

MINUTES
CITY OF DELANO
City Council/Economic Development Authority
Tuesday, January 2, 2018
7:00 PM

1. Call to Order

Mayor Graunke called the regular meeting of the Delano City Council/Economic Development Authority of Tuesday, January 2, 2018, at 7:00pm.

2. Roll Call & Approval of Agenda

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

Members Absent: Jon Sutherland, Councilmember

Also Present: Phil Kern, City Administrator; Paula Bauman, Recorder

3. Minutes

Motion by Betsy Stolfa, seconded by Jason Franzen to approve the minutes as submitted; motion carried.

- A. Minutes of the regular City Council/Economic Development Authority meeting of Tuesday, November 21, 2017
- B. Minutes of the special workshop of Tuesday, November 28, 2017 | Summary minutes
- C. Minutes of the regular City Council/Economic Development Authority meeting of Tuesday, December 5, 2017
- D. Minutes of the special workshop of Tuesday, December 19, 2017
- E. Minutes of the regular City Council/Economic Development Authority meeting of Tuesday, December 19, 2017
- F. Minutes of the special workshop of Tuesday, December 27, 2017 | Summary minutes

4. Speaker, Presentations & Awards

5. Consent Items

Motion by Betsy Stolfa, seconded by Holly Schrupp to approve consent items as submitted; motion carried.

- A. City

1. Pay Request No. 13 for the 2016 Infrastructure Improvements Project
2. Motion to hire part-time staff as warming house attendants

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. Consider bids for electrical, plumbing, HVAC/Mechanical, and insulation at Central Park Concessions Building

Motion by Holly Schrupp, seconded by Jason Franzen to approve the low quotes submitted by Fobbe Electric (\$18,725), AR Engh (\$62,400), and Intex Insulation (\$5,125); 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. Fire Relief Minutes. January-October, 2017

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. Review and select nominations for Employee of the Year.

Phil Kern briefly discussed this fast-moving project. Pizzey Ingredients USA, LLC is looking to potentially construct a new facility within the new business park. Pizzey Ingredients have submitted an application through the Minnesota Department of Employment and Economic

Development within the Job Creation Fund Program.

Motion by Holly Schrupp, seconded by Betsy Stolfa to adopt resolution regarding the support of a job creation fund application in connection with Pizzey Ingredients USA, LLC; motion carried 5-0 by roll call vote.

16. Communications and Announcements

17. Claims

A. City Claims

Motion by Betsy Stolfa, seconded by Jason Franzen to approve City Claims as submitted; motion carried with Holly Schrupp abstaining.

18. Other Business

Motion by Holly Schrupp, seconded by Betsy Stolfa to enter into closed session to discuss Employee of the Year nomination; motion carried.

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

Motion by Betsy Stolfa, seconded by Jason Franzen to accept nominations and appoint the Motor Vehicle Department: Sarah Lindahl, Nicole Holman, Alisha Ely and Beth Wachman for Employee of the Year for the year 2017; motion carried.

19. Adjournment

There being no further business to discuss, the regular meeting of the Delano City Council/Economic Development Authority of Tuesday, January 2, 2018.

Signed:

Dale Graunke, Mayor

Brian Bloch, Finance Director/Clerk

Attest: Paula Bauman, Administrative Services Coordinator