Tyler City Council – Council Meeting
Monday, August 3, 2020
Tyler Fire Hall - Zoom

A. Mayor Jagt called the meeting to order at 6:00 PM.

Roll Call:
Members present: Joan Jagt, Scott Dressen, Kenneth Jensen, Cricket Raschke and Tim Sanderson.

Staff & Public: Stephanie LaBrune-City Administrator, Glen Petersen-City Attorney, John Spindler-Police Chief, Owen Todd-Bolton & Menk, and Mark Wilmes-Tyler Tribute.

B. Pledge of Allegiance

C. Approval of Agenda
Sanderson made a motion to approve the agenda as presented. Raschke seconded the motion. Approved by roll call: Jagt, Jensen, Raschke, Sanderson, Dressen; Opposed: none. Motion granted.

D. Approval of Minutes
1. **July 6, 2020 City Council meeting minutes.** Motion by Jensen, second by Dressen to approve the minutes as presented. Approved by roll call: Jagt, Jensen, Raschke, Sanderson, Dressen; Opposed: none. Motion granted.

E. Public Comments
No public comments were made.

F. Consideration / Awarding of Bids
1. Oak Street Extension Project – Owen Todd, Bolton & Menk
    a. Owen Todd presented the bid tabulations to the council and stated that all of the bids were reviewed for accuracy. Todd stated that the low bid of $381,645.70 was made by Towne & Country Excavating, LLC from Garvin. After discussion, Dressen made a motion to award Towne & Country Excavating the Oak Street project at the bid amount of $381,645.70. Jensen seconded the motion. Approved by roll call: Jagt, Raschke, Jensen, Sanderson, Dressen; Opposed: none. Motion granted.

G. New Business
1. **2020 Sanitary Sewer Improvements Project Pay Estimate no. 2 / Final Payment**
    a. LaBrune presented the final payment request from Land Pride to the council. She stated that the project is complete and the payment can be issued contingent upon receiving the required paperwork. Sanderson made a motion to approve the payment to Land Pride contingent upon receiving the all required paperwork. Raschke seconded the motion. Approved by roll call: Jagt, Jensen, Sanderson, Dressen, Raschke. Opposed: none. Motion granted.

2. **Resolution # 2020-20 Removing a parcel from TIF District 1-2**
    a. LaBrune presented resolution 2020-20 to the council requesting that parcels, 20-0581-001 and 20-0581-002 be removed from the TIF District 1-2. LaBrune explained that the 2 parcels were recently purchased by an adjoining landowner who is intending to join the parcels and construct a new secondary garage. The parcels cannot be joined if they are not removed from the TIF. Jensen made a motion to accept resolution #2020-20 and Sanderson seconded the motion. Approved by roll call: Jagt, Jensen, Sanderson, Dressen, Raschke. Opposed: none. Motion granted.

3. **Approval of Primary Election Judges**
    a. Jagt stated that there was a list of election judges in the council packets and asked if there was a motion to approve the judges. Jensen made a motion to approve the judges as presented and Dressen seconded the motion. Approved by roll call: Jagt, Jensen, Sanderson, Dressen, Raschke. Opposed: none. Motion granted.

4. **Feral Cat Program**
    a. Raschke explained that she would like to see the city set aside some funds in the 2021 budget for a Trap and Release program to help decrease the ever-growing cat population in Tyler. Sanderson stated that he would have a hard time putting any money into the budget for cats when the city has so many other things going on. Dressen stated that he has a cat and likes cats but does not think that it is possible to make a feral cat into a house cat and was not in favor of the city putting any money towards cats. Jensen said that he did not think the city had a problem and also stated that he did not think the city should put any money towards the cause. Discussion continued. Chief Spindler made a comment stating that there are a lot of people who like cats and there are a lot of people who dislike animals in general. He recommended that the city be very cautious, he also mentioned that trapping may be difficult because you could possibly get someone's pet. Mark Wilmes asked to speak and told Raschke that he would assist her in her efforts if the council chose not to support her. Further discussion was held on purchasing live traps that could be used for not only cats but other animals. Jensen made a motion for the city to purchase five new live traps and Raschke seconded the motion. Approved by roll call: Jagt, Jensen, Sanderson, Dressen, Raschke. Opposed: none. Motion granted.

5. **Walkable Tyler Proposal**
    a. LaBrune stated that several members of the Walkable Tyler Community Task force including Ron Skjong and Marlys Christensen wanted to make a formal request to the council regarding the use of the old RTR High School property. Knowing that there are plans to re-develop the site, the group would like the council to consider implementing either a park or display of artwork at the North end of Tyler Street into future development plans. LaBrune stated that the goal of the group is to make Tyler a more walkable community and having another destination or historical marker to stop by would help the group accomplish those goals and possibly even bring back alumni to the area. LaBrune also mentioned working with Mark Wilmes who recently discussed grant opportunities for sculptures with the council. Mayor, Jagt stated that it sounds like a good idea but at this time, the council could not guarantee anything due to the unknowns of how the area will be developed.

6. **Sidewalk Code / Program Discussion**
    a. Mayor Jagt and LaBrune discussed with the council the need to update the city's sidewalk code and policies to begin the process of assisting residents and businesses with sidewalk repairs and installation. Jagt stated that there needs to be a safe way for our children to get to the new school come Sept. 2021. LaBrune also mentioned that this process is not going to be easy and it would be ideal if the city could try to find some source of funding to assist people with the financial burden. She suggested that the council keep brainstorming for cost-sharing, loan, or assessment ideas.

7. **Winter Parking / Snow Removal Code Discussion**
    a. LaBrune presented a draft copy of code revisions to chapter's 5 and 6 of the city codes. She stated that she's worked together with the police and city utility department to come up with a better solution for winter parking. Discussion was held and the council agreed that having a set time of 2:00 a.m. – 6:00 a.m. for no parking between the months on November and April would eliminate any confusion. They also agreed that issuing citations would be a better alternative instead of towing vehicles. LaBrune stated that the

public will be able to comment on the code changes at the next council meeting where there will be a public hearing to hear any public concerns.

8. **CARES Act Funds**
    a. LaBrune gave an update on the CARES Act funds that the city received ($84,306) and included a list of current and proposed COVID related expenditures. The council reviewed the list and all agreed that the items listed were items that were needed. LaBrune stated that currently there is $30,000 that could be given to TRED or the County to put towards grants for businesses and non-profits that have suffered losses or grants for those that have expenses relating to COVID. After discussion, Raschke made a motion to make $30,000 available for TRED or Lincoln County to utilize for grants for eligible entities and expenditures. Jensen seconded the motion. Approved by roll call: Jagt, Jensen, Sanderson, Dressen, Raschke. Opposed: none. Motion granted.

9. **Personnel**
    a. Mayor Jagt announced that the personnel committee has offered Shelly Finzen the Librarian position. Jagt stated that Shelly will begin around August 5th and is planning to open the library back up to visitors. Jagt said that there will be a change in hours and the Library will now be open 30 hours per week instead of 40.

H. Council / Staff Reports

1. **Councilman Jensen** – Told the council that he had been doing some research on snowblowers and handed out information to the board regarding the city purchasing a new snowblower vs contracting for someone to provide the service. The Council thanked Jensen for his research and agreed that purchasing a new snowblower may not be in the city's best interest at this point in time. Jensen also asked Petersen if he has heard anything back from Roger Hook concerning the claim on the 2018 sealcoating project. Petersen stated that he has not heard anything from Hook but needs to get back in touch with him.
2. **Chief Spindler** – Report handed out and discussed. Jagt asked if the blight letters were handed out yet. Petersen stated that he is almost done with the letters and was planning to bring them to tonight's meeting to have the Mayor and Administrator sign but did not quite get them all completed yet.
3. **Administrator LaBrune** – Report handed out and discussed.
4. **Attorney Petersen** – Provided a list of the blight nuisances to the council for their final review. Also gave an update on the new golf club agreement. Petersen stated that he recently spoke with the County Assessor and learned that nearly 90% of the property taxes will be removed as a result of the new management agreement. He gave credit to Dressen, Jagt, and LaBrune for working with the golf club on the new agreement.
5. **Mayor Jagt-** Stated that Taylor, the city's new lineman, was supposed to give a report at the meeting, but as everyone could see he had electrical work to do outside of the firehall instead. She also mentioned that Tidy up Tyler will be happening in September and hopes that the residents that get nuisance letters will be able to take advantage of the collection.

I. Financial Reports

1. **Statement of Revenues & Expenditures / Approve Claims**
   LaBrune presented the financial reports and claims for August, 2020. Raschke made a motion to accept the financial reports and approve the payment of bills as presented. Sanderson seconded the motion. Approved by roll call: Jagt, Jensen, Raschke, Sanderson, Dressen; Opposed: None. Motion granted.

J. Adjourn

With there being no further items before the Council, at 8:17 PM Jagt called for a motion to adjourn the meeting. Motion by Jensen, second by Sanderson to declare the meeting adjourned. Approved by roll call: Jagt, Jensen, Raschke, Sanderson, Dressen; Opposed: None. Motion granted.

Joan Jagt, Mayor

ATTEST:

Stephanie LaBrune, City Administrator / Clerk