

**City of Wadena
Special City Council Minutes
Tuesday, March 24, 2021**

Call to Order

The Wadena City Council held a special meeting on Tuesday, March 24, 2021. Mayor Deiss called the meeting to order at 5:00 p.m. The Wadena City Council met in person in the Council Chambers. The meeting was open to the public. Members of the public who choose to listen but not attend in person due to COVID related concerns used video-conferencing or dial in using phone.

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

Wadena Library Project

City Administrator Janette Bower:

- Expanded on the possibility of marking parking spaces for the library;
- Expanded on the Local Sales Tax Option for the 2022 ballot;
- Spoke of potential deed restrictions on the new building;
- Expanded on the cost of getting the current building appraised; and
- Expanded on the condition of the water tower and the potential upcoming expenses.

BKV Group, Partner Bruce Schwartzman:

- Expanded on phased and full projects;
- Expanded on Construction Manager proposals from CGI (Contegrity Group, Inc.), Kraus-Anderson, & RJM Construction; and
- Expanded on the next steps and preparing contract documents.

BKV Group, Associate Partner Susan Morgan:

- Expanded on Focused Renovation 2020 total cost of \$2,793,468 & Focused Renovation 2021, with future construction, total cost of \$3,644,440;
- Expanded on options for first and lower level;
- Explained the reading garden addition;
- Expanded on use of security cameras in the lower level;
- Expanded on restrooms and the possibility of having one located near the children's area;
- Expanded on the media area in the old vault;
- Expanded on parking options;
- Expanded on options for better staff's view of the children's area;
- Expanded on the condition of the water tower and the potential upcoming expenses; and
- Spoke of Library Construction Grants which could be available in two years.

Library Manager Renee Frethem:

- Expanded on parking spaces and parking lot options;
- Expanded on pledges received, future pledges, and funds balance for the library project; and
- Spoke of proceeds from the sale of existing building going into the library project.

Luther Nervig spoke of potential options to raise more money.

WDA Director Dean Uselman stated the City owns Lots 10, 11 & 12 of Block 11.

Main motion: Approve hiring CGI as construction manager for the library project

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

Main motion: Approve the focus renovation plan

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

Resolution No. 2021-17: Authorizing Submission of an Application to the Community Roadside Landscape Partnership Program

City Administrator Janette Bower:

- Expanded on the partnership program; and
- Stated the application process requires a resolution authorizing submission of an application and designating a point of contact.

Main motion: Approve

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

Action Memorandum 21-28: Authorize Hiring Dustin Denny for the Streets Maintenance Worker Position

City Administrator Janette Bower:

- Announced Benjamin Mertens declined the offer of employment;
- Expanded on other applicants; and
- Stated Public Works Director Dan Kovar recommended hiring Dustin Denny for the Streets Maintenance Work Position.

Main motion: Approve Action Memorandum 21-28

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

City Administration Office Job Duties

City Administrator Janette Bower stated she would have updated job duties for April council meeting.

Adjournment

Main motion: Adjourn at 6:30 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