

**City of Wadena
Regular City Council Minutes
Thursday, August 16, 2018**

1. Call to Order

The Wadena City Council held a regular meeting on Thursday, August 16, 2018. 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 Bruce Uselman Wade Miller Deb Wiese

3. Consent Calendar

- A. City Council meeting minutes: July 10, 2018
- B. Claims as presented for payment
- C. City Administrator’s Monthly Report: July 2018
- D. Parks Board meeting minutes: July 2 & August 6, 2018
- E. WDA meeting minutes: July 12, 2018
- F. Fire Department minutes: June 6, July 11, August 1, 2018
- G. Police Department Activity Report: July 2018
- H. Wellness Center: July Statistics

Main motion: to approve the Consent Calendar

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

4. Unfinished Business

5. New Business

Item A – Approve the Addendum to the School Resource Officer Contract

Naomi Plautz, Police Chief:

- Referred to M State Community & Technical College’s requirement of additional language prior to entering into the School Resource Officer Contract; and
- Stated the City Attorney reviewed the contract.

Main motion: To approve the Addendum to the School Resource Officer Contract

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

Item B – Authorize the Hire of Aaron Schiller as a Full-time Police Officer

Naomi Plautz, Police Chief:

- Stated Aaron Schiller would transition from A part-time to full-time police officer on September 2, 2018, at Step 1 of the pay scale; and
- Explained September 2, 2018, as new pay period and beginning of the month (in compliance with the SRO contract payment agreement)
-

Bruce Uselman, Council Member, clarified the position had been advertised within the department.

Main motion: To authorize hiring Aaron Schiller as a full-time Police Officer

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

Item C – Authorize the Purchase of a 2019 RAM 1500 and a 2019 Ford 550 from Nelson Auto Center

Dan Kovar, Public Works Director:

- Expanded on 4 quotes received from State Contract for replacement of ½ ton pickup and 1 ton truck with plow.

Nelson Auto Center Fergus Falls	2019 RAM 1500	\$25,647.94
Nelson Auto Center Fergus Falls	2018 Ford F150	\$27,754.15
Nelson Auto Center Fergus Falls	2019 GMC 1500	\$27,649.26
Nelson Auto Center Fergus Falls	2019 Ford F550	\$69,089.62
- Explained the first three quotes were for ½ ton 4x4 pickups with similar accessories; Expanded on the fourth quote for the 1 ton truck with an 10’ Western Snow Plow;
- Recommended the purchase of the 2019 RAM 1500 and the 2019 Ford F550 with the 10’ Western Snow Plow; and
- Stated the combined purchases were \$4,737.56 over budget and explained the sale of the new trucks would make up the difference.

Main motion: To authorize the purchase of a 2019 RAM 1500 and a 2019 Ford F550 with plow from Nelson Auto Center

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

Item D – Authorize the Purchase of a Storage Tank Mixing Pump from Electric Pump

Dan Kovar, Public Works Director:

- Explained the storage tank mixing pump budgeted;
- Expanded on two quotes received:

Minnesota Pump Works	Electric Tank Mixer	\$12,509.00
Electric Pump	Electric Tank Mixer	\$9,940.00
- Expanded on the use in the bio solids storage tanks to mix material while being loaded;
- Stated he had planned to replace this item in the 2019 Sewer Fund budget as a capital purchase, but after completion of digester cleaning in July there was close to enough funds left over for this purchase out of the 2018 budget; and
- Recommended to purchase the tank mixer from Electric Pump for \$9,940.00.

Deb Wiese, Council Member:

- Inquired about possible price increase for next year; and
- Inquired about available funds in the 2018 budget that could be used for anything else needed this year.

Bruce Uselman, Council Member, clarified this authorized the full amount for the additional equipment.

Main motion: Authorize the purchase of a Storage Tank Mixing Pump from Electric Pump

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

Item E – Authorize the Purchase of Two Replacement Pumps for the Pool Lift Station from Minnesota Pump Works

Dan Kovar, Public Works Director:

- Expanded on the quotes received on two replacement pumps for the pool lift station. This was a budget item.
Minnesota Pump Works Two ABS pumps with installation \$17,052.38
Electric Pump Two Flygt pumps with installation \$19,576.60
- Recommended purchase from MN Pump Works two ABS dry pit sewage pumps to be installed in the Pool Lift Station for \$17,052.38; and
- Spoke of the service area.

Bruce Uselman, Council Member, inquired on the service area.

Main motion: Authorize the purchase of two replacement pumps for the Pool Lift Station from Minnesota Pump Works

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

Item F – Approve the Issuance of a Liquor License for Yerijaneth Gonzales Tello, dba, El Mariachi Authentic Mexican Restaurant

Janette Bower, City Administrator:

- Stated the background had been completed and everything passed inspection; and
- Expanded on the process to issue license if approved by Council.

Main motion: Approve the liquor License

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

Item G – Authorize the Hire of New Employees at the Maslowski Wellness & Research Center (MWRC) and at the Wadena Liquor Store

Eric Robb, Wellness Center Manager:

- Stated Nathaniel Burckhard & Lucas Hinjos both completed the lifeguard course; and
- Recommended hiring them both.

Main motion: Authorize the hiring at the MWRC

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

Tim Booth, Liquor Store Manager, explained that Mark Lintner applied for part time employment but left the area already. He stated there were no employees to hire at this time.

Item H – Authorize the Closure of Franklin Ave SE for St. Ann’s Family Festival on Sunday September 16, 2018

Naomi Plautz, Police Chief, expanded on St. Ann’s Family Festival and the closure of Franklin Ave SE.

Main motion: To authorize the road closure for St. Ann’s Family Festival

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

Item I – Authorize a \$600 Payment to Michael Sartori

Dan Kovar, Public Works Director:

- Expanded on the \$600 request from Michael Sartori for services provided on the softball fields;
- Explained the previous conversation with Michael Sartori where he asked if he could use his own equipment and was told that he wouldn't get reimbursed for his own equipment use since the City provided necessary equipment; and
- Recommend not paying this request.

Wade Miller, Council Member, stated Michael Sartori volunteered his time.

Bruce Uselman, Council Member:

- Stated he appreciated Michael Sartori's time and dedication; and
- Described volunteer position as not paid positions.

Deb Wiese, Council Member, commented she would like to see the fields maintained each year.

Item J – Approve the Massage License Application Submitted by Emily Canning Williams

Janette Bower, City Administrator:

- Explained Emily Canning Williams had applied for a Massage License and her background check came back with a gross misdemeanor;
- Stated the crime was not a direct relationship to massage license; and
- Expanded on ability to revoke license at any time if any issues arise.

Main motion: To approve the massage license application

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

Item K – Approve the Liquor License submitted by the VFW for September 15, 2018

Janette Bower, City Administrator, expanded on the use of the temporary liquor license on September 15, 2018, at the Wadena city softball fields.

Main motion: To approve the temporary liquor license

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

6. Meeting Open to the Public – 6:30 pm

Kent Scheer, resident in Wadena:

- Expanded on the Governor's Design Team visit in 1990 and the in-depth analysis and generation of a long-range plan for community betterment; and
- Explained he would like to see a committee formed to move forward with a plan for the MnDOT Properties which would benefit Wadena and stay on top of it.

Toby Pierce, resident in Wadena:

- Stated the sign by Travelers Park was no longer functioning due to no electricity being fed there; and
- Voiced his concern about the entrance signs coming into Wadena not being more welcoming.

Lina Belar, resident in Wadena, stated she would like to be a part of the committee for bettering Wadena.

7. Department Reports

Item A – Street, Sewer and Parks Departments – Dan Kovar, Superintendent:

- Announced the Brown Monument was completed;

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- Expanded on the possibility of Wi-Fi at the Sunnybrook Park Campground;
- Stated the overlay was almost completed; and
- Announced the Storm Pond Fences would be completed next week.

Item B – Electric and Water Departments – Dave Evans, Superintendent:

- Referred to the old Electric & Water Department lot and the possibility of putting signs there for advertising.

George Deiss, Mayor, stated MnDOT paid for that property so it is up to them to decide.

Dean Uselman, Planning & Zoning Director, referred to sign request as non-profit for the community.

Item C – Liquor Store – Tim Booth, Manager, had nothing to report.

Item D – Wadena Development Authority, Planning and Zoning, and Fire Department - Dean Uselman, Director:

- Reported WDA had two buildings downtown that were getting renovated;
- Stated the Freshwater Education building was under way, and Mercury Mosaics would be in Wadena next week for site visit;
- Reported Planning & Zoning had started site work in Bretz Addition; and
- Reported the Fire Department had been fairly quiet.

Item E – Police Department - Naomi Plautz, Chief of Police:

- Reported the School Resource Officer would start September 2, 2018;
- Expanded on the back to school events; and
- Expanded on the Meet and Greet at M-State.

Item F – Wellness Center - Eric Robb, Director:

- Reported they have received many compliments from visitors on the appearance of the Wellness Center;
- Reported several cross county teams had been using day passes for the pool; and
- Reported a lot of positive feedback received from hosting the Primary Elections.

Item G – Golf Course – Kevin Ross, Manager, was not present.

George Deiss, Mayor:

- Reported the golf course had 150 golfers from Tri County Healthcare's recent event;
- Reported the golf course had about the same amount of people for the Mason's Bros event; and
- Reported a graduation reunion that had 112 people in the club house.

Item H – City Administrator – Janette Bower, reported

- Reported the budget was in the works;
- Reported the fee scheduled was being worked on;
- Referred to the Enterprise Funds Budget meeting;
- Expanded on Hwy 10 Meeting on August 17, 2018;
- Expanded on the meeting with BKV Group in regards to the library. There will be another meeting in September; and
- Explained the Recount Request for the Primary Election.

Item I – Council Reports

Council Member Bruce Uselman: Expanded on city entrance signs.

Council Member Wade Miller: Commented he was excited to hear of Super One moving to downtown Wadena.

Council Member Jessie Gibbs: Absent

Council Member Deb Wiese:

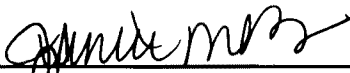
- Announced she had not filed for re-election;
- Expanded on the past four years she served as Council Member; and
- George Deiss, Mayor, thanked her for all she had done.

Item J – Mayor's Report – George Deiss, had nothing to report.

8. Adjournment

Main motion: To adjourn the meeting

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



Janette M. Bower, City Administrator



George Deiss, Mayor