

**City of Tyler**  
**City Council Meeting 6:00 pm**  
**Monday, May 1, 2023**  
**Tyler Fire Hall 101 E. Lincoln St. Tyler, MN 56178**

**Members present:** Joan Jagt, James Telgren, Kenneth Jensen, Scott Dressen, and Cricket Raschke.

**Members absent:** None.

**Others present:** Stephanie LaBrune - City Administrator, Glen Petersen – City Attorney, AJ Anderson – Police Chief, Mark Wilmes- Tyler Tribute, Sam Klimmek- Police Officer, and Judd Guida- Utility Supervisor

**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 with the addition of G. 6. Blight, G. 7. Pickle Ball Courts and Closed Session to discuss the sale of property prior to adjourning the meeting.

Raschke made a motion to approve the agenda with the additions and Dressen seconded the motion.

Approved by: Jensen, Telgren, Raschke, Dressen, and Jagt; Opposed: none. Motion granted.

**D. Approval of Minutes**

1. Mayor Jagt, asked for a motion to approve the minutes of the April 3, 2023 Board of Appeals and Equalization meeting and the April 3, 2023 regular city council meeting. Telgren motioned to approve the minutes of both meetings held on April 3, 2023. Jensen seconded the motion. Approved by: Jagt, Jensen, Telgren, Dressen, and Raschke; Opposed: none. Motion granted.

**E. Declare Conflict of Interest** – No conflicts declared.

**F. Public Comment** – None.

**G. New Business**

1. **Police Officer Oath-** Mayor Jagt welcomed new police officer Samuel Klimmek and administered the oath of office to Officer Klimmek.
2. **City Council Vacancy Appointment-** Administrator LaBrune presented two applications to the council for consideration. One application was from Karen Meyers and another application and letter of intent was received from Keith Lindeman. LaBrune stated that Telgren’s resignation on the council will take effect on May 2<sup>nd</sup> and the new appointment would replace Telgren’s position on the council effective May 3<sup>rd</sup>, 2023. Mayor Jagt called for a nomination and Dressen motioned to nominate Karen Meyers. The motion failed for a lack of a second. Jagt then called for another motion. Raschke made a motion to appoint Keith Lindeman. Jagt seconded the motion. Motion approved by: Jagt, Jensen, and Raschke; Opposed: Dressen; Abstained: Telgren. Motion granted.
3. **Floodplain Ordinance-** LaBrune explained to the council that the city is required to adopt a new floodplain ordinance following the final adoption of the new floodplain maps by FEMA and the Minnesota Department of Natural Resources. She then provided an example of a simplified ordinance that would not allow any construction within the city’s floodplain and a basic ordinance that would allow construction. LaBrune stated that she contacted property owners within the floodplain boundaries and asked them if they had any intentions of building

in the floodplain. None of the landowners had any intention of constructing buildings. Following discussion, the consensus of the council was to move towards adopting the simplified version of the floodplain ordinance and to have LaBrune prepare the public hearing materials to be presented at the June 5<sup>th</sup> council meeting.

4. **I&I Ordinance-** LaBrune had a conversation with the council concerning sewer line inspections that had been done over the last year that were prompted by land sales. LaBrune explained that there were some licensed plumbers who felt that the ordinance was not clear enough leaving gray areas when it came to determining whether to pass or fail someone's sewer lateral line. LaBrune explained a case where a line was compromised by tree roots yet with the dry whether there was no clear water entering into the line. She said that the plumber felt that the line should be compliant based on the ordinance language and no clear water entering the city's sewer system. Following discussion with that contractor, LaBrune said that she contacted Brad Gillingham with the Minnesota State Pollution Control Agency and continued speaking with city employees and other local plumbers and it was decided that the ordinance should be changed to clear up possible discrepancies in the future. Following discussion with the council, the council agreed in consensus to publish a public hearing notice for June 5<sup>th</sup> at 6pm to amend chapter 4A of the city code to include language that would fail a private sewer line if the inspection showed that the line was made up of anything but PVC or if the line was compromised in any way that could allow for water to enter into the city's sanitary sewer system. The council also agreed to include language that would ensure that a passing inspection was valid for ten years.
5. **City Hall-** LaBrune stated that at the request of the council, she has been working with staff and the Tyler Lumber Yard to come up with building plans and continue investigating the potential cost of a new city hall building that would include all departments that are currently at city hall. LaBrune said that bids from approximately one year ago to install a new flat membrane on the current building were \$129,000 and the cost to install a new pitched roof was around \$300,000. She then stated that a rough estimate from the lumber yard for the shell of a new building would cost approximately \$275,500 and explained that once the building was furnished with everything that was required and concrete was included, the total project cost would be near one million dollars. LaBrune presented a preliminary design to the council and potential locations for the building were discussed. Raschke stated that something needs to be done soon because the state of the current building is not healthy for employees or the public. Mayor Jagt agreed, stating that she would rather see funds directed towards a new building rather than the old building because the roof is just one part of the problem with the current city hall building, she said the basement is also wet and by the time you consider those costs, you could have built a new building. LaBrune then reminded the council that interest rates have been climbing and at the advice of the city's financial advisor, it was suggested to try to get an interest rate locked in soon even if the council ended up deciding not to move forward with the project. Following discussion, the council directed LaBrune to continue working with the financial advisor on funding options.
6. **Blight-** Mayor Jagt stated that she wants to bring up the subject of blight properties again and would like the council to tour the town after the spring cleanup is done so that a list of blight properties can be discussed next month.
7. **Pickle Ball Courts-** Mayor Jagt announced to the council that there has been approximately \$6,400 donated through SWIF so far for the pickle ball project. She said that many were hoping to have the court done by Aebleskiver weekend and knows that there are people interested in donating. However, she wanted to make it known that the project may have to wait another year until all funds are received to complete the project.

**H. Council / Staff Reports-**

1. **Administrator LaBrune** – Reviewed her monthly report included in the council packets.
2. **Police Chief Anderson**- Handed out his report and asked if a dog run could be incorporated into the new city hall plans.
3. **Utility Supervisor Guida**- Announced to the council that the pool liner is anticipated to be installed at the end of May or early June. He also stated that the utility department has started on their spring projects.
4. **Councilmember Jensen**- Gave an update on the latest TRED meeting.
5. **Councilmember Raschke**- Stated that Shelly Finzen is doing great things with the public library.

**I. Financial Reports**

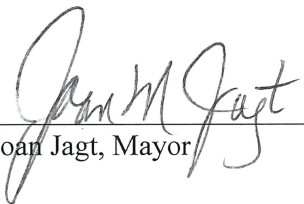
1. **Statement of Revenues and Expenditures**- LaBrune presented the financial reports from April 2023. Reports were discussed. Telgren made a motion to accept the financial reports as presented and Raschke seconded the motion. Approved by: Jagt, Jensen, Telgren, Dressen, and Raschke; Opposed: None.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

Mayor Jagt then stated that the council will be going into closed session to discuss the potential sale of property.

- J. Closed Session** – Mayor Jagt closed the public meeting at 7:40p.m. to discuss selling city property. No motions were made and the closed session ended at 8:06p.m.

**K. Adjourn**

With there being no further items before the Council, Dressen made a motion to adjourn at 8:07pm and Telgren seconded the motion. Approved by: Jagt, Jensen, Dressen, Telgren, and Raschke; Opposed: None. Motion granted.

  
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Joan Jagt, Mayor

ATTEST:

  
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Stephanie LaBrune, City Administrator-Clerk