

City of Winsted  
City Council Work Session  
Lewis Room  
Tuesday, September 17, 2013  
5:00 p.m.

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

Absent: Council Member George Schulenberg

Staff Present: Mr. Clay Wilfahrt, City Administrator  
Ms. Deborah R. Boelter, City Clerk-Treasurer

## **I. Call to Order**

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

## **II. Tax Forfeiture Properties**

Mayor Stotko presented a letter from the McLeod County Auditor, Ms. Cindy Schultz, regarding tax forfeited properties located in the City of Winsted; mainly, Winsted on the Lake Housing Addition. He continued by stating that the City can request that they take ownership of any of the forfeited properties; however, the properties would have to be used for a public purpose.

Mayor Stotko stated that staff was considering taking ownership of some of the forfeited properties to build a park in the Winsted on the Lake Housing Addition. He continued by stating that after further review, it is not feasible for the City to take ownership of the forfeited properties for the following reasons:

- The tax forfeited properties are located on streets that are privately owned by a housing association; so, the City would not have public access to the park.
- The tax forfeited properties include only the portion of the lot where the house would be built.
- The City would be taking potential income away from the housing association.

The City Council discussed and agreed that the City would not be interested in taking ownership of any of the forfeited properties.

## **III. Yard Waste Funding Agreement**

Mr. Wilfahrt gave an update on the proposed Yard Waste Funding Agreement between the City of Winsted and McLeod County Solid Waste for their funding of the Winsted Brush and Recycling Site. He continued by stating that if the City approves the Agreement, we are agreeing to participate in the McLeod County Solid Waste five (5)-sort recycling program.

Mr. Wilfahrt stated that it has been indicated to staff that the City Council would prefer to move to a single-sort recycling program. He continued by stating that McLeod County Solid Waste is conducting a study on single-sort recycling and it should be completed in November, 2013. Mr. Wilfahrt stated that the City Council will consider the Yard Waste Funding Agreement after the presentation of the single-sort recycling study.

## **IV. Winsted Public Library – Proposed Expansion Update**

Mr. Clay Wilfahrt presented the four (4) major options for the proposed Winsted Public Library expansion:

1. Maintain the Library in its current location. Mr. Mark Ranum, Pioneerland Library System's Executive Director, has stated that this is not a desirable option for the Winsted Public Library.
2. Expand the Library approximately 870 square feet through the existing Library's north wall.

3. Rent the vacant space of the former Duebers business for the Library.
4. The City would purchase the entire building owned by Mr. Bob Bayerl and Mr. Don Bayerl.

Mr. Wilfahrt stated that in his discussions with Mr. Ranum, Pioneerland Library Systems would be agreeable to any of the proposed expansion options for the Winsted Public Library. He continued by stating that the City has until November 1, 2013 to consider renewing the lease for the Winsted Public Library.

Mr. Wilfahrt stated that in his research he found possible grants that may be available for the purchase of the Bayerl Building or for the construction of a new Library. He requested additional time to further research these grants and/or other funding options.

Council Member Fasching asked Mr. Wilfahrt if one (1) month would be enough time for him to research funding options. Mr. Wilfahrt stated that one (1) month would allow him enough time to get an idea of what funding options the City would be eligible for.

Council Member Quast stated that she believes that 7,000 square feet would be too large for the Winsted Public Library right now; but, they could grow into it in the future.

Council Member Ollig stated that he does not want the City to own a commercial building in downtown Winsted; and he does not want the City in competition with other downtown businesses that are trying to rent their facilities. Council Member Ollig stated that he is also not in favor of the City purchasing the Bayerl Building and taking it off the property tax roll.

Council Member Ollig stated that he would be in favor of option number two (#2); expanding the Library approximately 870 square feet through the existing Library's north wall.

Council Member Ollig recommended that the City leave the Library as it is for now and have Mr. Wilfahrt explore other options for the proposed Library expansion.

Council Member Fasching stated that he agrees with Council Member Quast that 7,000 square feet may be too large; however, if there is some type of grant available that may allow the City to obtain the 7,000 square feet, it may be the option that the City Council would like to reconsider.

Council Member Fasching stated that he does believe that Mr. Wilfahrt should take more time to obtain additional information on possible funding sources for the proposed Library expansion so the City Council can make an informed decision that is in the best interest of the Winsted Public Library and the City's taxpayers.

Mayor Stotko stated that he believes that the City should explore all options in regards to the Library expansion. He commended Council Member Fasching and Council Member Quast for the great job they did in discussing the proposed Library expansion with Mr. Bob Bayerl and Mr. Don Bayerl.

Mayor Stotko stated that he is not in favor of owning the Bayerl Building. He continued by stating that he does not want to remove the Building from the City's property tax roll and he does not want to compete with other downtown businesses that are trying to lease their facilities.

Mayor Stotko stated that if it would be more feasible for the City to build a new Library, he would not be opposed to doing that.

Council Member Ollig recommended that the City renew the current Library lease with the Bayerls for one (1) more year and then explore all other options.

The City Council discussed and agreed that renewing the current Library lease for one (1) more year is the best option at this time.

## **V. Sewer Back-Ups**

### **a) 320-Second (2<sup>nd</sup>) Street South**

Mr. Wilfahrt gave an update on Ms. Rose Heimerl, 320-Second (2<sup>nd</sup>) Street South, loss claim that was submitted to the League of Minnesota Cities Insurance Trust (LMCIT) for the sewer back-up that occurred in the basement of her house. Mr. Wilfahrt stated that the LMCIT has accepted her loss claim and is currently working with Ms. Heimerl to establish what was damaged and the total value of the damage.

**b) 141-Fourth (4<sup>th</sup>) Street South**

Mr. Wilfahrt stated that Mr. Justin Heldt, 141-Fourth (4<sup>th</sup>) Street South, contacted him regarding his loss claim for the damage he incurred due to a sewer back-up in the basement of his house. Mr. Heldt informed Mr. Wilfahrt that his loss claim was submitted to People Service, Incorporated, insurance carrier and denied. Mr. Wilfahrt stated that he contacted the LMCIT regarding Mr. Heldt's loss claim and they stated that his only recourse is to appeal the denial with People Service, Incorporated, insurance carrier.

**VI. Lift Station Generators**

Mr. Wilfahrt presented a letter from the City's Engineer, Mr. Jake Saulsbury, Bolton and Menk, Incorporated in regards to the preliminary design and cost estimate to install back-up generators for the following three (3) lift stations;

1. Westgate Lift Station
2. Littfin Lift Station
3. Wastewater Treatment Facility

Mr. Wilfahrt stated that Mr. Saulsbury is recommending that the City wait to install a back-up generator at the Wastewater Treatment Facility (WWTF) until a decision is made on the future upgrade project. Mr. Saulsbury stated that the future project may impact the size of the generator needed at the WWTF; and the generator may be able to be included as part of the upgrade project.

Mr. Wilfahrt stated that the money for the proposed Westgate Lift Station and Littfin Lift Station generators would be financed by the City's General Fund reserves. The City currently has a nine and a half (9 ½) month reserve and is only required to carry a six (6) month reserve; therefore, the three and a half (3 ½) month excess amounts to \$284,000 that the City can spend without impacting the six (6) months of reserve. The total cost of the Westgate Lift Station and Littfin Lift Station generators would be approximately \$145,000.

The City Council discussed and directed Mr. Wilfahrt to put together a formal proposal for the purchase of a generator at the Littfin Lift Station and present it at a future City Council meeting.

**VII. Other**

**a) Part-Time Police Officer Job Posting**

Mr. Wilfahrt stated that the City of Winsted received twenty-eight (28) applications for the part-time Police Officer position. There will be nine (9) applicants interviewed in the preliminary interviews conducted on Monday, September 23, 2013.

**VIII. Adjourn**

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

The meeting was adjourned at 5:34 p.m.

*Steve Stotka*

Steve Stotka  
Mayor  
City of Winsted

ATTEST:

*Deborah R. Boelter*

Deborah R. Boelter, MCMC  
City Clerk-Treasurer  
City of Winsted