



CITY OF GAYLORD
CITY COUNCIL MEETING MINUTES
 Wednesday, August 21st, 2019
 6:30 P.M., City Hall

Members Present: Mayor Boeder and Members, Grochow, Muchow, Padilla, and Uecker.

Members Absent: Homme

Staff Present: Aaron Walton, Walton Law Office; Lory Young, City Administrator; Charlie Eichten, Chief of Police; Anthony Daily, Gaylord Police Officer; Kevin Fisher, Gaylord Police Officer and Lori Doering, Deputy Clerk

Visitors Present: Justin Black, SEH; Denely Kompelien, Sibley County Deputy Sheriff; 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 08-21-19 Agenda**

Mayor Boeder added Felica Rangel to the Library Board under the consent agenda.

COUNCIL MEMBER UECKER MOVED, COUNCIL MEMBER MUCHOW SECONDED, TO APPROVE THE AUGUST 21st, 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 - None

4.C. City Staff - None

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 City Council Special Meeting – July 2nd, 2019

5.A.ii. City Council Meeting – July 17th, 2019

5.A.iii. Gaylord Ambulance Service – August 5th, 2019

5.A.iv. Gaylord EDA Meeting – August 12th, 2019

5.A.v. Gaylord HPC Meeting – July 31st, 2019

5.B. Accounts Payable5.B.i. Paid Bills to be Ratified – July 13th – July 31st, 2019

5.B.ii. Current A/P not Completed by Lori Waltz

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

5.C.i. None

5.D. Other

5.D.i. None

6. Public Hearings – 7:00 PM

6.A. None

7. Communications, Requests, and Petitions

7.A. Minnesota Department of Health – Service Connection Fee

7.B. Office of Administrative Hearings – Fuller Annexation is Complete

7.C. Officer Pudil made the News Letter – Bike Cops for Kids

7.D. Letter from Sibley County about Truth in Taxation Hearing

7.E. Resignation Letter – Patrick Schlueter, HPC Committee

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

8.A.i. Potential Business Opportunity

Young stated Kari Lind was looking for an update on her potential business opportunity for her business, she would like to get her business plan together. Mayor Boeder stated the lease for the Medical School goes until October 31st, and then they have the option to lease month by month. Young is to send a 30-day notice that the lease ends October 31st.

8.A.ii. Joint Public Meeting – JPA Ambulance Merger

Young announced that the Joint Public Ambulance meeting will be held August 26th, in Arlington and we have advertised heavily for it and Young was requesting all Council Members attend if they are able.

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

8.B.i. None

8.C. Police Department – Charlie Eichten – Chief of Police8.C.i. **Res 2019-66:** Approval to Hire Part-time Police Officer Alex Schmidt

Chief Eichten requested approval to hire Alex Schmidt as a part-time officer. He would be our fourth part-time officer.

COUNCIL MEMBER MUCHOW MOVED, COUNCIL MEMBER UECKER SECONDED, TO APPROVE RESOLUTION NUMBER 2019-66, APPROVE HIRING A PART-TIME POLICE OFFICER ALEX SCHMIDT. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

8.C.ii. Reimbursement of Police Uniforms – Corey Pudil

Chief Eichten explained to council the reason for the request of reimbursement of Police Uniforms is due to him initially being hired as part-time which then they need to outfit themselves at their cost, and then he became full-time due to a resignation that happened within two to three months, and we outfit full-time officers at the city's cost.

COUNCIL MEMBER MUCHOW MOVED, COUNCIL MEMBER UECKER SECONDED, TO APPROVE THE REIMBURSEMENT TO OFFICER PUDIL FOR THE AMOUNT OF \$1,492.55. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

9. Unfinished Business9.A. **Res 2019-67:** Approval to Remove Chief Eichten from Probation

Young stated this is a housekeeping item as she forgot to do it last March when he had his review.

COUNCIL MEMBER UECKER MOVED, COUNCIL MEMBER GROCHOW SECONDED, TO APPROVE RESOLUTION NUMBER 2019-67 MOVING A PROBATIONARY EMPLOYEE TO A REGULAR FULL-TIME EMPLOYEE.

Discussion: Attorney Walton asked if the effective date was correct. Padilla stated he started as Chief on March 20th 2018 so six months is September 20, 2018. Attorney Walton asked Chief Eichten if he heard the effective date of September 20, 2018. Eichten replied yes.

COUNCIL MEMBER UECKER AMENDED HER MOTION TO THE EFFECTIVE DATE ON THE RESOLUTION WOULD BE SEPTEMBER 20TH, 2018. MEMBER GROCHOW AMENDED HER SECOND. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

9.B. **Res 2019-68:** 2018 10th Street Project – Change Order #4 – Extend Final Completion Date
Black explained that this is a formality for the 10th Street project. The paving got pushed back due to rain events. It's a zero-dollar change order outlining the revised dates for approval.

COUNCIL MEMBER MUCHOW MOVED, COUNCIL MEMBER PADILLA SECONDED, TO APPROVE RESOLUTION NUMBER 2019-68, ACCEPT CHANGE ORDER NUMBER FOUR FOR CONSTRUCTION SERVICES FOR THE 2018 10TH STREET IMPROVEMENT PROJECT. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

9.B. **Res 2019-69:** 2018 10th Street Project – Change Order #5 – Patch Damaged Area
Black stated this change order has to do with an area on Penn Avenue between 8th and 9th Streets that was damaged by a tree trimming company. They had pads down before putting their down riggers down but it still left pretty good imprints in the pavement. Wm Mueller's are not able to get them out but Barga Inc. are able to heat the spots and roll the marks out. The quote for the repairs is \$1,500.00. The Tree Trimmer will either write us a check for the amount or do \$1,500.00 worth of tree trimming for the city free.

COUNCIL MEMBER GROCHOW MOVED, COUNCIL MEMBER PADILLA SECONDED, TO APPROVE RESOLUTION NUMBER 2019-69, ACCEPT CHANGE ORDER NUMBER FIVE FOR CONSTRUCTION SERVICES FOR THE 2018 10TH STREET IMPROVEMNET PROJECT TO BARGEN INC. IN THE AMOUNT OF \$1,500.00. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

Council consensus was to have city staff find \$1,500.00 worth of tree trimming work to do.

9.C. **Res 2019-70:** 2019 Third Street Extension Project – Pay Request #2 – Dirt Merchants Black explained that the work is substantially complete and they will apply the second layer of bituminous next year. He requesting payment approval of \$258,335.26 for Pay Application Number Two.

COUNCIL MEMBER PADILLA MOVED, COUNCIL MEMBER GROCHOW SECONDED, TO APPROVE RESOLUTION NUMBER 2019-70, ACCEPT APPLICATION FOR PAYMENT #2 FOR CONSTRUCTION SERVICES FOR THE 2019 THIRD STREET EXTENSION PROJECT TO DIRT MERCHANTS IN THE AMOUNT OF \$258,335.26. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

9.D. **Res 2019-71:** 2019 Railroad Avenue Quotes for Street Repair – Justin Black, SEH Inc. Black reported they obtained four quotes for the 2019 Railroad Avenue repair. The low bidder was from Wm Mueller and Sons in the amount of \$51,232.60 which is lower than the engineers estimate of \$56,836.00. The completion date is November 8th. Funding is anticipated to be included in the 3rd Street bond issue.

COUNCIL MEMBER MUCHOW MOVED, COUNCIL MEMBER UECKER SECONDED, TO APPROVE RESOLUTION NUMBER 2019-71, ACCEPT BID FOR THE 2019 RAILROAD AVENUE REPAIR PROJECT TO WM MUELLER AND SONS IN THE AMOUNT OF \$51,232.60. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

9.E. **Res 2019-72:** Proposal for New Storm Water Ordinance – Justin Black, SEH Inc. Black stated with the amount of growth the City of Gaylord is experiencing, he feels it is time to beef up our stormwater standards ordinance. The proposal has four tasks that Black reviewed with the council. The proposed cost to complete the Stormwater Ordinance and Stormwater Standards Manual is \$6,900.00.

COUNCIL MEMBER PADILLA MOVED, COUNCIL MEMBER MUCHOW SECONDED, TO APPROVE RESOLUTION NUMBER 2019-72, ACCEPT GENERAL SCOPE OF WORK PROPOSAL FROM SEH INC. FOR NEW STORMWATER STANDARDS AND ORDINANCE IN THE AMOUNT OF \$6,900.00. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

9.F. **Res 2019-73:** Proposal for Development Agreement for 20-Unit Townhome Development Young explained a few meetings ago it was passed to have Tammy Omdahl with Northland Securities do the TIF Agreement, this is the second piece to it, to have Stephen Rosholt who is our Bond Attorney do the Development Agreement. This would be paid back through the 10% administration fees by the developer.

COUNCIL MEMBER MUCHOW MOVED, COUNCIL MEMBER GROCHOW SECONDED, TO APPROVE RESOLUTION NUMBER 2019-73, APPROVING SERVICES AGREEMENT TO PREPARE A DEVELOPMENT AGREEMENT FOR THE 20-UNIT TOWNHOME DEVELOPMENT IN POND MEADOWS WITH STEPHEN ROSHOLT FOR A DEVELOPMENT AGREEMENT SERVICES NOT TO EXCEED \$6,000.00. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

10. New Business

10.A.

11. Other

11.A. Minnesota College of Osteopathic Medicine Update – Phil Keithahn

12. Closing Comments

- Council – Padilla was confused how items that are requested to be on the agenda are not, for example the Chief asked to have on the agenda a pay raise for his Officers that came off of probation per the current policy in place, and the item was not put on the agenda. Young stated she goes over the agenda with the Mayor and he says what goes on and what does not. Attorney Walton said at the beginning of the meeting you have the opportunity to add or remove items from the agenda and the council as a whole vote to add or remove items. After some discussion it was decided to bring it to the next council meeting for council discussion and council action.
- Staff - None

13. Upcoming Meetings and Events

- 14.A. Monday, August 26th – 7:00 PM - Joint Community Meeting for JPA - Arlington Community Center
- 14.B. Monday, August 26th – 7:00 PM - Fire Department Meeting
- 14.C. Monday, September 2nd – CITY HALL CLOSED – LABOR DAY
- 14.D. Tuesday, September 3rd – Ambulance Meeting – 6:30 PM
- 14.F. Wednesday, September 4th – 5:30 PM - P & Z Meeting
- 14.G. Wednesday, September 4th – 6:30 - City Council Meeting

14. Adjournment of Regular Meeting

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

COUNCIL MEMBER GROCHOW MOVED, COUNCIL MEMBER UECKER SECONDED TO ADJOURN. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED. THE MEETING WAS ADJOURNED AT 7:29 P.M.

Lory Young
City Administrator

Don Boeder
Mayor