

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

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

Staff Present: Mr. Dan Tienter, City Administrator  
Ms. Amanda Zeidler, Deputy City Clerk  
Mr. Justin Heldt, Winsted Police Department Chief  
Mr. Dylan Reiner, Winsted Police Officer  
Mr. Brian Langenfeld, Winsted Fire Chief

Also Present: Mr. Jake Saulsbury, Bolton and Menk, Incorporated  
Mr. Shannon Sweeney, David Drown Associates

**1) Mayor Call the Meeting to Order**

a) Mayor Steve Stotko called the meeting to order at 6:00 p.m. The Pledge of Allegiance was taken.

**2) Consent Agenda**

**a) Minutes – City Council**

Approved the minutes of the following meetings:

- City Council Work Session – April 18, 2017
- City Council Regular Meeting – April 18, 2017
- City Council Work Session – May 2, 2017
- City Council Regular Meeting – May 2, 2017

**b) Bituminous Street Patching – WM Mueller and Sons, Incorporated**

Authorized the City Administrator to execute a proposal from WM Mueller and Sons, Incorporated, to mill, excavate, and patch areas with new bituminous on certain streets in the City of Winsted for an amount not to exceed \$20,680.00.

**c) Resolution R-17-26 – Donation – Winsted Lake Fountain**

Adopted Resolution R-17-26, accepting a donation to be dedicated toward the purchase, installation, and maintenance of a water fountain for Winsted Lake.

**d) Resolution R-17-27 – Donations – Winsted Holding Activities that Unite People (WHAT UP)**

Adopted Resolution R-17-27, accepting donations in the amount of \$600.00 to be donated to the WHAT UP organization.

**e) Resignation – Part-Time Police Officer**

Accepted the resignation of Mr. Aaron Ward from employment as a Part-Time Police Officer with the Winsted Police Department, effective May 30, 2017.

**f) 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 16, 2017 between the hours of 6:00 p.m. and 10:00 p.m.

**g) Overnight Camping – Hainlin Park**

Authorized Boy Scout Troop #569 from Mound, Minnesota to camp overnight in Hainlin Park on Friday, June 16, 2017.

## **h) Claims**

Approved the claims list for June 6, 2017.

**Council Member George Schulenberg made a motion to approve the consent agenda as presented. Council Member Patty Fitzgerald seconded the motion. Motion carried 5-0. Council Member Mike Henrich abstained from items D & F.**

### **3) No Public Hearings.**

### **4) No Old Business.**

### **5) New Business**

#### **a) 2017 Sewer Televising and Lining Project**

Mr. Dan Tienter, City Administrator, stated that the item on the agenda tonight is Phase II of the Sewer Televising and Lining Project. As the Council will recall, several years ago the City Council began the process of building a fund balance to save a little money to perform some sewer lining projects. Mr. Tienter stated that in 2016, the City Council approved Phase I of the project, and the City actually ended up doing a little more of the plan as we got excellent prices through the bid process and this year we are going to do the second phase of the project.

Mr. Jake Saulsbury, Bolton and Menk, Incorporated, stated that as mentioned, we did some evaluation work based on the problem areas of town which was concentrated in the southeast portion of town. Phase I was also in this area of town. Mr. Saulsbury stated that Phase I work is complete, and Phase II does complete all of the sewer mains that have been evaluated.

Mr. Saulsbury stated that moving forward, we want to continue to look at some other areas that will require some evaluation work. He stated that this is a cured-in-place pipe (CIPP) lining project, which is a trenchless, essentially a replacement of the pipe. Contractors insert a liner inside the pipe, cure it for three (3) or four (4) hours, and maintain the service openings. As part of that process, the property owners are notified of what is happening, and they are asked to limit their use, if there is use. Mr. Saulsbury stated that if there is water that goes down the drain it is not that big a deal. He added that the upstream manholes will be plugged and monitored if necessary, so it is very minimal impact on property owners as well. Mr. Saulsbury stated that his office will coordinate with residents and make sure they know what is going on and make sure they know there will be some possible interruptions of service.

Mr. Saulsbury stated that the City received six (6) bids, which is a high number for this work. He noted that there are a couple companies have not done this type of work in the past, but regardless, there were six (6) bids. He stated that HydroKlean, was the low bidder at \$82,369.50.

Mr. Saulsbury stated that the scope of work includes the Kingsley Street sanitary line. Kingsley Street was reconstructed last year; however, the intention was to review the line after the project was complete and the manholes were replaced. He stated that this will take care of all future improvements for the next number of years on Kingsley Street. Mr. Saulsbury stated that along with Kingsley Street, it is proposed to televise McLeod Avenue to get ahead of the potential project there, and to make sure there are no issues on McLeod Avenue that might require spot repair.

Mr. Saulsbury noted that with this bid, the City Engineer is recommending a minor change order of \$1,050 to televise a storm sewer issue that was brought to the City's attention that is causing some problems to the west of 2<sup>nd</sup> Street and to the east of 1<sup>st</sup> Street, the block south of McLeod Avenue. With this added price, the contract price would become \$83,419.50. Mr. Saulsbury stated that this total is the amount that is recommended for the City Council to approve.

The City Council discussed the areas of town that will require televising in the future and the benefits of televising the sanitary sewer lines.

Mr. Saulsbury stated that televising is fairly inexpensive and it allows the City to get a handle on what is out there. He stated that often times you will find a problem that needs to be excavated as well, so if there is a water main breakdown, the City can take care of it at that time, or plan for

future relining projects such as this. Mr. Saulsbury stated that moving forward, he would recommend additional evaluation work so the Public Works Department would have a better handle on it.

Mayor Stotko stated that the City has money set aside for this, and asked if there is a plan to continue to do that.

Mr. Tienter stated that as part of the 2017 Adopted Budget the City Council ended the transfer from the Sewer Fund into the Sewer Lining Fund. At present, after this project is completed, there will be about \$12,000 of the money remaining that was set aside, so there would certainly be some cash available to do some of the televising and prep work that Mr. Saulsbury had mentioned. He stated that as part of the next budget process the City Council can certainly discuss beginning again, those transfers, or just budgeting an appropriate amount of funding balance in the Sewer Fund to support these types of projects. He added that the transfer is really not necessary, it is more of an accounting device just to save the money.

Mr. Tienter stated that through both of the phases of the project the City has received favorable pricing through competitive bids and given that environment, City staff, especially Public Works, have looked at other possible problem areas to add to the project, and at this time they had no additional areas that they could point to that were in need of immediate televising or lining at this time. Mr. Tienter stated that of course that is not a replacement for more analysis and investigation, but that is just by way of saying at this point there is nothing that is crying out for attention. Mayor Stotko noted that it is better to be proactive.

Council Member Ollig asked Mr. Saulsbury if his firm has worked with HydroClean in the past.

Mr. Saulsbury stated that they used to be a local firm that was bought out by a larger firm. They still have the local branch in the area. He stated that his firm has done several projects with both the larger firm, and the local firm as well. He noted that they have probably been the low bidder on one (1) out of three (3) of these projects that have been done in the last five (5) years. Mr. Tienter added that HydroKlean did Phase I of the project, as well.

The City Council briefly discussed the process and standards for the pipe, as well as testing during the installation.

Mr. Saulsbury stated that the once the lined pipe is cured, it meets the same standards as a new pipe, and it has a fifty (50) year life span, provided they follow all the steps and do all the testing and make sure the temperature is correct. He stated that it is essentially a new pipe, it is just a slightly smaller diameter that fits inside. Mr. Saulsbury noted that there are provisions in the specifications and his firm will monitor that as part of the construction inspection. There will be somebody on-site checking it periodically.

**Council Member Ollig made a motion to approve an initial bid of \$82,369.50, plus Change Order No. One (1) in the amount of \$1,050.00, for a total bid of \$83,419.50 from Hydro-Klean, LLC for the sanitary sewer cured-in-place pipe (CIPP) lining project that includes televising a segment of storm sewer with the original scope of the project. Council Member Schulenberg seconded the motion. Motion carried 5-0.**

**b) Resolution R-17-28 – General Obligation Equipment Certificates – Series 2017A**

Mr. Shannon Sweeney, David Drown Associates, was present and informed the City Council that they do not need to take action on this resolution because it has been discovered in Minnesota State Statute that it is not required at this stage of the process. He stated that he will present a resolution for the award of the General Obligation Equipment Certificates at a future City Council Meeting.

**6) Department Report**

**a) Winsted Volunteer Fire Department**

Mr. Brian Langenfeld, Fire Chief, reported on the following:

- It has been one (1) year since he was appointed Fire Chief

- The Fire Department has received 113 calls so far in 2017.
  - Six (6) calls for fire, grass, brush, vehicles and building fires
  - Ninety-Four (94) for medicals with assists
  - Three (3) hazardous conditions, electrical wiring, gas leaks
  - One (1) for the smell of smoke
  - Nine (9) that were cancelled after being dispatched
- In 2016, there were roughly 264 calls.
- Winstock Country Music Festival, 2017 – Ridgeview Ambulance is planning a different program for Winstock, so Winsted Fire and Rescue will be a backup and not on-call for medicals. Unless Ridgeview needs backup, the Winsted Fire Department will offer fire protection mainly. Lester Prairie and Howard Lake on backup for mutual aid.
- Remodeling and updating the Winsted Fire Hall
- Getting in new equipment. The new truck will be delivered sometime in August, 2017 if all goes well.
- The tools and supplies for the new fire truck have been ordered and delivered, and items will be taken off the old truck.
- The old fire truck, Engine No. 2 will be sold on an auction site or League of Minnesota Cities website.
- New generator was hooked up in the last six (6) months or so, and it is servicing the Fire Hall now. It is an auto start, so if the power goes out firefighters do not have to get there to start the generator and plug it in. The old generator will also be sold.
- A pre-construction meeting was held at the Fire Hall to discuss how the operation will go while the Fire Hall Parking Lot is under construction.
- Purchase and installation of a washer/extractor as a result of a grant for approximately \$9,000 to properly clean gear and clothing.
- Researching and consideration for the purchase of a new Utility Task Vehicle (UTV), an all-terrain track vehicle in conjunction with the Winsted Volunteer Fire Relief Association, utilizing funds from the calendar fundraiser
- The second grass rig has required maintenance and repairs several times recently and has been taken out of service each time.
- Twenty-three members on the roster currently, process will be starting for an applicant after Winstock. The ideal roster is thirty (30) members.
- Firefighter retention and training
- Developing policies and procedures throughout the year for the Fire Department and its members.

Chief Langenfeld stated that the firefighters have been working very hard and working well as a group.

The City Council thanked and commended Chief Langenfeld, the Officers, and the members of the Fire Department for all of their time training, being part of the community, and for all that they do.

Chief Langenfeld offered a thank you to the employees in the Administration Department and added that they have been of great assistance this last year. He stated that together, things get figured out and everyone is heading in the right direction.

## 7) Open Forum

### a) Mr. Kevin Weinzierl – Hangar Owner at Winsted Airport

Mr. Kevin Weinzierl – Hangar Owner at Winsted Airport, presented comments regarding the Winsted Municipal Airport and Special Meeting on June 8, 2017. Mr. Weinzierl stated that he and several other pilots and hangar owners are in favor of a paved runway surface and stated that a paved runway would be a more efficient use of the funding for a runway improvement project.

Mr. Weinzierl made comments in regards to larger aircraft that was utilized by a previous skydiving company and its effects on the turf runway. He stated that if the City makes a decision for the grass runway, the feeling is that commercial operations should not be at the Airport, and that is the big concern. Mr. Weinzierl also asked if the grass runway is improved, if City staff is going to close the runway more often in efforts to protect the runway.

Mr. Weinzierl also commented regarding the funding for the proposed runway improvements. He stated that he would prefer to pay less, not more, but his biggest concern, is if the runway is still grass, it is a lot of money to spend on something that the City already has. He added that it may be more cost efficient to spend a few grand on fertilizer and patching the holes.

Mr. Tienter stated that the Environmental Assessment discusses and evaluates the so-called "No Action Outcome." Essentially, what the Federal Aviation Administration (FAA) has said is that no action is unacceptable, because given the overall age of the runway it is no longer built to FAA design and construction guidelines. Mr. Tienter stated that it does not have the base that they would like to see it have and it does not have the drainage requirement. In response to the question regarding the closure of the runway to protect the runway surface, Mr. Tienter stated that obviously, with a turf runway, in inclement weather you would have to close it, regardless of how well it is designed, but the additional drainage capacity should limit the requirement to actually have to close it.

The City Council thanked Mr. Weinzierl for his comments and for attending the meeting.

## **8) City Administrator Update and Announcements**

### **a) Commission Vacancies**

Mr. Tienter reminded the City Council that there are three (3) vacancies on two (2) Commissions. One (1) on the Parks Commission and two (2) on the Economic Development Authority. Mr. Tienter stated that there is information available on the City's website, and of course at City Hall. He stated that if anyone is interested, they can either use that information to submit an application or contact City Hall if they have more questions.

### **b) Special City Council Meeting – June 8, 2017**

Mr. Tienter stated that, as was discussed during the Open Forum, the City Council does have a Special City Council meeting scheduled for this Thursday, June 8, 2017 at 4:00 p.m. for the purposes of considering a Preferred Alternative for the Environmental Assessment for the Winsted Municipal Airport. He stated that as he mentioned during the Work Session, it is a public meeting that will be open to the public, and the public is more than welcome to attend, but unlike the previous meeting, there will be no opportunity for public comment. This is a meeting for the Council to make their final decision.

## **9) Adjournment**

**Council Member Ollig made a motion to adjourn the meeting. Council Member Schulenberg seconded the motion. Motion carried 5-0.**

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Steve Stotko  
Mayor  
City of Winsted

ATTEST:

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Amanda Zeidler, MCMC  
Deputy City Clerk  
City of Winsted