

**City of Wadena
Regular City Council Minutes
Tuesday, August 4, 2020**

1. Call to Order

The Wadena City Council held a regular meeting on Tuesday, August 4, 2020. Mayor Deiss called the meeting to order at 5:00 p.m. Due to the Emergency Order declared by Governor Walz, this meeting was held as provided by Minnesota Statute 13D.021. The meeting was open to the public and was held by electronic means.

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, 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. Approval of Consent Calendar Items

1. Claims as Presented for Payment
2. City Administrator's Monthly Financial Report
3. Action Memorandum 20-83: Approve Hiring Tyler Savaloja as a Part-time Wadena Police Department Police Officer
4. Action Memorandum 20-84: Approve Hiring Five Part-time Lifeguards at the Maslowski Wellness and Research Center
5. Action Memorandum 20-87: Accept a Parks Foundation Donation for Black's Grove Bridge Repainting Project and Benches in Burlington Northern Park
6. Action Memorandum 20-88: Approve Issuing a Temporary Liquor License to Wadena VFW Post 3922
7. Action Memorandum 20-89: Approve Issuing a Temporary Liquor License to Drastic Measures Brewery
8. Action Memorandum 20-90: Approve a Peddler License for Veronika Kunikova of Southwestern Advantage

B. Approval of Minutes

1. City Council meeting minutes:
 - a. July 14, 2020, Regular Meeting

Main motion: Approve the Minutes and Consent Calendar

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

4. Public Hearing

5. Unfinished Business

6. New Business

Item A – Second Reading – Ordinance No. 233, 3rd Series: Amending Wadena Code of Ordinances Chapter 152.55: Sign Regulations

City Administrator Janette Bower stated the ordinance amended the city code to include language to allow temporary signs in the public right of way for any three consecutive days.

Police Chief Naomi Plautz clarified the signs were allowed along city streets not highways and suggested having special requests for longer events to have prior approval by City Administrator.

Main motion: Adopt Ordinance No. 233, 3rd Series

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

Main motion: Amend Ordinance No. 233, 3rd Series to include prior approval for special events from the City Administrator

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

Item B – Resolution No. 2020-31: Approving the CAREs Act Coronavirus Relief Fund (CRF) Expenditures and Authorizing the Applicable Transfers

City Administrator Janette Bower:

- Expanded on the strict guidelines for how the \$ 312,662 CAREs Funds were spent;
- Stated an expense report needed to be submitted by August 11, 2020, which may get rejected or need more explanation;
- Spoke of recalls on hand sanitizers and possible long-term side effects; and
- Expanded on the current expenditures amount of \$131,749.13 due to COVID-19.

Main motion: Approve Resolution No. 2020-31

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

Item C – Action Memorandum 20-85: Approve Issuing a Contract for the Bird Enclosure and Horseshoe Pit Fence Removal and Replacement Project

Public Works Director Dan Kovar expanded on two quotes received and recommended hiring low bidder Oberg Fence for \$19,350 and stated they have done work many times in the past for the City of Wadena.

Main motion: Postpone Action Memorandum 20-85

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

Item D – Action Memorandum 20-86: Authorize Converting the Previously Approved COVID-19 Emergency Minnesota Investment (MIF) Loan Program Loans to Grants Under the CAREs Act Coronavirus Relief Fund (CRF)

City Administrator Janette Bower:

- Stated the CRF permitted the city to issue grants to small businesses for costs associated with business interruption caused by required closure; and
- Explained the loans will be examined to ensure they fit within the CRF grant guidelines and if the approved business loan fits within the entire guidelines, the loan will be converted to a grant and any remainder will remain a loan.

Main motion: Approve Action Memorandum 20-86

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

7. Meeting Open to the Public

No one present.

8. Department Reports

Item A - Public Works Department

Public Works Director Dan Kovar:

- Stated the concrete pad for the benches was poured at the splash pad;
- Stated the overlay was completed in the southwest side of town; and
- Expanded on multiple requests for additional stop signs in the southwest side of town.

Item B - Utilities Department

Superintendent Dave Evans stated the electronic car charging station was installed and a tech will come next week for activation.

Item C - Wadena Development Authority & Planning and Zoning

Planning & Zoning Director Dean Uselman

- Stated MMCDC started to prepare for construction on their first house located in Folkestad's East Addition;
- Stated there was a lot of interest in new construction in Folkestad's East Addition; and
- Stated Mercury Mosiac's signed their lease, paid 6 months rent, and were looking for a local general manager.

Item D - Police Department

1. July Activity Report

Police Chief Naomi Plautz:

- Stated she received several calls for additional stop signs in southwest Wadena; and
- Stated she talked to several business owners and residents about the mandatory face masks.

Item E – Fire Department

1. July Report

Fire Chief Cody Yglesias was absent.

Item F - Wadena Liquor Store

1. July Liquor Store Revenue

Liquor Store Manager Tim Booth spoke of the Hwy 10 constructions impact on sales for the month of July.

Item G - Maslowski Wellness and Research Center

1. July MWRC Revenue

MWRC Manager Eric Robb

- Spoke of the mandatory face masks and members wanting to put their memberships on hold due to COVID-19; and
- Expanded on MN State High School League and the impact on the high school athletes.

Item H – Whitetail Run Golf Course

Golf Course Manager Kevin Ross was absent.

Item I - City Administrator

Janette Bower:

- Spoke of the August 18, 2020 General Fund Budget meeting and regular items on the agenda; and
- Stated the state certified the local government aid in the full amount the City was scheduled to receive.

Item J – Council Reports

Bruce Uselman commented on people moving into the area due to COVID-19.

Mark Lunde had nothing to report.

Jessie Gibbs thanked everyone for all their hard work during the COVID-19 pandemic.

Wade Miller had nothing to report.

Item K - Mayor's Report

George Deiss:

- Announced the 2020 Census Bureau will have employees in the neighborhoods soon for anyone who has not filed the 2020 Census; and
- Stated WHRA was looking for volunteers to help install flooring on the WDC School house project.

Adjournment

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

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

Janette M. Bower, City Administrator

George Deiss, Mayor