

City of Winsted
City Council Work Session
Lewis Room
November 1, 2011
5:00 p.m.

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

Staff Present: Brad Martens, City Administrator
Raquel Kirchoff, Administrative Assistant

I. Call to Order

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

II. Pavement Improvement Plan: 2012 Projects

Martens reviewed that the Pavement Management Plan has Year 2012 improvements scheduled to the Westgate Drive area totaling approximately \$533,000, of which \$168,000 could be assessed per the City of Winsted Special Assessment Policy. In addition, the Westgate Lift Station pumps should be replaced with this project, because they are past their life expectancy time period, and the Winsted Volunteer Fire Department building parking lot improvement project could be included with this project too. The total amount for these three projects would be approximately \$900,000.

Martens stated that the City does have the debt levy coming off, which could support a \$1,000,000 project. If the City Council wants to move forward with these improvements, they would have to authorize the feasibility study, to cost approximately \$15,000, at the November 15, 2011 City Council meeting.

Council Member Mochinski asked if the property owners that would be assessed were aware of the assessment and Martens replied that a Public Hearing would have to be held before they were assessed.

Mayor Stotko stated that before the City spends the \$15,000 on the feasibility study, that the City Council should be sure that they will proceed with the project, to avoid the same outcome that happened with the Fairlawn Circle Improvement project, that was part of the Pavement Management Plan. Council Member Ollig stated that the assessment amounts per household would need to be known before a decision could be made.

The City Council discussed the Westgate Drive project and the remaining projects within the Pavement Management Plan. They discussed the urgency level of having to complete the Westgate project in Year 2012, and the fact that it will be more expensive to complete the projects if they are prolonged. It is not the best option to delay the entire Pavement Improvement Plan by a number of years.

Council Member Mochinski asked if the City can afford both the Pavement Management Plan improvements and the Waste Water Treatment Plant Facility improvements project. Martens stated that they are separate projects and they are funded in different ways.

The City Council discussed the Capital Improvement Plan for the Winsted Volunteer Fire Department, and if improvements to the Winsted Volunteer Fire Department building parking lot are as needed compared to needed street improvements or compared to the need for new equipment for the Winsted Volunteer Fire Department.

The City Council directed Martens to place this subject on the agenda for the November 15, 2011 City Council meeting.

III. Town Hall Meeting

Martens reminded the City Council that a Town Hall Meeting, with Senator Newman and State Representative Shimanski, is scheduled for Thursday, November 3, 2011 at Winsted City Hall. Martens stated that some of the key topics that will be discussed will be Local Government Aid (LGA), the Luce Line State Trail, and the Homestead Market Value Exclusion.

IV. City Administrator Performance Review

Martens stated that his six (6) month performance review was being scheduled as a special closed meeting for Tuesday, November 15, 2011, immediately following the Regular City Council meeting, in the Lewis Room at City Hall. Martens asked the City Council members to complete the review forms that were provided to them and return them to Deb Boelter, City Clerk - Treasurer.

V. Staff and Organization Reports to City Council

Martens stated that in addition to City Staff and Consultants giving department reports at the City Council meetings, he would like to add an opportunity for the Commissions and other organizations working towards the betterment of Winsted to update the City Council and answer questions at City Council meetings in 2012. Martens provided a schedule of reports for the 2012 meetings. The City Council liked the idea and directed Martens to include the Commissions and other organizations.

VI. Other

a. Police Department

Martens stated that Scott Bayerl, of the Corner Bar and Grill, 111 – 1st Street North, was present at the Work Session due to a complaint regarding a traffic stop made by the Winsted Police Department. Bayerl had talked with City Council members separately, prior to the meeting, regarding the complaint. Martens stated that the City Council members should contact Police Chief Henrich if they would like to review the traffic stop on video or have questions regarding the stop.

Council Member Mochinski asked if all of the Winsted Police Department squad cars have video recording equipment in them. Martens responded that he would report back to the City Council with an answer and also stated that all Police Officers have audio recording equipment with them.

b. Anonymous Complaint

Martens stated that the City of Winsted received an anonymous complaint regarding after hour activity at the Blue Note, 320 3rd – Street South. The City Council members stated that complaints should only be addressed when they have contact information with them of the person making the complaint.

Martens stated that Police Chief Henrich forwarded the complaint to the McLeod County Sheriff's Department.

c. City Budget on the City's Website

Martens stated that Brenda Vetsch, of V's Grill, had asked if the City's budget could be posted on the website. Martens stated that it had been on the website in prior years. Martens asked if the City Council would like the preliminary budget posted before the final budget was adopted, and then the final could replace it after adopted. The City Council would like the preliminary budget posted.

d. Construction Projects

Martens gave an update on the current construction projects occurring at Fairlawn Avenue and at City Hall to help prevent further washouts.

e. Dangerous Dog Issue

Martens reported that the Winsted Police Department has been working on a dangerous dog issue and that the dog owner's timeline to appeal this issue has expired. The dog will be euthanized as early as November 2, 2011.

f. City Department Budgets

The City Council discussed the need to review each department of the City in the future and to make sure to include Department Heads in all of the discussions that take place.

VII. Adjourn

Council Member Ollig motioned to adjourn. Council Member Schulenberg seconded. Motion carried 5-0.

The meeting was adjourned at 5:50 p.m.

Steve Stotko

Steve Stotko
Mayor
City of Winsted

ATTEST:

Raquel Kirchoff

Raquel Kirchoff
Administrative Assistant
City of Winsted