

City of Winsted  
City Council Work Session  
Lewis Room  
September 7, 2010  
5:00 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  
Deb Boelter, City Clerk-Treasurer  
Chad Engel, Winsted Volunteer Fire Department Chief

**I. Call to Order**

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

**II. Preliminary Levy – Resolution R-10-24**

Elbert presented the 2011 Preliminary Levy.

Council Member Ollig stated that he and Mayor Stotko met with the City's Department Heads Police Chief, Mike Henrich; City Clerk-Treasurer, Deb Boelter; and Public Works Maintenance Leads, Dave Meyer and Jamie Stotko to discuss the proposed 2011 General Fund Budget. The Department Heads were directed to decrease their 2011 budgets by three percent (3%). Ollig stated that the Police Department, Fire Department and Administration decreased their budgets but the Public Works Department increased their budget. Ollig recommended that Boelter and Elbert review the Public Works Department budget with Meyer and Stotko, Jamie and find areas to reduce their budget.

Mochinski recommended that the Public Works Department consider improving their time management and possibly consider eliminating all or part of the part-time summer position.

Mayor Stotko recommended that Elbert and Boelter review each line item in the Public Works Department budget with Meyer and Stotko, Jamie to identify areas of the budget that could be reduced. The City Council discussed Mayor Stotko's recommendation and agreed.

Ollig stated that he would like to see a review of the Public Works Department's overall duties, responsibilities and general job tasks. The City Council discussed and agreed that they would like to evaluate the duties, responsibilities and job tasks of the Public Works Department at a future City Council Work Session.

**III. Winsted Volunteer Fire Department – Auto Pulse System**

Winsted Volunteer Fire Department (WVFD) Chief, Chad Engel presented a proposal to purchase an Auto Pulse System at a discount of \$7,500 from ZOLL Medical Corporation. Engel stated that the Auto Pulse System typically costs \$15,000; however, ZOLL Medical Corporation has a limited amount of systems that they are selling at the discounted price of \$7,500.

Quast asked how the purchase would be funded. Engel stated that it would be paid from the WVFD's Expansion Fund.

Ollig asked if the Winsted Police Officers would be trained on the equipment. Engel stated that ZOLL will be providing training and the Police Officers will be invited to participate.

The City Council directed Elbert to make the Auto Pulse System training mandatory for both the Police Department and Public Works Department.

**IV. Liquor Ordinance Amendment – Ordinance O-10-08**

Elbert presented the proposed amendments to the City's Liquor Ordinance.

**V. Managed Internet Protocol System Information**

Boelter presented the proposed Managed Internet Protocol system being offered by TDS Telecom. It would replace the current telephone system at City hall and provide a significant savings to the City.

**VI. General Project Updates**

**a) McLeod County Road 116 Project**

Elbert gave an overview of the project and the proposed construction schedule.

**b) Capital Improvement Plan**

Elbert stated that the City's staff will be consulting with Shannon Sweeney, David Drown and Associates, to update the City's Capital Improvement Plan (CIP).

**c) Lift Stations**

Mayor Stotko asked Elbert to contact the City's engineer to discuss enclosing the lift stations that are going to be updated. He stated that other communities are enclosing their lift stations and he thinks it is a good idea so they are protected. Elbert stated he would discuss it with the City's engineer, Jake Saulsbury, Bolton and Menk, Incorporated.

**d) Downtown Businesses – Small Cities Development Grant**

Quast asked Elbert if any of the downtown businesses have contacted the City regarding updating their buildings with funding from the Small Cities Development Grant. Elbert stated no.

**VII. Adjourn**

**Mochinski motioned to adjourn. Ollig seconded. Motion carried 5-0.**

Respectfully submitted,

Deborah R. Boelter  
City Clerk-Treasurer