

**MINUTES**  
**CITY OF DELANO**  
**City Council/Economic Development Authority**  
**Tuesday, September 21, 2010**  
**7:00 PM**

**1. CALL TO ORDER**

Mayor McDonald called the regular meeting of the Delano City Council/Economic Development Authority of Tuesday, September 21, 2010 to order at 7:00 PM.

**PLEDGE OF ALLEGIANCE**

**2. ROLL CALL**

**Members Present:** Joe McDonald, Mayor  
Brad Hotchkiss, Council Member  
Larry Bartels, Council Member  
Betsy Stolfa, Council Member

**Members Absent:** Holly Schrupp, Council Member

**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

Phil Kern recommended adding discussion under ‘Communication and Announcements’ regarding future meeting dates.

**Motion Number (M-10-205) Motion by Brad Hotchkiss, seconded by Betsy Stolfa to approve the Agenda for the regular meeting of the Delano City Council/Economic Development Authority of Tuesday, September 21, 2010 with the addition of discussion future meeting dates. Motion Carried.**

**3. MINUTES**

**A. Minutes of the Delano City Council/Economic Development Authority meeting of Wednesday, September 8, 2010.**

**Motion Number (M-10-206) Motion by Betsy Stolfa, seconded by Larry Bartels to approve the Minutes of the Delano City Council/Economic Development Authority meeting of Wednesday, September 8, 2010 as submitted. Motion Carried.**

**4. SPEAKERS, PRESENTATIONS AND AWARDS**

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There was none.

**5. CONSENT ITEMS**

**EDA:**

**A. Motion to approve the purchase of HUD recommended tenant management software – HAPPY Software.**

**City:**

**B. Motion to approve the demolition contract for 208 Babcock Boulevard West, Delano MN.**

Vince Vander Top stated the apparent low bidder is Jay Johnson Construction for the demolition of 208 Babcock Boulevard West in the amount of \$39,650. Vander Top stated an interview was held with Jay Johnson Construction to assure his bid included all work described in the bid documents. Vander Top discussed the following points: Jay Johnson Construction is low for three reasons: a) his bid on the contaminated soils is about \$10,000 low; b) he is about \$10,000 lower than the second bid on the building demolition; c) he is about \$10,000 lower on the remainder items. Jay Johnson is banking on not having to remove contaminated soil based on a conversation he had with the MPCA where he was told the contaminated soil could stay on site. While this may be correct, the bid documents included a bid item in case we hit new contamination and wanted it removed. Mr. Johnson was aware of this. Vander Top stated in the event that contaminated soil would need to be removed, Jay Johnson Construction would still be the low bidder. Vander Top stated the bid does not include any tank removal as Staff believes all tanks have been removed from the property. If there are additional tanks on the property; change orders would need to be submitted. Vander Top stated work should begin around October 1 and be complete by mid October.

Joe McDonald questioned if the contractor will be chipping the trees on site. Vander Top stated the trees will be chipped on site and discussed which trees will be removed.

**Motion Number (M-10-207) Motion by Brad Hotchkiss, seconded by Betsy Stolfa to approve Consent Items 5A and 5B as submitted. Motion Carried.**

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

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There was none.

- 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.**

- A. Minutes from the Planning Commission meeting of Monday, April 12, 2010.**

No discussion or motions taken.

- 13. OTHER BUSINESS**

There was none.

- 14. COMMUNICATIONS AND ANNOUNCEMENTS**

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Phil Kern stated with the General Election on November 2, 2010 the regularly scheduled meeting needs to be rescheduled. Council discussed Wednesday, November 3 and Thursday, November 4. Council agreed on Thursday, November 4; no motion taken.

Kern discussed the request to have a joint Council and Utility Commission meeting. Council discussed dates and agreed on Tuesday, October 12, 2010 at 7:00 PM.

Council announced the Homecoming celebration on Friday, October 8, 2010 and the Fall Harvest Festival on Saturday, October 9, 2010.

**15. CLAIMS**

**A. City Claims**

**Motion Number (M-10-209) Motion by Betsy Stolfa, seconded by Larry Bartels to approve the City Claims in the amount of \$426,627.09. Motion Carried.**

**16. ADJOURNMENT**

**Motion Number (M-10-210) Motion by Betsy Stolfa, seconded by Brad Hotchkiss to adjourn the regular meeting of the Delano City Council/Economic Development Authority of Tuesday, September 21, 2010. Motion Carried.**

There being no further business to discuss the regular meeting of the Delano City Council/Economic Development Authority of Tuesday, September 21, 2010 was adjourned at 7:26 PM.

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Joe McDonald, Mayor

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Marlene E. Kittock, City Clerk

ATTEST:

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Paula Bauman, Recorder