

**MINUTES
CITY OF DELANO
City Council/Economic Development Authority
Tuesday, May 18, 2010
7:00 PM**

1. CALL TO ORDER

Mayor Protem, Holly Schrupp, called the regular meeting of the Delano City Council/Economic Development Authority of Tuesday, May 18, 2010 to order at 7:04 PM.

PLEDGE OF ALLEGIANCE

2. ROLL CALL AND APPROVAL OF AGENDA

Members Present: Holly Schrupp, Mayor Pro-tem
Brad Hotchkiss, Council Member
Larry Bartels, Council Member
Betsy Stolfa, Council Member

Members Absent: Joe McDonald, Mayor

Also Present: Phil Kern, City Administrator
Vince Vander Top, City Engineer
Ernie Eden, Public Works Director
Marlene E. Kittock, City Clerk/AV Technician
Paula Bauman, Recorder

Motion Number (M-10-107) Motion by Betsy Stolfa, seconded by Brad Hotchkiss to approve the Agenda of the Delano City Council/Economic Development Authority of Tuesday, May 18, 2010 with the addition of 13B: Discuss Tax Increment Financing and removing 5I: Motion to approve the purchase and installation of the Weather Siren. Motion Carried.

3. MINUTES

A. Minutes of the regular City Council/Economic Development Authority meeting of Tuesday, April 20, 2010.

Holly Schrupp corrected the spelling of Mr. Estby.

Motion Number (M-10-108) Motion by Holly Schrupp, seconded by Brad Hotchkiss to approve the Minutes of the regular City Council/Economic Development Authority meeting of Tuesday, April 20, 2010 with the corrections made by Council. Motion Carried.

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4. SPEAKERS, PRESENTATIONS AND AWARDS

There was none.

5. CONSENT ITEMS

EDA

- A. Motion to approve Resolution EDA-10-02 approving the Management Assessment for Public Housing Agencies for the Crow River Villa.**
- B. Motion to approve the Quarterly Financial Report for the 4th Quarter of the fiscal year 2009-2010.**

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- C. Motion to approve the Out-of-State Travel Policy.**
- D. Motion to approve the hiring of summer/seasonal workers for the City of Delano Public Works Department.**
- E. Motion to approve the hiring of part-time staff at Delano Wine and Spirits.**
- F. Motion to approve the Dog Impound Agreement with Cross Roads.**
- G. Motion to approve a Public Facilities Lease for the use of the Central Park for the annual Pair-A-Dice Cruisers event on Saturday, August 14, 2010.**
- H. Motion to approve the request from the Garden Club for reimbursement of plantings along Bridge Avenue and Highway 12.**
- I. Motion to approve the purchase and installation of the Weather Siren.**

This item was removed from the Agenda.

Motion Number (M-10-109) Motion by Larry Bartels, seconded by Brad Hotchkiss to approve Consent Items 5A, 5C, 5E, 5F, 5G and 5H as submitted. Motion Carried.

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- 5B. Motion to approve the Quarterly Financial Report for the 4th Quarter of the fiscal year 2009-2010.**

Betsy Stolfa questioned if the dates on the Financial Report is correct. Phil Kern stated that he'd inquire with the Housing Coordinator if they were correct and could bring them back to a future meeting.

Motion Number (M-10-110) Motion by Larry Bartels, seconded by Betsy Stolfa to table the Quarterly Financial Report for the 4th Quarter of the fiscal year 2009-2010 to correct the dates on the document. Motion Carried.

- 5D. Motion to approve the hiring of summer/seasonal workers for the City of Delano Public Works Department.**

Betsy Stolfa questioned the funding of this position by the Delano Athletic Department. Phil Kern stated the Delano Athletic Department does pay a portion of the proceeds for maintenance of the youth softball and baseball field. They contribute \$3,000 toward that position.

Motion Number (M-10-111) Motion by Betsy Stolfa, seconded by Brad Hotchkiss to approve the hiring of the summer/seasonal workers for the City of Delano Public Works Department. Motion Carried.

- 6. CITY STRATEGY No. 1: Provide high quality infrastructure and services in a planned fiscally responsible manner.**

- A. Consider lease agreement with the Delano American Legion.**

Phil Kern stated in 2009 the City proceeded with the reconstruction of Bridge Avenue and aesthetic improvements to the boulevard areas. In addition to the aesthetic improvements the City included the closure of the Delano American Legion's western-most access point on Bridge Avenue to also increase the safety of the intersection. The Legion also transferred easement rights to an area at the corner of Highway 12 and Bridge Avenue for construction of the entry monuments and landscaping.

The City had agreed to swap with the Legion the vacant lot adjacent to the Legion's property for parking and other Legion-related activities. The State is requiring that the City not sell or donate the property to the Legion, but instead work out a lease agreement. Because of this requirement, the City Attorney has prepared the attached lease agreement, granting the Legion rights to use the property for up to 99 years. The Legion would be prohibited from

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constructing any permanent buildings or structures – with the exception of monuments or memorials. In the event that the Legion would sell its property – the lease agreement would not transfer to new owners.

Motion Number (M-10-112) Motion by Brad Hotchkiss, seconded by Larry Bartels to approve the lease agreement with the Delano American Legion. Motion Carried.

7. CITY STRATEGY No. 2: Ensure the City’s financial stability.

There was none.

8. CITY STRATEGY No. 3: Manage high quality growth consistent with the City’s Comprehensive Plan.

There was none.

9. CITY STRATEGY No. 4: Ensure a well-trained and productive workforce to meet the changes of the City.

There was none.

10. CITY STRATEGY No. 5: Increase accountability by measuring and evaluating service delivery.

There was none.

11. CITY STRATEGY No. 6: Continue to improve the City’s downtown.

There was none.

12. CITY STRATEGY No. 7: Encourage communication and ideas with residents and business owners.

There was none.

13. OTHER BUSINESS

A. Presentation by Fire Chief, Bob Van Lith, for the Delano Fire Department.

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Bob VanLith stated the Delano Fire Department services the City of Delano, along with portions of Franklin Township, Rockford Township and City of Independence. Van Lith reviewed the number of paged calls from 2004 – 2009.

The Delano Fire Department partners with the following: Wright County Sheriff's Department, West Hennepin Police Department, Hennepin County Sheriff, State Patrol, Three River Police Department, Ridgeview Ambulance, Allina Ambulance, North Memorial Ambulance, North Air Care, Life Link III and Wright County Public Health.

The Delano Fire Department works with mutual aid departments with the following: 14 Wright County Fire Departments, 10 Lake Region Mutual Aid takes in all Hennepin County, Unwritten Carver County, State Deputy Office, State Chemical Assessment Team (St. Cloud or Hopkins), State Fire Marshal Office, State Wide Mutual Aid, MN Department of Natural Resources, US Fish and Wildlife and Minnesota Pollution Control Agency.

The Department also partners with County Emergency Management, Home Land Security, Red Cross, Salvation Army, Wright County Fire Investigation Team, Wright County Project Life Saver, three Electric Companies and two underground gas companies.

In 2009 the members of the Department participated in 1233 hours of training; 47.42 hours per member. Twenty-four hours annual firefighter training, eight hours annual first responder, vehicle extrication, water rescue, haz-mat, confined space, high level rescue, trench rescue and weather watch.

The Department coordinates and participates in the following programs: Fire Prevention in October, Citizen Emergency Response Team (CERT), Nation Night Out (August 3, 2010), Department Fund Raisers and Misc. Community Events.

Council discussed the number of calls the Department go out to. Van Lith stated between 75 – 80% of the calls are medical. This is mainly due to the senior housing in town, health care facility, golden living centers and high school activities. Van Lith stated for calls between 6:00 AM – 10:00 PM whoever is in town needs to respond to calls; between 10:00 PM – 6:00 AM the Department rotates between who needs to respond.

Council thanked Bob VanLith for his hard work and commended the Department for their hard work.

B. Discuss Tax Increment Financing.

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Phil Kern stated he wanted to update Council as this was an item to be discussed on the Special Workshop. Kern stated the legislature this session have made a number of changes in regard to job growth within Cities. Included in those changes are amendments to TIF Tax Increment Financing. The changes allow for a much broader list of use and increased types of TIF usage. Staff will continue to explore these options and work with Springstead. Kern recommended the initial stages be put in motion to create a TIF District in the existing Industrial Park to encourage expansion for several projects that have stalled in recent years.

Motion Number (M-10-113) Motion by Larry Bartels, seconded by Betsy Stolfa to set up the declaration of a TIF District. Motion Carried.

- C. Attorney/Client Privilege: Discuss eminent domain action at 206 Babcock Boulevard.**

This item was discussed after City Claims.

14. COMMUNICATIONS AND ANNOUNCEMENTS

15. CLAIMS

- A. City Claims**

Motion Number (M-10-114) Motion by Brad Hotchkiss, seconded by Larry Bartels to approve the City Claims in the amount of \$225,632.71. Motion Carried.

- 13C. Attorney/Client Privilege: Discuss eminent domain action at 206 Babcock Boulevard.**

Motion Number (M-10-115) Motion by Brad Hotchkiss, seconded by Larry Bartels to enter into executive session for the purpose of discussing the eminent domain action at 206 Babcock Boulevard. Motion Carried.

Motion Number (M-10-116) Motion by Brad Hotchkiss, seconded by Larry Bartels to exit out of executive session. Motion Carried.

Motion Number (M-10-117) Motion by Larry Bartels, seconded by Brad Hotchkiss to approve the grant extension deadline to December 31, 2010. Motion Carried.

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Motion Number (M-10-118) Motion by Larry Bartels, seconded by Brad Hotchkiss to approve the relocation expenses in the amount of \$40,578.39 for the property owners at 206 Babcock Boulevard. Motion Carried.

Motion Number (M-10-119) Motion by Larry Bartels, seconded by Betsy Stolfa to approve the date extension to vacate the property at 206 Babcock Boulevard from June 15, 2010 to August 15, 2010. Motion Carried.

16. ADJOURNMENT

There being no further business to discuss the regular meeting of the Delano City Council/Economic Development Authority meeting of Tuesday, May 18, 2010 at adjourned at 8:40 PM.

Joe McDonald, Mayor

Marlene E. Kittock, City Clerk

ATTEST:

Paula Bauman, Recorder