

**AGENDA
CITY COUNCIL
REGULAR MEETING
CITY OF WYOMING, MINNESOTA
APRIL 18, 2023
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 April 4, 2023

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 April 5, 2023 to April 18, 2023
3. To consider **Resolution 23-04-34** a resolution accepting a donation from Polaris Industries to the Wyoming Police Department in the amount of \$500.00
4. To consider **Resolution 23-04-35** a resolution accepting a donation from Xcel Energy for the Wyoming EDA Downtown Plan in the amount of \$1,000.00

ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS, COMMISSIONS AND

DEPARTMENT HEADS:

5. Report of the Public Safety Director, Neil Bauer, for April 13, 2023
6. Report of the City Attorney, Tom Loonan, for April 13, 2023
7. Report of City Engineer Mark Erichson, WSB for April 14, 2023
8. Report of the Acting Public Works Superintendent Joe Keding for April 18, 2023

COMMUNICATIONS:**OLD BUSINESS:****NEW BUSINESS:**

9. To consider a council work session on April 24, 2023 for a Street and Project Tour
10. To consider a council work session on May 2, 2023 for an update on the Wyoming Public Safety Building

COUNCIL REPORTS:**ADJOURN**

**DRAFT MINUTES
CITY COUNCIL
REGULAR MEETING
CITY OF WYOMING, MINNESOTA
APRIL 4, 2023
7:00 PM**

CALL TO ORDER:

Mayor Lisa Iverson called the Regular Meeting of the Wyoming City Council for April 4, 2023 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, and Brett Ohnstad

ABSENT: Councilmember Luger

Also Present: Tom Loonan, Eckberg Lammers, Robb Linwood, City Administrator, Alex Saxe, Assistant City Administrator, Mark Erichson-WSB, Neil Bauer - Public Safety Director and Joe Keding, Acting Public Works Superintendent

DETERMINATION OF A QUORUM:

PLEDGE OF ALLEGIANCE:

OPEN FORUM:

APPROVAL OF MINUTES:

1. **Consider approving the minutes of the “Regular Meeting” of the Wyoming, Minnesota City Council for March 21, 2023**

A MOTION WAS MADE BY COUNCILMEMBER OHNSTAD, SECONDED BY COUNCILMEMBER SCHILLING, TO APPROVE THE MINUTES OF THE “REGULAR MEETING” OF THE WYOMING, MINNESOTA CITY COUNCIL FOR MARCH 21, 2023 AS SUBMITTED.

Voting Aye: Schilling, Nanko Yeager, Ohnstad, Iverson

Voting Nay: None

Abstain: None

Absent: Luger

SCHEDULED BID LETTINGS: NONE

SCHEDULED PUBLIC HEARINGS: NONE

CONSENT AGENDA:

Items under the “Consent Agenda” will be adopted with one motion; however, council members may request individual items to be pulled from the consent agenda for discussion and action if they choose.

2. Consider authorizing payment of recommended bills, payroll, and journal entries for the period of March 22, 2023 to April 4, 2023
3. To consider hiring two seasonal Public Works Maintenance Workers
4. To consider the resignation of Ryan McGrath from the Wyoming Fire Department
5. To consider **Resolution 23-04-32** a resolution declaring certain Public Works items as surplus property and authorizing the Public Works Department to dispose of such items through the disposal process

A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY

COUNCILMEMBER OHNSTAD, TO APPROVE #2, #3, #4, and #5 OF THE WYOMING CITY COUNCIL CONSENT AGENDA

Voting Aye: Schilling, Nanko Yeager, Ohnstad, Iverson

Voting Nay: None

Abstain: None

Absent: Luger

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

6. Report of the Public Safety Director, Neil Bauer for March 30, 2023
7. Report of City Building Official, Fred Weck, IV for March 30, 2023
8. Report of City Attorney Tom Loonan for March 29, 2023
9. Report of City Engineer Mark Erichson, WSB for March 31, 2023
10. Report of Acting Public Works Superintendent Joe Keding for April 4, 2023

COMMUNICATIONS:

11. Wyoming Police Department Body-Worn Camera Program Audit Results

Public Safety Director Bauer - Gave a quick run through of the audit that was done at the end of 2022. He shared some history of the original body-worn camera program and the current 5 year contract length. He reviewed how the camera mechanism can be triggered and activated. He noted that there is a requirement that an audit be conducted every two years by an independent organization. He explained that minor language changes were made to the existing policy as a result of some suggestions made through the audit and noted that information also needed to be more visible on the City's website. He reviewed the audit process and procedures and noted that overall, they were substantially compliant with State statute.

Mayor Iverson – Congratulated the department for being substantially compliant in their very first audit. She asked what other counties have this same type of system and noted that he had mentioned them turning off when they pass another vehicle who has the same equipment.

Public Safety Director Bauer – Explained that issue can arise with someone like the State Patrol and anyone who has the same Axon system.

Mayor Iverson – Asked if the City got the cameras with a grant from Hallberg's or if they were helping the City pay for them.

City Administrator Linwood – Stated that the Hallberg Family Foundation did the initial purchase of the actual camera and the system for it.

Councilmember Ohnstad – Asked how many cameras the department currently has and if they have an extras.

Public Safety Director Bauer - Stated that they have 10 cameras and no extras. He stated that if it were necessary, his camera could be used because he does not use it very often.

Councilmember Ohnstad – Stated that he feels they are great cameras and explained that he wears one at work.

12. Wyoming Police Department 2022 Annual Report

Public Safety Director Bauer – Gave an overview of the 2022 Annual Report for the Wyoming Police Department. He reviewed calls for service; total incidents for the year; enforcement statistics for traffic stops/locations; area checks; business checks; park checks; residence checks; DWI arrests; National Incident Based Reporting System (NIBRS) statistics; training and development; Community outreach and engagement activities; and staffing levels.

13. Water Meter Changeout Project

City Administrator Linwood – Reminded the Council that they had chosen to move forward with a water meter changeout program with Ferguson Waterworks. He stated that the project will take about 4-5 months to complete the entire City. He explained that the City had chosen to changeout the meters because the existing meters were coming to their end of life. He gave a brief description of how the new waters will work and noted that there will be no cost for this replacement, but explained that it is a requirement that the old water meters be replaced. He stated that Ferguson Waterworks will start sending out letters to the water customers in April communicating the procedure and expectations for the meter installation at their homes.

Mayor Iverson – Asked what would happen if someone was not able to be home due to work or other reasons.

City Administrator Linwood – Stated that there needs to be someone 18 or older at home in order to do the installation.

Councilmember Nanko Yeager – Confirmed that while the changeout was happening there would be no water available. She asked if when the new meter was installed if they would deal with brown water.

City Administrator Linwood – Stated that would be correct while they are in the home and explained that there should not be much sediment.

Acting Public Works Superintendent Keding – Agreed and explained that they will flush out things into a laundry tub if they suspect there is an area of sediment. He stated that they can also let things out from the street side to make sure there is nothing that was held back by a stuck meter.

OLD BUSINESS: NONE

NEW BUSINESS

14. To approve an agreement between the City of Wyoming and Lakes Center for Youth and Families for 2023 – Presentation by Linda Madsen, Executive Director for Lakes Center for Youth and Families

Linda Madsen, Lakes Center for Youth and Families – Shared some background information on the history of the Lakes Center for Youth and Families. She noted that their annual report had been included in the Council packet if they would like further details. She gave an overview of their Intervention Programs and noted that they have expanded to also work on prevention and counseling. She reviewed participation in their Enrichment Program, Intervention Program, and the Counseling Program. She thanked the City and Council for their support.

Public Safety Director Bauer – Stated that he serves on the Board of Directors for this organization and also has had a lot of experience with the Youth Services Bureau in Washington County. He stated that he recognizes how valuable this type of organization is for the community.

Ms. Madsen – Noted that there are 2 upcoming events; Shredding at Empire Insurance; The Taste at the Scandia Creamery.

Mayor Iverson – Stated that she was one of the founding members of The Taste and it was still one of her favorite events. She encouraged residents to participate in these events and support the Lakes Center for Youth and Families.

Councilmember Nanko Yeager – Stated that the Council needs to decide on an amount and where the money will be coming from. She noted that she has no problems with doing the same thing as they did last year. She explained that she did not feel donations should come out of the general tax fund, but would support giving a donation out of the Police Supplemental Fund.

A MOTION WAS MADE BY COUNCILMEMBER IVERSON, SECONDED BY COUNCILMEMBER SCHILLING, TO APPROVE AGREEMENT BETWEEN THE CITY OF WYOMING AND LAKES CENTER FOR YOUTH AND FAMILIES FOR 2023 – WITH A DONATION OF \$3,000 COMING OUT OF THE POLICE SUPPLEMENTAL FUNDS.

Voting Aye: Schilling, Nanko Yeager, Ohnstad, Iverson

Voting Nay: None

Abstain: None

Absent: Luger

- 15.** To consider **Ordinance 2023-01** an ordinance amending the City of Wyoming Code of Ordinances, Chapter 36, Utilities; Article II, Water

Assistant City Administrator Saxe – Stated that as the City is preparing for the mass water meter changeout, they were looking at the ordinance and discovered some out of date language and details like State statute references that were missing. He stated that staff has updated the language in this Ordinance. He answered Council questions about the language changes.

A MOTION WAS MADE BY COUNCILMEMBER OHNSTAD, SECONDED BY COUNCILMEMBER SCHILLING, TO APPROVE ORDINANCE 2023-01 AN ORDINANCE AMENDING THE CITY OF WYOMING CODE OF ORDINANCES, CHAPTER 36, UTILITIES; ARTICLE II, WATER

Voting Aye: Schilling, Nanko Yeager, Ohnstad, Iverson

Voting Nay: None

Abstain: None

Absent: Luger

- 16.** To consider **Resolution 23-04-33** a resolution adopting and approving a summary publication for **Ordinance 2023-01**; an ordinance amending the City of Wyoming Code of Ordinances, Chapter 36, Utilities; Article II, Water

A MOTION WAS MADE BY COUNCILMEMBER OHNSTAD, SECONDED BY COUNCILMEMBER SCHILLING, TO APPROVE RESOLUTION 23-04-33 A RESOLUTION ADOPTING AND APPROVING A SUMMARY PUBLICATION FOR ORDINANCE 2023-01; AN ORDINANCE AMENDING THE CITY OF WYOMING CODE OF ORDINANCES, CHAPTER 36, UTILITIES; ARTICLE II, WATER

Voting Aye: Schilling, Nanko Yeager, Ohnstad, Iverson

Voting Nay: None

Abstain: None

Absent: Luger

COUNCIL REPORTS:

Council Member Ohnstad – No report.

Council Member Nanko Yeager – Shared some of the frustrations that have been expressed by the residents regarding the time it was taking to clear the roads following the recent snow event.

Council Member Schilling – No report.

Mayor Iverson – Commended the staff of Public Works for their efforts working on the recent snow events. She stated that she has heard many people that were pleased with their efforts. She expressed appreciation to Acting Public Works Superintendent Keding for jumping in when someone called in sick as well. She stated that she had been contacted by Congressman Stauber earlier today who was touring Polaris and explained that she and Assistant City Administrator Saxe went over and joined him for the tour. She noted that Congressman Stauber was very complimentary about the City and about Polaris. She attended the recent Planning Commission. She gave a shout out to Split Rocks because they have been in the City since 2006 and are a great asset to have here.

A MOTION WAS MADE BY COUNCILMEMBER OHNSTAD, SECONDED BY COUNCILMEMBER SCHILLING, TO ADJOURN THE APRIL 4, 2023 “REGULAR MEETING” OF THE WYOMING, MINNESOTA CITY COUNCIL REGULAR MEETING AT 8:03PM

Voting Aye: Schilling, Nanko Yeager, Ohnstad, Iverson

Voting Nay: None

Abstain: None

Absent: Luger

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:
APRIL 18, 2023
7:00PM

For Check Dates 04/11/2023 to 04/11/2023

Check Number Name			Check Date
Text Label	54681	PACIFIC LIFE INSURANCE	04/11/2023
Item Code	GL Number	Amount	
ROTH	101-0000-21712	250.00	
		250.00	
Text Label	54682	LAW ENFORCEMENT LABOR	04/11/2023
Item Code	GL Number	Amount	
UNION POLICE	101-0000-21713	540.00	
		540.00	
Text Label	54683	CENTRAL PENSION FUND,	04/11/2023
Item Code	GL Number	Amount	
CENT PENS FUND	101-0000-21716	480.00	
		480.00	
Text Label	54684	WI SCTF,	04/11/2023
Item Code	GL Number	Amount	
WI CHILD SUPPOR	101-0000-21710	215.42	
		215.42	
Text Label	EFT981	SELECTACCOUNT,	04/11/2023
Item Code	GL Number	Amount	
DEP CARE	101-0000-21711	0.00	
FSA CONT	101-0000-21711	0.00	
HSA CITY CONT	101-0000-21707	0.00	
HSA CONT	101-0000-21707	2,131.16	
		2,131.16	
Text Label	EFT982	P.E.R.A.,	04/11/2023
Item Code	GL Number	Amount	
CORD PERA	101-0000-21704	3,044.47	
DCP PERA	101-0000-21704	0.00	
DCP PERA MATCH	101-0000-21704	0.00	
PERA CITY MATCH	101-0000-21704	3,512.87	
PF PERA	101-0000-21704	3,871.99	
PF PERA CITY	101-0000-21704	5,807.96	
		16,237.29	
Text Label	EFT983	INTERNAL REVENUE SERVICE,	04/11/2023

For Check Dates 04/11/2023 to 04/11/2023

Check Number	Name	Check Date
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Item Code	GL Number	Amount
FITW	101-0000-21701	7,045.96
MEDICARE_EE	101-0000-21703	1,065.50
MEDICARE_ER	101-0000-21703	1,065.50
SOCSEC_EE	101-0000-21703	2,661.93
SOCSEC_ER	101-0000-21703	2,661.93
		14,500.82

Text Label

EFT984 STATE OF MINNESOTA,

04/11/2023

Item Code	GL Number	Amount
SITW	101-0000-21702	3,184.99
		3,184.99

Text Label

General Checking Account 10100
Total Amount Being Paid: \$37,539.68
Total Number of Checks: 8

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

City of Wyoming Check Detail Register

1/10
April 14, 2023 11:27 AM
User: ssaxe
DR: Wyoming

04-18-2023

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
54686 469418	04/18/2023	ABDO FINANCIAL SOLUTIONS, LLC			
		101-1500-43000 PROFESSIONAL SE	\$4,583.33	PROFESSIONAL SERVICE (GENERAL)	
Total for ABDO FINANCIAL SOLUTIONS, LLC				\$4,583.33	
54687 173299-01	04/18/2023	ABM EQUIPMENT, LLC			
		101-3100-44040 REPAIRS & MAINT.	\$1,830.00	REPAIRS & MAINT. - EQUIPMENT	
Total for ABM EQUIPMENT, LLC				\$1,830.00	
54688 211189	04/18/2023	ADVANCED GRAPHIX, INC.			
		101-2110-43900 VEHICLE MAINTEN	\$913.50	VEHICLE MAINTENANCE	
Total for ADVANCED GRAPHIX, INC.				\$913.50	
54689 73831	04/18/2023	AID ELECTRIC CORPORATION			
		601-9425-44390 REPAIRS & MAINT.	\$6,850.00	REPAIRS & MAINT. - WELLS	
Total for AID ELECTRIC CORPORATION				\$6,850.00	
54690 02850	04/18/2023	ANDERSON - KOCH FORD			
		101-2400-43900 VEHICLE MAINTEN	\$61.13	VEHICLE MAINTENANCE	
Total for ANDERSON - KOCH FORD				\$61.13	
54691 311753	04/18/2023	ASPEN MILLS			
		101-2200-44080 UNIFORMS	\$375.10	UNIFORMS	
Total for ASPEN MILLS				\$375.10	
54692 04032023	04/18/2023	AT & T MOBILITY			
		101-2110-43200 COMMUNICATIONS	\$1,136.63	COMMUNICATIONS (GENERAL)	
		101-2200-43200 COMMUNICATIONS	\$272.47	COMMUNICATIONS (GENERAL)	
Total for AT & T MOBILITY				\$1,409.10	
54693 001000061126	04/18/2023	BRUCES FOODS			
		101-2200-42100 OPERATING SUPPL	\$11.64	OPERATING SUPPLIES	
Total for BRUCES FOODS				\$11.64	
54694 202300000033	04/18/2023	CHISAGO COUNTY RECORDER			
		800-0000-20597 FOURTEEN FOODS	\$46.00	FOURTEEN FOODS/DQ ESCROW SITE PLAN	
		800-0000-20597 FOURTEEN FOODS	\$46.00	FOURTEEN FOODS/DQ ESCROW SITE PLAN	
		800-0000-20806 SECONDARY SOLU	\$46.00	SECONDARY SOLUTIONS, INC. ESCROW	
Total for CHISAGO COUNTY RECORDER				\$138.00	

City of Wyoming Check Detail Register

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April 14, 2023 11:27 AM
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04-18-2023

Check # Invoice #	Check Date	Vendor Name		
	General Ledger #		Amount	Comment
54695	04/18/2023	CINTAS		
4151024709				
	101-3100-44180	UNIFORMS	\$118.77	STREETS
	101-3100-42100	OPERATING SUPPL	\$48.00	SHOP SUPPLIES
4151051432				
	101-2110-43600	CLEANING SERVIC	\$28.51	CLEANING SERVICE-PUBLIC SAFETY
4151024529				
	101-1400-43600	CLEANING SERVIC	\$31.05	CLEANING SERVICE-CITY HALL
4151758448				
	101-3100-44180	UNIFORMS	\$118.77	STREETS
	101-3100-42100	OPERATING SUPPL	\$33.55	SHOP SUPPLIES
Total for CINTAS			\$378.65	
54696	04/18/2023	CONNEXUS ENERGY		
03302023				
	101-3100-43800	UTILITIES-GAS/ELI	\$36.92	LAKE DR & HEATH - ST LIGHTS
	101-2110-43800	UTILITIES-GAS/ELI	\$5.25	HAMLET DR
	101-2110-43800	UTILITIES-GAS/ELI	\$5.25	FALLBROOK SIREN
	101-3100-43860	STREET LIGHTS	\$22.07	250TH STREET NE SIGN
	101-2110-43800	UTILITIES-GAS/ELI	\$5.25	PIONEER RD
Total for CONNEXUS ENERGY			\$74.74	
54697	04/18/2023	CRYSTEEL TRUCK EQUIPMENT		
FP191095				
	101-3100-44040	REPAIRS & MAINT.	\$48.31	REPAIRS & MAINT. - EQUIPMENT
Total for CRYSTEEL TRUCK EQUIPMEN			\$48.31	
54698	04/18/2023	CULLIGAN WATER CONDITIONING		
587159				
	101-2110-42100	OPERATING SUPPL	\$90.00	OPERATING SUPPLIES
Total for CULLIGAN WATER CONDITIO			\$90.00	
54699	04/18/2023	DAN'S TOWING		
90573				
	202-2110-42310	CONTRACTED SER	\$429.50	TOWING
90268				
	202-2110-42310	CONTRACTED SER	\$161.06	TOWING
90817				
	202-2110-42310	CONTRACTED SER	\$161.06	TOWING
90816				
	202-2110-42310	CONTRACTED SER	\$161.06	TOWING
90863				
	202-2110-42310	CONTRACTED SER	\$161.06	TOWING
Total for DAN'S TOWING			\$1,073.74	

City of Wyoming Check Detail Register

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April 14, 2023 11:27 AM
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04-18-2023

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
54700 34154	04/18/2023	ECKBERG LAMMERS P.C.			
		101-1400-43040 ATTORNEY FEES		\$947.50	GENERAL
		101-1400-43040 ATTORNEY FEES		\$780.00	MEETINGS
		101-2110-43040 ATTORNEY FEES		\$113.75	ATTORNEY FEES
		800-0000-20594 COMFORT LAKE O		\$262.50	COMFORT LAKE OVERLOOK ESCROW
		Total for ECKBERG LAMMERS P.C.		\$2,103.75	
54701 23-10592	04/18/2023	EMERGENCY SERVICES MARKETING			
		101-2200-42310 CONTRACTED SER		\$660.00	CONTRACTED SERVICES
		Total for EMERGENCY SERVICES MARK		\$660.00	
54702 1689	04/18/2023	EVERTEL TECHNOLOGIES, LLC			
		101-2110-42310 CONTRACTED SER		\$720.00	CONTRACTED SERVICES
		Total for EVERTEL TECHNOLOGIES, LLC		\$720.00	
54703 17214	04/18/2023	FACILICARE INC			
		101-3100-42310 CONTRACTED SER		\$188.50	PUBLIC WORKS
		Total for FACILICARE INC		\$188.50	
54704 MNTC3223711	04/18/2023	FASTENAL COMPANY			
		101-3100-42100 OPERATING SUPPL		\$221.55	OPERATING SUPPLIES
		Total for FASTENAL COMPANY		\$221.55	
54705 0501331-5	04/18/2023	FERGUSON WATERWORKS			
		601-9425-42290 METERS		\$116,145.00	METERS
		Total for FERGUSON WATERWORKS		\$116,145.00	
54706 4359 4344	04/18/2023	FLEET ALIGNMENT SERVICE			
		101-3100-44040 REPAIRS & MAINT.		\$182.71	REPAIRS & MAINT. - EQUIPMENT
		101-3100-44040 REPAIRS & MAINT.		\$18.88	REPAIRS & MAINT. - EQUIPMENT
		Total for FLEET ALIGNMENT SERVICE		\$201.59	
54707 79570	04/18/2023	GENERAL REPAIR SERVICE			
		101-3100-44040 REPAIRS & MAINT.		\$845.58	REPAIRS & MAINT. - EQUIPMENT
		Total for GENERAL REPAIR SERVICE		\$845.58	

City of Wyoming Check Detail Register

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04-18-2023

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
54708	04/18/2023	GOPHER STATE ONE CALL			
3000858					
	601-9425-44650	LOCATES (GOPHER STATE)		\$17.00	LOCATES (GOPHER STATE)
	602-9425-44650	LOCATES (GOPHER STATE)		\$17.00	LOCATES (GOPHER STATE)
	651-9425-44650	LOCATES (GOPHER STATE)		\$16.00	LOCATES (GOPHER STATE)
3010858					
	601-9425-44650	LOCATES (GOPHER STATE)		\$13.00	LOCATES (GOPHER STATE)
	602-9425-44650	LOCATES (GOPHER STATE)		\$13.00	LOCATES (GOPHER STATE)
	651-9425-44650	LOCATES (GOPHER STATE)		\$13.15	LOCATES (GOPHER STATE)
3020860					
	601-9425-44650	LOCATES (GOPHER STATE)		\$9.00	LOCATES (GOPHER STATE)
	602-9425-44650	LOCATES (GOPHER STATE)		\$9.00	LOCATES (GOPHER STATE)
	651-9425-44650	LOCATES (GOPHER STATE)		\$9.00	LOCATES (GOPHER STATE)
3030860					
	601-9425-44650	LOCATES (GOPHER STATE)		\$9.90	LOCATES (GOPHER STATE)
	602-9425-44650	LOCATES (GOPHER STATE)		\$9.90	LOCATES (GOPHER STATE)
	651-9425-44650	LOCATES (GOPHER STATE)		\$9.90	LOCATES (GOPHER STATE)
Total for GOPHER STATE ONE CALL				\$145.85	
54709	04/18/2023	H & L MESABI			
11270					
	101-3100-44040	REPAIRS & MAINT. - EQUIPMENT		\$1,798.00	REPAIRS & MAINT. - EQUIPMENT
11286					
	101-3100-44040	REPAIRS & MAINT. - EQUIPMENT		\$416.00	REPAIRS & MAINT. - EQUIPMENT
Total for H & L MESABI				\$2,214.00	
54710	04/18/2023	H & W FUND I.U.O.E LOCAL 49			
05012023					
	101-0000-21706	HOSPITALIZATION - MAY PREMIUMS		\$8,520.00	MAY PREMIUMS
Total for H & W FUND I.U.O.E LOCAL 4				\$8,520.00	
54711	04/18/2023	HAWKINS INC			
6435458					
	601-9425-42160	CHEMICALS/CHEM. - EQUIPMENT		\$693.05	
Total for HAWKINS INC				\$693.05	
54712	04/18/2023	HEALTH PARTNERS			
036089174427					
	101-0000-21706	HOSPITALIZATION - MAY PREMIUMS		\$1,855.28	MAY PREMIUMS
Total for HEALTH PARTNERS				\$1,855.28	
54713	04/18/2023	HOLIDAY 3550			
466346					
	101-3100-44010	REPAIRS & MAINT. - BUILDINGS		\$33.15	REPAIRS & MAINT. - BUILDINGS
Total for HOLIDAY 3550				\$33.15	
54714	04/18/2023	HOLIDAY COMPANIES			
060101042300					
	101-2110-43900	VEHICLE MAINTENANCE		\$117.00	VEHICLE MAINTENANCE
	101-2200-43900	VEHICLE MAINTENANCE		\$27.00	VEHICLE MAINTENANCE
Total for HOLIDAY COMPANIES				\$144.00	

City of Wyoming Check Detail Register

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April 14, 2023 11:27 AM
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DR: Wyoming

04-18-2023

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
54715	04/18/2023	INNOVATIVE OFFICE SOLUTIONS			
IN4148809					
	101-2110-42000	SUPPLIES - OFFICE		\$95.49	SUPPLIES - OFFICE/COPY/COMPUTR
IN4149987					
	101-1400-42000	SUPPLIES - OFFICE		\$226.71	SUPPLIES - OFFICE/COPY/COMPUTR
	101-2110-42000	SUPPLIES - OFFICE		\$168.40	SUPPLIES - OFFICE/COPY/COMPUTR
Total for INNOVATIVE OFFICE SOLUTI				\$490.60	
54716	04/18/2023	IUOE LOCAL #49			
042023					
	101-0000-21714	PW UNION DUES		\$210.00	MONTHLY DUES
Total for IUOE LOCAL #49				\$210.00	
54717	04/18/2023	LEAGUE OF MN CITIES			
378300					
	101-2110-42080	TRAINING AND IN:		\$125.00	DAY ON THE HILL
	101-1110-42080	TRAINING AND IN:		\$425.00	LMC ANNUAL CONFERENCE
	101-1400-42080	TRAINING AND IN:		\$425.00	LMC ANNUAL CONFERENCE
Total for LEAGUE OF MN CITIES				\$975.00	
54718	04/18/2023	LRS PORTABLES, LLC			
MP22198					
	101-5200-44050	SATALLITE RENTAL		\$280.00	SATALLITE RENTAL
Total for LRS PORTABLES, LLC				\$280.00	
54719	04/18/2023	LTG POWER EQUIPMENT			
275812					
	101-3100-42400	SMALL TOOLS/MIN		\$229.95	SMALL TOOLS/MINOR EQUIPMENT
275819					
	101-3100-42400	SMALL TOOLS/MIN		\$68.85	SMALL TOOLS/MINOR EQUIPMENT
Total for LTG POWER EQUIPMENT				\$298.80	
54720	04/18/2023	MENARDS- FOREST LAKE			
5610					
	101-3100-44010	REPAIRS & MAINT.		\$4.99	REPAIRS & MAINT. - BUILDINGS
5973					
	101-3100-42400	SMALL TOOLS/MIN		\$159.92	SMALL TOOLS/MINOR EQUIPMENT
6037					
	101-3100-42400	SMALL TOOLS/MIN		\$68.32	SMALL TOOLS/MINOR EQUIPMENT
902					
	601-9425-44010	REPAIRS & MAINT.		\$19.99	REPAIRS & MAINT. - BUILDINGS
411					
	101-3100-42400	SMALL TOOLS/MIN		\$10.70	SMALL TOOLS/MINOR EQUIPMENT
164					
	101-3100-42400	SMALL TOOLS/MIN		\$22.28	SMALL TOOLS/MINOR EQUIPMENT
163					
	101-3100-42400	SMALL TOOLS/MIN		\$(24.94)	SMALL TOOLS/MINOR EQUIPMENT
6195					
	101-3100-42400	SMALL TOOLS/MIN		\$21.99	SMALL TOOLS/MINOR EQUIPMENT
Total for MENARDS- FOREST LAKE				\$283.25	

City of Wyoming Check Detail Register

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04-18-2023

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
54721 14463230113273	04/18/2023	MIDCONTINENT COMMUNICATIONS			
		101-1400-43210 TELEPHONE		\$110.06	CITY HALL
		101-1400-42310 CONTRACTED SER		\$898.28	FIBER
		101-2110-43210 TELEPHONE		\$406.23	POLICE DEPT
		101-3100-43210 TELEPHONE		\$63.13	PUBLIC WORKS
		601-9425-43210 TELEPHONE		\$185.93	WELL
		602-9425-43210 TELEPHONE		\$137.96	LIFTSTATIONS
		Total for MIDCONTINENT COMMUNIC		\$1,801.59	
54722 54806	04/18/2023	MIDWEST COMPLIANCE INC			
		101-3100-42310 CONTRACTED SER		\$1,125.00	CONTRACTED SERVICES
		Total for MIDWEST COMPLIANCE INC		\$1,125.00	
54723 1192441	04/18/2023	MINNESOTA VALLEY TESTING LABS			
		601-9425-43110 LAB COSTS		\$134.75	LAB TESTS
		Total for MINNESOTA VALLEY TESTIN		\$134.75	
54724 MARCH0251052023	04/18/2023	MN DEPT OF LABOR AND INDUSTRY			
		101-0000-22810 SURCHARGE PAYA		\$872.44	SURCHARGE PAYABLE
		Total for MN DEPT OF LABOR AND IND		\$872.44	
54725 15965	04/18/2023	MN GOVERNMENT FINANCE OFFICERS ASSO			
		101-1500-42080 TRAINING AND IN		\$70.00	TRAINING AND INSTRUCTION
		Total for MN GOVERNMENT FINANCE C		\$70.00	
54726 144369 144884 145708 146833	04/18/2023	NAPA AUTO PARTS			
		101-3100-44040 REPAIRS & MAINT.		\$70.02	REPAIRS & MAINT. - EQUIPMENT
		101-3100-44040 REPAIRS & MAINT.		\$11.98	REPAIRS & MAINT. - EQUIPMENT
		101-3100-44040 REPAIRS & MAINT.		\$55.98	REPAIRS & MAINT. - EQUIPMENT
		101-3100-44040 REPAIRS & MAINT.		\$28.92	REPAIRS & MAINT. - EQUIPMENT
		Total for NAPA AUTO PARTS		\$166.90	
54727 0362223054	04/18/2023	NORTHERN TOOL & EQUIPMENT			
		101-3100-42400 SMALL TOOLS/MIN		\$54.99	SMALL TOOLS/MINOR EQUIPMENT
		Total for NORTHERN TOOL & EQUIPME		\$54.99	

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04-18-2023

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
54728	04/18/2023	RICOH USA			
5067064545					
	101-2110-42240	MAINTENANCE CO		\$30.45	POLICE DEPT
	101-2110-42240	MAINTENANCE CO		\$2.66	FIRE DEPT
	101-1400-42150	COPIER		\$112.89	CITY HALL
Total for RICOH USA				\$146.00	
54729	04/18/2023	RUFFRIDGE JOHNSON EQUIPMENT CO, INC			
IA24623					
	101-3100-42400	SMALL TOOLS/MIN		\$97.90	SMALL TOOLS/MINOR EQUIPMENT
Total for RUFFRIDGE JOHNSON EQUIP				\$97.90	
54730	04/18/2023	SALT SOURCE LLC			
26080					
	101-3100-44400	SALT & SAND		\$2,183.53	SALT & SAND
Total for SALT SOURCE LLC				\$2,183.53	
54731	04/18/2023	T.A. SCHIFSKY & SONS INC			
68811					
	101-3100-44410	STREET MAINT MA		\$199.98	STREET MAINT MATERIALS
Total for T.A. SCHIFSKY & SONS INC				\$199.98	
54732	04/18/2023	THOMSON REUTERS-WEST PUBLISH			
848096490					
	101-2110-44360	INVESTIGATIONS		\$169.26	INVESTIGATIVE SUITE
Total for THOMSON REUTERS-WEST PI				\$169.26	
54733	04/18/2023	TIMESAVER OFF SITE SECRETARIAL			
M28128					
	101-1910-42310	CONTRACTED SER		\$269.63	PLANNING COMMISSION MEETING
	101-1400-42310	CONTRACTED SER		\$163.75	CITY COUNCIL MEETING
Total for TIMESAVER OFF SITE SECRE1				\$433.38	
54734	04/18/2023	UNUM LIFE INSURANCE			
05012023					
	101-1400-41310	LIFE INSURANCE		\$185.86	ADMIN
	101-2110-41310	LIFE INSURANCE		\$731.06	POLICE
	101-1910-41310	LIFE INSURANCE		\$67.19	PLAN & ZONE
	101-2400-41310	LIFE INSURANCE		\$143.19	BLDG
	101-3100-41310	LIFE INSURANCE		\$284.38	STREETS
	601-9425-41310	LIFE INSURANCE		\$144.73	WATER
	602-9425-41310	LIFE INSURANCE		\$144.72	SEWER
	101-1400-41220	FICA		\$357.71	UNUM-ALMHJELD
052023					
	101-0000-21715	VOLUNTARY TERM		\$364.71	VOLUNTARY TERM LIFE
Total for UNUM LIFE INSURANCE				\$2,423.55	
54735	04/18/2023	US BANK EQUIPMENT FINANCE			
498235662					
	101-2400-44330	DUES & SUBSCRIP		\$162.00	DUES & SUBSCRIPTIONS
Total for US BANK EQUIPMENT FINAN				\$162.00	

City of Wyoming Check Detail Register

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04-18-2023

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
54736	04/18/2023	VC3, INC.			
106722					
	101-1400-42090	NETWORK MUNICI		\$3,433.75	NETWORK MUNICIPAL COMPUTERS
Total for VC3, INC.				\$3,433.75	
54737	04/18/2023	VERIZON			
9931121718					
	602-9425-43210	TELEPHONE		\$246.10	TELEPHONE
	601-9425-43210	TELEPHONE		\$246.10	TELEPHONE
	101-1400-43210	TELEPHONE		\$82.70	TELEPHONE
	101-2400-43210	TELEPHONE		\$82.70	TELEPHONE
Total for VERIZON				\$657.60	
54738	04/18/2023	VICTORY AUTOMOTIVE SERVICE			
816178					
	101-2110-43900	VEHICLE MAINTEN		\$78.86	VEHICLE MAINTENANCE
816221					
	101-2110-43900	VEHICLE MAINTEN		\$159.77	VEHICLE MAINTENANCE
806274					
	101-2110-43900	VEHICLE MAINTEN		\$80.49	VEHICLE MAINTENANCE
806356					
	101-3100-43900	VEHICLE MAINTEN		\$586.99	VEHICLE MAINTENANCE
Total for VICTORY AUTOMOTIVE SERV				\$906.11	
54739	04/18/2023	VISA			
1219					
	101-2110-42100	OPERATING SUPPL		\$419.74	OPERATING SUPPLIES
	101-2110-42080	TRAINING AND IN:		\$(400.00)	TRAINING AND INSTRUCTION
03102023					
	101-2110-43900	VEHICLE MAINTEN		\$27.67	VEHICLE MAINTENANCE
03072023					
	101-2110-42080	TRAINING AND IN:		\$75.00	TRAINING AND INSTRUCTION
	101-2110-42080	TRAINING AND IN:		\$(70.00)	TRAINING AND INSTRUCTION
4240244					
	101-2110-44370	COLLABORATIVE P		\$36.97	COLLABORATIVE PARTNERSHIPS
	101-2110-42080	TRAINING AND IN:		\$(10.99)	TRAINING AND INSTRUCTION
8522625					
	101-2110-42230	CRIME PREVENTIC		\$34.95	CRIME PREVENTION
9565044					
	101-2110-44370	COLLABORATIVE P		\$4.99	COLLABORATIVE PARTNERSHIPS
MT18DTN0K8					
	101-2110-42100	OPERATING SUPPL		\$2.99	OPERATING SUPPLIES
0072923					
	101-2110-44330	DUES & SUBSCRIP		\$90.00	DUES & SUBSCRIPTIONS
1616733					
	101-2110-44360	INVESTIGATIONS		\$225.00	INVESTIGATIONS
	101-2110-42080	TRAINING AND IN:		\$(200.00)	TRAINING AND INSTRUCTION
03735-24345925					
	101-2110-44330	DUES & SUBSCRIP		\$119.40	DUES & SUBSCRIPTIONS
	101-2110-42080	TRAINING AND IN:		\$(119.00)	TRAINING AND INSTRUCTION
Total for VISA				\$236.72	

City of Wyoming Check Detail Register

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04-18-2023

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
54740	04/18/2023	VISA			
85073EE005723					
	101-2400-43310	TRAVEL EXPENSES		\$609.75	TRAVEL EXPENSES
9121865					
	101-1400-42000	SUPPLIES - OFFICE		\$13.49	SUPPLIES - OFFICE/COPY/COMPUTR
2610617					
	101-1400-42000	SUPPLIES - OFFICE		\$11.54	SUPPLIES - OFFICE/COPY/COMPUTR
03212023					
	101-1400-42000	SUPPLIES - OFFICE		\$44.50	SUPPLIES - OFFICE/COPY/COMPUTR
03242023					
	101-2400-43220	POSTAGE		\$17.10	POSTAGE
9521853					
	101-3100-42000	SUPPLIES - OFFICE		\$18.99	SUPPLIES - OFFICE/COPY/COMPUTR
Total for VISA				\$715.37	
54741	04/18/2023	VISA			
2409488264					
	101-1400-44330	DUES & SUBSCRIP		\$21.46	DUES & SUBSCRIPTIONS
	101-1400-44330	DUES & SUBSCRIP		\$(12.98)	DUES & SUBSCRIPTIONS
03202023					
	101-1400-44330	DUES & SUBSCRIP		\$320.00	DUES & SUBSCRIPTIONS
INV189393880					
	101-1400-44330	DUES & SUBSCRIP		\$30.98	DUES & SUBSCRIPTIONS
Total for VISA				\$359.46	
54742	04/18/2023	XCEL ENERGY			
822454498					
	101-3100-43860	STREET LIGHTS		\$6,458.78	STOP LIGHTS
Total for XCEL ENERGY				\$6,458.78	
54743	04/18/2023	ZIEGLER INC.			
IN000938611					
	101-3100-44040	REPAIRS & MAINT.		\$386.03	REPAIRS & MAINT. - EQUIPMENT
Total for ZIEGLER INC.				\$386.03	

City of Wyoming Check Detail Register

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04-18-2023

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

General Checking Account 10100
Total Amount Being Paid: \$178,261.28
Total Number of Checks: 58

Mayor Iverson

Councilmember Luger

Councilmember Nanko Yeager

Councilmember Schilling

Councilmember Ohnstad



Date: April 5, 2023
To: Mayor Iverson and City Council Members
From: Neil Bauer, Public Safety Director
Subject: Consent Agenda Item for Accepting Donation

Background Information:

Polaris Industries, Inc. has made a generous donation of \$500.00 to the Police Department to be used to support the annual Bike Rodeo event. The funds will be added to our Public Safety Donation fund to purchase bike helmets for the Bike Rodeo participants and any additional expenses associated with the event.

I would like to recognize and thank Polaris Industries, Inc. for their generous donation.

Recommendation:

I recommend that the City of Wyoming accept the \$500.00 donation by Polaris Industries, Inc.

Neil D. Bauer, Ed.D.
Police Chief/Public Safety Director

RESOLUTION NO. 23-04-34

**A RESOLUTION ACCEPTING A DONATION FROM POLARIS INDUSTRIES TO THE
WYOMING POLICE DEPARTMENT**

WHEREAS, The City of Wyoming is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens, and is specifically authorized to accept gifts.

WHEREAS, the following persons and entities have offered to donate to the Wyoming Police Department

<u>Name of Donor</u>	<u>Donation</u>
Polaris Industries	\$500.00

WHEREAS, The City Council finds it appropriate to accept the donations offered.

THEREFORE, BE IT RESOLVED, The City of Wyoming accepts the donation from Polaris Industries in the amount of \$500.00

**HEREUPON SAID RESOLUTION WAS DECLARED DULY PASSED AND ADOPTED THIS
18th DAY OF APRIL, 2023**

CITY OF WYOMING

By: _____
Lisa Iverson, Mayor

ATTEST:

Robb Linwood, City Administrator



Request for Council Action

Date: April 14, 2023

Presented to: Mayor Iverson and City Council Members

Presented by: Robb Linwood, City Administrator

Department: Administration

Reference: Downtown Plan Donation

Method: Consent Agenda

Background Information:

During the Wyoming EDA's 2022 work plan it was discussed that there was not a small area plan or Downtown Study plan for the City of Wyoming. Small-town community downtown areas are in a renaissance. Downtowns serve as both vital economic engines for a local economy and also gathering places to celebrate together. The long-term success of Downtown depends heavily on a strong and well-designed core. It is this area where the integration of commerce, residential living, community activity – and parking – need to fit together like puzzle pieces.

In January of 2023, the Wyoming Economic Development Authority sought out the services of a qualified multi-discipline consultant or consultant team who would be responsible for providing services that result in a downtown master plan. The selected consultant team needed to have considerable experience in developing downtown plans, particularly for communities of a size and standing similar to Wyoming, and possess significant urban planning, civil engineering and public engagement capabilities. The consultant team should also possess a depth of experience in community and economic development as well as analysis of market conditions.

The Wyoming EDA received three proposals have been able to satisfy the requirements within the RFP that the Wyoming EDA authorized. At the February 13, 2023 Wyoming meeting the commission selected a master downtown plan/study proposal from MSA and Michael Lamb Consulting, LLC in the amount of \$30,000

The consultant will develop and lead a planning process that features active public participation to combine local knowledge and leadership with professional expertise and guidance. The Wyoming EDA's intent is to provide its residents, corporate citizens and new investors with a downtown plan that articulates a vision for the short and long-term improvements to the public and private realm that foster additional investment and enhances downtown Wyoming as a more livable, walkable and thriving urban center.

I have solicited donations from Xcel Energy, the Initiative Foundation and Chisago County HRA/EDA for the project. We received a donation from Xcel in the amount of \$1,000, Chisago County HRA/EDA of \$5,000 and we are hopeful of a donation of \$5,000 from the initiative foundation. We will accept the other donations at future meetings as they come in.

Recommendation: To approve a resolution accepting a donation from Xcel Energy for the Wyoming EDA Downtown Plan in the amount of \$1,000.00

RESOLUTION NO. 23-04-35

**A RESOLUTION ACCEPTING A DONATION FROM XCEL ENERGY FOR THE WYOMING
EDA DOWNTOWN PLAN**

WHEREAS, The City of Wyoming is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens, and is specifically authorized to accept gifts.

WHEREAS, the following persons and entities have offered to donate to the City of Wyoming

<u>Name of Donor</u>	<u>Donation</u>
Xcel Energy	\$1,000.00

WHEREAS, The City Council finds it appropriate to accept the donations offered.

THEREFORE, BE IT RESOLVED, The City of Wyoming accepts the donation from Xcel Energy in the amount of \$1,000.00

**HEREUPON SAID RESOLUTION WAS DECLARED DULY PASSED AND ADOPTED THIS
18th DAY OF APRIL, 2023**

CITY OF WYOMING

By: _____
Lisa Iverson, Mayor

ATTEST:

Robb Linwood, City Administrator



April 13, 2023

Mayor Iverson and City Council Members

Re: Public Safety Activity Report – April 18, 2023, City Council Meeting

Police Update

Hiring Update

Our vacant police officer position is posted again, in preparation for the upcoming career fair in northern Minnesota. These hiring challenges are a statewide issue, with departments all recruiting from a very small pool of new graduates. Ongoing recruitment and retention initiatives emerged as the number one priority for the department at the 2023 strategic planning session. We look forward to identifying short term objectives and long term objectives in the next few months.

Policy Manual Update

We continue to work on the policy manual updates, updating the policies related to our ability to access criminal justice data through the State of Minnesota and other mandatory policies. We also are finalizing a new policy on emergency vehicle operation, based on recommendations from the League of Minnesota Cities. LMC research indicates that an Emergency Vehicle Operation policy being in place will help to minimize workplace injury and liability.

Lights On! Program

We are finalizing our relationship with the *Lights On!* program. “Lights On! partners with law enforcement and auto service providers to replace traffic tickets with repair vouchers. The vouchers fix the bulbs, improve safety, and mitigate what often becomes a downward spiral for lower income members of our communities. Lights On! turns the potential confrontation of the traffic stop into an opportunity to connect one-on-one in a productive, restorative experience.¹”

There is no cost to the city to participate in this program. This is funded by MicroGrants, a Minnesota organization that provides grants for individuals to improve their lives, in this case through supporting transportation. Once we receive the vouchers, officers will provide the repair voucher to drivers with a non-functioning bulb. Victory Auto Service is an existing auto service provider for the Lights On! program and is already such a valuable community partner. They hosted the catalytic converter labeling program in 2022 with Wyoming PD. More information will be sent out via social media once the vouchers are received.

¹ “About Lights On!” Lights On! Accessed April 13, 2023. <https://lightsonus.org/about/>.



PUBLIC SAFETY

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

Fire Update

All Safe Global continues to work with the Fire Marshall's office to ensure they are compliant with all applicable codes for their business.

Upcoming Community Outreach Events

- Spring Clean Up – April 2023 (SRC 20% discount for Wyoming residents, 4/17/23 – 4/22/23)
- Bike Rodeo – May 20, 2023 @ Wyoming Elementary School



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



**ECKBERG
LAMMERS**
ATTORNEYS AT LAW

www.eckbergammers.com

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

Writer's Email:
tloonan@eckbergammers.com

April 13, 2023

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

Delivered via Email

Re: City of Wyoming
Status Update for the Period of – March 30, 2023 – April 13, 2023

Dear Robb:

Our office continues to field general legal questions and review items as requested by City staff while serving in our general counsel role of addressing all general legal concerns raised by City staff relating to any other legal matters relevant to the City.

Please contact me directly if you have any questions regarding this correspondence. Thank you for allowing us to serve the City of Wyoming.

Very Truly Yours,

s/ Thomas R. Loonan

Thomas R. Loonan
City Attorney

Stillwater Office
1809 Northwestern Avenue
Stillwater, MN 55082
Phone: 651-439-2878
Fax: 651-439-2923

Hudson Office
430 Second Street
Hudson, WI 54016
Phone: 715-386-3733
Fax: 715-386-6456



Engineer's Report

April 14, 2023

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

Re: April 18, 2023, City Council Meeting
WSB Project No. 021007-000

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

Staff has now met with each of the property owners to discuss the project. This is in lieu of our traditional neighborhood meetings. Staff can now finalize the feasibility study based on feedback received. We expect that the council will receive the feasibility study in May and set the public hearing for June.

East Viking Boulevard (Fenwick to Glen Oak) and Bridge No. 13J22

Bids for the project were received April 13th and are as follows:

Bids Opened: Thursday, April 13, 2023, at 2:00 pm

Contractor	Bid Security (5%)	BASE BID	ALTERNATE 1 Bridge 13J22	ALTERNATE 2 Bituminous Overlay	Grand Total Bid BASE+ ALT 1 & 2
1 Dresel Contracting, Inc.	x	\$1,846,621.16	\$788,232.64	\$150,858.00	\$2,785,711.80
2 Park Construction Co	x	\$2,228,311.70	\$786,258.70	\$141,887.00	\$3,156,457.40
3 Bituminous Roadways	x	\$2,388,017.00	\$1,123,036.40	\$156,080.10	\$3,667,133.50
4 Peterson Companies	x	\$2,421,628.18	\$936,034.75	\$173,777.70	\$3,531,440.63
Engineer's Opinion of Cost		\$2,449,188.00	\$888,515.50	\$209,240.00	\$3,546,943.50

Staff is working with MNDOT on bridge funding and has been prior to the bids due to higher construction and material costs at the time the bridge bonding application had gone in years ago. Staff is looking for additional bridge bond funds to cover eligible construction costs that exceed what we were previously granted, which is not uncommon.

We will bring bids and a recommendation of award of contract at the May 2nd City Council meeting. The contractor intends on moving forward with starting construction on May 8th. Staff will also be prepared to discuss what assessments look like with the actual bid pricing received.

Heims Lake Apartments

Staff has reviewed plans for site plan review and CUP for two apartment and two garage buildings on the land adjacent to Heims Lake that was rezoned to Office & Health Care. The planning commission tabled the discussion until the applicant was able to address comments provided.

Polaris Site Improvements

Staff has reviewed plans for site plan review for grading to remove the stockpile that is currently on the facility site, and to use as fill in one of the former wastewater ponds. A grading permit has been issued to allow them to perform work while the haul route is frozen. Further comments have been provided to the applicant that will need to be addressed prior to approval of plans. Staff has just received updated plan and we will review them the week of April 17th.

Katies Glenn

Staff is awaiting submittal of final plat by the developer.

CUP and Preliminary Plat were approved by Council on 01/03/2023.

This development is located on the east side of Goodview Avenue, south of Goldfinch Avenue. Staff has received revised construction drawings; however, the majority of our comments were not yet addressed.

Wyoming State Aid Streets

As Wyoming builds new streets (development) we can designate 20% of the total road length to our municipal state aid network. Staff will be bringing forward a resolution to submit to MNDOT adding some street segments to our system, resulting in more state aid dollars designated to Wyoming.

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

No new update:

City Council awarded both storm sewer improvements and a preconstruction meeting has been held. Due to material availability, these two projects will need to be completed in the spring. Once the storm sewer structures are delivered, we will pay the contractor for materials on hand as we customarily would.

Bingham Property – Hallberg Project (Multi-Tennent)

No new update:

All testing has now passed, and a site walk through has been completed. A final punch list has been provided to the contractor.

Diamond Ridge Development

No new update:

A preconstruction meeting was held on September 21, 2022. Tree removal and erosion control has been placed. No further work is planned to occur until next spring. We have been in communication with the adjacent property owner who has expressed concerns to inform them of what will be next and when.

Sunrise Riverbank Development (residential and commercial)

No new update:

The developer has submitted a revised concept. Staff has met with the applicant's team, and we have provided initial feedback. Staff will be meeting with the development team in the future to provide additional feedback.

The developer is working on the remediation of potentially contaminated soils from previous use as a golf course. Golf courses previously used materials on greens and tee boxes to prevent damage from mold and fungus. The work consists of excavation potentially contaminated soil and hauling to a certified facility. The developer will provide the City with complete documentation report of the remediation.

2021 Street Improvement Project

No new update:

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.

Summer Fields Development

No new update:

First Addition (19 lots): The contractor has indicated the project has been completed and all punch list items are complete as well. Upon inspection, there are a few items that remain; however, it is expected that this will be brought to the City in the near future for consideration of acceptance and release of escrow. The developer is working to address these remaining punch list items.

The Developer started work installing pipes in the filtration basin on 12/12/2022. Staff has reduced the cash escrow to \$10,000. Remaining work is primarily related to the removal of silt fence and ensure restoration efforts have taken.

Second Addition (15 lots):

No New Update:

Utility Construction, curb and gutter placement and asphalt has been placed. An escrow reduction has been requested and staff is confirming the value of work completed and what remains now that they have submitted the remaining. The escrow reduction has taken place.

Third Addition

No new update.

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

The developer indicated all punch list items were complete and requested final acceptance of the project and release of the Letter of Credit. Upon inspection, very little of the punch list was completed. The punch list was sent to them again along with photos indicating what needs to be completed for the city to consider final acceptance. The developer has indicated these remaining items have now been completed. The only remaining item is the trail construction leading from the road to the park. Staff will be reducing the letter of credit to an amount of 125% of the cost to construct this trail. Once these have been addressed, staff will be ready to recommend acceptance of the improvements and start the two-year warranty period. As-builts have been provided for the project.

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. The bituminous wearing course will be placed in 2023.

Aadland Development (Hunter Hill)

No new update:

Punch list items are currently underway and final layer of asphalt has been placed. Project acceptance is expected in the spring once restoration is acceptable. Due to the drought, many areas of the seeding have not come in adequately. Project acceptance is expected in the spring. Staff will reduce the letter of credit accordingly.

Hallberg Storage

No new update:

Final Punch list has been created and project completion is near.

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

Sincerely,

WSB and Associates, Inc.

Mark Erichson, P.E., City Engineer



Public Works Report

Date: April 18, 2023

Mayor Iverson and Councilmembers

Public Works Report for April 18, 2023 City Council Meeting

Streets:

The primary focus of the Public Works crew has been on asphalt repairs. Potholes, main break restoration and replacing a section of road damaged while snowplowing have taken the majority of the crew's time. Pothole repairs started on March 20th and as of April 13th, Public Works had used 43 ton of hot and cold mix materials. The repair list continues to grow as the roads remain soft. It is anticipated that pothole patching and surface repairs will be a primary focus through the summer.

Sanitary Sewer:

Minnesota Pump is schedule to replace the check valves in Lift Station #8 on April 19. The check valves are failing and been getting stuck open. Lift Station #8 has a long force main that runs south along Kettle River and under US-35. With a stuck open check valve, the force main drains back into the lift station, making for longer pump run times and increasing risks for a sewer back up.

Water:

Daily and monthly water tests have been completed. Staff will begin preparations for the spring flush in the coming weeks.

Surface Water:

Even with the exceptionally snowy winter, Public Works has had very few calls related to street flooding during the spring melt. The Public Works team did a great deal of work opening catch basins and pushing back snow piles over the winter. These activities combined with a mild start to spring help mitigate having to respond reactively to flooding calls.

Parks:

No new maintenance items to report.

Welcome:

Public Works is welcoming Wyoming resident, Gavin Middendorf, as the first of two seasonal for this summer season. Gavin will be assisting the Public Works team across the various work program activities. We look forward to him contributing to our efforts and are excited for him to be joining us for the summer.



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: April 14 , 2023

Presented to: Mayor Iverson and City Council Members

Presented by: Alex Saxe, Assistant City Administrator

Department: Administration

Reference: City Council Work Session Request

Method: New Business

Background Information:

Since 2017, the Wyoming City Council and staff take time to complete a road and project tour. The tour allows staff and council to view street conditions and review upcoming projects, completed projects and overall condition of streets. Fairview Meadows once again will be donating a driver and bus for the work session this year. We thank them for their continued partnership with City of Wyoming.

Recommendation: That the City Council set a work session for April 24, 2023 at 5:30PM to conduct a Road and Project Tour.



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Request for Council Action

Date: April 14, 2023

Presented to: Mayor Iverson and City Council Members

Presented by: Robb Linwood, City Administrator

Department: Administration

Reference: Public Safety Building/Wold Architects Work session

Method: New Business

Background Information:

At a January 11, 2023 work session Wold gave the city council an update on anticipated estimates for the construction of the building. The council directed staff, Wold Architects and Kraus Anderson to look at other options to work towards getting the building back to the original budget. Staff and the consultants would like to give council an update on the current status of the building, potential revisions, options and cost estimates.

Recommendation:

To approve and notice a City Council work session on May 2, 2023 at 5:30PM



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