

**1. CALL TO ORDER**

A meeting of the Waite Park City Council was held on Monday, June 26, 2023, beginning at 6:30 PM.

**MEMBERS PRESENT**

Members present were Mayor Miller, Members Blackburn, Linqvist, Schmitt and Theisen

**MEMBERS ABSENT****CITY REPRESENTATIVES PRESENT**

City Representatives present or on the call were City Administrator Johnson, Public Works Director Schluenz, Planning and Community Development Director Noerenberg, Police Chief Reznicek, City Clerk Brenny, Finance Director Virnig, Attorney Storm and SEH Engineer Blommel

**OTHERS PRESENT**

Vic Schulz – 1209 Willow Pond Drive, Waite Park, MN  
 Mitch Anderson – Rinke Noonan Attorney  
 Jayesh Patel – Siya Hospitality Owner  
 Hardikkumar Patel - Siya Hospitality Manager

**2. PLEDGE OF ALLEGIANCE****3. PUBLIC INPUT**

Vic Schulz (1209 Willow Pond Drive) – expressed concern for ADA, seeing that the City was discussing the ADA Transition Plan at the meeting. Mr. Schulz explained stories regarding his time, professionally working with individuals with disabilities and his drive to make environments accessible for all people. Mr. Schulz said there are buildings within the City that are not ADA accessible and wondered what the purpose was of considering the ADA Transition Plan, if buildings within the City are not compliant.

**4. COUNCIL AGENDA**

Member Theisen moved to approve the agenda as amended, adding an item 6.E. Water Restrictions to the agenda, seconded by Member Schmitt. Motion carried unanimously.

**5. CONSENT AGENDA**

- 5.A. Approve 6/5/23 Council Meeting Minutes
- 5.B. Authorize Purchase of Tandem Chassis for 2024 Budget
- 5.C. Approve Performance Measures Program Resolution

Member Linqvist asked to pull item B. Authorize Purchase of Tandem Chassis for 2024 Budget.

Member Theisen moved to approve all remaining items on the consent agenda as presented, seconded by Member Schmitt. Motion carried unanimously.

Regarding item B. Authorize Purchase of Tandem Chassis for 2024 Budget, Member Linqvist said he's never seen an item to purchase in a budget that they haven't talked about or approved yet and said that council needs to really consider cutting back on expenses because of foreseen expenses for 2024. Member Linqvist would like an equipment list to see what the City has and see what items need to be replaced. Member Linqvist said he did not think this was a good purchase. Member Linqvist said that public safety should be coming first instead of equipment purchases.

Mayor Miller said that he assumed this was being asked for because of the supply shortages.

Public Works Director Schluenz said he's never asked for something like this, but with today's shortages of equipment, the City is having to go about purchases differently. Schluenz said this was an item for the 2023 budget, but with having to order trucks from two years ago, the money isn't in the budget so that is why the request is coming this way. Schluenz said that if the chassis is ordered now, it

## **5. CONSENT AGENDA (Cont.)**

certainly wouldn't come until 2024, with the possibility of coming in 2025. This chassis is to replace the one purchased in 2000.

Member Linquist expressed again that public safety is going to be an increasing cost to the City and that Council needs to start considering where to cut back on certain expenses.

Public Works Director Schluenz said in the past the Council has approved an equipment budget for public works anywhere from \$300,000-\$450,000, Schluenz said he is asking for \$154,000 for next year to be earmarked. Schluenz said, unfortunately with cost increases, to keep equipment up to date, the budget will probably be closer to \$600,000 moving forward.

Mayor Miller and Member Theisen said that plowing snow is a public safety matter. If the streets aren't plowed, fire and police won't be able to get to scenes. Member Theisen said that public works will have at least \$150,000 for equipment in the 2024 budget.

Member Theisen moved to approve Authorize Purchase of Tandem Chassis for 2024 Budget, seconded by Member Schmitt.

Ayes: Mayor Miller, Members Blackburn, Schmitt and Theisen

Nays: Member Linquist

Abstain: None

Absent: None

Motion carried 4-1.

## **6. REGULAR AGENDA**

### **6.A. SIYA HOSPITALITY LLC HOTEL/MOTEL LICENSE APPLICATION**

Siya Hospitality LLC has applied for a Hotel/Motel License with the City. The hotel is located at 815 1st St S, Waite Park. All applications, fees and background checks were run and approved by the Police Chief. The owner of Siya Hospitality is Jayesh Patel, and the manager is Hardikkumar Patel.

Building Official J. Howe said that the only item that needs to be addressed is a building permit to replace a window. Otherwise, everything else seems to be compliant from a building perspective. This includes both the East and West building.

Mitch Anderson, Rinke Noonan, representative of Mr. Patel and Siya Hospitality wanted to clarify that they will only be operating out of the East building initially as they intend to do some remodeling on the West building. Mr. Anderson clarified that the only live-in occupant will be the manager. Otherwise, it will only be short-term, hotel rental.

Mayor Miller asked what the name of the hotel will be. J. Patel said that it will be Coratel Inn. Mr. Patel said that they want to make the site better for the City and have no intentions of taking in junk from St. Cloud. Mr. Patel said he plans on making improvements to be able to charge more, which will help make the City better. Mr. Patel also explained there will be no extended stay.

Member Linquist asked if Mr. Patel has read the City ordinances. Member Linquist said that site has had issues in the past and didn't follow City ordinance. Member Linquist said that he hoped the new owner runs the establishment well.

Mr. Patel said that they aren't looking for any trouble and intend on following the rules and making the site better.

Member Theisen moved to approve Siya Hospitality LLC Hotel/Motel License application as presented, seconded by Member Schmitt. Motion carried unanimously.

### **6.B. AUTHORIZE ADA TRANSITION PLAN CONTRACT**

The City is required to complete an ADA (Americans with Disabilities Act) Transition Plan to ensure public right-of-way and public facility compliance with ADA accessibility requirements. Due to the number of full-time employees the City of Waite Park has we are required to complete a full inventory of existing facilities and their current status as part of the project. Having a complete and adopted ADA Transition Plan is requirement to receive any federal funding which may become available.

## **6.B. AUTHORIZE ADA TRANSITION PLAN CONTRACT (Cont.)**

City Engineer Dave Blommel and SEH have prepared a proposal to undertake the ADA Transition Plan. The issue and proposal was previously reviewed and discussed by City Council at work session. The intent is that the costs of the plan will be covered by ARPA funding.

Member Linquist asked if the work would be done right away or over a period of time. SEH Engineer Blommel said that it would be completed over a period of time as it will take a while. The information will be used as a tool to plan street projects and target money best.

Member Theisen moved to approve authorizing the City to enter into a contract with SEH, Inc. for completion of ADA Transition Plan as presented, seconded by Member Linquist. Motion carried unanimously.

## **6.C. RFP FOR PUBLIC SAFETY FACILITY**

Staff and City Council met at the work session on June 5th to go over a draft of the RFP for the New Public Safety Facility. Staff has finalized the RFP and has attached for your review and approval. Public Works Director Schluenz went through the outlined timeline that was included in the RFP.

Member Linquist asked if Council will be approving all the work. Administrator Johnson said that Council will receive all the information and decisions like with all previous projects. Johnson wanted to be clear that there are a lot of other smaller decisions that are made by staff that don't come for Council approval, but Council will make all the big decisions like what was done for the Public Works Facility and The Ledge.

Member Theisen moved to approve the RFP for Public Safety Facility as presented, seconded by Member Schmitt. Motion carried unanimously.

## **6.D. OWNERS REPRESENTATIVE AGREEMENT WITH CUSTOM BUILDERS FOR PUBLIC SAFETY FACILITY**

At the work session on June 5<sup>th</sup>, we went over the draft RFP for the New Public Safety Facility. During the discussion staff and City Council agreed to entertain the services of Jeff Reiter (Custom Builders) as a Project Representative. The idea is to have Jeff Reiter serve in the same capacity as he did for The Ledge project. The staff has finalized the owners representative proposal and has attached for your review and approval.

Member Theisen moved to approve the Owners Representative Agreement with Custom Builders for Public Safety Facility as presented, seconded by Member Schmitt. Motion carried unanimously.

## **6.E. WATER RESTRICTIONS**

Public Works Director said that the City is in a severe drought, which means the City needs to reduce water usage to 50% of January usage. This information is presented by the DNR. City Hall and areas parks are down to watering every other day. Public Works and Community Park have halted any irrigation. Schluenz said that the water plant is showing signs of stress but continues to do okay. Schluenz asked permission from Council, that if, the DNR proclaims that Waite Park is in an extreme drought before the next Council meeting, that he has the authority to declare a total water ban, like done two years ago.

Member Theisen moved to give Public Works Director Schluenz the authority to impose a watering ban, if necessary. Motion seconded by Member Linquist. Motion carried unanimously.

## **7. COUNCIL/MAYOR** **7.A. APPROVE BILLS**

Member Theisen moved to pay the bills as presented, seconded by Member Schmitt. Motion carried unanimously.

**8. ADMINISTRATOR UPDATE**

Administrator Johnson said the CGMC Conference is at the end of July.

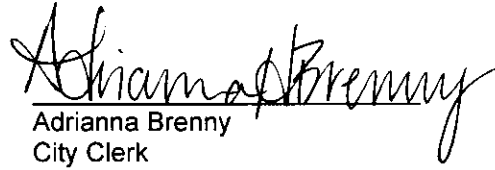
There will be no Council meeting on July 3<sup>rd</sup>.

There will be a special council meeting on June 29<sup>th</sup>.

**ADJOURNMENT**

Mayor Miller declared the meeting adjourned at 7:03PM.

  
Richard E. Miller  
Mayor

  
Adrianna Brenny  
City Clerk