

City of Tyler
City Council Meeting 6:00 pm
Monday, April 4, 2022
Tyler Fire Hall 101 E. Lincoln St. Tyler, MN 56178

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

Members absent: none.

Others present: Stephanie LaBrune-City Administrator, Glen Petersen-City Attorney, Mark Wilmes-Tyler Tribute, Judd Guida-Utility Supervisor, AJ Anderson-Police Chief.

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. Sanderson made a motion to approve the agenda and Dressen seconded the motion. Approved by: Jagt, Jensen, Dressen, Sanderson, and Raschke; Opposed: none. Motion granted.

D. Approval of Minutes

March 7, 2022 City Council minutes. Motion by Raschke, seconded by Jensen to approve the minutes as presented. Approved by: Jagt, Jensen, Dressen, Sanderson, and Raschke; Opposed: none. Motion granted.

E. Declare Conflict of Interest – No conflicts declared.

F. Public Comments – None.

G. New Business

- 1. Resolution 2022-12 Temporary Slope Easement-** LaBrune stated that she and Jagt attended the County's open house in Tyler the previous week to learn more about the County's ADA project on Tyler St. While at the event, she stated that there were presented with easement documents from Lincoln County for the City's property at the intersection of Tyler St. and Bradley St. LaBrune presented the easement documents to the board and asked for a motion to allow the City Administrator to sign the documents on their behalf so that the project could move forward in 2023. Jensen then made a motion to allow LaBrune to sign and return the documents to Lincoln County and Dressen seconded the motion. Jagt and LaBrune both stated that the project will be a nice improvement to the city and help further the city's SRTS efforts. Motion approved by: Jagt, Jensen, Dressen, Sanderson, and Raschke; Opposed: none. Motion granted.
- 2. Resolution 2022-13 Reestablishing Precincts and Polling Places-** LaBrune presented Resolution 2022-13 and explained to the council that due to re-districting within the State of Minnesota, each precinct is required to approve a resolution establishing the precinct boundaries and polling location. LaBrune stated that Tyler's boundaries remain as the city limits and the polling place remains the A.C. Hansen Legion Hall. Sanderson motioned to approve resolution 2022-13 and Raschke seconded the motion. Motion approved by: Jagt, Jensen, Dressen, Sanderson, and Raschke; Opposed: none. Motion granted.

3. **Tidy up Tyler-** Mayor Jagt announced to the council that the Tyler Area Community Club recently set the city-wide rummage-sale dates, which are May 6th and 7th. She then stated that typically the city hosts Tidy up Tyler the following weekend. Jagt said that the city has held a drop off collection the last couple years and it has worked well. She asked if any of the council members had heard any concerns about how the collection was being handled now that the city's new garbage truck does not allow for curbside collection. No concerns were raised. LaBrune then mentioned that the County's household hazardous waste and fluorescent bulb collection is planned for May 3rd in Tyler. With no other comments, Raschke made a motion to set the Tidy up Tyler event date to May 14th from 9am to 1pm at the City Utility shop. Jensen seconded the motion. Motion approved by: Jagt, Jensen, Dressen, Sanderson, and Raschke; Opposed: none. Motion granted.
4. **Summer Road Projects-** Guida explained to the council that he recently met with an asphalt contractor to review road repair needs and after discussions with staff and LaBrune, it was decided that it may be best for the city to hire a contractor to do more milling and paving in areas where city staff would have otherwise spent efforts on patching. Guida stated that patching does not always hold and said that he would rather concentrate street funds on larger projects such as milling and overlaying the west half of Maple Street which has been in need of repair. Guida said that he knew Maple St. was on the city's priority list to be redone with new storm and sewer infrastructure, however after discussing it with LaBrune they both felt that there were other higher priority projects that may end up pushing the Maple St. project back. After discussion, the consensus of the Council was to move forward and focus on milling and overlaying the west side of Maple St. in 2022 and other areas that are in need of significant repairs.
5. **Dollar General Development-** LaBrune stated that she has been in discussion with the developers and engineers that have been working on the plans for the new Dollar General store. She told the council the original plan was for Dollar General to install a new sewer main from their property to Oak St. However; LaBrune said that due to the depth of the sewer main, the cost estimates came back higher than what the developers anticipated and they are now looking to install a force main. LaBrune stated that the force main would only serve their property and she felt that with the potential for more commercial development in that area, it would be a benefit to the city if they could partner with the developer on the cost and install a main that would have the capability of serving more than just one property. LaBrune then presented quotes received by the developer showing the cost difference in a sewer main versus a force main with the difference in cost being \$72,750. LaBrune asked if the Council would be in favor of partnering with the developer on the cost to install a permanent sewer main pending the city's cost would be near \$73,000 and all quote or bidding requirements were met. Jensen made a motion to allow LaBrune to continue working with the developer of the Dollar General and proceed with partnering on the cost of the sewer main project with the conditions that the project meets all state construction and bidding requirements and the city's share does not exceed \$75,000. Raschke seconded the motion. Motion approved by: Jagt, Jensen, Dressen, Sanderson, and Raschke; Opposed: none. Motion granted. LaBrune then commented by saying that the approximate \$70,000 project cost would be paid for utilizing the proceeds from the sale of the property to Dollar General and utilizing funds provided from the increase in the sewer base rates.

H. Council / Staff Reports

1. **City Administrator LaBrune-** Reported that she has been working to apply for Congressionally Directed Spending funds to support the city's sewer project and will soon be submitting applications to both Senator Klobuchar and Senator Smith's offices.

2. **Utility Supervisor Guida-** Stated that he and the city staff have been working on getting the softball fields ready and reported that the new pool liner will be installed towards the end of April / beginning of May. He also stated that the streets have been swept twice this spring and reported on a significant issue of high flows into the sanitary sewer ponds over a period of two days. Guida reported that the issue is no longer, however the utility department is continuing to keep an eye on it.
3. **Attorney Petersen** – Stated that the Roller easement that was needed for the sewer project has been signed and also stated that the Hansen barn, which was a blight issue has been removed.
4. **Police Chief Anderson-** Updated the council saying that fill in officers Eric Bloch and Chris Triplett were recently in town to do their required training and have also been filling in for him to relieve him of on-call. He also reported that he and Troy Tommeraasen from the Fire Department recently attended ALICE training to become certified trainers. Anderson stated that the RTR elementary Principal and teacher Chelsey Steinwand are also trained, however their training only allows them to work within the school where Tommeraasen and Anderson can now assist with training Fire Department or EMS/Hospital personnel.

I. Financial Reports

1. Statement of Revenues & Expenditures


- a. LaBrune presented the financial reports from March, 2022. Reports were discussed and LaBrune explained that she made a few journal entries to correct coding errors that had been made. She went on to explain that previously the report showed a few accounts being over budget and indeed they were actually just errors where an expense was coded to the wrong account. Sanderson made a motion to accept the financial reports as presented. Dressen seconded the motion. Approved by: Jagt, Jensen, Sanderson, Dressen and Raschke; Opposed: None. Motion granted.

2. Approve Claims

- a. LaBrune presented the claims from March, 2022. Sanderson made a motion to accept and approve the payment of bills as presented and Raschke seconded the motion. Approved by: Jagt, Jensen, Dressen, Sanderson and Raschke; Opposed: None. Motion granted.

J. Adjourn

With there being no further items before the Council, at 6:49p.m. Jagt asked for a motion to adjourn the meeting. Motion to adjourn was made by Jensen and seconded by Dressen. At 6:49p.m. the meeting was declared adjourned.



Joan Jagt, Mayor

ATTEST:



Stephanie LaBrune, City Administrator / Clerk