

MINUTES
CITY OF DELANO
City Council/Economic Development Authority
Tuesday, March 7, 2017
7:00 PM

1. Call to Order

Mayor Pro-tem Betsy Stolfa called the regular meeting of the Delano City Council on Tuesday, March 7, 2017 at 7:01pm.

2. Roll Call & Approval of Agenda

Members Present: Betsy Stolfa, Mayor Pro-tem; Councilmembers Holly Schrupp and Jon Sutherland.

Also present: Phil Kern, City Administrator; Shawn Louwagie, City Engineer; Makenzie Krause, Intern and Recorder.

City Administrator, Phil Kern, recommended adding item: 15A: Storm sewer work under the new levy.

Motion by Holly Schrupp, seconded by Jon Sutherland to approve the agenda for Tuesday, March 7, 2017, with the recommended changes. Motion carried.

3. Minutes

4. Speaker, Presentations & Awards

5. Consent Items

Motion by Holly Schrupp, seconded by Jon Sutherland to approve consent items 5A2, and 5A3 as submitted. Motion carried.

A. City

1. Accept application for Public Art and proceed with the review procedures.
Attachments: Art Application/Art Policy

Jill Woodward, of the Great Woods Garden Club, spoke to council about the club's proposal for the sculpture garden. The artist who would be creating the sculpture is from St. Cloud. He has done some of the world's only underwater sculptures. The sculpture would be 11 ft tall, 5 ft wide, and it was inspired by Delano's "Spirit of Community" theme. The sculpture would be made of clay and some steel, and seedlings will be planted on it to add more dimension.

Jon Sutherland asked if the vines will be wildlife friendly. Jill Woodward replied that she would assume so, but that she does not know the specific plantings that will be on the sculpture. Jon Sutherland replied that the Garden Club in Delano may be interested in contributing.

Betsy Stolfa asked if they had selected a specific site on the walk. Jill Woodward replied that they had selected site 6, somewhat across from Calypso.

Jon Sutherland asked about the benches mentioned in the application, and Jill Woodward replied that the artist is planning on supplying them, but that she will ask him to double-check.

Betsy Stolfa asked if site 6 is ready to go, to which Phil Kern responded yes. Jill Woodward also commented that a cement base would be put underground as well as a cement platform for the piece to sit on above ground.

Betsy Stolfa then noted that the Council can advance the application to the necessary commissions, and that Jill Woodward would be able to answer questions at the meeting in April.

Phil Kern responded that, once the Council advances the application, it will go to the 3 boards before it is finalized at the City Council meeting on April 18th. In the next 30-45 days the City will receive public comments and comments from the commissions.

Motion by Holly Schrupp, seconded by Jon Sutherland to Accept application for Public Art and proceed with the review procedures. Motion carried.

2. Motion to hire part-time staff at Delano Wine & Spirits
3. Approve hire of a part-time senior center van driver

- 6. CITY STRATEGY No. 1: Provide and proactively facilitate the delivery of quality public and community services in a planned, fiscally responsible manner.**
- 7. CITY STRATEGY No. 2: Ensure the City's continued sustainability and financial stability.**
- 8. CITY STRATEGY No. 3: Plan for the maintenance, replacement and efficient operations of the City's equipment, buildings, and infrastructure, energy and utility systems.**
 - A. Utility Truck for the Fire Department (Ford F550) and Utility Truck for the Fire Department (Cargo Compartment Unit). Attachments: Vehicle Order Confirmation

Matt Van Lith, of the Delano Fire Department, spoke for the Department in its request for the approval of an award for a new truck. The Fire Department opened the bid up for dealers and received 2 bids. The Department recommends the cheaper dealer, Midway, instead of Morrie's.

The 2nd bid was for build of truck body. The Department received 4 bids and recommends the lowest bidder, Heiman Fire from South Dakota. This group brought a truck out for the department to examine.

Betsy Stolfa affirmed that one bid is for the structure, while the other is for the stuff built onto it. Matt Van Lith confirmed her assumption and noted that it will be a 4 month process.

Betsy Stolfa asked about the common use of the truck, and Matt Van Lith replied that it was for hauling personnel and equipment. It is a smaller truck, so it will cut down on maintenance and won't require the Department to use its big trucks all the time. It is ideal for non-emergency needs.

Holly Schrupp asked about how many the truck seats, and Matt Van Lith replied that it can have up to 5 passengers. He noted that it is basically a pick up, but it could be used in an emergency and will have extra safety features.

Jon Sutherland noted that he had talked to Brian Bloch, the City Finance Director, and the truck is budgeted and planned for.

Betsy Stolfa noted that there is a fire department capital fund that is funded through taxes and from other communities that serviced by the City. The fire department manages that and the equipment needs.

**Motion by Holly Schrupp, seconded by Jon Sutherland to approve the purchase of a utility truck for the Delano Fire Department (Ford F550) and the cargo department.
Motion carried.**

- 9. CITY STRATEGY No. 4: Manage the City's growth so that it is high quality and consistent with the city's Comprehensive Plan while maintaining the City's historical culture, characteristics and features.**
- 10. CITY STRATEGY No. 5 Encourage and improve the communication of information and ideas with residents and business owners.**
- 11. CITY STRATEGY No. 6: Ensure communication and positive relationships between the Council, City Staff, Employees and Commission members.**

A. Motion approving 2017-18 Mission, Values, and Goals Platform. Attachments: Goals Program.

Phil Kern described to Council that the mission, vision, and values that are being recommended serve as a renewal of what the City has previously established. City staff has laid out new goals for the upcoming 1-3 years.

These goals are as follows:

1. Continue to promote and expand the city's business, commercial, and industrial development.
2. Provide more affordable housing.
3. Provide needed infrastructure maintenance and complete construction projects, including the 2016 street project.
4. Improve the buildings and properties in Central Park.

5. Address the personnel and equipment needs of the fire department.
6. Provide additional building space for storage and evaluate the need for the City's future growth.
7. Improve the City's transportation.
8. Increase public awareness of the City's business and understanding.
9. Provide needed infrastructure maintenance and complete major construction projects.
10. Provide fast, reliable internet services.

Phil Kern presented these goals for any final council feedback and while looking for approval of adoption.

Motion by Holly Schrupp, seconded by Jon Sutherland to approve the 2017-18 Mission, Values and Goals Platform. Motion carried.

B. Updates from Commission/Committee Meetings

1. Park and Recreation Commission, February 22, 2017

Jon Sutherland gave the update on the Parks and Recreation Commission. The meeting was on February 22, 2017. This commission has three new members who will begin their service in March. At the meeting, Phil Kern reported about the ice rinks, the Highland Ridge plat, and a potential future splash pad. There is a lot of community support (Landscape Structures, GFWC) for the splash pad, so the board is open to it and likes the idea. Council has not approved anything, but is willing to support the idea. Big Woods Garden Club asked to plant along railroad on the library side. General orientation will on March 28th for all commissions.

Betsy Stolfa verified that nothing has yet been decided about the Splash Pad, to which Phil Kern replied was correct.

2. Delano Municipal Utilities, February 27, 2017

Betsy Stolfa gave the update on DMU. DMU had an audit and came up clean. As always, there is always room for improvement, but overall the report was very good. The other noteworthy discussion point was that DMU established its process for permitting solar panels to be used in the community.

3. Highway 12 Safety Committee, March 2, 2017

Betsy Stolfa gave the update on the Highway 12 meeting as well. Connie Holmes of Waverly is the new vice chair. There was a fatality on 12, which means that the 12 for 12 goal started over in January. While there have been improvements on Highway 12, fatalities prove that there is always room for improvement.

C. Upcoming Commission/Committee Meetings

1. Fire Relief Meeting, March 9, 2017, 8pm
2. Planning Commission, March 13, 2017, 7pm
3. WCAT, March 14, 2017, 2pm
4. City/DMU Joint Meeting, March 14, 2017, 7pm

12. CITY STRATEGY No. 7: 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.

15. Other Business

Shawn Louwagie, the City Engineer, gave an informational update on storm sewer project. On Friday, the contractor was on site to do investigation. He exposed the west end of the pipe. The project was to add to this pipe and extend it to the new part of the levy. Shawn was able to put a camera through it and thus found that it was buried by granite. It is lower than expected, so now staff would like to look at options to pick this pipe up. He would potentially run a new pipe through and meet with neighbors to find something that would work with everyone.

Shawn Louwagie will be determining this week what those options would be and will then come back to council with a recommendation, potentially as soon as next week.

Phil Kern noted that a decision will be needed relatively soon. The City shouldn't need the old levy once the new one is built, so the options are to do a new pipe or to swale it instead. As Holly Schrupp pointed out previously in a different meeting, this part of the levy is bad. Ultimately, the City wants to talk to property owners before making a decision.

Holly Schrupp asked if the pipe will be set at the same spot. Shawn Louwagie replied that it would hopefully be higher. The elevation still needs to be determined.

Betsy Stolfa clarified that they will basically be making a little valley and that the pipe could be more expensive. Shawn Louwagie affirmed that it could be, but that there aren't exact estimate. Either way, there will be digging.

Phil Kern pointed out that the low point of the swale is probably 5 feet lower than people's properties. It can either be dug out or have a pipe placed in it. The City could also take part of the levy and fill in people's yards with it.

Betsy Stolfa asked if the levy would still be in the same spot if the pipe wasn't kept, and Phil Kern replied that the issue was still being explored.

Holly Schrupp commented that usable property is crucial, so that issue should be eliminated without creating a bigger problem.

Betsy Stolfa asked about the purposing of the land on the property side of the levy, to which Shawn Louwagie replied that he may have to cut more drainage swale to make it usable.

Jon Sutherland commented that he liked the idea of meeting with residents and grading out the properties to a greater extent. Grading should help the city in the long run.

Shawn Louwagie then concluded his discussion by noting that the City needs to create a new crossing in the levy regardless of whether or not there will be a new pipe.

16. Communications & Announcements

Gave Licht, of the Delano Herald journal, gave updates on the happenings in Delano. The library is looking for book donations with an extended deadline to donate to March 13th. The sale is usually in the middle of April.

On Thursday, March 9th, there will be a jazz festival at the school at 7pm. Tickets are \$10 for adults, \$5 for children, and are available at the door and in advance.

Tiger baseball salt drive is underway. You can email tigerbaseball@delanoschools.org. They deliver it right into your basement.

There are still tickets available for Let's Swing, the DACC annual celebration at B's on the river. The reception is at 6pm, the program at 7pm. It will recognize business of the year. Tickets are \$15 each. Red Cross will be at legion on March 20th from 1-7 pm for the blood drive.

There will be an open house for Carol Plocher on March 22nd starting at 5pm at the library.

There will be an omelet breakfast on Sunday, March 12th, from 8:30-noon to support Delano Wrestlers.

17. Claims

A. Claims

Motion by Holly Schrupp, seconded by Jon Sutherland to approve the City Claims as submitted. Motion carried.

18. Adjournment

There being no further business to discuss, the regular meeting of the Delano City Council/Economic Development Authority of Tuesday, January 3, 2017, was adjourned at 7:54 pm.