

**City of Wadena
Regular City Council Minutes
Tuesday, August 10, 2021**

1. Call to Order

The Wadena City Council held a regular meeting on Tuesday, August 10, 2021. Mayor Deiss called the meeting to order at 5:00 p.m.

A. Pledge of Allegiance

2. Roll Call

Comprising a quorum of the City Council, the following members were present: George Deiss, Jessie Gibbs, Mark Lunde, Wade Miller, and Bruce Uselman.

3. Consent Calendar

Notice to Public – All matters listed in the consent calendar are considered routine by the Council and will be enacted by one motion. There will be no separate discussion of these items unless good cause was shown prior to the time the Council votes on the motion to adopt the consent calendar.

A. Approval of Consent Calendar Items

1. Claims as Presented for Payment
2. City Administrator's Monthly Financial Report
3. Approve a Solicitation Permit for Gatis Melbardis with Southwestern Advantage
4. Action Memorandum 21-86: Approve Temporary On-Sale Liquor Licenses for the Wadena County Ag Society
5. City Council Minutes
 - a. July 13, 2021, Regular Meeting

Main motion: Approve the Consent Calendar Items

Moved by:	Lunde
Seconded by:	Uselman
Action:	Motion carried by unanimous voice vote
Roll call vote:	Gibbs, Lunde, Miller, Uselman, Deiss
Opposed:	None

4. Unfinished Business

5. New Business

Item A – Action Memorandum 21-83: Approve Fair Board Request for Cash Donation from City to Support Grandstand Events

Utilities Superintendent David Evans:

- Expanded on Wadena County Ag Society previous utility billing, prior to the tornado in 2011, that was paid for by the City;
- Stated he did not recommend the city to cover the cost for utility services; and
- Expanded on requirements from MN DNR for the City to account for all water pumped through the system.

Kylene Lehmann, Secretary Wadena County Ag Society:

- Stated Wadena County Ag Society profits support the Wadena County Fair;
- Expanded on the water expense for events held at the Grandstands; and
- Requested any cash donation amount to help cover water expenses.

Council suggested seeking donations from CVB Board.

Item B – Resolution No. 2021-25: Endorsement and Project Support of Joint Enterprise between Dragonfly-e, Inc. and UMN Extension Central Regional Sustainable Development Partnership

Walter Ribeiro expanded on the partnership between Dragonfly-e, Inc. and UMN Extension Central Regional Sustainable Development Partnership.

Mark Lunde clarified this would be no cost or liability to the city.

Main motion: Adopt Resolution No. 2021-25

Moved by:	Gibbs
Seconded by:	Lunde
Action:	Motion carried by unanimous voice vote
Roll call vote:	Gibbs, Lunde, Miller, Uselman, Deiss
Opposed:	None

Item C – Resolution No. 2021-26: A Resolution of the Wadena City Council Authorizing Participation in the Community Concern for Youth Program with Todd-Wadena Community Corrections

Interim Administrator David Evans:

- Expanded on this free service available to youth who attend school districts in Todd and Wadena Counties; and
- Expanded on the contributions of \$2,790 from Wadena-Deer Creek School Board and \$2,441 from the City, payable on January 1, 2022 for the January 1, 2022 through December 31, 2022.

Main motion: Adopt Resolution No. 2021-26

Moved by:	Lunde
Seconded by:	Miller
Action:	Motion carried by unanimous voice vote
Roll call vote:	Gibbs, Lunde, Miller, Uselman, Deiss
Opposed:	None

Item D – Resolution No. 2021-27: A Resolution to Accept the Coronavirus Local Fiscal Recovery Fund Established Under the American Rescue Plan Act

Interim Administrator David Evans:

- Expanded on funding the City received in 2020 from the Coronavirus Local Fiscal Recovery Fund; and
- Expanded on the qualifications for obtaining and allocating the funds in 2021 and 2022.

Main motion: Adopt Resolution No. 2021-27

Moved by:	Uselman
Seconded by:	Miller
Action:	Motion carried by unanimous voice vote
Roll call vote:	Gibbs, Lunde, Miller, Uselman, Deiss
Opposed:	None

Item E – Action Memorandum 21-84: Accept Tapley Park Shelter Donation from Lions Club

Interim City Administrator David Evans expanded on Park Board’s approval to accept Lions Club donation of money, labor, and materials for the Tapley Park Shelter.

Mayor George Deiss thanks the Lions Club for their donation.

Main motion: Approve Action Memorandum 21-84

Moved by:	Lunde
Seconded by:	Gibbs
Action:	Motion carried by unanimous voice vote
Roll call vote:	Gibbs, Lunde, Miller, Uselman, Deiss
Opposed:	None

Item F – Action Memorandum 21-81: Authorize Hiring Tristan Godel as a Firefighter

Secretary Andrew Browne expanded on Tristan’s background and experience as a Firefighter in Valley City and recommended hiring Tristan Godel as a Firefighter.

Main motion: Approve Action Memorandum 21-81

Moved by:	Lunde
Seconded by:	Uselman
Action:	Motion carried by unanimous voice vote
Roll call vote:	Gibbs, Lunde, Miller, Uselman, Deiss
Opposed:	None

Item G – Resolution No. 2021-28: Approving a Variance from the Rear Yard Regulations of Chapter 152.26 D-4 for Parcel 22-008-2200, Located at 728 Irving Ave SW

Planning & Zoning Director Dean Uselman:

- Stated the Planning Commission held a public hearing and recommended approval;
- For clarification Dean read City Code 152.26 R-1 ONE-TO FOUR-FAMILY RESIDENCE DISTRICT, Subsection D, Item 6(d) *The lot area, width, and depth regulations of this section shall not apply to lots platted prior to the adoption of this chapter; however, such lots shall not be altered in any way which would further reduce their dimensions below the minimum requirements of this section, and no lot in conformance with the provisions of this section shall be reduced or resubdivided to produce a lot not in full conformance with this section.;*
- Read City Code 152.26 R-1 ONE-TO FOUR-FAMILY RESIDENCE DISTRICT, Subsection D, Item 6(b) *Every lot on which a one- or two-family dwelling is erected shall not be less than 75 feet in width, nor less than 120 feet in depth. Lots fronting on curvilinear streets shall have a minimum frontage of 50 feet and a 75-foot width at the building line.;* and

- Clarified that buildings built on metes and bounds or on unplatted parcels such as this are not subject to section 152.26 of the zoning code, however, they must still meet set back, lot coverage, and building height requirements.

Main motion: Adopt Resolution No. 2021-28

Moved by:	Lunde
Seconded by:	Miller
Action:	Motion carried by unanimous voice vote
Roll call vote:	Gibbs, Lunde, Miller, Uselman, Deiss
Opposed:	None

Item H – Resolution No. 2021-29: A Resolution of the Wadena City Council Approving a Re-Zoning of a Parcel from R-1 Residential to A-1 Agricultural District of Chapter 152.34 for Parcel 22-005-3020, Located at 850 Scheer Drive NE

Planning & Zoning Director Dean Uselman:

- Stated the Planning Commission held a public hearing and recommended approval of re-zoning Parcel 22-005-3020 to A-1; and
- Expanded on the parcel having agriculture, animals, & trees for many years and should be zoned as A-1.

Main motion: Adopt Resolution No. 2021-29

Moved by:	Gibbs
Seconded by:	Uselman
Action:	Motion carried by unanimous voice vote
Roll call vote:	Gibbs, Lunde, Miller, Uselman, Deiss
Opposed:	None

Item I – Action Memorandum 21-85: Accept United Church of Christ’s Request to Allow Little Free Libraries

Interim City Administrator David Evans expanded on the Park Board’s recommendation to allow Little Free Libraries in BN Park and John Ehlen Park.

Main motion: Approve Action Memorandum 21-85

Moved by:	Miller
Seconded by:	Gibbs
Action:	Motion carried by unanimous voice vote
Roll call vote:	Gibbs, Lunde, Miller, Uselman, Deiss
Opposed:	None

Item J – City Administrator Selection Process

Mayor George Deiss:

- Expanded on recent City Administrator candidate’s negotiations; and
- Expanded on Gary Weier’s, Consultant with DDA, recommendation to wait until after the first of the year to readvertise for the position.

6. Meeting Open to the Public

Mayor Deiss opened the meeting for public input at 6:00.

7. Department Reports

Item A - Public Works Department

1. June 7, 2021, Park Board Minutes
2. July 12, 2021, Park Board Minutes
3. August 2, 2021, Park Board Minutes

Public Works Director Dan Kovar was absent.

Item B – Utilities Department

Superintendent David Evans:

- Update on the conductor change over for the Merickel's Addition;
- Expanded on installation of TCHC's permanent utility services; and
- Expanded MN DNR's recommendation to volunteer conserving water due to statewide drought.

Item C - Wadena Development Authority & Planning and Zoning

1. WDA Minutes, June 8, 2021

WDA Director Dean Uselman:

- Announced Lead for American fellow Lillian Norma has started her fellowship for Artisan for Economic Development in Wadena; and
- Expanded on Community Venture Network will resume live meetings.

Planning & Zoning Director Dean Uselman expanded on seven residential housing projects going on.

Item D - Police Department

1. July Activity Report

Police Chief Naomi Plautz was absent.

Item E – Fire Department

1. July Activity Report
2. Monthly Calls for Service

Secretary Andrew Browne:

- Expanded on fire calls for July;
- Thanked the Council for support on hiring Tristan Godel;
- Expanded on upcoming firefighter trainings; and
- Expanded on recent fatal fire and thanked firefighters, critical incident team, Father Aaron (St. Ann's Church), and Dean Uselman for peer support.

Item F - Wadena Liquor Store

1. July Liquor Revenue

Liquor Store Manager Tim Booth expanded on July revenue.

Item G - Maslowski Wellness and Research Center

1. July MWRC Revenue

MWRC Manager Eric Robb expanded on policies and staffing required to allow liquor at the MWRC.

Item H – Whitetail Run Golf Course

Golf Course Manager Kevin Ross was absent.

Item I – Interim City Administrator

David Evans:

- Reminded Council on upcoming special meetings;
- Spoke of Pete Stauber's Round Table Discussion on August 19, 2021, at the MWRC; and
- Announced change of location for the TCHC's Tax Abatement meeting at the MWRC in the gymnasium.

Item J – Council Reports

Bruce Uselman had nothing to report.

Wade Miller had nothing to report.

Mark Lunde spoke of his attendance at the CGMC Summer Conference where he learned of children's authors having pages printed out of their books and displayed on walking trails encouraging children to walk thru and read a book.

Jessie Gibbs had nothing to report.

Item K - Mayor's Report

George Deiss:

- Spoke of increasing the public seating in the council chambers; and
- Spoke of the liquor store's biggest month ever for sales was July of 2021.

Adjournment

Main motion: Adjourn at 6:21 p.m.

Moved by:	Lunde
Seconded by:	Gibbs
Action:	Motion carried by unanimous voice vote
Roll call vote:	Gibbs, Lunde, Miller, Uselman, Deiss
Opposed:	None

David Evans, Interim City Administrator

George Deiss, Mayor