222 2nd Street SE
Wadena, MN 56482

Regular City Council Minutes
Tuesday, November 12th, 2024

PLEDGE OF ALLEGIANCE

CALL TO ORDER AND ROLL CALL

Comprising a quorum of the City Council, the meeting was called to order at 5:00 pm with the following members present: Mayor George Deiss, Council Members Mark Lunde, Wade Miller, and Dan Sartell. Mac Nelson was Absent.

CONSENT CALENDAR

Action Motion: Approved the consent calendar items.

A. Claims Register Summary
B. Monthly Financial Reports
C. City Council Meeting Minutes:
   a. October 8, 2024, Regular Meeting
D. Action 24-83: Approve Renewing Liquor, Beer, and Wine Licenses
E. Action 24-84: Approve renewing Tobacco Licenses
F. Action 24-85: Approve Renewing Commercial Refuse Licenses
G. Action 24-86: Approve Renewing Tattoo Licenses
H. Action 24-87: Approve Renewing Massage Licenses
I. Action 24-88: Approve Renewing 3.2 Beer Licenses

Moved by:	Lunde	Seconded by:	Sartell
Roll call vote:	Deiss, Lunde, Miller, Sartell		

PUBLIC HEARING – CLOSED AT 5:05 PM

Public hearing for miscellaneous unpaid utility and account receivable assessments.

Discussion was held regarding the availability and privacy of the information. It was explained, some of the information is private data, the list of unpaid accounts is available at City Hall.

Moved by:	Lunde	Seconded by:	Miller
Vote in Favor:	Deiss, Lunde, Miller, Sartell		

OLD BUSINESS

Ordinance 249: Approve amending City Code, Chapter 70 Traffic Regulations, Section 70.06 Relating to Special Vehicles.

The second reading was held.

Moved by:	Lunde	Seconded by:	Sartell
Roll Call Vote:	Deiss, Lunde, Miller, Sartell		

Action 24-75: Approve electric rate study overview with rate increase recommendation.

The electric rate study overview was presented by Dave Evans, detailing the recommendation for a 3% rate increase in 2025 and a 4% increase annually for the following four years 2026-2029. There were no rate increase for years 2023 and 2024.
The increases are primarily due to increases from the city's major power suppliers, MRES and WAPA. The increase includes adding a small steady increase for city operating and overhead expenses. Evans also notes, even with these increases, the city still maintains the lowest rates in the local area.

Moved by:	Sartell	Seconded by:	Miller
Roll Call Vote:	Deiss, Lunde, Miller, Sartell		

NEW BUSINESS

Action: Tabled paving Lincoln Ave SW, 8th St SW, and 10th St SW.

Resident John Hanson provided a request to pave Lincoln Ave SW, 8th Street SW, and 10th Street SW sharing dissatisfaction with the higher traffic from the Roach residential development and dust control issues from time to time.
In an attempt to receive a 100% assessment petition from neighboring properties, Hanson met with owners asking to support the project assessments. Not all property owners were accepting, several preferring to avoid any assessment.
Water and sewer main infrastructure is in place, unfortunately not all vacant buildable properties have private stubs. Some property owners would receive higher assessments outside of pavement.
Mr. & Mrs. Hanson contends that the project should be done now, to avoid inflation costs.
The council decided to table the decision to allow further consultation with relevant parties, including checking any agreements with developers concerning road maintenance responsibilities.

Moved by:	Lunde	Seconded by:	Miller
Vote in Favor:	Deiss, Lunde, Miller, Sartell		

Ordinance 250: 2025 Fee Schedule, First Reading.

Administrator Schroeder requested the council pay specific attention to the new fire department schedule. The fees were emailed to Chief Yglesias, with no dispute.
No other suggested changes were received.

Resolution 2024-33: Approved a traffic signal removal at Hwy 71 and Bryant Ave and installation of a Rapid Reflection Flashing Beacon (RRFB) system contingent upon the state adjusting the resolution to install RRFB's at Bryant and Aldrich Avenues.

The council considered the removal of the traffic signal at the TH71 and Bryant Ave intersection. During discussions, it was proposed the signal be replaced with a pedestrian crossing system featuring a RRFB beacon at both Bryant and Aldrich Avenues intended to maintain pedestrian safety post-signal removal. The council debated the cost implications and agreed to the overhead reflectors to enhance visibility for all modes of transportation. Ultimately, the resolution was approved contingent upon approval of the RRFB language added. Administrator Schroeder will reach out to MnDOT and report back to the council.

Moved by:	Miller	Seconded by:	Sartell
Vote in Favor:	Deiss, Lunde, Miller, Sartell		

Resolution 2024-34: Approved reappointment of Terry Olson and Dean Krogsted to Park Board.			
Moved by:	Sartell	Seconded by:	Lunde
Vote in Favor:	Deiss, Lunde, Miller, Nelson		

Approve Action 24-89: BN Park East End Flower Display.

The Park Board proposed an enhancement project to the east end of BN Park with a new flower display. The project includes various landscaping efforts, featuring an arrangement that highlights an octagonal centerpiece surrounded by flower beds and planters. Additionally, installation of an automated irrigation system will occur to maintain the garden. The City will remove what currently exists. The Park Board has accepted responsibility for all building expenses and annual maintenance and upkeep of the flower arrangements and planters.

Moved by:	Miller	Seconded by:	Sartell
Vote in Favor:	Deiss, Lunde, Miller, Sartell		

Approve Action 24-90 : WDA Loan, Bev's Donut Shop.

The council evaluated a proposal for an $80,000 MIF Loan to Bev's Donut Shop LLC aimed at acquiring and expanding the bakery located on TH71. The prospective owner currently bakes in Battle Lake, this location is to increase production for both wholesale distribution and retail sales, which includes maintaining the donut shop and coffee area.

The loan includes a 7-year term at a 7.75% interest rate, with a $10,000 balloon payment due by March 2025, leveraging additional income for the early payoff. The project, expected to enhance local economic activity and integrate the owner's family into the community, was approved contingent on recommendation at the WDA board meeting following the council meeting. The urgency for approval from the council prior to a WDA board meeting is tied to the demand season during Thanksgiving and Christmas.

Moved by:	Lunde	Seconded by:	Sartell
Vote in Favor:	Deiss, Lunde, Miller, Sartell		

Action 24-91: Approve abandoning a portion of the city sewer main at the Humane Society at 910 Ash Ave NE; also update electric utility easement agreement, contingent on attorney Pederson's review.

The Humane Society has plans to build a slab and storage building over the existing sewer main and electric utility easement. Humane Society board member Jeff Harrison made a request for the city to abandon part of the sewer main and transfer to the Humane Society, along with updating the electric utility easement agreement. If the conduit system remains intact during construction, no issues are anticipated. However, future problems could arise if the system becomes damaged, whether from floor heaves, cracks, rodents, etc.

The Humane Society must agree to an updated easement agreement for conduit relocation costs if needed. Dave Evans plans to draft detailed language for the easement with Jeff Pederson's input to ensure it is properly recorded without extra council approvals.

Moved by:	Miller	Seconded by:	Lunde
Vote in Favor:	Deiss, Lunde, Miller, Sartell		

MEETING OPEN TO THE PUBLIC AT 5:49 PM

DEPARTMENT REPORTS

Public Works Department - Dan Kovar: Nothing to add

Utilities Department - Superintendent David Evans

- Construction has started on the EV charger at the PG lot

- The new bucket truck ordered 3 years ago should be going to paint soon

Authority and Planning & Zoning - Dean Uselman:

- Reported on a promotional project proposal from Kent Scheer for Burma Shave-style signs along TH10 discussing permitting and placement within MnDOT right-of-way.

Police Department - Naomi Plautz: Not Present

Fire Department - Cody Yglesias: Not Present. It was shared that the tanker has a leak, the fire dept is searching for a used replacement.

Wadena Liquor Store - Tim Booth: Not Present

Maslowski Wellness and Research Center - Lisa Anderson:

- Dan Sartell mentioned donations from Wadena State Bank and Sourcewell for the waterslide project.

Whitetail Run Golf Course - Kevin Ross: Not present.

City Administrator - Kim Schroeder:

- Reported on attending an emergency recovery response workshop.

COUNCIL REPORTS

Dan Sartell:

- Suggested bidding out credit card processing services for the city. City Administrator Schroeder agreed and also said the City will be seeking RFPs for auditing and refuse collection based on recommendations from the council at the October work session.

Mark Lunde: Nothing to Add

Wade Miller: Nothing to Add

Mayor George Deiss:

- Thanked Charles for his work on the recent election.
- Also shared positive feedback received from a group visiting from the League of Minnesota Cities for a local update on Wadena happenings.

ADJOURNMENT

Action Motion: Unanimously Adjourned at 6:02pm.

Moved by:	Lunde	Seconded by:	Sartell
Vote in favor:	Deiss, Lunde, Sartell		
Opposed:	Miller		

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George Deiss, Mayor

Attest: ______________________________
Kim Schroeder, City Administrator