

City of Winsted  
City Council Meeting  
Council Chambers  
Tuesday, January 20, 2015  
6:00 p.m.

Present: Mayor Steve Stotko  
Council Member Bonita Quast  
Council Member Tom Ollig  
Council Member George Schulenberg  
Council Member Max Fasching

Staff Present: Mr. Clay Wilfahrt, City Administrator  
Ms. Deborah R. Boelter, City Clerk-Treasurer  
Mr. Justin Heldt, Winsted Police Department Chief  
Mr. Tyler Bruns, Winsted Police Department Officer

**1) Mayor Stotko called the meeting to order at 6:00 p.m.**

**a) The Pledge of Allegiance was taken.**

**2) Consent Agenda**

Mayor Stotko read the Consent Agenda.

**a) Minutes – Economic Development Authority – December 16, 2014**

Accepted the minutes of the December 16, 2014 Economic Development Authority Meeting.

**b) Minutes – City Council – Work Session – January 6, 2015**

Accepted the minutes of the January 6, 2015 City Council Work Session.

**c) Minutes – City Council – Regular Meeting – January 6, 2015**

Accepted the minutes of the January 6, 2015 City Council Regular Meeting.

**d) Minutes – Downtown Vibrancy Commission Meeting – December 9, 2014**

Accepted the minutes of the December 9, 2014 Downtown Vibrancy Commission Meeting.

**e) Commissions Chair and Vice-Chair Recommendations**

Approved the recommendations of the Downtown Vibrancy Commission Chairperson and Vice-Chairperson.

**f) Holy Trinity – Winstock Country Music Festival – June 11<sup>th</sup>, 12<sup>th</sup>, and 13<sup>th</sup>, 2015**

Approved an Agreement between the City of Winsted and the Church of the Holy Trinity for emergency services, services provided by the City of Winsted, and the leasing of land between McLeod County Road Five (5) at the Winsted Municipal Airport during Winstock Country Music Festival, June 11<sup>th</sup>, 12<sup>th</sup>, and 13<sup>th</sup>, 2015.

**g) Resolution R-15-04– Holy Trinity – Winstock Country Music Festival Liquor License**

Adopted Resolution R-15-04 to approve a one (1) to four (4) day Temporary On-Sale Liquor License for Holy Trinity's Winstock Country Music Festival for June 11<sup>th</sup>, 12<sup>th</sup>, and 13<sup>th</sup>, 2015.

**h) Resolution R-15-05 - Holy Trinity – Winstock Country Music Festival Gambling Application**

Adopted Resolution R-15-05 to approve an application to conduct off-site gambling (pull-tabs) at Holy Trinity's Winstock Country Music Festival for June 11<sup>th</sup>, 12<sup>th</sup> and 13<sup>th</sup>, 2015.

**i) Winstock Country Music Festival - Large Assembly Permit**

Approved the McLeod County Large Assembly Permit for Holy Trinity's Winstock Country Music Festival for June 11<sup>th</sup>, 12<sup>th</sup>, and 13<sup>th</sup>, 2015.

**j) Temporary On-Sale Liquor License – Holy Trinity Spring Dinner Auction**

Approved a one (1) to four (4) day temporary On-Sale Liquor License for Holy Trinity's Spring Dinner Auction on March 28, 2015 at the Holy Trinity School Gym.

**k) One (1) Day Temporary Consumption and Display Permit – Winsted Arts Council**

Approved a one (1) day Temporary Consumption and Display Permit for the Winsted Arts Council for January 31, 2015 at 141 Main Avenue West.

**l) Gambling Permit – Crow River Chapter 108 Ducks Unlimited**

Approved a gambling permit for Crow River Chapter 108 Ducks Unlimited, with no waiting period, to hold a raffle at The Blue Note Ballroom on April 13, 2015.

**m) December, 2014 Pledged Securities – Security Bank and Trust Company**

Approved the Pledged Securities that Security Bank and Trust Company has purchased for the City of Winsted for the month of December, 2014.

**n) December, 2014 Building Permit Report**

Approved the December, 2014 Building Permit Report.

**o) Claims**

Approved the Claims List for January 20, 2015.

**Council Member Quast motioned to adopt the Consent Agenda as presented. Council Member Ollig seconded the motion. Motion carried 5-0.**

**3) No Public Hearings.**

**4) No Old Business.**

**5) New Business**

**a) Housing Study Proposal**

Mr. Wilfahrt stated that City Staff has frequently received requests for certain types of housing in the City of Winsted. Residents and businesses have indicated a need for apartments, senior housing, and starter house development. City Staff has seen the lack of these types of housing first-hand and confers with the assessment that there is a minimal amount of certain types of housing in Winsted.

Mr. Wilfahrt stated that he talked with several experienced individuals in municipal housing development. Those individuals explained that the City should consider a *Housing Study* if it would like to expedite housing development. A *Housing Study* will thoroughly examine housing stock in the City of Winsted and

make recommendations on what types of housing are needed. With a *Housing Study* in place, the City could also reach out to developers and try to attract investment in different types of housing construction in the Winsted Community.

Mr. Wilfahrt stated that he reached out to two (2) firms that were recommended for housing studies; Maxfield Research and Community Partners Research, Incorporated. Maxfield Research responded and gave a quote of \$12,500 plus travel and printing costs. Community Partners Research, Incorporated responded and gave a quote of \$12,450 with all costs included.

Mr. Wilfahrt stated that since the Community Partners Research, Incorporated quote was lower, and they come highly recommended from several sources, City Staff recommends accepting the Community Partners Research, Incorporated quote.

Mr. Wilfahrt stated that the money to fund the *Housing Study* will come from the City's General Fund Reserve.

Council Member Schulenberg asked when the housing study would begin. Mr. Wilfahrt stated that the City would have Community Partners Research, Incorporated start as soon as possible. He continued by stating that he has not received a timeline from Community Partners Research, Incorporated; but, typically housing studies are completed in sixty (60) to ninety (90) days. Mr. Wilfahrt stated that he would like to have the *Housing Study* in place before the spring and summer building season of the year 2015.

Council Member Ollig stated that having the *Housing Study* completed is a good idea.

**Council Member Fasching motioned to approve a Housing Study Proposal from Community Partners Research, Incorporated in the amount of \$12,450. Council Member Schulenberg seconded the motion. Motion carried 5-0.**

**b) AWI Manufacturing - Insurance Acknowledgement**

Mr. Wilfahrt stated that AWI Manufacturing (AWI) made the City aware that there is a minor insurance issue that needs to be resolved regarding the Winsted Volunteer Fire Department (WVFD) Firefighters that work for AWI. AWI pays Firefighters their normal wage when they respond to emergency calls during the time they are working at AWI. This is beneficial to the City in that it helps recruitment and retention of volunteer firefighters; however, because AWI is paying a wage while the Firefighters are on calls, AWI could conceivably be liable for workers' compensation claims for injuries their employees sustain while out on emergency calls. Neither City staff nor AWI thought that this was the proper way things should be done since the Firefighters would be working exclusively for the City when they are responding to an emergency call.

Mr. Wilfahrt stated that he contacted the City's Employment Attorney, Ms. Kelly Dohm, regarding this matter. He continued by stating that Ms. Dohm is also AWI's Attorney. Mr. Wilfahrt presented a draft copy of the *Insurance Acknowledgement Agreement* prepared by Ms. Dohm. The *Agreement* basically states that if an employee of AWI, who is a member of the Winsted Volunteer Fire Department, responds to an emergency call and is hurt on that call, the City waives its right to seek compensation from AWI's Workers Compensation Insurance.

Mr. Wilfahrt stated that the *Agreement* was reviewed by the City's insurance company, League of Minnesota Cities Insurance Trust (LMCIT), and they agreed that it was a good idea and encouraged City Staff to contact the City's other employers to sign a similar *Agreement*.

Council Member Quast stated that she hopes that other City of Winsted companies will find AWI's practice a good one and also agree to pay the wages of any WVFD Firefighters when they respond to emergency calls while they are working. She continued by stating that she hopes it will encourage other employees to join the WVFD.

Council Member Ollig stated that AWI Manufacturing is a good cooperate citizen in the City of Winsted and allowing their employees that are WVFD Firefighters to respond to emergency calls while they are working is another example of why they are.

Council Member Ollig stated that he would like City Staff to encourage other Winsted businesses to follow the same practice of allowing their employees that are WVFD Firefighters to be paid their wage when they respond to emergency calls while they are working. The rest of the City Council agreed.

**Council Member Quast motioned to approve an Insurance Acknowledgement between the City of Winsted and AWI Manufacturing. Council Member Schulenberg seconded the motion. Motion carried 5-0.**

## 6) Department Report

### a) Holy Trinity School

Ms. Polly Christensen and Ms. Katie Albers, Holy Trinity High School Seniors, reported on the following:

Ms. Albers stated that she is the President of Holy Trinity High School's Student Council and Vice-President of their National Honor Society. She continued by stating that she has attended Holy Trinity Schools from preschool age to a senior in High School. Ms. Albers stated that she plans to attend Bemidji State University starting in the fall of the year 2015.

Ms. Christensen stated that she is has attended Holy Trinity Schools from preschool age to a senior in High School. She continued by stating that she is from the City of Lester Prairie, Minnesota. Ms. Christensen stated that she is the President of Holy Trinity's National Honor Society and Vice-President of their Student Council. After graduation, she plans to attend Loras College in Dubuque, Iowa and will be studying to be a teacher.

#### ➤ Annual Marathon

- Largest all Holy Trinity Schools fundraiser.
- The goal was to raise \$40,000 and \$42,515 was raised.
- Over one thousand (1,000) prayer intentions were collected.
- Ms. Albers thanked all individuals and businesses that supported and donated to the Annual Marathon.

#### ➤ Year 2014 Homecoming

- Was a successful event.
- Two prestigious awards were presented:
  1. The *Distinguished Alumni Award* was given to Mr. John Entinger for his work with Winstock Country Music Festival and Holy Trinity's Building Committee.
  2. The *Holy Trinity Leadership Award* was presented to Ms. Karen Schoen for her work in the Winsted Community and the *Worn-A-Bit* shop.

Ms. Christensen stated that both Mr. Entinger and Ms. Schoen have been long time supporters of Holy Trinity Schools.

- Due to scheduling conflicts, Year 2014 Homecoming was shared with Lester Prairie, Minnesota High School.
  - Lester Prairie, Minnesota High School hosted the Football game.
  - A dance was held at the Holy Trinity High School gymnasium.
- #### ➤ Fall, 2014 Sports
- The Football team made it to the Section Championship game.
  - The Volleyball team made it to the third (3<sup>rd</sup>) round of the playoffs.
  - The Cross Country team continues to pair with Mayer Lutheran School.
  - Holy Trinity School had one (1) soccer player this year. He is in seventh (7<sup>th</sup>) grade and is a member of Mayer Lutheran School's Soccer Team.
- #### ➤ Internet
- Holy Trinity School was connected to wireless capabilities for the year 2014 to year 2015 school year.
  - With the generosity of alumni and friends of Holy Trinity Schools, I-Pads were purchased for all the School's teachers and students in grades six (6) through ten (10).
  - Now technology is integrated into all of Holy Trinity School's classrooms.
- #### ➤ Ms. Allison Condon – Holy Trinity High School Senior – Year 2014
- Named a Winsted Ambassador.
  - Received the Don C. Guggemos Community Service Award.
- #### ➤ Holy Trinity Student – Ms. Lauren Kahle
- Had one thousand (1,000) assists in Volleyball.

- Named All-Conference for Volleyball.
- **Holy Trinity Students – Mr. Nathan Anderson and Mr. Roman Heimerl**
  - Both were named All-Conference for their Football Team.
- **Programs That Give Back To The Winsted Community**
  - Fall of the year 2014 . a Service Day was held:
    1. Raked leaves and removed them from various resident's yards.
    2. Cleaned up Mill Reserve Park.
    3. Cleaned Holy Trinity's *Adopt-A-Highway* section of Minnesota State Highway Seven (7).
  - McLeod County Food Shelf collections.
  - Holy Trinity Students volunteer each month at the McLeod County Food Shelf.
  - Holy Trinity High School's National Honor Society hosted a *Toy Drive* at Christmas in the year 2014 and a *Coin Drive*. The proceeds from the *Coin Drive* went to the McLeod County Food Shelf.
  - Monthly trips to *Sharing and Caring Hands*.
  - Conducted *Operation Christmas Child*.
  - Supported a family who lost two (2) members of their family in a tragic car accident in November, 2014. Holy Trinity Students and Teachers collected money to assist the family in paying for bills that they had due and other expenses.
  - Holy Trinity Students are also required to perform *Service Hours*; so, they provide various service opportunities throughout the Winsted Community.
  - Holy Trinity School also has a partnership with Saint Mary's Care Center.
- **Winter and Spring – Year 2015 Activities and Events**
  - Catholic United Financial Raffle . an all School fundraiser. Holy Trinity Students will be selling Raffle Tickets.
  - Catholic Schools Week:
    1. Kick-off is Saturday, January 24, 2015 . *Family Fun Fest*.
    2. All Winsted Community families are invited.
    3. Runs from 5:00 p.m. to 8:30 p.m.
    4. Held at Holy Trinity High School.
    5. There will be games for children and Bingo for all ages.
    6. The theme for Catholic Schools Week is *Catholic Schools - Communities of Faith, Knowledge and Service*.
    7. Will be celebrating who we are and what makes us special with Catholic Schools across the nation.
    8. *Snow Fest* will also be celebrated during Catholic Schools Week.
- **Retreats – Available to All Ages of Holy Trinity Students**
  - Provides students with an opportunity to deepen their faith and understanding.
- **Holy Trinity High School Senior Graduation**
  - May 22, 2015.
  - Majority of graduates are planning to attend college in the fall of the year 2015.
  - The colleges include . Saint Cloud State University, Saint Cloud Technical and Community College, Bemidji State University, and Loras College.

Ms. Albers and Ms. Christensen thanked the City Council and Staff for the opportunity to present information about Holy Trinity Schools.

Council Member Fasching asked Ms. Albers and Ms. Christensen what the City of Winsted needs to offer to help students. Ms. Albers stated that more activities would be helpful. Council Member Fasching asked if more work opportunities would be helpful. Ms. Albers and Ms. Christensen stated that they believe that there are sufficient work opportunities available in the City of Winsted.

Ms. Christensen stated that Saint Mary's Care Center now has a program that provides employment for young adults. Council Member Ollig gave a brief overview of the program. He continued by stating that the program is called *Universal Workers*. The workers assist the residents at Saint Mary's Care Center with a variety of things.

Council Member Quast thanked Ms. Albers and Ms. Christensen for providing the City Council and Winsted Community with the information that they did.

Council Member Ollig wished both Ms. Albers and Ms. Christensen with the very best in their future endeavors.

Council Member Schulenberg stated that he and other members of the Winsted Community will be continuing round table discussions with the students at Holy Trinity School. He invited Ms. Albers and Ms. Christensen to participate in the round table discussions.

Mayor Stotko asked Ms. Albers and Ms. Christensen if there is anything the City of Winsted can do to generate more interest in local government among Holy Trinity School's students. Ms. Christensen recommended that the City Council and City Staff present information on local government to students in their classrooms. Ms. Albers recommended that a presentation be made at an *All-School Assembly* in the gymnasium.

Mayor Stotko asked if holding a City Council meeting again in the Holy Trinity School's gymnasium would be helpful. Ms. Albers and Ms. Christensen stated that would be helpful.

Council Member Ollig invited Ms. Albers and Ms. Christensen to hold a Student Council meeting at City Hall; so, it can be videotaped and played on the City's cable television station.

The City Council asked Ms. Albers and Ms. Christensen to contact the City of Winsted Staff if they have any questions and/or ideas on how to provide more education on local government.

Mayor Stotko and the City Council thanked Ms. Albers and Ms. Christensen for attending the City Council meeting and providing information on Holy Trinity Schools.

7) **No Open Forum.**

8) **No Announcements.**

9) **Adjournment**

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

The meeting was adjourned at 6:21 p.m.

*Steve Stotko*

Steve Stotko  
Mayor  
City of Winsted

ATTEST:

*Deborah R. Boelter*

Deborah R. Boelter, CMC  
City Clerk-Treasurer  
City of Winsted