

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

**1. Call to Order**

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

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

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

**Also Present:** Brian Bloch, Finance Director; Scott Dornfeld, Building Official; Paula Bauman, Administrative Services Coordinator; Sabrina Hille, Administrative Intern

**Motion by Jon Sutherland, seconded by Jason Franzen to approve the agenda as submitted; motion carried.**

**3. Minutes**

**4. Speaker, Presentations and Awards**

A. City Services Highlight: Building Department

Scott Dornfeld highlighted the City of Delano Building Department discussing the total number of permits issued, permitting process, upcoming developments and future projects.

**5. Consent Items**

**Motion by Holly Schrupp, seconded by Jason Franzen to approve the consent items as submitted; motion carried 5-0 by roll call vote.**

A. Authorize the appointment and placement of Charlie Riley as a probationary status Fire Fighter with the Delano Fire Department

B. Authorize the sale of city owned DS200 Election Vote Tabulators to Wright County Elections Department

C. Approve and adopt resolution authorizing various licenses and permits for the annual 4th of July Celebration

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

A. Consider request from Delano Community Group, LLC, D/B/A The 221 Common House for a Consumption and Display permit

Paula Bauman stated The 221 Common House members have requested the opportunity to allow guests to consume alcohol while visiting their facility. As part of this request, a representative of Delano Community Group, LLC has submitted an application for a Consumption and Display Permit. This type of permit allows customers to bring alcohol into their facility, consume on premise and take the alcohol with them when they leave.

The City of Delano code is more restrictive in its club definition as it relates to the existence of the group for at least three years. State Statute's definition does not list this as a requirement. The Delano Community Group, LLC, stated the group has been in existence for three years, but their LLC has been effective and licensed since March, 2018.

Council questioned who will monitor underaged drinking and if they'll be enrolled in the RU21 program. Ms. Bauman stated it will be the members responsibility to ensure those consuming alcohol will be of legal age. It will be recommended to the group to enroll within the RU21 program.

**Motion by Jon Sutherland, seconded by Jason Franzen to approve the permit request from Delano Community Group, LLC for a Consumption and Display (Set-Up) Permit; 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**

A. Approve outdoor dance application for Delano American Legion

The Delano American Legion has submitted an application for outdoor dance/music for two events this summer.

The dates listed within the application are:

A. Saturday, July 27, 2019 – Fundraiser honoring Firefighters with PTSD

B. Saturday, September 7, 2019 – Fundraiser for Greencare for Troops

The Delano American Legion have met all the requirements of ordinance pertaining to outdoor music.

**Motion by Jon Sutherland, seconded by Jason Franzen to approve the outdoor dance/music application for Delano American Legion; motion carried.**

B. Consider request from Delano Wine and Art Fair for an outdoor festival on Friday, May 31, 2019

Delano Wine and Art Fair is requesting to host a community event on Friday, May 31, 2019, from 5p-9p.

**1-4 Day Temporary Liquor License.** Lupine Brewing Company, has submitted an application for a Temporary On-Sale Liquor License for the event. Under MN State Statute, 340A.404 Subd. 10 (c) municipalities can issue to a brewer who manufactures fewer than 3,500 barrels of malt liquor in a year a temporary license for the on-sale of intoxicating liquor in connection with a social event within the municipality sponsored by the brewer. Because this event is not held on Lupine's property, they are required to apply for a temporary permit through the State of Minnesota in order to sell their product. As a requirement, the City of Delano needs to approve the request prior to the State. Lupine has requested fees for the temporary permit be waived.

St. Peter Lutheran Church, Watertown, has also submitted an application for a Temporary On-Sale Liquor License for the event. Because Lupine's License only covers beer for the event, St. Peter Lutheran Church has applied for licenses to serve intoxicating liquor for the event. Under state law, the church is allowed to apply for the permit and sell in a city other than they are located.

Security. Those serving alcohol will check IDs to make sure those who are served are 21 and older. Of age attendees will receive a wristband and those without wristbands will not be served alcohol.

**Outdoor Music License – Major Event.** As outlined in Ordinance O-15-07, notice has been sent to all property owners within 350 feet of the event notifying them of the event and tonight's Council consideration.

The applicant has contacted Wright County Department of Highway for permits to close this portion of River Street. Staff has received a copy of the issued permit and is attached.

**Outdoor Sales.** Because our City Code requires a permit for outdoor sales; in the past our City Attorney has recommended an outdoor sales permit to be approved as part of the application. Staff has contacted the applicant and informed them of this requirement and requested an application be submitted prior to the event.

**Garbage.** Randy's Sanitation will be supplying garbage receptacles

**Porta Potties.** The committee has stated they will supply five portable restrooms for the event one being ADA accessible. Staff feels that five portable restrooms for this event is satisfactory.

Staff is recommending approval contingent upon receiving the following:

- A. Insurance from St. Peters Lutheran Church for Temporary Liquor License
- B. Outdoor Sales Permit

Property owners within 350 feet of the event have been notified of event and tonight's meeting

and Council's consideration. The notice is given that any written or oral comments from citizens regarding the event and street closure will be heard at tonight's meeting.

The owner of Downtown Beauty Salon stated her business is open until 5pm on Friday and closing the street in front of her property at 1:00pm will not work for her business. Mr. Gust and Council discussed possible options for allowing patrons of the salon still access the building. Both entities agreed to allow access to the business during normal operating hours.

**Motion by Jason Franzen, seconded by Jon Sutherland to approve necessary licenses for the Delano Wine and Art Fair festival on Friday, May 31, 2019, with the agreement to work with Downtown Beauty Salon on access to their property; motion carried.**

- C. Approve request from St. Maximillian Kolbe Church/School for the annual River Street Jam on Saturday, June 1, 2019

St. Maximillian Kolbe Catholic Church and School is requesting to host their annual River Street Jam on Saturday June 1, 2019. The request includes a Temporary On-Sale Liquor License and an Outdoor Music License.

**1-4 Day Temporary Liquor License.** St. Maximilian Kolbe has submitted all the necessary applications to sell strong beer during the event. The church has requested fees for this temporary license be waived.

**Mini-Biffs and Garbage Collection.** The Church will supply additional garbage collection and min-biffs for the event and security will be handled by volunteers. It is noted in the application there will be six mini-biffs available during the event.

**Outdoor Music License – Major 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 tonight's Council consideration. The street dance will take place on River Street, between Franklin Avenue and Bridge Avenue. It is the applicant's requirement to contact the Wright County Department of Highway for permits to close this portion of River Street. As in past events, the City will require a copy of the permit once it has been issued.

Stated within City Ordinance, outdoor music is allowed until 12:00 midnight. Last year, Council allowed a one-time extension of hours to 12:30pm. Staff did not receive any noise complaints from the 2018 event. This year, Mr. Carroll is requesting approval for extension of hours to 1:00am

Council discussed the event and request for extension of hours and agreed to allow the live band to play until 1:00am.

**Motion by Jon Sutherland, seconded by Holly Schrupp to approve request and appropriate licenses for St. Maximillian Kolbe Church/School for the annual River Street Jam on Saturday, June 1, 2019. In addition, extending the hours of outdoor music until 1:00am; motion carried.**

**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
- B. Park and Recreation Commission
- C. Planning Commission
- D. Public Safety Commission
- E. Spirit of Community Commission
- F. Water, Light and Power Commission

**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 regular meeting of the Delano City Council/Economic Development Authority of Tuesday, May 7, 2019, was adjourned at 8pm.

Signed:

Dale Graunke, Mayor

Attest: Paula Bauman, Administrative Services Coordinator