

**MINUTES
CITY OF DELANO
City Council/Economic Development Authority
Tuesday, January 3, 2017
7:00 PM**

1. Call to Order

Mayor Graunke called the regular meeting of the Delano City Council/Economic Development Authority of Tuesday, January 3, 2017, to order at 7:00pm.

2. Oath of Office

- A. Councilmember - Betsy Stolfa
- B. Councilmember - Jon Sutherland

3. Roll Call & Approval of Agenda

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

Also Present: Phil Kern, City Administrator; Shawn Louwagie, City Engineer; Makenzie Krause, Intern; Paula Bauman, Recorder

City Administrator, Phil Kern, recommended adding items:

8A: Approve outdoor dance application for Puck in the Park

8B: Adopt Resolution approving gambling application for Delano Area Youth Hockey Association.

Motion by Jason Franzen, seconded by Holly Schrupp to approve the agenda for Tuesday, January 3, 2017, with the recommended changes. Motion carried.

4. Election of Officers - City Council and Economic Development Authority

A. City Council

- 1. Mayor Pro-Tem (Previously Betsy Stolfa)

Motion by Jon Sutherland, seconded by Jason Franzen to appoint Betsy Stolfa as Mayor Pro-Tem. Motion carried.

B. Economic Development Authority

Motion by Betsy Stolfa, seconded by Jason Franzen to make the following appointments to the Economic Development Authority: President, Dale Graunke; Vice President, Jason Franzen; Holly Schrupp, Treasurer; Assistant Treasurer, Brian Bloch; Secretary Phil Kern. Motion carried.

1. President (Previously Mayor Dale Graunke)
2. Vice President (Previously Councilmember Jason Franzen)
3. Treasurer (Previously Councilmember Holly Schrupp)
4. Assistant Treasurer (Previously Finance Director Brian Bloch)
5. Secretary (Previously City Administrator Phil Kern)

5. Minutes

6. Speaker, Presentations & Awards

7. Consent Items

Motion by Holly Schrupp, seconded by Betsy Stolfa to approve the Consent items as submitted. Motion carried 5-0 by roll call vote.

A. City

1. Adopt RESOLUTION accepting the Liability Coverage Limits from the League of Minnesota Cities Insurance Trust.
2. Authorize Pay Request No. 8 to WM Mueller & Sons, Inc. for the 2016 Infrastructure Improvements Project.
3. Authorize purchasing additional building security hardware for the Public Library and City Hall.
4. Approve 2017 Wage Increase for Firefighters
5. Consider request from Joe Tackaberry, Edward Jones, for an extension on his Solicitors Permit.
6. Approve the 2017 Maintenance Agreement with Wright County Department of Highways.

8. CITY STRATEGY No. 1: Provide and proactively facilitate the delivery of quality public and community services in a planned, fiscally responsible manner.

A. Approve outdoor dance application for Puck in the Park.

The City of Delano has received a request from Kevin Jaunich, Delano Area Jaycees, to host an event called Puck in the Park Hockey Tournament in Central Park on January 20-22, 2017.

This is a fundraising event organized by the Delano Jaycees and proceeds will support the Delano Varsity Girls Hockey Program. The event will be held in Central Park; the lease agreement and necessary liquor licenses were approved at the December 20, 2016, meeting.

Outdoor and live music is planned to go on and off throughout the event. As outlined in ordinance O-15-07, notice has been sent to all property owners within 350 feet of the stage notifying them of the event and the date of Council consideration. As listed on their website, the music schedule is as follows:

- A. Friday, January 20, 2017: DJ provided by Adam Welz
- B. Saturday, January 21, 2017: Live music by The White Keys

Staff is recommending approval of the outdoor music license for Puck in the Park to be held on January 20-22, 2017.

Motion by Betsy Stolfa, seconded by Holly Schrupp to approve the outdoor dance application for Puck in the Park. Motion carried.

- B. Adopt a resolution approving a gambling application to conduct off-site gambling permit for the Delano Area Youth Hockey Association in the Delano Area Sports Arena.

The Delano Area Youth Hockey Association will be conducting a raffle from January 5, 2017 to January 31, 2017, at the Delano Area Sports Arena. The State of Minnesota needs approval of this type of event from the local jurisdiction. Staff is recommending approval of the state permit without a 30-day waiting period.

Motion by Betsy Stolfa, seconded by Holly Schrupp to adopt Resolution approving a gambling application to conduct off-site gambling permit for the Delano Area Youth Hockey Association. Motion carried 5-0 by roll call vote.

- 9. **CITY STRATEGY No. 2: Ensure the City's continued sustainability and financial stability.**
- 10. **CITY STRATEGY No. 3: Plan for the maintenance, replacement and efficient operations of the City's equipment, buildings, and infrastructure, energy and utility systems.**
- 11. **CITY STRATEGY No. 4: Manage the City's growth so that it is high quality and consistent with the city's Comprehensive Plan while maintaining the City's historical culture, characteristics and features.**
- 12. **CITY STRATEGY No. 5 Encourage and improve the communication of information and ideas with residents and business owners.**
- 13. **CITY STRATEGY No. 6: Ensure communication and positive relationships between the Council, City Staff, Employees and Commission members.**

- A. 2016 Minutes from the Delano Fire Relief: January 11 | February 11 | March 10 | April 14 | April 20 | May 12 | June 16 | July 14 | August 11 | September 8 | October 14 | November 17 | December 8

14. CITY STRATEGY No. 7: Ensure the City has a well-trained, productive and accountable workforce to meet the changing needs of the community.

15. CITY STRATEGY No. 8: To ensure the public's safety from crime and manmade or natural disasters.

16. CITY STRATEGY No. 9: To ensure the overall aesthetic appeal of the City.

17. Other Business

- A. Discuss meeting schedule and events.

Phil Kern discussed the upcoming meeting schedule for January stating the next regular meeting will be January 17 with the workshop on Tuesday, January 31st. At that meeting, Council will interview applicants for Boards and Commissions and appoint Council liaisons. Prior to this meeting, the WCAT Board will meet. Councilmember Jack Russek was appointed to this board and is no longer on the Council. Council discussed and agreed Dale Graunke will fill the vacated position.

- B. Discuss 2016 Employee of the Year

18. Communications & Announcements

19. Claims

- A. City Claims | By Account

Motion by Betsy Stolfa, seconded by Jason Franzen to approve City Claims as submitted. Motion carried with Holly Schrupp abstaining.

- B. EDA Claims

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

Council recessed the meeting at 7:25pm. The Council reconvened the meeting in the City Hall Conference Room at 7:30pm to further discuss the 2016 Employee of the Year nominations. Council will announce the recipient of the 2016 Employee of the Year award at the City of Delano's Annual Holiday dinner on Sunday, January 15, 2017, at the Delano American Legion.

20. Adjournment

There being no further business to discuss, the regular meeting of the Delano City Council/Economic Development Authority of Tuesday, January 3, 2017, was adjourned at 7:45pm.