

City of Winsted
City Council Work Session
Lewis Room
Tuesday, January 2, 2018
5:00 p.m.

Present: Mayor Steve Stotko
Council Member George Schulenberg
Council Member Mike Henrich
Council Member Tom Ollig

Absent: Council Member Patty Fitzgerald

Staff Present: Mr. Daniel Tienter, City Administrator
Ms. Raquel Kirchoff, City Clerk-Treasurer

I. Call to Order

Mayor Stotko called the meeting to order at 5:00 p.m.

II. Downtown Light Pole Rehabilitation Project Update

Mr. Tienter stated the process for a Light Pole Rehabilitation Project started in 2017 with the annual Goal Setting Retreat. Millerbernd Manufacturing was contacted to remove one pole, refurbish it and replace it, along with a light fixture chosen by the City Council, for the purpose of an example for the City Council to consider.

Mr. Tienter stated that upon completion of refurbishment and re-installation of the pole, Millerbernd Manufacturing voiced concerns about the appearance of the refurbished pole. Millerbernd Manufacturing preferred to install all new poles, and provided an estimate of a refurbished pole versus a new pole.

Mr. Tienter stated that the cost per year for installing new poles would be only slightly higher than the cost for refurbishing and reinstalling the existing poles. He further stated that the cost would be higher if the project was completed now versus waiting until the McLeod County Road 116 Project is completed when the City would realize savings of a one-time installation in addition to eliminating the issues of appearance after refurbishing.

Council Member Ollig asked if the prices would change between now and when the McLeod County Road 116 Project is completed. Mr. Tienter stated yes; there would be inflationary increases for all options.

Mr. Tienter stated that the cost of refurbishing each pole was estimated at \$150.00 per pole, which does not include wiring replacement or repairs of faulty wiring. Mr. Tienter recommended that any wiring repair should be done when the street is under construction during the McLeod County Road 116 Project, rather than before it, to save on the expense of reconstructing the road surface.

Mr. Tienter stated that City staff recommends to install new poles when the McLeod County Road 116 Project is completed in approximately three to five years in the future.

Mayor Stotko stated that though the existing poles are not cosmetically pleasing, they are structurally sound.

Council Member Ollig asked if all the poles are functioning. Mr. Tienter estimated that two poles are not functioning.

Council Member Ollig asked if all the underground wiring would be replaced when the McLeod County Road 116 Project was completed.

Mr. Tienter stated that the reconstruction would be similar to the Kingsley Street reconstruction where conduit and hand holds would be replaced along with new wiring. He further stated that the decision the City Council made today regarding the poles assumes the inclusion of the pole project as part of

the McLeod County Road 116 Project. A future City Council would need to be made aware of that fact.

Council Member Ollig stated the cost estimation in Attachment A of the City Council Memo provided was incorrect and was less than what the costs of the specified poles would be. Mr. Tienter apologized for the error and stated a corrected memo would be sent to City Council Members.

The City Council Members discussed the poles and were not in favor of proceeding with rehabilitated poles at this time. Mr. Tienter stated that he would contact Millerbernd Manufacturing to let them know that the City will delay a light pole project until the McLeod County Road 116 project.

III. Other

a) Winsted Chamber of Commerce Banquet

Mr. Tienter asked the City Council Members that plan to attend the Winsted Chamber of Commerce annual banquet on January 26, 2018 to notify City staff by Wednesday, January 10, 2018.

b) City Council Agenda Amendments

Mr. Tienter reviewed the following amendments to the City Council Agenda:

- o Addition of Presentation of Colors – Winsted Boy Scouts, Troop #399*
- o Resignation of Mr. Andrew Lundeen as a Part-Time Police Officer
- o Addition of an agreement with Conway, Deuth and Schmiesing, PLLP to conduct the 2017 audit for an approximate cost of \$30,500.00.
- o A change in the price for Banyon Data Systems – Payroll Timecard Interface Proposal to \$3,390.00 due to a price increase after the first of the year.

c) Ditch Cleaning – McLeod County Road 1

Mr. Tienter provided information regarding the question from Mr. Ron Otto during the Open Forum on December 19, 2017 about ditch cleaning. He stated that there is a ditch cleaning allowance in the Waste Water Treatment Facility Improvements Project budget. That portion of the project has not yet been designed. Mr. Jake Saulsbury, Bolton and Menk, Incorporated will contact Mr. Otto when the planning for the ditch cleaning is completed to receive Mr. Otto's input.

d) City Council - Check In Meetings

Mr. Tienter stated he would meet with the City Council Members individually before the 2018 Goal Setting Retreat to discuss items to include at the retreat.

e) Hainlin Park

Council Member Ollig suggested that the picnic tables situated in the former Skate Park be moved to a location where they will be of more use.

Mr. Tienter stated the Park Improvement Plan includes a shelter or pavilion and restrooms added in this area in the future.

f) Skating Rink

Council Member Henrich asked if the City will be clearing an area for skating on the lake.

Mr. Tienter stated that the Public Works Department would test the ice thickness and clear an area if thick enough.

g) Winsted Lions – purchasing land – Lions Park

Council Member Schulenberg informed the City Council of the discussion by the Winsted Lions to purchase land for a park.

Mr. Tienter stated that the City may partner with anyone to name a park, but cannot sell a park. Mr. Tienter stated that City policy outlines a process for the naming of parks that he could discuss with the Winsted Lions. There are currently three unnamed park units in the city.

IV. Winsted Volunteer Fire Department (WVFD) Utility Terrain Vehicle (UTV)

City Council Members assembled outdoors to review and examine the Utility Terrain Vehicle purchased by the Winsted Volunteer Fire Department.

V. Adjourn

Council Member Henrich motioned to adjourn the meeting. Council Member Schulenberg seconded the motion. Motion carried 4-0.

The meeting was adjourned at 5:40 p.m.

Steve Stotko

Steve Stotko
Mayor
City of Winsted

ATTEST:

Raquel Kirchoff

Raquel Kirchoff, CMC
City Clerk-Treasurer
City of Winsted