

**MINUTES**  
**CITY OF DELANO**  
**City Council/Economic Development Authority**  
**Tuesday, October 1, 2019**  
**7:00 PM**

**1. Call to Order**

Mayor Graunke called the regular meeting of the Delano City Council/Economic Development Authority of Tuesday, October 1, 2019, to order at 7pm.

**2. Roll Call and Approval of Agenda**

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

**Also Present:** Phil Kern, City Administrator; Shawn Louwagie, City Engineer; Molly Fleming, Management Assistant

Phil Kern recommended adding a discussion on considering bids for the road repair projects on County Rd 17 and Tiger Drive

**Motion by Holly Schrupp, seconded by Jason Franzen to approve the agenda with additions; motion carried.**

**3. Minutes**

**Motion by Betsy Moran, seconded by Jon Sutherland to approve the minutes as submitted; motion carried. Holly Schrupp abstained**

A. September 2, 2019 - Regular Meeting

**4. Speakers, Presentations and Awards**

**5. Consent Items**

**Motion by Betsy Moran, seconded by Jon Sutherland to approve the consent items 5A-E as submitted; motion carried 5-0 by roll call vote.**

A. Pay Request No. 2 for the Delano West Metro Business Park Phase II

B. Motion authorizing housing market study

C. Consider and adopt a resolution designating a polling place for the calendar year of 2020.

D. Adopt Resolution designating the Spirit of Community Commission as the Complete Count Committee for the 2020 US Census

E. Authorize request from Councilmember Franzen to attend Transportation Alliance Conference in Mankato on Monday, November 4

## 6. City Strategy No. 1: Provide comprehensive services to meet community needs

### A. Motion approving a new playground installation at Parkview Hills Park

Phil Kern Presented and introduced Kristen Born of Landscape Structures. Kern stated that city staff have been presented with an opportunity by Landscape Structures to improve a park in our community. This project falls into Delano's stated goals of comprehensive stewardship and fiscal stewardship. Delano maintains a capital improvements plan. There will also be a forthcoming Parks and Rec capital improvement plan. This project doesn't fall into that plan, but doesn't slow it down either. For background on this installation, occasionally, Landscape Structures approaches the city with the chance to improve a play area. This will be at no cost to community. We have a chance to get one of their newest designs that will only be in Mesa, AZ and Delano. We don't have an illustration for now, because they want to keep the design under wraps due to competition. They have selected to update Parkview Hills Park. The donation is smaller than Big Rock, so they equipment wouldn't fit despite that being the first park slated for improvement. Another consideration in not putting the new design of equipment into that site is that Big Rock and its design are considered a "flagship" park in Delano and the look should be kept the same. This is Parkview Hills Park's 16<sup>th</sup> season of play. New equipment will be slightly larger. One of the items on the capital improvements list in 2020 was to install a basketball court in this park and city staff's recommendation would be to go through with this new play area, and incorporate basketball later. Landscape Structures wants to break ground on this project in the next 3-4 weeks and have this completed by late fall. Delano's investment in this is labor to remove some concrete panels and put woodchips back in area. It would be tough to get product to match existing rubber chips. The community has expressed a preference for woodchips in other areas anyway. Landscape Structure would prefer a poured-in-place surfacing, but the cost is prohibitive and the Parks and Rec commission doesn't want to do that and set back other priorities. Park board has recommended approval for this project, as does staff. There were questions from the Council regarding the approval of Public Works, which Shaun Louwagie affirmed.

**Motion by Betsy Moran, seconded by Holly Schrupp to approve new playground installation in Parkview Hills Park; motion carried.**

### B. Motion to Approve bid from Kuechle Underground for street repair projects on Tiger Drive and County Road 17

City Engineer Shaun Louwagie reported that in the spring of 2019 the culvert on County Rd 17 within Delano city limits failed. The existing pipe had deteriorated under road. In early August Wright County staff approached city staff with idea of doing joint project to repair the culvert. Memorandum of understanding was approved by the City Council in August. The cost for the culvert repairs would be split 50/50 between Delano and Wright County. The alternative to that is Wright County improves their part and does no work on the Delano side. Wright County has also agreed to handle traffic control and street repairs. The same contractor will also do repairs to the drain tile on portions of Tiger Drive. The city considered pushing the Tiger Drive repairs to the 2020 improvements plan, but instead chose to move forward now to mitigate damage during spring flooding season. The city and county asked for quotes from 5 contractors. Louwagie recommend awarding to Kuechle Underground. Louwagie told the council he would get back to them regarding the route of re-routed traffic. He also clarified that this isn't a

simple repair, but will include increased flood protection improvements.

**Motion by Jon Sutherland, seconded by Jason Franzen to approve awarding contract for project to Keuchle Underground; motion carried.**

- 7. City Strategy No. 2: Maintain financial sustainability and fiscal stewardship**
- 8. City Strategy No. 3: Conscientious asset/infrastructure management**
- 9. City Strategy No. 4: Manage sustainable and planned growth**
- 10. City Strategy No. 5: Foster engaged and informed community**
- 11. City Strategy No. 6: Ensure a high-performing team of public servants**
- 12. City Strategy No. 7: Manage a safe and healthy community**
- 13. City Strategy No. 8: Maintain and protect community strengths**
- 14. Updates from Commission Liaisons**

A. Fire Relief Association

1. September 12, 2019

B. Park and Recreation Commission

1. July 24, 2019

Jon Sutherland reported on the meeting of the Parks and Rec Commission that took place on September 25. The Commission reviewed the forthcoming capital improvement plan and approved it for implementation in 2020. Chairman Johnathan Worth presented interactive map of all the parks at the meeting. This map is not available yet but will provide good resource for residents, staff and visitors. Phil Kern spoke in the meeting about potentially integrating in city GIS. The commission spoke about the park improvements to Parkview Hills Park and Big Rock Park. There is also a plan going forward to improve the ice skating and hockey area in Central Park. The Commission discussed impact of these new structures on the Fourth of July and they will be working with the Fourth of July Committee to ensure that all parties are consulted and on board. The Commission talked about lack of quality parks by Merriman Drive. City staff will be researching potential parkland in that area.

Finally, the Commission discussed finding locations for additional tennis courts and commemorative benches in town, as well as a potential dog park.

C. Planning Commission

D. Public Safety Commission

1. May 28, 2019

E. Spirit of Community Commission

F. Water, Light and Power Commission

Jason Franzen reported that DMU made an offer to a candidate to fill an Accounting Clerk position. He also reported no other ongoing wind energy projects and facility improvements in Delano.

**15. Communications and Announcements**

**16. Claims**

A. City Claims

**Motion by Holly Schrupp, seconded by Jon Sutherland to approve City Claims as submitted; motion carried.**

**17. Adjournment**

There being no further business to discuss, the Delano City Council/Economic Development Authority meeting of Tuesday, October 1, 2019, was adjourned at 7:35.

Signed:

Dale Graunke, Mayor

Paula Bauman, Administrative Services Coordinator

Attest: Molly Fleming, Minnesota Cities Fellow