THE HUB OF SIBLEY COUNTY
GAYLORD

CITY OF GAYLORD
REGULAR CITY COUNCIL MEETING MINUTES
Wednesday, July 18th, 2018
6:30 P.M., City Hall

Members Present: Mayor Boeder and Members, Homme, Klein, Losure, Muchow and Uecker.
Members Absent: None.
Staff Present: Dave Schauer; Schauer Law Office, Lory Young; City Administrator, Lori Doering; Billing/Payroll Clerk. Denely Komplien; Police Officer.
Visitors Present: Phil Keithan; Minnesota College of Osteopathic Medicine, Justin Black; SEH, Paul Maxwell; Ratcliff Development, Chuck Klimmek, Avery Grochow, Larry Friederchs and Joe Dies; 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 07-18-18 Agenda**
COUNCIL MEMBER LOSURE MOVED, COUNCIL MEMBER KLEIN SECONDED, TO APPROVE THE JULY 18th, 2018 AMENDED AGENDA WHICH INCLUDED THE FOLLOWING ITEMS. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

4. **Comments, Updates, Concerns**
4.A. Citizens-Phil Keithan stated he is on Tonight's Agenda, he has a lot to discuss with Council and he hopes Council will have time for him.
4.B. Council Members-None.

5. *** Consent Agenda**
COUNCIL MEMBER HOMME 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 June 20th, 2018 – City Council Meeting

5.B. Accounts Payable
5.B.i. Accounts Payable for July 4th – July 13th, 2018
5.B.ii. Ratified Accounts Payable for June 1st – July 3rd, 2018
5.B.iii. Ratified Accounts Payable EFT for June 1st to June 30th, 2018

5.C. Resolutions and Ordinances
5.C.i. None

5.D. Reports of Officers, Boards, and Commissions
5.D.i. EDA Meeting Minutes – June 11th, 2018
5.D.ii. Planning & Zoning Meeting minutes – June 13th, 2018
5.D.iii. Gaylord Fire Department Meeting Minutes- May 29th & June 25th, 2018

5.E. Other
5.E.i. Temporary Liquor License – Chamber – August 13th, 2018
5.E.ii. Deck Permit for 117 3rd Street South– Silvio Amorim (Approved by P & Z)

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6. Public Hearings – 7:00 PM

6.A. None

7. Communications, Requests, and Petitions

7.A.i. Sibley County Community Development News Letter
7.A.ii. Sibley County Zoning Announcement
7.A.iii. Forever Young July 2018 Newsletter
7.A.iv. Trailblazer Public Transit Service
7.A.v. Xcel Energy Solar Garden Update
Homme asked for an explanation on this item. Young explained it is an update on the Xcel Solar Garden and we should see the first credit to our account on July 9th, 2018.

8. Department and Committee Reports and Action Items

8.A. Administration Department –Lory Young, City Administrator

8.A.i. Messner Lease Agreement
Young explained this renewal is for equipment we store, the lease increased by twenty-five dollars.

COUNCIL MEMBER LOSURE MOVED, COUNCIL MEMBER KLEIN SECONDED, TO APPROVE THE MESSNER LEASE AGREEMENT USED TO STORE EQUIPMENT IN THE MESSNER BUILDING WHICH IS LOCATED BY TRI-COUNTY. THE LEASE INCREASED BY TWENTY-FIVE DOLLARS. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

8.A.ii. Sibley East Lease Agreement
Young explained this Lease contains rental of the Tennis Courts at Walsh Field. Sibley East no longer uses the Tennis Courts and Sibley East has requested this item be removed from the lease agreement. This is a five-year lease at $1,000.00 a year.

COUNCIL MEMBER LOSURE MOVED, COUNCIL MEMBER UECKER SECONDED, TO APPROVE REMOVAL OF USE OF THE WALSH FIELD TENNIS COURTS FROM THE SIBLEY EAST LEASE AGREEMENT. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

8.A.iii. Wage Study Proposal
Through consensus Council agreed to put the wage study as a budget item for 2019.

8.A.iv. City Administrator's 6-Month Evaluation Summary

COUNCIL MEMBER LOSURE MOVED, COUNCIL MEMBER MUCHOW SECONDED, TO APPROVE THE CITY ADMINISTRATOR'S SIX MONTH EVALUATION SUMMARY. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

8.A.v. Comp Plan Reboot

Young asked Council if the Comp Plan Reboot could take place on August 8th, 2018 at 6:30. Council agreed this would work and requested Planning & Zoning and EDA attend. Young will take care of setting up the meeting.

8.A.vi. Concept Drawing for Meadow Wood Area

Young reported that she is working with Chuck Klimmke, Justin Black and Brent Kavitz on this concept drawing. Black stated this is just a concept drawing and changes can be made. Young stated the changes would allow for 43 lots verses the 19 lots originally purposed.

8.A.vii. City Attorney Replacement

Young reported Arron Walton from Walton Law Group is moving into Dave Schauer's Law Office. Basically he will keep things the same including salary for one year. Young stated this would give Council the three month overlap they were hoping they could have. Mayor Boeder pointed out Arron Walton does have city experience which would be beneficial.

COUNCIL MEMBER MUCHOW MOVED, COUNCIL MEMBER UECKER SECONDED, TO APPROVE ARRON WALTON AS THE NEW CITY ATTORNEY. WALTON'S START DATE WILL BE DETERMINED AT A LATER DATE. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

Muchow asked if a formal contract would come to Council for approval. Mayor Boeder replied yes, once a start date is determined Council will be presented with a formal contract for approval.

8.B. City Services Department – Ty Reimers, City Services Manager

8.B.i. None

8.C. Police Department – Charlie Eichten, Chief of Police

8.C.i. Vacant Police Officer Position – Lory Young

Since Chief Eichten is on vacation Young reported that a request was put out for the vacancy of Police Sergeant, this resulted in 3 applications, 2 of which were out of state. Young and Eichten discussed the applications. Chief Eichten approached Officer Kevin Fischer about the Sergeant's opening. Officer Fischer is not a Gaylord resident. After some discussion Council requested Young to find out if Officer Fischer would stay in Gaylord or within a 10 minute response time while he is on call and report back to Council for further discussion.

8.D. Fire Department – Lyle Grochow

8.D. Fire Relief Retirement

Young reported neither Lyle Grochow nor Ian Sing could attend tonight's Council Meeting. Council approved the City's contribution to the Fire Relief Retirement last year but during a recent audit the Fire Department was informed this approval has to be given by Council on a yearly basis. Mayor Boeder requested more information be provided to Council before any action could occur.

9. Unfinished Business

9.A. 2018 10th Street Improvement Project Updates – Justin Black – SEH

9.A.i. Project Update

Justin Black reported underground piping including utilities is in place so the work remaining is street building and some of that has been completed. Linden Street is scheduled for next week. Jefferson Street is scheduled for the week after. Black stated

everything is progressing nicely. Klein asked when the test overlay is scheduled to take place. Black replied as soon as he can get a schedule he will relay to Young so she can pass on to Council. Black reminded Council this is a test and results may take a year or longer.

9.B. **Res. 2018-35** 2018 10th Street Project – Application for Payment - #2

COUNCIL MEMBER HOMME MOVED, COUNCIL MEMBER LOSURE SECONDED, TO APPROVE RESOLUTION 2018-35 2018 10TH STREET PROJECT APPLICATION FOR PAYMENT #2 IN THE AMOUNT OF $745,910.30. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

9.C. New Business Proposal – Ratcliff Development LLC – Paul Maxwell

Mayor Boeder encouraged Council to discuss this new business proposal and reminded Council Paul Maxwell would answer questions they may have. Maxwell stated he is a site finder for Dollar General and the original purposed area fit the criteria for Dollar General. Homme stated he has received a lot of phone calls and heard a lot of comments that residents are not in favor of the site. Losure stated she also received comments from about the site. After some discussion Council agreed through consensus to update the Comp Plan then send this to Planning & Zoning for review. Mayor Boeder asked Paul Maxwell to keep Gaylord on his list as a potential site for a Dollar General Store and to give Council time to go through the proper channels.

9.D. Med School Update – Phil Keithan

Keithan reported the potential Medical School TIF Agreement will be signed before the end of next week, this means all of the paperwork for Council action could be ready on August 1, 2018. This will approve the formal final sale so closing can be scheduled. Keithan is hopeful closing will occur around August 15th, 2018. Keithan presented and reviewed the site plans. Keithan explained these plans are not set in stone, these plans are what could be and he is open to feed-back.

10. New Business

10.A. **Res. 2018-36** Approving Asbestos Abatement Agreement

Mayor Boeder explained this is a request for a dispersing agent for the $90,000.00 Sibley East placed in escrow. The dispersing agent would pay the bills and the City is liable if the cost goes over $90,000.00.

COUNCIL MEMBER LOSURE MOVED, COUNCIL MEMBER MUCHOW SECONDED, TO APPROVE RESOLUTION 2018-36 APPROVING ASBESTOS ABATEMENT AGREEMENT. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

10.B. **Res. 2018-37** Approving Environmental Indemnification Agreement

Mayor Boeder explained this Agreement was reviewed by Don Lannoye and the Attorney's from the potential medical school.

COUNCIL MEMBER HOMME MOVED, COUNCIL MEMBER LOSURE SECONDED, TO APPROVE RESOLUTION 2018-37 APPROVING ENVIRONMENTAL INDEMNIFICATION AGREEMENT. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

11. Upcoming Meetings and Events

11.A. Wednesday, July 18th, 2018 – 6:30 City Council Meeting
11.B. Wednesday, July 18th – 5:00 Music on Main
11.C. Wednesday, July 25th – 5:00 Music on Main
11.D. Monday, July 30th- 7:00 Fire Department Meeting
11.E. Wednesday, August 1st – 6:30 City Council Meeting
11.F. Monday, August 6th – 6:30 Ambulance Meeting
11.G. Wednesday, August 8th – 5:30 Planning & Zoning

11.H. Monday, August 13th – 5:30 EDA Meeting
11.I. Monday, August 13th – 6:30 Park Board Meeting

12. 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 8:10 p.m.

Lory Young
City Administrator

Don Boeder
Mayor