



CITY OF GAYLORD
REGULAR CITY COUNCIL MEETING MINUTES
Wednesday, December 2, 2015
6:30 P.M., City Hall

Members Present: Mayor Boeder and Members DeVlaeminck, Landaas, Losure, Uecker and Muchow
Members Absent: None
Staff Present: Dean Schons and Ian Sing, Gaylord Fire Department; Chuck Klimmek, EDA; Officer Daniel Reich; Gaylord Police; Kevin McCann, City Administrator and Lori Doering, Secretary/Utility Billing/Payroll Clerk
Visitors Present: Michael Messner; John Weber; Dianna Karau; Mike Brinkman 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 12-02-15 Agenda

COUNCIL MEMBER UECKER MOVED, COUNCIL MEMBER LOSURE SECONDED, TO APPROVE THE DECEMBER 02, 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

Michael Messner informed council that this afternoon he filed a petition at city hall to repeal the new winter parking ordinance with 234 signatures and was inquiring if it will be on the next council agenda on December 16, 2015. Mayor Boeder asked if Messner felt that the petition that was put on Facebook was done properly. Messner replied no comment, he did not put it on there and he had no idea anything was being put on Facebook. Mayor Boeder asked Messner if he was asked to remove it from Facebook. Messner stated he was but he was not the one who put it on and the person who did put it on should have been asked to remove it. Mayor Boeder explained that he did not think it was fair to the council, what they have had to go through with this posting and felt some apologies should be made. Messner felt the Mayor should contact the person who put it on Facebook. Mayor Boeder stated the posting that was put on stated that they owned rental property on 4th Street and were unable to rent them out due to the new ordinance and the Mayor asked Messner isn't it true that no one is able to park in front of those apartments all year long. Messner replied that he should take that up with the owners and does not understand why he is addressing him with this issue. Mayor Boeder answered that he is asking these questions for the benefit of the people watching the council meeting on channel 8 and do not have Facebook, understand or have fair knowledge of what happened and what the council went through.

Diana Karau explained to council that she is attending tonight's meeting because she wants to continue to be actively involved in the process of our government, specifically the City of Gaylord. She said after listening to the exchange between the Mayor and Mr. Messner just now, she feels it is very important for the council and city staff to foster an atmosphere where the residents feel they can come to meetings to engage in dialogue directly instead of social media so that the residents and city officials can work together and do this in a way that the residents feel they can come to meetings and ask questions and engage in dialogue with the council and not feel that it becomes an adversarial conversation as opposed to a discussion, finding

solutions together. Karau agreed with the Mayor that they are not compensated well but that most people who run for these positions do not choose it for the money, they do it to serve and to be involved and to make our communities better. She stated you did run, you choose to serve, you were elected and sometimes these things such as the social media thing happens, and it comes with the territory. Karau stated she appreciates the work that they do and she plans to continue to be involved. Member Landaas questioned Karau about a comment she had made in an email to the council recently, about reminding the members about personal gain, and if we stand to gain from some issue that we would be obligated to abstain from it. Landaas asked her what her intent was by that comment. Karau replied it had to do with a small percent of the population holds 90% of the wealth in Gaylord and with 4-Square Builders presenting themselves as a holding company, who are the people behind the holding company and do they have to reveal themselves. McCann informed Karau that 4-Square Builders are Preston and Gina Fox and that is who the city is currently dealing with, they may bring other investors in but for right now that is who the city is dealing with.

- 4.B. Council Members
- None

5. * Consent Agenda

COUNCIL MEMBER LANDAAS MOVED, COUNCIL MEMBER LOSURE 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 the November 18, 2015 Regular Meeting
 - 5.A.ii. Minutes from the November 24, 2015 Special Meeting
- 5.B. Accounts Payable
- 5.C. Resolutions and Ordinances
 - 5.C.i. Resolution 2015-25 – Resolution Authorizing Deferment
- 5.D. Reports of Officers, Boards, and Commissions
 - 5.D.i. Library Board - Minutes from September 15, 2015
- 5.E. Other
 - 5.E.i. None

6. Public Hearings – 7:00 PM

- 6.A. 2015 Truth-in-Taxation Hearing – See Separate Agenda

Mayor Boeder called the Truth-in-Taxation Public Hearing Meeting to Order at 7:00 p.m.

McCann explained to council that instead of the power point presentation, a new format this year is to have a summary called The Citizens Guide to the Budget. McCann reviewed the guide with the council explaining what the general fund is, what the fund pays for, what is a property tax levy and what the proposed 2016 Tax Levy which is at 9.69% compared to the preliminary levy of 13.85%. Overall the city's budget for 2016 is \$1,686,692.00, an increase of \$100,000.00 roughly. The increases are due to general government, public safety and economic development. McCann then reviewed how the city's tax rate compared to other cities in the county. McCann ended with what drives the decision making, reviewing the values and goals that were set by council last year. Member Landaas said he likes the new format and summary. He said it gives the public the nuts and bolts of the budget. He also stated people have to realize that our tax increases have a lot to do with the valuations, it's not just what the city is doing and we need to educate people about this.

John Weber was present to ask about his agricultural land that is in the orderly annexation area. He has approximately 40 acres that he is being taxed at \$122.00 per acre compared to the remainder of the land being taxed at \$53.00 per acre. It doesn't do me any good; there is no water and sewer there. McCann stated we do have a rural tax district within the city which means you can have farmland in the city but you would be taxed at a lower rate. McCann said we should look into it further with the Auditor's Office in the morning.

6.B. **Delinquent Utility Bills – Various Residents**

No one was present for the delinquent utilities so at the next council meeting the council can adopt the certification list. Mayor Boeder closed the Public Hearing Meeting at 7:23 p.m.

7. **Communications, Requests, and Petitions**

7.A. **FYSC – December Newsletter**

8. **Department and Committee Reports and Action Items**

8.A. **Fire Department – Dean Schons, Fire Chief**

8.A.i. **Consider Grass Rig Slide-in Pump and Tank**

Schons informed council he was present for approval of the last three bids on the grass rig. The first is a slide-in pump unit that goes in the back of the truck which is a bid of \$20,300.00. The light bar and sirens and wiring came in at \$5,533.00. The third bid is for the wench and the bumper assembly for the front of the truck is \$3,802.25. These are the last three bids to make that truck complete and the monies would be coming out of the special equipment fund that is basically pull tab monies. This will make the truck ready to be in service. The truck is scheduled to arrive in about two weeks.

COUNCIL MEMBER LOSURE MOVED, COUNCIL MEMBER LANDAAS SECONDED, TO APPROVE THE THREE BIDS FOR THE GRASS RIG. WITH ALL COUNCIL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

8.A.ii. **Consider Grass Rig Light Bar and Sirens**

This item was included in the above discussion and motion.

8.A.iii. **Consider Additional Firefighters**

Schons had one more thing, he and Sing talked with McCann this week about adding more fire fighter members. They had try outs last week. They are currently down two firemen and had five people apply and they all did excellent. We have always been around that twenty-six, twenty-seven mark and with firefighters being hard to come by, it's hard to turn people away. Basically, we asking to put all five on. McCann stated there are a few people who are close to retirement and a couple people who may be moving soon. Schons also said their day numbers are down and a couple of the applicants work in the community and two of the five are already certified.

COUNCIL MEMBER LANDAAS MOVED, COUNCIL MEMBER DEVLAEMINCK SECONDED, TO APPROVE THE HIRING OF FIVE ADDITIONAL FIREMEN. WITH ALL COUNCIL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

8.B. **EDA – Chuck Klimmek, EDA President**

8.B.i. **Parking Study Results**

Klimmek stated this parking study he had decided to do on his own. He did not put any conclusions or recommendations in the results. One thing he has noticed since the study is the parking lot next to St. Paul's is getting more use. He is guessing it is primarily being used by downtown apartment people. He went on to compare figures five and seven, five shows the lots that were lost or gained by the project and seven shows the usage by 50% or greater of the time. From a percentage stand point the south block of Fourth Street is used more but the north block has more cars because there are more stalls on the north. Klimmek will have a copy of the results at city hall for public viewing.

8.C. **Administration Department – Kevin McCann, City Administrator**

8.C.i. **Consider Waiving First Reading of Ordinance No. 326 – Amending Utility Billing Code**

McCann stated this ordinance is to amend the utility service ordinance, making some minor changes such as removing the deposit section since we do not collect any deposits any more, changing how the billing cycle is written, changing the certification process from an annual basis to a quarterly basis and having the restoration charge to say as determined by the fee schedule. And lastly to say any fees associated with the right of entry would be due in ninety days instead of six months. McCann felt we should begin to have more public hearings when new ordinances are up for approval but this one was quite minor and more for efficiencies and we could approve this on our own.

COUNCIL MEMBER LOSURE MOVED, COUNCIL MEMBER LANDAAS SECONDED, TO APPROVE THE WAIVING OF THE FIRST READING OF ORDINANCE NO. 326. WITH ALL COUNCIL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

8.C.ii. Discussion Regarding Franchise Fees as Funding Source for Street Projects

McCann explained that Lori Waltz went to a session sponsored by Abdo, Eich & Meyers. The City of Elk River was there to talk about how they fund their street projects with a franchise fee on their electric and gas utilities. For them it was \$9.00 per month for residential and commercial was at a higher rate. For residents who have already paid an assessment, they would receive a rebate. After some discussion council consensus was that at this time they were not interested in such a program but that it was good to look at new and different options to fund street projects.

8.C.iii. Lake Titlow Committee Update

McCann gave an update on a meeting the Lake Titlow Committee had recently. They had met with representatives from MPCA and they discussed the Lower Minnesota River Wrap which is a water restoration strategy. They hope to come up with some recommendations after reviewing some data that has been done on the lake. They gave some input on septic's and feedlots in the watershed area. McCann also heard that Representative Gruenhagen has submitted a bonding bill to replace the dam.

8.C.iv. League of Minnesota Cities Regional Meetings Update

The end of October McCann attended the regional meeting at the League. They discussed some of their legislative priorities for 2015. They had various contact information. One item on transportation was to get cities to advocate for more funding sources. MnDOT is saying they need more help lobbying for funds. The new executive director was there to introduce himself. McCann also let council know that he and the Chief and city staff have been working on a security checklist, essentially to have a plan in place if something would happen at City Hall.

8.C.v. Personnel Committee Report – Set date for Workshop

McCann explained that the personnel committee had met to discuss the 2016 wages. For budget purposes, McCann had looked at a 1.2% Cola and steps for the employees. There was concern that the step system was not a good tool for measuring performance of staff. Boeder and Landaas wanted to look at a merit or performance pay system. Kevin looked on the league website at all the different pay systems out there. The committee thought a workshop should be done to get input from the council as a whole. Mayor Boeder stated with the current pay scale some of the employees are at the top of the scale already and are you just going to be giving them a cost of living raise but no step. Some of our employees have a lot of years and commitment and we want to be fair to all our employees. Member Muchow stated he not against having a workshop but as far as changing to a whole new system, he was not comfortable with that. We do not even have a full year into the current system that we paid a lot of money for. After a lengthy discussion the consensus was to have a workshop following the next EDA meeting.

9. Unfinished Business

9.A. None

10. New Business

10.A. Consider Subordination Request from James Huston – Kevin McCann, City Administrator

McCann explained to council that James Huston has submitted a subordination agreement for approval. He has been part of a Small Cities Development Grant and was buying his house on a contract for deed and is currently going to take out a mortgage to buy the property. Before he can get the mortgage, he needs the city to subordinate his small cities grant. Lannoye looked at it and did not have any issues with it and the city has done this in the past.

COUNCIL MEMBER MUCHOW MOVED, COUNCIL MEMBER UECKER SECONDED, TO APPROVE THE SUBORDINATION REQUEST FOR JAMES HUSTON. WITH ALL COUNCIL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

11. Other

11.A.i. None

12. Upcoming Meetings and Events

- 12.A. Monday, December 7th – 7:00 – Ambulance Department Meeting
- 12.B. Wednesday, December 9th – 5:30 – P&Z
- 12.C. Wednesday, December 9th – 6:30 – HPC
- 12.D. Thursday, December 10th – 6:00 – Sibley County Municipalities Meeting
- 12.E. Monday, December 14th – 5:30 – EDA
- 12.F. Wednesday, December 16th – 6:30 – City Council Meeting
- 12.G. Thursday, December 17th – 6:00 – City Christmas Party
- 12.H. Thursday, December 24th – CITY OFFICES CLOSED
- 12.I. Friday, December 25th – CITY OFFICES CLOSED
- 12.J. Monday, December 28th – 7:00 – Fire Department Meeting

13. Adjournment of Regular Meeting

There being no further business to come before the City Council. COUNCIL MEMBER LOSURE MOVED, COUNCIL MEMBER UECKER SECONDED TO ADJOURN. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED. The meeting was adjourned at 7:39 p.m.

Kevin McCann
City Administrator

Don Boeder
Mayor