

City of Winsted
City Council Meeting
Council Chambers
Tuesday, July 5, 2016
6:00 p.m.

Present: Mayor Steve Stotko
Council Member Bonita Quast
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. Dylan Reiner, Winsted Police Officer
Mr. Josh Eckstein, Bolton and Menk, Incorporated

1) Mayor Stotko called the meeting to order at 6:06 p.m.

a) The Pledge of Allegiance was taken.

2) Consent Agenda

Mayor Stotko read the Consent Agenda.

a) Minutes – City Council – Work Session – June 7, 2016

Approved the minutes of the City Council – Work Session on June 7, 2016.

b) Minutes – City Council – Regular Meeting – June 7, 2016

Approved the minutes of the City Council – Regular Meeting on June 7, 2016.

c) Minutes – City Council – Work Session – June 21, 2016

Approved the minutes of the City Council – Work Session on June 21, 2016.

d) Minutes – City Council – Regular Meeting – June 21, 2016

Approved the minutes of the City Council – Regular Meeting on June 21, 2016.

e) Winsted Ambassador Program – Circus Animals*

Approved a circus sponsored by the Winsted Ambassador Program to take place on Monday, July 25, 2016 on the vacant lot behind the Winsted Elementary School, (431 – 4th Street North) to include circus animals (lion, tigers, elephant, horses, ponies, etcetera) and to include temporary signs placed on the property to advertise for the event. All animals, circus property, and signs will be removed by Wednesday, July 27, 2016.

f) One (1) to Four (4) Day Temporary On-Sale Liquor License – Winsted Area Chamber of Commerce

Approved a one (1) to four (4) day Temporary On-Sale Liquor License for Winsted Area Chamber of Commerce at Mill Reserve Park on Friday, August 12, 2016, for the Bratbusters event.

g) Parade Permit – Winsted Summer Festival*

Approved a Children's Parade sponsored by the Winsted Summer Festival near Hainlin Park on McLeod Avenue as approved by the Winsted Police Chief on Saturday, August 13, 2016.

h) Parade Permit – Winsted Summer Festival*

Approved a Parade sponsored by the Winsted Summer Festival on designated streets in the City of Winsted as approved by the Winsted Police Chief on Sunday, August 14, 2016.

i) All-Terrain Vehicles (ATV) – Winsted Summer Festival*

Approved the operation of ATVs on City streets and property on Friday, August 12, 2016 through Sunday, August 14, 2016 in conjunction with the Winsted Summer Festival.

j) Outdoor Music – Winsted Summer Festival*

Approved outdoor music events on City streets and property Friday, August 12, 2016 through Sunday, August 14, 2016 in conjunction with the Winsted Summer Festival.

k) Outside Food Stands Permit – Winsted Summer Festival*

Approved the use and operation of outside food stands on City streets and property on Friday, August 12, 2016 through Sunday, August 14, 2016 in conjunction with the Winsted Summer Festival.

l) Outside Vendor Stands Permit – Winsted Summer Festival*

Approved the use and operation of outside vendor stands on City streets and property on Friday, August 12, 2016 through Sunday, August 14, 2016 in conjunction with the Winsted Summer Festival.

m) Billy Goat Bingo – Winsted Summer Festival*

Approved the Billy Goat Bingo activity with animals in Hainlin Park on Saturday, August 13, 2016 and Sunday, August 14, 2016, in conjunction with the Winsted Summer Festival.

n) Petting Zoo – Winsted Summer Festival*

Approved a petting zoo in conjunction with the Winsted Summer Festival with animals in Hainlin Park on Saturday, August 13, 2016.

o) Kid's Run and 4 ½ Mile Run – Winsted Summer Festival*

Approved a Kid's Run and a 4 ½ Mile Run sponsored by the Winsted Summer Festival, with routes within the City limits approved by the Winsted Police Department on Saturday, August 13, 2016.

p) St. Mary's Craft Beer Festival - Large Assembly Permit*

Approved the McLeod County Large Assembly Permit for St. Mary's Craft Beer Festival for Saturday, September 10, 2016 at the Winstock Festival Grounds.

q) St. Mary's Craft Beer Festival - Liquor License

Approved a one (1) to four (4) day temporary On-Sale Liquor License for St. Mary's Care Center for the Craft Beer Festival on Saturday, September 10, 2016 at the Winstock Festival Grounds.

r) Repair and Abatement Agreement – 161 McLeod Avenue West

Approved a Repair and Abatement Agreement with Nick Motzko to make repairs and/or improvements to the property located at 161 McLeod Avenue West.

s) Rescind City Council Motion – Kingsley Street Area Improvements Lighting Recommendation*

Rescinded the City Council motion from May 17, 2016, approving a Leased Option from Xcel Energy in the amount up to \$6,500 for installation cost and \$1,500.00 in annual lighting cost for street lighting for the Kingsley Street Area Improvements project.

t) Resolution R-16-29 – Donation of Street Light Poles and Fixtures – Millerbernd Manufacturing, Incorporated

Adopted Resolution R-16-29 to accept a donation of street light poles and fixtures from Millerbernd Manufacturing, Incorporated, for the Kingsley Street Area Improvements Project.

u) Kingsley Street Area Improvements – Decorative Lighting*

Approved the installation of a street lighting system by CR Electric, Incorporated, which will be owned and operated by the City of Winsted, in the amount of \$26,250 for the Kingsley Street Area Improvements Project.

v) Claims

Approved the claims list for July 5, 2016.

w) Appointment – Winsted Fire Department*

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

x) Appointment – Winsted Fire Department*

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

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

3) No Public Hearings

4) No Old Business

5) New Business

a) Industrial Park Expansion - Lots Number One (1) and Number Two (2)

Mr. Tienter stated that the City Council Members will consider authorizing the Mayor to approve a Purchase Agreement with America's Best Cargo, Incorporated for Lots Number One (1) and Number Two (2) of the Industrial Park Expansion in an amount of \$120,000.

Mr. Tienter stated that the City has been negotiating with America's Best Cargo, Incorporated for several months for Lots Number One (1) and Two (2) that are approximately 5.48 acres of the Industrial Park Expansion land. Mr. Tienter stated that as part of the negotiations, the City and America's Best Cargo, Incorporated have agreed to split at 50/50 cost participation any cost for public improvements. Mr. Tienter stated that City Engineer, Mr. Josh Eckstein, Bolton and Menk, Incorporated will be asking the City Council to consider approving these improvements at an approximate cost of \$174,000 as part of tonight's meeting. Total cost of these improvements, including engineering costs, approximate at \$240,000.

Mr. Tienter stated that additional terms of the Purchase Agreement include:

- \$2,500 in non-refundable earnest money.
- The close for the land sale will occur on July 1, 2017. America's Best Cargo, Incorporated does not intend to break ground until after this date.
- America's Best Cargo, Incorporated must enter into a development agreement that will provide stipulations regarding minimum wage, job creation, etcetera.
- The City retains a right to re-purchase the lots if America's Best Cargo, Incorporated does not begin construction before June 1, 2018.

Mr. Tienter stated that Americas Best Cargo, Incorporated will have to complete a site plan review process conducted by the Winsted Planning Commission.

Council Member Fitzgerald motioned to authorize the Mayor to execute the Purchase Agreement with America's Best Cargo, Incorporated (ABC, Inc.) for Lots Number One (1) and Number Two (2) of the Industrial Park Expansion in an amount of \$120,000. Council Member Schulenberg seconded the motion. Motion carried 5-0.

b) Industrial Park Expansion – Phase One (1)

Mr. Josh Eckstein, Bolton and Menk, Incorporated, stated that five bids were received on June 13, 2016 for Phase One (1) of the Industrial Park Expansion project.

Mr. Eckstein reviewed the bids as follows and stated that Reiner Contracting from Hutchinson, Minnesota was the low bid.

• Reiner Contracting	\$173,939.50
• Fehn Companies	\$203,627.64
• Ram Excavating	\$238,190.52
• R & R Excavating	\$251,944.13
• Frattalone Companies	\$285,216.89

Mr. Eckstein stated that the bids indicate a very competitive bidding process and that the low bid submitted was 33% below the engineer's estimated amount.

Mr. Eckstein stated that Reiner Contracting has successfully completed projects of this type in the past.

Mr. Eckstein stated that work is ongoing at this time to officially secure the Minnesota Department of Employment and Economic Development (DEED) grant funds for the project. He continued by stating that it is the recommendation that the City award the bid contingent upon grant funding, in the amount of \$173,939.50 to Reiner Contracting, Incorporated.

Council Member Ollig asked when this project would begin. Mr. Eckstein responded that Reiner Contracting, Incorporated indicated mid-August, 2016. He continued by stating that the contract states that they must complete the project by June 30, 2017. Once they begin construction, they have 45 days to complete the project.

Mr. Tienter stated that the City has been awarded the DEED grant; however, the grant agreement has not been received from DEED yet.

Council Member Ollig motioned to approve the quote from Reiner Contracting in the amount of \$173,939.50 for the Industrial Park Expansion – Phase 1 project, contingent on the execution of the Business Development Public Infrastructure (BDPI) grant agreement with the Minnesota Department of Employment and Economic Development. Council Member Quast seconded. Motion carried 5-0.

6) Organization Report

a) 2015-2016 Winsted Ambassadors

Ms. Mariah Lenz and Ms. Alicia Swartzer reported on the following:

- Have been involved in parades, coronations, and other activities in 25 different communities to promote the City of Winsted and to learn about other communities.
- The Ambassador Program is very important in helping to promote the City by speaking with residents in other cities and the ambassadors are appreciative of the opportunity to improve their public speaking skills.
- Spent time volunteering and attending various activities, including but not limited to, activities at the public library, Winstock Country Music Festival, Winsted Holding Activities that Unite People (WHAT UP) movies in the park, the Winsted Police Department Open House, St. Mary's Walk of Hope, and Winsted Wildcat Games.

- Will be attending Winsted National Night Out.
- Appreciate the City's financial support, which has given them the opportunity to make a number of new friends.
- Stated that a circus, sponsored by the Winsted Ambassador Program, will be in Winsted on July 25, 2016.

Council Member Ollig asked where people may purchase tickets for the circus. Ms. Lenz stated that area businesses are selling tickets.

Ms. Michelle Campbell, Winsted Ambassador Program, explained where the Winsted Ambassador funds are spent.

Council Member Schulenberg thanked the ambassadors for their very helpful service during Winsted Lions Organization fundraisers.

7) No Open Forum

8) No Announcements

9) Adjournment

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

The meeting was adjourned at 6:30 p.m.

Steve Stotko

Steve Stotko
Mayor
City of Winsted

ATTEST:

Raquel Kirchoff

Raquel Kirchoff
City Clerk-Treasurer
City of Winsted