

City of Winsted  
City Council Meeting  
Council Chambers  
Tuesday, September 15, 2015  
6:00 p.m.

Present: Deputy Mayor Bonita Quast  
Council Member Max Fasching  
Council Member George Schulenberg  
Council Member Tom Ollig

Absent: Mayor Stotko

Staff Present: Mr. Dan Tienter, City Administer  
Ms. Raquel Kirchoff, Administrative Assistant  
Mr. Justin Heldt, Winsted Police Department Chief

**1) Deputy Mayor Quast called the meeting to order at 6:00 p.m.**

**a) The Pledge of Allegiance was taken.**

**2) Consent Agenda**

Deputy Mayor Quast read the Consent Agenda.

**a) Minutes – March 9, 2015 Park Commission Meeting**

Accepted the minutes of the March 9, 2015 Park Commission Meeting.

**b) Minutes – March 16, 2015 Downtown Vibrancy Commission**

Accepted the minutes of the March 16, 2015 Downtown Vibrancy Commission Meeting.

**c) Minutes – May 11, 2015 Planning Commission Meeting**

Accepted the minutes of the May 11, 2015 Planning Commission Meeting.

**d) Minutes – June 8, 2015 Park Commission Work Session**

Accepted the minutes of the June 8, 2015 Park Commission Work Session.

**e) Special City Council Meeting – Friday, September 25, 2015\***

Scheduled a Special City Council meeting for Friday, September 25, 2015 at 12:00 p.m. in the Lewis Room at City Hall to adopt a resolution to certify the 2016 Preliminary Property Tax Levy.

**f) Schedule Public Hearing – Liquor Ordinance Amendments\***

Scheduled a public hearing for October 20, 2015 at 6:00 pm to consider amendments to Chapter Twelve (12), Section 1201 of the Winsted Municipal Code.

**g) Controlled Burn of House - 340 McLeod Avenue West\***

Approved the controlled burn of the house at 340 McLeod Avenue West on October 10, 2015 by the City of Winsted Volunteer Fire Department, contingent upon the property owner obtaining all permits required

by the State of Minnesota and the City of Winsted, and any other documentation as determined by the City Administrator.

Approved the closure of city streets surrounding 340 McLeod Avenue West on October 10, 2015 as designated and approved by the Winsted Police Chief.

**h) 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 August, 2015.

**i) Sewer Televising and Lining Project**

Authorized the City Engineer, Bolton and Menk, Incorporated, to prepare the plans and specifications and release a request for bids for the sanitary sewer cured-in-place pipe (CIPP) lining project.

**j) August, 2015 Building Permit Report**

Approved the August, 2015 Building Permit Report

**k) Claims\***

Approved the claims list for September 15, 2015.

**Council Member Ollig motioned to adopt the Consent Agenda as presented. Council Member Schulenberg seconded the motion. Motion carried 4-0.**

**3) No Public Hearings.**

**4) No Old Business.**

**5) New Business**

**a) Winsted Municipal Airport – Environmental Assessment Update**

Mr. Ron Roetzel and Ms. Melissa Underwood, Bolton and Menk, Incorporated, provided an update of the following items regarding the Environmental Assessment for the paved runway at the Winsted Municipal Airport:

- “ Critical aircraft and runway length being evaluated
- “ Department of Natural Resources (DNR) Luce Line State Trail location
- “ Northern Natural Gas Line . reroute outside of the Runway Safety Area
- “ Land acquisition required for the project
- “ Cable Avenue . potential closure
- “ Public involvement
- “ Project schedule
- “ Next steps . Goal is to complete the Environmental Assessment by May, 2016

**6) Organization Report**

**a) Winsted Holding Activities that Unite People (WHAT UP)**

Mr. Tienter stated that the representatives from the WHAT UP committee could not attend the meeting. The City will try to schedule WHAT UP to provide an update at another meeting in 2015 if possible.

- b) Council Member Ollig asked Mr. Justin Heldt, Winsted Police Chief, to provide an update regarding the recent burglaries that occurred in Winsted. Chief Heldt stated that several vehicles and garages left unlocked were ransacked and the Winsted Police Department is currently working on these cases. Chief Heldt encouraged residents to lock their vehicles and buildings.**

7) **Open Forum**

a) **530 5<sup>th</sup> Street North – Steel Roof Request**

Ms. Dawn Laidlaw, 530 5<sup>th</sup> Street North, addressed the City Council with a request to apply a steel roof to the garage on her property, but not on her house. Ms. Laidlaw stated that she intends to put a steel roof on her house in the future when she has saved enough money to pay for the roof without taking out a loan.

Mr. Tienter stated that the City of Winsted's Zoning Ordinance requires that accessory buildings larger than one hundred twenty (120) square feet shall be constructed of materials similar to the lot's principal structure; so, Ms. Laidlaw's request deviates from the Zoning Ordinance because her principal structure roof currently has asphalt shingles.

Mr. Tienter also stated that a variance application could not be submitted to the Planning Commission for this request because it does not meet the conditions that exist to apply for a variance.

The City Council directed Mr. Tienter to contact the City's Planning and Zoning Consultant, Municipal Development Group, to discuss an amendment to the language in the Zoning Ordinance to consider allowing this type of request.

Mr. Tienter stated that the process for a Zoning Ordinance language amendment could take approximately two (2) months. The Planning Commission would need to review the request; and if an amendment is recommended, a Public Hearing would be conducted. After this the City Council would consider the amendment for approval.

8) **No Announcements.**

9) **Adjournment**

**Council Member Fasching motioned to adjourn the meeting. Council Member Schulenberg seconded the motion. Motion carried 4-0.**

The meeting was adjourned at 6:35 p.m.

*Bonita Quast*

Bonita Quast  
Deputy Mayor  
City of Winsted

ATTEST:

*Raquel Kirchoff*

Raquel Kirchoff, CMC  
Administrative Assistant  
City of Winsted