

**City of Wadena
Regular City Council Minutes
Tuesday, June 13, 2023**

1. Call to Order

The Wadena City Council held a regular meeting on Tuesday, June 13, 2023. 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, Mark Lunde, Dan Sartell, Wade Miller, and Jessie Gibbs.

3. Consent Calendar

Notice to the 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. Claims as Presented for Payment

B. City Administrator's Monthly Financial Report

C. City Council Meeting Minutes:

1. May 9, 2023, Regular Meeting

D. Action Memorandum 23-43: Fire Dept, Firefighter Hire

E. Action Memorandum 23-44: Chamber of Commerce, Temp 1-4 Day Liquor License

F. Action Memorandum 23-46: Accept Joe Peters and Paige Stewart Resignations

G. Action Memorandum 23-47: Criminal Justice Information System Interagency Users Agrmt

H. Action Memorandum 23-55: Interfund Loan Policy

I. Action Memorandum 23-56: Accept Mike Cottrell Resignation

Action Motion: Unanimously approved the consent calendar items, by roll call vote.

Moved by: Lunde

Seconded by: Sartell

Roll call vote: Deiss, Lunde, Miller, Sartell, Gibbs

4. Public Hearing

Item A – Proposed Jefferson Street (Hwy 71) Improvement Project Assessment

MnDOT is planning storm sewer improvements in 2025. The city will follow Chapter 429 special assessment processes associated with sanitary sewer and watermain replacement coinciding with MnDOT's improvements. Bolten & Menk engineer Phil Martin went over a presentation explaining the project scope and city assessment policy. Along with a proposed breakdown of project cost information; total project cost \$641,841, city portion \$405,940.80, assessed portion \$235,900.20. The proposed assessment timeline is 15 years with the interest rate set at 2% above the bond loan rate.

Curt Folkestad questioned why property owners are being assessed, stating assessments have already been paid at initial installation, also questioning how this adds value to the property. Martin explained MN statutes and city assessment policies allow cities to assess 20% of the water and sewer reconstruction with 100% assessed services to affected property owners benefiting from the improvements.

Joel Beiswenger of Astera Health questioned how the mapped locations for water and sewer were decided. Martin explained the underground tunnel from the hospital to the Wesley Building

blocked services to the north. With the tunnel scheduled to be removed, it allows the water service to be looped into other properties needing services to the north. Sewer services are accessible from other existing locations for the same properties, explaining why sewer doesn't run concurrently. Beiswenger also questioned why services are being 100% assessed. Martin explained city policy requires the property owner to be assessed from the main to their stub since it only serves that property. Beiswenger then questioned the Astera Legacy plat and addition, that it has proposed utility needs, the answer being yes.

Beiswenger used this time to urge the council to support Astera's efforts to remove the tunnel in conjunction with the 2025 project instead of the current MnDOT plans to make Astera remove it in 2024.

5. Unfinished Business

Item A – Action Memorandum 2023-53: Highway 10 Project Design Discussion

There are differing opinions on where accesses, specifically full left-in/left-out access points should be placed along the segment between the County fairgrounds and 11th Street.

Tom Paper, Tim Flanigan, Jason Merickel and Brian Hagen spoke and requested the council to choose Layout #2, providing one full access across from Merickel Lumber and Hide & Fur. Multiple conversations led to questions about traffic and wear and tear along the front of the businesses on the north side between Merickel Lumber and Flanigan Trucking segment, specifically who would be responsible for repair and maintenance, or if it would be designed as a frontage road. Schroeder explained neither the city nor MnDOT will make it a frontage road and that the property owners are responsibility for maintenance.

Property owners questioned why they haven't been contacted by MnDOT or acquisition yet. Schroeder explained the layout [in this segment] needs to be decided before the acquisition team starts making contact.

Staff members shared their thoughts on which layout they felt was most relevant for current and future uses. Many comments took into consideration safety, more access points, and future development.

Council members shared their thoughts on which layout they felt was most relevant. Sharing similar differences as the public and staff, however, a majority making the decision based on commerce and the current use of the area, not future development or growth.

Action Motion: Approved Layout #2, Version #1 of the Hwy 10 MnDOT design proposal.

Moved by:	Sartell	Seconded by:	Lunde
Ayes:	Lunde, Miller, Sartell		
Opposed:	Deiss, Gibbs		

6. New Business

Item A – Resolution No. 2023-22: Authorizing Participation in the Community Concern for Youth Program with Todd-Wadena Community Corrections

Action Motion: Unanimously adopted Resolution No. 2023-22, by roll call vote.

Moved by:	Sartell	Seconded by:	Gibbs
Roll Call Ayes:	Deiss, Lunde, Miller, Sartell, Gibbs		

Item B – Resolution No. 2023-23: Order the Hwy 71 Utility Improvement Project

Action Motion: Unanimously adopted Resolution No. 2023-23, by roll call vote.

Moved by:	Miller	Seconded by:	Lunde
Roll Call Ayes:	Deiss, Lunde, Miller, Sartell, Gibbs		

Item C – Resolution No. 2023-24: Execute MnDOT Airport Maintenance and Operation Grant Contract

Contract for State Project Numbers A8001-MO24 and A8001-MO25, effective July 1, 2023, and expiration date June 30, 2025. State obligations of \$27,493.00 in each fiscal year to reimburse eligible costs at 75% for a total obligation not to exceed \$54,986.00 (State fiscal years 2024 and 2025).

Action Motion: Unanimously adopted Resolution No. 2023-24, by roll call vote.

Moved by:	Lunde	Seconded by:	Sartell
Roll Call Ayes:	Deiss, Lunde, Miller, Sartell, Gibbs		

Item D – Resolution No. 2023-25: Interfund Loan Electric Fund to WDA Infrastructure Improvement Fund for Folkestad East Infrastructure Development

WDA has entered into a loan agreement up to \$1,500,000 for Folkestad East infrastructure development for a period not to exceed fifteen (15) years, interest rate of 2.5%, and payable at any time by the city without premium or penalty.

Action Motion: Unanimously adopted Resolution No. 2023-25, by roll call vote.

Moved by:	Miller	Seconded by:	Sartell
Roll Call Ayes:	Deiss, Lunde, Miller, Sartell, Gibbs		

Item E – Action Memorandum 23-45: State Holiday, Juneteenth, June 19, 2023

The day was dedicated as a federal holiday to begin 2024. The state of Minnesota chose to implement it as a state holiday 2023.

Action Motion: Unanimously approved June 19, 2023, as a recognized paid Holiday.

Moved by:	Gibbs	Seconded by:	Lunde
Roll Call Ayes:	Deiss, Lunde, Miller, Sartell, Gibbs		

Item F – Action Memorandum 23-48: Wadena Village, Right-of-Way Use Agreement

Historic encroachment of homes exists on 3rd Street NE right-of-way, creating a non-compliant use. Village Properties LLC applied for a permit to replace dilapidated homes. The planning commission, along with attorney Pederson recommends approving a Use Agreement to allow the west 10-feet to be encroached allowing valued improvements to the city and tax base.

Action Motion: Unanimously, approved Wadena Village, Right-of-Way Use Agreement allowing a 10-foot encroachment onto 3rd Street NE.

Moved by:	Sartell	Seconded by:	Lunde
Roll Call Ayes:	Deiss, Lunde, Miller, Sartell, Gibbs		

Item G – Action Memorandum 23-49: Tapley Park Play System Purchase

The Park Board has solicited donations since 2020. The goal of \$93,000 has been reached. A donor increased their donation to cover the cost of a swing set originally in the plans but removed due to costs.

Kovar thanked Darryl & Vicki Pearson for taking the time to look into and receive donations to replace the play set.

Moved by: Gibbs Seconded by: Lunde
Ayes: Deiss, Lunde, Miller, Sartell, Gibbs

Professional service request for proposals went out for specifications to refurbish the water tower. Three proposals were received: KLM Engineering Inc, \$81,707, Badger State Inspections, \$76,700, and Bolten & Menk, \$66,000. Evans recommends the low bid.

June 13, 2023, Regular City Council Minutes
Page 4 of 6

Wadena Development Authority and Planning & Zoning – Dean Uselman
WDA

- Nothing to report.

P & Z

- Nothing to report

Police Department – Naomi Plautz: Absent

Fire Department – Cody Yglesias: Absent

Wadena Liquor Store – Tim Booth

- Nothing to report

Maslowski Wellness and Research Center – Lisa Anderson: Absent

Whitetail Run Golf Course – Kevin Ross: Absent

City Administrator – Kim Schroeder

- Questioned how the council would like to proceed with union negotiations. It was decided Schroeder will work through negotiations, include attorney Pederson as needed, and bring to the full council for consideration when ready.

Item J – Council Reports

Dan Sartell:

- Will get the nuisance ordinance committee together within the next few weeks.

Wade Miller: Nothing to report.

Mark Lunde:

- New windows are getting installed at the Airport and looks good.
- Has a business prospect interested in leasing space in the main hangar.

Jessie Gibbs:

- June Jubilee was a huge success.

Item K – Mayor's Report – George Deiss

- Also shared that June Jubilee was a huge success. Thanked the Public Works department for its help behind the scenes before and during the event. Shared that singer Aaron Simmons wants to return.

Upcoming Meetings

A. July 11, 2023, Regular City Council Meeting

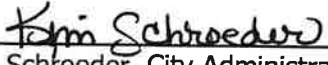
Adjournment

Action Motion: Adjourn at 6:56 p.m., by unanimous vote

Moved by: Lunde

Seconded by: Gibbs

Vote : Deiss, Lunde, Miller, Sartell, Gibbs



Kim Schroeder, City Administrator



George Deiss, Mayor