

MINUTES
REGULAR WASECA CITY COUNCIL MEETING
TUESDAY, FEBRUARY 20, 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	Allan Rose
Ann Fitch	Mark Christiansen
Jeremy Conrath	Daren Arndt
Les Tlougan	

Staff present:

Danny Lenz, City Manager
Mary Buenzow, City Clerk
Tim Schroeder, Waseca Police Department

MOMENT OF SILENCE/PLEDGE OF ALLEGIANCE

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

APPROVAL OF AGENDA

- 3 The City Manager noted that item 6i had been added to the Consent Agenda. He requested removal of 7B from the Action Agenda.

It was moved by Conrath, seconded by Arndt, to approve the agenda as amended; the motion carried 7-0.

PUBLIC COMMENT

- 4 Mayor Srp asked if there was anyone in the audience, not on the agenda, who wished to address the City Council at this time.

James Christiansen, 125 3rd Avenue NE, addressed the Council to inquire about the Public Comment guidelines, regarding the language “the Council may not take action on issues....”.

Mayor Srp explained it is possible the Council can take action on an item brought up during the public comment portion of the meeting, but they may choose not to take action and refer the item to the City Manager for further follow-up.

There were no further public comments.

REQUESTS AND PRESENTATIONS

- 5 None

CONSENT AGENDA

- 6 It was moved by Arndt, seconded by Tloughan, to approve the Consent Agenda as presented; the motion carried 7-0 and included the following:

- A. Minutes – Regular City Council meeting – February 7, 2018
- B. Payroll & Expenditures
- C. **Ordinance No. 1063 – Introduction & set hearing date** – Annexing Land in Woodville Township into the City (Roesler property)
- D. Accepting Annual Qualifying Facilities Report for Waseca Electric Utility Distributed Generation
- E. Approval of TKDA Service Agreement for design and project management for Airport Culvert Replacement
- F. Appointments of Chamber Rep on EDA and Historical Society Rep on HPC
- G. Payment Requests – Tink Larson Field Project #2016-23
- H. SCDIU Memo of Understanding
- I. **Resolution No. 18-10** – Award Quote for Water Park Boiler Project #2018-07

ACTION AGENDA

- 7A **Set Board of Review meeting date for Monday, April 9, 2018 at 7:00 p.m.**

It was moved by Tloughan, seconded by Fitch, to set the 2018 City Board of Review meeting date to Monday, April 9, 2018 at 7:00 p.m.; the motion carried 7-0.

Mayor Srp reiterated the importance of the Board of Review meeting. The City Manager stated this is an opportunity for residents to contest the valuation of their property, and if someone wants to contest their valuation, the first step in the process would be to contact the County Assessor.

- ~~7B **Resolution No. 18-09** – Amending Public Safety Building Facility Use Guidelines~~
(this item was removed from the agenda)

REPORTS

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

The City Manager reminded everyone of the Gaiter Lake Development Project Public Meeting tomorrow, February 21st at 6:00 p.m. in the Public Safety Building.

The City Manager reminded the Council of the work session on Tuesday, February 27th at 6:00 p.m. in the Public Safety Building.

The City Manager announced he has turned in his formal resignation to the Mayor this evening and his last day with the City will be March 23rd. He stated he would like to have a discussion about recruiting an interim City Manager as well as finding a firm to assist in hiring a full-time City Manager. He felt it would behoove the Council to look for someone with a great deal of experience to keep things running while the Council goes through the recruitment process.

Regarding hiring a full time City Manager, the City Manager felt it would be appropriate for staff to start reaching out to search firms to get some cost and proposal quotes, to bring to Council for selection of a search firm.

Mayor Srp commented he has been in on the hiring process before and it will be a huge undertaking to replace Danny Lenz. He stated we will miss him but we will get through the process.

Councilmember Tlougan wondered if the Councilmembers are comfortable with using a search firm. *It was the consensus of the Council to use a search firm.*

There was some discussion about whether to use a search firm for a new City Engineer. The City Manager commented that Tom Kellogg and the firm of WSB are good options during the interim.

8B **Commission Reports**

EDA – February 14 meeting – Councilmember Fitch stated the EDA appointed officers, and re-assigned a TIF District due to the Charter Oaks change of ownership.

Planning Commission – February 13 meeting – Councilmember Arndt reported the Planning Commission appointed officers, and also discussed the Gaiter Lake Development Project. The City Manager commented that the EDA and Planning Commission have each appointed representatives to serve on the Advisory Group for the Gaiter Lake property.

Discover Waseca Tourism Board – February 13 meeting – Councilmember Fitch reported the group reviewed the new Spring/Summer Tourism Guide, which she is pleased with. They also discussed the drone photographer who will be in town over the weekend. Councilmember Fitch commended Councilmember Conrath for the great job he did cleaning up the website. Councilmember Conrath commented the fair booth will almost double in size this summer due to the upcoming Sesquicentennial.

ANNOUNCEMENTS

9 **The following miscellaneous announcements were made:**

Councilmember Rose commented he was on the lake for the Sleigh & Cutter Festival activities and it was nice to see such a good turnout of people.

Councilmember Christiansen reminded everyone of the Gaiter Lake Development Project public meeting tomorrow at the Public Safety Building. He has received some feedback regarding the project.

Councilmember Christiansen also reminded everyone of the Veterans Memorial meeting this Thursday.

Councilmember Tlougan announced that the 2018 Marching Classic is scheduled for Saturday, September 22nd, and he encouraged residents to save this date and plan accordingly.

Councilmember Fitch thanked Ken Borgmann and the Sleigh & Cutter Festival Committee for all the work they do. She particularly enjoyed the fireworks. Councilmember Fitch also commented she met a lady from Algona, Iowa, who had wonderful things to say about Waseca.

Councilmember Fitch thanked Mr. Hanson and his class, who spoke with her and Councilmember Tlougan about City issues, including a dog park, safety on Hwy 13, and a community center. She stated it is great to have the students engaged, adding that a community center has been discussed for many years.

Mayor Srp again reminded the audience of the Gaiter Lake Development Project public meeting tomorrow at the Public Safety Building at 6:00 p.m. He stated it is important that community members come and provide their input.

Mayor Srp commented he participated in the first curling competition for the Sleigh & Cutter Festival, which was fun.

ADJOURNMENT

- 10 There being no further business to be brought before the Council, it was moved by Tlougan, seconded by Fitch, to adjourn the meeting at 7:24 p.m.; the motion carried 7-0.

R. D. SRP
MAYOR

MARY BUENZOW
CITY CLERK