

City of Winsted  
City Council Work Session  
Lewis Room  
Tuesday, June 4, 2013  
5:00 p.m.

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

Staff Present: Brad Martens, City Administrator  
Deborah R. Boelter, City Clerk-Treasurer

### **I. Call to Order**

Mayor Stotko called the meeting to order at 5:00 p.m.

### **II. Request for Assistance – Sewer Back-Ups**

Mr. Martens stated that at the May 21, 2013 Work Session, the City Council reviewed a request from property owners for financial assistance related to sewer backups that caused significant damage to their properties. The backups were caused due to blockages in sewer lines maintained by the City; however, according to our insurance provider the City was not liable because there was no negligence found; and adequate preventative maintenance had occurred with routine sewer jetting of the sewer lines by the Public Works Department.

Mr. Martens stated that at the May 21, 2013 Work Session, the City Council discussed possible options and tabled any recommended action until the next Work Session to allow for more thought into possible options available to the City. The City Council also requested that the City Attorney again look into the issue and provide possible alternative options that would allow for some assistance from the City.

Mr. Martens referenced the letter written by City Attorney, Mr. Fran Eggert and read the paragraphs that state, *“The City could reimburse these two (2) individuals a specific amount that does not exceed the cost of the damage to the residence. Have the homeowners submit to you sufficient evidence that significant damage was done and in a specific dollar amount. Upon substantiation of same payment could be made by the City to these homeowners in a specified amount.”*

*“Additionally, the City could indicate that in the future it would obtain insurance for covering such blockages up to a certain dollar amount. The City could specify that it would not reimburse other individuals until such insurance was put in place, other than to review any specific such instances,…”*

Mr. Martens stated that the Public Works Department did televise the sewer lines that are located at both Ms. Rose Heimerl’s property, 320 – 2<sup>nd</sup> Street South and Mr. Allen Odenbrett’s property, 689 Northgate Drive. The sewer line located at Ms. Heimerl’s property had a significant amount of tree roots located in the sewer line; however, the sewer line located at Mr. Odenbrett’s property was clear.

Mr. Martens stated that Ms. Heimerl’s claim has been resubmitted to the League of Minnesota Cities Insurance Trust (LMCIT).

The City Council decided to table any further discussion in regards to the sewer backup requests until all necessary information is received.

### **III. Year 2013 Seal Coating and Crack Filling Plan**

Mr. Martens stated that the Public Works Department is recommending moving forward with crack filling and seal coating a large portion of streets in the southern portion of the City of Winsted.

Mr. Martens stated that he was very much in support of moving forward as recommended; however, doing so does deviate from the previously approved Pavement Rehabilitation Plan as some of those areas are scheduled for reconstruction in the near future.

Mr. Martens stated that a portion of Rosalie and Sherman Avenues are scheduled to be reconstructed in the year 2014 and the year 2017.

Mr. Martens stated that the reality of our financial situation is that the schedule of the Pavement Rehabilitation Plan is not possible and street reconstruction projects will need to be pushed out several years. Kingsley Avenue would likely be the next street reconstruction project.

Mr. Martens stated that he would like to move forward with the crack filling and seal coating of the streets that the Public Works Department is proposing because the streets in this area are not able to be reconstructed until the year 2017; so, the seal coating will last for three (3) years until the streets can be reconstructed.

The City Council discussed the reconstruction of Kingsley Avenue and the implementation of a trail.

#### **IV. Other**

##### **a) Waste Management – Single Sort Recycling**

Council Member Quast stated that she was contacted by a representative from Waste Management regarding a single sort recycling program and how well it is doing in other communities.

Mayor Stotko stated that he also talked with the representative from Waste Management and shared his approval of going to a single sort recycling program.

Mayor Stotko stated that McLeod County is in the process of completing a Feasibility Study on single sort recycling. Mayor Stotko stated that the representative from Waste Management indicated that it may be difficult for cities in McLeod County to go to a single sort recycling program due to the fact that McLeod County's Recycling Plan does not allow for it.

Mr. Martens stated that the McLeod County document is only a Plan and not an Ordinance and/or Law; it is a guide.

Council Member Quast asked how the McLeod County Plan affects the City of Winsted if we wanted to go to a single sort recycling program. Mr. Martens stated that the Plan is only a guide.

The City Council discussed a single sort recycling program.

Council Member Ollig stated that a single sort recycling program may be more expensive for McLeod County residents.

Mayor Stotko stated that he would like the City Council to wait to take any action on moving to single sort recycling until McLeod County finishes their Feasibility Study. He continued by stating that the Feasibility Study may result in McLeod County changing to single sort recycling.

The City Council agreed to table any further discussion and/or action on moving to a single sort recycling program until McLeod County completes their Feasibility Study.

Mr. Martens stated the McLeod County Commissioner representing the City of Winsted is aware of the City of Winsted's interest in moving to a single sort recycling program.

Mr. Martens stated that he could request an update from the McLeod County Administrator. The City Council agreed that they would like regular updates from McLeod County regarding the Feasibility Study on single sort recycling.

**b) Addition to the June 4, 2013 Regular City Council Meeting Agenda – New Business**

Mr. Martens stated that the June 4, 2013 Regular City Council Meeting Agenda has been amended under *New Business* with the addition of a Resolution of support to secure State of Minnesota bonding to further develop and pave the Luce Line State Trail.

**c) Recreational Vehicle Parking**

Council Member Schulenberg asked for an update on the Recreational Vehicle (RV) parking on the City of Winsted streets.

Mr. Martens stated that the City's intern, Ms. Meagan Donahue, has completed some research on the subject of RV parking by contacting other cities in regards to their rules and regulations for parking RVs.

Mr. Martens stated that the information Ms. Donahue has obtained is ready for presentation at a future City Council Work Session.

**d) City Administrator – Mr. Brad Martens - Resignation**

Mr. Martens stated that he has been offered a City Administrator position with another City and he is planning to submit his *Letter of Resignation* on Friday, June 7, 2013.

Mr. Martens presented a proposal from David Drown and Associates to administer the hiring process for a new City Administrator.

The City Council discussed the proposal from David Drown and Associates. They agreed that the City Council and staff would prefer not to administer the hiring process in-house.

The City Council discussed in what organizations and/or publications that they would like to advertise the open position.

Mr. Martens recommended that the City Council amend the agenda at the June 4, 2013 Regular City Council meeting to include discussion about the proposal from David Drown and Associates. He continued by recommending that the City Council authorize Mayor Stotko to approve a search firm to administer the hiring process for a new City Administrator.

Ms. Boelter recommended that Mayor Stotko temporarily work as the City Administrator until a new Administrator is hired. The City Council discussed the proposal and agreed to discuss it at a future City Council Work Session and Regular Meeting.

The City Council directed staff to contact the League of Minnesota Cities to determine if Mayor Stotko can temporarily work as the City's Administrator.

**V. Adjourn**

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

The meeting was adjourned at 5:37 p.m.

*Steve Stotko*

Steve Stotko  
Mayor  
City of Winsted

ATTEST:

*Deborah R. Boelter*

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