



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

Wednesday, September 16, 2015  
6:30 P.M., City Hall

**Members Present:** Mayor Boeder and Members DeVlaeminck, Landaas, Losure, Uecker and Muchow  
**Members Absent:** None  
**Staff Present:** Don Lannoye, Schauer Law Office; Kevin McCann, City Administrator; Amy Newsom, EDA Coordinator; Mark Brandt, Amy Hahn and Mark Anderson, Gaylord Ambulance; Dean Schons, Gaylord Fire Chief; and Lori Doering, Secretary/Utility/Billing Clerk  
**Visitors Present:** Dan Ehrke and John Rodeberg, SEH; Craig Morseth, Insurance Service Company; Jane Peterson and Gloria Sinell, HPC; Steve and Renate Hendricksen and Joe Deis, Gaylord Hub

**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 09-16-15 Agenda**

COUNCIL MEMBER UECKER MOVED, COUNCIL MEMBER DEVLAEMINCK SECONDED, TO APPROVE THE SEPTEMBER 16<sup>TH</sup>, 2015 AGENDA. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

**4. Comments, Updates, Concerns**

\*\*Per Municipal Policy 1500, citizen comments are intended to afford the public an opportunity to address concerns to the City Council. Citizen comments will be no longer than ten (10) minutes in length and each presenter will have no more than two (2) minutes to speak, unless additional time is granted by the Mayor. Topics of discussion are restricted to City topics rather than private or political agendas. The City Council may discuss, but will not take formal action on public comments.\*\*

**4.A. Citizens**

Steve Hendricksen had questions about the proposed frontage road that has been in the paper. He asked if the public or adjacent land owners would have any input before construction begins. He was also concerned about the access to Agri Fleet that has been there for the past 40 years would now be moved down near Lakes Gas. Mayor Boeder stated we are doing the feasibility study right now and we have to look at funding options, have MnDot input and it will all be made public and have public meeting on it.

**4.B. Council Members**

Member Landaas reminded everyone about the Johnny Holm event this Friday and if anyone is available to help wherever help is needed.

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**5. \* Consent Agenda**

COUNCIL MEMBER LOSURE 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 September 2, 2015

**5.B. Accounts Payable**

5.C. Resolutions and Ordinances

5.C.i. Resolution 2015-21 – Approving Preliminary 2016 Tax Levy

5.D. Reports of Officers, Boards, and Commissions

5.D.i. HPC – Minutes from August 13, 2015

5.D.ii. P&Z – Minutes from August 13, 2015

5.E. Other

5.E.i. Exempt Gambling Permit – St. Michael’s Catholic Church Raffle – Sunday, Oct. 25<sup>th</sup>

5.E.ii. Exempt Gambling Permit – American Legion Auxiliary Bingo – Saturday, Nov. 21<sup>st</sup>

5.E.iii. Lutheran Social Service Site Use Agreement

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6. Public Hearings – 7:00 PM

6.A. Heritage Preservation Ordinance

Newsome explained the reason for the Ordinance is to preserve and protect the history of Gaylord. They have established a commission, they will nominate historic designations, establish a downtown historic district, and they would be in charge of site alteration permits and signs and awnings. They need to create their applications for nominations yet. Council consensus was for the commission to keep moving forward.

7. Communications, Requests, and Petitions

7.A. None

8. Department and Committee Reports and Action Items

8.A. Ambulance Department – Mark Brandt, Interim President

8.A.i. Operations Update

Brandt explained that \$180,000.00 was gifted to the department from an estate and wishes to use the funds for a new rig. They plan to gift their older rig to Comfrey. Brandt reviewed the new ambulance rig quotes with council. They recommend the low quote from North Central Ambulance Sales and Service. They are planning to add a few things in the new ambulance now that they are working with the Paramedic. They have enough funds to cover these items also, including a new power lift that will automatically load the patient into the rig.

COUNCIL MEMBER MUCHOW MOVED, COUNCIL MEMBER UECKER SECONDED, TO APPROVE THE QUOTE FROM NORTH CENTRAL AMBULANCE SALES AND SERVICE FOR \$157,994.00. WITH ALL COUNCIL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

8.A.ii. Introduction of Paramedic Mark Anderson

Brandt introduced the new paramedic, Mark Anderson. Anderson stated he began on September 14<sup>th</sup> and will be working 36 hours per week, Monday, Wednesday and Friday. He is anxious to start a Community Paramedic Program, they are able to visit people at home to do things such as check blood pressures, take INR blood tests etc. which helps keep people in their homes longer or keep them from having to make a trip to the clinic.

8.B. Fire Department – Dean Schons, Chief

8.B.i. Operations Update

Schons reported that the department is up to 30 calls this year and they are within their budget at this time. They have had some minor breakdowns which are being repaired. Fire Prevention is coming up, they will be visiting the schools and having an open house. They decided to invite the Police and Ambulance as well for the open house. It will be on October 6, 2015 from 5:30 – 7:30 p.m.

Schons explained the grass rig quotes they received. The low bidder was Ford at \$32,595.00. They will fit the grass rig with a slide in pump. They do have the funds set aside for it and plan to sell the old grass rig as well.

COUNCIL MEMBER LOSURE MOVED, COUNCIL MEMBER UECKER SECONDED, TO APPROVE THE FORD F-350 GRASS RIG FOR \$32,595.00. WITH ALL COUNCIL MEMBERS MUCHOW, UECKER, LOSURE AND LANDAAS VOTING IN FAVOR AND MEMBER DEVLAEINCK ABSTAINING, THE MOTION CARRIED.

**8.C. Administration Department**

8.C.i. Consider 2015/2016 Property/Casualty Insurance – Craig Morseth, Insurance Service Co. Morseth stated there is good news; there will be a decrease of about \$500.00 for the renewal. Morseth went over the changes for the 2015 insurance renewal with council. The city's premium for all property, casualty and worker's compensation insurance decreased by \$456.00. The city also received an \$11,372.00 dividend last December for property/liability insurance. LMCIT will announce any dividends payable for 2015 towards the end of November. He also recommends raising the bond limit from \$100,000.00 to \$250,000.00 due to the increases in expenditures. He also recommends not waiving the statutory immunity limits.

COUNCIL MEMBER LANDAAS MOVED, COUNCIL MEMBER MUCHOW SECONDED, TO APPROVE THE INCREASE IN THE BOND LIMIT FROM \$100,000.00 to \$250,000.00 AND THE 2015 INSURANCE RENEWAL AS PRESENTED AND TO NOT WAIVE THE STATUTORY IMMUNITY LIMITS. WITH ALL COUNCIL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

8.C.ii. Consider Minnesota Government Access to Schauer Law Office, Don Lannoye, City Attorney

Lannoye stated the court system is now allowing the attorneys to access court information electronically rather than obtaining it from Court Administration. To do so a resolution needs to be adopted and signed.

COUNCIL MEMBER MUCHOW MOVED, COUNCIL MEMBER UECKER SECONDED, TO APPROVE RESOLUTION NUMBER 2015-22, MASTER SUBSCRIBER AGREEMENT. WITH ALL COUNCIL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

8.C.iii. Consider 2015/2016 Health Insurance – Kevin McCann, City Administrator  
McCann reviewed the 2015/2016 Health Insurance Policy with Blue Cross Blue Shield for city employees. McCann stated we budgeted an 11% increase but now we will have about a \$10,000.00 savings. Landaas asked if we had a like quote from another company. Uecker also thought we should get more quotes. Muchow and Boeder had no issues but if council wanted to obtain more quotes they were okay with it. Consensus was to obtain more quotes.

8.C.iv. Consider Aquatic Invasive Species Signage – Kevin McCann, City Administrator  
McCann stated the Crow River Organization of Water is working with Sibley County on Aquatic Invasive Species programming. They have received a grant for signage on Lake Titlow and Sibley County would be installing the signage. Council did not have a problem with it but thought the signage should be at both access locations.

COUNCIL MEMBER MUCHOW MOVED, COUNCIL MEMBER LOSURE SECONDED, TO APPROVE INSTALLING THE AIS SIGNAGE. WITH ALL COUNCIL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

**9. Unfinished Business**

9.A. Consider Water Tower Pay Application Number 6, Kevin McCann, City Administrator

McCann reported that the tower is about 80% complete and should finish all the welding this week. They will then do coatings and painting this spring.

COUNCIL MEMBER LANDAAS MOVED, COUNCIL MEMBER LOSURE SECONDED, TO APPROVE PAY APPLICATION NUMBER 6 FOR \$140,544.90. WITH ALL COUNCIL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

9.B. Consider Resolution 2015-20 – Approving Application to the MnDOT TED Program – Kevin McCann, City Administrator

Rodeberg stated they have begun working on some concept plans for the frontage road and Ehrke has met with Michael Foods. They feel there is enough time to meet the TED application in time and feel they need to take time to do it right. They stated there is other funding out there that they can apply for. We need to finish the feasibility study, meet with MnDOT and engage the stakeholders before applying for any of the grants. A lot of the grant approval process is based on is project readiness. Council consensus was to not move forward with the TED Grant application at this time.

10. New Business

10.A.i. None

COUNCIL MEMBER LOSURE MOVED, COUNCIL MEMBER LANDAAS SECONDED TO CLOSE THE REGULAR MEETING AT 7:30 PM. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

COUNCIL MEMBER LOSURE MOVED, COUNCIL MEMBER LANDAAS SECONDED, TO OPEN THE CLOSED MEETING AT 7:33 PM. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

11. Other

11.A.i. None

CLOSED MEETING – Council went into a closed meeting to discuss pending litigation.

COUNCIL MEMBER LOSURE MOVED, COUNCIL MEMBER LANDAAS SECONDED, TO CLOSE THE CLOSED MEETING AT 7:48 PM. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

COUNCIL MEMBER LOSURE MOVED, COUNCIL MEMBER LANDAAS SECONDED, TO OPEN THE REGULAR MEETING AT 7:49 PM. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

12. Upcoming Meetings and Events

- 12.A. Friday, September 18<sup>th</sup> – 5:00 – Downtown Street Dance
- 12.B. Monday, September 28<sup>th</sup> – 7:00 – Fire Department Meeting
- 12.C. Monday, October 5<sup>th</sup> – 7:00 – Ambulance Department Meeting
- 12.D. Wednesday, October 7<sup>th</sup> – 6:30 – City Council Meeting
- 12.E. Monday, October 12<sup>th</sup> – 5:30 – EDA
- 12.F. Wednesday, October 14<sup>th</sup> – 5:30 – P&Z Meeting
- 12.G. Wednesday, October 14<sup>th</sup> – 6:30 – HPC
- 12.H. Wednesday, October 21<sup>st</sup> – 6:30 – City Council Meeting
- 12.I. Friday, October 30<sup>th</sup> – Downtown Completion Party

13. Adjournment of Regular Meeting

There being no further business to come before the City Council. COUNCIL MEMBER LOSURE MOVED, COUNCIL MEMBER LANDAAS SECONDED TO ADJOURN. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED. The meeting was adjourned at 7:50 p.m.

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Kevin McCann  
City Administrator

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Don Boeder  
Mayor