Wykoff City Council Meeting
Regular Meeting Minutes
July 14th, 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, Jane Baker and Missy Musel. Also, present City Administrator, Becky Schmidt.

Agenda-Mayor Breckenridge called for any additions and noted that under Old Business-3. Stantec 2nd pay request, New Business – 8. $500 donation request to Ed's Museum. Motion by Fate and seconded by Baker to approve the agenda with the additions. Motion carried 5-0.

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

Visitors- Douglas Alley, spoke to the council about the issue he is having with a neighbor and the condition of trees on the neighbor's property. He stated he has tried to talk to them about having them trimmed or removed. He noted that the city ordinance states that if the tree is on the boulevard the city will remove it but does not say anything about diseased or rotten trees on private property. He stated that he has tried to talk to them, but they refuse to listen or do anything about it. He fears that the trees may fall on their property/house or hurt someone. No response from the council was given.

WWTP- Rick Whitney reported that it had been a busy month, with four alarms due to the rain but no flooding which he was thankful for. He had met with the street committee. He asked if the council had any questions about the Environmental Water Service LLC contract submitted by him. for the next three years. The previous contract was written that if no concerns or questions were brought forward by the council that it would automatically renew, however he wanted to make sure the council was comfortable with the new contract. Becky stated she had checked with several other cities and stated from a financial perspective she advised the council to sign the new contract. Motion by Hare and second by Fate to approve the contract as written. Motion carried 5-0.

Rick presented his monthly report to the council:

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 drying bed.

6.) Assisted with restoring water service at Wykoff Commons

7.) 4 alarm calls wet weather events no flooding.

8.) Assisted with 4 Locates.

9.) Met with Streets Committee

10.) Pulled south side Hvac vent motor and sent in for bearings Olson's.

11.) Assisted with BacT tests for new water services.

I2.) Met with John and Griffin Construction regarding Finseth elevator.

13.) Spoke with Brett Regarding Finseth Elevator drainage quote.

I4.l Power washed inside of UV room.

15.) Reviewed Three lateral inspections and made reports.

16.) Ordered and took delivery of Micro-C.

17.l Conducted MPCA grant funded PFAS and PFOS testing.

Streets- The council was informed by Rick of a plan to make a change to the 2025 Street Project in the area next to the Fire Department. Brett Grabau from Stantec also reviewed the plans for the parking lot and the changes to the original plans. With the shifting of what is to be done he did not feel that it would cost more than $10,000 to finish the parking lot as recommended. Motion by Hare and second by Fate to move forward with the recommended changes. Motion carried 4-1 with Musel abstaining.

Question by councilor Musel if the fan had been fixed which Rick noted that it had and the cost was $283.87. She asked if this could have an impact on the strong sewer smell in the area of the plant. Rick stated that it should not make a difference and that during the winter the drying beds are not used but during this time of the year they are. He stated that depending on the wind it can drift back into town.

Fire Department – Fire Chief Mike Lund reported that they had a rollover on July 4th and hoped that Becky had retrieved the information for billing as the person had been transported before they had arrived. She noted that Fillmore County had supplied her with that info. Hare reminded him that he has the old pumper in storage. Mike noted that they were aware and as soon as they can they plan to remove it.

First Responders- Becky reported that Cory Bremseth, Director, was not able to attend the meeting but reported that they had been very busy the last month.

Personnel – Fate reported that she and Musel had met and would like to hold two employee reviews in a year. Becky reported that the committee had met with Patrick Heusinkveld in a closed meeting to discuss an issue with the Community Center. The meeting was taped and is on file.

Streets - The Mayor reported that the street committee had met and asked Rick Whitney to explain the situation on Carimona St. and Finseth Property. O'Connell Excavating had presented a quote for $18,000 to remedy the issue. Discussion followed. Brett Grabau from Stantec stated that Rick Whitney had asked him to look at the area also as he felt the plan would put the draining right through where the plan was to put the EQ tank. Brett stated that they could put together an RFP which would then go out to companies in the area for quotes. Council felt that an engineer needed to be used to do this properly and it would be something that could be talked about at their budget meeting for next year. Rick did feel that this could be put off until next year's budget and that could be relayed to Finseth's. Motion by Hare and seconded by Musel to have Stantec prepare the RFP not to exceed $7, 500. Motion carried 5-0.

Community Education- Fate and Baker had met and reported that they are waiting for school to begin at which time the Community Ed Director, Becky Bicknese, will be scheduling meetings and they had several suggestions to make involving Wykoff.

Park and Recreation, Joint Trails Board- No report. Becky and the council thanked Jeff Hare for his part in the dedication to Al Williams Field. Hare noted that he has been watering the new trees. Mayor thanked John for all of his hard work that he has done at the ball field. John noted the power line still needs to be put in and that he had spayed for bugs.

Revolving Loan Committee- No report

Zoning – The Mayor asked for approval of the zoning requests that had been approved by Zoning Administrator, Matt Gathje.

1. Mason Ellefson, 215 Silver Street South-Deck replacement and fence applications.
2. Tyler Moger, 307 North Gold Street - Shed on skids and fence applications.

Discussion followed on the information that Becky presented on a new Ordinance for a Shouse. She noted there had been an inquiry about whether Wykoff had one. She stated that we do not have one and had found a sample from the company that we work with on our city ordinances. Mayor asked that more information be gathered for towns in our area and brought back to the council for review.

Sheriff's Report- Mayor noted the report for May and June from the Sheriff's Dept. was included in the packet.

Mayor's Report- None

Old Business-

1. **Minnwest Bank Proposal-**Becky reported that the Minnwest Bank was suggesting the City change the city's banking structure to an Analysis Public Funds Checking Account to reduce fees and allow the city to earn higher interest by depositing excess funds into an Insured Cash Sweep Account. The city would then always have $200,000 in the checking

with the rest spread out into other savings accounts that make it more interest. Motion by Baker and seconded by Fate to approve changing our banking structure. Motion carried 5-0.

2. **Bid for Carimona Storm Drain –** Addressed previously on agenda.
3. **Stantec update and request for 2nd Payment –** Grabau updated the council that they are nearing completion on the 2025 Street Project but, he would like to know the status of Carimona Street. Becky stated that it would depend on the cost of the project. Grabau wanted to make sure that it was not something that he would need to have ready for the next council meeting. Council agreed that they would not be ready to act on this in August. Discussion followed on the sewer line behind the Fire Station and that with the updates done should show a significant increase in water pressure on Line Street residents and will impact the flow into the sewer plant. Motion by Baker and seconded by Musel to approve the 2nd payment of $291,400.80. Motion carried 5-0.

New Business

1. **Tree Complaint-** The Council addressed the complaint received for the removal of trees on private property. Becky reported that she had contacted the attorney, and the ordinance clearly states that the City is not responsible for dead trees located on private property. She noted that she had notified the people filling out the complaint and also the neighbor who owns the property where the trees are located that the city was not responsible nor would they remove the trees. She suggested to them to contact Fillmore County if the dispute continues.

   Approving removal of most dangerous/dead trees – The council discussed the eight trees with ask disease that John had identified that are on the boulevards and the responsibility of the City. Motion by Musel and seconded by Baker to obtain quotes for the removal of the eight trees. John will reach out and get several quotes. Motion carried 5-0.
2. **Budget Meeting**-Council agreed to meet on July 23rd for the first budget meeting at 6:30 p.m.
3. **Lucas Alexander Condemnation Procedure**- Becky made the council aware that to condemn a property is a long process and will be expensive. Council agreed that the property at 214 Line Street North needs to be condemned as the property continues to get worse and needs to be addressed. Motion by Fate and seconded by Baker to proceed with the Condemnation. Motion carried 5-0.
4. **Rescind motion to accept Library Grant** – Becky noted that after looking closer into the building there were to many expensive things that need to be done and was not feasible with the amount of money that the grant would generate. Motion by Hare and seconded by Fate to rescind the motion to accept the Library Grant. Motion carried 5-0.
5. **ACH Loan Payment**- Becky asked for permission from the council to set up the larger amounts for loans to be done by ACH not checks mailed. Motion by Musel and seconded by Baker to approve. Motion carried 5-0.
6. **Flowers for Riddle Funeral** – Becky stated that the council cannot use city funds to purchase the flowers for the family. She asked the council if anyone was willing to donate, and she would take care of ordering them.
7. **Donation Resolutions** –

RESOLUTION NO. 2025-14

A RESOLUTION ACCEPTING 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 funds for the Fire Dept and the New Ballfield

Name of Donor	Amount
Cole Family	$50
Jackie Horsemen	$100

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

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.

Roll Call Vote:
Ryan Breckenridge
Barb Fate
Jane Baker
Missy Musel
Jeff Hare

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

Ss/ Ryan Breckenridge

Mayor

Attested:

Ss/ Rebecca Schmidt

City Administrator

RESOLUTION NO. 2025-16

A RESOLUTION ACCEPTING 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 funds for the Wykoff softball Athletic Fund for Jerseys

Name of Donor	Amount
Goodies and Gas	$652.00

WHEREAS, all such donations have been contributed to the city for the Wykoff Athletics Fund

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
Missy Musel
Jeff Hare

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

Ss/ Ryan Breckenridge

Mayor

Attested:

Ss/ Rebecca Schmidt

City Administrator

8. **Request for Ed's Museum Paint –** Becky reported that the Historical Society had made a request for the city to donate $500 towards the painting of Ed's Museum. Discussion followed. Motion by the Mayor and seconded by Fate to approve the $500 towards the paint. Motion carried 3-2.

The meeting was adjourned at 8:15 p.m.

Adjournment

____________________________Secretary _______________________ Date of approval