

**MINUTES  
CITY OF DELANO  
SPECIAL WORKSHOP  
City Council/Economic Development Authority  
Tuesday, June 28, 2011  
7:00 AM**

**1. CALL TO ORDER**

Mayor Graunke called the Special Workshop of the Delano City Council/Economic Development Authority of Tuesday, June 28, 2011 to order at 7:00 AM.

**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  
Brian Bloch, Finance Director  
Bob Van Lith, Chief – Fire Department  
Ernie Eden, Public Works Department  
Representatives from Delano Fire Relief Association  
Phil Carlberg, Jeff Shrode, Nick Werder and Jake Kittock  
Wendy Biel, Recorder

**3. SPECIAL ORDER OF BUSINESS**

**A. Update from Delano Fire Relief Association**

Representatives from the Delano Fire Relief Association (DFRA) presented their annual audit review to Council. They will need to select a new audit firm prior to year end 2011; Pilarski, Sinkel & Hanks Ltd will no longer be available to act on behalf of the DFRA. The DFRA current focus is filing their annual tax-exempt status; previously this was done every three years and has since been changed to annually.

Mayor Graunke thanked the Fire Department for their outstanding assistance beyond service calls; noting specifics of flood relief, traffic control, National Night Out, etc.

**B. Consider Resolution (R-11-18) outlining participation in State of Minnesota Performance Measurement Program**

Phil Kern reminded Council of previous discussion concerning the State of Minnesota Performance Measurement Program. Kern outlined many of the City's high level of standards which also correlate to the requirements noted in the 2011 Performance Measurement Program. Staff believes that by participating in this program, the City will continue determining efficiencies, improving services and acquiring residents opinion of those services.

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- 1. Resolution (R-11-18) adopting participation in 2011 Performance Measurement Program created by the Council on Local Results and Innovation as administered through the MN Office of State Auditor.**

**Motion Number (M-11-168) Motion by Holly Schrupp, seconded by Betsy Stolfa to approve Resolution (R-11-18) adopting participation in 2011 Performance Measurement Program created by the Council on Local Results and Innovation as administered through the MN office of State Auditor. Motion Carried by Roll Call Vote 5-0.**

**C. Review 2010 Audit**

Brian Bloch introduced Craig Popenhagen and Heidi Tatro, both from Larson Allen LLP, who presented the December 31, 2010 Audit Summary to Council. They fully reviewed the 2010 Revenues, Expenditures, General Fund, Sewer Fund and Liquor Store sales and profits. The Staff was complimented on an overall lessening of expenditures which continue to have positive results on the fund balance even during these economic hardships.

**D. Discuss park mowing contracts**

Dan Vick presented two requests of release from mowing contracts: (1) Mr. Grass to be released from County Line Park and (2) Grasschoppers to be released from Stahlke Park. Grasschoppers would like to pick-up County Line Park and would bill this park at a rate of \$32.50; the City would agree to maintain Stahlke Park. Staff will create new park mowing contracts with these changes noted for Mr. Grass and Grasschoppers; Ernie Eden will be in contact with Mr. Grass and Grasschoppers to acquire contract change signatures. Without objection, Council approved.

**E. Discuss refuse and recycling services**

Phil Kern explained Randy's Sanitation is exploring recycling options that continue to be environmental and residential friendly. The first option is developing a single source recycling facility; this concept would release residents from sorting their recycling objects (allowing varied recyclables in the same container) and putting that burden on Randy's. Their hope is if residents no longer needed to separate their recyclables, perhaps more residents would participate in this option.

Another innovative proposal is the implementation of an organic waste service. Randy's would supply all the means necessary for residents to participate in this service; a commitment to thoroughly educate residents on the specifics of this procedure and its benefits is also being established. The long term goal would be to minimize biodegradable waste in landfills and septic sewers (i.e. garbage disposal waste).

Both of these pioneering ideas are in development stages and if they can be brought to fruition, will be presented to the Council in the future for final approval.

**F. Update on Development Incentive Program (DIP)**

Phil Kern informed Council that the State of Minnesota has given cities temporary authority to stimulate construction through the use of excess Tax Increment Finance (TIF) funds. To distribute these funds, the City of

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Delano has established the Development Incentive Program (DIP) which will partially offset Infrastructures Charges associated with new commercial, industrial and residential development, and commercial and industrial redevelopment within the City of Delano.

Applications for DIP grants are available at the City of Delano. All commercial and industrial projects must begin no later than June 30, 2012. Residential market rate housing projects must begin no later than December 31, 2011 and be completed prior to June 30, 2012.

**Motion Number (M-11-169) Motion by Holly Schrupp, seconded by Betsy Stolfa to approve the DIP grants available and extension of all commercial and industrial projects must begin no later than June 30, 2012. Residential market rate housing projects must begin no later than December 31, 2011 and be completed prior to June 30, 2012. Motion Carried.**

**4. ADJOURNMENT**

There being no further business to discuss the Special Joint Workshop of the Delano City Council/Economic Development Authority of Tuesday, June 28, 2011 was adjourned at 8:30 AM.

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Dale Graunke, Mayor

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Marlene E. Kittock, City Clerk

ATTEST:

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Wendy Biel, Recorder