

City of Winsted
City Council Meeting
Council Chambers
Tuesday, April 18, 2017
6:00 p.m.

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

Staff Present: Mr. Dan Tienter, City Administrator
Ms. Raquel Kirchoff, City Clerk-Treasurer
Mr. Justin Heldt, Winsted Police Department Chief
Mr. Tyler Bruns, Winsted Police Officer

Also Present: Mr. Joshua Eckstein, Bolton and Menk, Incorporated
Mr. Rick Bauman, Winsted Youth Baseball Association

1) MAYOR CALL THE MEETING TO ORDER

a) Pledge of Allegiance

Mayor Stotko read the Consent Agenda.

2) CONSENT AGENDA

a) Minutes – City Council – Work Session – March 7, 2017

Approved the minutes of the City Council Work Session on March 7, 2017.

b) Minutes – City Council – Regular Meeting – March 7, 2017

Approved the minutes of the City Council Regular Meeting on March 7, 2017.

c) Denis M. Campbell Field Improvements – Change Order No. 2 – Sidewalk Improvements

Authorized the City Administrator to execute Change Order No. 2 for additional sidewalk improvements at Denis M. Campbell Field, in the amount of \$4,516.92.

d) Appointment – Winsted Volunteer Fire Department*

Appointed Mr. Joseph Bayerl to the position of Volunteer Firefighter with the Winsted Fire Department, contingent upon passing a criminal background check and a drug and alcohol test.

e) Vollmer Room Rental Agreement – Security Bank and Trust Company

Authorized the City Administrator to execute an agreement with Security Bank and Trust Company for the purpose of renting the Vollmer Room at Winsted City Hall to conduct “Community Club” meetings on various dates throughout the year.

f) 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 on May 5, 2017 at 141 Main Avenue West.

g) Resolution R-17-23 – Donation – Winsted Area Chamber of Commerce

Adopted Resolution R-17-23 to accept a donation from the Winsted Area Chamber of Commerce in the amount of \$125 to be dedicated to the Winsted Police Department for the 2017 Bike Rodeo.

h) Security Bank & Trust Company – Pledged Securities

Approved the Pledged Securities that Security Bank & Trust Company has purchased for the City of Winsted for the month of March, 2017.

i) March, 2017 Building Permit Report

Approved the Building Permit Report for the month of March, 2017.

j) Claims

Approved the claims list for April 18, 2017.

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

3) PUBLIC HEARINGS

4) OLD BUSINESS

5) NEW BUSINESS

a) Fire Hydrant Installation – 622-6th Street South

Mr. Tienter stated that the City Council approved an exchange agreement with Millerbernd Manufacturing to install a fire hydrant in exchange for land located immediately to the south of the City's Public Works Building for the purpose of constructing a salt storage shed. Mr. Tienter stated that included in this process, the City Council authorized the City Engineer to seek quotes for the installation of the fire hydrant.

Mr. Joshua Eckstein, Bolton and Menk, Incorporated stated that five quotes were received and reviewed them as follows.

- Litzau Excavating \$28,968.50
- Henning Excavating \$31,487.50
- Hjerpe Contracting \$35,175.00
- Schneider Exc. & Grading \$36,794.00
- Widmer Construction \$47,071.00

Mr. Eckstein stated that the contract states that work has to be completed prior to November 1, 2017. He continued by stating that the contractor has to complete all work within 30 days of the start of work.

Mr. Eckstein stated that Millerbernd Manufacturing approves of the hydrant location. He continued by stating that Millerbernd Manufacturing signed an easement agreement over their property so the City will have rights to maintain the facility in the future.

Council Member Ollig motioned to award a project bid in the amount of \$28,968.50 to Litzau Excavating, Incorporated, to extend the watermain along McLeod County State Aid Highway (CSAH) One (1) and install a fire hydrant at 622-6th Street South. Council Member Henrich seconded the motion. Motion carried 5-0.

b) 2017 City Council Priorities First (1st) Quarter Update

Mr. Tienter presented a first (1st) quarter update on the 2017 City Council Priorities.

Council Member Ollig asked for an update regarding the purchase of generators for the City's lift stations since this was discussed at the April 4, 2017 City Council Work Session.

Mr. Tienter stated that the City Council reviewed some preliminary information from the City Engineer that called for the installation of three generators and also some improvements to existing lift stations, for a total of approximately \$800,000 at the April 4, 2017 City Council Work Session. Since that meeting, City staff has been working with the City's Financial Advisor, Mr. Shannon Sweeney, David Drown Associates, for information regarding the cost of bonding. Based on that information, City staff will prepare the requested financial analysis to outline what possible changes in sewer rates may occur as a result of that additional bonding. Mr. Tienter continued by stating that City staff will prepare financial analysis that discusses if the City were to use general property tax revenue, or possibly increase property taxes to support those expenditures. Mr. Tienter stated that this information would be presented at a future meeting of the City Council.

6) ORGANIZATION REPORT

a) Winsted Baseball Association / Winsted Youth Baseball Association*

Mr. Rick Bauman, representative of the Winsted Youth Baseball and Softball Organization, provided an update regarding this organization as follows.

- The Association takes pride in giving everyone an opportunity to play ball whether they can afford it or not.
- Player numbers continue to increase, with approximately 165 registered for the 2017 season. Mr. Bauman provided a breakdown of these numbers.
- Coaches do a great job of teaching the kids the game and encouraging them to have fun.
- The 9-18 age bracket was combined with Howard Lake, Minnesota this year.
- Played 92 games in 2016 on Southview Field, Barrett Field, and Westgate Field. This included hosting three tournaments.
- Received many compliments from coaches about Winsted fields, ballparks and facilities.
- The 12AA Qualifier tournament was held when the Kingsley Street Improvements Project occurred. No complaints were received regarding the project affecting the games.
- Will be hosting two tournaments in 2017; a 10AA State Qualifier on June 23-25, 2017 and a 10BC End of the Year Tournament held on July 14-16, 2017. These tournaments will take place at Southview and Barrett Fields.
- Money raised at tournaments and by the Association has enabled the following field improvement projects.
 - Barrett Field:
 - Adding a new shed, built by the Lester Prairie School Shop Class.
 - Installing a new light emitting diode (LED) 4'x8' scoreboard.
 - Southview Field:
 - Adding some dugouts to the field, with benches in the dugouts built by Ram.
 - Hope to add a new scoreboard to Southview Field in the future.
- Would like to add a water faucet to Southview Field for safety reasons for players due to heat exposure.

Council Member Ollig stated that the City Council did discuss this item in the City Council Work Session; however, the addition of a faucet is very costly. He continued by stating that this item will be added to the Parks Master Plan to consider as an improvement at Southview Field in the future.

- 4th Annual Baumann Memorial Clinic, for children ages six through twelve, will take place on May 21, 2017 at Barrett Field.

Mr. Baumann thanked the City Council Members and City staff for help and support as the Association completes projects to improve the fields. Mr. Baumann also thanked the volunteer coaches that work with the teams.

Council Member Ollig thanked Mr. Baumann for his work in making the Winsted Youth Baseball Association and playing fields something that Winsted is proud of.

Council Member Schulenberg asked if the work completed at Barrett Field in 2016 helped to alleviate the water problem that the field was experiencing. Mr. Baumann stated that the work did help. He continued by stating that there is still a drainage issue if heavy rains occur.

7) No Open Forum

8) CITY ADMINISTRATOR UPDATE AND ANNOUNCEMENTS

a) Park System Master Plan

Mr. Tienter stated that a Public Hearing will occur for the Park System Master Plan at 5:00 p.m. on May 8, 2017.

b) City Commission Vacancies

Mr. Tienter stated that there are vacancies on the City's Economic Development Authority (EDA) and Park Commission. He encouraged interested residents to contact City Hall for more information.

c) McLeod Education and Drug Awareness Coalition (MEADA)

Mr. Tienter stated that a new and larger "take it to the box" container has been installed in the City Hall entryway. Residents may discard prescription medications in this box, however, no sharps are allowed.

9) ADJOURNMENT

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

The meeting was adjourned at 6:35 p.m.

Steve Stotko
Mayor
City of Winsted

ATTEST:

Raquel Kirchoff
City Clerk-Treasurer
City of Winsted