

MINUTES
CITY OF DELANO
SPECIAL WORKSHOP
City Council/Economic Development Authority
Tuesday, February 1, 2011
6:00 PM

1. CALL TO ORDER

Mayor Graunke called the Special Workshop of the Delano City Council/Economic Development Authority of Tuesday, February 1, 2011 to order at 6:00 PM.

2. ROLL CALL

Members Present: Dale Graunke, Mayor
Holly Schrupp, Council Member
Betsy Stolfa, Council Member
Dan Vick, Council Member
Derek Schansberg, Council Member

Members Absent: None

Also Present: Phil Kern, City Administrator
Mark Johnson, City Attorney
Bob Van Lith, Fire Chief
Ernie Eden, Public Works Director
Vince Vander Top, City Engineer
Paula Bauman, Recorder

3. SPECIAL ORDER OF BUSINESS

A. Discuss Water, Light and Power Commission

Mark Johnson discussed the general practices of City Council and the Delano Water, Light and Power Commission. The utility commission, when it was created, has its own responsibilities which include personnel matters. The Water, Light and Power Commission is a separate entity from the City Council and both entities are required to follow substantially the same rules and laws of the State of Minnesota. Council discussed their opinions of hiring policies of both the utility and Council and felt a request made towards the Water, Light and Power Commission advising them to have a written policy of hiring employees should be made. Council directed Staff to draft a letter of recommendations for policies on handling personnel issues by the Utility Commission and include the following: 1. Taking necessary steps to ensure the Commission's hiring and other personnel practices conform to MN state law. 2. Hold personnel accountable when their actions do not conform to law, commission directives or adopted personnel policies. 3. Consider adopting

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written personnel policies. 4. Consider Utilities personnel policies are uniform with the City of Delano's.

Motion Number (M-11-41) Motion by Betsy Stolfa, seconded by Dan Vick to send a letter of recommendations with respect to the handling of personnel issues by the Delano Utility Commission to include the following: 1. Taking necessary steps to ensure the Commission's hiring and other personnel practices conform to MN state law. 2. Hold personnel accountable when their actions do not conform to law, commission directives or adopted personnel policies. 3. Consider adopting written personnel policies. 4. Consider Utilities personnel policies are uniform with the City of Delano's. Motion Carried.

Council discussed the possibility of meeting with the Commissions and Committees on a quarterly basis. Staff stated that was done by past Councils and have found it hard to schedule. Council Liaisons have been appointed to each Commission and Committee and can report back to the Council.

B. Discuss flood and potential improvement projects.

After the spring floods in 2010 Staff had done an inventory of flood improvement projects that needed to be completed. Staff created an itemized list of areas that could be improved or create betterment, some properties have been identified, that at some point, could be purchased. Vander Top discussed cost estimates for each project stating there is possibility to seek grant funding for the projects. Kern stated a majority of the projects would not be completed before the spring flood but stated, if Council approves, an application should be submitted for state funding and staff and council can budget for the future projects. Council discussed the flood predictions for spring and inventory of materials.

4. ADJOURNMENT

Motion Number (M-11-42) Motion by Derek Schansberg, seconded by Dan Vick to adjourn the special workshop of the Delano City Council/Economic Development Authority of Tuesday, February 1, 2011. Motion Carried.

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There being no further business to discuss the special workshop of the Delano City Council/Economic Development Authority of Tuesday, February 1, 2011 was adjourned at 6:55 PM.

Dale J. Graunke, Mayor

Marlene E. Kittock, City Clerk

ATTEST:

Paula Bauman, Recorder