

MINUTES
CITY OF DELANO
City Council/Economic Development Authority
Tuesday, December 19, 2017
7:00 PM

1. Call to Order

Mayor Graunke called the regular meeting of the Delano City Council/Economic Development Authority of Tuesday, December 19, 2017, to order at 7:00pm.

2. Roll Call & Approval of Agenda

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; Vince Vander Top, City Engineer; Scott Dornfeld, Building Official; Paula Bauman, Recorder

Phil Kern recommended adding 9A: Authorize agreement for reassignment for the Delano Business Park; 15A: Summary of City Administrator's performance review.

Motion by Betsy Stolfa, seconded by Jason Franzen to approve the agenda for the regular meeting of the Delano City Council/Economic Development Authority of Tuesday, December 19, 2017, with recommended changes; motion carried.

3. Minutes

4. Speaker, Presentation & Awards

5. Consent

Motion by Holly Schrupp, seconded by Jason Franzen to approve consent items as submitted; motion carried 5-0 by roll call vote. Holly Schrupp recused herself from item 5A2.

A. City:

1. Motion to hire part-time staff at Delano Wine and Spirits
2. Consider employee salary and benefit changes for 2018
3. Appoint the Delano Herald Journal as the 2018 Official Newspaper for the City of Delano
4. Adopt a resolution approving a gambling application to conduct off-site gambling permit for the Delano Area Youth Hockey Association in the Delano Area Sports Arena
5. Consider request for a solicitor's permit from Joe Tackaberry, Edward Jones

6. Consider wage increase for Delano Firefighters
7. Consider purchase of a replacement computer for the Motor Vehicle Department

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

A. Increase building permit fees

The City of Delano has been using the 2009 valuation table from the State of Minnesota for building permit fees. As the agreement with the City of Watertown states each community will use the same building permit fee structure. On December 12, the City of Watertown passed by resolution to use the State of Minnesota Valuation Building Data published in 2015 and a Building Permit Fee table that was published in 2016. Building Official, Scott Dornfeld recommended approval.

Motion by Betsy Stolfa, seconded by Holly Schrupp to authorize an increase in building permit fees for the City of Delano; 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.

A. Consider CSAH 30 Corridor Study

Staff has been looking at the corridor between Davidson Avenue and Highway 12 doing a traffic inventory and, looking at current traffic rates and long term, rating intersections from A-F. As more developments are built, the congestion at the intersections are only going to increase. Council discussed the study and approved the corridor study directing staff to send it to Wright County for their review. The City will ask the County to budget for the future needs of the corridor and the City will begin budgeting for proposed improvements as well.

Motion by Jason Franzen, seconded by Jon Sutherland to approve the CSAH 30 Corridor Study; 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.

A. Authorize agreement for reassignment as it relates to the Delano Business Park

Staff is requesting approval to authorize the reassignment for the Delano Business Park. The investment group that had a previously approved agreement is dissolving and has requested the City approve to transfer the rights and obligations to JL Holdings. The City Attorney has reviewed the documents and Staff is recommending approval.

Motion by Holly Schrupp, seconded by Betsy Stolfa to authorize agreement for reassignment as it relates to the Delano Business Park; motion carried.

- 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

City Council recapped the City Administrator's performance review; consensus of the Council was Mr. Kern's work is positive and is in line with the City's goals and objectives. Council reaffirmed the current employee contract.

16. Communications & Announcements

17. Claims

A. City Claims | By Account

Motion by Holly Schrupp, seconded by Jason Franzen 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 was adjourned at 7:30pm.

Signed:

Dale Graunke, Mayor

Brian Bloch, Finance Director/Clerk

Paula Bauman, Administrative Services Coordinator