



**CITY OF GAYLORD
REGULAR CITY COUNCIL MEETING MINUTES**

Wednesday, November 7th, 2018
6:30 P.M., City Hall

Members Present: Mayor Boeder and Members, Homme, Klein, Losure, Muchow and Uecker.
Members Absent: None.
Staff Present: Aaron Walton; Walton Law Office, Lory Young; City Administrator and Colleen Snyder; Administrative Assistant.
Visitors Present: Phil Keithahn; MN College of Osteopathic Medicine, Justin Black; SEH, Charlie Eichten; Chief of Police, Anthony Daley; Police Officer and Family, Denley Komplien; Police Officer and Family, Kevin Fisher; Police Officer, Ron and Sara Kirsch, Dave Coughlin; Engineering Concepts, Bennett Coughlin; Engineering Concepts and Joe Deis; 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 11-07-18 Agenda**
COUNCIL MEMBER LOSURE MOVED, COUNCIL MEMBER KLEIN SECONDED, TO APPROVE THE NOVEMBER 7TH, 2018 AMENDED AGENDA WHICH INCLUDED THE FOLLOWING ITEMS. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.
4. **Comments, Updates, Concerns**
 - 4.A. Council Members-Young requested 5.E.v. Asbestos Abatement for Medical College - Payment Request #2 be put on HOLD for now. Mayor Boeder congratulated the newly elected City Council Members, Lynn Grochow, Tony Padilla and Jessica Uecker.
 - 4.B. Citizens-None.

5. *** Consent Agenda**
COUNCIL MEMBER MUCHOW 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 October 17th, 2018 City Council Meeting
 - 5.A.ii. Minutes from October 22nd, 2018 Special Council Meeting
 - 5.A.iii. Minutes from October 24th, 2018 HPC Meeting
 - 5.A.iv. Minutes from October 29th, 2018 P & Z Special Meeting

5.B. Accounts Payable

- 5.B.i. Accounts Payable to be Ratified for Sept 7th to October 26th, 2018
- 5.B.ii. Accounts Payable EFT to be Ratified for Oct 1st to October 30th, 2018
- 5.B.iii. Accounts Payable for October 26th to November 1st, 2018

5.C. Resolutions and Ordinances

- 5.C.i. None

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

- 5.D.i. None

5.E. Other

- 5.E.i. Conditional Use Permit – Dietz Properties Inc.- 221 Sibley Avenue
- 5.E.ii. Variance Application – Dietz Properties Inc. – 221 Sibley Avenue
- 5.E.iii. Variance Application – Bert & Connie Laabs – 16 Lincoln Avenue
- 5.E.iv. Special Events Permit – Gaylord Chamber
- 5.E.v. Asbestos Abatement for Medical College - Payment Request #2

6. Public Hearings – 7:00 PM

- 6.A. None

7. Communications, Requests, and Petitions

- 7.A.i. “Shop Local” – Gaylord Chamber
- A.ii. Santa’s Helpers of Sibley County
- A.iii. Santa’s Work Shop
- A.iv. Christmas Handbell Concert – Music on Main
- A.v. Forever Young Senior Center – November News Letter

8. Department and Committee Reports and Action Items

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

8.A.i. Downtown Parking Clarification

Young stated she checked the Minutes from prior meetings and Council agreed not to change the downtown parking ordinance which reads no parking between the hours of 2:00 A.M. to 6:00 A.M. Homme stated at one time Council was discussing downtown handicap parking. Justine Black recalled contacting MN Dot which allowed converting parking spaces to handicap parking, however the only available ramps are located at intersections which makes for less than ideal handicap parking. Black recalled working with Ty Reimers and looking at side streets possibly converting them into handicap parking but did not recall the outcome. Mayor Boeder requested Black do some research and report back to Council.

8.A.ii. Draft Comp Plan: Additions – Corrections – Deletions

Young asked if there were any additions, corrections or deletions. Mayor Boeder stated he had a few and would forward to Young.

8.A.iii. 6th Street Building Updates

Young stated tests were done on the 6th Street Building and mold spores were found in the air ducts and some carpet areas. Young went on to say there were some new developments and turned the discussion over to Phil Keithahn. Keithahn stated since the City has been so generous with the rent at 6th Street the College would like to construct two walls for separate office areas and replace the flooring both carpet and a wood type at the College’s expense. Mayor Boeder stated all the City would need to do now would be air duct cleaning. Young presented an estimate of \$3,000.00 for air duct cleaning.

COUNCIL MEMBER LOSURE MOVED, COUNCIL MEMBER HOMME SECONDED, TO APPROVE \$3000.00 FOR AIR DUCT CLEANING AND MODIFICATIONS PRESENTED BY THE FUTURE TENANTS AT THE 6TH STREET BUILDING. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

Muchow stated once the College no longer rents the 6th Street Building lesson learned do not turn off the HVAC system.

8.A.iv. City Contributions to Family Health Insurance

Young stated there have been a couple more employees who have expressed interest in family health insurance. Mayor Boeder stated Young's suggestion is to go with coverage on fifty percent of the family. After some discussion Council agreed to putting this back on the Agenda at a future date.

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. Sell Old Squad Car – Crown Victoria

Eichten requested approval to sell the 2011 Crown Victoria Squad Car, the car has 76,000 miles with heavy use. Eichten would place an ad in the paper.

COUNCIL MEMBER LOSURE MOVED, COUNCIL MEMBER HOMME SECONDED, TO APPROVE THE SALE OF THE 2011 CROWN VICTORIA SQUAD CAR. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

8.C.ii. Health & Wellness Program – Gym Membership

Eichten presented Council a health & wellness proposal stemming from training Eichten recently attended. Eichten was requesting gym memberships at Anytime Fitness for all city employees.

COUNCIL MEMBER MUCHOW MOVED, COUNCIL MEMBER UECKER SECONDED, TO APPROVE GYM MEMBERSHIPS FOR ALL CITY EMPLOYEES THAT ARE INTERESTED AT ANYTIME FITNESS. THIS WILL BECOME EFFECTIVE IMMEDIATELY. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

8.C.iii. Swearing in of New Full-Time Officers

Chief Eichten explained Officer Denley Komplein started with the Gaylord Police Department in December of 2017 and Officer Anthony Daley started in May 2018. Mayor Boeder swore in the two officers and family members pinned on their badges.

9. Unfinished Business

9.A. Res #2018-50 Harvey Drive Street & Utility Improvement Project – Application for Payment - #4 Final Payment

Black requested payment #4, this is the final payment.

COUNCIL MEMBER MUCHOW MOVED, COUNCIL MEMBER LOSURE SECONDED, TO APPROVE RESOLUTION #2018-50 HARVEY DRIVE STREET & UTILITY IMPROVEMENT PROJECT IN THE AMOUNT OF \$25,079.07. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

9.B. Medical College Updates – Phil Keithahn

Keithahn reported all pre-accreditation paperwork has been completed. The asbestos payment is being held until all clean-up by the asbestos company has been completed. Young will be meeting with Mick Montag to discuss the three houses acquired by the college and how they can be turned into parking for the college. Keithahn discussed the upcoming P&Z Meeting. Keithahn requested copies of the Comp Plan to share with the leadership team.

10. **New Business**

10.A. Mud Lake Eco Village Proposal – Engineering Concepts Inc.

Dave Coughlin introduced himself and spoke regarding the development of Mud Lake. He and his son Bennett look forward to working with everyone. Work more than likely won't start until spring due to wet weather this fall.

11. **Upcoming Meetings and Events**

11.A. Monday, November 5th – 6:30 - Ambulance Meeting – EMS Building

11.B. Wednesday, November 7th – 6:30 – Council Meeting

11.C. Monday, November 12th – City Hall Closed for Veteran's Day

11.D. Wednesday, November 14th – 5:30 – P & Z Meeting

11.E. Wednesday, November 14th – 6:30 – Council Meeting

12. **Adjournment of Regular Meeting**

There being no further business to come before the City Council. COUNCIL MEMBER UECKER MOVED, COUNCIL MEMBER KLEIN SECONDED TO ADJOURN. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED. The meeting was adjourned at 7:16 p.m.

Lory Young
City Administrator

Don Boeder
Mayor