



**CITY OF GAYLORD
REGULAR CITY COUNCIL MEETING
WEDNESDAY, MARCH 1, 2017 AT 6:30 P.M.
CITY HALL**

Members Present: Mayor Boeder and Members Homme, Landaas, Losure, Muchow and Uecker
Members Absent: None
Staff Present: Don Lannoye, Schauer Law Office; Kim Moore-Sykes, City Administrator; Ivan Martinez, Intern and Lori Waltz, Accountant/Clerk
Visitors Present: Avery Grochow, Justin Black, SEH and George Eilertson, Northland Securities

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 3-1-2017 Council Agenda

Boeder suggested that item 5.E.III – Reappointing Jane Rischmiller to the HPC should be moved to item 7.A. – Heritage Preservation Committee. Boeder suggested moving item 10.C – Ambulance and Fire Service Agreements – Township of Sibley to the Consent Agenda under Other and item 10.B.II be replaced with Sanitary Sewer Inspection Bids.

COUNCIL MEMBER LOSURE MOVED, COUNCIL MEMBER LANDAAS SECONDED, TO APPROVE THE AMENDED MARCH 1ST 2017 AGENDA. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

4. Comments, Updates, and 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 the matter, but will not take formal action on the public comments made.

4.A. Citizen Comments

4.A.i. Gaylord Sign – Grochow reported that he received a bid for the brickwork on the sign. Grochow stated that he feels that enough money should be raised by the sale of the Sweepstake Tickets this year to pay for the construction of the sign. Grochow inquired if the City could pay for the costs of the sign construction until he has funding, which should be in August 2017. Boeder suggested that Moore put this item on the March 15th agenda.

4.B. Council Members

4.B.i. Muchow reported that he has been working with Reimers regarding the City Cemetery about possibly replatting an area for urns. Muchow stated that he hoped to have something to report to Council within another month.

4.B.ii. Staffing Workshop – Landaas suggested that a staffing workshop is needed.

4.B.iii. Trail – Landaas suggested that since the new school is almost finished, that the City should look into lighting options around the storm water pond and the trail along Lincoln Avenue. Landaas also said that it has been suggested to him, that the City should install an aeration pump in the storm water pond for aesthetics purposes.

4.B.iv. Senate – Boeder reported that he spoke to the Senate this week to explain the benefits of rural broadband internet. Boeder stated that he felt that the RS Fiber project is what opened the doors for the proposed medical school.

5. Consent Agenda

All items listed as part of the Consent Agenda will be approved by a single motion, unless a request to discuss one of the items is made prior to the approval of said motion. The request may come from the Mayor, a Council Member, staff member, or someone in attendance at the meeting.

COUNCIL MEMBER HOMME MOVED, COUNCIL MEMBER UECKER 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 Minutes (2/15/2017)
- 5.A.II Xcel Meeting Minutes RE Old Water Tank Demolition Planning

5.B. Accounts Payable

- 5.B.I February 11, 2017 thru February 24, 2017

5.C. Resolutions and Ordinances

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

- 5.D.I. Forever Young Senior Center January Report

5.E. Other

- 5.E.I. Special Events Permit Application – Pub Putt
- 5.E.II Metro Sales – Copier Lease through 2/1/2020
- 5.E.III Ambulance and Fire Services Agreements - Township of Sibley

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

7. Communications, Request, and Petitions

7.A. Heritage Preservation Committee – Councilmember Tom Homme
Homme reported that he attended the HPC meeting on February 22nd. Karen Johnson was unable to attend tonight's meeting. Homme reported that HPC member Jane Rischmiller's term on the committee has expired, but she expressed a desire to be reappointed. Homme stated that Steve Harter's term has expired and he does not want to be reappointed. Homme explained that Larry Podratz has expressed an interest in being appointed to the HPC committee and the HPC Board approved.

7.A.I Reappoint Jane Rischmiller to the HPC

COUNCIL MEMBER HOMME MOVED, COUNCIL MEMBER UECKER SECONDED, TO REAPPOINT JANE RISCHMILLER FOR A THREE (3) YEAR TERM AND APPOINT LARRY PODRATZ FOR A THREE (3) YEAR TERM ON THE HPC. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

7.B.I Order for Abatement – 314 Sibley Avenue

Lannoye explained that he has been working with the police department on long standing nuisance issues. Lannoye reported that the police department has issued citations with no response. Lannoye

explained that the Council has the authority to order abatement. This allows the City staff to go onto the property and cleanup the nuisance and then invoice the resident for the costs. Lannoye has included the letter in the packet, that has been sent to the resident regarding the inoperable motor vehicle located on the property at 314 Sibley Avenue.

COUNCIL MEMBER MUCHOW MOVED, COUNCIL MEMBER LANDAAS SECONDED, TO APPROVE THE ISSUANCE OF ORDER FOR ABATEMENT AT 314 SIBLEY AVENUE AFTER MARCH 31, 2017. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

7.B.II Order for Abatement – 115 – 5th Street South

Lannoye included the letter in the packet, that has been sent to the resident regarding the cleaning up of junk, construction materials, etc. on the property located at 115 5th Street South.

COUNCIL MEMBER MUCHOW MOVED, COUNCIL MEMBER LOSURE SECONDED, TO APPROVE THE ISSUANCE OF ORDER FOR ABATEMENT AT 115 5TH STREET SOUTH AFTER MARCH 31, 2017. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

8. Department and Committee Reports and Recommended Action Items

9. Unfinished Business

9.A. 2017 Utility Budget

Moore reviewed the notes about the 2017 Utility Budget from Monday's workshop. Boeder explained that the Utility Budget was presented with a deficit. Boeder stated that he wants to see the General and Enterprise Fund Budgets to be approved at the same time in the future. Council would like to see a 3 to 5 year forecast for Water/Sewer and Storm Funds before September 2017. Landaas inquired about the reserves from the 2016 budget that were unspent. Waltz reviewed these figures with the Council.

COUNCIL MEMBER MUCHOW MOVED, COUNCIL MEMBER LOSURE SECONDED, TO APPROVE THE 2017 UTILITY BUDGET AS PRESENTED. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

9.B. Replacement of Water Plant Valves

Moore explained that this item was discussed at the February 15, 2017 Council meeting. This repair was budgeted for in the 2017 Utility Budget.

COUNCIL MEMBER LOSURE MOVED, COUNCIL MEMBER UECKER SECONDED, TO APPROVE THE REPLACEMENT OF WATER PLANT VALVES AT AN ESTIMATED COST OF \$5,000. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

10. New Business

10.A. Harvey Street Bond Issue, Series 2017A – George Eilertson, Northland Securities

Eilertson explained that the Council has been discussing the possible issuance of a new bond to finance the following projects: 1)refunding \$2,100,000 Taxable General Obligation Improvement Bonds, 2010A 2)refunding \$635,000 General Obligation Swimming Pool Bonds, Series 2011A 3)Harvey Street Improvement Project 4)2017 sanitary sewer improvement project. Eilertson explained that the interest rates in the bond market are within the parameters that the City Council defined at the February 1st meeting. The Council approved a resolution stating that the bonds may be issued provided that the true interest cost is 3.00% or less. Eilertson reported that the interest cost today is 2.86%.

Muchow inquired about the Build America Bonds of 2010.

Eilertson explained that even factoring in the BAB savings, the City will still save \$65,000. Eilertson noted that the City will still have to continue with BAB reporting with the IRS until 2019. Eilertson stated that he will work with city staff on revenue sources for bond payments.

COUNCIL MEMBER LANDAAS MOVED, COUNCIL MEMBER LOSURE SECONDED, TO APPROVE RESOLUTION 2017-02 – A RESOLUTION APPROVING BOND SALE FOR GENERAL OBLIGATION BONDS, SERIES 2017A.

Lannoye would like a copy of the official Resolution 2017-02 included in the next council packet.

WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

10.B. Water Tower Project – Justin Black, SEH

10.B.I. Change Orders

Black reported that the new water tower has been online for several months. Black explained that there is a two (2) year inspection that is part of the contract. Black explained that the project came in under budget by \$2,409.50. Black explained that he is still working with Xcel on the demolition of the old tower. Black explained that the plan is to de-energize the lines for 4 – 6 hours between Main Avenue and High Avenue on a Sunday. The crew rate for a Sunday is \$400/hour and the additional cost for the crane crew to work on Sunday is \$10,850. Black reported that there is \$65,000 that is budgeted for this portion of the project. Black explained that at the meeting with Xcel there were three (3) proposed dates June 4th, June 11th and June 25th.

Uecker stated that June 4th would not be a good day for the demo, since this is graduation.

Black stated that a notice would be sent to the Xcel customers and also a notice will be put in the Hub identifying the proposed demo dates.

Landaas inquired why the City doesn't have a light shining on the new water tower to light up the logo.

Boeder stated that this item was removed from the budget because it was so expensive.

Landaas stated that he would like to have the installation of a light researched, to see if local electrician would bid on this item.

Council consensus is to have Reimers research a light shining on the water tower logo.

COUNCIL MEMBER HOMME MOVED, COUNCIL MEMBER LOSURE SECONDED, TO APPROVE CHANGE ORDER #1 FOR THE CONSTRUCTION OF THE 400,000 GALLON WATER TOWER, RESULTING IN A DEDUCT OF \$2,409.50. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

COUNCIL MEMBER LOSURE MOVED, COUNCIL MEMBER UECKER SECONDED, TO APPROVE CHANGE ORDER #2 FOR THE DEMOLITION OF THE OLD WATER TOWER ON SUNDAY, JUNE 11TH OR JUNE 25TH FOR AN ESTIMATED COST OF \$10,815 PLUS THE COST OF THE XCEL WORK CREW. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

10.B.II Sanitary Sewer Inspection Bids – Justin Black, SHE

Black suggested that at a minimum would like to televise the areas noted in the 2017 project area.

Black explained that he was able to obtain quotes for the televising of the 2017 project area and the 2018 project area. Black reported that Empire Pipe Services was the low quote for the televising with \$3,503.75 for the 2017 project area and \$8,205.40 for the 2018 area. Black noted that Empire would be willing to deduct \$800 from the quote if they were able to televise both areas at the same time.

COUNCIL MEMBER MUCHOW MOVED, COUNCIL MEMBER LOSURE SECONDED, TO APPROVE HIRING EMPIRE PIPE SERVICES TO TELEVISIONIZE THE 2017 AND 2018 PROJECT AREAS FOR A COST OF \$10,909.15. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

Black stated that Empire Pipe Services said that they could start moving on the 2017 project area during March.

11. Other

12. Upcoming Meetings and Events

- 12.A. Wednesday, Mar. 7th @ 6:30 p.m. – City Council Workshop ~ Policing Discussion
- 12.B. Wednesday, Mar. 1st @ 6:30 p.m. – Regular City Council Meeting
- 12.C. Monday, Mar. 6 @ 5:15 p.m. – Library Meeting
- 12.D. Monday, Mar. 6 @ 7:00 p.m. – Ambulance Meeting
- 12.E. Wednesday, Mar. 8th @ 10:30 a.m. – MPCA Meeting @ the Courthouse re: Lake Titloe
- 12.F. Wednesday, Mar. 8th @ 5:30 p.m. – Planning Commission Meeting
- 12.G. Monday, Mar. 13th @ 5:30 p.m. – EDA Meeting
- 12.H. Tuesday, Mar. 14th @ 5:30 p.m. – Sibley County EDA @ the Courthouse
- 12.I. Wednesday, Mar. 15th @ 6:30 p.m. – Regular City Council Meeting
- 12.J. Monday, Mar. 20th @ 6:30 p.m. – Park & Rec Meeting
- 12.K. Wednesday, Mar. 22nd @ 6:30 p.m. – Heritage Preservation Committee

13. Adjournment

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 7:30 p.m.

Kim Moore-Sykes
City Administrator

Don Boeder
Mayor