

**MINUTES
CITY OF DELANO
City Council/Economic Development Authority
Tuesday, August 15, 2017
7:00 PM**

1. Call to Order

Mayor Graunke called the regular meeting of the Delano City Council of Tuesday, August 15, 2017, to order at 7pm.

2. Roll Call & Approval of Agenda

Members Present: Mayor Graunke; Councilmembers Betsy Stolfa, Jason Franzen, Holly Schrupp, Jon Sutherland

Also present: Phil Kern, City Administrator; Shawn Louwagie, City Engineer; Scott Dornfeld, Building Official; Makenzie Krause, Recorder; Justin Markon, City Intern

Motion by Betsy Stolfa, seconded by Holly Schrupp to approve the agenda as submitted for the regular meeting of the Delano City Council of Tuesday, August 15, 2017 with the addition of a Resolution Ordering the Repair of a hazardous building to Other Business. Motion carried.

3. Minutes

Motion by Jason Franzen, seconded by Jon Sutherland to approve the minutes as submitted. Motion carried with Holly Schrupp abstaining.

- A. Regular minutes of the Delano City Council/Economic Development Authority meeting of Tuesday, August 1, 2017.

4. Speaker, Presentations & Awards

5. Consent Items

Motion by Holly Schrupp, seconded by Betsy Stolfa to approve consent items 5B and 5C as submitted. Motion carried.

- A. Motion to authorize use and placement of the canoe launch sign.

Holly Schrupp asked about the location where the sign will be placed, and Phil Kern replied that there would be a concrete slab in which the canoe is rooted and that it would be placed toward the start of the launch.

Betsy Stolfa then commented that it is hard to see the launch coming from Watertown, so maybe if there were reflectors or another sign, something could be placed so that the launch is visible from both directions. Phil Kern replied that doing so would be possible and easy.

Holly Schrupp asked if there is a chance it could be placed farther downstream so that visitors

can anticipate the launch versus seeing the sign as they are passing it?

Motion by Betsy Stolfa, seconded by Jon Sutherland to authorize use and placement of the canoe launch sign, along with some additions of signage to make it more visible. Motion carried.

- B. Authorize Final Pay Request No. 6 for the Floodwall Construction and Riverfront Improvements Project.
- C. Authorize final Pay Request No. 2 for the Firepit Construction Project.
- D. Approve request for an outdoor music event on Saturday, September 23, 2017.

James Anderle, the owner of Lupine Brewing, spoke about his upcoming Oktoberfest event. It will take place from 2-11pm on September 23, and there will also be set up and take down time as well.

Phil Kern then asked if he rented barricades from the County, to which Anderle replied the affirmative.

Phil Kern mentioned that the County recommended to the City that the City look at purchasing its own set of barricades that it can rent to businesses for a much cheaper price than what they are already getting.

Motion by Betsy Stolfa, seconded by Holly Schrupp to approve the request for outdoor music event on Saturday, September 23, 2017. Motion carried.

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

- A. Motion to authorize the rules to be set for the splashpad operation.

Makenzie Krause presented the splashpad regulations that had been drafted by the Parks and Recreation Commission. The Parks and Recreation Commission had spent numerous hours crafting the rules for how the splashpad would be managed, and they asked Council to review these regulations and make changes where they saw fit. Makenzie Krause spoke in regards to how the splashpad will be operated, how many attendees will be necessary, activities and objects that will not be permitted within the splashpad, and what potential costs for entrance could be. She also pointed out that the Parks and Recreation Commission asked Council to determine what the definition of a “resident” should be. The Commission thought that it would be beneficial to have a reduced price on season passes for residents; there was some discordance, however, with the definition of “resident.” After a vote, the Commission recommended that “resident” include members of the school district and not solely residents within the City limits. City staff disagreed and recommended that the term be limited to those residing within City limits.

After Makenzie Krause completed the presentation, Betsy Stolfa brought up a concern that adults accompanying small children should have a reduced fee. Jason then commented that the rules should not be approved during this meeting and that they should instead be workshopped at the next meeting.

Phil Kern then commented that, in regards to timelines, it was preferred that the rules be established during this Council meeting.

Jason Franzen then declared that the splashpad rules should be shaped to draw people in. He asked what the potential draw of the splashpad is, to which Phil Kern replied that, Princeton, a city that has a comparable splashpad, draws around 7,000.

Jon Sutherland then wanted to discuss the concession stand, but Mayor Graunke pointed out that it should be discussed at the workshop meeting.

Holly Schrupp then brought up the concern of parents dropping off their young children and then leaving them there for the day. She thought that there should definitely be an age limit for unsupervised children.

The Council then moved on to discuss the “resident/non-resident” debate. Jason Franzen thought that the City should do everything in its power to make the splashpad more of a draw, and expanding the definition of resident beyond “Delano resident” could be one of the things to do that. Mayor Graunke then commented that expanding “resident” to include the school district could have a huge impact.

Betsy Stolfa then pointed out that, if this venture doesn’t go well, it impacts Delano residents, not the school district families. Jason Franzen repeated his earlier argument that drawing more people in might prevent any potential cost issues. Mayor Graunke agreed that more numbers might be good, but Betsy Stolfa countered by commenting that having a cost difference for city-limits residents is common throughout Delano and wouldn’t be considered abnormal.

Holly Schrupp then turned the conversation and asked about buses full of kids coming to the splashpad. Phil Kern replied that buses will be discouraged outside of the 10-12 rental time.

Motion by Jason Franzen, seconded by Holly Schrupp to table this item for further discussion at the August 29, 2017, special workshop. Motion carried.

- B. Approve Law Enforcement Contract with Wright County Sheriff’s Department 2018-19.
Attachments: July 25, 2017 Report from Wright County Operations Captain Dan Anselment | Draft 2018-19 Lawn Enforcement Contract (containing 16 hours of service in the draft)

Phil Kern informed the Council that, every other year, the City reviews its contract with the Sheriff’s Department. The City currently has a contract that allows for an extra deputy serving the community for 16 hours separate from the normal deputy that is assigned to the community.

The chief of the Wright County Sheriff's Department has been to the last two Public Safety meetings. He has reported that crimes are steady and actually have been declining, but calls are up. People tend to call more often for "quality of life" issues that aren't necessarily emergency situations (i.e. someone's sump pump failed and he was physically unable to improve it). The department stated that there could be 2 considerations for additions of hours, more so to stay ahead of crimes rather than to correct them. It would help alleviate pressure on the car that is normally in town.

Phil Kern then commented that the City could increase by four hours on Jan. 1 or July 1. The second option would yield budgeting ability for 2 extra hours in 2018 and 2 more in 2019. For reference, a 1% increase has \$25 per year on \$250,000 home, and the first option would yield a 3.2% increase in taxes while the second option would yield a 1.6% increase in 2018. If the Council wished to increase the time by eight hours, it would be either a 6.4% increase or a 3.2% increase in 2018.

The Public Safety Commission recommends adding 8 hours to the Sheriff's hours. City staff recommends that Council approve the contract, but also notes that Council is free to discuss the hour addition.

Betsy Stolfa asked if the sheriff ever refuses "quality of life" tasks. Phil Kern replied that they try to help when they can, but that they do say no when they are dealing with an emergency.

Mayor Graunke then commented that, while Council has discussed varying hours, it hasn't yet determined what the best number would be. Holly Schrupp replied that there has not been adequate discussion and that it might be best to workshop the hours.

Jon Sutherland described the conversations he witnessed at the meetings and noted that the Safety Commission was eager to have an extra officer during the hours that students are going to school. There was a strong feeling for having an officer during this time. One question was in regards to the budget impact and the need for clarification on this topic. Jon Sutherland thought that this would best be determined in a workshop as well and that the Council should review the minutes of the meetings.

Jason Franzen noted that he has hesitation because there hasn't yet been a clear answer determined in terms of impact. Residents appreciate the "quality of life" services, but increasing taxes because of this might not be the best option.

Jon Sutherland then added that the benefits should also be examined.

Betsy Stolfa made a motion to approve the existing level of service and Jon Sutherland seconded; motion carried.

Motion by Holly Schrupp, seconded by Jason Franzen to further discuss the hours of operations at the special workshop on Tuesday, August 29th; motion carried.

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

- A. Review and adopt RESOLUTION authorizing the advancement of \$172,167.38 from the Delano Municipal State Aid account.

Shawn noted that this item is related to the MnDOT project started in 2008. The street in question was eligible to receive state funds for improvements, and to pay for the project, the City used its funds and a State Aid bond. The SA office contacted the City this year searching for the State Aid project number, leading to the discovery that there were additional funds that weren't asked for reimbursement. In order to get this money, the City has to advance its yearly funds. To get the extra \$172,000, the resolution must be passed by Council, and the City will receive the funds for its street projects. There is one payment remaining in April of 2018, so these funds will cover that plus the bond.

Phil Kern then commented that the City can only request funds for State Aid projects. The City has anticipated doing other projects that would meet the criteria in the near future, so we pulled what we needed for the original project and saved the rest for projects that were planned for later dates.

Betsy Stolfa asked if the money will apply to this year's budget, and Phil Kern replied that it will basically be a reserve fund.

Holly Schrupp made a motion to adopt the resolution R-17-23 authorizing the advance and Betsy Stolfa seconded; motion carried by a roll call 5-0 vote.

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. Project award for the Delano 2017 Seal Coat Project.

Shawn Louwagie informed Council of the areas eligible for the seal coat. He received two quotes for doing the project, and after receiving two bids, City staff has determined that the lower bid would be the better option.

Motion by Jason Franzen, seconded by Holly Schrupp to award the Delano 2017 Seal Coat project to Allied Blacktop Company in the amount of \$51,891.00; motion carried.

- B. Consider Technical Memo addressing identified sump pump and drainage issues.

Shawn Louwagie informed Council that this spring, staff examined areas of drainage issues and noted areas most in need of improvements. Most of the fixes included improvements to the curbs and sump pump drainages. Wenck ranked the areas in terms of priorities for which areas needed the most improvements and which areas could be saved for a later date.

He noted that, at this point, it might be best to discuss a City policy to develop a budget for yearly expectations of these problems.

Jon Sutherland commented that these issues pop up left and right and come up out of nowhere.

Phil Kern noted that tonight's report highlighted specific types of issues, but also that there are way fewer issues than there was a decade ago.

Holly Schrupp mentioned that some of the cases were related to nuisance sump pump uses, and Shawn Louwagie replied that, while some of the cases were that way, some were also results of constant water running and winter complications.

Holly Schrupp still wondered if it was up to the City to fix it or if it would better be solved by the property owner.

Mayor Graunke then noted that the newer housing developments have now been designed to prevent these issues, but that earlier developments were not that lucky. It may need to be examined case by case.

Jason Franzen then said that, if Council were to choose to start fixing all of these little things, it will likely be a never-ending project. He also thought, however, that Council could include a line item in the budget to address a few small issues every year.

Phil Kern commented that the hope tonight was to note the issue and then include it in the workshop to plan out the budget for the upcoming year.

Jon Sutherland thought it might be prudent to at least address some items before winter.

Councilmembers discussed a variety of areas that may need help and the potential costs associated with these improvements.

Shawn noted that it is important to address which issues are part of the capital improvement plan and their costs in regards to it.

Motion by Mayor Graunke, seconded by Jason Franzen to table this item for further discussion at the Tuesday, August 29, 2017, special workshop; 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.**
- 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

- A. Adopt Resolution R-17-24 for the repair or removal of hazardous conditions located at 428 3rd Street North, Delano.

Scott Dornfeld brought before the Council a resolution to remove garage that was burnt a little over a year ago. The owner wanted to rebuild and remodel after it was burned, but then he found out that the foundation was bad. The owner is investigating what he can do in regards to rebuilding and is working to come up with a plan. Scott recommended putting an order on the building that would require destruction within 45 days.

Motion by Betsy Stolfa, seconded by Holly Schrupp to adopt Resolution R-17-24 ordering repair or removal of hazardous conditions located at 428 3rd Street North, Lot 8 & North 15 feet of 7, Block 12, Litchfield's Addition; motion carried 5-0 by roll call vote.

16. Communications & Announcements

The city-wide garage sale will be taking place this week.

Justin Markon, the new intern working for City Hall, introduced himself to the Council. He is from western Wisconsin and attended Saint John's University. After graduating, he worked for the UW Superior upward bound program. In fall of 2016, he decided that he wanted to delve into the world of city government, and after conducting research and many informational interviews, he determined that applying to the Delano Internship Position would be a good fit for him. He is hoping to start grad school in January.

17. Claims

- A. City Claims | By Account

Motion by Holly Schrupp, seconded by Betsy Stolfa to approve the City Claims as submitted; motion carried.

18. Closed Session

- A. Discuss Northwest Business Park (this portion of the meeting may be closed and audio recorded due to real estate negotiations)

Motion by Holly Schrupp, seconded by Jon Sutherland to enter into closed session to discuss property acquisition within the Northwest Business Park; motion carried.

Motion by Betsy Stolfa, seconded by Jon Sutherland to exit out of closed session; motion carried.

Mayor Graunke then brought up that there are solar panels in Montrose and multiple other cities. He believed that, had the City not resisted the panels that were intended to go up near

the Northwest Business Park, panels would have almost certainly been added to the area, resulting in a very unattractive sight along 12.

Phil Kern then noted that there is a good case to annex that land into the City. Betsy Stolfa asked if the township would let it go, and Phil Kern thought that they would resist, but that the City might still be able to acquire it.

19. Adjournment

There being no further business to discuss, the regular meeting of the Delano City Council/Economic Development Authority of Tuesday, August 15, 2017, was adjourned at 9:02pm.

Signed:

Dale Graunke, Mayor

Brian Bloch, Finance Director

Attest: Paula Bauman, Administrative Services Coordinator