

**MINUTES**  
**CITY OF DELANO**  
**City Council/Economic Development Authority**  
**Tuesday, February 26, 2019**  
**6:00 PM**

**1. Call to Order**

Mayor Graunke called the special workshop of the Delano City Council/Economic Development Authority of Tuesday, February 26, 2019, at 6:00pm.

**2. Roll Call**

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

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

**3. Special Order of Business**

A. Review draft 2019 goal setting retreat report

Phil Kern stated the public presentation for the goal setting session is scheduled for next Tuesday and request formal approval. Staff was hoping to briefly review the document to allow staff and council to comment. Kern reviewed the report stating once approved, Staff will then begin a work plan for the short-term goals.

B. Discuss alarm system at Central Park Concessions Building

Currently, the building does not have an alarm system wired to a fire monitor. In January, there was an incident during the Puck in the Park event where someone accidentally set off the system under the hood. As a result, the system sprayed chemical to put out the fire. The City had to get the building professionally cleaned and the system recharged. These fees will be billed to the group who rented the building.

When the system went off, because it wasn't connected, the Fire Department was not called. Staff has discussed whether or not to install a fire alarm system. To protect the investment and in the event of an emergency, someone is required to call 911. If there is a fire in the building when someone isn't there – then emergency personnel would not be called. Staff received a quote of \$4,400 to install fire notification system which will require an addition \$1,000 per year for monitoring.

Betsy Moran stated as the system currently stands, in case of a fire, the suppression system will still go off under the hood, but the fire department will not be notified. Council discussed the monitoring costs for the building. Jon Sutherland suggested looking into a Nest System or something similar; these systems have fire and carbon monoxide monitoring for less costs.

C. Discuss youth liaison project and program

The group briefly discussed the proposed youth liaison project. The project includes a mural to be created and hung on a prominent downtown building. Council discussed the size of the mural, type of material, and where it should be located.

In addition, the Council discussed the program. Since this is a new program, Staff is looking for feedback on the program itself and entertain any changes that may be recommended. The liaisons suggested the program be open to Juniors and have the Senior students be mentors.

D. Discuss apparel/name badges for appointed officials

Staff discussed identification for commissioners and council while out at community events. There are currently thirty-five members plus council. Staff is suggesting allowing one piece of apparel per term. Another suggestion is lanyards and/or badges. Council discussed and agreed to allow commission members to purchase apparel items. Staff will have options available at the special joint workshop in April.

E. Discuss liquor ordinance

The current fee for temporary intoxicating liquor license is \$500 per license. Due to the high costs, applicants had asked for, and staff authorized, these fees to be waived. Due to increasing summer community events and the amount of staff time involved for licensing; staff is recommending lowering the costs from \$500 down to \$50. Staff feels this amount will cover staff time to issue the licenses.

F. Interview candidates for open board and commission positions

**Motion by Holly Schrupp, seconded by Betsy Moran to appoint Adam Steffl to the Water, Light and Power Commission; motion carried.**

G. Consider appointments to boards and commissions

#### 4. Adjournment

There being no further business to discuss, the special workshop of Tuesday, February 26, 2019, was adjourned.

Signed:

Dale Graunke, Mayor

Attest: Paula Bauman, Administrative Services Coordinator