THE HUB OF SIBLEY COUNTY
GAYLORD

CITY OF GAYLORD
REGULAR CITY COUNCIL MEETING AGENDA
Wednesday, August 15th, 2018
6:30 P.M., City Hall

Members Present: Mayor Boeder and Members, Homme, Losure, Muchow and Uecker.
Members Absent: Klein.
Staff Present: Don Lannoye; Schauer Law Office, Lory Young; City Administrator, Ty Reimers; City Services Manager and Colleen Snyder; Administrative Assistant.
Visitors Present: Phil Keithahn; Minnesota College of Osteopathic Medicine, Brent Kavitz; SEH, Rhonda Lease; SUEZ 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 08-15-18 Agenda**
COUNCIL MEMBER MUCHOW MOVED, COUNCIL MEMBER LOSURE SECONDED, TO APPROVE THE AUGUST 15th, 2018 AMENDED AGENDA WHICH INCLUDED THE FOLLOWING ITEMS. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

4. **Comments, Updates, Concerns**
4.A. Citizens-None.
4.B. Council Members-None.

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5. *** Consent Agenda**
COUNCIL MEMBER HOMME MOVED, COUNCIL MEMBER MUCHOW 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 August 1st, 2018 – Council Meeting

5.B. Accounts Payable
5.B.i. Accounts Payable for July 28th – August 10th, 2018

5.C. Resolutions and Ordinances
5.C.i. **2018-40** Ordinance Amendment to Section 54.03 (B) of the Gaylord City Code

5.D. Reports of Officers, Boards, and Commissions
5.D.i. None

5.E. Other
5.E.i. Rezoning of Meadow Wood Subdivision from R-1 to R-2
5.E.ii. Deck Variance for 113 Main Avenue – Dana Candella

5.E.iii. Conditional Use Permit for Medical College Apartment Building
(all the above were 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. RE Fiber Project – Notice of Projected Shortfall

7.A.ii. Mediacom Rate Adjustment

8. Department and Committee Reports and Action Items

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

8.A.i. **2018-41** Retainer Agreement – Walton Law Office

Lannoye stated he would start working with Aaron Walton in November and there would be a smooth transition.

COUNCIL MEMBER LOSURE MOVED, COUNCIL MEMBER UECKER SECONDED, TO APPROVE RESOLUTION 2018-41 RETAINER AGREEMENT WITH WALTON LAW OFFICE EFFECTIVE DECEMBER 1ST, 2018. THE AGREEMENT IS THE SAME AMOUNT AS THE AGREEMENT WITH SCHAUER LAW OFFICE. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

8.A.ii. **2018-42** Routine Maintenance Agreement Sibley County for CSAH 10 & 21

Young reported this is routine maintenance and the cost is the same as it was in 2017.

COUNCIL MEMBER MUCHOW MOVED, COUNCIL MEMBER UECKER SECONDED, TO APPROVE RESOLUTION 2018-42 ROUTINE MAINTENANCE AGREEMENT SIBLEY COUNTY FOR CSAH 10 & 21. AMOUNT IS THE SAME AS THE 2017 MAINTENANCE AGREEMENT. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

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

8.B.i. **2018-43** Water Tower Maintenance Agreement

Reimers reported he worked with SUEZ for a new maintenance agreement on the West Water Tower. This contract is the same as the agreement on the East Water Tower. Rhonda from SUEZ was at the meeting and available for questions.

COUNCIL MEMBER LOSURE MOVED, COUNCIL MEMBER HOMME SECONDED, TO APPROVE RESOLUTION 2018-43 WATER TOWER MAINTENANCE AGREEMENT WITH SUEZ FOR THE WEST WATER TOWER EFFECTIVE JANUARY 2019. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

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

8.C.i. Proposed Police Station Addition Drawing

Young stated Charlie Eichten was absent tonight. The drawing is a rendition of the proposed police station addition, Charlie Eichten and Ty Reimers gave their input on the plans. Young went on to say the outside of the new addition would match the existing building. Muchow stated he would like to see a rough cost estimate before proceeding. Mayor Boeder also recommends a cost estimate.

9. Unfinished Business

9.A. 2018 10th Street Improvement Project Updates – Brent Kavitz – SEH

9.A.i. Project Updates No. 16

Brent Kavitz reported a majority of the project is going really well and ahead of schedule. Kavitz commended the contractor for moving ahead so quickly and doing things correctly. Project No.17 went out in the mail today. Kavitz stated this is a really good project for the City and SEH. Kavitz asked if anyone had any questions. Muchow wanted to commend the construction crew for always cleaning up the grade so residents could get in and out of their driveways.

9.B. **Res. 2018-44** 2018 10th Street Project – Application for Payment - #3

Kavitz stated Pay Application #3 is for $558,102.18.

COUNCIL MEMBER LOSURE MOVED, COUNCIL MEMBER UECKER SECONDED, TO APPROVE RESOLUTION 2018-44 2018 10TH STREET PROJECT APPLICATION FOR PAYMENT #3 IN THE AMOUNT OF $558,102.18. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

9.C. Minnesota College of Osteopathic Medicine – Phil Keithahn

Keithahn reported the closing is on track for 10A.M. Friday, August 17th, 2018. Next week bids for Asbestos removal will be put out. It may take thirty days for the bids to come back in. Insurance bids are out, there is a possibility the College may have to be put briefly on the City of Gaylord's existing insurance policy. Keithahn is working on the utilities billing cut over. In the past the City used Sibley East Staff to check the boiler the College would like to do the same thing, Keithahn will work with Young to get the necessary information. Keithahn commended the City for working on future housing and updating the Comprehensive Plan.

9.D. **Res. 2018-34A** Amendment to the Development Agreement for Medical College & Multifamily Housing

COUNCIL MEMBER LOSURE MOVED, COUNCIL MEMBER MUCHOW SECONDED, TO APPROVE RESOLUTION 2018-34A AMENDMENT TO THE DEVELOPMENT AGREEMENT FOR MEDICAL COLLEGE & MULTIFAMILY HOUSING. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

10. New Business

10.A.

Muchow stated it was brought to his attention about six months ago that RS Fiber was only able to hook up a few new customers per day. Muchow went on to say if there are potential customers on the list who are still waiting for service hook-up this needs to be addressed. Mayor Boeder agreed and asked Uecker and Losure if they could find out some information at the next RS Fiber meeting and report back to Council. Young announced Mayor Boeder, herself, Chuck Klimmek, Steve Olmstead, Avery Grochow and Sue Keithahn meet with Habitat for Humanity and they are very interested in doing a project in Gaylord. Habitat will be conducting a presentation open house on September 13th, 2018.

11. Upcoming Meetings and Events

11.A. Monday, August 13th – 5:30 EDA Meeting
11.B. Monday, August 13th – 6:30 Park Board Meeting
11.C. Wednesday, August 15th – 6:30 City Council Meeting
11.D. Friday, August 17th – Closing on Med School – Time yet to be determined!
11.E. Wednesday, August 22nd – 6:30 Budget Work Shop

12. 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 7:00 p.m.

Lory Young
City Administrator

Don Boeder
Mayor