

Tyler City Council
Monday, October 2, 2017
Tyler Fire Hall
7 p.m. (Pending)

Members Present: Greg Peter, Tim Sanderson, Kenneth Jensen Scott Dressen and Erick Harper.
Staff Present: Robert Wolfington, Glen Petersen and John Spindler
Also Present: Mark Wilmes

The Meeting was called to order at 7 p.m.

Agenda – Motion by Tim Sanderson, second by Kenneth Jensen to approve the agenda with the change of moving Golf Lease Agreement action item to informational. Motion carried.

Minutes – Motion by Kenneth Jensen, second by Scott Dressen to approve the October 2, 2017 minutes as presented. Motion carried.

Credit Card Policy – Administrator Wolfington presented the City Council with a proposed credit card policy. There was discussion about the language in the policy including a limit for employees, the number of cards that would be distributed and some grammatical changes. Administrator Wolfington said this policy enables the City to apply for a credit card and further limits could be discussed at a later time.

Motion by Scott Dressen, second by Tim Sanderson to approve the Credit Card Policy as Resolution 2017-7 with the changes that were discussed. Motion carried.

Sidewalk Replacement assistance policy – Administrator Wolfington presented the Council with a proposed policy that would create an incentive program for sidewalk replacement. Wolfington said this program is intended to encourage those with poor or damaged sidewalks to replace them with some assistance from the City of Tyler.

The program would allocate funds in the City Budget to assist successful applicants with a portion of the replacement cost for the sidewalk, 70% expense to the property owner and 30% expense to the City up to \$400 for one side of sidewalk or \$800 if the property has two sides with sidewalk.

The program would have a point system and would be decided based on the point system and a first come, first served method.

Final approval would be presented to the City Council during the July meeting each year.

Motion by Greg Peter, second by Erick harper to approve Resolution 2017-8 Sidewalk Repair Incentive Program Reimbursement Policy. Motion carried.

Election Polling Place Designation – Minnesota State Statute 204B.16 sub 1 requires the City of Tyler to designate the polling place for the following year by December 31. Administrator Wolfington presented Resolution 2017-9, designating 138 E. Bradley Street as the official polling location for 2018.

Motion by Greg Peter, second by Kenneth Jensen to approve Resolution 2017-9. Motion carried.

2018 Budget Update – Administrator Wolfington gave a brief update on the 2018 budget and said it would be ready for approval at the December council meeting.

East River Network Service Rate 2018 – Administrator Wolfington presented the 2018 East River Network Service rate. There is a 7.1% increase for 2018 over the 2017 rate going from \$1.55/kW-month to 1.66/kW-month.

Administrator Wolfington said the rate would be incorporate into our current electric rate as there is a calculation that determines the City’s electric rate each month that takes this cost into account. This was presented as information only and did not require action.

MPCA Site Visit – Administrator Wolfington presented information about a site visit from the Minnesota Pollution Control Agency reviewing the sanitary sewer system in Tyler. Wolfington said the MPCA found the City in violation of high levels in the sanitary ponds. The City will be conducting reviews of its storm sewer and will be pushing its sump pump policy about not discharging into the sewer drain. Wolfington said large rain fall counts and snow contributed to the higher levels.

Correspondence – The City of Tyler received a thank you note from the Tyler Area Food Shelf for what the City has done from the Food Shelf.

Council Comments / Committee Reports – The October TRED Board minutes were presented during the meeting for Council review.

Police Report – Chief John Spindler said the department responded to 42 calls. Spindler said he has not been able to generate a report for the Council in the new software because it would be a number of pages long.

Administrator Wolfington said there were interviews for a new officer scheduled for later in the week.

City Attorney’s Report – None

City Administrator’s Report – Administrator Wolfington presented the Council with a rundown of some of his activities throughout the month of October.

Financial Report – Motion by Scott Dressen, second by Tim Sanderson to approve paying the bills as presented. Motion carried.

There was some discussion about ways of addressing concerns about abuse of outstanding utility bills.

Motion by Greg Peter, second by Tim Sanderson to adjourn at 7:54 p.m. Motion carried.