1. CALL TO ORDER

PLEDGE OF ALLEGIANCE

Mayor Graunke called the regular meeting of the Delano City Council/Economic Development Authority meeting of Tuesday, June 5, 2012 to order at 7:00 PM.

2. ROLL CALL & APPROVAL OF AGENDA

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, Marlene E. Kittock, City Clerk/AV Technician, Ernie Eden, Public Works Director, Paula Bauman, Recorder

Motion Number (M-12-109) Motion by Dan Vick, seconded by Betsy Stolfa to approve the agenda of the regular City Council/Economic Development Authority meeting of Tuesday, June 5, 2012 as submitted. Motion Carried.

3. MINUTES

4. SPEAKERS, PRESENTATIONS & AWARDS

5. CONSENT ITEMS

Motion Number (M-12-110) Motion by Holly Schrupp, seconded by Derek Schansberg to approve the Consent items as submitted. Motion Carried.

A. CITY

1. Motion to approve hiring part-time staff at Delano Wine and Spirits.

2. Motion to approve three assistants for the Fun In The Sun 2012 program.

3. Motion authorizing City Administrator to attend 2012 ICMA Conference.
   (Attachment - ICMA Preliminary Program)

6. CITY STRATEGY No. 1: To provide and proactively facilitate the delivery of quality public and community services in planned, fiscally responsible manner.

   A. Discuss procedure for review of liquor license issued to Delano Lanes and Entertainment.
Mark Johnson discussed options for Council to review the liquor license issued to Delano Lanes and Entertainment. Council can decide to proceed to a hearing, decide not to do anything, or defer any decision until later date. Mr. Johnson indicated if Council wishes to proceed with a hearing to decide when, where and who will hear it. Council discussed their options, Derek Schansberg stated he would prefer to postpone until after their court date. Dan Vick questioned deferring to a later date will interfere with their liquor license. Mr. Johnson recommended if Council wishes to defer to a later date, approve their license conditioned on any further action of the Council. Holly Schrupp stated she would like to continue as the Council may not know information on the further matter and it could take a long time. Ms. Schrupp stated she feels its two separate matters. The Council should handle any issues as they happen.

**Motion Number (M-12-111) Motion by Derek Schansberg, seconded by Dan Vick to defer until the July 17, 2012 Council meeting. Motion Carried.**

Council discussed the procedure for scheduling a hearing.


Phil Kern discussed the annual process for reviewing and approving certain licenses.

1. Approve miscellaneous license applications subject submittal of completed transactions.

   **Motion Number (M-12-112) Motion by Betsy Stolfa, seconded by Dan Vick to approve the miscellaneous annual licenses subject to submittal of all required documentation. Motion Carried.**

2. Approve limited Liquor On-Sale and Sunday Liquor on Sale for Delano Lanes and Entertainment.

   a. Discuss and approve Incidental Dance License for Delano Lanes and Entertainment.

   **Motion Number (M-12-113) Motion by Dan Vick, seconded by Derek Schansberg to approve limited Liquor On-Sale, Sunday Liquor On-Sale license, and Incidental Dance License for Delano Lanes and Entertainment, subject to review of possible liquor license violations in April, 2012. Motion Carried.**

C. Consider public comment and revisit discussion regarding striping of parallel parking spaces on downtown streets.
1. ATTACHMENTS: May 15 RFA | Responses

Phil Kern recapped the May 15 City Council meeting where staff had presented a proposal to stripe River Street for parallel parking. The intent and purpose behind that recommendation was to maximize downtown parking opportunities on the existing streets. Staff has solicited input from downtown property owners where three comments were received. Two comments were positive and the third was concerned about truck parking. Staff believes the parking spaces between curb cuts and near intersections will allow for larger spaces to accommodate trucks and one comment suggested the City look at 45 degree angled parking where possible. That may be the most likely on 2nd Street and Bridge Avenue. Staff is recommending additional review and examination of those two streets before implementation.

Staff is recommending proceeding with striping River Street and collecting information on 2nd Street and Bridge Avenue for a future meeting to consider the possibility of angled parking. Striping will be performed internally by Public Works staff, along with all other downtown street and parking lot painting.

Council discussed the project. Vick questioned how much it will cost to paint the extra lines. Ernie Eden stated a couple hundred dollars for paint and labor. Vick disagreed. Stolfa stated she believes the extra money will benefit the business owners and believes its worth it.

Motion Number (M-12-114) Motion by Betsy Stolfa, seconded by Derek Schansberg to approve parking striping on River Street between Railroad Avenue and Elm Avenue. Motion Carried with Holly Schrupp and Dan Vick opposed.

7. CITY STRATEGY No. 2: To ensure the City's continued sustainability and financial stability.

8. CITY STRATEGY No. 3: To plan for the maintenance, replacement and efficiency of the City's equipment, buildings, infrastructure, energy and utility systems.

   A. Consider replacement of one of the exterior outdoor condensing units for the Community Meeting Room located at 140 Bridge Avenue East.

   One of the exterior condensing units for the Community Meeting Room was not cooling and was found to be leaking refrigerant. During a maintenance check, it was found that the unit had additional leaks and another leak repair would be equal to replacing the condenser with a new unit. A quote submitted for an R-22 condenser is $1375. Scott's Heating and Cooling submitted a second quote for a more efficient R-410A SEER A/C system. Scott indicated that within a relatively short period of time the R-22 type units and its refrigerant will be difficult to purchase and expensive. Council discussed additional options for the system, such as portable units.

   Motion Number (M-12-115) Motion by Derek Schansberg, seconded by Betsy Stolfa to table this item. Motion Carried.
9. CITY STRATEGY No. 4: To manage the City's growth so that its high quality is consistent with the City's Comprehensive Plan while maintaining the City's historical culture, characteristics and features.

10. CITY STRATEGY No. 5: To encourage and improve the communication of information and ideas with residents and business owners.

11. CITY STRATEGY No. 6: To ensure communication and positive relationships between the Council, Staff, Employees and Commission members.

   
   B. Minutes of the Delano Fire Relief Association meeting of Thursday, April 19, 2012.
   
   C. Minutes of the Delano Fire Relief Association meeting of Thursday, May 10, 2012.
   
   D. Minutes of the Delano Fire Department meeting of Thursday, May 10, 2012.

12. CITY STRATEGY No. 7: To ensure the City has a well-trained, productive and accountable workforce to meet the changing needs of the community.

13. CITY STRATEGY No. 8: To ensure the public's safety from crime and manmade or natural disasters.

14. CITY STRATEGY No. 9: To ensure the overall aesthetic appeal of the City.

   A. Authorize the grant agreement for the 2012-2014 Minnesota Community Forest Bonding Grant with the Minnesota Department of Natural Resources.

   1. ATTACHMENTS: Grant Agreement | Original application submitted | Emerald Ash Borer preparedness Plan | Tree Preservation Ordinance | Public Tree Maintenance Plan

   Staff’s intent is to complete this project in phases. First phase is to plant a diversified community forest if by chance the Emerald Ash Borer would come to Delano. The grant has awarded $22,400 to the City of Delano. This will allow the City to plant around seventy trees to plant within Central Park. This project will include some small out of pocket expenses such as watering, and maintenance.

   Motion Number (M-12-116) Motion by Betsy Stolfa, seconded by Derek Schansberg to authorize grant agreement for the 2012-2014 Minnesota Community Forest Bonding Grant with the Minnesota Department of Natural Resources. Motion Carried.

15. OTHER BUSINESS

16. COMMUNICATIONS & ANNOUNCEMENTS
A. Discuss meeting schedule for June and July.

The City Administrator will be out of the office for the special workshop on June 26. Council discussed alternate dates for the special workshop and recommended a special prior to the regular on July 19 at 6 PM. Council canceled the regular meeting for Tuesday, July 3. Council discussed a July 24 special workshop and cancelled the regularly scheduled July 31 special workshop.

17. CLAIMS

A. City Claims (Claims Listing) (By Account)

Motion Number (M-12-117) Motion by Holly Schrupp, seconded by Derek Schansberg to approve the City Claims in the amount of $157,227.41 as submitted. Motion Carried.

B. EDA Claims

Motion Number (M-12-118) Motion by Dan Vick, seconded by Betsy Stolfa to approve the EDA Claims in the amount of $12,088.95 as submitted. Motion Carried.

18. ADJOURNMENT

Motion Number (M-12-119) Motion by Betsy Stolfa, seconded by Holly Schrupp to adjourn the regular meeting of the Delano City Council/Economic Development Authority meeting of Tuesday, June 5, 2012. Motion Carried.

There being no further business to discuss the regular meeting of the Delano City Council/Economic Development Authority meeting of Tuesday, June 5, 2012 was adjourned at 8:00 PM.