

**City of Wadena
Regular City Council Minutes
Tuesday, December 13, 2022**

1. Call to Order

The Wadena City Council held a regular meeting on Tuesday, December 13, 2022. Mayor Deiss called the meeting to order at 5:00 p.m., also available via Zoom due to a snowstorm.

A. Pledge of Allegiance

2. Roll Call

Comprising a quorum of the City Council, the following members were present: George Deiss, 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. Claims as Presented for Payment
- B. City Administrator's Monthly Financial Report
- C. City Council Meeting Minutes
 - 1. September 13, 2022 – Regular Meeting
 - 2. November 15, 2022 – Regular Meeting
- D. Resolution No. 2022-51: Approve TIF District 1-11 Decertification
- E. Resolution No. 2022-54: Accepting Donations
- F. Action Memorandum 22-105: Approve Renewing Liquor, Beer, Wine Licenses
 - 1. El Mariachi
 - 2. Iron Corral
 - 3. VFW
 - 4. Hwy 10 Billiards & Pub
 - 5. The Uptown
 - 6. Little Round Still
- G. Action Memorandum 22-106: Approve Renewing Refuse Hauling License
 - 1. Waste Management
 - 2. Five Star Disposal
- H. Action Memorandum 22-107: Accept Jake Heppner Library Board Resignation
- I. Action Memorandum 22-109: Approve Renewing Tattoo License
 - 1. Emily Canning Permanent Make-Up Tattoo

Mayor Deiss thanked Jake Heppner for his years of service on the Library Board.

Action Motion: Approve the Consent Calendar Items, by unanimous vote.

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

4. Unfinished Business

5. Public Hearing

Item A – Small Cities Development Grant Award and Status

Mayor George Deiss opened the public hearing at 5:05.

Jason Krebsbach and Dustin Switters from Central MN Housing Partnership gave an update on the Small Cities Development Grant in Wadena.

Dean Uselman reported no public comments have been received on the projects.

No one from the public was present for the hearing.

Action Motion: Close public hearing at 5:12, by unanimous vote.

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

Item B – Truth in Taxation Hearing

Mayor George Deiss opened the public hearing at 6:06.

No from the public was present for the hearing.

Action Motion: Close public hearing at 6:08, by unanimous vote.

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

6. New Business

Item A – Elizabeth Wefel, Coalition of Greater MN Cities Presentation and Update

Postponed due to bad weather.

Item B – Action Memorandum 22-108: Hines vs. City of Wadena Stipulation of Dismissal

City Administrator Kim Schroeder:

- Negotiations for settlement are complete. Two special assessments were certified to taxes: historic nuisance property cleanup charges, and unpaid utilities. The nuisance charges and late fees on utilities were waived with a final negotiated amount of \$11,778.87 due for unpaid utilities; and
- Negotiated strategies also included requirements for Hines' to clean and remove debris currently located on the premises.

Action Motion: Approve the Stipulation of Dismissal by unanimous vote.

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

Item C – Action Memorandum 22-110: Fire Department – Jaws of Life, Extrication Equipment Purchase

Fire Chief Cody Yglesias expanded on three quotes received from vendors. Efficiency and operation of each tool were shared and discussed. Although Alex Air Apparatus was the higher bid a recommendation was made to purchase Hurst battery powered extrication tools as the best option overall.

Action Motion: Approve purchasing the Alex Air Apparatus Hurst Tools, totaling \$39,725.00 by unanimous vote.

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

Item D – Action Memorandum 22-111: Fire Department – Reserve Firefighter Program

Fire Chief Cody Yglesias & Secretary Andrew Browne:

- Requested the council allow retired firefighters to assist with fire calls on an as needed basis; and
- Provided information specifying qualifications and guidelines required to be a reserve firefighter.

Action Motion: Approve the Wadena Fire Department Reserve Firefighter Program by unanimous vote.

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

Item E – Action Memorandum 22-112: Fire Department – Part-time Wages

City council set a 2.5% cost of living increase for all 2023 part-time wages. Fire Chief Cody Yglesias returned with a request to increase the paid on-call rate to \$14.50, from \$13.51 per hour; a 7.3% increase. The request stems from the city making 2022 rate changes reflecting other business trends.

Action Motion: Approve a 5% increase from \$13.51 to \$14.18 for paid on-call wages by unanimous vote.

Moved by:	Lunde	Seconded by:	Miller
All in favor:	Deiss, Lunde, Miller, Uselman		

Item F – Action Memorandum 22-113: Police Department – Consider Hiring Part-time Police Officer

Chief Plautz recommends hiring police officer Caleb Nurnberger part-time, contingent upon background investigation and mandatory psychological test.

Action Motion: Approve hiring Caleb Nurnberger contingent on successful background check and psychological test by unanimous vote.

Moved by:	Uselman	Seconded by:	Lunde
All in favor:	Deiss, Lunde, Miller, Uselman		

Item G – Resolution No. 2022-52: Approve Future Qualifying Part-time Police Officers

Finding and retaining police officers is becoming more difficult. Chief Plautz and Administrator Schroeder requests PERA employer benefits for part-time police officers. The city has to approve by resolution in order to contribute.

Action Motion: Adopt Resolution No. 2022-52 approving part-time police officers to receive PERA benefits by unanimous vote.

Moved by:	Lunde	Seconded by:	Uselman
All in Favor:	Deiss, Lunde, Miller, Uselman		

Item H – Resolution No. 2022-53: Confirming the Mayor’s Appointment of Katie Polman to the Library Board

Action Motion: Adopt Resolution No. 2022-53 appointing Katie Polman to the Library Board by unanimous vote.

Moved by:	Lunde	Seconded by:	Miller
All in Favor:	Deiss, Lunde, Miller, Uselman		

Item I – Resolution No. 2022-59: Confirming the Mayor’s Reappointment of Kelly Wong to the Wadena Development Authority Board

Action Motion: Adopt Resolution No. 2022-59 appointing Kelly Wong to the WDA Board by unanimous vote.

Moved by:	Uselman	Seconded by:	Lunde
All in Favor:	Deiss, Lunde, Miller, Uselman		

Item J – Resolution No. 2022-58: Adopting a Budget for Fiscal Year beginning January 1, 2023, and ending December 31, 2023.

Action Motion: Adopt Resolution No. 2022-58 by unanimous vote.

Moved by:	Miller	Seconded by:	Lunde
All in Favor:	Deiss, Lunde, Miller, Uselman		

Item K – Resolution No. 2022-57: Adopting a Budget for the City of Wadena, Minnesota for the Fiscal Year Beginning January 1, 2023, and ending December 31, 2023

Mayor Deiss spoke on the 9.89% increase of \$42,025. Council Members Miller and Lunde spoke about the inability to trim the budget due to rising costs. Deiss suggested to reduce the levy by transferring \$25,000 from the library project funds held at the IF Foundation.

Action Motion: Adopt Resolution No. 2022-57 with a levy increase of 4.01%; general fund \$442,025.00 and bonded indebtedness \$918,671.83; total \$1,360,696.83 by unanimous vote.

Moved by:	Miller	Seconded by:	Lunde
All in Favor:	Deiss, Lunde, Miller, Uselman		

Item L – Kent Sheer, Agenda Request Form, Dispute Amending Ordinance No. 130.04

Kent Scheer addressed the Council with concerns about the proposed Ordinance allowing archery hunting in certain areas of the city, specifically his property located on Jefferson Street North, also known as Green Island. Kent stated his property is a quasi-park as it is open to the public to enjoy year around. The property was also recently classified by the DNR as a school forest. Kent expressed concerns about public perception of potential harm or danger if the Ordinance is passed and how that would negatively affect use of the property by students and asked the Council to not pass the Ordinance.

Dean Uselman addressed the Council. After consulting with the City Administrator and Police Chief, it was decided to remove the Scheer property from the map of areas where archery hunting would be allowed. He also stated that language changes requested by the Council at the first reading had been made and were included in the Ordinance for the second reading.

Council Member Bruce Uselman shared that in-depth discussions were held at the Planning Commission level with a lot of analysis, research, and thought going in to formulating the Ordinance. Extensive research was completed with several surrounding cities, law enforcement

personnel, and MN DNR, to come up with a policy that balanced the need for safety with the requests from residents to allow limited archery hunting as a means of controlling deer population and reduce damage to residents' property. After extensive research and discussion, he stated he supports the Ordinance brought forward by the Planning Commission. Dean elaborated on the statement by Bruce indicating that this research and discussion happened over approximately 6 months and the recommendation was well thought out.

Kent again asked that the Council not pass the proposed Ordinance but if it is passed that his property would be invisible as far as hunting is concerned. When asked to clarify, Kent stated he would want his property removed from the map as an allowed hunting area and that it also be designated as a no hunting area or labeled as a wildlife preserve. Dean requested Council authority to make the requested changes to the map if the Ordinance was passed.

Item M – Ordinance No. 243: Amend City Code Section 130.04 and Add Section 130.24 of Ordinance No. 130, Public Protection, Crimes, and Offenses

Mayor Deiss read the second reading of the Ordinance.

Kent Scheer was present requesting the council to look at all contingencies. Asking what the community wide benefit is and that adoption will carry negativity and risk. Scheer's property was originally included as a private property eligible to hunt. Scheer's property was removed and the map amended to include his property as a wildlife preserved sanctuary shown in red.

Planning Director Dean Uselman relayed that the planning commission spent a considerable amount of time on this ordinance and is aware of and follow state and DNR guidelines, regulations, and statutes. Other cities already have this in place. The request to add this ordinance was made by residents and property owners of the city.

Action Motion: Adopt Ordinance No. 243: Amend City Code Section 130.04 and Add Section 130.24 of Ordinance No. 130, Public Protection, Crimes, and Offenses and to designate Green Island as a sanctuary on the map by unanimous vote.

Moved by:	Uselman	Seconded by:	Lunde
All in Favor:	Deiss, Lunde, Miller, Uselman		

Item N – Ordinance No. 244: Adopting the City of Wadena 2023 Fee Schedule

The fee schedule returned for a final approval for Maslowski center rate increases. It was also approved to increase the fire department foam pail fee to \$150.

Action Motion: Adopt Ordinance No. 244: 2023 Fee Schedule with corrections by unanimous vote.

Moved by:	Miller	Seconded by:	Uselman
All in Favor:	Deiss, Lunde, Miller, Uselman		

Item O – Discussion on Use of Library Meeting Rooms

Mayor Deiss asked the City Council to think about how to use the meeting rooms at the library. Will have to make decisions on rental fees of the rooms, what the max capacity will be, and whether to allow food or beverages.

7. Meeting Open to the Public at 6:54 pm

City Administrator Kim Schroeder provided updates on the following:

- Staff is looking into acquiring the southern portion of what's known as 9th Street NW and asked if council members were opposed. Land would need to be purchased or negotiated with Merickel Lumber & Westside Sports. The theory is to create another connecting road from

Greenwood Ave to TH10, ideally to alleviate high volume traffic in the TH10 and TH71 corridor. The council saw no opposition. Staff will continue to research and bring back to the council.

- The Police Department is in the process of obtaining bids to burn the house at 2nd St SE. The City Attorney will be involved to complete legal processes appropriately since it's privately owned.
- Storm damage reimbursement submission continues with FEMA. The city has enough out of pocket expenses to submit that LMC insurance didn't cover such things as police and public works labor responding to the storm and clean up.

Toby Pierce inquired about the quiet zone. Was informed the signs were put up by MnDOT and negotiations are still in progress with BNSF.

8. Department Reports

Item A – Public Works Department – Dan Kovar

Dan Kovar was absent.

Item B – Utilities Department - Superintendent David Evans

Completing year-end inventory. Shared there are difficulties with ordering supplies. Equipment lead times are 6 months to one-year out with transformers two-years out.

Spoke of trying to order the 2023 pickup but it sold out in 12 hours, will try in February for 2024.

Item C – Wadena Development Authority & Planning and Zoning – Dean Uselman

Spoke of the WDA Board voting to extend the contract with Bolton & Menk for the final design work for the housing project in Folkestad East Addition, working with Baker Tilly for finance plan, and spoke of possible tax abatement.

Item D – Police Department – Naomi Plautz

- Monthly Activity Report
- Expanded on the removal of the burnt house project; and
- Update on the odd/even parking.

Item E – Fire Department – Cody Yglesias

- Reported on the 2022 fire calls.
- MN Board of Fire Fighter Training and Education paid \$300 per firefighter last year, \$180 per firefighter for trainings, along with Sourcewell contributing \$190.
- Thanked the City Council for supporting the fire dept.

Item F – Wadena Liquor Store - Tim Booth

Tim Booth was absent.

Item G – Maslowski Wellness and Research Center – Lisa Anderson, via zoom

- Thanked the City Council for approving rate increases for 2023.
- Shared that the new part-time aquatics assistant, Olivia Stattelmann.

Item H – Whitetail Run Golf Course – Kevin Ross

Kevin Ross was absent.

Item I – City Administrator – Kim Schroeder, via zoom

- Shared that MnDOT's Highway 10 Project has been going wonderful in her perspective. MnDOT also expressed how pleased they are with planning, involvement, and communication

with staff and the public. The design phase of the project is reaching its final stages. MnDOT continues to encourage residents and business owners to connect and offer any input.

- Updated that Maslowski Director Lisa Anderson is working on marketing strategies within the facility for businesses to advertise in the upper-level track area.

Item J – Council Reports

Bruce Uselman thanked department heads and council for making such a good team in Wadena, everyone should be proud.

Wade Miller had nothing to report.

Mark Lunde had nothing to report.

Jessie Gibbs was absent.

Item K – Mayor’s Report – George Deiss

Mayor George Deiss spoke of online and in person resources for newly elected officials and encouraged the new council member to attend.

Adjournment

Action Motion: Adjourn at 7:15 p.m. by unanimous vote.

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

Kim Schroeder, City Administrator

George Deiss, Mayor