

Minutes – City of Delano
City Council/Economic Development Authority
Tuesday, January 2, 2024, 7:00 PM

1. Call to Order

Mayor Holly Schrupp called the regular meeting of the Delano City Council/Economic Development Authority of Tuesday, January 2, 2024, to order at 7:00pm

2. Roll Call and Approval of Agenda

Members Present: Mayor Holly Schrupp; Councilmembers Jason Franzen, Becky Schaust, Mike Mathisen, Jeremiah Hawkins.

Members Absent:

Also Present: Phil Kern, City Administrator; Nick Neaton, Community Services Director; Jeff Cielocha, Emergency Services Coordinator; Bryce Borland, Deputy Clerk.

Borland recommends the following changes to the agenda:

Add item 6C – Approve grant agreement with Minnesota Historical Society for funding of the Heritage Center elevator project.

Replace RFA attachment for item 8F1 with updated RFA document.

Motion by Hawkins, seconded by Franzen to approve agenda with these changes; motion carries.

3. Communications and Announcements

Robert Hopwood from Delano Herald Journal speaks. On January 6th from 4pm-6pm, there will be a retirement party for Fire Chief Robert Van Lith at the Delano American Legion. There will be a taco bar and cake served. Monday, January 8th will be nourishing food distribution at Light of Christ Church. There will be produce, dairy and bakery. The Delano Senior Center will be celebrating Elvis's birthday at 11am on Monday, January 8th. The first Thursday fireside chat this month will feature Wright County Commissioner Mike Kaczmarek. January 15th will be Martin Luther King Day.

Franzen says that the food distribution at the Light of Christ Church is important and it is surprising how many people are food-needy in Wright County, in multiple demographics.

4. Speakers, Presentations and Awards

5. Minutes

- A. July 18, 2023 – Special Workshop | Summary Minutes
- B. July 18, 2023 – Regular Meeting
- C. August 7, 2023 – Special Workshop | Summary Minutes
- D. August 15, 2023 – Regular Meeting

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- E. September 26, 2023 – Special Workshop | Summary Minutes
- F. December 12, 2023 – Special Workshop | Summary Minutes
- G. December 19, 2023 – Regular Meeting

Motion by Schaust, seconded by Mathisen to approve Minutes A, B, C, D, E, F, and G; motion carries.

6. Consent Items

- A. Authorize a preliminary and final plat extension for Prairie Ridge development to January 31, 2025
- B. Approve a proposal from MacDonald & Mack to conduct bidding and construction contract administration for the Heritage Center elevator project
- C. Approve grant agreement with Minnesota Historical Society for funding of the Heritage Center elevator project

Motion by Mathisen, seconded by Franzen to approve Consent Items A, B and C; motion carries.

Franzen says that the elevator project has been a long time coming and he is excited to see it come to fruition. Neaton agrees and thanks the Council for their support of the project.

7. Public Hearing

8. General Business

- A. Administration
- B. Community Development
- C. Community Enrichment
- D. Engineering and Public Works
- E. Finance and Business
- F. Public Safety

1. Pay Increase for All Firefighters

Cielocha says that currently firefighters make \$13 per hour when they respond to a scene and \$5 per response to the station. Staff is recommending an increase to \$14 per hour when they respond to a scene, while keeping the rate at \$5 for responding

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to the station. This would be more in line with other departments in the area and throughout the state.

Franzen asks if the City could use an elevator with yearly inflation adjustments. Cielocha says that this would be worth looking into. Kern says that the proposed increase has been budgeted. He says that staff will be looking at firefighter compensation and could introduce new options that could offer more flexibility. Kern says that the firefighter pay could be tied to cost-of-living adjustments that all other departments get. Mathisen agrees and says that the fire department should be treated the same as any other department.

Franzen asks if he can make a motion to that effect. Cielocha says he would like Council to consider the motion that has been presented, because the other option would entail a much longer discussion than what tonight's meeting permits.

Motion by Franzen, seconded by Hawkins to approve the firefighter pay raise for those responding to the scene; motion carries.

Kern says that retirement plaques have historically been included in firefighter compensation for firefighters who retire in good standing with the City. Kern says that staff has not been able to find an action from Council reflecting their intent to include a retirement plaque in firefighter compensation. He recommends considering a motion for a retired firefighter in good standing to receive a recognition plaque upon retiring as part of their overall compensation.

Motion by Mathisen, seconded by Schaust to provide a recognition plaque upon retirement to firefighters who retire in good standing as part of their overall compensation.

Schaust asks about cost of these plaques. Kern says historically the plaques have cost close to \$1,000. He says that the City has found a supplier who could produce them for about \$500. Schrupp says money is not as much of a concern for her, she just does not think that is something that all firefighters want. Cielocha says that some fire fighters have accepted a Maltese cross, a smaller plaque, instead. Schaust says she is supportive of this as long as firefighters don't ask for the cash value of the plaque instead. Kern says that state law would not allow that.

Motion carries.

2. Consider Adoption of Fire Department Fee Schedule

Cielocha says that this document would be added to Delano's comprehensive fee schedule. Cielocha proposes using Wright County's fee structure, which is much like the state fee schedule. Chief Staunton believes that the fees fit what Delano's fire department is looking for.

Schrupp asks if this will apply to all entities served by the Delano Fire Department. Cielocha says it will. Franzen asks how this affects mutual aid. Cielocha say mutual

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aid is not applicable here. Mathisen asks if this can be billed and the entity chooses not to pay it. Cielocha says that is possible. Mathisen asks what kind of action the City could take in that event. Kern says that there are two possible actions to take. The first would be to create an agreement with that entity. The second would be to consider not responding to calls in that jurisdiction any longer. Kern says that if this fee schedule is adopted, staff would send this to the City of Independence and request acknowledgment.

Motion by Franzen, seconded by Hawkins to consider adoption of the Wright County Fire Chief's Association Fee Schedule; motion carries.

9. Updates from Commission Liaisons

- A. Fire Relief Association
- B. Highway 12 Safety Coalition
- C. Park and Recreation Commission
- D. Planning Commission
- E. Public Safety Commission
- F. Spirit of Community Commission
- G. Water, Light and Power Commission

10. Claims

A. City Claims

- 1. Claims listing for December 20, 2023 - January 2, 2024

Motion by Hawkins, seconded by Schaust approving Claims listing for December 20, 2023 - January 2, 2024; motion carries.

B. EDA Claims

11. Close/Executive Session

12. Adjournment

There being no further business to discuss, the regular City Council meeting of Tuesday, January 2, 2024 was adjourned at 7:24pm.

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Signed:

Holly Schrupp, Mayor

Paula Bauman, Administrative Services Director

Attest: Bryce Borland, Deputy Clerk