



**CITY OF GAYLORD
CITY COUNCIL MEETING MINUTES**

Wednesday, December 5th, 2018
6:30 P.M., City Hall

Members Present: Mayor Boeder and Members, Homme, Klein, Muchow and Uecker.
Members Absent: Losure.
Staff Present: Aaron Walton; Walton Law Office, Lory Young; City Administrator, and Colleen Snyder; Administrative Assistant.
Visitors Present: Justin Black; SEH, Phil Keithahn; MN College of Osteopathic Medicine, Charlie Eichten; Chief of Police, Denley Komplien; Police Officer, Mark Brandt; Ambulance Member, Joel Fralick; Ambulance Member, Tony Padilla, Lynn Grochow, Rand Peterman 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 12-05-18 Agenda**
COUNCIL MEMBER HOMME MOVED, COUNCIL MEMBER KLEIN SECONDED, TO APPROVE THE DECEMBER 5TH, 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-Mayor Boeder requested Resolution #2018-58 & Resolution #2018-59 be added to tonight's agenda. Young stated the City set-up and decorated a Christmas tree at Oak Terrace, local businesses put a total of 24 trees. Young encouraged Council to view the trees.
 - 4.B. Citizens-None
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5. *** Consent Agenda**
COUNCIL MEMBER MUCHOW 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. Minutes from November 14th, 2018 City Council Meeting
 - 5.A.ii. Minutes from November 5th, 2018 Gaylord Ambulance Meeting
 - 5.A.iii. Minutes from October 29th, 2018 Gaylord Volunteer Fire Department Meeting
 - 5.A.iv. Minutes from November 14th, 2018 Planning and Zoning Meeting
 - 5.A.iv. Minutes from November 7th, 2018 HPC Special Meeting

- 5.B. Accounts Payable
- 5.B.i Accounts Payable to be Ratified – November 2nd – November 21st, 2018
 - 5.B.ii. Accounts Payable to be Ratified - November 15th – November 21st, 2018
 - 5.B.iii. Accounts Payable for November 15th – November 30th, 2018
- 5.C. Reports of Officers, Boards, and Commissions
- 5.D.i. None
- 5.D. Other
- 5.E.i. None
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6. Public Hearings – 7:00 PM

- 6.A. Truth-in-Taxation Public Hearing
 Mayor Boeder opened the Public Hearing at 7:00 P.M.
 Rand Peterman spoke regarding his concerns on the proposed tax increase. Council discussed the budget for 2019.
 Mayor Boeder closed the Public Hearing at 7:15 P.M.

7. Communications, Requests, and Petitions

- 7.A.i. Forever Young Senior Center
- 7.A.ii. Santa's Workshop – American Lutheran Church
- 7.A.iii. Christmas Concert – Immanuel Lutheran Church
- 7.A.iv. Christmas in the Barn – Trinity & St. Paul's Lutheran Church
- 7.A.v. Beer and Carols – Trinity & St. Paul's Lutheran Church
- 7.A.vi. Music on Main Christmas Handbell Concert
- 7.A.vii. Meet Me Under the Mistletoe – Gaylord Area Chamber
- 7.A.viii. Shop Local in Gaylord this Holiday Season

8. Department and Committee Reports and Action Items

- 8.A. Administration Department –Lory Young, City Administrator
- 8.A.i. Newly Elected Officials: 2019 Leadership Conference
 Young asked Council if this is an option for the new Council Members. Mayor Boeder replied yes and stated this conference is beneficial to new Council Members. Boeder went on to say there is a Resolution for this type of conference.
- 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. Selling old Squad Car
 Chief Eichten stated two bids were received, the highest bid was \$2,275.02.

COUNCIL MEMBER KLEIN MOVED, COUNCIL MEMBER HOMME SECONDED, TO APPROVE THE SALE OF THE OLD SQUAD CAR TO THE HIGHEST BIDDER IN THE AMOUNT OF \$2,275.02. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

- 8.C.ii. Addition to Building/Space Concerns
 Chief Eichten gave a power point presentation showing Council that more space is needed for the Ambulance Department and the Police Department. Eichten went on to say space is needed in many areas including but not limited to the interview room and evidence room. Eichten went on to say Gaylord has potential growth coming with the Medical College which may mean a larger police department. Eichten encouraged

Council to consider the issues and start working on a plan for expansion. Eichten thanked Council for listening.

9. Unfinished Business

9.A. Wild Things Zoo Attractions Proposal Discussion

After some discussion Council agreed through consensus not to accept the Wild Things Attractions Proposal.

9.B. Res #2018-53 Adopting Final 2019 General Fund Budget

COUNCIL MEMBER MUCHOW MOVED, COUNCIL MEMBER HOMME SECONDED, TO APPROVE RESOLUTION #2018-53 ADOPTING FINAL 2019 GENERAL FUND BUDGET. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

9.C. Res #2018-54 Reimbursement Bond Resolution – 3rd Street East – Meadow Wood

COUNCIL MEMBER MUCHOW MOVED, COUNCIL MEMBER HOMME SECONDED, TO APPROVE RESOLUTION #2018-54 REIMBURSEMENT BOND RESOLUTION - 3RD STREET EAST - MEADOW WOOD. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

9.D. Res #2018-55 Engineering Services for 2019 3rd Street Extension Project

COUNCIL MEMBER MUCHOW MOVED, COUNCIL MEMBER KLEIN SECONDED, TO APPROVE RESOLUTION #2018-55 ENGINEERING SERVICES FOR 2019 3RD STREET EXTENSION PROJECT, NOT TO EXCEED \$44,100.00. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

9.E Res # 2018-56 City Contributions to Family Health Insurance

Mayor Boeder wanted to clarify the City family contribution is 50% of the total due with a maximum of \$500.00.

COUNCIL MEMBER HOMME MOVED, COUNCIL MEMBER UECKER SECONDED, TO APPROVE RESOLUTION #2018-56 CITY CONTRIBUTIONS TO FAMILY HEALTH INSURANCE. CITY PAYS FIFTY-PERCENT OF TOTAL DUE WITH A MAXIMUM OF FIVE-HUNDRED DOLLARS. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

9.F. Res #2018-57 Declaring Sufficiency of Petition & Set Public Hearing Vacate Court Ave

COUNCIL MEMBER MUCHOW MOVED, COUNCIL MEMBER KLEIN SECONDED, TO APPROVE RESOLUTION #2018-57 DECLARING SUFFICIENCY OF PETITION & SET PUBLIC HEARING TO VACATE COURT AVE. DATE OF HEARING TO BE DETERMINED AFTER TWO WEEK PUBLICATION NOTICE. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

9.G. Res #2018-58 Ordering Preparation of Report on Improvement

COUNCIL MEMBER MUCHOW MOVED, COUNCIL MEMBER KLEIN SECONDED, TO APPROVE RESOLUTION #2018-58 ORDERING PREPARATION OF REPORT ON IMPROVEMENT. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

9.H. Res #2018-59 Final Tax Levy

COUNCIL MEMBER MUCHOW MOVED, COUNCIL MEMBER KLEIN SECONDED, TO APPROVE RESOLUTION #2018-59 FINAL TAX LEVY. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

9.I. Med College Updates – Phil Keithahn

Keithahn thanked Council for moving forward with the projects involving the Medical College. Keithahn stated the attorney's involved including Aaron Walton are working together very well. SEH, both North SEH and South SEH are working together. There have been meetings with the neighbors from Court Avenue who are involved with the potential vacating of Court Avenue. Asbestos abatement is nearly completed, what is left will have to be removed in Spring. Painting and the installation of new carpet is taking place at the 6th Street Building which will house temporary offices. Signage is being working on. Keithahn stated things are on target and moving forward in a positive direction. Muchow asked if the College has been communicating with the church regarding future parking and snow removal. Keithahn replied yes there has been on going communication and there will not be any restricted parking in that area.

10. New Business

10.A. None

11. Upcoming Meetings and Events

- 11.A. Monday, December 3rd – 6:30 Ambulance Meeting
- 11.B. Wednesday, December 5th – 6:30 City Council Meeting
- 11.C. Friday, December 7th – RSVP for City Christmas Party
- 11.D. Monday, December 10th – 5:30 EDA Meeting
- 11.E. Wednesday, December 12th – 5:30 P & Z Meeting
- 11.F. Thursday, December 13th – 6:00 City Christmas Party
- 11.G. Wednesday, December 19th – 6:30 City 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 7:45 p.m.

Lory Young
City Administrator

Don Boeder
Mayor