

City of Winsted
City Council Meeting
Council Chambers
Tuesday, August 5, 2014
6:00 p.m.

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

Staff Present: Mr. Clay Wilfahrt, City Administrator
Ms. Raquel Kirchoff, Deputy City Clerk-Treasurer
Mr. Justin Heldt, Winsted Police Department Chief

1) Mayor Stotko called the meeting to order at 6:05 p.m.

a) The Pledge of Allegiance was taken.

2) Consent Agenda

Mayor Stotko read the Consent Agenda.

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

a) Minutes – City Council – Work Session – July 15, 2014

Accepted the minutes of the July 15, 2014 City Council Work Session.

b) Minutes – City Council – Regular Meeting – July 15, 2014

Accepted the minutes of the July 15, 2014 City Council Regular Meeting.

c) Canvassing Board Members

Established a Canvassing Board with the following members: Tom Ollig, Bonnie Quast, Clay Wilfahrt and Deb Boelter. The purpose of the Canvassing Board will be to review the November 4, 2014 General Election results.

d) Performance Review – City Administrator

Scheduled a Special Closed City Council Meeting for Tuesday, August 19, 2014 at 4:00 p.m. in the Lewis Room at Winsted City Hall to conduct the annual Performance Review for Clay Wilfahrt, City Administrator.

e) Winsted Municipal Airport Hangar Transfer Ownership Agreement

Approved a Hangar Transfer Ownership Agreement between Mr. David Hanus and Mr. Clyde Kaelberer to transfer ownership of their hangars number eight (8) and number twenty-two (22).

f) Winsted Municipal Airport Land Lease Agreement Termination, Hangar Number Eight (8)

Terminated the Land Lease Agreement between the City of Winsted and Mr. David Hanus for hangar number eight (8) at the Winsted Municipal Airport.

g) Winsted Municipal Airport Land Lease Agreement Termination, Hangar Number Twenty-two (22)

Terminated the Land Lease Agreement between the City of Winsted and Mr. Clyde Kaelberer for hangar number twenty-two (22) at the Winsted Municipal Airport.

h) Winsted Municipal Airport Land Lease Agreement, Hangar Number Eight (8)

Approved the Land Lease Agreement between the City of Winsted and Mr. Clyde Kaelberer for hangar number eight (8) at the Winsted Municipal Airport.

i) Winsted Municipal Airport Land Lease Agreement, Hangar Number Twenty-two (22)

Approved the Land Lease Agreement between the City of Winsted and Mr. David Hanus for hangar number twenty-two (22) at the Winsted Municipal Airport.

j) Claims

Approved the Claims List for August 5, 2014.

3) No Public Hearings.

4) No Old Business.

5) New Business

a) Contingent Offer of Employment . Winsted Police Department Officer

Mr. Wilfahrt stated that staff has conducted two (2) rounds of interviews for the Patrol Officer position. The first round of interviews included four (4) candidates interviewed by six (6) panelists including two (2) Council Members, the Sheriff's Chief Deputy, Fire Chief, Maintenance Supervisor, and City Clerk. Mr. Wilfahrt stated that following that round of interviews, three (3) candidates were offered a second interview. Those three (3) candidates were interviewed by the Mayor, City Administrator, and the Police Chief. That panel recommended Mr. Tyler Bruns to the City Council.

Mr. Wilfahrt stated that the next step in this process will be for the City Council to extend a contingent offer to Mr. Bruns. He continued by stating that the contingencies will be that Mr. Bruns passes a background check, psychological evaluation, and a drug and alcohol test. Mr. Wilfahrt stated that this process is expected to take four (4) to six (6) weeks; and given that timeline, Mr. Bruns should be able to start training in September or October, 2014.

Mr. Wilfahrt stated that the contingent offer states that Mr. Bruns will start at Step Two (2) of the Pay Scale for the Patrol Officer position.

Council Member Ollig asked Police Chief Heldt if he is comfortable with Mr. Bruns and the offer for employment. Mr. Heldt stated he was comfortable with the offer to Mr. Bruns and stated that he believes Mr. Bruns will be a good fit for City of Winsted and the Winsted Police Department.

Council Member Quast motioned to approve the contingent offer of employment letter to Mr. Tyler Bruns for the position of Patrol Officer. Council Member Schulenberg seconded the motion. Motion carried 5-0.

6) No Organization Reports

7) Department Reports

a) Winsted Volunteer Fire Department

Mr. Chad Engel, Winsted Volunteer Fire Department Chief, reported on the following:

➤ **Membership**

The Winsted Volunteer Fire Department (WVFD) currently has twenty-three (23) members. One (1) of the twenty-three (23) members are on probationary status. A full roster holds thirty (30) members.

- **Year-To-Date Emergency Calls**
Have responded to 150 calls.
- **Purchases**
Two (2) new computers for the Fire Station to replace out of date computers.
- **Repairs and Improvements Needed**
 - New roof needed . considering a tin roof.
 - Moisture in the floor inside the building that may affect the in ground heating system.
 - Frost is causing the concrete and tar in the parking lot around the Fire Station to heave, crack and develop potholes.
 - Replace the 1972 number two engine truck . hard to find parts for repair because of its age.
 - Different rescue truck that has room for their equipment
- **Activities**
 - Supplied services to Winstock Country Music Festival
 - Annual Spaghetti Dinner on Thursday, June 12, 2014; the Thursday before Winstock Country Music Festival
 - Will be participating in Winsted's Night Out on Thursday, August 7, 2014
 - Will be assisting with Summer Festival activities on August 9th and 10th, 2014 to include the Fun Run, the Kiddie Parade, Winsted's annual parade, and will be hosting a Fireman's Pancake Breakfast on Sunday, August 10, 2014
- **Disaster Drill – Winstock Country Music Festival**
 - Continued work with Winsted Police Department's Chief, Mr. Justin Heldt, to plan the disaster drill at Winstock Country Music Festival's grounds.
- **125th Anniversary Celebration**
 - The WVFD members continue to plan the 125th Anniversary celebration which will include:
 - A 5K Fun Run/Walk
 - A Kids Fun Run
 - A Firefighter Bean Bag Tournament
 - Auto Extrication Demonstrations
 - The State Fire Chiefs' Association Kitchen Grease Fire Trailer
 - The Meeker McLeod Fire Chiefs' Association Fun House
 - Food with the help of the Winsted Lions
 - A free dance, with music by Diamond Back
 - The celebration will be taking place September 20, 2014.
- **Training**
 - Continue to use the State reimbursement program for training

Council Member Ollig asked what number was too short for members on the roster. Mr. Engel stated that twenty-three (23) members is a low roster number and that he is comfortable with a full roster of thirty (30) members.

Mr. Engel stated that the Fire Department is asking for members on Winsted's local access channel and with inserts in the City utility bills. Council Members encouraged Mr. Engel and the Police Department to reach out to community members at the upcoming Winsted Night Out, to let them know that there are openings on the Fire Department.

8) **No Open Forum.**

9) **No Announcements.**

10) **Adjournment**

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

The meeting was adjourned at 6:20 p.m.

Steve Stotko

Steve Stotko
Mayor
City of Winsted

ATTEST:

Raquel Kirchoff

Raquel Kirchoff, CMC
Deputy City Clerk-Treasurer
City of Winsted

