

Tyler City Council
Monday, July 1, 2019
Tyler Fire Hall
7 p.m. (Pending)

Members Present: Joan Jagt, Tim Sanderson, Kenneth Jensen, Scott Dressen and Cricket Raschke
Staff Present: Robert Wolfington, Glen Petersen, John Spindler

Agenda - Motion by Cricket Raschke, second by Scott Dressen to approve the agenda with one change. The June 20, 2019 special council meeting minutes were removed as they were not included in the meeting packet. Motion carried.

June 3, 2019 Minutes – Motion by Kenneth Jensen, second by Tim Sanderson to approve the minutes as presented. Motion carried.

Public Comments – No one present.

Variance Request – Calvin Dunblazier at 124 E. Oak Street requested a variance to place a 10 ft by 8 ft shed set six feet back from his back property line. The setback requirement is 15 ft from the rear of the property. Administrator Robert Wolfington stated notices were sent out and no responses were received. Motion by Scott Dressen, second by Tim Sanderson to approve. Motion carried.

Rezoning Request – Cheryl Vos, property owner at 319 S. Tyler Street has requested the lot be re-zoned from Residential to Commercial. The lot is currently a vacant lot that has no structure on it. The lot is directly north of Vos' business on Highway 14 and they indicated they wanted to ensure the properties were able to co-exist as originally intended when they purchased the lot. Administrator Wolfington stated certified letters were sent to the neighboring properties informing them of this hearing. There were two residents in attendance and a letter was received from another resident with questions on the rezoning. The Council decided to delay action until the August Council meeting and request that Cheryl Vos attend the meeting to answer questions related to the concerns.

Credit Card Update – The credit card application was submitted, but not all information was sent in including an audit report and the May meeting minutes. Those items have now been submitted, but the May meeting minutes did not indicate a credit limit. Motion by Tim Sanderson, second by Scott Dressen to approve a \$10,000 credit card limit.

City Administrator Search – The Personnel Committee provided an update on the City Administrator search process. The Committee has begun advertising the position in local newspapers and on the League of Minnesota Cities site. Earlier today, Mayor Jagt and Administrator Wolfington met with Development Services Inc. to discuss interim administrator services they could provide during the transition. Their services would focus on the Administrator search, Council meeting agendas and minutes, and special projects such as the new school site. Motion by Cricket Raschke, second by Kenneth Jensen to approve a contract with Development Services Inc at an hourly rate of \$95 per hour not to exceed 30 hours per month.

LCEDC Contribution/TRED – Administrator Wolfington reported that with the 2019 budget, the committee determined last year that it would not be contributing funds to the TRED account due to the higher levels in their accounts. TRED has used the funds from the City of Tyler for its contribution to Lincoln County Enterprise Development Corp. Tyler's dues for 2019 for LCEDC is \$3,400. Since TRED is contributing \$100,000 from its funds to contribute toward the land purchase, Administrator

Wolfington is recommending the Council consider paying the \$3,400 contribution to LCEDC for 2019. Motion by Kenneth Jensen, second by Scott Dressen to approve the \$3,400 contribution to LCEDC. Motion carried.

Police Report – Police Chief John Spindler provided a report to the Council.

Attorney's Report – City Attorney Glen Petersen provided a report to the Council.

Administrator Wolfington provided the Administrator, Utilities and Parks & Recreation reports in writing.

Statement of Revenues and Expenditures – A statement of revenues and expenditures for May and June 2019 was presented to the Council. Motion by Scott Dressen, second by Cricket Raschke to approve the statement of revenues and expenditures. Motion carried.

Claims – Motion by Tim Sanderson to approve the claims as presented, second by Kenneth Jensen, motion carried.

Adjourn – Motion by Kenneth Jensen to adjourn at 8:36 p.m., second by Cricket Raschke. Motion carried.