

City of Winsted
City Council Meeting
Council Chambers
Tuesday, August 15, 2017
6:00 p.m.

Present: Mayor Steve Stotko
Council Member Mike Henrich
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, Chief of Police

Also Present Mr. Jake Saulsbury, Bolton and Menk, Incorporated
Mr. Dave Danielson, Chairman, Winstock Country Music Festival

1) Mayor Stotko called the meeting to order at 6:04 p.m.

- a) **The Pledge of Allegiance was taken.**
- b) **Years of Service Recognition – Ten (10) Years – Mr. Justin Heldt**

2) Consent Agenda

Mayor Stotko read the Consent Agenda.

a) Approval of Minutes

Approved the minutes of the following:

- City Council Special Meeting – June 8, 2017
- City Council Work Session – June 20, 2017
- City Council Regular Meeting – June 20, 2017
- City Council Work Session – July 5, 2017

b) Safety Program Contract – SafeAssure Consultants, Incorporated

Authorized the City Administrator to execute an agreement with SafeAssure Consultants, Incorporated, to provide a safety program for the City of Winsted in the amount of \$3,017.16.

c) Security Bank & Trust Company – Pledged Securities

Approved the Pledged Securities that Security Bank & Trust Company has purchased for the City of Winsted for the month of July, 2017.

d) Building Permit Report – July, 2017

Approved the Building Permit Report for the month of July, 2017.

e) Financial Report – June, 2017

Approved the financial report for the month of June, 2017.

f) Claims

Approved the claims list for August 15, 2017.

g) Appointment – Winsted Volunteer Fire Department

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

h) Catered Event – The Blue Note

Authorized The Blue Note to cater an event with food and alcohol at the Winstock Country Music Festival Grounds, 3233 230th Street, Winsted, Minnesota, on Friday, September 8, 2017.

Council Member Henrich motioned to adopt the Consent Agenda as presented. Council Member Schulenberg seconded the motion. Motion carried 5-0. Council Member Ollig abstained from Item c – Security Bank & Trust Company – Pledged Securities.

3) No Public Hearings

4) No Old Business

5) New Business

a) Industrial Boulevard Reclamation Project – Soil Borings

Mr. Daniel Tienter, City Administrator, stated that the City Council authorized moving forward with the Industrial Boulevard Reclamation Project as part of the feasibility study for the McLeod Avenue Area Improvements project. Mr. Tienter stated that Mr. Jake Saulsbury, Bolton and Menk, Incorporated was present to discuss the soil borings in greater detail.

Mr. Saulsbury displayed a figure from the feasibility study and stated that pavement borings are needed to confirm that suitable material is in place to allow for Industrial Boulevard to be reclaimed. Two pavement borings will be needed for this short street section. How to proceed with the reclamation project will depend on the results from the borings. The results could be used as part of the bid package, to help the contractors with their calculations for their bids with what material is in place.

Mr. Saulsbury stated that quotes for the borings have been obtained from with Independent Testing Technologies providing the low quote. Bolton and Menk, Incorporated recommends approving the quote from Independent Testing Technologies for \$1,650, which includes a 10% contingency in case bad soils or other problems are encountered.

Mayor Stotko asked what the next step in the process is after the borings. Mr. Saulsbury stated that the City would send a letter to the property owners explaining what has happened to date. They would be notified of an official public hearing, which the City is required to do, since assessments are planned for a portion of the project. At the time of the Public Hearing, the City Council would decide if they want to order the final design and order the project. If so, design of the project would occur over winter 2017-2018 and the project would be bid in early spring, 2018, with construction in 2018.

Council Member Fitzgerald motioned to authorize the City Administrator to execute a proposal with Independent Testing Technologies, Incorporated in the amount of \$1,650.00 to perform geotechnical services for the Industrial Boulevard Reclamation Project in the City of Winsted. Council Member Ollig seconded the motion. Motion carried 5-0.

6) Organization Report

a) Winstock Country Music Festival (Winstock)

Mr. Dave Danielson, Chairman of Winstock, reported on the following:

- Thanked the City of Winsted for the support given for Winstock.
- Winstock provides an economic boost to the community.
- Winstock provides a site and people for the Winsted Volunteer Fire Department spaghetti dinner.
- Winstock supports the Winsted Summer Festival by providing electrical cords and equipment as well as donations of Winstock tickets for their drawings.
- Winstock makes people aware of the great Winsted community.

- One of the primary goals for Winstock is to provide a safe and secure event. Local, County and outside law enforcement agencies are used. Local Fire, County Emergency Medical Services (EMS) and Ridgeview Medical Center are used for emergency medical services. Much planning is done for safety. Weather safety plans were put to use at Winstock 2017.
- In 2017, a First Aid station was staffed with a physician and an Emergency Room (ER) nurse during the event, which reduced the number of ambulance transports to Waconia, keeping the ambulance in the community where it needs to be. This also kept the medical calls from going to the Winsted Volunteer Fire Department.
- The First Aid station will likely be used again in the future. Ridgeview helped develop the plan to have this station at Winstock. The Ryder Cup does something similar to this. It works well.
- 2019 is Winstock's 25th Anniversary. Dirks Bentley and Miranda Lambert are the headliners. It is possible that the event could expand to Thursday night.

Council Member Henrich stated that traffic issues on County Road 5 are alleviated by Winstock allowing campers to park their campers on Wednesday night.

The City Council Members thanked Mr. Danielson for his work and report.

7) No Open Forum

8) City Administrator Update and Announcements

a) Movie in the Park – August 18, 2017

Mr. Tienter stated that Winsted Holding Activities that Unite People (WHAT UP) and the Winsted Lions Organization will host a Musical Ventriloquist and Movie in the Park night on August 18, 2017.

b) Winsted Night Out

Mr. Tienter stated that the Winsted Night Out event that occurred on Thursday, August 10, 2017 was a success and very well attended.

c) Commission Vacancies

Mr. Tienter stated that there are vacancies on the Economic Development Authority and the Park Commission. Interested residents should contact City Hall for more information.

Council Member Fitzgerald asked if there was an update from ProSource, the company that will be meeting with property owners regarding land acquisition near the Winsted Municipal Airport.

Mr. Tienter stated that ProSource is in the process of completing title research on two properties and they plan on arranging meetings with the property owners according to the City Council's request. Mr. Tienter stated that the meetings have not occurred yet and that the meetings are dependent on the availability of the property owners.

Council Member Ollig asked if pothole repair would occur on Fairlawn Avenue. Mr. Tienter stated yes, that the City Council approved repair work on Fairlawn Avenue by W.M. Mueller and Sons. W.M. Mueller and Sons stated that they are behind schedule due to wet weather, but plan on completing the repairs this summer.

Council Member Henrich asked if the street light that was being refurbished by Millerbernd Manufacturing was complete. Mr. Tienter stated that it was in the process; and once it was complete, the City Council could view it during a Work Session to decide if the refurbished product could be done to additional street lights.

9) Adjournment

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

The meeting was adjourned at 6:25 p.m.

Steve Stotko

Steve Stotko
Mayor
City of Winsted

ATTEST:

Raquel Kirchoff

Raquel Kirchoff
City Clerk-Treasurer
City of Winsted