

Tyler City Council Minutes
6 p.m. Monday, July 10, 2023
Tyler Fire Hall - 101 E. Lincoln St, Tyler MN

Members present: Joan Jagt, Cricket Raschke, Scott Dressen, Keith Lindeman

Members absent: None

Others present: Shelly Finzen – Recorder (Interim), Mark Wilmes – Tyler Tribute, AJ Anderson – Police Chief, Judd Guida – Utilities Supervisor,

A. CALL TO ORDER

The meeting was called to order at 6:00 p.m. by Mayor Joan Jagt.

B. PLEDGE OF ALLEGIANCE

C. APPROVAL OF AGENDA

There were no additions to the meeting agenda. M: Raschke S: Dressen ACTION motion carried

D. APPROVAL OF MINUTES

1. June 26, 2023 TRED Re-Zoning Public Hearing M: Raschke S: Dressen ACTION motion carried
2. June 5, 2023 City Council Meeting Minutes M: Raschke S: Dressen ACTION motion carried

E. DECLARE CONFLICT OF INTEREST

There were no conflicts of interest declared

F. PUBLIC COMMENT

Members of the public are allowed 3 minutes each to address the council, no action will be taken by the council at this time.

There were no members of the public to give comment.

G. OLD BUSINESS

1. Blight Update

Police Chief AJ Anderson noted that he and Officer Sam have been talking to people about junk vehicles and trash in yards and mowing. “Mowing isn’t all that bad this year,” Anderson stated. He noted that many of those they talked to have not moved the vehicles yet. If they are not moved by August, then they begin with citations, similar to how it was done in 2022. He explained that the process is “citation, state citation, and then removal and charge by October 18.”

Mayor Jagt commented that any council members driving around town that see blight issues that need to be addressed should let Anderson know about it.

Anderson noted that the people on the blight list this year are different than those who were on it last year, especially with the junk vehicles.

2. Swimming Pool Update

Utilities Supervisor Judd Guida commented that the pool was filled by Saturday (July 8) overnight. The pump is running and the heater is installed and working. They are adding the chemicals. The pool was expected to open on Friday, July 14. Guida commented that there are a few minor things that still need to be completed on the project, but overall it looks nice. He said that they need to find temporary pads for the ladders to replace the ones ordered because they are too short. The depth indicators are attached directly to the liner, so they do not need to paint concrete this year. They still need to designate the no swimming area around the diving boards. The baby pool is almost to the right temperature, according to Guida. The recent hot days helped.

3. Sidewalks

Guida said, "The concrete guys are hoping to come this week to get started on it." He said that the City has been the holdup at this point. They were trying to get utility lines underground and Guida was on vacation. He expects the concrete pouring to begin by the middle of the week of July 17. They will try to get as much done before the Aebleskiver Weekend as they can manage.

Guida commented that, ideally, they would have been able to get the City's underground project finished this year and the sidewalks next year, but the grant parameters paying for the project pushed the sidewalk project to this year.

4. FEMA Map Correction

Mayor Jagt commented that they had received notification that a correction needed to be made to the map panel numbers on the recently approved Flood Plain Map. The numbers were listed as 27081C0370A and 27081C0390A. They should be listed as 27081C03701C and 27081C0390C. Jagt asked for a motion to make the correction, changing the A's in the numbers to C's. M: Raschke S: Dressen ACTION motion carried

The ordinance now reads as follows:

3.2 Incorporation of Maps by Reference. The following maps together with all the attached material are hereby adopted by reference and declared to be part of the official zoning map and

this ordinance. The attached material includes the Flood Insurance Study for Lincoln County, Minnesota, and Incorporated Areas and Flood Insurance Rate map panels enumerated below, all dated September 7, 2023 and prepared by the Federal Emergency Management Agency. These materials are on file in the [City Hall].

27081C0370C

27081C0390C

5. City Hall Building Project

Mayor Jagt asked the council to decide on a location where they want to locate a new City Hall, once funds have been secured. She explained that many of the grants being applied for require a location and architect drawings for that location. The council feels that the community is in consensus that they want City Hall to be on Main Street, but not necessarily at the end of Main Street. "Where else could you put it on Main Street," Dressen asked. Jagt pointed out that the City already owns the property at the end of Main Street, which is a major factor in a location.

The council discussed purchasing the Car Corral building and building a City Hall where it is now. It was pointed out that going that route takes both City Hall, the License Renewal Station and the Public Library completely "out of commission" for a period of time.

It was noted that placing the City Hall at the end of Main Street would make it a destination, rather than an afterthought. Guida said that there had been talk about developing a park or memorial in that area and that would fit well with the public library and City Hall very well. Additionally, the City Hall and library should stay together because the City of Tyler residents deserve a City Hall they can be proud of.

After additional discussion, the Council agreed that the end of Tyler Street, in the location of the old School Parking lot and Auditorium, is the best location for a new City Hall.

The other question brought up is what will the City do with the current building once it is vacated? One of the concerns with tearing the current City Hall down is how will that impact the Car Corral building. Guida is concerned that the two support each other structurally and removing the City Hall building may compromise the structural integrity of the Car Corral building. There is the possibility that the current City Hall building could be used as a storage building for a local business, which might be better than an empty lot. But, if both buildings were demolished, there would be two open lots, which could make for a nice building.

H. NEW BUSINESS

1. SRDC Annual Meeting

i) Receiving Project of the Year Award

Mayor Jagt announced that the members of the Tyler City Council have been invited to the 50th Annual Meeting of the SRDC. The City of Tyler has been selected as the recipient of the Project of the Year Award for Southern Minnesota for the Safe Routes to School sidewalk project. Jagt invited former City Administrator Stephanie LaBrune to attend the meeting with her, but LaBrune is unavailable. The meeting is in Morton, MN on July 15. Jagt will be in attendance to receive the award.

2. Council Appointment

Two applications for the vacant council position were received, one from Karen Meyers and one from Kristin Jenkins. A third inquired about the position, but did it after the application window had closed.

Motion to appoint Karen Meyers to fill the vacant council position, term to end in 2024.

M: Raschke S: Dressen ACTION motion carried

3. Cyber Security

Tyler Library Director Shelly Finzen has been working with Dakota State University and Heartland Power to get a cybersecurity analysis of the City's IT systems set up. The program is provided to South Dakota Heartland Power customers free of charge through DSU. They have opted to extend the benefit to Minnesota customers as well.

The program is designed to "poke, prod and infiltrate networks to find the weaknesses" and then tell the network owners where those weaknesses are and how to address them. Finzen explained the program a little bit and announced that she will be meeting with the cyber security team to answer some preassessment questions. Police Chief AJ Anderson was also invited to join that meeting so that he can explain where they can and cannot touch on the police department networks.

I. COUNCIL / STAFF REPORTS

Jagt reported that she and Police Chief Anderson have been invited to attend an August 16 meeting at the Lincoln County Courthouse, with the purpose of discussion how to use the Lincoln County portion of the Opioid Settlement funds. Anderson noted that the funds could be used for training or NARCAN or something similar. It must be used for dealing with substance abuse in the county.

Jagt and Lindeman both attended the June TRED Meeting. Lindeman commented, "I think they are back on track." Jagt said the focus of the meeting was on the development they want on Highway 14. "They now know what they want to do," she said. Based on the meeting discussion, TRED is not putting in a City street at this time.

Guida commented that Bolten and Menk were here and he had discussed plots with them. He did not believe that TRED wants to install water and sewer at this point; they are looking at electricity only. HE feels that TRED is almost at the point where they can start selling the lots, which appears to be their immediate goal. Lindeman commented that the City should consider looking for ways to "protect themselves" from the development becoming an eyesore.

Dressen asked if TRED still wants to build sheds of their own to sell and Lindeman responded that he believes that is still the case. "That's the gist I got, that they were going to build them then turn around and sell them," Lindeman said. Guida added that TRED was going to use their own build buildings as a type of advertising, that people would see them then want to buy them or build their own to get the area developed.

Lindeman reported that the City of Lake Benton completed two sewer services from homes to the main, both at the same time. They tracked the water usage before and after the project was completed. The amount of water into the system was reduced by 26,000 gallons due to the project. Guida said that he could talk to Todd Draper in Lake Benton to see if the City of Tyler could expect similar results in updating the sewer service lines, as required by the recent ordinance.

Lindeman also said that Draper recommended that during the Oak Street Sewer Project, the City run all new sewer lines beyond the curb to prevent anyone from digging up the street when they are replacing the residential lines, per the ordinance. Guida responded that he thinks they have that included in the plan, but the City needs to check into it. Jagt wants to look into ways to help the residents who need to upgrade their lines pay for those costs.

Raschke discussed the packet insert requesting all City committees and departments to submit a brief report to the City council after their regular meetings. Jagt commented that the Police Department, City Administrator and TRED already do this. The library could start, but she did not think the Fire Department would be interested in reporting more. Raschke said that she isn't asking people to come in person, but she would like minutes turned in. She wants to increase communication within the City and possibly improve public relations. "I feel like we are constantly in the dark and we are constantly being held over the coals for not knowing," Raschke stated. "People aren't telling us, but we're not requesting that information."

Anderson turned in the Police Report. According to his report, the Tyler Police Department had the following calls in the month of June: Medical – 9; Traffic – 31 (includes U-turn violations); Vehicle unlocks – 2; Indecent exposure – 1; Fleeing – 1; Criminal Sexual Conduct – 1; Property damage – 4; Civil – 3; Livestock complaint – 1; Animal complaint – 1; 911-Hangup calls – 8; Lift assist – 2; Trespass – 1; Suspicious Activity – 2; Driving complaint – 1; Welfare check – 1; Theft – 2; Parking violation – 1; Vulnerable adult – 2; Missing person – 1; Funeral escort – 3; Fight – 1; and Probation – 1.

Anderson commented that July 7 was a statewide traffic control day, which increased the number of normal traffic stops.

Library Director Finzen notified the council that she intends to go to the Lincoln County Board of Commissioners and request that, as long as they receive earnings from the wind tower projects in the region, they designate \$1 million from those earnings. This money would be equally divided among the five districts in the county so that each district has access to up to \$200K to be used for municipal projects. She requested support from the City of Tyler. The council wished her luck, and asked her to wait until after a new City Administrator is hired before she approaches the County.

Guida said that TRED has been approached by someone wanting to purchase a lot in the City Limits to build a “shouse” in one of the lots near Bruenders. Guida asked if there were currently any restrictions on a building of that type in the ordinances. No one was aware of any ordinances in effect that prevents it. Guida will look and see what he can find on the subject.

Guida said that the City had the water tower inspected. There was some minor damage inside from ice over the recent winter. Guida said that there is a pump inside the tower that was supposed to keep the entire water tower, both the stem and the bowl at the top, from freezing. Now they have learned that the pump is just to keep the stem from freezing. The inspection company recommended that the City install another pump in the bowl to keep the water circulating to prevent freezing. Guida said that the current damage is not major now, but it will become a problem if left without freezing prevention. He is investigating the price on a new pump now.

Guida said they are looking into a valve on the edge of town that feeds the entire town with Rural Water. They are getting a quote to update the valve, which has started having some issues. Guida said that in the past, Rural Water has paid for half of the cost of updating the valve, but that program has ended, so the City has to pay for all of it. The valve belongs to the City, but they cannot work on it because Rural Water maintains it. Guida noted that he does not understand how or if it will benefit the City or why the City has to pay for it, He is not even saying he is in support of the upgrade at this time, but he wants to have a cost of the upgrade project before allowing anyone to

move forward with the upgrade. "I don't understand why we have to bail them out," he stated. He will get more information.

Guida also reported that Rural Water was able to help the City fill the swimming pool in a timely manner (1.5 days versus a week) by changing settings at the valve. He appreciated their help in that.

Jagt reported that there have been five applications, as of the meeting, for the City Administrator position. She feels that the personnel committee should look at the applications that come in before the deadline and then determine if they want to keep the position open or stop the application process interview the current applicants. If the application process is stopped, she would like to thin the pool to three to interview.

J. FINANCIAL REPORTS

1. Statement of Revenues and Expenditures

The Statement was not available to review.

2. Approve Claims

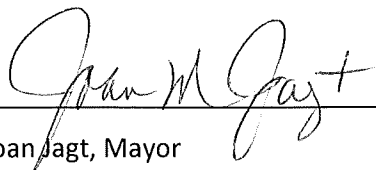
Jagt commented that there may be claims on the mid-month claims from people who are cancelling their swimming lessons slots. They are not refunding fees until the pool has been opened a few days and the lessons schedule is eliminated or finalized.

Guida noted that the claims include a bill for almost \$2,000 on Parks and Rec from Hardware Hanks. He stated that this was for the pool updates. The maintenance crew completed several needed updates while the pool was closed. The work was completed by the individuals hired as lifeguards who could not lifeguard. They worked on the updates instead.

Motion to approve the claims submitted. M: Dressen S: Rashke ACTION motion carried

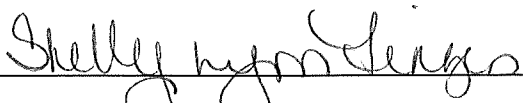
K. ADJOURN

Motion to adjourn the meeting at 7:10 p.m. M: Dressen S: Rashke ACTION motion carried



Joan Jagt, Mayor

ATTEST:



Shelly L. Finzen, Recorder (interim)