

City of Tyler
City Council Meeting 6:00 pm
Monday, February 6, 2023
Tyler Fire Hall 101 E. Lincoln St. Tyler, MN 56178

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

Members absent: James Telgren.

Others present: Stephanie LaBrune - City Administrator, Glen Petersen – City Attorney, AJ Anderson – Acting-Police Chief, Mark Wilmes- Tyler Tribute, Tom Kooiman – Avera, Brandon Novak- Tyler Golf Club, Judd Guida- Utility Supervisor, and Dave Haroldson.

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

B. Pledge of Allegiance

C. Approval of Agenda

Mayor Jagt called for a motion to approve the agenda. Dressen made a motion to approve the agenda with the addition of G.2.b. Tyler Golf Club Gambling License and police department staffing under H. 1. closed session. Jensen seconded the motion. Approved by: Jensen, Raschke, Jagt, and Dressen; Opposed: none. Motion granted.

D. Approval of Minutes

Mayor Jagt, asked for a motion to approve the minutes of the January 9th 2023 council meeting. Jensen motioned to approve the January 9, 2023 council meeting minutes and Raschke seconded the motion. Approved by: Jagt, Jensen, Dressen and Raschke; Opposed: none. Motion granted.

E. Declare Conflict of Interest – No conflicts declared.

F. Public Comment – None.

G. New Business

1. **Avera** – Avera Tyler hospital Administrator Tom Kooiman gave a report on the operations of Avera Tyler and spoke with the council about Avera’s future development plans. Kooiman stated that Avera is looking at four different sites and Tyler is one of them. He told the council that he has applied for a grant that would allow Avera to do some preliminary research with the intention of first building a new nursing home in Tyler and then a clinic and critical access hospital. Kooiman said that the planning would take approximately two years and the earliest any construction could begin would be in 2024. Kooiman asked the council to consider selling or providing Avera with a five-year option to purchase the land south of the new RTR school. Mayor Jagt, stated that the city wants Avera to stay and build in the community and explained that the council will be discussing the sale of the land during closed session later on in the meeting.
2. **Tyler Golf Club Annual Report**- Brandon Novak gave an annual report to the council that laid out both the financial and daily operations of the gold club. Novak also gave the council the golf clubs capital improvement plan and explained that some of the items that were on the plan had been taken care of sooner due to the water main leak in the clubhouse that forced to repairs to be made. Mayor Jagt, thanked Novak for the complete report and added what an asset the golf club is to the city.
 - b. **Tyler Golf Club Gambling Permits**- Novak requested the approval of two gambling permits for STAG and Aebleskiver days raffle activities at the golf club during the 2023 season. Administrator LaBrune stated that typically gambling permits had been approved by resolution, however with the request being the same

as what it has been for the last several years, she explained that a motion by the board would be adequate. Following discussion, Dressen made a motion to approve both gambling permits and Jensen seconded the motion. Approved by: Dressen, Jagt, Jensen, and Raschke; Opposed: None. Motion granted.

3. **Assistance to Firefighters Grant Program Authorization-** Administrator LaBrune explained that Lincoln County is working together with all of the cities to apply for a grant to update emergency radios and pagers. She said that Hendricks will be the fiscal host for the grant and each city is requesting that their council's give authorization to their city administrators for the purpose of signing documents and dealing with other requirements associated with the grant. Following discussion Jensen made a motion to give LaBrune grant authorization and signing authority for the AFG grant and Raschke seconded the motion. Approved by: Jagt, Jensen, Dressen, and Raschke; Opposed: none. Motion granted.
4. **City Hall Repairs-** Administrator LaBrune update the council on the current condition of the roof at city hall. She said that with the warm weather, there have been several areas leaking in the building and would like to get a contractor lined up to either replace the membrane on the roof or install new trusses on the roof. LaBrune said that the replacement of the rubber membrane would cost approximately \$129,000 and to install trusses would cost approximately \$300,000. Discussion was held on the condition of the basement, old food shelf area, and exterior of the building. Following discussion, Dressen stated that he does not want another flat roof. Both Jagt and Jensen agreed. LaBrune asked the council if they would be in favor of her doing additional research to determine the cost of a new building either in its current place or in a new location. The full consensus of the council was to allow LaBrune to research the cost of new construction.
5. **Age Friendly Grant, Downtown Sidewalks-** Administrator LaBrune stated that she recently attended an area meeting on how to become an age friendly community and said that there was discussion on different grant opportunities and ways to improve public facilities. LaBrune said with that the idea of updating downtown sidewalks came up. LaBrune then asked the council if they would be in favor of removing the red bricks in the downtown sidewalks and filling in the area with concrete to reduce safety hazards and allow for easier snow removal. Attorney Petersen stated that he as a business owner downtown would be happy to get rid of the bricks, Mark Wilmes also agreed and said that some business owners may even help with the cost. Jensen stated that he feels that it should be done even if the city cannot get a grant to fund the project. Following discussion, the all of the council members agreed that the bricks posed a safety risk and were in favor of having them removed and replaced with concrete.
6. **Resolution 2023-06 Accepting Funds from Hope Township-** Mayor Jagt stated that Hope township has provided the city with \$10,000 for the purpose of hiring a second officer. LaBrune said that the resolution is to accept the funds with the condition that the funds are returned to Hope township if a second officer is not hired by 12-31-23. Mayor Jagt said that it was very nice of Hope to township to offer the city some help. Raschke then made a motion to accept resolution 2023-06 and Dressen seconded the motion. Approved by: Jagt, Dressen, Jensen, and Raschke; Opposed: none; Motion granted.
7. **Resolution 2023-05 Accepting Resignation and Declaring a Vacancy-** Administrator LaBrune stated that she has accepted a resignation letter from new council member James Telgren effective May 2nd. She then explained that with the vacancy, the council would be able to appoint someone to fill his seat until the next election. Then at that time that person could run for election to complete the remaining two years of Telgren's term or someone new could be elected. Attorney Petersen agreed that he understood the process to be the same. Following discussion, Dressen made a motion to approve resolution 2023-05 and directed LaBrune to publish a notice of vacancy in the Tribute. The motion was seconded by Jensen. Approved by: Jagt, Jensen, Dressen, and Raschke; Opposed: none. Motion granted.
8. **School Sanitary Sewer Pumps-** LaBrune explained to the council that there was an issue with one of the pumps that the school has in the city's manhole by the school. She said that the pumps are used to force the sewage from the school and the Dollar General back into the city's

sanitary sewer system due to the sewage not being able to gravity flow back into the system. LaBrune stated that it is unknown what caused the pump failure and that the cost to replace the pump is estimated to be approximately \$12,000 with labor. LaBrune explained potential scenarios that could have caused the issue but said that there were no guarantees what caused the problem. LaBrune said that the school superintendent was requesting that the city pay one third of the cost. After discussion, Jensen made a motion for the city to cover 50% of the estimated \$12,000 cost of the new pump and its installation. Dressen seconded the motion. Approved by: Jagt, Jensen, Dressen and Raschke; Opposed: None. Motion granted.

H. Closed Session

1. **Consideration of Land Sale and Police Staffing-** At 8:00pm Mayor Jagt announced that the council was going into closed session to discuss selling city property. City council members, the Mayor, City Administrator, City Attorney, City Police Chief, and City Utility Supervisor were present during the discussion. The discussion was held until 8:25pm. Then at 8:25pm the City Utility Supervisor left the closed session so the council could discuss police staffing matters. Then at 8:50pm the closed session ended and the meeting was re-opened. It was then agreed by consensus to have a committee comprised of Mayor Jagt, Administrator LaBrune and Attorney Petersen continue negotiations to develop a purchase agreement with Avera Tyler. The council was also in consensus to allow Chief Anderson to further background and psychological evaluations on eligible police officer candidates.

I. Council / Staff Reports

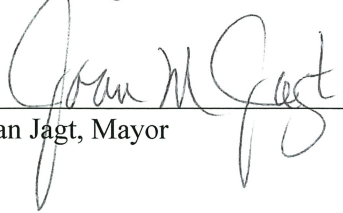
1. **Administrator LaBrune-** Report included in the council packet.
2. **Utility Supervisor Guida-** Reported to the council that a new tractor mower has been ordered for the 2023 season and also stated that the snow pusher that was ordered has still not been received. Guida continued by explaining that the department has gone through and listed out the city's equipment needs and items on the top of the list include a new plow truck and backhoe. Guida stated that the city's plow truck is not able to scrape the ice and packed snow from the roads.
3. **Chief Anderson-** Report handed out.

J. Financial Reports

1. **Statement of Revenues & Expenditures**
 - a. LaBrune presented the financial reports from January 2023. Reports were discussed. Jensen made a motion to accept the financial reports as presented and Raschke seconded the motion. Approved by: Jagt, Jensen, Dressen, and Raschke; Opposed: None. Motion granted.
2. **Approve Claims**
 - a. LaBrune presented the claims from January, 2023. After discussion, Dressen made a motion to accept and pay the bills as presented. Jensen seconded the motion. Approved by: Dressen, Jagt, Jensen, and Raschke; Opposed: None. Motion granted.

K. Adjourn

With there being no further items before the Council, Raschke made a motion to adjourn at 8:52pm and Dressen seconded the motion. Approved by: Jagt, Dressen, Jensen, and Raschke; Opposed: None. Motion granted.



Joan Jagt, Mayor

ATTEST:



Stephanie LaBrune, City Administrator-Clerk