

**City of Wadena
Regular City Council Minutes
Tuesday, September 11, 2018**

1. Call to Order

The Wadena City Council held a regular meeting on Tuesday, September 11, 2018. 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 Wade Miller Deb Wiese Jessie Gibbs

3. Consent Calendar

- A. City Council meeting minutes: August 14, 2018
- B. Claims as presented for payment
- C. City Administrator’s Monthly Report: August 2018
- D. Police Department Activity Report: August 2018
- E. Wellness Center: August Statistics

Main motion: Approve the Consent Calendar

Moved by:	Wiese
Seconded by:	Gibbs
Action:	Motion carried by unanimous voice vote
In favor:	Deiss, Miller, Wiese, Gibbs
Opposed:	None

4. Unfinished Business

5. New Business

Item A – Public Hearing: Resolution No. 09-01-18: Vacating a Portion of Dayton Avenue

WDC School Superintendent Lee Westrum:

- Explained that in the planning stages of the WDC Elementary School Reconstruction Project, the consulting firm did an educational adequacy audit to measure classrooms, cafeteria, etc. to compare it to standards for public schools. It was discovered the school bus drop off and pick up zone were far from ideal;
- Commented the six school board members were in support of vacating a portion of Dayton Avenue to better the safety of the children;
- Commented some property owners were not in support; and
- Expanded on different options available for parking, playground and school bus drop off and pick up zone.

Greg Anderson, 414 3RD St SW:

- Voiced his opposition with vacating a portion of Dayton Avenue;
- Showed a list of affected area property owners that were opposed; and
- Stated parking was the primary issue.

Amos Self, 411 2ND St SW:

- Voiced his opposition with vacating a portion of Dayton Avenue;
- Expanded on his thoughts for an alternate plan that didn’t vacate a portion of Dayton Avenue;
- Stated the plan wouldn’t solve neighborhood parking problems, and would choke out the homeowners; and
- Voiced his concerns as a property owner for property space and the potential for the school property being too close to neighboring property owners.

Craig Folkestad, 415 2ND St SW:

- Voiced he wasn’t opposed to vacating a portion of Dayton Avenue;
- Expanded on options presented; and
- Stated Amos Self’s plan created more parking and a barrier for the playground.

Toby Pierce, 16 Dayton Ave, inquired if the portion of the Dayton Avenue could be closed during school hours and opened afterwards versus vacating.

Elementary Principal Louie Rutton stated the bus loading zone has always been a safety issue.

Council Member Jessie Gibbs:

- Inquired about the safety requirements on the different plans; and
- Inquired of the potential of additional parking spaces on the south side of playground.

Mayor George Deiss:

- Expanded on his conversations with residents who had signed the petition; and
- Stated some of the residents were not opposed and has signed the petition because they didn't completely understand the issue.

Council Member Wade Miller inquired if the portion of Dayton Ave that would remain open could become a two way street.

Police Chief Naomi Plautz:

- Stated she had seen the other considered plans;
- Voiced her respect for both the school and the neighborhood; and
- Expanded on her opinion the plan proposed tonight was the best option.

Council Member Deb Wiese:

- Expanded on playground exposure and safety concerns for the children;
- Stated she felt the parking was in need of improvement; and
- Asked to hear everyone's primary objection to vacating a portion of Dayton Avenue.

Main motion: Close public portion of hearing at 6:02 p.m.

Moved by:	Miller
Seconded by:	Wiese
Action:	Motion carried by unanimous voice vote
In favor:	Deiss, Miller, Wiese, Gibbs
Opposed:	None

The Council consented to table the matter until the October 9, 2018, regular meeting.

Item B – Resolution No. 09-02-18: Accepting a Planned Alley from Wadena-Deer Creek School District

The Council consented to table the matter until the October 9, 2018, regular meeting.

Item C – Resolution No. 09-03-18: Adopting the Preliminary 2019 Tax Levy

City Administrator Janette Bower:

- Expanded on the Preliminary 2019 Tax Levy;
- Explained that year to year the bond levies can go up or down; and
- Stated the final levy can go down but it cannot go up.

Main motion: Adopt Resolution No. 09-03-18

Moved by:	Miller
Seconded by:	Wiese
Action:	Motion carried by unanimous voice vote
In favor:	Deiss, Miller, Wiese, Gibbs
Opposed:	None

Mayor George Deiss announced the December 11, 2018, Truth & Taxation Hearing.

Item D – Resolution No. 09-04-18: Approving the 2019 Wadena Housing and Redevelopment Authority Tax Levy

City Administrator Janette Bower stated the request was the same as previous years.

Main motion: Adopt Resolution No. 09-04-18

Moved by: Gibbs
 Seconded by: Wiese
 Action: Motion carried by unanimous voice vote
 In favor: Deiss, Miller, Wiese, Gibbs
 Opposed: None

Item E – Resolution No. 09-05-18: Authorizing the 2019 Wadena Development Authority Mandatory Tax Levy

City Administrator Janette Bower stated the levy was the same as previous years.

Main motion: Adopt Resolution No. 09-05-18

Moved by: Wiese
 Seconded by: Miller
 Action: Motion carried by unanimous voice vote
 In favor: Deiss, Miller, Wiese, Gibbs
 Opposed: None

Item F – Resolution No. 09-06-18: Authorizing the 2019 Wadena Development Authority Discretionary Tax Levy

City Administrator Janette Bower stated the levy was the same as previous years.

Main motion: Adopt Resolution No. 09-06-18

Moved by: Wiese
 Seconded by: Gibbs
 Action: Motion carried by unanimous voice vote
 In favor: Deiss, Miller, Wiese, Gibbs
 Opposed: None

Item G – Approve the Commercial Refuse Collection License Application Submitted by G & T Sanitation

City Administrator Janette Bower stated the application was in the packet and there were no issues with the background check.

Tim Nolte:

- Spoke of the need for garbage pick-up;
- Voiced concern about other refuse collection companies coming in to Wadena;
- Stated they would provide garbage containers but customers can use their own;
- Stated they provide recycling in some towns but the amount of customers and the cost would determine if they would provide it in Wadena; and
- Announced they are licensed in Wadena, Ottertail, Hubbard, & Becker counties.

Main motion: Approve G & T Sanitation license application.

Moved by: Gibbs
 Seconded by: Miller
 Action: Motion carried by unanimous voice vote
 In favor: Deiss, Miller, Wiese, Gibbs
 Opposed: None

Item H – Authorize Step Increases for Mike Cottrell and Jayne Koranda

Public Works Director Dan Kovar completed WWTP Foreman Mike Cottrell's evaluation and recommended a step increase from Step 5 at \$28.74 to Step 6 at \$29.65 effective July 9, 2018.

Main motion: Approve Mike Cottrell's step increase.

Moved by: Miller
 Seconded by: Wiese
 Action: Motion carried by unanimous voice vote
 In favor: Deiss, Miller, Wiese, Gibbs
 Opposed: None

City Administrator Janette Bower stated she had not completed Customer Service/Billing Clerk Jayne Koranda's evaluation but recommended a step increase from Step 2 at \$18.92 to Step 3 at \$19.82 effective September 25, 2018.

Main motion: Approve Jayne Koranda's step increase.

Moved by:	Wiese
Seconded by:	Miller
Action:	Motion carried by unanimous voice vote
In favor:	Deiss, Miller, Wiese, Gibbs
Opposed:	None

Item I – Authorize the Submission of a Grant Application for a Fire Department Gear Dryer

Fire Chief Dean Uselman:

- Explained the grant application for a gear dryer was the same as the previous gear washer grant;
- Stated the required matching funds would come out of the equipment budget and electrical expenses would come out of building maintenance fund; and
- Expanded on maximum grant amount of \$8,000 and the 10% required match.

Main motion: Authorized approving grant submission.

Moved by:	Miller
Seconded by:	Gibbs
Action:	Motion carried by unanimous voice vote
In favor:	Deiss, Miller, Wiese, Gibbs
Opposed:	None

Item J – Authorize the Hire of a New Employee at the Maslowski Wellness & Research Center

Wellness Director Eric Robb recommended to hire Eugene Skoog as the part time maintenance person.

Main motion: Authorize to hire Eugene Skoog.

Moved by:	Wiese
Seconded by:	Gibbs
Action:	Motion carried by unanimous voice vote
In favor:	Deiss, Miller, Wiese, Gibbs
Opposed:	None

Item K – Accept Resignation of Police Officer Aaron White

Mayor George Deiss:

- Stated Police Officer Aaron White had resigned effective October 31, 2018; and
- Expressed gratitude toward Aaron White for his years of service.

Main motion: Accept resignation of Police Officer Aaron White.

Moved by:	Miller
Seconded by:	Wiese
Action:	Motion carried by unanimous voice vote
In favor:	Deiss, Miller, Wiese, Gibbs
Opposed:	None

6. Meeting Open to the Public – 6:30 pm

Resident Kent Scheer:

- Expanded on the Hwy 71 & Hwy 10 Reconstruction that will take place;
- Stated MnDOT could designate a surplus right of way to the city on the property located along the Highway 10 corridor; and
- Requested the city create a subcommittee to come up with a plan such as open space or green space for the property.

Resident Toby Pierce:

- Commented he noticed the flag in BN Park was not flown at half-staff for Senator McCain but the other flags in town were;
- Mentioned limiting tobacco sales to ages 21 and under;
- Spoke of the blank sign by Traveler's Park and volunteered to help;

- Spoke of excessive vehicle noise and would like law enforcement involvement;
- Referred to the entrance signs and asked that funds be budgeted for upgrades; and
- Spoke of people riding bicycles on sidewalks downtown and would like code requirements enforced.

Project Engineer Phil Martin, Bolton & Menk:

- Spoke of the letter received from the railroad on August 7, 2018, regarding Whistle Quiet Zone termination of the Constant Warning Timing Detection System (CWTDS) on the spur;
- Stated this portion would cost the city \$30,000 - \$300,000 to install;
- Announced the railroad determined the CWTDS was not required;
- Spoke of the letter received regarding PFA Clean Water Revolving Fund and the Drinking Water Revolving Fund for Hwy 10 Improvements informing the city was not qualified due to not having a complete facility plan; and
- Stated he would follow up on the letter and get clarification that we do qualify.

7. Department Reports

Item A – Street, Sewer and Parks Departments - Superintendent Dan Kovar reported Central Specialties started to drop off equipment to be used on CSAH 4 Project.

Mayor George Deiss commented about debris on gutter covers.

Council Member Deb Wiese inquired about use of weed control around the fence at the airport.

Item B – Electric and Water Departments - Superintendent Dave Evans was not present.

Item C – Liquor Store - Manager Tim Booth had nothing to report.

Item D –WDA - Director Dean Uselman:

- Reported on Mercury Mosiacs site visit at the end of the September; and
- Reported Super One was working on design modifications and layouts.

Planning and Zoning - Director Dean Uselman reported the department had been busy issuing permits for several last minute projects from property owners.

Fire Department - Fire Chief Dean Uselman reported on several of the fundraisers for the Fire Department.

Item E – Police Department - Police Chief Naomi Plautz:

- Asked for feedback on the School Resource Officer position;
- Announced Nick Grabe would attend training for school threats; and
- Announced she would meet with a MnDOT employee for No Parking sign placement by school on Hwy 29.

Item F – Wellness Center - Manager Eric Robb had nothing to report.

Item G – Golf Course - Manager Kevin Ross was not present.

Mayor George Deiss commented on the number of tournaments held this year at the golf course.

Item H – City Administrator Janette Bower:

- Announced and greeted George Deiss' birthday;
- Announced the meeting scheduled for Monday, September 17, 2018 on Hwy 10 Funding;
- Reported continual update of city forms along with the police department; and
- Announced Employee Golf Outing scheduled for September 18, 2018 and invited all employees and Council Members to join.

Item I – Council Reports

Council Member Jessie Gibbs had nothing to report.

Council Member Deb Wiese had nothing to report.

Council Member Bruce Uselman was not present.

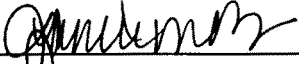
Council Member Wade Miller had nothing to report.

Item J – Mayor George Deiss:

- Reported that people have jumped over the chains, littered and used Partners for a Healthy Wadena's Wi-Fi at the Bandstand; and
- Referred to the heated discussion during the Public Hearing on Vacating a Portion of Dayton Avenue and stated the safety of the children as most important.

8. Adjournment**Main motion: To adjourn the meeting**

Moved by:	Miller
Seconded by:	Gibbs
Action:	Motion carried by unanimous voice vote
In favor:	Deiss, Miller, Wiese, Gibbs
Opposed:	None



Janette M. Bower, City Administrator

George Deiss, Mayor