Tyler City Council – Regular Meeting / Truth in Taxation Hearing
Monday, December 2, 2019
Tyler Fire Hall

A. Mayor Jagt called the meeting to order at 7:00 PM.

Members Present: Joan Jagt, Scott Dressen, Kenneth Jensen, and Cricket Raschke and Tim Sanderson.
Staff Present: Stephanie LaBrune, Glen Petersen, Matthew Jobe, and John Spindler.
Public Present: Dave Haroldson, Mark Wilmes, Bill Helget, and Owen Todd.

B. Pledge of Allegiance

C. Approval of Agenda
Motion/Second (M/S) Sanderson/Dressen to approve the agenda as presented. Approved: all; Opposed: none. Motion granted.

D. Approval of Minutes
November 4, 2019 Regular Council Meeting Minutes –
M/S Jensen/ Sanderson to approve the minutes as presented. Approved: all; Opposed: none. Motion granted.

E. Public Comments
No comments were made from the public.

F. Old Items

1. Sanitary Sewer Project Update
   a. Bill Helget and Owen Todd were present to give an update on the status of the proposed sanitary sewer project. They discussed in detail the work that is set to be completed in 2020 near the new school location. Helget stated that the city can plan on advertising for bids in February and plan on construction starting in May and ending July 31st.

2. Branch Site
   a. Mayor Jagt invited Lyle Lamote to speak about his concerns with the seasonal closing of the branch site. Lamote stated that the council made the decision last year to keep the branch site open and also expressed that he purchased a key with the intent to use the site year-round. Jagt stated that the key's that are available to commercial operations is a $50 seasonal key and they key allows businesses to use the site after hours. Lamote said that he does most of his work in the winter months and feels that it is a public service to keep the site open. LaBrune told the council that the utility department felt strongly about keeping the site closed in the winter because it not only added more work for them to keep a path an area clean but it also was a problem last year as they ran out of room to put the snow. Dressen then asked Jobe and Haroldson who were present what their thoughts were on the situation. Jobe stated that if there is not a lot of snow it is not that big of a problem. Haroldson stated that last year there was a big mess of woodchips that was mixed in with the snow and pushed around. He also said that there is no good place for branches in the winter and it is a hassle for the city crew to keep a path open especially on weekends when the tree guys want to haul branches. Raschke also questioned why the city is catering to a commercial business when the branch site is meant for residential use. After further discussion Mayor Jagt called for a motion to change the current motion to close the branch site for the winter. Motion made by Dressen and seconded by Jenson to keep the branch site open as in the past and have the utility department work with the administrator to determine the best dumping place. Approved: all; Opposed: none. Motion granted.

3. Ice Rink Discussion
   a. Mayor Jagt stated that at the last council meeting it was discussed whether or not the ice rink was being use and if it should remain open due to the cost and need for a new broom. She said that the newspaper put an article in the paper and LaBrune put a poll on the city's Facebook page to see what people had to say. LaBrune stated that one person came into the office and wanted the rink to stay otherwise the Facebook poll results were two thirds for and one third against keeping the ice rink. After discussion, Sanderson made a motion to keep the ice rink open and purchase the new broom for the rink. Dressen seconded the motion. Approved: all; Opposed: none. Motion granted.

G. New Items

1. Truth in Taxation Hearing
   a. Jagt opened the public hearing at 7:50 to allow anyone from the public to speak or make comments on the proposed levy or budget. No one from the public made comments so Jagt decided to keep the hearing open until the end of the council meeting.

2. 2020 Budget Adoption
   a. Jagt stated that she, Raschke and LaBrune have worked diligently on the 2020 budget and she feels that the levy increase is definitely needed with the seen and unforeseen changes that are taking place in the city. LaBrune then provided a handout and identified several changes in the budget that accounted for the levy increase. She also explained the proposed $5 water base rate fee and $2 increase in the sewer base rate fee that would assist with the upcoming sanitary sewer project and anticipated service upgrades that are needed. After discussion, Raschke made a motion to adopt the 2020 budget as presented and Jensen seconded the motion. Approved: all; Opposed: none. Motion granted.

3. Final 2020 Levy Resolution 2019-20
   a. Jagt presented resolution 2019-20 for the 2020 levy adoption. She stated that the final levy increase will be 15% or $318,581. Raschke made a motion to sign and adopt resolution 2019-20 and Dressen seconded the motion. Approved: all; Opposed: none. Motion granted.

4. Non-Union Employee Performance Reviews
   a. Jagt stated that she, Sanderson and LaBrune conducted performance reviews will all of the non-union staff members and copies of the reviews were provided to each councilmember. Jagt asked if anyone had any questions or concerns, then called for a motion to accept the performance reviews and wage increases. She also asked everyone to hand their forms back to LaBrune so the copies could be shredded. Dressen made a motion to accept the 2019 performance reviews and wage increases for 2020. Jensen seconded the motion. Approved: all; Opposed: none. Motion granted.

5. 2020 Fee Schedule Resolution 2019-23
   a. LaBrune presented the proposed 2020 fee schedule for adoption. She stated that the fee schedule includes the changes discussed previously with the water, sewer, and garbage rates. Raschke made a motion to adopt resolution 2019-23, City of Tyler fee schedule effective 1-1-20. Dressen seconded the motion. Approved: all; Opposed: none. Motion granted.

6. Designation of Polling Place Resolution 2019-22
   a. Jagt stated that the council must adopt a resolution designating a polling place for the 2020 election year. Raschke made a motion to adopt resolution 2019-22 that designates 138 E. Bradley as the polling location for the City of Tyler. Jensen seconded the motion. Approved: all; Opposed: none. Motion granted.

7. Combined Polling Place Resolution 2019-21
   a. Jagt presented resolution 2019-21. Motion by Sanderson, seconded by Jensen to adopt resolution 2019-21 designating 138 E. Bradley as the combined polling place for the city of Tyler, Hope, and Marshfield townships. Approved: all; Opposed: none. Motion granted.

8. Letter of Resignation
   a. Jagt read Cindy Koenig's letter of resignation to the council. Koenig's last day with the city will be January 29th. Dressen made a motion to accept Koenig's resignation and begin advertising for the position right away. Sanderson seconded the motion. Approved: all; Opposed: none. Motion granted.

I. Reports

1. Police– Police Chief Spindler handed out a report. Discussion was held regarding residents who fail to remove their vehicles from the streets after a snowfall. The council agreed to have LaBrune, Spindler, Beck and Jobe work together to create a new code or policy to address ticketing vehicles vs towing them.

2. Utility– Matthew Jobe stated that the number of vehicles left on the streets when plowing was down from the first snowfall. The latest numbers were 19, 3, 0, and 3.

3. Attorney– Petersen stated that there is a court hearing for Joseph Stiner on December 19th. He and LaBrune will be present to represent the City. Petersen also stated that he has been in contact with Roger Hook and Hook's bond company regarding the seal coating project and is waiting on more information from them.

4. Administrator– LaBrune's report was included in the council packet and discussed.

5. Library Board – Raschke stated that she met with the librarian in Pipestone and toured the library there that is attached to the school. She told the council that Pipestone had a great setup and everything was arranged nicely. After further discussion on the library, the council came to the consensus to have LaBrune contact RTR Superintendent Marlette to see if there was still room for a public library to be included with the new school plans.

J. Financial Report

1. Statement of Revenues and Expenditures – LaBrune presented the financial report and it was reviewed by the Council. **M/S,** Raschke/Dressen to accept the financial report as presented. Approved: all; Opposed: none. Motion granted.

2. Claims – The Council reviewed the claims that had come in since the last council meeting. **M/S,** Sanderson/Jensen to approve the payment of claims as presented. Approved: all; Opposed: none. Motion granted.

K. Adjourn

With there being no further items before the Council, at 8:35 PM Mayor Jagt called for a motion to close the Truth in Taxation Pubic Hearing and adjourn the meeting. **M/S,** Dressen/Jensen to adjourn.

Joan Jagt, Mayor

ATTEST:

Stephanie LaBrune, City Administrator / Clerk