

CITY OF GAYLORD
REGULAR CITY COUNCIL MEETING MINUTES
WEDNESDAY, OCTOBER 5, 2016 AT 6:30 P.M.
CITY HALL
REVISION #

Members Present: Mayor Boeder and Members DeVlaeminck, Landaas, Losure, Uecker and Muchow
Members Absent: None
Staff Present: Don Lannoye, Schauer Law Office; Richard Almich, Interim City Administrator; Ty Reimers, City Services Manager; and Lori Doering, Secretary/Utility/Billing Clerk
Visitors Present: Justin Black, SEH; Dean Messner; Jim and Marge Swanson; Nathan Kranz and Lisa Uecker, Gaylord Hub.

1. Call 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 10-05-16 Agenda

COUNCIL MEMBER LANDAAS MOVED, COUNCIL MEMBER UECKER SECONDED, TO APPROVE THE OCTOBER 5TH, 2016 AGENDA. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

4. Comments, Updates, and Concerns

4.A. Citizens – None

4.B. Council Members – None

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. Regular City Council Meeting of September 21, 2016

5.B. Accounts Payable

5.C. Resolutions and Ordinances

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

5.D.i. Charter Commission Meeting Minutes of September 20, 2016

5.D.ii. Forever Young Senior Center Monthly Report to the City Council for August, 2016

5.E. Other

5.E.i. Approve Routine Maintenance Agreement with Sibley County for CSAH No. 10
(Total Agreement Amount \$364.24)

5.E.ii. Accept Proposal from Braun Intertec in the Amount of \$8,987.50 for Construction

- 5.E.ii. Accept Proposal from Braun Intertec in the Amount of \$8,987.50 for Construction Materials Testing for the Harvey Drive Street & Utility Improvement Project (Phase I)

6. Public Hearing(s) - 7:00 P.M

- 6.A. Hearing on Proposed Assessment – Harvey Drive Street and Utility Improvement Project - Phase 1 (Justin Black, City Engineer)

Black reported the Harvey Drive Street Project is about 800 feet of new street. Bids have been opened and they anticipate construction to begin next week. Bids came in under budget at \$416,880.00. The assessments will be a twenty year levy at a 5 ½ % interest rate. There are two properties that would be assessed. One of the properties is agricultural land and that assessment would be deferred until such time that it is developed. This is a past practice of the city. The assessments can be paid off early with no penalties. Mayor Boeder closed the Public Hearing at 7:04 p.m.

7. Communications, Request, and Petitions

None

8. Department and Committee Reports and Recommended Action Items

- 8.A. Approve Resolution No. 2016 - Adopting the Assessment for the Harvey Drive Street and Utility Improvement Project – Phase 1

COUNCIL MEMBER LOSURE MOVED, COUNCIL MEMBER DEVLAEINCK SECONDED, TO APPROVE RESOLUTION NUMBER 2016-20, ADOPTING ASSESSMENTS FOR THE HARVEY DRIVE STREET AND UTILITY IMPROVEMENT PROJECT – PHASE 1. WITH ALL COUNCIL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

- 8.B. Trails Committee (Margi Swanson, Chair)

- 8.B.i. Consider Authorizing Submission of a Letter of Intent (LOI) Worksheet Relative to Seeking a Federal TAP Grant for the Tenth Street Trail Project

Almich explained that this action is to approve a letter of intent for the city to submit an application for the TAP Grant and that the city is aware that there is a match for the grant. Swanson explained that when we did the Dakota Trail Grant, it took four years to receive the grant money. Almich stated funding the grant should be part of the bond for the street project.

COUNCIL MEMBER LANDAAS MOVED, COUNCIL MEMBER DEVLAEINCK SECONDED, TO APPROVE SUBMISSION OF A LETTER OF INTENT TO OBTAIN A TAP GRANT FOR THE TENTH STREET TRAIL PROJECT. WITH ALL COUNCIL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

- 8.B.ii. Consider Resolution No. 2016 - 21 Requesting that the Minnesota Commissioner of Transportation Authorize, Upon the Basis of an Engineering and Traffic Investigation (Speed Study), the Erection of Appropriate Signs Designating a Reasonable and Safe Speed Limit on Highway 5/19 Between Division and 13th Streets

Swanson informed council that MnDot has suggested as part of the Safe Routes to School project, that a speed study be conducted on Hwy 5/19 section between Division Street and 13th Street.

COUNCIL MEMBER LANDAAS MOVED, COUNCIL MEMBER LOSURE SECONDED, TO APPROVE RESOLUTION NUMBER 2016-21, SPEED STUDY. WITH ALL COUNCIL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

9. Unfinished Business

None

10. New Business

10.A. Approve Resolution No. 2016 - 22 Awarding the Sale of \$2,625,000 General Obligation Bonds, Series 2016A, to Northland Securities, Inc. (George Eilertson, Northland Securities, Inc.)

Eilertson contacted Almich to let him know that the market is still volatile. He also mentioned there is a discrepancy in the bond rating, Standard & Poors has the city at an A Plus, but Moody has us at a BAA1 rating which can cause concerns with the investors. Both Eilertson and Almich suggests that we hold off yet and table it until our next council meeting. Eilertson said he would look into why there is such a difference in the ratings.

10.B. Approve Transfer of Brian Young to the Position of "Street and Stormwater Maintenance Technician"

Member Landaas wanted to discuss the 60 day probation period, he was concerned it may not be long enough. Almich suggested following the personnel policy which states 6 months probation period. He added that a performance review can be done at any time.

COUNCIL MEMBER LOSURE MOVED, COUNCIL MEMBER UECKER SECONDED, TO APPROVE THE TRANSFER OF BRIAN YOUNG TO THE POSITION OF STREET AND STORMWATER MAINTENANCE TECHNICIAN. WITH ALL COUNCIL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

Mayor Boeder asked Almich to give the council an update on the City Administrator search. Almich explained that a Special City Council meeting will be held on October 12, 2016 to strictly discuss this topic. On October 3, 2016 Almich and two of his colleagues from the Council of Governments interviewed four candidates for the position and three of the four candidates will be recommended for further consideration. There will be a site visit and lunch with the staff and dinner with council on one day and interviews with Council members on another day. After some discussion on dates and council members availability, it was determined Almich should set up a schedule and let Council know before the October 12, 2016 Special Meeting.

11. Other

11.A. Cancel November 2, 2016 Regular City Council Meeting and Reschedule Said Meeting to Wednesday, November 9, 2016 @ 6:30 p.m. (Mayor Broeder)

Due to the planned site visits to Tennessee, Kentucky and West Virginia for the tour of medical schools in these communities, Mayor Boeder suggested rescheduling the November 2, 2016 council meeting to November 9, 2016.

COUNCIL MEMBER MUCHOW MOVED, COUNCIL MEMBER UECKER SECONDED, TO APPROVE RESCHEDULING THE NOVEMBER 2, 2016 COUNCIL MEETING TO NOVEMBER 9, 2016. WITH ALL COUNCIL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

12. Upcoming Meetings and Events

12.A. Monday, October 10th @ 5:30 p.m. – EDA Meeting @ City Hall

12.C. Wednesday, October 19th @ 5:30 p.m. - Planning Commission/Board of Zoning Adjustments

Meeting @ City Hall

- 12.B. Wednesday, October 19th @ 6:30 p.m. – Regular City Council Meeting@ City Hall
- 12.C. Wednesday, October 26th @ 6:30 p.m. – HPC Meeting @ Library

13. Adjournment

There being no further business to come before the City Council. COUNCIL MEMBER LANDAAS MOVED, COUNCIL MEMBER UECKER SECONDED TO ADJOURN. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED. The meeting was adjourned at 7:06 p.m.

Richard Almich
Interim City Administrator

Don Boeder
Mayor