



**Regular City Council Minutes  
Tuesday, January 14, 2025**

**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, Mac Nelson and Dan Sartell.

**CONSENT CALENDAR**

**Action Motion: Approved the consent calendar items.**

- A. Claims Register Summary
- B. Monthly Financial Reports
- C. City Council Meeting Minutes:
  - a. December 10, 2024, Regular Meeting
- D. Resolution 2025-01: Appointing Council Member as Acting Mayor
- E. Resolution 2025-02: Setting the Date and Time for 2025 Regular City Council Meetings
- F. Resolution 2025-03: Designating the Wadena Pioneer Journal as the Official Newspaper
- G. Resolution 2025-04: Designating 2025 Official Depositories for City Funds
- H. Resolution 2025-05: Designating Pederson and Skoog Law as 2025 Civil Legal Counsel
- I. Resolution 2025-06: Designating Wadena County Attorney as 2025 Criminal Legal Counsel
- J. Resolution 2025-07: Designating City Representative with Missouri River Energy Service
- K. Resolution 2025-08: Designating City Representative with Western MN Power Agency
- L. Resolution 2025-10: Accepting Donations
- M. Resolution 2025-11: WDA Board, Reappointment of Terry Link and Kyle Davis
- N. Action Memo 25-01: Accept Shawn Swenson Fire Department, 3<sup>rd</sup> Asst Chief Resignation
- O. Action Memo 25-02: Massage License
- P. Action Memo 25-03: Refuse License

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|-----------|-------|--------------|--------|
| Moved by: | Lunde | Seconded by: | Nelson |
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| Roll call vote: | Deiss, Lunde, Miller, Nelson, Sartell |
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**OLD BUSINESS**

**Ordinance 251: Approved amending City Code, Chapter 70 Traffic Regulations, Section 70.06 Relating to Special Vehicles.**

The second reading was held. Amendments will be in effect following publication.

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| Moved by: | Miller | Seconded by: | Sartell |
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| Vote in favor: | Deiss, Lunde, Miller, Nelson, Sartell |
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**NEW BUSINESS**

**Ordinance 252: Add Chapter 124. Section 124.03 Regulating Cannabis Businesses, first reading.**

Proposed distance regulations include 1,000 feet from schools and 500 feet from daycares and parks. Due to the high density of churches, schools, daycare facilities, and city owned parks, the council discussed reducing these distances to create more business location possibilities.

The council also considered owning and operating its own dispensary at the municipal liquor store, however, a city owned park is too close. Administrator Schroeder suggests it may not be the city's best interest to look into this any further. In order for the city to operate one, a building would have to be built or purchased and renovated. The cost may outweigh the revenue or at least take multiple years to see profits. No further direction from the council was mentioned. A draft map showing all locations is in progress and will be updated for the second reading to help visualize the impact of the restrictions.

**Resolution 2025-09: Approved designating City Council Board and Committee appointments and assignments.**

No additional discussion was held.

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

**Resolution 2025-12: Approved entering into Payment Agreement No. 1057505 with MnDOT and Wadena County for TH10/71/29 projects.**

The council approved entering into Payment Agreement 1057505 with MnDOT and Wadena County for TH10/71/29 projects. The agreement provides consent and sets the stage for preliminary cost participation details. Financials have been received but not yet public, are consistent with past estimates but remain subject to change when bids are issued.

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

**Resolution 2025-13: Approved entering into Payment Agreement No. 1057790 with MnDOT and Otter Tail County for TH10 project.**

The council approved entering into Payment Agreement No. 1057790 with MnDOT and Otter-Tail County for the TH10 project. The agreement provides consent and sets the stage for preliminary cost participation details. Financials have been received but not yet public, are consistent with past estimates but remain subject to change when bids are issued.

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

**Resolution 2025-14: Approved entering into Payment Agreement No. 1058254 with MnDOT and City of Wadena for TH10/71/29 projects.**

The council approved entering into Payment Agreement No. 1058254 with MnDOT and City of Wadena for TH10/71/29 projects. The agreement provides consent and sets the stage for preliminary cost participation details. Financials have been received but not yet public, are consistent with past estimates but remain subject to change when bids are issued.

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

**Resolution 2025-15: Approved Wadena Firemen's Relief Assn, gambling site permit application for the Golf Course, 33512 County Hwy 77, Wadena, MN.**

The Fire Relief Assn has accepted to add a new location to operate at the Wadena Golf Course.

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

**Resolution 2025-16: Approved calling for a feasibility and engineering report and setting the date for public hearing for the Lincoln/8<sup>th</sup>/10<sup>th</sup> Avenue improvement project.**

In response to continued requests by John Hanson residing on Lincoln Ave, the council reviewed a detailed engineering feasibility report regarding the proposed project. Based on the findings, they have decided to proceed with the next steps by calling for a preliminary engineers estimate, and public hearing determined to be February 11<sup>th</sup>, the next regular city council meeting. The hearing will provide an opportunity to review costs per affected property, discuss the project in greater detail, gather input from the public, and address any questions or concerns.

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

**Action Memo 25-04: Approved changing the designated parking spaces adjacent to Commercial Apts on Jefferson Street to 9:00 am to 3:00 pm.**

At the December City Council meeting, council member Dan Sartell proposed to remove the dedicated spaces. Sartell held discussions with HRA Director Maria Marthaler and tenants since the meeting resulting in a compromise to adjust the unloading zone hours from 8:00 am - 8:00 pm to 9:00 am - 3:00 pm.

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

**Action Memo 25-05: Approved hiring Faith Schaefer as part-time police offer, pending successful background check and mandatory psychological review.**

Chief Plautz states Ms. Schaefer applied for the recent full-time position. She was a top candidate, but a different hire was made. Schaefer expressed to Chief Plautz an interest in part-time work.

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

**Resident Agenda Request: Myron Perish, Winter Parking Fees**

Mr. Perish was not present at the meeting. The council discussed the \$30 parking fine complaint for snow removal violations concluding that the city will maintain the fee and ordinance as is. Other suggestions were heard from the general public to provide more communication, including warning tickets, flyers at businesses, and brightly colored postcards for residents and visitors, specifically during the holidays. Despite challenges during holidays and visitor confusion, the council emphasized the benefits of parking restrictions for efficient snow removal. Plans include improving public awareness through newsletters, postcards, and outreach efforts.

**MEETING OPEN TO THE PUBLIC AT 5:34 PM**

**DEPARTMENT REPORTS**

**Public Works Department – Dan Kovar**

- Nothing to report

**Utilities Department - Superintendent David Evans**

- Provided an annual report requirement on projected purchase power costs and electricity sales rates.

- Load control measures are being implemented due to extreme cold. May temporarily affect heating performance.

**Wadena Development Authority and Planning & Zoning – Dean Uselman**

- The WDA board approved a \$1,000 discount on Pinewood Estates’ lots during the month of February to encourage sales for upcoming seasonal construction.
- The DEED childcare grant award announcement is still pending.
- Discussions on affordable housing continue with research into Minnesota Housing Finance programs and funding options. Efforts to support apartment developments in Wadena face challenges due to insufficient cash flow without grants or low-interest programs.

**Police Department – Naomi Plautz** Nothing to report.

**Wadena Liquor Store – Tim Booth** Not present.

**Maslowski Wellness and Research Center – Lisa Anderson**

- 10-year anniversary event went well.

**Whitetail Run Golf Course – Kevin Ross** Not present.

**City Administrator – Kim Schroeder**

- Wadena’s pay equity report was submitted to MN Management & Budget. The City successfully achieved certificate of compliance.
- Highway project construction meetings with MnDOT have begun with plans and details. An email will be sent to the council to schedule a public informational meeting date to update the public of the projects. A consolidated MnDOT website has been created for easier access and public information. Construction timelines are pending with MnDOT bid letting planned in March. More details are expected beginning April.
- Highway 10 easements: Only one easement remains from Tim Flanigan. Efforts are underway to address Flanigan's past concerns, including a potential meeting to go over what the city and MnDOT are working with on this project to correct past situations he’s unhappy with.

**COUNCIL REPORTS**

**Dan Sartell:** Shared concerns about the City Office being closed at noon on Christmas Eve. He would like to see City Hall open during business hours when not stipulated by policy or Holiday schedule.

**Mark Lunde:** Nothing to Report.

**Mac Nelson:** Nothing to Report.

**Wade Miller:** Nothing to Report.

**Mayor George Deiss:** Reported that Kern Laser Systems is a recipient of the 2024 Governor’s International Trade Award representing excellence by Minnesota companies selling goods and services internationally. Noting it’s great to have a homegrown company win this award.

**Action Motion: Unanimously Adjourned at 5:55pm.**

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

\_\_\_\_\_  
George Deiss, Mayor

Attest: \_\_\_\_\_  
Kim Schroeder, City Administrator