



**CITY OF GAYLORD  
REGULAR CITY COUNCIL MEETING AGENDA  
WEDNESDAY, APRIL 19, 2017 AT 6:30 P.M.**

**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; Ty Reimers, City Services Manager; and Lori Doering, Utility Billing/Payroll/Clerk  
**Visitors Present:** Justin Black and Brent Kavitz, SEH; Evan Carlson; Michael Pinske; Phil Keithhan; Avery Grochow; Chuck Klimmek; Dean and Wanda Messner.

**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 4-19-2017 Council Agenda**

Mayor Boeder announced that 10.A. Under New Business, the Jon Suedbeck project should be removed from the agenda as there is no council action on it. Planning and Zoning met and determined that a variance was not required. Lannoye stated to the council that he will be preparing a formal opinion on whether a variance is needed or not for the project. He expects to have the written opinion out to the council within a week.

**COUNCIL MEMBER LOSURE MOVED, COUNCIL MEMBER MUCHOW SECONDED, TO APPROVE THE AMENDED APRIL 19<sup>th</sup>, 2017 AGENDA. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.**

**4. Comments, Updates, and Concerns**

**4.A. Citizen Comments**

Phil Keithhan stated even though the item number 10.A. has been pulled from the agenda, he wished to voice his concerns over the proposed location of the project. He prepared a handout of his concerns that he emailed council and several committees. He stated he supports Jon Suedbeck and his project but has serious concerns on the location for his project. He feels it not consistent with the current zoning policy or the future development of East Gaylord.

**4.B. Council Members**

Muchow explained that at the last Park and Recreation meeting, it was agreed to move forward with the grant for the trail on the north end of Tenth Street.

## **5. Consent Agenda**

**COUNCIL MEMBER UECKER 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.1. Special City Council Meeting Minutes (3/28/2017)
- 5.A.2. Regular City Council Meeting Minutes (4/5/2017)
- 5.A.3. Police Committee Meeting Minutes (3/21/2017)

### **5.B. Accounts Payable**

- 5.B.1 March 25, 2017 thru April 14, 017

### **5.C. Resolutions and Ordinances**

- 5.C.1. Resolution 2017-07 A Resolution Closing Funds – Lori Waltz, Finance

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

- 5.D.1. Innovation Power Systems – Conditional Use Permit; Orlin Grack, P & Z Chair

### **5.E. Other**

- 5.E.1. None

## **6. Public Hearing(s) - 7:00 P.M. - None**

## **7. Communications, Request, and Petitions**

- 7.A. Monthly Progress Report – GLG Grant, Heritage Preservation Committee

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

- 8.A. Quarterly Budget Report – Lori Waltz, Finance

Waltz stated that the expenditure guideline that was put in the budget is currently sitting at 14.4 percent at the end of the first quarter.

## **9. Unfinished Business**

- 9.A.1. Presentation of Feasibility Report for 2017 NW Sanitary Sewer Report; Justin Black, SEH and Brent Kavitz

Black and Kavitz reviewed with council the feasibility report on the 2017 NW Sanitary Sewer Improvement Project. It includes rehabilitation work on exiting sanitary sewer mains and structures, bituminous surfacing, concrete surfacing, concrete walk and turf restoration. Issues identified during televising included infiltration, inflow, pipe and manhole deficiencies, downstream system issues and an undersized storm sewer system. Options for improvements include a cured-in-place pipe lining, pipe bursting, open trench excavation or to do nothing. Their recommendations are to implement a regular sanitary sewer cleaning schedule in some areas, a combination of open cut spot repairs, pipe bursting, and CIPP lining. They also recommend grouting and lining or epoxy coating the manhole covers and at some point implementing a house inspection program to identify and eliminate sump pump, foundation drain and roof leader connections to the sanitary sewer system. Also down the road, areas south of this project also need to be televised for possible lining or pipe bursting.

The majority of the project is a rehabilitation of the existing sanitary sewer system which does not warrant the need for any special assessments. It is considered maintenance and cannot be assessed. The property that will be pipe bursted can be assessed as it is considered an improvement project. American Lutheran Church will be levied per the city's assessment policy.

Total estimated project cost is \$373,000.00. The proposed budget for the project was \$300,000.00. If the city wishes to stay within this budget, it is recommended that a portion of the project be moved to the 2018 10<sup>th</sup> Street Improvement Project. The construction timeline is the summer of 2017. A Public Hearing would be scheduled for Wednesday May 17, 2017 and bid opening would be set for Tuesday July 11, 2017

There was some concerns among council members regarding the assessment to only one property and the cost associated with that assessment.

#### 9.A.2. Resolution 2017-07 Receiving Report and Calling for a Hearing on Improvement

After a lengthy discussion by council to either reduce the assessment to the church or to have the city completely pay for the repairs, Lannoyee couniled the members by stating the city should follow their assessment policy that is in place to avoid problems down the road. He feels the city does not have a lot to answer for as they are following the policy that is in place. Concensus was to follow the policy and the church can bring their grievence to both the Public Hearing and the Assessment Hearing.

**COUNCIL MEMBER HOMME MOVED, COUNCIL MEMBER LOSURE SECONDED, TO APPROVE RESOLUTION NUMBER 2017-07 RECEIVING REPORT AND CALLING FOR A HEARING ON THE IMPROVEMENT ON MAY 17, 2017. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.**

### 10. New Business

10.A. Jon Suedbeck, Hot House, LLC Project  
This item was removed from the agenda.

### 11. Other

11.A. Staff Performance Review (Closed Session)

### 12. Upcoming Meetings and Events

- 12.A. Thursday, April 20<sup>th</sup> @ 4:00 p.m. – 8:00 p.m. – Sibley County Community & Business Expo
- 12.B. Thursday, April 20<sup>th</sup> @ 5:30 p.m. – Police Committee Meeting @ Arlington City Hall
- 12.C. Monday, April 24<sup>th</sup> – Ivan's last day
- 12.D. Tuesday, April 25<sup>th</sup> @ 6:15 p.m. – Relief Fund Meeting
- 12.E. Wednesday, April 26<sup>th</sup> @6:00 p.m. – Heritage Preservation Committee Meeting, Library
- 12.F. Monday, May 1<sup>st</sup> @ 6:00 p.m. – Ambulance Meeting
- 12.G. Tuesday, May 2<sup>nd</sup> @ 5:15 p.m. – Library Meeting
- 12.H. Wednesday, May 3<sup>rd</sup> @ 6:30 p.m. – Regular Council Meeting

### 13. Adjournment

There being no further business to come before the City Council. **COUNCIL MEMBER UECKER MOVED, COUNCIL MEMBER LANDAAS SECONDED TO ADJOURN. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.** The meeting was adjourned at 7:25 p.m.

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Kim Moore-Sykes  
City Administrator

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Don Boeder  
Mayor