

MINUTES  
REGULAR WASECA CITY COUNCIL MEETING  
TUESDAY, August 21, 2018

**CALL TO ORDER/ROLL CALL**

- 1 The regular Waseca City Council meeting was called to order by Mayor Roy Srp at 7:00 p.m.

Councilmembers present:

Mayor Roy Srp	Ann Fitch
Daren Arndt	Mark Christiansen
Les Tlougan	Allen Rose
Jeremy Conrath	

Staff present:

Duane Hebert, Interim City Manager  
Bill Green, Planning and Zoning Coordinator  
Mike Anderson, Assistant to City Manager

Others:

Grant Wissmore – Veterans Memorial Committee  
Steve Baaken – Chairperson, Sinister Forest

**MOMENT OF SILENT PRAYER/PLEDGE OF ALLEGIANCE**

- 2 A moment of silence was observed. The Pledge of Allegiance to the Flag was recited.

**APPROVAL OF AGENDA**

- 3 Assistant to City Manager Anderson asked for Item 6C to be removed from the Agenda. It was moved by Tlougan, seconded by Arndt, to approve the agenda as amended, motion carried 7-0.

**PUBLIC COMMENT**

- 4 None

**REQUESTS AND PRESENTATIONS**

- 5 Steve Baaken: Chair of the Sinister Forest spoke to the City Council. Steve recapped the 2017 Sinister Forest which is held at Maplewood Park. He thanked the Council for allowing them to use the Park and waiving the fees in 2017. Steve asked the Council to waive the fees and close the park for the month of October for the Sinister Forest.

It was moved by Arndt, seconded by Srp to waive the fees and close the park for the 2018 Sinister Forest, motion carried 7-0.

**CONSENT AGENDA**

6 It was moved by Fitch, seconded by Tlougan, to approve the Consent Agenda as amended; the motion carried 7-0 and included the following:

- A. Minutes – Regular City Council meeting – July August 7, 2018
- B. Payroll & Expenditures
- C. ~~Minutes – City Council Work Session – August 9, 2018~~
- D. **Resolution 18-48:** Amendment to Resolution 15-09 regarding Pondview Development
- E. **Resolution 18-54:** Authorizing Acquisition of Tax Forfeited Property from the State of Minnesota For Public Purpose
- F. **Ordinance 1066 & Setting the Public Hearing Date,** Regarding Number of Planning Commission Members for September 18, 2018
- G. Contract Payment: TLCF – Ditch Creek Landscape Payments for Labor and Materials
- H. Contract Payment: TLCF – Skold Specialty Contracting Payments for Labor and Materials
- I. Contract Payment: TLCF – RTL Construction Payments for Labor and Materials
- J. Contract Payment: TLCF – Reichel Paint Co
- K. Contract Payment: TLCF – Met Con Construction
- L. Contract Payment: TLCF – J&K Masonry
- M. Contract Payment: TLCF – South Central Erectors
- N. Contract Payment: TLCF – Merit Contracting
- O. Contract Payment: TLCF – HKS Construction
- P. Contract Payment: TLCF – Britton Plumbing & Heating
- Q. Contract Payment: TLCF – Carciofini Company
- R. Contract Payment: TLCF – Del’s Construction
- S. Contract Payment: HWY14 – Ulland Bro’s
- T. **Resolution 18-52:** Accepting the FAA Grant for Airport Runway Culvert Replacement, City Project 2018-05

**ACTION AGENDA**

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- A. **Resolution 18-50:** Granting a Variance to Allow an Addition to an Existing Garage  
  
Planning and Zoning Coordinator Bill Green presented information to Council informing them that the variance was needed to allow for this addition. The Planning Commission held a public hearing on Aug 15, Planning Commission voted in favor of this Variance 4-0 and recommended approval to Council.  
  
It was moved by Conrath, seconded by Fitch to approve Resolution 18-50. Motion carried 7-0.
- B. **Adopting Ordinance 1065:** Releasing Utility Easement Agreement for Kwik Trip Property  
  
Planning and Zoning Coordinator Bill Green presented information regarding an Easement Release Agreement which will allow future development of the property

located just north of Oscars. Planning Commission held a Public Hearing on Aug 15 and voted in favor 4-0 and recommendation to Council.

It was moved by Conrath, seconded by Arndt to adopt Ordinance 1065. Motion carried 7-0.

- C. **Veterans Memorial Request:** Grant Wissmore from the Veterans Memorial Committee presented information to the Council about the Memorial. The site is expected to be completed for Veterans Days. Back in May of 2017 the Council talked about adding a budget item for 2019 of \$25,000 to assist in the completion of the Memorial. Council discussed adding UP TO \$25,000 for 2019 based on funds needed for completion.

It was moved by Christiansen, seconded by Srp to include Up To \$25,000 for the memorial in the 2019 Budget discussion. Motion carried 7-0

- D. **Resolution 18-55:** EDA Federal Grant Applications

City Manager Hebert informed the Council that there are funds available through the Federal EDA which will fund a position 80/20. This position specializes in finding businesses with similar jobs and pay to those that have been lost in the City. This person would come in and evaluate the current buildings available for businesses and help in bringing them to Waseca. Hebert would like to have staff apply for this funding.

It was moved by Arndt, seconded by Fitch to approve Resolution 18-55. Motion carried 7-0.

City Manager Hebert discussed talking to Region Nine in assisting with the grant writing for the Federal EDA Application. Region Nine specializes in this area and asked the Council to approve a Memo of Understanding to work with Region Nine in this area.

It was moved by Arndt, seconded by Conrath to approve the Memo of Understanding. Motion carried 7-0.

## **REPORTS**

### **8A City Manager's Report**

Duane Hebert, City Manager, provided the following updates:

- Vision 2030: The kickoff event is scheduled for September 12 at the Public Safety Building beginning at 4:30 pm. The entire community is welcome.
- Fire Study Next Steps: Not all items in the RFP were identified, so the consultant will be working on an addendum.
- 2019 Budget Update: All the Department budget drafts are done and look good. Staff are waiting for more information before submitting numbers to Council. City Manager Hebert feels good about the numbers.
- HyVee: City will continue to monitor the situation and help anyway we can.

- TLCF: Grant opening has an incredible turnout, the Mayor sang the National Anthem. Overall, it was a success.
- Housing Starts: 7 permitted houses in the City limits in 2018, and more are within the 2 mile radius. Building is happening within the community

**8B Commission Reports**

- DWT: Fitch talked about Sinister Forest and a great partner they are. The Fall and Winter brochure is coming out soon, and the SQ which is coming up Labor Day weekend. Conrath said that the Marching Classic has 20 bands signed up including Waseca. Also that any event, please send it to Gary Sandholm at City Hall and get those events listed on the DWT website.
- EDA: Fitch discussed the bringing in a specialist from the Federal EDA to help Waseca. Also she mentioned the Opportunity Zones, partnering with Region 9 and the School District to host a regional conference.
- Planning Commission: Arndt talked about the Variance and Ordinance that was passed earlier at the meeting

**ANNOUNCEMENTS**

9 The following miscellaneous announcements were made:

- City Council all Thanked Interim City Manager Hebert for his amazing job during the last few months
- Arndt informed all to come to Sinister Forest
- Tlougan talked about the Marching Classic and how there will be 1,900 students here along with their family, friends, and relatives. He is excited for the City of Waseca that weekend
- Fitch thanked Jacob Start from the Waseca County News who will be moving on. She also said that the Performing Arts Center will be open for all the SQ events
- Christiansen said it was nice to see the article in the paper regarding TLCF Grand Opening
- Rose talked about residents getting control of their crab grass, don't let it wreck your yard
- Srp said that the grand opening to TLCF was exceptional, he estimated the crowd to be 150-200 people. Everyone has a great time
- Tlougan also Thanked all the Staff for their great work during the City Manager transition period.

**ADJOURNMENT**

10 It was moved by Conrath, seconded by Arndt, to adjourn the meeting at 8:22 p.m.; the motion carried 7-0.

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R. D. SRP  
MAYOR

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MIKE ANDERSON  
ASSISTANT TO CITY MANAGER