

**MINUTES**  
**CITY OF DELANO**  
**City Council/Economic Development Authority**  
**Tuesday, July 7, 2020**  
**7:00 PM**

**1. Call to Order**

Mayor Graunke called the regular meeting of the Delano City Council/Economic Development Authority of Tuesday, July 7, 2020, to order at 7:00pm.

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

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

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

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

**3. Minutes**

**4. Speakers, Presentations and Awards**

- A. Introduction and update from Jolene Foss, Wright County Economic Development Partnership Executive Director

Phil Kern introduced Jolene Foss, Wright County Economic Development Partnership Executive Director. Ms. Foss discussed her background and more information on the program.

**5. Consent Items**

**Motion by Betsy Moran, seconded by Jason Franzen to approve consent items A, B, D, E as submitted; motion carried 5-0 by roll call vote.**

- A. Approve the purchase and replacement of the chairs in the commons areas of the Delano EDA/Crow River Villa Building

- B. Approve and adopt resolution increasing the Fire Relief pension benefit

- C. Approve and adopt resolution to transfer excess reserves out of General Fund

Jon Sutherland pulled this item to discuss further. Councilmember Sutherland suggested allocating a portion of these funds to help citizens who have an unfortunate emergency; and gave the example of sewer line repairs. Dale Graunke reminded Councilmember Sutherland this was discussed in previous workshops and this should be discussed further in a workshop if changes are made to past approvals. Jon Sutherland suggested setting up a subcommittee to look into further. Dale Graunke disagreed stating it needs further review at a workshop as this

has been approved by ordinance.

**Motion by Jon Sutherland, seconded by Jason Franzen to approve and adopt resolution to transfer excess reserves out of General Fund and discuss potential allocations at a future workshop; motion carried 5-0.**

- D. Approve purchase of a new command truck through the state bid process
- E. Approve request from Delano Graduation Party for a private outdoor party on Thursday, July 16.

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

- A. Discuss McDonald and Mack proposal for the Delano Heritage Building

The scope of work and budget for the emergency repairs of the Delano Heritage Center will be discussed at the workshop at the end of the month. It does appear the budget and underground work is less than anticipated.

Nick Neaton stated staff is currently evaluating and brainstorming how to organize the first-floor space. Currently, there are a few ideas and Motor Vehicle office is a potential candidate – there is space for additional office space as well. Dale Graunke stated if needed, he is willing to sketch out scaled plans to be of assistance.

Betsy Moran questioned the plans created a few years ago which included an elevator. Are those plans still relevant today? Neaton discussed those plans stating they were part of an event project the main floor layout has changed since then, but an elevator is still a need for the building.

Holly Schrupp suggested conceptually figuring out usage for upstairs as well as first floor. Betsy Moran agreed stating she would like to see something that has daily traffic.

**Motion by Betsy Moran, seconded by Jon Sutherland to authorize staff to move forward with plans for the Delano Heritage Building; motion carried.**

- B. Consider Highland Ridge 7<sup>th</sup> and 8<sup>th</sup> Addition grading revisions

The developer for the Highland Ridge 7<sup>th</sup> and 8<sup>th</sup> Additions (Lennar Homes) has requested that select lots be revised to support full basement homes which will require some minor grading modifications to the 7<sup>th</sup> and 8<sup>th</sup> Additions of Highland Ridge. The requested changes are due to interest from prospective homeowners.

Highland Ridge 7<sup>th</sup> was constructed in 2019 with most of the lots remaining to be sold and built on. Highland Ridge 8<sup>th</sup> Addition will be undergoing construction in 2020. Wenck staff have reviewed the submitted grading changes and have determined the changes are consistent

with the overall development and will not cause any negative effects.

Jon Sutherland pointed out some lots have an 8% driveway grade? Shawn Louwagie stated yes, design standards allow for up to 10%.

Holly Schrupp with houses going from a split entry to full basements, will the basements stay dry? Shawn Louwagie stated they will, staff looked at water level. Lennar had originally requested additional lots to be changed but they were denied due to grading and drainage.

Dale Graunke questioned if the sewer will be deep enough. Shawn Louwagie agreed stating staff has looked into that as well. The sewer services will be deep enough.

Betsy Moran stated she is hesitant to approve based on the steep driveway slope. Council discussed.

**Motion by Holly Schrupp, seconded by Betsy Moran to table the item to allow for further review from the Delano Planning Commission; 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
- 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 Betsy Moran to approve city claims as submitted; motion carried.**

B. EDA Claims

**Motion by Holly Schrupp, seconded by Betsy Moran to approve EDA Claims as submitted; motion carried.**

**17. Adjournment**

There being no further business to discuss, the regular meeting of the Delano City Council of Tuesday, July 7, 2020, was adjourned.

Signed:

Dale Graunke, Mayor

Attest: Paula Bauman, Administrative Services Coordinator