

**MINUTES**  
**CITY OF DELANO**  
**City Council/Economic Development Authority**  
**Tuesday, November 5, 2019**  
**7:00 PM**

**1. Call to Order**

Mayor Graunke called the regular meeting of the Delano City Council/Economic Development Authority of Tuesday, November 5, 2019, to order at 7:00pm.

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

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

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

**3. Minutes**

**4. Speakers, Presentations and Awards**

**5. Consent Items**

**Motion by Betsy Moran, seconded by Jason Franzen to approve the consent items as submitted; motion carried.**

- A. Approve the replacement of carpeting in the Delano EDA/Crow River Villa Apartment No. 208
- B. Pay Request for the West Metro Business Park project
- C. Approve Brent Hennen to probationary firefighter status
- D. Motion to hire part-time staff at Delano Wine and Spirits
- E. Consider a reduction of the letter of credit (LOC) for Liberty Landing
- F. Approve necessary agreements, licenses and request for road closure for the 2019 Old Fashioned Christmas event scheduled for Saturday, December 7, 2019
- G. Motion authorizing the hiring of Temporary Seasonal Public Works Work position
- H. Motion authorizing purchase of anti-ice system for Public Works

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

- A. Sanitary sewer service televising quote results

In October, staff held two open houses for residents living within the project area to explain the sewer inspection process and answer any questions they may have. Phil Kern presented the PowerPoint that was given during those meetings.

In preparation for the 2020 Infrastructure Improvements project, Wenck solicited quote requests to televise the sanitary sewer services to the houses directly abutting the project streets. The quotes received assumes that all residents along the project will consent to have the City televise their sewer service. Quotes for the work was requested from three companies, from which we received two quotes.

The quote results are as follows:

- A. **Diversified Infrastructure Services: \$28,157**
- B. HydroKlean: \$28,250

Staff is recommending to proceed with Diversified Infrastructure Services.

**Motion by Betsy Moran, seconded by Holly Schrupp to accept bids received for the sanitary sewer service televising for the 2020 Street Improvement Project and to award the bid to Diversified Infrastructure Services in the amount of \$28,157; 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**

Jason Franzen recapped his attendance at the Transportation Alliance in Mankato

- A. Fire Relief Association
  - 1. October 10, 2019
- B. Park and Recreation Commission
- C. Planning Commission

- D. Public Safety Commission
- E. Spirit of Community Commission
- F. Water, Light and Power Commission

1. September 16, 2019 - Regular Meeting
2. September 30, 2019 - Special Meeting

**15. Communications and Announcements**

**16. Claims**

- A. City Claims

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

- B. EDA Claims

**Motion by Holly Schrupp, seconded by Jason Franzen to approve the EDA Claims as submitted; motion carried.**

**17. Adjournment**

There being no further business to discuss, the regular meeting of the Delano City Council/Economic Development Authority of Tuesday, November 5, 2019, was adjourned at 7:45pm.

Signed:

Dale Graunke, Mayor

Attest: Paula Bauman, Administrative Services Coordinator