

City of Winsted
City Council Work Session
Lewis Room
Tuesday, January 16, 2018
5:30 p.m.

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

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 5:30 p.m.

II. Winsted Municipal Airport, Abandoned Aircraft Update

Mr. Daniel Tienter, City Administrator, stated that since approximately the year 2010, the City of Winsted (City) allowed the external storage of a 1965 Beech A23 Aircraft (Aircraft) at the Winsted Municipal Airport (Airport). Due to a lack of maintenance and regular use, the Aircraft fell into disrepair and may no longer be considered airworthy. Additionally, based on the observations of both City staff and certain hangar owners, the Aircraft has not moved for several years.

Mr. Tienter stated that the Aircraft is to be considered forfeited property according to the Airport Minimum Standards Policy (Policy). Mr. Tienter further stated that on July 11, 2017, the City Attorney attempted to contact the purported owner to advise them of the Policy and request the removal or storage of the Aircraft, but received no response. On August 24, 2017, the City Attorney, through certified mail, issued a 30-day notice to the purported owner, which again advised them of the Policy and outlined the forfeiture process, but again received no response.

Mr. Tienter stated that on December 14, 2017, the City formally took possession of the Aircraft, following the execution of a duly subscribed and sworn Administrative Search Warrant. The search did not yield any additional information about the Aircraft and did not contain any items of concern or interest.

Mr. Tienter stated that City Staff reviewed possible disposal options for the Aircraft, including outright sale, donation to an educational institution or salvage removal. Mr. Tienter further stated that external sources placed a value of not to exceed \$2,000 on the Aircraft, due to its poor state of repair. Mr. Tienter stated that City Staff contacted four educational institutions regarding possible donation. One of those institutions, the Minneapolis Community and Technical College (MCTC), agreed to remove and transport the Aircraft to be used as a teaching aid, at no cost to the City.

Mr. Tienter recommended that the City Council authorize the City Administrator to release the Aircraft to MCTC and execute a Hold Harmless and Indemnification Agreement with the same, at the February 6, 2018, Regular City Council Meeting.

The City Council members directed Mr. Tienter to add the release of the Aircraft to the Consent Agenda for the February 6, 2018 City Council Meeting.

III. Other

a) City Council Work Session – February 6, 2018

Mr. Tienter stated that due to the City Council Goal Setting Retreat on January 23, 2018, the February 6, 2018 City Council Work Session may be cancelled, since many items would be discussed at the Goal Setting Retreat.

b) 2017 Audit - Initial Interviews

Mr. Tienter stated that Mr. Chad Dahlman, Conway, Deuth and Schmiesing, conducted interviews on Wednesday, January 10, 2018 with members of City staff and Mayor Steve Stotko.

Mr. Tienter stated that Mr. Dahlman was impressed with the City's process for electronic payments because City staff reports all electronic payments to the City Council through the City Council Claims List. Mr. Dahlman commented that he would share this practice with other school districts and cities that he audits that are not currently reporting electronic payments in this way.

IV. Adjourn

Council Member Ollig motioned to adjourn the meeting. Council Member Schulenberg seconded the motion. Motion carried 5-0.

The meeting was adjourned at 5:51 p.m.

Steve Stotko

Steve Stotko
Mayor
City of Winsted

ATTEST:

Raquel Kirchoff

Raquel Kirchoff, CMC
City Clerk-Treasurer
City of Winsted