

**MINUTES**  
**CITY OF DELANO**  
**City Council/Economic Development Authority**  
**Tuesday, April 30, 2019**  
**7:00 PM**

**1. Call to Order**

Mayor Graunke called the Local Board of Appeal and Equalization meeting of Tuesday, April 30, 2019, to order at 7:00pm

**2. Roll Call**

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

**Also Present:** Phil Kern, City Administrator; Brian Bloch, Finance Director; Paula Bauman, Administrative Services Coordinator; Sabrina Hille, Administrative Intern

**3. Special Order of Business**

A. Local Board of Appeal and Equalization

Ken Yaeger and Jim Borrett were at the meeting to present on the assessed and appraised values of homes within the City of Delano. Jim Borrett noted that property values are up all over the county. Townhomes are the areas that are going up the most, as those are in demand. Another area also in demand, is for older homes, or homes that would typically be valued less. The starter homes are going up to around 250,000. Ken handed out a summary sheet, gave update from permits that were issued. New homes, unfinished projects, median value. 78 sales, and at 96.7 percent. Stable market. Older homes were kicked out of study since they were updated and resold. Properties that saw 5-10 percent. Industrial values are going up. All of these changes are signs of a good general economy. As less lots are available, the prices are going up for the lots. Land has been selling the best it has in years. Lots are becoming scarce in the City of Delano. More calls than last year regarding upset residents on their value, most situations and conversations were resolved okay. Mayor Graunke said most people do not realize how much their home is valued. Newer homes were the most surprised at the change in value of their home. Sutherland noted that page 6 went down, from 2006. 2018 is almost peak, and now new sales are at the peak. Mayor Graunke noted that it was a normal and healthy market. Unfinished permits include all open permits, whether new home or new deck, or any project on a home.

**Motion by Betsy Moran to open the public hearing for Local Board of Appeal and Equalization, seconded by Holly Schrupp; motion carried.**

Mayor Graunke called for public comment three times. None was heard.

**Motion by Betsy Moran to close the public hearing for Local Board of Appeal and Equalization, seconded by Jon Sutherland; motion carried.**

**4. Adjournment**

**With no further business to be done for the Local Board of Appeal and Equalization, this portion was adjourned at 7:14 pm.**

## **5. Reconvene for Special Meeting**

The meeting was reconvened at 7:20p.

### **A. Report from Delano Fire Department regarding capital purchases**

City of Delano Fire Chief, Bob Van Lith, introduced who was with him at the workshop which were the engine purchasing task force. Bob discussed the budget having a purchase of an aerial truck in 2021. Bob is looking to see the councils view on the purchase of an aerial truck, and how the pricing compares and service duration/depreciation. The change in technology for new trucks is significant. For determining which truck to buy someone would need to travel to see the truck which would include a travel expense. New can be an exact fit for the community and needs, and an used truck would possibly not be a complete match for the community. There is an ordering time of an average of 13 months from order placed to receiving the truck. Chief Van Lith would like to order earlier so they can train on the new truck in summer 2021. Additional equipment that will need to be purchased are radios and all other materials needed for the new truck. Used trucks can be purchased for half price, those used trucks would be over 10 years old. Bob requested for questions and comments, and he wants a direction to know if he should move forward with research.

Holly Schrupp had a question on mutual aid for trucks in cities such as Watertown, Maple Plain and Rockford have aerial trucks. Mayor Graunke said the height should be more to make sure the truck would be able to be used in all homes, new and existing. Matt Van Lith discussed the needs and uses of these trucks within the city, such as roof access and industrial/commercial buildings. Council member Jason Franzen wanted to know a breakdown of what trucks are used in rescues. Matt responded by saying it is hard to judge due to the safety of all people. Matt made the point that they are life-savers, also he talked about the apartment buildings, and how they are built without sprinklers and are made of wood.

Council member Holly Schrupp asked how the aerial truck, or what the aerial truck would be able to do compared to the trucks the Fire Department currently has. Matt responded with, the truck allows there to be less individuals, now they use ladders in those situations that are not as stable and require more individuals to use. Matt talked about how the planning is difficult, when there is a fire you are in an emergency mode and work to save. The now number one truck would go to second position in the truck line ups. This truck will be used consistently, and more within city limits.

Councilmember Betsy Moran asked if any trucks would not be used now, and Matt addressed that all trucks have their purpose and need, but they are still deciding on if all the current trucks would still be needed if this truck is purchased.

Mayor Graunke asked why the OSHA requirements are in place, and to have this information to be presented, so they can inform the public. Councilmember Jon Sutherland wants to see the history and numbers of this issue, Sutherland likes the idea but he has questions since it is the

first time he has looked at it. Sutherland also asked with the Sprinkler systems in new buildings and how they should put out fires. Matt said that sprinkler systems are designed to contain the fire not put it out, it can put some fires out but it is not designed for that and does not happen often.

Gary talked about how the equipment looks at safety for others, being able to bring individuals down if they are having a heart attack. And how the ladders are unable to bring people down when the ladder is caged. Mayor Graunke asked for them to jot down the issues so they have the information.

Bob just wants to know direction. Looking at refurbished vs replacing. Pointed out that refurbished is still an older truck. Franzen is looking for more information. Sutherland said he doesn't want ground ladders for them, but he wants more information on the numbers. Graunke noted that people were against the money sitting in the funds. Administrator Kern has confidence that the money will be there by 2021, without any major changes with the budget. Moran said since there has been budgeting for the item, the city should go forward, she just said that with the big engine also coming up that it might be more questionable, and since they are two large purchases. Moran wanted more information on used versus new on the truck and how the costs are different as well as the issues from used. They talked of surrounding trucks, and the years of them. Schrupp wants to know what is the biggest ladder they can get is, and also wants to know if there is room in the firehouse. Matt confirmed that with moving some around, there is room.

Sutherland wants information from Finance Director Brian Bloch and where it lays in the capital outlay, and he wants to know its place. Matt noted that each year it will get more expensive. Franzen talked about how the truck cannot be used on a dirt road that is usually for a farm. They discussed how the truck works in the farm rescues, which includes having footings for the truck to use and stay stable. Matt noted that you have to be more cautious in the spring time with any of the trucks. They asked Alan Brixius about the new industrial park and regulations on that, how the new buildings will ensure the use of an aerial truck. Matt noted the aerial truck needs to be there first on the scene, to be situated and to be used effectively. Kern noted on the need for having the truck on site, and how mutual aid cannot always be as effective with the community growing. Matt noted that houses are burning and collapsing faster, and these trucks help combat that. Gary gave the stats on the significant amount how fast a house can burn now, 3 times faster and hotter than what it used to.

General consensus is to get more information but they are on board. Matt stressed the truck is time sensitive, as to act quickly since it will take some time. Council talked about putting money down so they can begin designing the truck and then they can pay when they get the rest of the money that will be coming in.

#### B. Discuss proposed of rental housing code

Alan Brixius recapped previous discussions regarding the proposed rental housing code. If Council agrees, the proposed rental housing ordinance will be further reviewed and considered at a future meeting in June through public hearing. Council discussed who the rental housing ordinance would affect. Brixius stated this is for all residential rental housing units within City

limits. This includes all apartment units, duplexes and single-family homes. This does not include facilities licensed by the Minnesota Department Public Health, (i.e. nursing homes), accessory dwelling units or sleeping rooms utilized by a blood relative or on-site employee of the owner, boarding of up to one person unrelated to the owner of the dwelling.

Brixius then discussed the licensing process. The property owner will need to apply for a license, pay the appropriate fees, and schedule an inspection. Once the property passes inspection a three-year license will be issued to the property. This process will happen every three years. Staff has recommending implementing this process through a three-year process; starting with apartment buildings and moving to single family dwellings.

Council discussed the inspection process. Scott Dornfeld and Greg Hamman will complete the inspections. Staff is not expecting to hire new employees for the rental housing ordinance at this time.

Consensus of the Council was to move forward with the proposed ordinance and discuss further at a public hearing in June. Notice will be sent out to all rental housing units within the community and notices will be published in the paper.

C. Discuss infrastructure rate study

Phil Kern reviewed the current infrastructure fees for development applications within the City of Delano; staff is recommending further review of these fees to ensure the rates are competitive with surrounding communities.

D. Discuss Senior and Community Services Coordinator position

Nick Neaton has filled the Senior and Community Services Coordinator position since 2014. Staff is proposing to expand his current roll to include oversight of the Heritage Center, continued growth/interaction with community groups, and other special projects related to municipal services that arise.

E. Discuss amendment to City Administrator employment contract

Phil Kern discussed his current contract and benefit package which allows an allowance for health, dental and other benefits. Kern requested an amendment to his current contract to allow unused health benefits to take any portion of this allowance as compensation as well.

**Motion by Betsy Moran, seconded by Jon Sutherland to authorize City Attorney to modify the City Administrator contract as discussed; motion carried.**

F. Consider amendment to purchase agreement for 510 Railroad Avenue (This item may be closed and audio recorded for the purpose of real estate negotiations)

**Motion by Holly Schrupp, seconded by Jason Franzen to enter into closed session for the purpose to discuss a purchase agreement for 510 Railroad Avenue; motion carried.**

**Motion by Jason Franzen, seconded by Holly Schrupp to exit out of closed session;  
motion carried.**

**6. Adjournment**

There being no further business to discuss the special workshop of Tuesday, April 30, 2019, was adjourned.

Signed:

Dale Graunke, Mayor

Paula Bauman, Administrative Services Coordinator

Attest: Sabrina Hille, Administrative Intern