Wykoff City Council Meeting
Regular Meeting Minutes
April 14, 2025 ~ 7:00 pm

A meeting of the Wykoff City Council was held in the Council Room at 106 Gold St. N. on April 14, 2025, at 7:00 pm. Attendees included Mayor Ryan Breckenridge, Jeff Hare, Barb Fate and Jane Baker. Absent Kalib Himli. Also, present City Administrator, Becky Schmidt.

Agenda-Mayor Breckenridge called for any additions and noted that added to the agenda 5. Resolution to Accept Councilman Himli resignation, Old Business- c) Trees, New Business g) McConnell Excavating-Stumps and Line Street, h) Ballfield Aggregate-O'Connell. Motion by Hare and seconded by Fate to approve the agenda with the noted additions. Motion carried 4-0.

Consent Agenda- Mayor called for approval of the Consent Agenda. Motion to accept the consent agenda as presented by Fate and Baker. Motion carried 4-0.

Mayor Breckenridge read the letter of resignation from Kalib Himli stating it was personal reasons for his resignation. Becky read the following resolution:

RESOLUTION NO. 2025-09

A RESOLUTION ACCEPTING RESIGNATION AND DECLARING A VACANCY.

WHEREAS, the Wykoff City Council has received the written resignation of Kaleb Himli, effective on April 10th, 2025.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WYKOFF, MINNESOTA AS FOLLOWS:

1. The council accepts Kaleb Himli's resignation as described above.

The council declares that a vacancy exists on council effective on April 10th, 2025.

Motion by Hare and seconded by Fate to approve the resolution. A roll call vote was taken with the following voting in favor: Jeff Hare, Barb Fate, Ryan Breckenridge, Jane Baker. Voting against: none

Passed by the City Council of Wykoff, Minnesota this 14th day of April, 2025.

s/s Ryan Breckenridge

Mayor

Attested:

s/s Becky Schmidt

City Administrator

Mayor Breckenridge acknowledged the contributions that Kalib had made to the community while serving his term and thanked him for his service. He served on several committees, spent many man hours on playgrounds and served as Mayor Pro Temp.

Visitors- Becky read a letter from **Missy and Reggie Musel** residents who reside at 226 Line St. N, and were unable to attend the meeting. Their objections were to the Homeowners Assessment of the 2025 Street Project. The letter is on file in the city clerk's office and stated in part that they feel this project does not offer any direct improvement to the value of their home and that it is a replacement project for a service that the city is obligated to provide. They urged the council to reconsider the assessment and explore alternative funding options.

Linda Jacobson addressed the council with her concerns about the new company that will be taking over the city's garbage contract. With Waste Management she was able to get pickup every other week, with the new company she will have to get pickup every week and she will be charged even if she does not have anything to pick up. She stated that as an older person living alone, she does not have the amount of garbage that normal families have.

Brian Schleusner was also there to express his concern about the new garbage rates as the house that they have in Wykoff is empty and they don't reside there anymore.

Becky stated she would reach out to them the next day for more dialog.

Mayor Breckenridge then read the current Ordinance #50.03 - Sanitation Collection Service Required. This Ordinance has been in effect since 2016 and states that every person owning, managing, operating, leasing or renting any premises or any place where garbage or rubbish accumulates shall subscribe to collection services. He stated that the council may have to look into the ordinance and make adjustments if needed, but at this point they are abiding by the Ordinance as it stands.

Mike Born also commented that he has been taking his rubbish to Preston since he moved here and did not feel it is right to charge every residence. Hare asked the council not take anymore questions as Mr. Born had not signed up to speak.

Michael Staudinger declined to speak even though he had signed up as a visitor.

WWTP- Rick Whitney noted that it had been a busy month with state inspections, but the city proved to be in compliance. Received funding for future testing on bio-solids. Water inspection and sampling for this week's first round of PFAS.

Fire Department -First Assistant Chief, Chris Nagel reported that the department had been on three fire calls. Two of them were cancelled before they arrived.

First Responders- Cory Bremseth, First Responder Director, was not present but had reported to Becky that the classes had started for the First Responders, and they have three people attending.

Personnel – No report

Streets- No report from the committee. Becky noted that John had inventoried the street signs in town and had submitted a request to order more stop signs and assorted street signs for. Motion by Fate and seconded by Baker to order the signs needed. Motion carried 4-0.

Community Education- Fate and Baker attended the most recent meeting which involved updating numbers for various programs being run through Community Education.

Park and Recreation, Joint Trails Board- Hare reported that they had not met as a committee, but they would like to get a tree shaped sign (thermometer) made that they could display to keep track of the number of trees that are needed and how many have been donated. If anyone knows of someone in town that could construct something they should let him know.

Zoning – No requests

Sheriff's Report- Included in packet.

The Mayor's Report- Mayor reported that the school had notified him that when the siren for the statewide drill was activated, they could hear it in various places in their building. A few people in town had said they did not hear it, but no one had notified the office. Mayor did note that it is a rotating siren so perhaps they just weren't listening at the right time. Lion's Club will be hosting the Wagon Train on June 26th where they will be hosting the meal. Dan Schmidt informed the mayor that the Pork Producers would like to donate 150 pork burgers and 150 cans of pop for the City Picnic in June.

Old Business –

Stantac Recommendations for 2025 Street Project – Brett Grabau from Stantec, stated that the Bid Opening was held in the council room on April 3, 2025, and there were eight qualifying contracts that were opened and reviewed. The low bidder on the project was Griffin Construction Co. with a Total Base Bid of $599,997.00. He noted that if the Council wishes to award the Project to the low bidder, then Griffin Construction Co. should be awarded. Council asked about the completion date, and he stated that this fall it should be completed and that they had stipulated that the city does have their Fall Festival in September and a milestone of three weeks prior to that has been given to the contactor. Brett asked that the Mayor and City Administrator be designated to sign the contracts so that funding can begin right away. Motion by Hare and seconded by Fate to approve the low bid of $599,997.00 from Griffin Construction Co. Motion carried 4-0. Rich Ramaker spoke for the Commons asking that the heavy equipment not be stored on their parking lot. Brett from Stantec will convey this to the contractor.

Resolution 2025-08 Approving the Issuance of General Obligation Bonds for 2025 Street Project. Mike Bubany reviewed with the council the options for the council to consider. He stated that due to the market right now things are changing every day. He was encouraged that the bid came in less than when they had last met to discuss the project. Items discussed were how much is needed, engineering fees, over runs, payment due dates and how many years does the council want. Direct bank placement or a public sale of the bonds was discussed. At this time the council agreed to the public sale of the bonds. Mr. Bubany noted that by passing the resolution before them does not lock them into this. The actual passing of the resolution will take place on May 12, 2025.

RESOLUTION 2025-08

EXTRACT OF MINUTES

OF THE CITY COUNCIL OF THE

CITY OF WYKOFF, MINNESOTA

HELD: April 14, 2025

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Wykoff, Fillmore County, Minnesota, was duly called and held at the City Hall on Monday, April 14, 2025, at 7:00 P.M., for the purpose of approving the issuance and sale of general obligation water revenue & disposal system bonds for the City's 2025 road and utility improvements project.

The following Council members were present: Jeff Hare, Ryan Breckenridge, Barb Fate, Jane Baker and the following were absent: None.

Council member Jeff Hare introduced the following resolution and moved its adoption:

RESOLUTION 2025-08

RESOLUTION APPROVING THE ISSUANCE OF

GENERAL OBLIGATION WATER REVENUE & DISPOSAL SYSTEM BONDS, SERIES 2025A.

COVENANTING AND OBLIGATING THE CITY TO BE BOUND BY AND TO USE

THE PROVISIONS OF MINNESOTA STATUTES, SECTION 446A.086

TO GUARANTEE THE PAYMENT OF THE PRINCIPAL AND INTEREST ON THE BONDS THROUGH THE STATE OF MINNESOTA PUBLIC FACILITIES AUTHORITY

CREDIT ENHANCEMENT PROGRAM

A. WHEREAS the City will issue bonds pursuant to an authorizing resolution; and

B. WHEREAS the City chooses to apply for the State of Minnesota Public Facilities Authority Credit Enhancement Program.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Wykoff, Fillmore County, Minnesota (herein, the "City"), as follows:

1. The City Council hereby finds and declares that it is necessary and expedient for the City to sell and issue its general obligation bonds in the total aggregate principal amount not-to-exceed $860,000 to fund the costs associated with the City's 2025 road and utility improvements project (herein, the "Bonds").

2. The City Council desires to proceed with the sale of the Bonds by negotiated sale to D.A. Davidson and hereby authorizes David Drown Associates, Inc. (herein, “DDA”) to negotiate on behalf of the City.

3. The Mayor and the City Clerk are hereby authorized to approve the sale of the Bonds and to execute a bond purchase agreement for the purchase of the Bonds provided the Net Effective Interest Rate is 4.50% or less.

4. Upon approval of the sale of the Bonds by the Mayor and the City Administrator, the City Council will take action at their regularly scheduled meeting on May 12, 2025, to adopt the necessary approving resolution(s) as prepared by the City’s bond counsel.

5. If the Mayor and City Clerk have not approved the sale of the bonds and executed the related bond purchase agreement by August 1, 2025, this resolution shall expire.

6. <u>Minnesota Public Facilities Authority Credit Enhance Program</u>
    A. Form of Minnesota Public Facilities Authority (the “PFA”) Credit Enhancement Program Agreement (the “Agreement”); and

    B. Application for Participation in the PFA Credit Enhancement Program (the “Application”).

        1. The Agreement and the Application are authorized and approved in substantially the forms presented to the Council. Submission of the Application to the PFA and payment of related fees are approved. The City hereby covenants and obligates itself to be bound by the provisions of Minnesota Statutes, Section 446A.086, as it may be amended from time to time. The City understands that as a result of its covenant to be bound by the provisions of Minnesota Statutes, Section 446A.086, the provisions of that section shall be binding as long as any Bonds of this issue remain outstanding.

        2. The City hereby covenants and obligates itself to notify the Minnesota Public Facilities Authority of a potential default in the payment of principal and interest on the Bonds and to use the provisions of Minnesota Statutes, Section 446A.086 to guarantee payment of the principal and interest on the Bonds when due. The City further covenants to deposit with the Bond Registrar or any successor paying agent three (3) days prior to the date on which a payment is due an amount sufficient to make that payment or to notify the Minnesota Public Facilities Authority that it will be unable to make all or a portion of that payment. The Bond Registrar for the Bonds is authorized and directed to notify the Minnesota Public Facilities Authority if it becomes aware of a potential default in the payment of principal or interest on the Bonds or if, on the day two (2) business days prior to the payment is due on the Bonds, there are insufficient funds to make that payment on deposit with the Bond Registrar.

        3. The City further covenants to comply with all procedures now or hereafter established by the Department of Finance and Minnesota Public Facilities Authority pursuant to

Minnesota Statutes, Section 446A.086, subdivision 3 and otherwise to take such actions as necessary to comply with that section. The Mayor and City Administrator are authorized to execute any applicable Minnesota Public Facilities Authority forms and to provide for the payment of the City's application fee of $500 to the Authority or will reimburse DDA for their payment of the fee on the City's behalf, which fee is required to be submitted with the executed forms.

7. DDA is authorized to prepare an Offering Memorandum related to the sale of the Bonds.

The motion for the adoption of the foregoing resolution was made by Member Jeff Hare and was duly seconded by Member *Barb Fate* and upon vote being taken thereon, the following in favor thereof: Jeff Hare, Barb Fate, Ryan Breckenridge, Jane Baker and the following voted against the same: None

Whereupon said resolution was declared duly passed and adopted this 14th day of April 2025

s/s Ryan Breckenridge

Mayor

Attested:

s/s Rebecca Schmidt

City Administrator

The council agreed that if Mr. Bubany can find a bank to take this loan, he had their approval to pursue knowing the interest rate and years of the term that would be feasible for this project.

Trees Update – Hare presented to the council a quote he received from KG Enterprises for five trees to be placed at the Community Hall. He reviewed the types of trees they recommended for the space and the placement. He noted that he needs to get together with John Baker to make sure that the spots do not infringe on water, sewer lines etc. He stated that he already has a commitment for one of the Spring Snow Crabapple Trees for $200. Motion by Fate and seconded by Baker to purchase the five trees for $1,350.00. Motion carried.

New Business –

Resolution 2025-07 Accepting Donation to the City of Wykoff -

RESOLUTION NO. 2025-07

A RESOLUTION ACCEPTING A DONATION TO THE CITY

WHEREAS, the City of Wykoff is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 et seq. for the benefit of its citizens and is specifically authorized to accept gifts.

WHEREAS, the following persons and entities have offered to contribute the cash amounts set forth below to the city:

Name of Donor	Amount
Fahy and Barb Schleusner	$200.00

WHEREAS, all such donations have been contributed to the city for the Wykoff Fire Department

WHEREAS, the City Council finds that it is appropriate to accept the donations offered.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF Wykoff, MINNESOTA AS FOLLOWS:

1. The donations described above are accepted and shall be used to establish and/or operate services either alone or in cooperation with others, as allowed by law.

Motion by Fate and seconded by Baker to approve the donation.

Roll Call Vote:

Ryan Breckenridge

Jeff Hare

Barb Fate

Jane Baker

Passed by the City Council of Wykoff, Minnesota this 14th day of April, 2024.

s/s Ryan Breckenridge

Mayor

Attested:

s/s Rebecca Schmidt

City Administrator

Snowbird Garbage and Recycling Credit Form – Becky noted that she had contacted Harmony as they are with Richard's Sanitation also and they have implemented the policy for refunding a three-month period. Discussion followed. Concerns were expressed that we are not able to change the requests made to reduce the rates for the elderly or the residence that is unoccupied, but we are making a concession to the snowbirds. Hare stated that we signed the contract with Richard's Sanitation for five years knowing that we were not going to be able to make changes for the elderly or anyone else. Becky noted that she had contacted Richard's Sanitation, and they do not make any concessions for these types of requests and that it is up to the city. The credit would be for three months and would be adjusted on their account when they return and can verify that no one was using the property during that time period and producing garbage of any kind. Motion by Breckenridge and seconded by Fate to approve the policy. Motion carried 3-1, with Hare voting against.

Lawn Mower – Hammell Equipment Quote – Becky noted that a new mower was needed, and that John had gotten quotes from Hammell and Marzolf. John was recommending the quote from Marzolf for $6,349 with the trade in value of our mower. Motion by Breckenridge and seconded by Fate to approve the purchase of the mower. Motion carried 4-0.

Community Center Door Quote- Priority – Becky noted that the door at the center is becoming a real problem as when people are ready to lock up after their event it will not lock correctly which results in either her or John having to go down to lock up. She had asked for a quote from Priority but will go out for more quotes as the price was too high. Discussed moving funds from the money set aside for the cement work at the hall to pay for the doors.

Acknowledgement of Stender Enterprises Donation of Services – Becky noted that Greg Stender had gone to the Jail Haus for repairs of a slow drain and had submitted a paid invoice for $98.00 as a donation to the city. She stated that he does this every year and how much it is appreciated.

The dates for the Garage Sales are May 9 & 10 - Becky stated that this is the same as Spring Valley hoping to generate more participation and people buying.

McConnell quote for tree stump removal and Waterways on Line Street – John had received a quote from McConnell's to remove 11 stumps on Line Street and clean out of waterways for proper storm drain operation for $6,800. Discussion followed with Rick Whitney expressing confusion as he had told the council that he would clean out the waterways for $1,200. He would have preferred being part of this conversation but he was not included. He then noted that he is no longer interested in this project. Becky stated the funding would be coming from the additional fee of $2 per month to residents in the sewer fund. Motion by Baker and seconded by Fate to approve the $6,800 to McConnell's. Motion carried 4-0.

Information that was received from McConnell's for the purchase of aggregate to put on the ball field was discussed. Motion by Hare and seconded by Fate to purchase the product from them for $1,600. Funds would come from the grant money for the ball field. Motion carried 4-0.

The meeting was adjourned at 8:25 p.m.

Adjournment

______________________________City Administrator ______________________ Date of approval