

City of Winsted
City Council Meeting
Council Chambers
Tuesday, February 19, 2013
6:00 p.m.

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

Staff Present: Brad Martens, City Administrator

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

a) The Pledge of Allegiance was taken.

2) Consent Agenda

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

a) Minutes – City Council – Work Session – February 5, 2013

Accepted the minutes of the City Council Work Session of February 5, 2013.

b) Minutes – City Council – Regular Meeting – February 5, 2013

Accepted the minutes of the City Council Regular Meeting on February 5, 2013.

c) Minutes – Airport Commission Meeting – July 10, 2012

Accepted the minutes of the July 10, 2012 Airport Commission Meeting.

d) Minutes – Planning Commission Meeting – January 16, 2013

Accepted the minutes of the January 16, 2013 Planning Commission Meeting.

e) Janitorial Contract

Approved the Janitorial Contract between the City of Winsted and Mary Quast effective February 19, 2013.

f) January, 2013 Building Permit Report

Approved the January, 2013 Building Permit Report.

g) Claims

Approved the claims list for February 19, 2013.

3) No Public Hearings

4) No Old Business

5) New Business

a) Recycling for the Future of McLeod County

Mr. Martens stated that at the January 2, 2013 City Council Work Session, City staff was directed to contact McLeod County to inform them about Winsted's interest in single sort recycling in the community. In response to Winsted's interest, McLeod County Commissioners Paul Wright and Sheldon Nies have asked to speak with the Winsted City Council to further discuss the recycling issue and to speak about the future of recycling in McLeod County.

Commissioner Wright provided a summary of the programs that McLeod County has offered since the McLeod County Solid Waste facility was opened in 2005. He stated that money generated from the sale of recyclables from McLeod County may be used toward general expenses of the County.

Commissioner Wright explained the differences between five (5) sort recycling and single sort recycling. He stated that five (5) sort recycling has a lower contamination level than single sort recycling and that a smaller percentage of recyclables have to be rejected with five (5) sort recycling. Commission Wright stated that five (5) sort recycling is working well for McLeod County.

Council Member Quast asked what contaminates the recyclables. Commission Wright stated that any other material mixed in with the product, for example broken glass mixed in with plastics. He explained that with five (5) sort recycling, the resident is separating the materials before they are taken by the hauler. The hauler is also separating the materials as they are loading the truck. When the materials are brought to the McLeod County Solid Waste facility, they are unloading each type of material to a separate area. This reduces contamination levels.

Mayor Stotko stated that the resident is doing much of the work to keep contamination levels low when they are sorting the materials. Commissioner Nies and Wright agreed with Mayor Stotko's statement.

Council Member Fasching asked if there could be education materials distributed to Winsted residents on how to recycle with their blue bins. Commissioner Nies stated that McLeod County would prepare information and send it to Mr. Martens. Commissioner Nies stated that McLeod County would also look into the City of Winsted receiving a drop box area for Winsted residents to drop off recyclables in addition to the curbside recycling that is offered. This service would be not be an expense to the City.

Commissioner Wright reviewed graphs of Recycling History in McLeod County, Commodity Sales, Winsted Recycling History, Rebate Totals to Schools in Winsted, and Environmental Education Rebate Totals.

Commissioner Wright stated that McLeod County will look into different types of recycling programs like single sort recycling to see if they would be more efficient, increase recycling tonnage and produce a higher percentage of revenue to fund different programs within McLeod County like five (5) sort recycling does.

Mr. Martens stated that funding that was cut from McLeod County to Winsted's brush site is a burden for Winsted's budget and he would appreciate support back for this service that Winsted provides for its residents rather than more programs being funded by the revenue McLeod County takes in from recycling.

Commissioner Nies stated that in the beginning, when the State of Minnesota restricted brush from being deposited at landfills, McLeod County set out to help the cities within the County with this burden and has been subsidizing cities for their brush sites for the past ten (10) years; however, it was not the intent that this subsidization would be permanent. The education and communication between the County and cities that this would end was not as it should have been so it has been difficult for cities to plan for this funding loss.

Commissioner Wright and Commissioner Nies invited the City Council to visit the McLeod County Solid Waste facility and see the recycling process.

b) Master Agreement for Professional Services – Bolton & Menk, Incorporated

Mr. Martens stated that on January 15, 2013, the City Council approved a resolution appointing Bolton and Menk, Incorporated as the Airport Consultant for the Winsted Municipal Airport. The next step in the process is to approve a Master Agreement for Professional Services which outlines the responsibilities for both the City and Bolton and Menk, Incorporated.

Mr. Martens stated that the language in the agreement is the same as a previously approved agreement from April, 2011 and has been reviewed by the City Attorney who finds the language acceptable. Fees for services will be based on a project by project basis with future approved work orders. There is no cost with approving the agreement.

Council Member Ollig asked Mr. Martens if the City is satisfied with Bolton and Menk, Incorporated's performance. Mr. Martens stated yes. He further stated that during trying issues involving the Airport's projects, he has been happy with their work. Mr. Martens stated there is an added benefit of coordination between departments at Bolton and Menk, Incorporated because they are the City's general engineering firm also. Marcus Watson, the City's Airport Engineer, and Jake Saulsbury, the City's General Engineer, work well together.

Council Member Ollig motioned to approve a Master Agreement for Professional Services for Airport Planning, Engineering, and Construction Services for February, 2013 through December, 2018 with Bolton and Menk, Incorporated. Council Member Fasching seconded the motion. Motion carried 5-0.

c) Donation Request – Winsted Ambassador Program

Mr. Martens stated that at the February 5, 2013 City Council Work Session, Dale Maus and Rose Heimerl provided an update on the 2013 Summer Festival to the City Council. During that discussion, it was requested that the City increase its contribution to the Winsted Ambassador program from \$1,000 to \$2,000 to help offset the costs of the program. Mr. Martens stated that the Winsted Area Chamber of Commerce will also increase their donation to the Winsted Ambassador Program.

Mr. Martens stated that the City Council was in favor of bringing the request to a future City Council meeting since the Ambassador Program is a great asset to the City in promoting Winsted.

Mr. Martens stated that an increased donation to the Winsted Ambassador Program would be taken from the General Government budget. This item is not budgeted for and will cause the Donation/Contributions line item to exceed its allocation for 2013. Mr. Martens stated that City staff is favorable to making the increased donation and will work to find savings in other areas of the budget in order to meet the budget goals.

Council Member Ollig stated that the Winsted Area Chamber of Commerce has discussed a \$2,000 donation to the Winsted Ambassador Program and is determining how to acquire this funding; however, it is their intention to also donate \$2,000.

Council Member Schulenberg motioned to approve a donation request to increase the 2013 contribution to the Winsted Ambassador Program from \$1,000 to \$2,000. Council Member Quast seconded the motion. Motion carried 5-0.

6) Department Report

a) People Service

Greg Stang, Region Manager for People Service, provided the City Council with an update on the following items:

- A valve was replaced that connects to the old Return Activated Sludge (RAS) pump at the plant, so the new pump can be installed. This new pump should be installed within the next few weeks.

- Phil Robinson has been keeping the rotors running, but they are very old and need replacement. Mr. Martens stated that the City is trying keep very expensive parts for the plant running as long as possible to see if replacing the parts can be funded by state grants that the City will apply for when it completes the major update to the plant that is needed for phosphorus reduction requirements.
- Pond Decommissioning – The goal is to pump out the ponds in the summer of 2013 and let them dry for a full year. Discharge is allowed out of the ponds but would have to go through UV Disinfection and would need to be monitored to ensure that permit requirements are complied with. Mr. Martens stated that the deadline for this decommissioning is 2016.

Mayor Stotko asked Mr. Stang to explain the process of decommissioning the ponds. Mr. Stang stated that first as much liquid as possible must be removed. After the liquid is removed, the ponds are allowed to dry. After they are dry, the remains, including the existing aeration system, will be removed and the sludge will be land applied.

Council Member Ollig asked if interested farmers could acquire the remaining sludge. Mr. Stang stated no; that the sludge could only be placed onto Minnesota Pollution Control Agency (MPCA) approved sites.

Mayor Stotko asked if the ponds would be filled in with dirt after the process is completed. Mr. Martens stated that they would not be filled in and that they could be used as a holding pond for storm water, if a new Industrial Park is created.

Council Member Schulenberg asked how many pumps are needed to operate the plant at one hundred percent (100%). Mr. Stang stated that once the new pump is installed, two pumps will operate, with the new pump handling both the Return Activated Sludge and the Waste Activated Sludge (WAS). The third pump has a broken seal but is a back up pump and is used when other pumps are out of order.

b) Howard Lake-Waverly-Winsted High School Update

Mr. Martens stated that the student intended to provide an update regarding the Howard Lake-Waverly-Winsted High School was ill and could not attend tonight's meeting.

7) No Organization Report

8) Open Forum

McLeod County Commissioner Ron Shimanski stated that he is proud to represent Winsted and asked the City Council to contact him if they would like him in attendance at meetings on a regular basis. He gave an update on some of the work that he has done as a Minnesota State Representative regarding exemption of sales tax for cities and counties.

9) No Announcements

10) Adjournment

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

The meeting was adjourned at 7:10 p.m.

Steve Stotko
Steve Stotko
Mayor
City of Winsted

ATTEST:

Raquel Kirchoff
Raquel Kirchoff, MCMC
Administrative Assistant
City of Winsted