

City of Winsted
City Council Meeting
Council Chambers
September 7, 2010
6:00 p.m.

Present: Mayor Steve Stotko
Council Member Tom Ollig
Council Member Bonnie Quast
Council Member Tom Wiemiller
Council Member Dave Mochinski

Staff Present: Andrew Elbert, City Administrator
Deborah R. Boelter, City Clerk-Treasurer
Fran Eggert, City Attorney
Dave Meyer, Maintenance Lead
Jamie Stotko, Maintenance Lead

1) Mayor Stotko called the meeting to order at 6:00 p.m.

a) The Pledge of Allegiance was taken.

2) Consent Agenda

Mochinski motioned to adopt the Consent Agenda as presented. Quast seconded. Motion carried 5-0.

a) Minutes - City Council Work Session – August 17, 2010

Accepted the minutes of the City Council Work Session of August 17, 2010.

b) Minutes – City Council Regular Meeting – August 17, 2010

Accepted the minutes of the City Council Regular Meeting of August 17, 2010.

c) Minutes – City Council Special Closed Meeting – August 30, 2010

Accepted the minutes of the City Council Special Closed Meeting of August 30, 2010.

d) Canvassing Board Members

Established a Canvassing Board with the following members: Tom Ollig, Bonnie Quast, Andrew Elbert, and Deb Boelter. The purpose of the Canvassing Board will be to review the November 2, 2010 General Election results.

e) Parade Permit – Holy Trinity School

Granted a parade permit to Holy Trinity School for Wednesday, October 20, 2010 at 9:30 a.m. with the designated route as submitted to the Winsted Police Department.

f) Flagship Bank of Winsted – Pledged Securities

Approved the Pledged Securities that Flagship Bank of Winsted has purchased for the City of Winsted for the month of August, 2010.

g) Salary Step Increase – John Schlechter, Public Works Employee

Authorized a salary step increase for John Schlechter, Public Works Employee, effective August 23, 2010.

h) Winsted Volunteer Fire Department – Auto Pulse System

Approved a quote of \$7,875 from ZOLL Medical Corporation to purchase an Auto Pulse System to be paid from the Winsted Volunteer Fire Department's Expansion Fund.

i) Constitution Week

Proclaimed September 17 through 23, 2010 as Constitution Week.

j) Claims

Approved the Claims List for September 7, 2010.

3) Public Hearings

a) Liquor Ordinance – Ordinance O-10-08

Fran Eggert, City of Winsted Attorney, presented the proposed amendments to the City's Liquor Ordinance.

Mayor Stotko asked for public comment. No public comment was received.

Ollig motioned to adopt Ordinance O-10-08 making certain amendments to the Liquor Ordinance. Wiemiller seconded. Motion carried 5-0.

Quast motioned to close the public hearing. Mochinski seconded. Motion carried 5-0.

4) Department Report

a) Public Works Department

Dave Meyer, Public Works Maintenance Lead, reported on the following:

- Street sweeping.
- Assistance with Winstock Country Music Festival.
- Park maintenance.
- Water testing.
- Sickle mowing.
- Cleaning of the City's water tower.
- Main Avenue West sidewalk and repairs to the basketball court.
- Blacktop patches to street potholes.
- Water main breaks.
- Storm sewer repairs to 1st Street North and Kingsley Street South.
- Assistance with Winsted's National Night Out.
- Meeting attendance for the McLeod County Road 116 Turnback Project.
- Sewer line realignment in the Industrial Park.
- Tree trimming.
- Assistance with Winsted Summer Festival.
- Assistance with Higher Ground Music Festival.
- Stump removal.
- Weed control at City Hall, Lakefront Promenade and Rain Gardens.
- Annual sewer jetting.
- Assist the Winsted Police Department with squad car relocation and maintenance of vehicles.
- Changed batteries in the Winsted on the Lake's civil defense siren.

Wiemiller asked Meyer how many trees would be planted in the City of Winsted in 2010. Meyer stated that two (2) trees would possibly be planted. Meyer reminded the City Council that the City did not budget for boulevard trees in 2010. Boelter stated that she and Meyer would be evaluating the 2010 budget to determine if there would be any

funding available to purchase trees. Boelter stated that the majority of the money budgeted was being used for stump removal and tree trimming.

Mochinski asked Meyer how many man hours are used by the Public Works Department when they sweep the streets in the City. Meyer and Stotko, Jamie stated approximately sixty-four (64) hours per week.

Ollig asked if the Public Works Department had received any training on how to maintain the Rain Gardens in the Lakefront Promenade. Meyer stated no. Ollig recommended Meyer and Stotko, Jamie contact someone from the Minnesota Arboretum and inquire about Rain Garden training. Meyer stated that they would do so.

Mochinski asked if the areas around the plantings in the Lakefront Promenade were being maintained by the Public Works Department. Ollig stated that they appear to be overgrown and are hanging in the sidewalks and grassy areas. Meyer stated that the particular plants that were planted in the Lakefront Promenade area have a tendency to become overgrown.

5) **No Old Business.**

6) **New Business**

a) **2011 Preliminary Levy – Resolution R-10-24**

Elbert presented the proposed 2011 General Fund Budget and the Preliminary Levy.

Elbert stated that the City Council must certify a Preliminary Levy to the McLeod County Auditor by September 15, 2010. Over the last month, the City Council has reviewed draft budgets and levy totals; arriving at a Preliminary Levy of \$1,117,629. The proposed 2011 Preliminary Levy is a 2.6% or \$28,655 increase over the 2010 Certified Levy, which includes a 3.8% or \$16,000 increase in the City's bonding levels. Elbert continued by stating that the Preliminary Levy can be reduced after September 15, 2010, but cannot be increased. Staff will continue to work on the Preliminary Levy to ensure that it meets the overall goals of the Mayor and City Council; including further areas where City's General Fund expenditures may be reduced.

Elbert stated that to date, the McLeod County Auditor has been unable to furnish the City with any estimated tax capacity numbers for the City of Winsted. These calculations will be critical in determining the impacts of the tax levy and meeting the City Council's goal of creating minimal tax impact on property owners. Based on the calculations, the proposed 2011 levy may be revised to meet the City Council's tax impact goals.

The City will hold a Truth-in-Taxation hearing on the Preliminary Levy in December, 2010 and then set the certified levy for 2011.

Elbert presented the following information to the City Council:

Bond Name	2010 Levy Amount	2011 Levy Amount	Pay Off Date
2006 Public Works	\$ 56,000	\$ 54,000	2027
2007 City Hall	\$156,000	\$156,000	2036
2008 Equipment Certificate	\$ 29,250	\$ 29,250	2016
2008 City Hall	\$ 40,000	\$ 40,000	2027
2008 Refunding [Fire Hall, 2000, 2002 Street Projects]	\$ 75,000	\$ 91,000	2012
Total	\$356,250	\$370,250	-----

General Fund	2006	2007	2008	2009	2010	2011 Proposed
Revenues	\$1,706,375	\$1,558,139	\$1,535,928	\$1,547,338	\$1,475,344	\$1,552,931
Expenditures	\$1,576,375	\$1,558,139	\$1,535,928	\$1,546,778	\$1,475,344	\$1,380,997

Levy	2006	2007	2008	2009	2010	2011 Proposed
General	\$744,433	\$743,036	\$712,573	\$725,093	\$732,724	\$747,379
Bond	\$193,700	\$193,700	\$298,800	\$357,050	\$357,050	\$370,250
Total	\$937,133	\$936,736	\$1,011,373	\$1,082,1543	\$1,088,974	\$1,117,629

Mochinski motioned to adopt Resolution R-10-24 certifying the 2011 Preliminary Levy in the amount of \$1,117,629. Wiemiller seconded. Motion carried 5-0.

7) **No Open Forum.**

8) **Announcements**

Ollig asked Elbert to comment about the City of Winsted Industry and Commerce tours that Ollig scheduled for him. Elbert stated that he was very impressed with the industry and commerce that is located in the City of Winsted. Elbert also stated that residents should be made aware of the large amount of capital assets that the industries in Winsted have put into their businesses.

9) **Adjournment**

Quast motioned to adjourn. Ollig seconded. Motion carried 5-0.

Respectfully submitted,

Deborah R. Boelter
City Clerk-Treasurer