

**City of Wadena
Regular City Council Minutes
Tuesday, April 11, 2023**

1. Call to Order

The Wadena City Council held a regular meeting on Tuesday, April 11, 2023. 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, Jessie Gibbs, Mark Lunde, and Wade Miller. The following members were absent: Dan Sartell

3. Consent Calendar

Notice to the 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. Resolution No. 2023-17: TCHC Authorizing the Issuance and Delivery of an Allonge
- D. Action Memorandum 23-24: Proclamation by Mayor, May Motorcycle Awareness Month
- E. City Council Meeting Minutes:
 - 1. March 14, 2023, Regular Meeting
 - 2. March 20, 2023, Special Meeting
 - 3. March 27, 2023, Special Meeting

Action Motion: Approve the consent calendar items, by roll call vote

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

4. Unfinished Business

5. New Business

Item A – Action Memorandum 23-25: Ordinance No. 241, Seasonal Winter Parking Review

Public Works Director Dan Kovar:

Met with the Police Chief & City Administrator to review the first season, no changes recommended to the ordinance. Approximately \$10,000 in fines has been collected to date, recommend using excess dollars to pay for winter parking informational signs to post at (11) main entrances into town.

City Administrator Kim Schroeder:

Additional advertising requested to notify the public of winter parking in the future, such as notices on utility billings, adding a bill stuffer with the October mailing, notifying the landlords and tenants, and using the Chamber of Commerce, etc.

Also noted unpaid tickets were sent to the state for collection, costing the city more than the proceeds of the citation. Suggest using a collection agency versus the state.

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

1. Vinco Inc. \$142,592
2. Neo Electrical Solutions \$152,569

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

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

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

Project Engineer Phil Martin, Bolton & Menk:

Expanded on existing conditions of the sanitary sewer, watermain, storm sewer, and street.

Expanded on the estimated costs for the proposed utility improvements.

	Estimated Project Costs and Funding		
	City Cost	Assessable Cost	Total Cost
Improvements (assess)			
Sanitary Sewer Services	\$0	\$80,910	\$80,910
Sanitary Sewer Main (20%)	\$163,966	\$40,992	\$204,958
Water Services (100%)	\$0	\$53,505	\$53,505
Watermain (20%)	\$237,974	\$59,493	\$297,468
Easement Acquisition	\$5,000	\$0	\$5,000
Total	\$406,940	\$234,900	\$641,840

City Administrator Kim Schroeder noted MnDOT is asking Astera to remove the underground tunnel prior to 2025.

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

Public Hearing date set for June 13, 2023, at 5:00 pm.

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

Fire Chief Cody Yglesias:

Action Motion: Approve local fire department matching funds of \$1,090.05 to purchase a washer and dryer, by unanimous vote.

Item G – Maslowski Wellness and Research Center – Lisa Anderson

Lisa Anderson was absent.

Item H – Whitetail Run Golf Course – Kevin Ross

Kevin Ross was absent.

Item I – City Administrator – Kim Schroeder

Kim Schroeder had nothing to report.

Item J – Council Reports

Dan Sartell was absent.

Wade Miller thanked the Public Works Department for their efforts this winter.

Mark Lunde had nothing to report.

Jessie Gibbs had nothing to report.

Item K – Mayor’s Report – George Deiss

Announced the Board of Review meeting April 19, 2023, quorum needed.

A meeting was held with Merickel’s and Hide & Fur and stated they had been misinformed about their lots.

Kim Schroeder:

Updated the council that Ottertail County mailed local board of review notices with the incorrect meeting date, one week early. They remained at city hall for approx. 20 minutes, no one showed up. They’ll return April 19 as the correct date.

Updated the council and public that individual property owner meetings have been and continue to be held with staff and MnDOT regarding the Hwy 10 project. To the city’s knowledge a majority of the property owners are acceptingly satisfied and appreciate how they’ve had involvement with the decision process and outcome with the plan and design of their property.

Upcoming Meetings

A. April 19, 2023, 3:00 p.m. Local Board of Review and Adjustment (Quorum required)

B. May 9, 2023, Regular City Council Meeting

Adjournment

Action Motion: Adjourn at 5:50 p.m., by unanimous vote

Moved by: Lunde

Seconded by: Miller

Roll call vote: Gibbs, Lunde, Miller, Deiss



Kim Schroeder, City Administrator



George Deiss, Mayor