

**City of Wadena
Regular City Council Minutes
Tuesday, September 10, 2019**

1. Call to Order

The Wadena City Council held a regular meeting on Tuesday, September 10, 2019. 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 Wade Miller Jessie Gibbs Bruce Uselman Mark Lunde

3. Consent Calendar

A. Approval of Consent Calendar Items

1. Claims as Presented for Payment
2. City Administrator's Monthly Financial Report
3. Action Memorandum 19-82: Accept William Schaefer's Resignation from the Planning and Zoning Commission
4. Action Memorandum 19-83: Authorize the Application and Permit for a 1 Day to 4 Day Temporary On-sale Liquor License for the Friends of the Library

B. Approval of Minutes

1. City Council Meeting Minutes
 - a. August 13, 2019, Regular Meeting
 - b. August 20, 2019, Special Meeting
 - c. August 27, 2019 Special Meeting

Mayor George Deiss expressed gratitude for William Schaefer's years of service as a Planning & Zoning Commission Board Member.

Main motion: Approve the Consent Calendar and Minutes

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

4. Unfinished Business

No unfinished Business

5. New Business

Item A – Public comment period regarding Tri County Hospital, Inc.'s plan to file an application for federal assistance for construction of a new hospital and clinic with the USDA Rural Development Community Facilities Loan and/or Grant Program

1. Resolution No. 2019-36: Scheduling a Public Hearing on the Issuance of Revenue Obligations by the City of Bertha, Minnesota, to Finance a Project by Tri-County Hospital, dba Tri-County Health Care

Mayor George Deiss opened the meeting up for public comment at 5:02 pm. No one commented.

Joel Beiswenger, President & CEO at Tri-County Healthcare:

- Expanded on the proposed layout of the land and facility;
- Stated MnDOT was involved with planning a direct access entrance along Hwy 10; and
- Spoke of the upcoming energy efficient planning phase.

Thomas Mayfield, Principal at National Healthcare Capital LLC explained Tri-County will need financing for most of the project and the steps to take.

Main motion: Adopt Resolution No. 2019-36

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

Item B – Second Reading – Ordinance No. 225: Amending Wadena Code of Ordinances Chapter 111: Hawkers, Peddlers, Transient Merchants, and Solicitors

1. Approval of Title and Summary Publication of Ordinance No. 225

City Administrator Janette Bower:

- Stated the Second Reading had been on the agenda for a second month; and
- Stated the League of MN Cities recommended this update.

Main motion: Adopt Ordinance No. 225 and Approve the Title and Summary Publication

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

Item C – Resolution No. 2019-31: Approving the 2020 Wadena Housing and Redevelopment Authority Tax Levy

City Administrator Janette Bower stated the Wadena Housing & Redevelopment Authority requested this annual resolution at the statutory limit.

Main motion: Adopt Resolution No. 2019-31

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

Item D – Resolution No. 2019-32: Authorizing the 2020 Wadena Development Authority Mandatory Tax Levy

City Administrator Janette Bower stated the Wadena Development Authority requested this annual resolution at the statutory limit.

Main motion: Adopt Resolution No. 2019-32

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

Item E – Resolution No. 2019-33: Authorizing the 2020 Wadena Development Authority Discretionary Tax Levy

City Administrator Janette Bower stated the Wadena Development Authority requested this annual resolution at the statutory limit.

Main motion: Adopt Resolution No. 2019-33

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

Item F – Resolution No. 2019-34: Adopting the Preliminary 2020 Tax Levy

City Administrator Janette Bower:

- Stated the Preliminary 2020 Tax Levy was for the General Fund; and
- Stated once the tax levy was adopted it can't increase but it can decrease.

Mayor George announced the Truth & Taxation Public Hearing would be held during the regular monthly City Council Meeting on December 10, 2019.

Main motion: Adopt Resolution No. 2019-34

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

Item G - Resolution No. 2019-35: Approving a Conditional Use Permit to Construct a Micro Distillery and Related Activities in a CB (Business) Zoning District as Required in the City of Wadena Code of Ordinances Chapter 152.28 C – 5 for Parcel 22-300-1260, Located at 14 Jefferson Street South

Planning & Zoning Director Dean Uselman:

- Stated the Planning & Zoning Commission held a Public Hearing as required for having a micro distillery in a CB Zoning District;

- Stated no one from the public attended the public hearing but the Planning & Zoning Commission did receive written comments in support; and
- Stated the Planning & Zoning Commission recommended approval.

Main motion: Adopt Resolution No. 2019-35

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

Item H - Action Memorandum 19-84: Approve Installation of a Stop Sign at Dayton Avenue and 4th St SW

Public Works Director Dan Kovar stated the two way stop sign was left up at the intersection of 4th Street and Dayton Ave and the school requested a three way stop sign.

Police Chief Naomi Plautz stated she was in support of it.

Main motion: Authorize Action Memorandum 19-84

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

Item I - Action Memorandum 19-85: Authorize Purchasing a Bobcat Toolcat

Public Works Director Dan Kovar:

- Stated the MT Trackless needed to be replaced; and
- Stated he only received one quote and recommend purchasing a Bobcat Toolcat from Aldrich Tractor using the State Contract, which gives the same price of \$56,864.70 from any dealer in the state.

Item J - Action Memorandum 19-86: Authorize Purchasing a Wausau Sno-Go Snow Blower

Public Works Director Dan Kovar:

- Stated he received a quote from MacQueen Equipment for \$159,502, which is the dealer used for many years for sales and service on previous blowers; and
- Recommended purchasing from MacQueen Equipment as there was not a similar competitor, but this was sold through the State.

Item K - Action Memorandum 19-87: Authorize Purchasing a McCormick X6.22 with Loader

Public Works Director Dan Kovar:

- Stated he received a quote from Aldrich Tractor for a McCormick X6.22 with loader for \$72,755 and from Midwest Machinery John Deere for a 6120E with loader for \$80,000; and
- Recommended purchasing from the lowest bidder Aldrich Tractor.

Item L - Action Memorandum 19-88: Authorize Purchasing a John Deer Model 544L Wheel Loader

Public Works Director Dan Kovar:

- Stated he received two quotes, and one partial quote which he didn't consider; and
- Recommended to purchase the John Deer Model 544L Wheel Loader after he compared the two quotes and loaders.

Main motion: One Motion to Authorize Action Memoranda 19-85, 19-86, 19-87 & 19-88

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

Item M - Action Memorandum 19-89: Impose a \$250 Civil Penalty and Mandatory Server Training on the Wadena County Ag Society

City Administrator Janette Bower:

- Expanded on Wadena County Ag Society's application for a temporary liquor license for an event held on August 18, 2019;
- Explained the City Council approved the temporary liquor license but the AGED's Commissioner did not approve it; and
- Expanded on the \$250 city penalty and mandatory server training required as a result of Wadena County Ag Society having served alcohol on August 18, 2019 without the temporary liquor license.

Main motion: Authorize Action Memorandum 19-89

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

Item N - Initiative Foundation Partner Fund for Library Project

City Administrator Janette Bower expanded on similarities with Initiative Foundation's previous involvement with the Maslowski Wellness & Research Center and stated there would be an action item for this on the agenda for October 8, 2019.

6. Meeting Open to the Public

1. Ashley Shiwarski, Director of Business Development with National League of Cities, gave an overview of the Service Line Program.
2. Elizabeth Wefel, Senior Attorney for Coalition of Greater Minnesota Cities, gave a legislative update.

Mayor Deiss publicly thanked Elizabeth Wefel for her work.

7. Department Reports

Item A - Public Works Department

Superintendent Dan Kovar expanded on the scheduling conflicts to pour concrete for the Splash Pad.

Item B - Utilities Department

Superintendent Dave Evans:

- Expanded on the permit process to reconnect the water main along Highway 10 on the railroad's property; and
- Spoke of a bus load of people that toured the train depots, including The Depot in BN Park.

Item C - Wadena Development Authority, Planning and Zoning, and Fire Department

WDA Director Dean Uselman:

- Announced contractors started work in Business Park and the Groundbreaking Ceremony for Business Park on Thursday, September 12, 2019;
- Spoke of 1st Annual Women's Business Conference; he sent out 83 letters to local businesses; and
- Spoke of Salsa Festival on Saturday, September 14, 2019 in the BN Park.

Planning & Zoning Director Dean Uselman:

- Spoke of advertising to fill the vacant position on the Planning & Zoning Commission.

Fire Chief Dean Uselman:

- Stated the Wadena Fire Department's participation in the County Wide Drill on Saturday, September 14, 2019, in Verndale, MN;
- Spoke of NW Regional Fire Fighters Association Meeting in Wadena;
- Spoke of upcoming Fire Department's Annual Open House in October; and
- Expanded on efforts to find a firetruck.

Item D - Police Department

1. August Activity Report

Police Chief Naomi Plautz announced she was asked to participate in the League of MN Cities Regional Meeting in Perham on September 26, 2019 in Perham.

Item E - Wadena Liquor Store

1. August Liquor Store Revenue

Manager Tim Booth:

- Announced liquor sales are up \$82,000; and
- Stated there were 10-13 vendors lined up for the upcoming Wine Tasting at the Library.

Item F - Maslowski Wellness and Research Center

1. August MWRC Revenue

Manager Eric Robb was absent.

Item G – Whitetail Run Golf Course

Manager Kevin Ross was absent.

Item H - City Administrator

Janette Bower:

- Announced the following upcoming events for the weekend: Whiskey Creek Film Festival and Mad Hatters; and
- Announced the upcoming Enterprise Fund Budget Meeting on Tuesday, November 5, 2019 at 4:00 pm.

Item I – Council Reports

Bruce Uselman had nothing to report.

Wade Miller had nothing to report.

Jessie Gibbs spoke of dangerous road conditions on the detour for County Road 4 Construction.

Mark Lunde had nothing to report.

Item J - Mayor's Report

Mayor George Deiss announced the following upcoming events: Basketball Silent Auction, Whiskey Creek Film Festival, Salsa Festival, Princess Warrior 5K Walk, Drastic Measures 5K Walk, Library Event, October Fest, Zombie Run, and Red, White & Blue Service at St. Ann's Church.

8. Adjournment

Main motion: Adjourn at 7:00 p.m.

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

Janette M. Bower, City Administrator

George Deiss, Mayor