

City of Winsted
City Council Meeting
Council Chambers
Tuesday, June 5, 2018
6:00 p.m.

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

Absent: Council Member George Schulenberg

Staff Present: Mr. Daniel Tienter, City Administrator
Ms. Raquel Kirchoff, City Clerk-Treasurer
Mr. Justin Heldt, Police Chief
Mr. Dylan Reiner, Police Officer
Mr. Brian Langenfeld, Winsted Volunteer Fire Chief

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

a) The Pledge of Allegiance was taken.

2) CONSENT AGENDA

a) Approval of Minutes

Approved the minutes of the following:

- City Council Regular Meeting – March 6, 2018
- City Council Work Session – March 20, 2018
- City Council Regular Meeting – March 20, 2018
- City Council Work Session – April 3, 2018
- City Council Regular Meeting – April 3, 2018

b) 2018 Seal Coating – Pearson Brothers, Incorporated

Authorized the City Administrator to execute a quote from Pearson Brothers, Incorporated to furnish material and labor for bituminous seal coat on certain streets in the City of Winsted for an amount not to exceed \$42,960.19.

c) Asphalt Crack Repair and Sealant – Bargaen, Incorporated

Authorized the City Administrator to execute a proposal from Bargaen, Incorporated, to perform asphalt crack repair and apply sealant on certain streets in the City of Winsted for an amount not to exceed \$14,000.00.

d) Resignation – Winsted Volunteer Fire Department

Accepted the voluntary resignation of Mr. Joey Bayerl from the Winsted Volunteer Fire Department, effective May 22, 2018.

e) Resolution R-18-17 – 2018 Winsted Police Department Bike Rodeo Donations

Adopted Resolution R-18-17 to accept donations to be dedicated toward the 2018 Winsted Police Department Bike Rodeo.

f) Resolution R-18-18 – Site Plan Approval – Tetra Pak Processing Equipment, Incorporated

Adopted Resolution R-18-18 approving the site plan for a truck turnaround area in the I-1 Industrial District.

g) Winsted Holding Activities that Unite People (WHAT UP) – Farm Animals

Authorized the WHAT UP organization to have farm animals at Mill Reserve Park on Friday, June 15, 2018 between the hours of 6:00 p.m. and 10:00 p.m.

h) Winsted Holding Activities that Unite People (WHAT UP) – Outdoor Music*

Approved outdoor music events on City property Friday, June 15, 2018 between the hours of 6:00 p.m. and 10:00 p.m.

i) Overnight Camping – Hainlin Park

Authorized Boy Scout Troop #569 from Mound, Minnesota to camp overnight in Hainlin Park on Friday, June 15, 2018.

j) Claims

Approved the claims list for June 5, 2018.

k) Resignation of City Administrator

Accepted the voluntary resignation of Mr. Daniel Tienter, City Administrator, effective July 6, 2018.

Council Member Ollig motioned to adopt the Consent Agenda as presented. Council Member Henrich seconded the motion. Motion carried 4-0. Council Member Henrich abstained from Items g and h.

3) No Public Hearings

4) No Old Business

5) New Business

a) Water Tower Rehabilitation Project, Project Loan Agreement

Mr. Daniel Tienter, City Administrator, stated that the City of Winsted maintains a 600,000 gallon water tower that is used to pressurize the water supply system and also to provide water storage for fire protection. The water tower was constructed in 1978 and must be recoated every 20 to 40 years in order to prolong the life and protect the integrity of the water tower.

Mr. Tienter stated that In 2015, a report was completed outlining the proposed project that was initially estimated at \$800,000.00. The Drinking Water Revolving Loan Fund has been identified as a funding source for the project. A loan was approved from this source and on November 21, 2017, the City Council approved preliminary engineering and final design of the project.

Mr. Tienter stated that on January 16, 2018, a formal loan application for fund monies was submitted. The advertisement for bids for the project was approved on February 6, 2018. The project was awarded to Slack Painting, Incorporated for an amount not to exceed \$599,000.00 on April 3, 2018.

Mr. Tienter stated that the next step in the process is for the City Council to adopt Resolution R-18-19 to accept \$677,045.00 from the Drinking Water Revolving Fund, from the Minnesota Public Facilities Authority (PFA). The execution of the Project Loan Agreement that obligates the City to repay the loan to the PFA should also be completed.

Mr. Tienter stated that the total cost of the project is estimated at \$633,000.00. The loan approval is approximately \$44,045.00 more than the current project to allow for overage contingencies as part of the project. Once the project is complete, the loan agreement will be amended accordingly to reflect the final project amount. By executing the loan agreement, the City may begin requesting draws against the loan to make payments to the contractor as part of the project.

Council Member Ollig asked what the cost to construct a new water tower was. Mr. Tienter stated approximately \$2,000,000.00.

Mr. Tienter stated that estimated annual loan payments under the current agreement would range between \$23,012.00 and \$38,870.00. The adopted 2018 Budget and Long Term Financial Plan account for these loan payments.

Council Member Ollig asked if the water tower would be out of use for approximately three months because of the project. Mr. Tienter stated yes.

Council Member Ollig asked about the process if a major fire occurs in the community when the water tower is not available.

Mr. Tienter stated that as a part of the project, the City will install temporary back-up pumps at the wells which will then be used to pressurize the system. Additionally, the surrounding fire agencies will be notified that the City is without a water tower. With the addition of the back-up pumps, the system should still be pressurized and should be able to handle fire suppression activity.

Council Member Fitzgerald motioned to adopt Resolution R-18-19 to accept \$677,045.00 from the Minnesota Public Facilities Authority and authorize the execution of a bond purchase and Project Loan Agreement with the same. Council Member Henrich seconded the motion. Motion carried 4-0.

6) Department and Organization Reports

a) Winsted Volunteer Fire Department (WVFD)

Mr. Brian Langenfeld, Winsted Volunteer Fire Department Chief, reported on the following Winsted Volunteer Fire Department activity.

- 265 calls occurred in the year 2017.
- 88 have occurred so far in the year 2018; of which 59 were medicals, 22 were fire car accidents and seven were cancelled pages.
- New Fire Vehicle Engine 1 was put into service. Training for operating the vehicle has been completed.
- New UTV was put into service.
- A ladder truck was purchased from the City of Eagan that will be put into service soon. Every Winsted Volunteer Fire Department member must complete two driving trainings, two ladder trainings and two pump trainings before they are allowed to operate that truck.

Council Member Ollig asked if the truck still appears to be in as good of condition as initially thought. Mr. Langenfeld stated a few things were unseen, for example, a few seals were leaking that have been repaired. Mr. Langenfeld continued by stating that overall, it should be a nice piece of equipment for many years.

- Old ladder truck will be auctioned off by Fahey Auction. Currently the WVFD does not have a ladder truck in service. Surrounding Fire Chiefs have been made aware of this.
- Revision of the WVFD bylaws and standards of operating procedures are taking place. Total revision of WVFD policy is in the process of proofing and working toward completion. The WVFD officers have been working with Mr. Tienter and consultant Mr. Vance Swisher on this process. The goal is to have it approved so it can be in place for the year 2019.
- The WVFD has been working with the Lester Prairie Volunteer Fire Department to begin Automatic Aid for fire and automobile crashes.
- The WVFD will host a spaghetti dinner on Thursday, June 7, 2018 in conjunction with the Winstock Country Music Festival.
- The WVFD is currently at 24 members. Ideally, the WVFD should be at 30 members.

Mr. Langenfeld stated that he has been the Fire Chief for two years and thanked the City Council and staff for the support they have provided.

Mr. Tienter thanked Mr. Langenfeld for his service. Through his leadership, the relationship between the City and the WVFD has improved. He continued by stating that many WVFD projects have occurred during the two years that Mr. Langenfeld has acted as the Fire Chief.

7) No Open Forum

8) City Administrator Updates and Announcements

a) Winsted Brush Site – Temporarily Closed

Mr. Tienter stated that the Winsted Brush Site will be closed beginning June 11, 2018 due to the Wastewater Treatment Facility project. It is estimated to be closed for one month.

b) Mosquito Control

Mr. Tienter reviewed the schedule for mosquito control spraying and stated that the schedule is dependent on weather.

c) Grass Clippings Not Allowed on City Streets

Mr. Tienter stated that it is unlawful to blow grass clippings, leaves or yard waste onto City streets. City ordinance allows a fines of up to \$200 per hour for street sweeping if violations occur.

d) Family Fun Night – June 15, 2018

Mr. Tienter stated that the Winsted Arts Council, Winsted Lions, WHAT UP will host a Family Fun Night at Mill Reserve Park on Friday, June 15, 2018 at 7:00 p.m.

9) Adjournment

Council Member Fitzgerald motioned to adjourn the meeting. Council Member Henrich seconded the motion. Motion carried 4-0.

The meeting was adjourned at 6:22 p.m.

Steve Stotko

Steve Stotko
Mayor
City of Winsted

ATTEST:

Raquel Kirchoff

Raquel Kirchoff
City Clerk-Treasurer
City of Winsted