

Wykoff City Council Meeting
Regular Meeting Minutes
June 9th, 2025 ~ 7:00 pm

A meeting of the Wykoff City Council was held in the Council Room at 106 Gold St. N. on June 9th, 2025, at 7:00 pm. Attendees included Mayor Ryan Breckenridge, Jeff Hare, Barb Fate and Jane Baker, Missy Musel. Also, present City Administrator, Becky Schmidt.

Agenda-Mayor Breckenridge called for any additions and noted that under New Business – g) Library Grant, New Business -h) Kingsland Service Day. Motion by Fate and seconded by Musel to approve the agenda with the noted additions. Motion carried 5-0.

Consent Agenda- Mayor called for approval of the Consent Agenda. Motion to accept the consent agenda as presented by Hare and Fate. Motion carried 5-0.

Visitors- Roger Storlie stated that he was opposed to the garbage and recycling fee that was added to his utility bill. He stated he has not had garbage pickup for 18 years and he has always taken his garbage to Preston. The mayor stated that because we have a 5 year contract, at this time we can make no exceptions or changes. Mr. Storlie stated that the contract was not valid because it changed from 3 years to a 5 year contract. No other discussion.

WWTP- Rick stated the Vent Fan from the WWTP needed repair, he would like to take it to Pine Island for evaluation and repair. If it is too expensive to repair then purchase a new one. Motion by Fate and seconded by Baker to approve the repair. Motion carried 5-0.

- 1.) Completed DMR no limit exceedances
- 2.) Completed rounds, checks and process control
- 3.) Conducted MLSS checks
- 4.) Checked biological activity under microscope
- 5.) Cleaned Sludge tank WWTP
- 6.) Assisted with locating water service at Wykoff Commons
- 7.) 2 alarm calls wet weather events no flooding
- 8.) Performed 2 Locates
- 9.) Met with Streets Committee
- 10.) Inspected north side air handling vent fan motor locked up
- 11.) Assisted with 2” connection to the Wykoff commons to improve water volume
- 12.) Responded to 6 calls to the commons and residents regarding water complaints
- 13.) Spoke with Brett Regarding street project
- 14.) Power washed inside of UV room
- 15.) Responded to MPCA stormwater inspection notification to Griffin
- 16.) Reviewed Gold St. Lateral inspection video/McClimon

17.) Spoke with Jetter Clean regarding south St. resident I&I lateral work

Fire Department – 2nd Chief, Chris Nagel reported that they had one false call to Forestville for a 911 call that started with a dropped phone. They searched for several hours and found the caller to be taking a nap. It was up in the campground area and was a very difficult search. They are planning on some training in the area to map out the trails and get more familiar with the area. Schmidt asked if a drone would have assisted with the search. Bremseth stated that there are some fire depts. using drones with thermal imaging. There are grants available, Schmidt will investigate it.

The Fire Dept. will need candy for parades starting the end of this month. They will also be available for the city picnic on June 15th.

First Responders- Cory Bremseth, First Responder Director stated that all members have now received their license. There is a reimbursement check coming from Southeast EMS. They are averaging 6 calls a month but only one so far this month. The First Responder Rig will be available for the picnic.

Personnel – Missy stated she wanted to make it clear she did not agree with Becky and LuAnn tracking their hours. The proof is in their work, what they accomplish. Barb wanted to clarify what she meant when she had asked for an accounting of Becky and LuAnn's time. She wanted more of what they have accomplished, she understands that it would be very difficult to track everything that they do in a day.

Streets- Mayor stated the Streets committee met and the street project is going well. They also discussed Finseth and WWTP street with the runoff causing damage and is dangerous to mow. It is city property, and we should mow and maintain it. John and Rick stated they would take care of it.

Community Education- Jane suggested an internship for young people to help the elderly with household items. She also would like to see a community garden. The mayor suggested the Vee down by the ballpark would work. Schmidt suggested the open field by the city shed. No other discussion at this time.

Park and Recreation, Joint Trails Board- Jeff stated they met and discussed the trees. He thanked everyone for showing up for the planting. He will take care of the watering. He is also looking to plant 100 trees and perhaps do a tree lottery for residents to plant on their property. It would take some of the responsibility of maintaining them off the city. The mayor would like to replace the trees on Gold St. / Highway 80. Hare discussed becoming a Tree City and would like to organize a committee to look into the guidelines. It is an annual obligation.

Looking for help to water the flowers at the Community Center and also the flowers provided by the Garden Club. Sally Jeske had stopped wondering if we could assist. Discussion followed about trying to rig up a water tank to assist with the watering. Jeff suggested asking for sign ups from the residents.

Musel stated there is a large tree that has died on her neighbor's property. It is dropping branches. Schmidt stated that she will have John look at it and assess. Numerous residents have called about dead trees. Schmidt will follow through with Denny Skogstad tree removal and other residents. Jeff suggested reaching out to State Forestry in Preston. Jeff will reach out.

Revolving Loan Committee-Fate and Baker have questions on the revolving loans. They will meet with Schmidt to clarify some things.

Zoning – Motion by Musel and seconded by Fate to pay Matt Gathje \$25 per zoning evaluation. Motion carried 5-0.

Sheriff's Report-None

Mayor's Report- Mayor acknowledged that Elsa Eickhoff was chosen as Mayor for the day and would be in the Fall Fest Parade. Mayor would like to remind everyone of the Fall Fest Meeting on June 10th at 6:30.

Old Business-

Resolution Appointing Resident to Fill Unexpired term

RESOLUTION 2025-15

RESOLUTION APPOINTING A RESIDENT TO FILL OUT THE UNEXPIRED TERM

WHEREAS, the City of Wykoff received a letter of resignation from Councilmember Kaleb Himli on April 10th 2025 and;

WHEREAS, the Wykoff City Council accepted the letter of resignation, and;

WHEREAS, Said vacancy can be filled in accordance with State Statute by the appointment of a qualified resident of Wykoff, now;

FURTHERMORE, BE IT RESOLVED, that Missy Musel, a qualified and willing resident of Wykoff has been selected, and is hereby appointed to fill the unexpired term commencing with the May 12th regular meeting. This appointed position will be held until December 31st, 2026.

I certify the above resolution was adopted by the City Council of the City of Wykoff on June 9th 2025.

s/s Ryan Breckenridge

s/s Rebecca Schmidt

Mayor

Administrator-Clerk/Treasurer

Date: June 9, 2025

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Stantec update and request for Payment – Hare made a motion to pay Griffin the 1st payment in the amount of \$113,269.57, second by Fate. Motion carried 5-0.

Richard’s Sanitation Partial Bill for May Schmidt stated she received a bill in May thinking it was the bill for June, and it was paid. After looking into it, Schmidt found out it was a partial billing, and we had not billed the residents for the one pickup in May that Richard’s had done. It amounted to approximately \$5.00 per resident. Motion by Musel to have the city cover the charge, second by Baker. Motion carried 5-0.

INI Discussion Tabled.

Formal bid from English for Ballpark that was approved by Poll. Becky presented the estimate/ bid from English to wire the new concession stand.

Gateway RV As the city has received complaints on the RV behind the Gateway, a motion was made by Barb and seconded by Missy to allow the RV to remain until the renovations are complete. Motion carried 5-0.

New Business

Resolution 2025-13

RESOLUTION NO. 2025-13 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 used equipment set forth below to the city:

<u>Name of Donor</u>	<u>Amount</u>
Steve Rehm	100.00

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 donation 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.

Roll Call Vote:

Ryan Breckenridge
Barb Fate
Jane Baker
Jeff Hare
Missy Musel

Passed by the City Council of Wykoff, Minnesota on this 9th day of June, 2025.

S/s: ***Ryan Breckenridge***
Mayor

Attested:

S/s: ***Rebecca Schmidt***
City Administrator

Hall Rental Fee for Kitchen Only – Schmidt stated that she was approached by Jen from the Gateway who expressed an interest in renting the kitchen only for catering jobs. Schmidt would like to set a rate for such rental. Discussion followed and Baker made a motion to set the rate at \$50 for the first 2 hours and \$35 for every hour after. The kitchen rental shall not take the place of a full hall rental as that would take precedence over a kitchen rental. Motion carried 5-0

Jail Haus Rental Payment – Becky noted that the Jail Haus has been doing extremely well and is well above projected budget income. Becky requested a stipend of 5 hours per pay period for taking care of the reservations and other duties concerning the Jail. At present she has not charged for any of her duties concerning the Jail Haus. Motion by Musel and seconded by Fate to approve a 5-hour stipend per pay period from May until September, the busy months. Motion carried 5-0.

Fire Dept. Respirators

Schmidt was able to secure \$1400 worth of respirators for the fire dept for free. The city just had to pay the shipping which was \$52. Disposable filters will have to be purchased for them.

Minnwest Bank Proposal – Schmidt had spoken with a representative to change our checking account from our current Public Checking Account to a Public Funds Savings. With the Public Savings account, the city would receive a larger interest rate and no ACH fees which are costing approximately \$60 a month for our Utility ACH. Schmidt will confirm details with Minnwest and bring it back to the council for a vote in July.

SMIF Donation Request – The city received a mail flyer from SMIF asking for donations. As the city has received numerous grants from SVACF, Hare motioned to make a \$150 donation with Musel making second. Motion approved 5-0.

Library Grant Schmidt stated she received a phone call late on Thursday afternoon from the Dept. of Education stating that the grant that was applied for in December or 2024 had been partially approved. There was approximately \$133,000 available of the \$350,000 applied for. Schmidt

reached out to Main Street Properties to see if the bank was still available for purchase and if the price had come down. The bank building is available, and price is negotiable. Schmidt then reached out to Julie Sogla who drew the original plans to see if they could be scaled back to the new budget. On Friday, Sogla called back and stated the absolute necessary remodeling cost could be cut down to \$122,000, which meant making the building ADA compliant, fixing some of the HVAC issues and some remodeling of the interior of the building. The MN Dept of Education would need an answer by Wednesday 6-11-2025 or the funding would be distributed elsewhere. Discussion followed to see if the city could get an extension on acceptance of the grant, and costs associated with running a library. Hare expressed concerns on the full costs of maintaining the building, and how much it would increase taxes for the residence. Schmidt had spreadsheets to show the cost savings of moving the city offices, but also showed costs associated with tax revenue loss. Discussion continued, when Mayor stated let's bring it to a vote, he made a motion to accept the grant, Musel second. Motion passed with Mayor, Baker and Musel voting yes, and Hare and Fate voting no. Schmidt stated she would continue to try and get an extension and researching costs of the investment.

Kingsland Service Day Schmidt stated she had been contacted by Kingsland that they would have 44 students available in September to do service work in our community. The mayor would like to get a list together from residents and projects that the city would like to have done. Schmidt will follow up with Kingsland. Schmidt also stated the city would need volunteers to assist with that many students.

The meeting was adjourned at 8:35 p.m.

Adjournment

Secretary

Date of approval