

City of Winsted
City Council Meeting
Council Chambers
Tuesday, March 4, 2014
6:00 p.m.

Present: Mayor Steve Stotko
Council Member Bonnie 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 Acting Chief

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

a) The Pledge of Allegiance was taken.

b) Proclamation Honoring and Recognizing Mr. Michael Henrich

Mayor Stotko proclaimed Tuesday, March 4, 2014 as Mr. Michael Henrich Day and extended the City of Winsted's sincere thanks for his never ending professional service to the Winsted Community as the Winsted Police Department's Chief of Police.

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) Resolution R-14-08 – Donation – Millerbernd Manufacturing

Adopted Resolution R-14-08 to accept a donation from Millerbernd Manufacturing to be dedicated to the Winsted Police Department for the Drug Abuse Resistance Education (D.A.R.E) program's student trip to the Minnesota Twins Game.

b) Background Check – Winsted Chief of Police Finalist

Authorized Gibbs and Associates to conduct a background check on the Winsted Police Department's Chief of Police candidate selected by the committee conducting the final interviews for the Chief of Police.

c) Software Support Agreement – Winsted Municipal Airport Credit Card Reader

Approved a software support agreement between Gasboy and the City of Winsted for \$526 for the credit card reader at the Winsted Municipal Airport effective March 2, 2014.

d) Claims

Approved the Claims List for March 4, 2014.

3) Public Hearings

a) Ordinance O-14-02 - Social Host Ordinance

Mayor Stotko opened the Public Hearing.

Mr. Wilfahrt stated that at the February 5, 2014 Regular City Council meeting, the City Council heard a presentation regarding a Social Host Ordinance. The proposed Ordinance makes it a misdemeanor for social hosts who knowingly allow underage persons to obtain, possess or consume alcoholic beverages

at private residences or private premises. Currently City ordinances do not provide any recourse in such situations. During the presentation, the City Council asked several questions which were answered to the City Council's satisfaction. The City Council voted to hold a Public Hearing to consider adopting the Social Host Ordinance.

Mr. Wilfahrt stated that as of the end of the year 2012, there are 113 cities or counties in Minnesota that have adopted a Social Host Ordinance. The Ordinance is supported by the City's Attorney, and the McLeod County Chiefs of Police Association.

Mayor Stotko asked for public comment. No public comment was received.

The City Council members expressed their concerns with some of the wording in the proposed Social Host Ordinance. The City Council directed Mr. Wilfahrt and Mr. Heldt to contact the City Attorney, Ms. Jody Winters, to discuss some of the wording in the proposed Ordinance.

Council Member Ollig motioned to TABLE the Public Hearing to the Tuesday, April 1, 2014 Regular City Council meeting. Council Member Fasching seconded the motion. Motion carried 5-0.

4) Old Business

a) Littfin Lift Station Back-up Generator

Mr. Jake Saulsbury, Bolton and Menk, Incorporated, was in attendance at the meeting.

Mr. Saulsbury stated that quotes were received on February 20, 2014 for the Littfin Lift Station Back-Up Generator Project. The proposed work includes all the materials and labor necessary to install a back-up generator at the Littfin Lift Station located south of Baker Avenue and east of McLeod County State Aid Highway One (C.S.A.H. 1).

Mr. Saulsbury presented the tabulation of the received quotes:

	Bidder / Contractor	Bid Price	Manufacturer
1	Electrical Installation and Maintenance (EIM) Company	\$81,400.00	Caterpillar
2	Killmer Electric Company	\$86,000.00	Cummins
3	Premier Electrical Corp	\$96,250.00	Caterpillar
4	Egan Company	\$116,345.00	Cummins

Mr. Saulsbury stated that this Project was also bid last fall, 2013 but was not awarded. The previously submitted bids showed that meeting the required completion date was very difficult and that minor design modifications would allow for the generator to be an off the shelf model for both major manufacturers. The low bid from the original solicitation was \$100,655.

Mr. Saulsbury stated that Electrical Installation and Maintenance (EIM) Company has successfully completed projects of this type in the past and thereby have shown themselves to be a responsible contractor. Based on the items above, he continued by recommending that the City award a contract in the amount of \$81,400.00 to EIM Company.

Mayor Stotko asked if the proposed Littfin Lift Station Back-Up Generator was included in the proposed improvement project for the City's Wastewater Treatment Facility (WWTF). Mr. Saulsbury stated no.

Council Member Ollig asked for estimated completion of the Project. Mr. Saulsbury stated that the completion is estimated to be in July, 2014.

Council Member Quast motioned to approve a bid from Electrical Installation and Maintenance (EIM) Company for \$81,400.00 to install a back-up generator at the Littfin Lift Station located south of Baker Avenue and east of McLeod County State Aid Highway (C.S.A.H.) One (1). Council Member Schulenberg seconded the motion. Motion carried 5-0.

5) No New Business.

6) Department Report

a) People Service, Incorporated

Mr. Greg Stang and Mr. Phil Robinson People Service, Incorporated, reported on the following:

- Mr. Stang stated that People Service, Incorporated has done a project with EIM Company in the past and it was a positive experience. He continued by stating that EIM Company is a good company to work with.
- WWTF Pond Decommissioning:
 - Have received a verbal commitment from landowners for the use of 270 acres to land apply bio-solids from the pond.
 - The bio-solids will be applied to the land after the farm crops are removed in the fall, 2014.
- Working with Mr. Jake Saulsbury on the proposed WWTF Improvement Project.
- Gave an overview of repairs at the WWTF. Mayor Stotko asked if the repairs being made are covered in the proposed WWTF Improvement Project. Mr. Robinson stated no.
- The bugs have not been working well due to the cold weather.

Council Member Ollig asked what capacity the WWTF is currently operating at. Mr. Robinson stated that it is running at half of its capacity.

Council Member Ollig stated that some Minnesota communities are asking residents to run water to avoid having their underground water pipes freeze. Mr. Stang stated that residents are being asked to monitor their water temperature and if it is below forty (40) degrees, they should let their water faucet run a stream of water that is approximately the size of a pencil.

The City Council directed staff to put information on the City of Winsted's website and Cable station recommending that residents run water from their tap water faucet to keep their underground water pipes from freezing.

7) No Open Forum.

8) No Announcements.

9) Adjournment

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

The meeting was adjourned at 6:25 p.m.

Steve Stotko

Steve Stotko
Mayor
City of Winsted

ATTEST:

Deborah R. Boelter

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