



**CITY OF GAYLORD
CITY COUNCIL MEETING MINUTES**

Wednesday, December 19th, 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: Justin Black; SEH, Phil Keithahn; MN College of Osteopathic Medicine, Brad Scheib; Hoisington Koegler Group Inc., Alice Strobel, Bill Walsh, Mike Walsh, Lynn Grochow, Mick Montag, Mike Karp, Tony Padilla, Chris Lillenthal, Marc Messner, Tina Messner, Chris Amorin 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 12-19-18 Agenda

COUNCIL MEMBER HOMME MOVED, COUNCIL MEMBER LOSURE SECONDED, TO APPROVE THE DECEMBER 19TH, 2018 AMENDED AGENDA WHICH INCLUDED THE FOLLOWING ITEMS. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

4. Comments, Updates, Concerns

4.A. Citizens-Chris Lillienthal; Wild Things Zoo Attractions spoke regarding his disappointment in not being able to purchase the islands on Lake Titlow. Marc Messner spoke in support of Chris Lillienthal.

4.B. Council Members-Homme requested the removal of 9.B. Res. 2018-61 Establishing Regular Meetings of the Gaylord City Council for 2019 until the January 2019 Council meeting. Young requested the removal 9.D. "Consider Supplement to TIF Development Agreement" and 9.E. "Consider request of Minnesota Medical University, LLC and Public Finance Authority for City of Gaylord" until the January 2019 Council meeting. Also, the addition of Res 2018-66 Vacate Court Ave under 10.G.

5. * Consent Agenda

COUNCIL MEMBER LOSURE MOVED, COUNCIL MEMBER KLEIN 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. December 5, 2018 City Council Meeting
- 5. A.ii. December 3, 2018 Gaylord Ambulance Meeting
- 5. A.iii. November 26, 2018 Gaylord Volunteer Fire Dept Meeting
- 5.A.vi. December 12, 2018 Planning & Zoning Meeting
- 5.A.v. November 14, 2018 Planning & Zoning Meeting
- 5.A.vi. November 7, 2018 Historical Preservation Meeting
- 5.A.vii. November 28, 2018 Historical Preservation Meeting

5.B. Accounts Payable

- 5.B.i Accounts Payable for Payment – December 1st – 14th, 2018

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

- 5.C.i. None

5.D. Other

- 5.E.i. Appointment of Liz Reishus for Alternate to Sibley County Library Board
- 5.E.ii. List to Certify for Delinquent Utilities – 4thQuarter 2018

6. Public Hearings – 7:00 PM

6.A. “Gaylord – Looking Forward to 2040, A Community Plan” - Comprehensive Plan Presentation - Hoisington Koegler Group Inc.

Mayor Boeder opened the Comp Plan Public Hearing at 7:00p.m.

Brad Scheib spoke regarding what goes into a comp plan and urged anyone with questions or comments to do so at this time. Phil Keithahn expressed his disappointment with the comp plan. Keithahn went on to say the community needs to be fully engaged and suggested this plan go back to the various committees for review. Mayor Boeder recommend this be looked at again by giving this back to the various committees for review. Muchow agreed that this needs to be looked at again.

Mayor Boeder closed the Comp Plan Public Hearing at 7:14p.m.

6.B. Proposed Vacation of a Portion of Court Avenue

Mayor Boeder opened the Vacation/Portion of Court Avenue Hearing at 7:15p.m.

Mick Montag gave an overview of the vacation of a portion of Court Avenue.

Mayor Boeder closed the Vacation/Portion of Court Avenue Hearing at 7:24p.m.

7. Communications, Requests, and Petitions

7.A.i. Minnesota Certified Municipal Clerk Designation

Mayor Boeder congratulated Lori Doering for receiving this certification.

7.A.ii. Mediacom Rate Adjustment

Mayor Boeder suggested supporting RS Fiber which is Gaylord’s hometown company.

7.A.iii. Experienced Officials: 2019 Leadership Conference

7.A.iv. Christmas in the Barn

7.A.v. Kid’s New Year’s Eve Party at the Prairie House

8. Department and Committee Reports and Action Items8.A. Administration Department –Lory Young, City Administrator

8.A.i City Hall Closed on Christmas Eve Day

Young requested City Office be closed all day on December 24th, 2018.

COUNCIL MEMBER MUCHOW MOVED, COUNCIL MEMBER LOSURE SECONDED, TO APPROVE CITY OFFICE BE CLOSED ALL DAY ON DECEMBER 24TH, 2018 WITH EMPLOYEES USING A HALF DAY OF VACATION OR COMP TIME. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

8.A.ii. Special Meeting Date on the 26th or 27th

Mayor Boeder stated this Special Meeting was no longer needed.

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. None

9. **Unfinished Business**

9.A. Res. 2018-60 Accept “Gaylord – Looking Forward to 2040, A Community Plan” – Comprehensive Plan

This was removed from the Agenda.

9.B. Res. 2018-61 Establishing Regular Meetings of the Gaylord City Council for 2019

This was removed from the Agenda.

9.C. Res. 2018-62 Designating Polling Place for all 2019 Elections

COUNCIL MEMBER HOMME MOVED, COUNCIL MEMBER MUCHOW SECONDED, TO APPROVE RESOLUTION 2018-62 DESIGNATING POLLING PLACE FOR ALL 2019 ELECTIONS AS AMERICAN LUTHERAN CHURCH IN GAYLORD, MN. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

9.D. “Consider Supplement to TIF Development Agreement – TIF District No. 5-1 to define and describe the Medical School Parcel and to define and describe the Housing Parcel referred to in the TIF Development Agreement” – Michel Karp

This was removed from the Agenda.

9.E. “Consider request of Minnesota Medical University, LLC and Public Finance Authority for City of Gaylord consent and approval of, and to subordinate TIF Development Agreement - TIF District No. 5-1 to the rights of PFA under the Lease, Leasehold Mortgage, Bond Indenture and other Bond documents affecting the Medical School Parcel described in the TIF Development Agreement” – Michael Karp

This was removed from the Agenda.

9.F. Medical College Updates – Phil Keithahn

Keithahn updated Council on the progress at the Medical College. Keithahn stated everything is moving forward in a positive direction.

10. **New Business**

10.A. CSAH21 (Lincoln Avenue) & Dakota Trail Extension – Safe Routes to School Grant Application with Sibley County

Justin Black spoke on behalf of Tim Becker. Black explained the two proposed routes and reminded Council this is contingent upon receiving the grant that Tim Becker is preparing.

10.B. Res. 2018-63 Resolution of Support from Participating Local Unit of Government

COUNCIL MEMBER KLEIN MOVED, COUNCIL MEMBER LOSURE SECONDED, TO APPROVE RESOLUTION 2018-63 RESOLUTION OF SUPPORT FROM PARTICIPATING LOCAL UNIT OF GOVERNMENT. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

10.C. Res. 2018-64 CSAH 21 (Lincoln Avenue) & Dakota Trail Extension SRTS
Trail/Sidewalk Construction Project Cooperative Agreement

COUNCIL MEMBER LOSURE MOVED, COUNCIL MEMBER KLEIN SECONDED, TO APPROVE RESOLUTION 2018-64 CSAH 21 (LINCOLN AVENUE) & DAKOTAH TRAIL EXTENSION SRTS TRAIL/SIDEWALK CONSTRUCTION PROJECT COOPERATIVE AGREEMENT. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

10.D. Res. 2018-65 Resolution Agreeing to Maintain Facility

COUNCIL MEMBER LOSURE MOVED, COUNCIL MEMBER KLEIN SECONDED, TO APPROVE RESOLUTION #2018-65 RESOLUTION AGREEING TO MAINTAIN FACILITY-TRAIL. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

Young asked who is currently cleaning the Trail. After some discussion by Council it was agreed to discuss this at a future Council meeting.

10.E. Conditional Use Permit – Mud Garden LLC/Nokomis Energy LLC – 47592 280th Street for
Solar Garden

Dan Rogers spoke regarding the concerns brought forward from homeowners and requested per the developer a delay on the conditional use permit at this time. Aaron Walton advised a motion be made.

COUNCIL MEMBER KLEIN MOVED, COUNCIL MEMBER LOSURE SECONDED, TO DELAY THE CONDITIONAL USE PERMIT-MUD GARDEN LLC/NOKOMIS ENERGY LLC-47592 280TH STREET FOR A SOLAR GARDEN.THE REQUEST FOR DELAY COMES FROM THE DEVELOPER. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

10.F. Conditional Use Permit – Danza Group LLC – 321 & 323 5th Street & 514 6th Street for
parking for Medical College

Mick Montag spoke regarding the responsibility the college will play in maintaining these parking spaces.

COUNCIL MEMBER MUCHOW MOVED, COUNCIL MEMBER KLEIN SECONDED, TO APPROVE THE CONDITIONAL USE PERMIT-DANZA GROUP LLC-321 & 323 5TH STREET & 514 6TH STREET FOR PARKING FOR MEDICAL COLLEGE. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

10.G. Variance Application – Danza Group LLC – 500 Court Avenue – Setback variances for
the old school building & new construction of student housing

COUNCIL MEMBER KLEIN MOVED, COUNCIL MEMBER HOMME SECONDED, TO APPROVE VARIANCE APPLICATION-DANZA GROUP LLC-500 COURT AVENUE-SETBACK VARIANCES FOR THE OLD SCHOOL BUILDING & NEW CONSTRUCTION OF STUDENT HOUSING. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

Res. 2018-66 A Resolution Vacating a Portion of Court Avenue upon petition of a Majority of Abutting
Landowners

COUNCIL MEMBER LOSURE MOVED, COUNCIL MEMBER MUCHOW SECONDED, TO APPROVE RESOLUTION #2018-66 A RESOLUTION VACATING A PORTION OF COURT AVE UPON PETITION OF A MAJORITY OF ABUTTING LANDOWNERS. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

- 10.H. Discussion to have EDA reconsider Commercial Rehab Loan Application Tier 1 & Tier 2 to Jose Batres Flores

After some discussion Council agreed not to send this back to EDA for reconsideration.

- 10.I. Discussion to modify the EDA By-Laws to have City Council have the Final Decision on All EDA Financial Decisions – Minnesota State Statue 469.092

Council agreed to discuss this at a future meeting.

- 10.J. Conditional Use Permit – Jose Batres Flores – 115 4th Street – Allowing apartment on ground floor of commercial building

Alice Strobel stated the apartment would be in the rear portion of the building at 115 4th Street with a rear exit and the front part of the building at 115 4th Street would be Commercial.

COUNCIL MEMBER HOMME MOVED, COUNCIL MEMBER MUCHOW SECONDED, TO APPROVE THE CONDITIONAL USE PERMIT-JOSE FLORES-115 4TH STREET-ALLOWING APARTMENT ON THE GROUND FLOOR IN THE REAR PORTION OF THE BUILDING. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

- 10.K. Discussion about Parking for Rental Units above Commercial Downtown Businesses, Off-Street Parking, City-Owned Parking Lots and other options

Council agreed to discuss this at a future meeting.

- 10.L. Parking Lot Next to Michael Foods

- Illegal Dumping and MPCA Enforcement
- Permitting Requirements
- Parking Requirements (Size, Lighting, Paving)
- Stormwater Fees
- Semi Parking on Tower Street & Rail Road Avenue

Justin Black stated he was contacted by Young that there was activity in the vacant lot West of Tower Street. Black was also contacted by Michael Foods. Michael Foods was not aware they needed permits so the activity has stopped and Michael Foods is consulting an Engineer. Young stated this has become an enforcement issue and the area will need to be cleaned up. Boeder stated the semi parking on Tower Street and Rail Road Avenue was discussed and approved at a prior Council Meeting.

Mayor Boeder thanked Council Member Losure and Council Member Klein for their service.

11. Upcoming Meetings and Events

- 11.A. Wednesday, December 19th – 6:30 City Council Meeting
 11.B. Monday, December 24th – Christmas Eve - Office Closed
 11.C. Tuesday, December 25th – Christmas Day – Office Closed

- 11.D. Wednesday, December 26th – 7:00 Fire Department Meeting
- 11.E. Tuesday, January 1st – Office Closed

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 8:11p.m.

Lory Young
City Administrator

Don Boeder
Mayor