

MINUTES
CITY OF DELANO
City Council/Economic Development Authority
Tuesday, December 11, 2018
6:00 PM

1. Call to Order

Mayor Graunke called the special joint workshop of the Delano City Council and Water, Light and Power Commission of Tuesday, December 11, 2018, to order at 6:00pm.

2. Roll Call

Council Members Present: Mayor Dale Graunke, Councilmembers Betsy Moran, Jason Franzen*, and Jon Sutherland

Also Present: Phil Kern, City Administrator; Paula Bauman, Administrative Services Coordinator

Water, Light and Power Commission Members Present: Commissioners Jason Franzen*, Randy Keranen, Jonathon Ness, and Adam Steffl

Also Present: Paul Twite, General Manager; Chris Hart, Finance Director; Wendy Neu, Utility Office Administration

3. Special Order of Business

A. Updates from the Delano City Council and Water, Light, and Power Commission

Phil Kern updated the group on current projects through the City and Delano City Council:

1. Three purchase agreements for the Industrial Park
2. Liberty Landing housing development off of County Road 16
3. Calbrandt building expansion
4. Spikes Feed and Seed
5. County Road 30 Properties development
6. Transportation needs including County Road 30 and County Road 16

Jonathon Ness and Paul Twite updated the group on current projects relating to Delano Utilities and the Commission:

1. Budget process
2. Working on financial processes
3. Cross training employees
4. Utility building fire update and roof replacement
5. Backup power

B. Discuss facility needs

Phil Kern discussed four potential options for the Delano Public Works and Municipal Utilities facility needs and timeline.

Option 1: Addition to current Public Works Facility. This would be a shared opportunity and enhance cross functionality of equipment between both departments. Works within current timeline. Would require additional upfront investment from current warehouse sale proceeds. DMU would operate out of multiple facilities short term.

Option 2: Rent warehouse along Railroad Avenue. This is a lesser investment in the short-term. Long-term additional facility step available when desired. DMU doesn't have to move facilities. Works within current timeline. Doesn't address Public Works need for additional space. DMU is missing wash bay, locker/ shower/restrooms.

Option 3. Build a new Warehouse Facility. Could design a multi-purpose operations support facility for both departments. Several sites could be available. Short and long-term both departments would be operating out of multiple facilities. Cost estimate varies depending on space features. Need to determine funding source.

Option 4. Purchase an existing building. Potential buildings available with a move in situation. Per square foot, likely to be the lease expensive short-term option. Need to determine funding source. Not a Public Works option, would be additional.

The Council and Commission discussed the four options and agreed Option 2 is the best option at this time. Staff will move forward with option 2.

4. Adjournment

There being no further business to discuss, the special joint workshop of Tuesday, December 11, 2018, was adjourned at 7:10p.

Signed:

Dale Graunke, Mayor

Attest: Paula Bauman, Administrative Services Coordinator