



CITY OF GAYLORD
REGULAR CITY COUNCIL MEETING
Wednesday, August 3, 2016
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; Rick Almich, Interim City Administrator; Ivan Martinez, Intern and Lori Waltz, Accountant/Clerk
Visitors Present: Sue Keithahn, Justin Black, SEH; Avery Grochow, Sibley Surveyors; George Eilertson, Northland Securities 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 08-03-16 Agenda

COUNCIL MEMBER LANDAAS MOVED, COUNCIL MEMBER DEVLAEMINCK SECONDED, TO APPROVE THE AUGUST 3RD, 2016 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 - 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. July 20, 2016 – Regular City Council Meeting

5.B. Accounts Payable

5.C. Resolutions and Ordinances

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

5.E. Other

5.E.i. M.D.H Sanitary Survey Report for Gaylord Public Water Systems

5.E.ii. Reminder- City Election- Filing Period for City Council Positions- Tuesday, August 2nd through

Tuesday, August 16th

- 5.E.iii Set City Council Work Meeting for Wednesday, September 14, 2016 at 6:30 p.m. for the Purpose of Reviewing the Preliminary 2017 City Budget

6. **Public Hearings – 7:00 PM**

- 6.A. None

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

- 7.A. Minnesota College of Osteopathic Medicine (MNCOM) – Consider Formal Proposal From the Gaylord Community Development Team (GCDT) Pertaining to an Invitation to Visit Other Osteopathic Medical Schools (Sue Keithahn, GCDT)*

Keithahn explained that she is a member of the Gaylord Business Development Team (BDT) which was formed in January 2016. Keithahn explained that the goal of the team is to encourage, develop and sustain business in the Gaylord community. Keithahn stated that the team is a group of private individuals working as an independent group. Keithahn stated that the group is in conversation with city officials, they are not doing any official work on behalf of the City of Gaylord. Keithahn stated the current project of the BDT is to develop a tour with Gaylord community leaders of other rural towns with a medical school in their community. Keithahn explained that their hope with this tour is that they will gain insight into the potential opportunities and challenges that a medical school presents for a community and that this knowledge will help Gaylord better maximize the potential opportunity being presented. Keithahn stated that the BDT is not asking for financing for this trip from the City. Keithahn explained that community members will be invited to join the group touring four communities with populations of 6,700 or less with DO medical schools. The schools have been open in the community from 5 – 25 years. The tour members are responsible for providing their own financing for the trip that is expected to cost \$1,500 - \$2,500 per person. Keithahn stated that the tentative tour dates are October 23-27 or October 30 – November 3rd. Keithahn explained that she has included a tentative agenda for the council to review. Keithahn stated that the BDT is meeting tomorrow and is hoping to finalize this tour by the end of August.

Boeder stated that the first tour dates would work better for council, since there is a council meeting scheduled for the first week of November. Boeder asked Keithahn to give an update to the Council at their next meeting.

Keithahn stated that the committee is looking for a formal application from people that are interested in going on the tour. Keithahn stated that the committee is looking for a fun, committed and really cohesive group.

7. B. North Highway 22 “Gaylord” Sign – Discuss City Participation in Project – Sign Lighting, Maintenance, and Liability Coverage (Avery Grochow, Gaylord Downtown Association)*

Grochow explained that he wrote a letter to the Sibley East School Board to obtain their approval to place the Gaylord sign on the school property on the north end of town. Grochow asked if this land is still owned by SE and how long before it will be transferred to the City. Grochow stated that SE asked who will pay for the electricity for the sign, who will maintain it and who will carry the liability insurance for the sign. Grochow said that SE seems favorable with the location for the sign.

Boeder requested that Lannoye do some research and check to make sure that the land can be transferred to the City. Boeder stated that he had looked at the damaged Gaylord sign with Reimers and said that he will take the initiative to repair and fix the sign.

Boeder asked Grochow to try to have the Gaylord sign placed as far north on the triangle of land as possible.

Grochow stated that he would check with MnDOT to see if a permit is needed and what the setbacks are.

Council thanked Grochow for all of his hard work on this project.

8. Department and Committee Reports and Action Items

8.A. City Services Department (Ty Reimer, City Services Manager)

8. A.i. Authorize Purchase of Batwing Mower

Reimers explained that traditionally the City's batwing mower is replaced every five (5) years because of its heavy usage during the summer months. The City has put this item into the capital improvement plan and 2016 is the date for the purchase of a new mower. Reimers stated that there is \$25,000 budgeted for the mower. Reimers stated that two (2) bids were received with the bid being from UFC in the amount of \$6,800 after trade in.

COUNCIL MEMBER MUCHOW MOVED, COUNCIL MEMBER DEVLAEINCK SECONDED, TO AUTHORIZE THE PURCHASE OF THE BATWING MOWER FROM UFC AT A COST OF \$6,800 AFTER TRADE IN. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

8.A.ii. Authorize Repairs to the Box Attached to the 2001 Ford Pickup Truck

Reimers suggested that the City repair the rust on the box of the 2001 Ford F-150, which is currently the City's oldest pickup. Reimers stated that this truck only has 87,000 miles. Reimers stated that the truck itself is in very good condition. Reimers stated that the estimated cost to complete the repairs is \$3,583.42, which would be able to be split between the departments.

COUNCIL MEMBER LANDAAS MOVED, COUNCIL MEMBER LOSURE SECONDED, TO APPROVE THE 2001 FORD TRUCK BOX REPAIRS AT AN ESTIMATED COST OF \$3,583.42. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

8.B. Water Tower Project (Justin Black, City Engineer)

Black explained that the new water tower construction is nearing completion. Black stated that they will begin filling the tank in the next week.

8.B.i. Authorize Temporary Relocation of 3-Phase Power Line Located Adjacent to the Existing Water Tower

Black explained that the old water tower will be able to be taken down soon, but the electrical lines in the alley will need to be relocated. Black stated that he has finally received an email from Xcel Energy with an estimated cost not to exceed \$30,000 to temporarily relocate the 3 phase power line. Black stated that there was \$65,000 budgeted for this cost, along with the cost of electric and phone service to the new tower (\$6,500 electric and \$2,200 phone). Black stated that the demolition contractor will wait to tear down the old water tower until after Eggstravaganza.

COUNCIL MEMBER LOSURE MOVED, COUNCIL MEMBER DEVLAEINCK SECONDED, TO AUTHORIZE THE TEMPORARY RELOCATION OF 3-PHASE POWER LINE LOCATED ADJACENT TO THE EXISTING WATER TOWER AT A COST NOT TO EXCEED \$30,000. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

Muchow stated that he had talked with Reimers and Black about possibly putting a 1" blacktop overlay on about 15 blocks in town as a short term fix, since some of these streets will not be able to be reconstructed for several years.

Black stated that he would gather some information and photos of the streets that could possibly benefit from the overlay and discuss this at a future meeting. Black said that the 1" overlays will maybe help the streets last long enough until the next street project.

9. Unfinished Business

9.A. None

10. New Business

- 10.A. Review Proposed Sale of General Obligation Bonds, Series 2016 (George Eilertson, Senior Vice President-Public Finance, Northland Securities, Inc.)

Eilertson stated that he looked at possibly refinancing the 2010A Bond and the 2011 Swimming Pool Bond along with the financing for the Harvey Drive Project. Eilertson reviewed the details associated with the proposed bond sale.

Landaas asked if the pool bond can be left out of the refinancing and pay it off at the call date.

Eilertson explained that if the pool bond is not included in the refinancing, the savings by combining and refinancing would not be as great.

Landaas stated that he would like Eilertson to propose a couple of options, with one of them to not include the pool bonds in the refinancing.

COUNCIL MEMBER LOSURE MOVED, COUNCIL MEMBER LANDAAS SECONDED, TO HAVE NORTHLAND SECURITIES CONTINUE WORKING ON COMBINING BONDS FOR FINANCING. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

11. **Other**

11. A. None

12. **Upcoming Meetings and Events**

12. A. Monday, August 1st – 6:30 p.m. – Ambulance Meeting
12. B. Wednesday, August 3rd – 6:30 p.m. – Council Meeting
12. C. Monday, August 8th – 5:30 p.m. – EDA Meeting
12. D. Wednesday, August 10th – 5:30 p.m. – Planning Commission Meeting
12. E. August 11th -13th – EGGstravaganza - COUNCIL MEMBERS TO RIDE PARADE FLOAT
12. F. Monday, August 15th - 5:30 p.m. - Employee Appreciation Picnic
12. G. Wednesday, August 17th – 6:30 p.m. – Council Meeting
12. H. Wednesday, August 24th - 6:30 p.m. - HPC Meeting (Library)

13. **Adjournment of Regular Meeting**

There being no further business to come before the City Council. COUNCIL MEMBER UECKER MOVED, COUNCIL MEMBER LOSURE SECONDED TO ADJOURN. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED. The meeting was adjourned at 7:19 p.m.

Rick Almich
Interim City Administrator

Don Boeder
Mayor