides high skill, high wage jobs which significantly contribute to Minnesota's high standard of living and economic vitality. In 2021 there are 89 manufacturing businesses in Chisago County employing 2,421 with total wages of almost \$135 million being the second largest total payroll among business sectors in Chisago County. Manufacturing jobs in Chisago County account for 17% of all private sector employment within the county.

Manufacturing has the fourth largest total payroll among business sectors in Minnesota, providing over \$23 billion in wages in 2021. Manufacturing produces \$60,478 billion for the state economy in 2021 and is the largest share, 14 percent of our gross domestic product. Manufactured exports brought over \$23.5 billion into the Minnesota economy in 2021. Manufacturing is a substantial part of the Wyoming, Business and economic community. We are lucky to have a thriving industrial park and want to recognize and thank our businesses for being located in Wyoming.

Secondly, led by the Chisago County HRA/EDA, representatives from DEED, representatives from the school districts of North Branch, Forest Lake, Chisago Lakes, and city of Wyoming staff have organized a manufacturing event in the city of Wyoming that will take place on October 13th at Splitrocks from 9:00am to 2:00pm. This event will allow students to visit with local businesses around the county and have opportunities for career exploration. We have also set up tours of local manufacturing businesses Rosenbauer and Regal machine for students that day. Special thanks to both of these businesses that opened their doors and took time to participate in the tours for the students.

Recommendation: To approve a Proclamation declaring October 1st – October 31st 2022 as "Manufacturer's Month" in the City of Wyoming



PROCLAMATION
Declaring the Month of October 2022 as
“MANUFACTURER’S MONTH”
IN THE CITY OF WYOMING

- Whereas** The manufacturing industry is a dynamic part of Chisago County and Minnesota’s economy, and promotion of this sector’s strength, success and high quality of life is an integral part of Chisago County’s economic development strategy; and
- Whereas** Manufacturing provides high skill, high wage jobs which significantly contribute to Minnesota’s high standard of living and economic vitality; and
- Whereas** In 2021 there are 89 manufacturing businesses in Chisago County employing 2,421 with total wages of almost \$135 million being the second largest total payroll among business sectors in Chisago County; and
- Whereas** Manufacturing jobs in Chisago County account for 17% of all private sector employment within the county; and
- Whereas** Manufacturing has the fourth largest total payroll among business sectors in Minnesota, providing over \$23 billion in wages in 2021; and
- Whereas** Manufacturing produces \$60,478 billion for the state economy in 2021 and is the largest share, 14 percent of our gross domestic product; and
- Whereas** Manufactured exports brought over \$23.5 billion into the Minnesota economy in 2021,
- Whereas:** Manufacturing is a substantial part of the Wyoming, Minnesota Business and economic community and
- Whereas:** Manufacturers in Wyoming have contributed significantly to the Wyoming community

Therefore, be it RESOLVED, that the City of Wyoming, Minnesota recognize and commemorate that the month of October, 2022 observed as

Wyoming, Minnesota Manufacturing Month

In the City of Wyoming, Minnesota, on this fourth day of October, 2022.

Lisa Iverson
Mayor



• 2022 •

Manufacturer's Month

Register
today!
Space is
limited!

Chisago County Career Exploration Event

Thursday
October 13th, 2022
9:00 am – 2:00 pm

Exhibit Booth

Cost: \$25

Includes: 1- 6' table, 2
chairs and electric by
request

Splitrocks Entertainment
Center
5063 273rd St.
Wyoming, MN

Exploration Event Schedule:

Setup – 8am

Students from local schools arrive – 9am

A new bus will arrive every hour to drop off students and they will have about 45 minutes to visit with businesses for hands-on career exploring.

Lunch – 11:15am – 11:45am

Splitrocks offers their full menu to businesses to purchase lunch onsite.

End time – 2:00pm

To Register:

To reserve your space and process payment:

<https://explorationevent.eventbrite.com>

Please contact the Chisago County HRA-EDA with any questions or concerns:

info@chisagocounty.org

651.674.5664



Chisago County HRA – EDA
A Natural Resource For Business

Registration ends Friday October 7th, 2022

CAREER PATHS IN MANUFACTURING

4-YEAR OR MORE COLLEGE DEGREE AND/OR EQUIVALENT EXPERIENCE

Civil Engineer

\$47.87

Mechanical Engineer

\$39.76

Industrial Engineer

\$48.52

1-2 YEAR COLLEGE DEGREE (OR CREDENTIAL)

Electrical and Electronics
Engineering Technician

\$30.89

Industrial Engineering
Technician

\$30.24

Machinist

\$24.60

HIGH SCHOOL DIPLOMA OR GED / ON-THE-JOB TRAINING

First-line Supervisor
of Production and
Operating Workers
\$31.29

Food Batchmaker
\$18.47

Welder, Cutter,
Solderer, and Brazier
\$23.93

WHY CHOOSE A CAREER IN MANUFACTURING?

The manufacturing industry is one of the largest and most influential sectors of the United States economy. Manufacturing provides just over 10% of total private sector jobs in the U.S., making it the third-largest industry in terms of employment. In Minnesota, Manufacturing accounts for 13% of private sector employment, ranking second. Wages in Manufacturing are 10% higher than the total of all industries.

Provided for you by the Minnesota
Rural Career Counseling
Coordinators (RC3 Grant)



CareerForce™

It's your state of success

A proud partner of the **americanJobcenter** network

These jobs are in demand in Minnesota and these are Minnesota median wages. Data collected from Department of Employment and Economic Development.

CAREER PATHS IN MANUFACTURING

4-YEAR OR MORE COLLEGE DEGREE AND/OR EQUIVALENT EXPERIENCE

CIVIL ENGINEER \$47.87 Performs engineering duties in planning, designing, and overseeing construction and maintenance of building structures, and facilities, such as roads, railroads, airports, bridges, harbors, channels, dams, irrigation projects, pipelines, power plants, and water and sewage systems.

INDUSTRIAL ENGINEER \$48.52 Design, develop, test, and evaluate integrated systems for managing industrial production processes, including human work factors, quality control, inventory control, logistics and material flow, cost analysis, and production coordination.

MECHANICAL ENGINEER \$39.76 Perform engineering duties in planning and designing tools, engines, machines, and other mechanically functioning equipment. Oversee installation, operation, maintenance, and repair of equipment such as centralized heat, gas, water, and steam systems.

1-2-YEAR COLLEGE DEGREE (OR CREDENTIAL)

ELECTRICAL AND ELECTRONICS ENGINEERING TECHNICIAN \$30.89 Apply electrical and electronic theory and related knowledge, usually under the direction of engineering staff, to design, build, repair, calibrate, and modify electrical components, circuitry, controls, and machinery for subsequent evaluation and use by engineering staff in making engineering design decisions.

INDUSTRIAL ENGINEERING TECHNICIAN \$30.24 Apply engineering theory and principles to problems of industrial layout or manufacturing production, usually under the direction of engineering staff. May perform time and motion studies on worker operations in a variety of industries for purposes such as establishing standard production rates or improving efficiency.

MACHINIST \$24.60 Set up and operate a variety of machine tools to produce precision parts and instruments. Includes precision instrument makers who fabricate, modify or repair mechanical instruments. May also fabricate and modify parts to make or repair machine tools or maintain industrial machines, applying knowledge of mechanics, mathematics, metal properties, layout, and machining procedures.

HIGH SCHOOL DIPLOMA OR GED / ON-THE-JOB TRAINING

FIRST-LINE SUPERVISOR/MANAGER OF PRODUCTION AND OPERATING WORKERS \$31.29 Directly supervise and coordinate the activities of production and operating workers, such as inspectors, precision workers, machine setters and operators, assemblers, fabricators, and plant and system operators. Excludes team or work leaders.

FOOD BATCHMAKER \$18.47 Set up and operate equipment that mixes or blends ingredients used in the manufacturing of food products. Includes candy makers and cheese makers.

WELDER, CUTTER, SOLDERER, AND BRAZER \$23.93 Use hand-welding, flame-cutting, hand soldering or brazing equipment to weld or join metal components or to fill holes, indentations or seams of fabricated metal products.

5 Great Reasons To Consider Manufacturing



#1: It pays well.

Manufacturing offers stable, dependable, family-sustaining jobs that pay well.

- **\$70,865** is the average annual manufacturing wage in Minnesota – **10% above the average** for all jobs.
- **\$25.21** is the median hourly wage – almost 14% higher than the total of all other industries.

#2: There are lots of jobs.

This is a terrific time to start a job in manufacturing.

- **86,500 job openings** are expected by 2028 as older workers retire.
- Manufacturing jobs are **located across the state** and are **11.4% of all jobs**.
- Beyond **production**, employers need people in **information technology, human resources, sales, accounting and more**.

#3: It's important work in a safe, clean, high-tech environment.

You can take pride in making things people need in a work environment that is safe and clean.

- Some plants are among the **most state-of-the-art and sanitary environments** you can find.
- High-tech machinery and workplace standards are designed to **protect safety and well-being**.
- **Robotics/automation, artificial intelligence and 3D printing** are among the technologies being used.
- Manufacturers **make everything from life-saving biomedical/biotech products to food** and countless other useful products.

#4: Employers want you.

Manufacturing is a great career for everyone.

- Manufacturing workplaces are **increasingly diverse and welcoming**.
- Employers are actively seeking to hire **men and women of all races, ethnicities and backgrounds**.
- **Older workers and people changing careers** are welcome.
- **Manufacturing needs people with all levels of education**, from a high school diploma or equivalent to advance degrees in science, math or engineering.

#5: You'll have opportunities for growth.

Many employers offer free on-the-job training and other continuous learning opportunities.

- Entry-level jobs **can be a stepping-stone** to higher level positions.
- **Problem-solving skills, math skills, and mechanical aptitude** are valued.
- From hands-on production jobs to executive leadership roles, anyone can **find interesting work with high-earning potential** in manufacturing.

