

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

**1. Call to Order**

Mayor Graunke called the regular meeting of the Delano City Council/Economic Development Authority of Tuesday, November 7, 2017, to order at 7:00pm.

**2. Roll Call and Approval of Agenda**

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

**Members Absent: Jason Franzen, Councilmember**

**Also Present: Phil Kern, City Administrator; Shawn Louwagie, City Engineer; Paula Bauman, Administrative Services Coordinator; Justin Markon, Administrative Intern**

**Motion by Betsy Stolfa, seconded by Holly Schrupp to approve the agenda of the regular City Council/ Economic Development Authority meeting of Tuesday, November 7, 2017, with the addition of Proclamation of American Education Week, 2017; motion carried.**

**3. Minutes**

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

- A. Minutes of the special workshop of Tuesday, August 29, 2017
- B. Summary minutes of the special workshop of Tuesday, August 29, 2017, for publication in the Delano Herald Journal
- C. Minutes of the regular City Council/Economic Development Authority of Tuesday, October 17, 2017.
- D. Minutes of the special workshop of Monday, October 30, 2017.
- E. Summary minutes of the special workshop of Monday, October 30, 2017, for publication in the Delano Herald Journal.

**4. Speaker, Presentations and Awards**

- A. Recognition of Dan Smith, Delano Friends of the Library  
Mr. Smith was unable to attend the meeting.

B. Presentation from Lynn Bartels: Aquatic Wheelchairs

Mrs. Bartels gave a presentation on aquatic wheelchairs for the new splashpad at Central Park. The goal is to raise enough money to provide aquatic wheelchairs free of charge at the splashpad for up to four individuals to use at a time. Donations can be given to Lynn Bartels (763) 972-200 or drop off at City Hall, 234 2<sup>nd</sup> Street North.

C. Proclamation: American Education Week

Mayor Graunke read the proclamation proclaiming November 13-17, 2017, as American Education Week in Delano.

5. Consent Items

**Motion by Holly Schrupp, seconded by Jon Sutherland to approve consent items as submitted and recommend staff work through Christmas tree in the intersection of Bridge Avenue and Second Street, to see if is possible; motion carried.**

A. City

1. Final Pay Request No. 2 for the 2017 Seal Coat Project
2. Pay Request No. 1 for the 2017 Storm Drainage Improvement Project.
3. Pay Request No. 11 for the 2016 Infrastructure Improvements Project
4. Approve purchase of new single axle dump truck and plow
5. Approve necessary agreements, licenses and request for road closure for the 2017 Old Fashioned Christmas event scheduled for Saturday, December 2, 2017

James Anderle, Lupine Brewing Company, discussed the planning of Old Fashioned Christmas, planned for Saturday, December 2<sup>nd</sup>. The committee is working towards making this a large event with something for everyone. As part of the request, the committee is asking to close the intersection of Bridge and Second Street down during the event to create a "Town Centre". In addition, the group has requested placing a Christmas Tree in the intersection that will remain at that location for the month of December. Council discussed logistics, Staff has been working with the engineer to see if this is feasible. A concern of staff is site lines for pedestrians and truck traffic.

6. Final Pay Request No. 8 for the Levee Relocation Project

**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 authorizing ice rink operations at Central Park for Winter 2017-2018

Justin Markon discussed the proposed locations of the ice rinks, on the cement slab near the beer stand and within the infield of the ball field adjacent to the beer stand. Staff is recommending using the beer stand as a warming house during the winter months and hiring a part-time employee to staff the warming house. Hours would be Monday, Tuesday, Thursday and Friday: 4-8pm; Saturday 12-8pm; and 12-4pm on Sundays. These hours are weather dependent.

**Motion by Holly Schrupp, seconded by Betsy Stolfa to authorize ice rink operations at Central Park for winter, 2017-2018; motion carried.**

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.**
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**
16. **Communications & Announcements**

Shawn Louwagie stated there will be a road closure on Tiger Driver at the Maplewood Drive intersection to allow the contract to connect the necessary utilities. This closure will begin after school traffic on Monday, November 13 and will reopen on Tuesday, November 14, 2017.

17. **Claims**

A. City Claims | By Account

**Motion by Betsy Stolfa, second by Holly Schrupp to approve 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, November 7, 2017, was adjourned at 7:40pm.

Signed:

Dale Graunke, Mayor

Brian Bloch, Finance Director/Clerk

Attest: Paula Bauman, Admin Services Coordinator