



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

Wednesday, January 23, 2019
6:30 P.M., City Hall

Members Present: Mayor Boeder and Members, Grochow, Homme, Muchow, Padilla and Uecker.
Members Absent: None.
Staff Present: Aaron Walton; Walton Law Office, Lory Young; City Administrator, Colleen Snyder; Administrative Assistant, Charlie Eichten; Chief of Police, Denley Kompelien; Police Officer, Anthony Daley; Police Officer, Kevin Fisher; Police Officer, Karen Zimney; Police Officer.
Visitors Present: Justin Black; SEH, Phil Keithahn; MN College of Osteopathic Medicine, Mike Karp; Danza Group of MN LLC, Dave Coughlin; Engineering Concepts, Bennett Coughlin; Engineering Concepts, Kaycee Just, Scott Kuphal, Jennifer O'Connor, Jeff Milette 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 01-23-19 Agenda

COUNCIL MEMBER MUCHOW MOVED, COUNCIL MEMBER UECKER SECONDED, TO APPROVE THE JANUARY 23RD, 2019 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.

5. Consent Agenda

COUNCIL MEMBER GROCHOW 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. December 19th, 2018 – Regular Council Meeting
- 5.A.ii. January 7th, 2019 - Regular Council Meeting
- 5.A.iii. December 26th, 2018 – Fire Department Meeting
- 5.A.iv. January 7th, 2019 – Ambulance Meeting

5.B. Accounts Payable

- 5.B.i. Accounts Payable January 14th to 17th, 2019
- 5.B.ii. Accounts Payable to be Ratified – December 17, 2018 – January 14, 2019
- 5.B.iii. Accounts Payable to be Ratified – EFT – November 1st -December 30th, 2018

- 5.C. Reports of Officers, Boards, and Commissions
None
 - 5.D. Other
 - 5.E.i. Special Event Permit – Sibley County Drift Dodgers
 - 5.E.ii. Purchase Agreements for Habitat Lots
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6. **Public Hearings – 7:00 PM**
6.A. None.

7. **Communications, Requests, and Petitions**

- 7.A. Annual City/Township Meeting of the Fire Department & Ambulance Service
- 7.B. Experienced Official: 2019 Leadership Conference

8. **Department and Committee Reports and Action Items**

- 8.A. Administration Department – Lory Young - City Administrator
 - 8.A.i. Letter from Office of the State Auditor
Young reported the State Auditor's Office recommends Gaylord hire an actuary to help with the Fireman's Relief Account.

Council approval for Young to obtain quotes for hiring an actuary was given through consensus.

- 8.A.ii. Farmland on East side of Elementary
Muchow stated the farmland should be opened for bids like other years with the understanding development may occur in the future.

- 8.A.iii. Set a date for a Council Work Shop
Young will email potential workshop dates to Council Members.

- 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

- 8.D. Fire Department – Dean Schons – Fire Chief
 - 8.D.i. Fire Relief Association – Lyle Grochow
The Fire Department was not in attendance.

9. **Unfinished Business**

- 9.A. **Resolution 2019-05** Release of Memorandum of Option Agreement – Danza Group of Minnesota, LLC.

COUNCIL MEMBER MUCHOW MOVED, COUNCIL MEMBER UECKER SECONDED, TO APPROVE RESOLUTION 2019-05 RELEASE OF MEMORANDUM OF OPTION AGREEMENT-DANZA GROUP OF MINNESOTA, LLC. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

- 9.B. **Resolution 2019-06** Partial Release of Like Kind Exchange and Option Agreement – Danza Group of Minnesota, LLC.

COUNCIL MEMBER HOMME MOVED, COUNCIL MEMBER PADILLA SECONDED, TO APPROVE RESOLUTION 2019-06 PARTIAL RELEASE OF LIKE KIND EXCHANGE AND OPTION AGREEMENT-

DANZA GROUP OF MINNESOTA, LLC. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

- 9.C. **Resolution 2019-07**– Approving Consent, Approval, Subordination Agreement and Estoppel Certificate

COUNCIL MEMBER MUCHOW MOVED, COUNCIL MEMBER PADILLA SECONDED, TO APPROVE RESOLUTION 2019-07 APPROVING CONSENT, APPROVAL, SUBORDINATION AGREEMENT AND ESTOPPEL CERTIFICATE. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

- 9.D. **Resolution 2019-08** – Approving Conditional Use Permit #C2018-01 Allowing Multi-Family Housing in B-2 Zoning – Danza Group of Minnesota LLC

COUNCIL MEMBER UECKER MOVED, COUNCIL MEMBER MUCHOW SECONDED, TO APPROVE RESOLUTION 2019-08 APPROVING CONDITIONAL USE PERMIT #C2018-01 ALLOWING MULTI-FAMILY HOUSING IN B-2 ZONING – DANZA GROUP OF MINNESOTA LLC. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

- 9.E. **Resolution 2019-09** – Approving Conditional Use Permit #C2018-05 Allowing Off-Street Parking Spaces to be Developed in R-1 Zone – Danza Group of Minnesota LLC

COUNCIL MEMBER PADILLA MOVED, COUNCIL MEMBER HOMME SECONDED, TO APPROVE RESOLUTION 2019-09 APPROVING CONDITIONAL USE PERMIT #C2018-05 ALLOWING OFF-STREET PARKING SPACES TO BE DEVELOPED IN R-1 ZONE - DANZA GROUP OF MINNESOTA LLC. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

- 9.F. **Resolution 2019-10** – Approving Variance for Front, Side and Rear Setbacks and Construction off Additions on the West and North Sides of Current Building

COUNCIL MEMBER HOMME MOVED, COUNCIL MEMBER GROCHOW SECONDED, TO APPROVE RESOLUTION 2019-10 APPROVING VARIANCE FOR FRONT, SIDE AND REAR SETBACKS AND CONSTRUCTION OF ADDITIONS ON THE WEST AND NORTH SIDES OF CURRENT BUILDING. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

- 9.G. Potential Mud Lake Development Update – Dave Coughlin – Engineering Concepts
Dave Coughlin and Bennett Coughlin spoke regarding the Mud Lake Development. Council agreed through consensus to move forward with the Mud Lake Development.

- 9.H. **Resolution 2019-11** – Financial Planning Agreement to Establish Tax Increment Financing District (Housing) – Northland Securities – 80 Unit Apartment Building

Council requested more information be presented to them before considering this resolution.

- 9.I. **Resolution 2019-12** – Housing Development Agreement – Steve Rosholt – Bonding Attorney – 80 Unit Apartment Building

Resolution 2019-12 ties into Resolution 2019-11 Council has requested more information be presented to them before considering either resolution.

10. **New Business**

- 10.A.i. Legal Services – Walton Law Group

City Attorney Aaron Walton requested billing the City for exceeded hours on a monthly basis instead of a yearly basis, yearly basis billing was the procedure the former City attorney's office followed.

COUNCIL MEMBER MUCHOW MOVED, COUNCIL MEMBER HOMME SECONDED, TO APPROVE WALTON LAW FIRM THE ABILITY TO BILL THE CITY ON A MONTHLY BASIS FOR EXCEEDED HOURS. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

11. Continue Unfinished Business

- 11.A. **Resolution 2019-01** - Approving 2019 Approving 2019 Pay Scale
Possible "Closed Session" Pursuant to Minnesota Statue 13D05 Subd.3(a)
Evaluation of Personnel

After discussion by Council Resolution 2019-01 was eliminated.

- 11.B. **Resolution 2019-02** - Approving 2019 Employee Wages
Possible "Closed Session" Pursuant to Minnesota Statue 13D05 Subd.3(a)
Evaluation of Personnel

COUNCIL MEMBER MUCHOW MOVED, COUNCIL MEMBER HOMME SECONDED, TO CONTINUE USING THE CURRENT SYSYEM EFFECTIVE JANUARY 1ST, 2019. THIS WILL INCLUDE BACK PAY IF IT APPLIES AND IS BASED ON EMPLOYEE RECEIVING A SATISFACTORY REVIEW. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

- 11.C. **Resolution 2019-03** – Setting Cost of Living Adjustment for 2019

COUNCIL MEMBER UECKER MOVED, COUNCIL MEMBER PADILLA SECONDED, TO APPROVE RESOLUTION 2019-03 SETTING COST OF LIVING ADJUSTMENT FOR 2019 AT TWO-PERCENT ON THE GRID. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

12. Other

- 12.A. Phil Keithahn reported everything is moving forward in a position direction at the Medical College.

13. Upcoming Meetings and Events

13. A Monday, January 21st – City Hall Closed in Observation Martin Luther King Day
13.B Wednesday, January 23rd – 6:30 - HPC Meeting @ Library
13.C. Wednesday, January 23rd – 6:30 – City Council Meeting
13.D. Monday, January 28th – 7:00 – Fire Department Meeting @ Fire Hall
13.E. Monday, February 4th – 6:30 – Ambulance Meeting
13.F. Wednesday, February 6th – 5:30 – Special P & Z Meeting
13.G. Wednesday, February 6th – 6:30 – City Council Meeting
13.H. Monday, February 11th – 5:00 – EDA Meeting
13.I. Monday, February 11th – 6:30 – Parks & Rec Board @ Library

Adjournment of Regular Meeting

There being no further business to come before the City Council. COUNCIL MEMBER UECKER MOVED, COUNCIL MEMBER MUCHOW SECONDED TO ADJOURN. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED. The meeting was adjourned at 8:15 p.m.

Lory Young
City Administrator

Don Boeder
Mayor