

**City of Wadena
Regular City Council Minutes
Tuesday, January 11, 2022**

1. Call to Order

The Wadena City Council held a regular meeting on Tuesday, January 11, 2021. 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, 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. Resolution No. 2022-01: Designating the Wadena Pioneer Journal Newspaper as the Official Newspaper
- D. Resolution No. 2022-02: Setting the Date and Time for the 2022 Regular City Council Meetings
- E. Resolution No. 2022-03: Appointing Council Member Bruce Uselman as the Acting Mayor
- F. Resolution No. 2022-04: Designating the 2022 Official Depositories for City Funds
- G. Resolution No. 2022-05: Designating Pederson and Pederson PA as the City's 2022 Criminal and Civil Legal Counsel
- H. Resolution No. 2022-06: Designating the Annual City Election Polling Place
- I. Action Memorandum 22-01: Approve Hiring Michelle Anderson and Jackson Card at the Wellness Center
- J. Action Memorandum 22-02: Approve Issuing Wadena Elks Lodge #2386 Liquor License for 210 Jefferson Street South
- K. City Council Meeting Minutes:
 - a. August 31, 2021, Special Meeting
 - b. November 9, 2021, Regular Meeting
 - c. December 14, 2021, Regular Meeting
 - d. December 21, 2021, Special Meeting

Main motion: Approve the Consent Calendar Items

Moved by:	Lunde
Seconded by:	Uselman
Action:	Motion carried by unanimous voice vote
Roll call vote:	Lunde, Miller, Uselman, Deiss
Opposed:	None

4. Unfinished Business

5. New Business

Item A – Update from DDA on Job Search for City Administrator

Interim City Administrator David Evans expanded on resuming the search for a City Administrator.

Item B – Resolution No. 2022-07: Confirming the Mayor’s Reappointment of Tricia Taggart to the Library Board

Main motion: Adopt Resolution No. 2022-07

Moved by:	Miller
Seconded by:	Uselman
Action:	Motion carried by unanimous voice vote
Roll call vote:	Lunde, Miller, Uselman, Deiss
Opposed:	None

Item C – Resolution No. 2022-08: Confirming the Mayor’s Appointment of Brad Swenson to the Housing and Redevelopment Board

Mayor George Deiss stated Brad Swenson was the only applicant for the Housing & Redevelopment Board.

Main motion: Adopt Resolution No. 2022-08

Moved by:	Lunde
Seconded by:	Uselman
Action:	Motion carried by unanimous voice vote
Roll call vote:	Lunde, Miller, Uselman, Deiss
Opposed:	None

Item D – Action Memorandum 22-04: Approve Placement of Civic Club Signs at Wadena Entrance Sign Locations

Interim City Administrator David Evans expanded on location of the signs.

Main motion: Approve Action Memorandum 22-04

Moved by:	Lunde
Seconded by:	Miller
Action:	Motion carried by unanimous voice vote
Roll call vote:	Lunde, Miller, Uselman, Deiss
Opposed:	None

Item E – Action Memorandum 22-05: Award the Water Tower Refurbish Contract to be Completed in 2022

Tabled.

Item F – Action Memorandum 22-06: Authorize Bolton & Menk to Advertise for Bids for Utility Improvements on the TCHC Site, Along Greenwood Ave and on State Hwy 10

Interim City Administrator David Evans expanded on location of utility improvements.

Main motion: Approve Action Memorandum 22-06

Moved by:	Lunde
Seconded by:	Miller
Action:	Motion carried by unanimous voice vote
Roll call vote:	Lunde, Miller, Uselman, Deiss
Opposed:	None

Item G – Action Memorandum 22-07: Vote for Sourcewell Board of Directors

Mayor Deiss expanded on the two candidates for Sourcewell Board of Directors.

Main motion: Approve Action Memorandum 22-07 voting for Bill Stearns

Moved by:	Miller
Seconded by:	Uselman
Action:	Motion carried by unanimous voice vote
Roll call vote:	Lunde, Miller, Uselman, Deiss
Opposed:	None

Item H – Action Memorandum 22-08: Approve the 2022 City Employee Wellness Program

Interim City Administrator David Evans expanded on 2022 wellness program and the reduced membership prices at the MWRC for city employees.

Main motion: Approve Action Memorandum 22-08

Moved by:	Lunde
Seconded by:	Miller
Action:	Motion carried by unanimous voice vote
Roll call vote:	Lunde, Miller, Uselman, Deiss
Opposed:	None

Item I - Resolution No. 2022-09: Authorize Submission of an Application for a MnDOT Limited Use Permit for Amenities on the MnDOT Owned Bare Lots at the Intersection of HWY 10 and HWY 71

Public Works Director Dan Kovar stated the application he previously submitted was the wrong one. He will submit the correct one.

Main motion: Approve Action Memorandum 22-09

Moved by:	Lunde
Seconded by:	Uselman
Action:	Motion carried by unanimous voice vote
Roll call vote:	Lunde, Miller, Uselman, Deiss
Opposed:	None

Item J - Resolution No. 2022-10: Adopting the 2022 City of Wadena Part-time Wage Scale

Interim City Administrator David Evans expanded on corrected calculations for part-time wages.

Main motion: Approve Action Memorandum 22-10

Moved by:	Uselman
Seconded by:	Miller
Action:	Motion carried by unanimous voice vote
Roll call vote:	Lunde, Miller, Uselman, Deiss
Opposed:	None

Item K – Resolution No. 2022-11: Confirming the Mayor’s Reappointment of Jeffrey Browne to the Wadena Development Authority Board

Mayor Deiss stated Jeffrey Browne would like to serve again.

Main motion: Approve Action Memorandum 22-11

Moved by:	Uselman
Seconded by:	Lunde
Action:	Motion carried by unanimous voice vote
Roll call vote:	Lunde, Miller, Uselman, Deiss
Opposed:	None

6. Department Reports**Item A - Public Works Department**

Director Dan Kovar

- Expanded on the installation of new parking signs;
- Spoke of request received to install no parking signs in BN park at the electric charging station;
- Stated the snow removal had been going well; and
- Expanded on completion of Greenwood Ave sanitary sewer design.

Item B – Utilities Department

Superintendent David Evans spoke of phone calls received about concerns of snow buried fire hydrants in town.

Item C - Wadena Development Authority & Planning and Zoning

WDA Director Dean Uselman:

- Spoke of Folkestad East Addition and a request to the county board to partner with them for housing development; and
- Spoke of completed sale of the business park lot for car wash, construction will start in the spring.

P & Z Director Dean Uselman:

- Spoke of public hearing January 11, 2022, regarding plat proposal adjacent to the new airport, and his opposition to not having restrictive covenances on the lots, that relate to airport zoning;
- Spoke of upgrading the City Code; and
- Spoke of the finalized plat for the old airport and new proposal for the council.

Item D - Police Department

1. December Activity Report

Police Chief Naomi Plautz spoke of Region 5 Sourcewell meeting held and one of the discussions about helping fund Lexipol. Lexipol is a private company based in Frisco, Texas that provides standardized and customized policy manuals, training bulletins, and consulting services to law enforcement

Item E – Fire Department

1. December Activity Report
2. January 5, 2022, Minutes

Fire Chief Cody Yglesias was absent.

Item F - Wadena Liquor Store

1. December Revenue

Manager Tim Booth was absent.

Item G - Maslowski Wellness and Research Center

1. December Revenue

Manager Eric Robb was absent.

Item H – Whitetail Run Golf Course

Manager Kevin Ross was absent.

Item I – Interim City Administrator

David Evans:

- Set special meeting for Tuesday, January 18, 2022, for the TCHC/Greenwood Avenue Utilities Extension Project;
- Set public hearing for Tuesday, February 15, 2022, for the properties adjacent to the TCHC/Greenwood Avenue Utilities Extension Project;
- Spoke of the tax abatement committee meeting on Wednesday, January 19, 2022;
- Spoke of uses for ARPA monies; and
- Spoke of the Federal OSHA vaccine policy.

Item J – Council Reports

Bruce Uselman had nothing to report.

Wade Miller thanked public works department for keeping the streets plowed.

Mark Lunde had nothing to report.

Jessie Gibbs was absent.

Item K - Mayor's Report

1. 2022 Committee Assignments

George Deiss:

- Spoke of a thank you card received from Hilltop Regional Kitchen thanking the City of Wadena for their support; and
- Expanded on upcoming special meeting agenda.

Adjournment

Main motion: Adjourn at 5:40 p.m.

Moved by:	Miller
Seconded by:	Uselman
Action:	Motion carried by unanimous voice vote
Roll call vote:	Lunde, Miller, Uselman, Deiss
Opposed:	None

David Evans, Interim City Administrator

George Deiss, Mayor