



**CITY OF GAYLORD
REGULAR CITY COUNCIL MEETING MINUTES**

Wednesday, June 3, 2015
6:30 P.M., City Hall

Members Present: Mayor Boeder and Members DeVlaeminck, Landaas, Losure, Muchow and Uecker.
Members Absent: None
Staff Present: Don Lannoye, Schauer Law Office; Kevin McCann, City Administrator; Ty Reimers, City Services Manager; Amy Newsom, EDA/Chamber Coordinator; Chuck Klimmek, EDA Coordinator; Barb Kranz, Gaylord Librarian; Penny Puffer, Library Assistant; Katie Bobich, Summer Intern; and Lori Doering, Secretary/Billing Clerk.
Visitors Present: Joe Deis, Gaylord Hub; Justin Black, SEH; Phil Keithahn; Tim and Wendy Goldsmith and Kyle and Dianna Karau.

1. Call Meeting to Order

Pursuant to due call and notice thereof, the meeting of the City Council was called to order by Mayor Boeder at 6:30 p.m.

2. Pledge of Allegiance

The Pledge of Allegiance was recited by Council and visitors present

3. Consider 06-03-15 Agenda

COUNCIL MEMBER UECKER MOVED, COUNCIL MEMBER LOSURE SECONDED, TO APPROVE THE JUNE 3, 2015 AGENDA, WITH THE REMOVAL OF 9B AND THE ADDITION OF A CLOSED MEETING DURING "OTHER" WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

4. Comments, Updates, Concerns

- 4.A. Citizens
None
- 4.B. Council Members
None

5. * Consent Agenda

COUNCIL MEMBER UECKER MOVED, COUNCIL MEMBER DEVLAEMINCK SECONDED, TO APPROVE THE CONSENT AGENDA, WHICH INCLUDED THE FOLLOWING ITEMS. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

- 5.A. Minutes
 - 5.A.i. Minutes from May 20, 2015 – Regular Meeting
 - 5.B. Accounts Payable
 - 5.C. Resolutions and Ordinances
 - 5.C.i. Ordinance Number 318 – WAIVE SECOND READING AND MOVE FOR ADOPTION
 - 5.D. Reports of Officers, Boards, and Commissions
 - 5.D.i. Park Board Minutes from April 27, 2015
 - 5.E. Other
 - 5.E.i. Close City Parking Lot by Post Office on Wednesday, June 10th for *Music on Main*
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6. Public Hearings – 7:00 PM

6.A. None

7. Communications, Requests, and Petitions

7.A. None

8. Department and Committee Reports and Action Items

8.A. Library Department – Barb Kranz, Library Director

8.A.i. Monthly Update

Barb informed the Council of the many various summer programs and story time themes that are planned at the Library. She reported that the Summer Book Sale, netted approximately \$240.00. Barb also introduced Penny Puffer who is the new Library Assistant.

8.B. City Services Department – Ty Reimers, City Services Manager

8.B.i. Mosquito Fogger

Ty reviewed two bids received for a Mosquito Fogger. The London Fogger is \$8,200.00 and the Curtis Dyna Fogger is \$9,200.00. Ty is recommending the London Fogger, it is the same fogger that Arlington has and we would be able to get technical assistance from them if needed. McCann stated about 80% of the cost has been budgeted, with plans to budget for the balance in the 2016 budget.

COUNCIL MEMBER LANDAAS MOVED, COUNCIL MEMBER MUCHOW SECONDED, TO APPROVE THE PURCHASE OF THE LONDON FOGGER FOR \$8,200.00, AND TO TAKE OUT OF RESERVES WHAT IS NOT ALREADY BUDGETED AND TO BUDGET FOR 2016 THE BALANCE, SO WE CAN PAY OURSELVES BACK IN 2016. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

8.B.ii. Monthly Update

Ty reported that the pool is scheduled to open June 4th, he stated everyone in the public works department helped to get the pool up and running for the season. On May 22nd, we had help from about eighteen Sibley East students to clean the rain gardens and the pool. On June 8th Utility Services will clean the East water tower and inspect it. Ty also mentioned they recently had a composting meeting with Full Circle Organics. What they propose to do at the compost site is very cost effective compared to what we are currently doing. We would be required to turn the pile once per month.

8.C. Gaylord Fire Fighters Relief Association – Ian Sing, President

8.C.i. Donation Presentation

Ian was not present at the meeting.

8.D. Administration Department – Kevin McCann, City Administrator

8.D.i. April Budget Update

McCann gave council an update through April for the expenses and revenues. Expenses are at about 24% and revenues are at about 4.2% with the big share of our revenues coming in June and July.

8.D.ii. Sibley County Municipalities Association Meeting – Thursday, June 18th

McCann asked if there are any council members planning to attend the meeting, they are to let him know.

8.D.iii. Introduction of Intern Katie Bobich

McCann introduced to Council the new summer intern, Katie Bobich. She has already been researching different items for the city.

8.D.iv. Discussion Regarding Potential Grant Application for a Mural at City Hall

McCann explained that he had Katie research putting a new mural on the side of City Hall since there is a new grant available for murals. McCann was not sure if council was interested in doing that again. After some discussion, council consensus was to leave the wall as is for now.

9. Unfinished Business

9.A. Downtown Street Project Update

Black gave a quick update of the progress on the downtown street project. Curb and gutter will begin next week. The first segment is scheduled to be open to the public by the middle of July. They are looking to begin the next phase on 4th street from Main going north by the end of this week. Mayor Boeder asked if we are on track. Black replied with the rain delays we are just a few days behind but at the pace they are going, we will catch up fast. Member Muchow asked for an update on the water tower. Black stated that is on time. They are fabricating the steel right now and then they begin to erect the tower. The paint schedule has been released and they plan to paint in September or October of this year. We are still looking at removing the old tower about October of this year, depending on the weather.

9.B. Update Regarding Jerry's Home Quality Foods Parking Lot Agreement (PENDING INFORMATION FROM JERRY HAHN) – Kevin McCann, City Administrator

This item was removed from the agenda.

9.C. Consider Resolution 2015-14 – Fire Key Boxes – Kevin McCann, City Administrator

Lannoye prepared Resolution Number 2015-14, A Resolution declaring the Fire Key Box program to be a voluntary program at the consensus of council. McCann recommended that it be voluntary except for apartment buildings, since there are life and safety issues.

COUNCIL MEMBER LOSURE MOVED, COUNCIL MEMBER UECKER SECONDED, TO APPROVE RESOLUTION NUMBER 2015-14, WITH THE MODIFICATION OF MAKING APARTMENT BUILDINGS MANDATORY.

Discussion: Memembr Landaas asked the definition of an apartment building, is it a multi housing unit? McCann stated it is the typical apartment building as well as the apartments above businesses.

WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

9.D. Discussion Regarding Amended Liquor Ordinance (TO BE SENT OUT NEXT WEEK) – Don Lannoye, City Attorney

Lannoye discussed with council, their consensus at the last council meeting to amend the current liquor ordinance after being presented with a plan by Drs. Tim and Wendy Goldsmith, with their desire to open a 4th Street Pizza and Pub in a vacant part of their building. Council's further consensus at that meeting was to grant an exemption to the distance requirement for restaurants with an on-sale liquor license. Lannoye stated he prepared a draft amendment to the current ordinance that says restaurants with an on-sale licenses would be exempt from the distance requirement. He went on to say that according to state statute, restaurants are exempt from the total number of liquor licenses that a city can have. Member Uecker asked why we can't just get rid of the distance restrictions all together due to this issue coming up over and over again. Lannoye stated it is within the council's power to do so if they so choose to. Member Landaas thought there is a possibility to change it in the future, but to keep moving forward with the amendment.

COUNCIL MEMBER LANDAAS MOVED, COUNCIL MEMBER MUCHOW SECONDED, TO APPROVE THE AMENDMENT OF THE LIQUOR ORDINANCE AS PRESENTED. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

Lannoye stated this would be a first reading of the ordinance and the second reading and adoption to be at the next council meeting and then it needs to be published in the newspaper before it takes effect.

9.E. Discussion Regarding School Land Swap Agreement and Related Expenses – TO BE PRESENTED AT MEETING

McCann stated a meeting was held to discuss the agreement for the land swap and the biggest issue was there are water and sewer lines running through the property and how to handle this. Justin Black put some figures together. It would be hundreds of thousands of dollars to move these lines. The architects said we only need to go around the school and that is still costly and then it was suggested to just acquire some land to the east, which is what will be discussed in the closed meeting. McCann stated we also need to make sure the land is shovel ready. This involves 15 to 25 thousand cubic yards of fill or dirt or about 1,500 truckloads. Black stated they have spoken to William Mueller and Son's about acquiring dirt or fill from the current street project. We would have to close the trail and build a gravel road over the trail for access, strip the top soil, and set up erosion control. An estimate from Mueller's would be \$76,000.00. Mueller's has agreed to do this at a reduced cost, almost half the cost normally per cubic yard. This cost would be shared with the school. The longer we wait to approve this, the less fill we would have available. No firm number on percentages on the cost sharing has been agreed on at this time. If

only normal fill is required, more than likely their budget will be able to cover it. If their soil borings show more than normal fill is required, the city will have to cover the difference. Lannoye stated as part of the land swap agreement most of the property would be a permanent swap and the bus garage and lots as an option. The football baseball/softball fields would be part of the permanent land swap but the school would continue to maintain the property in exchange for its use. After a lengthy discussion,

COUNCIL MEMBER LANDAAS MOVED, COUNCIL MEMBER LOSURE SECONDED, TO APPROVE THE QUOTE FROM WILLIAM MUELLER AND SONS FOR \$76,000.00, WITH A GOOD PORTION OF THE COST, COMING BACK TO THE CITY FROM THE SCHOOL. WITH ALL MEMBERS VOTING IN FAVOR THE MOTION CARRIED.

9.F. Consider Option and Sale Agreement with Danza Group of Sibley East School Site – Kevin McCann, City Administrator

McCann stated the option and sale agreement with the Danza Group has been reviewed by several parties. Lannoye does not see any concerns with any of the wording in the agreement. The Option does have a \$10,000.00 payment option in the agreement. McCann also stated it may be a good idea for a road trip to visit some of the Danza Group's other developments and other small city medical schools out east.

COUNCIL MEMBER MUCHOW MOVED, COUNCIL MEMBER UECKER SECONDED, TO APPROVE THE THE OPTION AND SALE AGREEMENT WITH THE DANZA GROUP.

Discussion: Dianna Karau asked if their property would be part of the planning of the Danza Group. They also would like to acquire anything that is public information on the venture with the Danza Group. She also had concerns of it being proper that city officials would be accepting a "gift" of an invitation to New York. McCann said it is not a gift, it's an invitation. The city would be paying its way. They also had concerns of the placement of generators and delivery trucks and related noises with a medical school.

WITH ALL MEMBERS VOTING IN FAVOR THE MOTION CARRIED.

10. New Business

10.A. Consider Downtown Project Completion Party – Amy Newsom, EDA and Chamber Coordinator

McCann gave some background information on an idea to have a street dance about the middle of September. This led to having a big name band (Johnny Holm) to draw residents and the surrounding area to the dance. There would also be an end of construction party after completion of the project in October or November. This would be an all-day event that is family oriented. Amy is here to discuss a budget and some of the related expenses, as well as the special requirements of the contract with Johnny Holm to be able to host this street dance. Amy stated that the Chamber met and agreed to be the sponsor of the event but they do not have the funds necessary to make this happen. She reviewed the budget figures she came up with, totaling \$11,500.00. Members Devlaeminck, Uecker and Muchow were concerned of the cost to host this street dance. After a lengthy discussion, there was a council consensus to table this until the next council meeting to give the committee time to solicit donations.

COUNCIL MEMBER LANDAAS MOVED, COUNCIL MEMBER UECKER SECONDED TO CLOSE THE OPEN MEETING WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED. The time was 8:05 p.m.

11. Other

11.A.i. Closed Meeting

COUNCIL MEMBER LOSURE MOVED, COUNCIL MEMBER MUCHOW SECONDED TO OPEN THE CLOSED MEETING. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED. The time was 8:10 p.m.

The council discussed the purchase of adjacent land to the east of the new school site.

COUNCIL MEMBER LOSURE MOVED, COUNCIL MEMBER LANDAAS SECONDED TO CLOSE THE CLOSED MEETING. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

COUNCIL MEMBER LOSURE MOVED, COUNCIL MEMBER LANDAAS SECONDED TO RE-OPEN THE OPEN MEETING. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

12. Upcoming Meetings and Events

- 12.A. Monday, June 8th – 5:30 – EDA Meeting
- 12.B. Wednesday, June 10th – 5:30 – P&Z Meeting
- 12.C. Wednesday, June 10th – 6:30—HPC Meeting
- 12.D. Wednesday, June 17th – 6:30—City Council Meeting
- 12.E. Monday, June 29th—7:00—Fire Department Meeting
- 12.F. Wednesday, July 1st—NO COUNCIL MEETING

13. Adjournment of Regular Meeting

There being no further business to come before the City Council. COUNCIL MEMBER LANDAAS MOVED, COUNCIL MEMBER LOSURE SECONDED TO ADJOURN. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED. The meeting was adjourned at 8:20 p.m.

Kevin McCann
City Administrator

Don Boeder
Mayor