

**City of Wadena
Regular City Council Minutes
Tuesday, May 9, 2023**

1. Call to Order

The Wadena City Council held a regular meeting on Tuesday, May 9, 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, Mark Lunde, Dan Sartell, and Wade Miller. Absent: Jesse Gibbs

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. City Council Meeting Minutes:

1. April 11, 2023, Regular Meeting

2. April 25, 2023, Special Meeting

D. Resolution No. 2023-21: Accepting Donations

E. Action Memorandum 23-37: Approve Wadena Ag Society Temporary Liquor License

F. Action Memorandum 23-41: Public Works Dept, Seasonal Part-time Hire

G. Action Memorandum 23-42: Fire Dept, Firefighter Hires

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

Moved by: Lunde

Seconded by: Miller

Roll call vote: Lunde, Miller, Sartell, Deiss

4. Unfinished Business

5. New Business

Item A – Ordinance No. 245: Amending City Code Section 152.58(A) and Add Section 152.58(B) of Ordinance No. 152, Zoning (Tiny Houses), Second Reading

WDA and Planning & Zoning Director Dean Uselman stated all changes have been presented at the previous council meeting and has been published in the Pioneer Journal.

Mayor George Deiss presented the second reading. No individuals were present in support or opposition.

Action Motion: Adopt Ordinance No. 245, by roll call vote.

Moved by: Lunde

Seconded by: Sartell

Roll Call Vote: Lunde, Miller, Sartell, Deiss

Utility Superintendent David Evans expanded on changes made by Congress allowing WAPA hydroelectric to qualify for renewable energy certificates, the certificates need to be managed according to WAPA Upper Great Plains Region REC Program and Principles and General Power Contract Provisions. MRES is authorized to manage WAPA allocated REC's on behalf of the City of Wadena.

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

Mayor George Deiss thanked David Evans for his time as Interim City Administrator and for assisting Kim Schroeder in the role.

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

WDA/Planning & Zoning Director Dean Uselman stated the Planning Commission reviewed the preliminary plat and recommend approval. Three written responses were received from residents with no objection.

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

City Administrator Kim Schroeder stated that Public Works Director Dan Kovar will work with Noah Drange on placement and ongoing maintenance.

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

Project Manager Phil Martin with Bolton & Menk expanded on the Hwy 10 water & sewer expansion project, from 3rd St NW west to CSAH 92. The preliminary engineering report proposal is \$54,350.00.

Action Motion: Approve the Bolten & Menk Hwy 10 preliminary engineering report by unanimous vote.

Seconded by:	Miller
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Roll Call Vote: Lunde, Miller, Sartell, Deiss

Item G – Action Memorandum 23-40: June Jubilee, Street Closure Request

Police Chief Naomi Plautz expanded on the 24-hour Aldrich Ave Street closure request, effected residents can park in the Super One parking lot.

Action Motion: Approve temporary closure of Aldrich Ave SW from Jefferson Street S to 2nd Street SW beginning Friday, June 9th, 5:00 pm through Saturday, June 10, 10:00 pm, by unanimous vote.

Seconded by:	Sartell
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Roll Call Vote: Lunde, Miller, Sartell, Deiss

6. Meeting Open to the Public at 5:15 pm

No one present.

7. Department Reports

Public Works – Dan Kovar: Absent.

Utilities Superintendent – David Evans

- Hydrant flushing has begun.
- Completing several gas and communication locates in town.
- Will be attending the MRES annual meeting in Sioux Falls.

Wadena Development Authority and Planning & Zoning – Dean Uselman

WDA

- Announced the bakery will be re-opening with a new investor.
- Updated there's a delay in the Folkestad East housing project due to the timeline of getting the concrete manhole structures.

P & Z

- Mobile homes on the NE side of the Wadena Village mobile home park are encroaching into the right of way. A right-of-way use agreement is being developed with attorney Jeff Pederson for a suitable solution to allow Wadena Village to continue use and update and improve the homes on the property.
- A hydroponic greenhouse is interested in the Hollowell Farm location.

Police Department – Naomi Plautz

- Every two years a body camera stored data audit is performed. After reviewing approx. 100 calls, the audit passed with flying colors. Worth noting also, Wadena PD received accolades for having a perfect audit; the state has not seen such organization with other departments and was very pleased.

Item E – Fire Department – Cody Yglesias

- Four applications were received for open firefighter positions, two recommended for hire.
- Firefighter training continues.
- Grass fire season should be over soon.

Item F – Wadena Liquor Store – Tim Booth

- Having difficulties getting a contractor committed to repairing the building after being hit by a vehicle. Known damages at this time total approx. \$5,200; lost sales \$3,809.08, breakage \$1,357.48, and extra employee clean up \$34.00.

Item G – Maslowski Wellness and Research Center – Lisa Anderson

- Membership numbers are climbing and consistent to pre-covid enrollments.
- Announced swimming lessons started.

Item H – Whitetail Run Golf Course – Kevin Ross

Kevin Ross was absent.

Item I – City Administrator – Kim Schroeder

- Notices were sent to union stewards requesting to start discussions on preliminary health insurance and cost of living discussions.

Item J – Council Reports

Dan Sartell:

- Thanked MWRC Manager Lisa Anderson for emailing an update on the MWRC, would like to see updates from other department heads.
- Spoke of the budget process and bidding out for credit card fees.
- Inquired about Hwy 10 Project.
- Spoke of getting a Nuisance Committee formed.
- Announced Wadena Lions \$5,000 donation to Tapley Park.

Wade Miller had nothing to report.

Mark Lunde:

- Announced the airport Fly-In is scheduled June 24, 2023.
- Discussed forming a committee for airport-related issues to help make the airport more user friendly.

Jessie Gibbs was absent.

Item K – Mayor's Report – George Deiss

- Expanded on newly elected officers for Partners for a Healthy Wadena; and
- Reported new library punch list items: leaking spots found on the roof that need repair, the gate won't move and needs to be fixed, weather stripping around the door needs installation, and the shelving damage continues to be worked on with only one left for replacement.

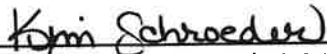
Upcoming Meetings

- A. June 13, 2023, Hwy 71 Proposed Improvements Assessment Public Hearing
- B. June 13, 2023, Regular City Council Meeting

Adjournment

Action Motion: Adjourn at 5:35 p.m., by unanimous vote

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



Kim Schroeder, City Administrator



George Deiss, Mayor