



CITY OF GAYLORD
CITY COUNCIL MEETING AGENDA
 Wednesday, October 16th, 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; Lori Waltz, City Clerk/Finance Officer; Charlie Eichten, Chief of Police; Ty Reimers, City Services Manager; and Lori Doering, Deputy Clerk

Visitors Present: Justin Black, SEH; Tim Becker, Sibley County Public Works Director 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 10-16-19 Agenda**

Mayor Boeder stated agenda item number 10.B. under New Business should be removed from the agenda as the Fire Department needs to have more meetings before they move forward.

COUNCIL MEMBER UECKER MOVED, COUNCIL MEMBER HOMME SECONDED, TO APPROVE THE OCTOBER 16th, 2019 AMENDED AGENDA WHICH INCLUDED THE FOLLOWING ITEMS. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

4. **Comments, Updates, Reports, Concerns**

4.A. Citizens - None

4.B. Council Members – Grochow asked that the Police Department building addition be put on the next regular council meeting for discussion under Unfinished Business, it's been in a holding pattern due to the Ambulance Trial merger. Uecker asked about the new website and why there are no updates. Waltz explained that Reimers and Sanchez will be working together to get updates done on the website, Sanchez needs to be trained in by Lime Valley. Boeder asked that all members wear their new blue shirts for the November 6th, 2019 Regular Council Meeting to have a new photo done for the website. Boeder also informed Council that Lory Young will be returning to work next week, working half days for the next two weeks. Boeder also explained that Young, Reimers and himself completed interviews for the two open Public Works positions and would like to have a Special City Council meeting on Wednesday October 23rd, 2019 at 6:30 p.m. with the possible candidates for Council approval and also to possibly approve a variance that the Planning and Zoning Committee will be hearing on Monday October 21st, 2019 for Allen Bartels.

4.C. City Staff - None

5. **Consent Agenda**

Muchow questioned the September 4th, 2019 meeting minutes under 5.A.i. and wanted them removed until they could be checked/corrected and added to the next council meeting.

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. City Council Meeting – September 4th, 2019 – Removed for corrections
- 5.A.ii. City Council Meeting – September 18th, 2019
- 5.A.iii. Planning & Zoning Meeting – October 9th, 2019

5.B. Accounts Payable

- 5.B.i. Paid Bills to be Ratified – August 23rd – October 1st, 2019
- 5.B.i.i. Accounts Payable – October 2nd – October 11th, 2019

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

- 5.C.i. None

5.D. Other

- 5.D.i. Gaylord Sertoma Exempt Gambling Permit

6. **Public Hearings – 7:00 PM**

- 6.A. None

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

- 7.A. None

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

- 8.A. Administration Department – Lori Waltz – City Clerk/Finance Officer

- 8.A.i. None

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

- 8.B.i. Future Updates for Select Equipment

Reimers discussed with council future equipment needs. The first being the grader, the second being the boom truck. He discussed a number of issues with both pieces of equipment. He did obtain some cost estimates to replace both pieces. Padilla asked if these items are in the budget. Reimers and Muchow both explained that money has been put away for several years. Reimers stated he would wait until next year to look for replacement of the two items.

- 8.B.ii. Snow Hauling Quotes for 2019-2020 Snow Season

Reimers presented the snow hauling quote for the 2019-2020 season from Wm Mueller's and Sons. The quote is \$105.00 per truck, per hour. Mueller has removed snow for us since 2015. Last season we paid \$100.00 per truck, per hour. Reimers also stated the current quote is still lower than any quote we received back in 2015.

COUNCIL MEMBER HOMME MOVED, COUNCIL MEMBER UECKER SECONDED, TO APPROVE THE 2019-2020 SNOW HAULING QUOTE FROM WM MUELLER'S AND SONS FOR \$105.00 PER TRUCK, PER HOUR. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

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

8.C.i. Evidence Policy

Chief Eichten explained that in the spring of last year the Gaylord Police Department enacted an evidence policy that council approved. At that time officers had a key to the evidence room and their own lockers. Eichten has now finished auditing the evidence room and accounted for all the property/evidence. He stated the locks have been changed and he is the only one with a key. The Policy has been changed to reflect this. The City Attorney has approved the policy.

COUNCIL MEMBER GROCHOW MOVED, COUNCIL MEMBER UECKER SECONDED, TO APPROVE THE NEW EVIDENCE POLICY FOR THE GAYLORD POLICE DEPARTMENT. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED

8.D. Gaylord Library Department – Barb Kranz – Librarian

8.D.i. Installation of Library Cameras

Kranz, first updated council on the different programs and activities that the Library has been doing. Kranz stated she would like to purchase security cameras for the Library. Over the past several years they have had more problems with vandalism and theft of Library property and materials. She has obtained two quotes, with RS Fiber being the lower quote at \$6,108.00. Kranz went onto to explain she has received a grant of \$2,000.00 from the Cable Commission and plans to use \$1,200.00 from previously donated Library Dollars and is requesting the remaining balance of approximately \$3,000.00 to come from the remaining balance of \$5,800.00 cable commission grant that the city has left from an original \$10,000.00 authorization from the cable commission to spend on security cameras around the city.

COUNCIL MEMBER PADILLA MOVED, COUNCIL MEMBER GROCHOW SECONDED, TO APPROVE \$3,000.00 FROM THE ORIGINAL \$10,000.00 CABLE COMMISSION GRANT FOR SECURITY CAMERAS FOR THE GAYLORD LIBRARY. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

Kranz also asked if the council could consider putting signs up in the city parking lot that it is a one-way lot. There have been a lot of near misses and an actual accident because they came out of the lot the wrong way. Mayor Boeder stated he would have Reimers move forward with signs for the parking lot.

9. Unfinished Business

9.A. Calling for Redemption of GO Series 2011B – Lori Waltz, City Clerk/Finance Officer
Waltz stated George Eilertson from Northland Securities came to the September 18th, 2019 Council Meeting and proposed that the city pay off the 2011B Bond in the amount of \$227,445.69. The city currently has \$289,000.00 in cash plus approximately \$840,000.00 in investment dollars. The savings to the city would be \$28,150.00 in interest by paying the bond off early. The second advantage is this will remove the Moody rating the city has and then the city would only have the

Standard and Poors rating which has a higher rating than Moody's. Eilertson reviewed the storm water fund and discussed needs with our city engineer and this is their recommendation.

COUNCIL MEMBER MUCHOW MOVED, COUNCIL MEMBER UECKER SECONDED, TO APPROVE RESOLUTION NUMBER 2019-84, A RESOLUTION CALLING FOR THE REDEMPTION OF THE OUTSTANDING GENERAL OBLIGATION STORM SEWER REVENUE BONDS, SERIES 2011B. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

9.B. TH 5 Corridor Study Agreement – Tim Becker, Sibley County Public Works and Justin Black, SEH

Becker explained that Sibley County would like to realign CASH 21 with State Highway 5 via 13th Street E. in the City of Gaylord. The County and the City met with MnDot to discuss a Gaylord Trunk Highway 5 Corridor Study. The cost share between MnDot, County and the City would be a 50/25/25 for the study, the city share would be \$43,453.50. The county will be the lead on this project. The study area will be from First Street to Thirteenth Street E. They expect to have the study completed by September of 2020. Becker is looking for the city to move forward with the agreement.

COUNCIL MEMBER MUCHOW MOVED, COUNCIL MEMBER UECKER SECONDED, TO APPROVE MOVING FORWARD WITH THE TRUNK HIGHWAY 5 CORRIDOR STUDY WITH MNDOT PAYING FIFTY PERCENT AND THE COUNTY AND CITY EACH PAYING TWENTY-FIVE PERCENT, WITH THE CITY PORTION BEING \$43,453.50. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

10. New Business

10.A. **Resolution 2019-86** A Resolution of the City of Gaylord, Minnesota Approving the Request for a Variance #V2019-02 Permit to Allow Construction of a Deck and a Variance to Front Yard Setback – Lori Waltz, City Clerk/Finance Officer

Waltz explained that at the October 9th, 2019 Planning and Zoning meeting, Silvio Amorim applied for a variance to construct a deck on the front of the home at 19 4th Street S. He was requesting an eight-foot variance from the required fifteen-foot front yard setback. Planning and Zoning did approve Variance #V2019-02.

COUNCIL MEMBER UECKER MOVED, COUNCIL MEMBER PADILLA SECONDED, TO APPROVE RESOLUTION NUMBER 2019-86, A RESOLUTION OF THE CITY OF GAYLORD, MINNEOSTA APPROVING THE REQUEST FOR A VARIANCE, #V2019-02 PERMIT TO ALLOW CONSTRUCTION OF A DECK AND A VARIANCE TO FRONT YARD SETBACK. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

10.B. **Resolution 2019-87** Approve Gaylord Fire Department Relief Association Pension Increase – Lori Waltz, City Clerk/Finance Officer
This item was tabled and removed from the agenda.

11. Other

11.A. Minnesota College of Osteopathic Medicine Update – Phil Keithahn
None

12. Closing Comments

- Council – Padilla was concerned about Harvey Drive near the new apartment construction in Wolverine Meadows. He stated there is a lot of mud on the road and items parked on the road. He is concerned about the amount of traffic going in and out of the school and if something can be done do minimize the construction impact on Harvey Drive. Lori and Ty will reach out to the construction manager regarding this issue. The other question Padilla asked was if we have any updates on the medical school. The mayor stated he has no new information to share but feels optimistic that it will move forward.
- Staff - None

13. Upcoming Meetings and Events

- 14.A: Monday October 14th - Parks & Rec @ Library
- 14.B: Wednesday October 16th – City Council Meeting – 6:30 – City Hall
- 14.C: Thursday October 17th – Noon – Gaylord Chamber @ Library
- 14.D: Monday October 21st - 5:30 – P&Z Special Meeting @ City Hall
- 14.E: Wednesday October 23rd – 6:30 – HPC @ Library
- 14.F: Monday October 28th – 7:30 – Fire Department Meeting @ Fire Hall
- 14.G: Wednesday November 6th – 6:30 – City Council Meeting

14. Adjournment of Regular Meeting

There being no further business to come before the City Council.

COUNCIL MEMBER UECKER MOVED, COUNCIL MEMBER PADILLA SECONDED TO ADJOURN. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED. THE MEETING WAS ADJOURNED AT 7:15 P.M.

Lori Waltz
City Clerk/Finance Officer

Don Boeder
Mayor