

City of Winsted
City Council Meeting
Council Chambers
Wednesday, November 6, 2013
6:00 p.m.

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

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

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

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

2) **Consent Agenda**

Council Member Schulenberg motioned to adopt the Consent Agenda as presented. Council Member Quast seconded the motion. Motion carried 5-0.

a) **Minutes – City Council - Work Session – October 15, 2013**

Accepted the minutes of the City Council Work Session of October 15, 2013.

b) **Minutes – City Council – Regular Meeting – October 15, 2013**

Accepted the minutes of the City Council Regular Meeting of October 15, 2013.

c) **Copier Lease Agreement**

Approved a Copier Lease Agreement between the City of Winsted and Minnesota Copy Systems, Incorporated.

d) **Schedule Public Hearing – Fee Schedule Ordinance**

Scheduled a Public Hearing for December 17, 2013 at 6:00 p.m. to consider adopting amendments to the Fee Schedule Ordinance.

e) **Meeting Reschedule – City Council Work Session – February 4, 2014**

Authorized the City Council Work Session, scheduled for Tuesday, February 4, 2014, at 5:00 p.m. to be rescheduled to Wednesday, February 5, 2014 at 5:00 p.m., due to the Precinct Caucus on February 4, 2014.

f) **Meeting Reschedule – Regular City Council Meeting – February 4, 2014**

Authorized the Regular City Council Meeting, scheduled for Tuesday, February 4, 2014, at 6:00 p.m. to be rescheduled to Wednesday, February 5, 2014 at 6:00 p.m., due to the Precinct Caucus on February 4, 2014.

g) **Truth-in-Taxation Hearing – Public Hearing Date and Time**

Scheduled a Truth-in-Taxation Public Hearing for Tuesday, December 3, 2013 at 6:00 p.m. in the City Hall Council Chambers.

h) Year 2014 Assessment Agreement – McLeod County Assessor

Approved the year 2014 Assessment Agreement between the City of Winsted and the McLeod County Assessor for \$12,023.

i) Temporary On-Sale Liquor License – St. John’s Lutheran Church

Approved a One (1) to Four (4) Day Temporary On-Sale Liquor License for St. John’s Lutheran Church on December 6, 2013 in the Fellowship Hall at St. John’s Lutheran Church, 410-1st Street North.

j) Health Partners – Minnesota Small Group Application

Approved a Minnesota Small Group Application with Health Partners.

k) Health Partners – Small Group Preliminary Medical Quote

Approved a Small Group Preliminary Medical Quote with Health Partners.

l) Delta Dental – Insurance

Approved the Group Dental Plan Contract with Delta Dental of Minnesota for the annual open enrollment.

m) Horse Permit – Truhaven Ranch

Granted a permit to Truhaven Ranch for Thursday, November 14, 2013 at approximately 2:00 p.m. for horses to travel through and stop in Winsted with the designated route as submitted to the Winsted Police Department.

n) Appointment – Ms. Ethel Wolff– Temporary Administrative Assistant

Authorized the hiring and appointment of Ms. Ethel Wolff to part-time temporary Administrative Assistant at \$10 per hour.

o) Library Lease Agreement – Mr. Donald F. Bayerl and Mr. Robert J. Bayerl

Authorized the City Administrator to execute a Lease Agreement with Mr. Donald F. Bayerl and Mr. Robert J. Bayerl for the Winsted Public Library.

p) 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 October, 2013.

q) Claims

Approved the Claims List for November 6, 2013.

3) No Public Hearings.

4) No Old Business.

5) **No New Business.**

6) **Department Report**

People Service, Incorporated

Mr. Greg Stang and Mr. Phil Robinson, People Service, Incorporated, reported on the following items at the City's Wastewater Treatment Facility (WWTF):

➤ **Sludge Pond Decommissioning**

Council Member Ollig asked what happens to the sludge that is removed from the ponds. Mr. Stang stated that the sludge is land applied to approved area farm fields. Mr. Robinson stated that the sludge is applied to some of the farm fields adjacent to the WWTF and he is currently looking for other area farmers to apply the sludge to their fields.

Mr. Stang stated that there is some tubing and other materials from the sludge ponds that will need to be removed during the pond decommissioning. Mr. Robinson stated that some of the aforementioned debris does get distributed into the farm fields when the sludge is land applied and has to be removed.

Council Member Schulenberg asked what happens when the sludge is applied to the fields. Mr. Robinson stated that it is used as a fertilizer for the soil.

Council Member Ollig asked what the depth of the sludge is in the ponds. Mr. Robinson stated that it is approximately six (6) to eight (8) inches deep. Council Member Ollig asked how many years the sludge has been accumulating. Mr. Robinson stated that the sludge has been accumulating in the ponds for approximately thirty-four (34) years.

Council Member Schulenberg stated that during the earlier City Council Work Session, Mr. Robinson mentioned that there are two (2) screens and only one (1) is functioning. Mr. Robinson stated that the one (1) screen is able to handle the flow of the waste that enters the WWTF. He continued by stating that the only issue with having one (1) screen is that the system has to be bypassed when they have to perform any maintenance and/or repairs.

Mayor Stokto asked if the two (2) screens are the original equipment that were installed when the WWTF was constructed in the year 1986. Mr. Robinson stated that one (1) screen was from the initial construction of the WWTF in the year 1986 and the second (2nd) screen was constructed ten (10) years ago in the year 2003.

Council Member Ollig asked if there is acidity in the screen room that has caused the damage and corrosion to the screens. Mr. Stang stated that the moisture and corrosive nature of the sewage that enters the screen room causes the damage to the equipment.

Council Member Ollig asked if the screen blades are made of stainless steel. Mr. Stang stated that at the time of the construction of the WWTF stainless steel was not used for the blades; however, today the screen blades are constructed with stainless steel.

➤ **Lift Station Inspections**

Mr. Robinson stated that the annual lift station inspections were recently completed and they passed the inspection.

Council Member Ollig asked how the Kingsley Lift Station is functioning. Mr. Robinson stated that the Kingsley Lift Station is running properly.

➤ **Dirt Removal**

Mr. Stang stated that the dirt they remove is being distributed to the ditch. Unfortunately, the accumulation of the dirt is causing limited storage space in the ditch. He continued by stating that the excess dirt will need to be removed from the ditch.

- **Sludge Storage Tanks**
Council Member Ollig asked if the repairs that needed to be done to the new sludge storage tanks has been completed. Mr. Robinson stated that the contractor has been contacted and they are determining how to make the repairs.

7) No Open Forum.

8) Announcements

a) Winter, 2013 and 2014 Parking Regulations

Mr. Wilfahrt stated that the winter, 2013 and 2014 parking regulations on City streets went into effect on November 1, 2013. He continued by stating that there is information about the winter parking regulations on the City of Winsted's website and Facebook page.

Council Member Ollig stated that if a resident has overnight visitors during the winter parking months, they can contact the Winsted Police Department to obtain permission to park for one (1) or two (2) nights on City streets.

b) Winsted Brush Site

Mr. Wilfahrt stated that the City of Winsted's Brush Site will be open on Mondays and Wednesdays from 4:00 p.m. to dusk, and Saturdays from 9:00 a.m. to 1:00 p.m., until November 23, 2013, when it will be closing for the winter months.

c) Winsted Police Department Chief, Mr. Mike Henrich – Thirty-Four (34) Year Anniversary

Mr. Wilfahrt announced that Tuesday, November 5, 2013 was the thirty-four (34) year anniversary of Winsted Police Department Chief, Mr. Mike Henrich's employment with the City of Winsted.

9) Adjournment

Council Member Quast motioned to adjourn the meeting. Council Member Fasching seconded the motion. Motion carried 5-0.

The meeting was adjourned at 6:15 p.m.

Steve Stotko

Steve Stotko
Mayor
City of Winsted

ATTEST:

Deborah R. Boelter

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