

**Wykoff City Council Meeting  
Special Public Meeting Minutes  
June 10, 2019 - 7:00 p.m.**

Mayor Williams called the Public Meeting to order at 7:00 p.m. in the Wykoff Council Chambers. He stated that the purpose of the meeting was to address the change of the original plans for the County 5 Project. He turned the meeting over to Daren Sikkink with WHKS. Mr. Sikkink noted that the City had already had a public meeting for all residents involved with the County 5 Project. However, he stated that the County Engineers had changed the scope of the project which resulted in an additional public meeting for those residents on Line Street only. There will be discussion on the trees that need to be removed because of the project. He reviewed the original plan and noted the State Statute needs to be followed which resulted in another public meeting as the residents involved will be assessed more than the original plans that live on East Line Street. The original plan was to not put curb and gutter on Line Street but the County Engineers had requested that change on the East side of Line Street. Daren stated that the preliminary cost of the project to be assessed would be \$43,250.00 which results in a \$25.25 per foot cost to be assessed to the resident. The numbers that the residents had been sent are preliminary numbers and may change after the bids are received.

Ronald Gregg, Fillmore County Engineer spoke to the council and residents regarding the change in the project. It was their feeling that this option will help with the drainage on the East side of Line Street. Discussion on the trees that will be removed. They do not plan to acquire anymore right away on the properties. Not all trees are marked on Line Street. Trees that will be removed have pink ribbons. Residents on East Line Street were told that if they want the trees on their property removed and the County to pay for them, they will need to make that decision soon. If the construction would disrupt the tree roots and the resident had not indicated, they wanted the tree removed it would then be there expense to remove the tree. If the resident had said they wanted the tree removed and it was not necessary, it would not be removed. There is a form that each person will need to sign for access to their property which is a right of entry for construction. The County Engineer will be visiting with each property owner to explain. He noted there will be no sidewalk on the East side of Line Street, just curb and gutter. Permanent easement will be needed for the west side of Line Street, which allows the four-foot shoulder and drainage. Discussed how many driveways are allowed for each property. That is a question for zoning and will need to be clarified. Gleason did not think there was an ordinance pertaining to the width of the driveways. Sue Nash questioned the trees that need to be removed and he stated that if they interfere with the project that unfortunately they will need to be removed. Rocky Vreeman asked about the curb that will be in front of his property as there are many times the large farm equipment drives on his property. Ron stated that there should be enough space. Driveways will be replaced as part of the project. Discussion will need to be made with the county on driveways before the project begins. Question was asked if the city will replace the trees that are removed. Daren stated that this will need to be put into the project before hand and is a decision that the city will need to make. Rocky asked about having access to the driveways. Ron stated that this will be dealt with by the contractor they will notify you that you may not be able to get onto your property. Discussed possibly parking cars on the school property that the city owns. He stated there is no firm start date at this time, but they are looking at September-October. It was discussed that if the person wants to keep the tree once it is down, they can.

Public hearing was closed at 7:38 p.m. by the Mayor.

**Wykoff City Council Meeting**  
**Regular Meeting Minutes**  
**June 10, 2019**  
**7:00 pm**

**Call to order:**

A meeting of the Wykoff City Council was held at Wykoff City Hall on June 10, 2019 at 7:00 pm. Attendees included Al Williams, Mary Tjepkes, Richard Gleason, Lyle Morey, Mary Sackett and Clerk/Treasurer Becky Schmidt. The Pledge of Allegiance was said by all present.

Mayor Williams called the meeting to order.

Motion by Gleason and seconded by Tjepkes to approve the agenda adding H.3-Liability for Township Grading. Motion carried 5-0.

**Consent Agenda**

Mayor asked for approval of the Consent Agenda. Tjepkes questioned the bill for the Fire Department golf tournament fee. Discussion followed. Motion by Tjepkes and seconded by Gleason to pay for only the tournament fee not for the golf cart charges. Motion carried 5-0.

Motion by Tjepkes and seconded by Morey to approve the consent agenda with the change noted for the Fire Department.

- Approval of Minutes
- Approval of Bills
- Approval of Treasurers Report

Motion carried 5-0.

**Visitors**-Darin Sikkink, WHKS reviewed with the council the Main Street project that they were to finish the pavement before the 15<sup>th</sup> and hoped that they would give the city enough notice to make the needed repairs that are the cities responsibility.

**WWTP**-Tjepkes noted that there was no report from the treatment plant. Mayor Williams noted that all the things left from the last storm have been cleaned up and turned into the insurance company. Tjepkes asked about the tiling and Becky stated that Daren said it is tiled. Mayor Williams said they have discussed getting a different pump.

**Fire Department**- Fire Chief, Wade Baker reported that the six firemen who had been taking the extended training all passed the testing. He asked for permission to extend the openings on the department to an employee that works at CHS who is not within the radius but is available during the day when he works in Wykoff. He is only short of the required radius by half mile where he resides. The council agreed that the shortage of responders who are available during the day warrants making an exception. Wade noted that they have three openings and hope to fill them by the summer. He also discussed that Chatfield does not have a radius that they go by but the number of calls they respond to,

meetings they make and trainings. If the person does not meet those requirements, then they are not eligible for that year for their retirement. They do not ask them to quit but it gives them more of incentive to make the required meetings, training and calls. He will look further into this. Council asked that he put this in writing for the council to consider. He asked how much was left in their training budget. Becky will get back to him with a figure. She thought there was about \$30,000 left in their overall budget. Most of the DVD's that they use for training are 100% reimbursable.

**Personnel Committee-** No report

**Zoning-** No report

**Streets-** Mayor Williams reported that they have not received the quotes on the grinding up of streets and will report back to the June meeting.

**Community Education-** Tjepkes asked about the boards that encompass the park on Gold Street and that the boards surrounding the equipment is in bad shape. Discussed removing and replacing. John noted that he had looked into using 4x4's to have a more stable border. Mayor and John will take a look to see what can be salvaged and what needs to be replaced. Becky noted that there has been a complaint about the rusty screws that are popping up, which the Mayor noted they could be taken out and replaced with new in a different location. Becky noted that John does use a check off sheet for all the playground equipment at both parks.

**Unfinished Business-**

**Trailer Park-**Mayor Williams read the notes from the company that was received regarding the number of trailers that will be on the property. Matt Fowler who works with the company in California stated that they plan to bring in more trailers in July. It was noted that as more trailers come in the meters will be installed. Motion by Tjepkes and seconded by Gleason to sign the contract for the Trailer Park. Motion carried 5-0.

**New Meter Install Update-** The Mayor noted that they have installed 80 meters as of that date and hope to have them done so that the July statements will reflect the new meter system. She noted that her and LuAnn will take training from Beacon on June 13<sup>th</sup> and Banyon on the 17<sup>th</sup>.

**Water Tower Update-**As of now they do not have a date for Wykoff on their schedule.

**EDA Update-**Becky talked to Marty Walsh who works with Economic Development for Fillmore County. He helped to clarify some of the questions that were brought forward on the agreement. Becky reviewed his suggestions and the council agreed to move forward. Motion by Gleason and seconded by Morey to approve the 2.5% interest on the loans. Mr. Walsh suggested that liens be placed on the property and that we would be 2<sup>nd</sup> in line. Late fees were also added at the standard rate of 10%. Becky does not have the resolution ready for council approval. Motion by Tjepkes and seconded by Gleason to approve the agreement with the added suggestions made by Mr. Walsh. Motion carried 5-0. Maximum loan per person is \$25,000.

Becky noted that she had contacted the League and is having the city attorney review the Jail Haus, Airbnb usage. She will have more to report at the July meeting.

Mayor Williams asked that the council review the Code of Conduct that the city has in place and he asked that the Zoning Committee also be given a copy.

Mayor Williams brought up for discussion a request made by the Township for a letter to be written by the city stating that if any damage is done while the Township is grading First Street that the liability will fall under the City Insurance Carrier. Stevenson Insurance agreed that it would be covered by the City Insurance. He stated that small towns do trade for services such as this. Our policy would only cover the liability of any damage that would be done for example to a car that would be parked on that street. This would be a contract that the insurance company would acknowledge. Motion by Tjepkes and seconded by Gleason to draft the letter to be in our files and the Township. Motion carried 5-0.

**New Business-**

Motion to adjourn by Tjepkes and seconded by Sackett. Motion carried 5-0.

**Adjournment**

\_\_\_\_\_, Secretary

\_\_\_\_\_ Date of approval