

City of Winsted
 City Council Work Session
 Lewis Room
 Tuesday, June 20, 2017
 5:00 p.m.

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

Staff Present: Mr. Daniel Tienter, City Administrator
 Ms. Raquel Kirchoff, City Clerk-Treasurer

I. Call to Order

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

II. Lift Station Improvements, Financial Analysis

Mr. Daniel Tienter, City Administrator, stated that Mr. Jake Saulsbury, Bolton and Menk, Incorporated, presented information regarding lift station improvements to the City Council at the April 4, 2017 City Council Work Session. These improvements had an estimated cost of \$800,000.

Mr. Tienter stated that the City Council then requested financial analysis to examine three scenarios for funding the lift station improvements as follow:

- Scenario One (1) - Improvements financed 100% through the Sewer Fund.
- Scenario Two (2) - Improvements financed with property taxes only.
- Scenario Three (3) - Improvements financed 50% from the Sewer Fund and 50% through property taxes.

Mr. Tienter reviewed the three different financing models with City Council Members and stated that these models were based on a cost estimate of \$838,355. The additional \$38,000 is added from the cost to issue any bonds that may be associated with the project.

Mr. Tienter reviewed the following Financial Model Summary with the City Council Members.

Figure No. 1: Financial Model Summary		
Scenario, Cost Participation	Total Estimated Annual Cost Change Residential Homestead	Total Estimated Annual Cost Commercial/Industrial
100% Sewer Fund (SF)	\$372.04	\$1,041.48
50% SF/50% Property Tax Levy	\$371.10	\$1,178.31
100% Property Tax Levy	\$366.90	\$1,305.76

The City Council Members requested to look at financing for the lift station improvements when the 2018 Budget Work Sessions were held, to review all of the proposed expenditures for the year 2018 at one time.

III. Winsted Municipal Airport Runway Improvement Project– 2017 Federal Grant Request

Mr. Tienter stated that the City Council decided to move forward with a paved runway improvement project at the Winsted Municipal Airport on June 8, 2017. As part of that process, the City needs to apply for a series of federal grants to support the design, engineering, and assuming that the City is successful with the land acquisition, the construction of the project. Mr. Tienter stated that the application deadline for this year’s federal grant is July 1, 2017; so in order to take advantage of the

additional five percent (5%) funding that the Minnesota Department of Transportation (MnDOT) is offering, City staff plan to apply for this grant by the deadline.

Mr. Tienter stated that City staff is aware of the strong direction given by the City Council that the City not move forward with any project until it is determined what will happen regarding land acquisition.

Mr. Tienter stated that the proposed work order does not call for the work of design engineering to begin until October, 2017 or sooner, depending on if the City is able to reach a land acquisition agreement with the Winsted Farmer's Coop and other properties.

III. Other

a) Administrative Intern – Ms. Christina Busche

Mr. Tienter stated that Ms. Christina Busche, Administrative Intern, started working for the City of Winsted on June 12, 2017. Ms. Busche introduced herself to the City Council Members.

b) City Facilities Rental and Storage Policy

Mr. Tienter stated that City staff has sent letters to organizations that are storing items in City facilities, notifying them of the City Facilities Rental and Storage Policy and that they need to complete an application for storage. Mr. Tienter stated that City staff would be reaching out to the organizations that have not responded with an application.

c) Cellular Tower Leases – Winsted Water Tower

Mr. Tienter stated that City staff has been trying to work with AT&T and T-Mobile regarding modifications to the current cellular tower leases; however, these leases do not expire until 2027 and 2033 respectively. The companies are not as interested in negotiating modifications when there is significant time left on the current leases.

Mr. Tienter stated that City staff will communicate any concerns that City engineers have regarding cellular tower equipment with the companies. Mr. Tienter stated that the current leases provide for maintenance of the water tower and any type of projects. The City will be in communication with the companies when the water tower project work is completed in the future.

V. Adjourn

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

The meeting was adjourned at 5:42 p.m.

Steve Stotko
Mayor
City of Winsted

ATTEST:

Raquel Kirchoff, CMC
City Clerk-Treasurer
City of Winsted