

**MINUTES**  
**CITY OF DELANO**  
**City Council/Economic Development Authority**  
**Monday, October 30, 2017**  
**7:00 PM**

**1. Call to Order**

Mayor Graunke called the Delano City Council special workshop of Monday, October 30, 2017, to order at 7:00pm

**2. Roll Call**

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

**Also Present: Phil Kern, City Administrator; Brian Bloch, Finance Director; Justin Markon, Recorder**

**3. Special Order of Business**

A. Discuss 2018 Budget

Brian Bloch distributed packets pertaining to budgets not affected by the tax levy. He summarized special revenue funds, highlighting the Park Dedication Fund receiving \$78,588 in 2017 from two Highland Ridge additions, making the fund now positive. The Revolving Loan Fund will accumulate \$100,000 by the end of 2018 to loan out for redevelopment projects. Regarding the Storm Water Fund, Bloch noted that more money can be collected to address the increase in storm drainage projects. If the fee was increased \$1.00 per property, \$30,000 would be raised. Sutherland supported this proposal to make the budget reflective of upcoming issues. Franzen stated that he believed an increase was due because of the projects on the list the City proposed in August. Bloch said he will look at a nominal fee increase. Staff will help compile a storm water project list. There are many large projects planned in 2018 for the General Capital Projects Fund. Bloch concluded that in September, the levy forecast was changed to reflect a higher collection rate, decreasing the overall levy. By the end of November, budgets will be finalized before the Truth in Taxation meeting.

B. Discuss phragmites mitigation

Kern shared that phragmites were brought to Delano in 1997 with the first reed beds at the Waste Water Treatment Facility. Native phragmites are found across the nation, as are the invasive species. The phragmites at Delano WWTF are invasive and have spread to approximately ten sites around the City. Public Works first noticed the phragmites in town five or six years ago. At this time, the MN DNR does not allow the sale or transportation of these plants or seeds. Since they are seen as an invasive species, staff have taken steps to contain their spread, including cutting and burning the plants. Residents of the Marsh Ridge neighborhood have voiced their concerns about a patch of phragmites in a nearby wetland area. In 2015, the City contracted with a company to spray a small area. The sprayed area did not grow in 2016 but did regrow in 2017. Councilors were supportive of staff cutting and burning

areas of phragmites and monitoring regrowth in the spring.

C. Discuss 150th anniversary

The City is celebrating the sesquicentennial of its founding in 1868 next year. Kern asked how the council would like to mark the occasion. He noted that this may be a project to discuss with the 4<sup>th</sup> of July committee or the new Spirit of Community Commission. Additionally, the Downtown Business Group may also like to be involved. Kern will start discussions with the 4<sup>th</sup> of July committee to see if they would like to incorporate a celebration with the regular activities.

D. Authorize hiring part-time staff at Delano Wine and Spirits

Nancy Drumsta, Delano Wine and Spirits manager, submitted a request to hire two employees to fill a staff shortage.

**Motion by Stolfa, seconded by Schrupp, to hire two part-time staff at Delano Wine and Spirits; motion carried.**

#### 4. Adjournment

There being no further business to discuss, the Delano City Council special workshop of Monday, October 30, 2017, was adjourned at 8:25 pm.

Attest:

Dale Graunke, Mayor

Brian Bloch, Finance Director

Attest: Paula Bauman, Administrative Services Coordinator