

MINUTES
CITY OF DELANO
City Council/Economic Development Authority
Tuesday, May 5, 2020
5:00 PM

1. *Due to COVID-19, the meeting was conducted via Zoom webinar as allowed under Minnesota Statutes, Section 130.021. All motions were approved by roll call vote.*

2. **Call to Order**

Mayor Graunke called the regular meeting of the Delano City Council/Economic Development Authority of Tuesday, May 5, 2020, to order at 5:00pm.

3. **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; Brian Bloch, Finance Director; Shawn Louwagie, City Engineer; Paula Bauman, Administrative Services Coordinator

Jon Sutherland requested adding a residential request for discussion regarding allowing chickens within the city limits.

4. **Minutes**

5. **Speakers Presentations and Awards**

6. **Consent Items**

Motion by Jon Sutherland, seconded by Betsy Moran to approve consent items as submitted; motion carried.

- A. Approve funding in the estimated amount of \$6877.48 for purchase of a six-burner range and a double-door refrigerator for the senior center kitchen

Councilmember Franzen questioned if Staff has looked into purchasing used equipment for the kitchen. Nick Neaton stated he has looked into used equipment but hasn't found quality items for purchase and the goal is to purchase quality equipment that will last.

Motion by Jason Franzen, seconded by Betsy Moran to approve funding in the estimated amount of \$6,877.48 for the purchase of a six-burner range and a double door refrigerator for the senior center kitchen; motion carried.

- B. Approve funding for the purchase and installation of new carpet at the Delano Library

- C. Approve the repairs for the flat section of roof above the garbage room of the Crow River Villa building
- D. Approve change order No. 1 for 125 Woodland Road Demolition Project
- E. Approve final Pay Request No. 2 for the 125 Woodland Road Demolition Project

7. City Strategy No. 1: Provide comprehensive services to meeting community needs

- A. Discuss resident request to allow chickens within the City limits

Phil Kern stated this request has come up before and there is a process that needs to be followed. To allow chickens, the Planning Commission and City Council would need to approve a zoning amendment. This can be done two ways; the City Council initiates the process by a motion to proceed with consideration of a zoning amendment. Doing so tonight would put into a June Planning and Council meeting reviewal. If the Council doesn't move forward, the resident has the option to initiate the request. The resident will need to cover the costs and fees involved with a zoning amendment. Council discussed the process and agreed to move forward.

Motion by Jon Sutherland, seconded by Betsy Moran to initiate the process to proceed with zoning amendment to consider allowing chickens within the city limits; motion carried.

8. City Strategy No. 2: Maintain financial sustainability and fiscal stewardship

9. City Strategy No. 3: Conscientious asset/infrastructure management

- A. Consider purchase agreement for 125 Woodland Road (*This item may be closed for purpose of discussing real estate negotiations*)

Because this purchase agreement will be discussed under closed session, this item was moved to the end of the meeting for discussion.

10. City Strategy No. 4: Manage sustainable and planned growth

11. City Strategy No. 5: Foster engaged and informed community

12. City Strategy No. 6: Ensure a high-performing team of public servants

13. City Strategy No. 7: Manage a safe and healthy community

- A. Discuss the Community Health Emergency and City Services

Phil Kern gave a brief update for Council; the previous meeting the Council approved the extension of the health emergency to June 1st. The stay-at-home order was extended to May 18. Staff has prepared a preparedness plan to be ready to open City Hall on this date. If the

governor extends the stay-at-home order, opening City Hall will be pushed out as well. Staff had a productive meeting with downtown business owners. The topics included online marketing, outdoor display for retail stores and curbside pick-up.

14. City Strategy No. 8: Maintain and protect community strengths

15. Communication and Announcements

16. Claims

A. City Claims

Motion by Betsy Moran, seconded by Jon Sutherland to approve city claims as submitted; motion carried.

17. City Strategy No. 3: Conscientious asset/infrastructure management

A. **Consider purchase agreement for 125 Woodland Road** (*This item may be closed for purpose of discussing real estate negotiations.*)

Motion by Holly Schrupp, seconded by Jon Sutherland to enter into a closed session for the purpose of discussing a purchase agreement for 125 Woodland Road; motion carried.

Motion by Betsy Moran, seconded by Holly Schrupp to exit out of closed session; motion carried.

18. Adjournment

There being no further business to discuss, the regular meeting of the Delano City Council/Economic Development Authority of Tuesday, May 5, 2020, was adjourned.

Signed:

Dale Graunke, Mayor

Attest: Paula Bauman, Administrative Services Coordinator