

**City of Tyler**  
**City Council Meeting 6:00 pm**  
**Monday, August 1, 2022**  
**Tyler Fire Hall 101 E. Lincoln St. Tyler, MN 56178**

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

**Members absent:** Tim Sanderson.

**Others present:** Stephanie LaBrune -City Administrator, Glen Petersen – City Attorney, AJ Anderson - Police Chief, and Mark Wilmes- Tyler Tribute.

**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. Jensen made a motion to approve the agenda with the addition of G. 5. DEED Childcare Grant and Dressen seconded the motion. Approved by: Jagt, Jensen, Raschke, and Dressen; Opposed: none. Motion granted.

**D. Approval of Minutes**

Dressen made a motion to approve the minutes of the July 5, 2022 City Council Meeting. Jensen seconded the approval of the minutes as presented. Approved by: Jagt, Jensen, Raschke, and Dressen; Opposed: none. Motion granted.

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

**F. Public Comments –** Mayor, Jagt commented that she was very thankful for Pastor Telgren and the Texas group who were in town over Aebleskiver weekend and helped clean up the town. She also expressed gratitude to Neil and Angie Witte along with the pool staff for going above and beyond with their hot dog supper and fair booth to help raise money for pool equipment.

**G. New Business**

- 1. 2023 LMCIT Property/Liability Renewal –** Kullen Stanek was present to discuss the city’s renewal. He said that the city’s experience modification factor rating is at 1.1 which is considered good, he also stated that there was a reduction of fifteen percent in the premium which he was very surprised but happy to see. The reduction in the total premium from the previous year was \$8,514.
- 2. Surveillance Cameras-** LaBrune requested approval from the council to install surveillance cameras at the Lyons/Pool Park. LaBrune stated that the quote for the cameras and installation is \$4,793 and the goal is to either catch whomever is vandalizing the park or at least minimize the amount of vandalism by the cameras being visible to the public. Raschke made a motion to accept the quote and approve the installation of the surveillance system and Jensen seconded the motion. Approved by: Jagt, Jensen, Raschke, and Dressen; Opposed: none. Motion granted.
- 3. Personnel (Police/Library)-** LaBrune updated the council on the current hiring situation within the Police department saying that there had been only one person who has applied and that individual was recently interviewed by the personnel committee. She stated that the individual is seeking a part-time/temporary position with the city and not a full-time position. LaBrune told the council that the personnel committee approved doing a background

investigation and psychological evaluation on the individual and will report back if a decision is made to hire the individual. LaBrune also requested the approval from the council to seek applicants for a temporary/on-call Library Aid to assist in the library during times where the Librarian is absent and the current on-call Library Aid is unable to fill in. LaBrune stated that there should be no significant impact to the budget by adding another fill in Aid. Raschke made a motion to approve publishing an advertisement for a new Library Aid.

- 4. 2023 Preliminary Budget/Levy Discussion-** Mayor Jagt stated that a copy of the preliminary budget was included in everyone's packets and thanked LaBrune for her many hours of work on the budget. LaBrune then presented the budget stating that it was her goal to try and keep the levy lower than the past two years. She stated that the preliminary levy included in the draft budget is 8%, she also stated that she included a higher COLA percentage as she has not heard yet from other cities or counties what the expected COLA could be for 2023. LaBrune also stated that she included reserve funds from the DVS, Planned Expenditure Fund, and Electric Fund to assist in the cost of applying a new rubber membrane to the roof at city hall to repair the leaks. Dressen stated that he would rather see a new roof installed to ensure that there won't be any more issues with leaks. LaBrune stated that the cost would be approximately double to install trusses on the roof. She agreed that was the best solution but did not know if the budget could support it. She then went on to state that reserve funds were also included from the Fire Department Improvement fund to cover the cost of new fire gear for the five newly trained firefighters that will need to be outfitted. The streets department budget was discussed in detail. Jensen saying that he knows there is a need for a new snowblower and plow truck and would like to see some new equipment purchased each year to ensure that the city remains able to do important tasks like removing snow. Jensen asked if the city could skip sealcoating and crack filing and put the money towards a new roof or piece of equipment? LaBrune stated that the street repair budget of \$103,000 primarily only covers patching, crack filling, and sealcoating about one sixth of an area of town. She stated that it could be removed; however, that would mean that the city would not be doing any upkeep or maintenance at all which essentially would be putting the city behind when the city should actually be setting extra money aside for streets in anticipation of the new roads that are needed for the commercial and residential development projects. In addition, the Lake Benton Improvement District Contribution was discussed. Jagt stated that she felt for the small amount of rent received on the Stoney Point property, the city should not pay more than that to the improvement district. After discussion, the council was in full consensus to only include a contribution of \$2,000 in the 2023 budget. Following more discussion, the council felt that the budget committee should continue to review the budget and look for ways to reduce the budget so that the goals of adding a new residential and commercial development could be reached in addition to improving the utility departments fleet of equipment.
- 5. DEED Childcare Grant-** LaBrune stated that the TRED board recently discussed a new grant opportunity that would help current day care providers and also help get new daycares established. Following the TRED board meeting, LaBrune said that she met with Craig Hess, Tim O'Leary, and Dave Marlette to discuss a plan to create a daycare facility on the new school property. She said that a daycare center is desperately needed and would be helpful for the school district and other large employers such as Avera because those businesses would be able to attract more employees and families to Tyler knowing that they had a secure daycare spot. After discussion, LaBrune asked if the city would support her working with the school to apply for the grant if the school board would approve moving forward with the plan. LaBrune said that the city may be the entity that applies for the grant so that the school district could receive the funds. The council agreed to allow LaBrune to continue working with TRED and the school district on the project.

## H. Old Business

1. **2022 Blight** – LaBrune updated the council on the blight list stating that the initial \$80 tickets had been issued with a deadline of August 30<sup>th</sup> to cure the blight issues, then after the deadline the blight properties would be reviewed and another \$100 ticket would be issued if the problems remained.
2. **Sewer Project Discussion**- Mayor Jagt stated that LaBrune applied for two Federal grants (congressionally-directed spending) and was unsuccessful but thanked her for her efforts. She then talked to the council members about future plans to proceed with the project. LaBrune stated that after recently speaking with Rep. Schomacker it did not sound likely that the project would get included in the Bonding Bill if there was a special session. She then presented figures to the council on the estimated base rate increases that would be needed to proceed with the project based on the current estimates and also with the removal of the last block of Oak Street. Jagt stated that in order to move forward the sewer rates may need to be increased again but did not want to wait too much longer in case the costs continued to increase. Jagt also said that the staff have been discussing with the engineer the possibility of removing the far east block of Oak Street to save some costs. Jagt stated that those residents were the ones affected the most by the sewer backups and she would like to see the block redone with the rest of the project; however, she stated that she thinks some of the residents would understand as long as there could be some assurance that they wouldn't get sewage in their basements again. Jensen stated that he thought most residents could handle another \$12 a month and doesn't want to see the project delayed much longer. After discussion, the council agreed to keep discussing the project.

## I. Council / Staff Reports

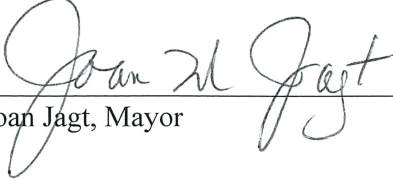
1. **Mayor Jagt**- The Mayor reported that she is working with the Tyler Area Community Fund to get a project started to work on re-surfacing the Tennis Courts to make a really nice tennis and pickle ball court. She also asked if the community should do something special on 9/11 for the first responders.
2. **Council Member Raschke**- Raschke state that she would like to see the number of cats allowed change from 2 to 4 and would like to talk about making some changes to the city code in the future.
3. **City Administrator LaBrune**- Report handed out.
4. **City Police Chief Anderson (Absent)**- Report handed out.

## J. Financial Reports

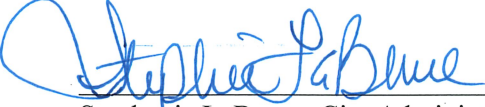
1. **Statement of Revenues & Expenditures**
  - a. LaBrune presented the financial reports from July, 2022. Reports were discussed and Raschke made a motion to accept the financial reports as presented. Jensen seconded the motion. Approved by: Jagt, Jensen, Raschke, and Dressen; Opposed: None. Motion granted.
2. **Approve Claims**
  - a. LaBrune presented the claims from July, 2022. Dressen made a motion to accept and approve the payment of bills as presented and Raschke seconded the motion. Approved by: Jagt, Jensen, Raschke and Dressen; Opposed: None. Motion granted.

## K. Adjourn

With there being no further items before the Council, at 7:27p.m. Jagt asked for a motion to adjourn the meeting. Motion to adjourn was made by Dressen and seconded by Jensen. At 7:27p.m. the meeting was declared adjourned.

  
Joan Jagt, Mayor

ATTEST:

  
Stephanie LaBrune, City Administrator / Clerk