

City of Winsted
City Council Meeting
Council Chambers
November 7, 2017
6:00 p.m.

Present: Mayor Steve Stotko
Council Member Patty Fitzgerald
Council Member Mike Henrich
Council Member Tom Ollig
Council Member George Schulenberg

Staff Present: Mr. Daniel Tienter, City Administrator
Ms. Raquel Kirchoff, City Clerk-Treasurer
Mr. Justin Heldt, Police Chief
Mr. Tyler Bruns, Police Officer

1) Mayor Stotko Called the Meeting to Order at 6:05 p.m.

a) The Pledge of Allegiance was taken.

Reach out to chip to see if they will do the presentation of colors at the 1st meeting in 2018.

2) Consent Agenda

Mayor Stotko read the Consent Agenda.

a) Approval of Minutes

Approved the minutes of the following:

- City Council Regular Meeting – September 19, 2017
- City Council Work Session – October 3, 2017
- City Council Regular Meeting – October 3, 2017

b) Truth-in-Taxation Hearing – Public Hearing Date and Time

Scheduled a Truth-in-Taxation Public Hearing for Tuesday, December 5, 2017 at 6:00 p.m. in the City Hall Council Chambers.

c) Southwest Metro Drug Task Force Joint Powers Agreement Amendment

Authorized the Mayor and City Clerk-Treasurer to execute an amendment to the Joint Powers Agreement between the Southwest Metro Drug Task Force and the Winsted Police Department.

d) Designation of Certified Building Official

Authorized the Mayor to designate Mr. Todd A. Geske, Metro West Inspection Services, Incorporated, to be the Certified Building Official for the City of Winsted, effective September 25, 2017.

e) Blue Cross/Blue Shield of Minnesota – Health Insurance Enrollment

Authorized the City Administrator to initiate the enrollment process with Blue Cross/Blue Shield of Minnesota to provide health insurance coverage for City of Winsted employees for the policy beginning January 1, 2018.

f) Delta Dental – Dental Insurance Renewal

Authorized the City Administrator to initiate the renewal process with Delta Dental to provide dental insurance coverage for City of Winsted employees for the policy beginning January 1, 2018.

~~g) Non-Medical Insurance Enrollment*~~

~~Authorized the City Administrator to initiate the enrollment process with Hartford to provide non-medical insurance coverage for City of Winsted employees for the policy beginning January 1, 2018.~~

Item g) was removed from the Consent Agenda.

h) Claims

Approved the claims list for November 7, 2017.

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

3) No Public Hearings

4) No Old Business

5) New Business

a) 2018 Assessment Agreement – McLeod County Assessor

Mr. Daniel Tienter, City Administrator, stated that in 2012, the City Council adopted a resolution that transferred the powers of the Local Board of Appeal and Equalization from the City to McLeod County to provide property tax assessment services, including any appeals, considerations, petitions for changes in value, at the County level for an annual fee based on the number of parcels that are within the City of Winsted.

Mr. Tienter stated that in 2018, the City will pay an assessment fee of \$10.50 per parcel. Originally the fee of \$10.50 per parcel was just a per parcel unit. Now, the fee consists of \$7.50 per parcel and a \$3.00 per parcel maintenance fee. The City would still pay the maintenance fee, even if it did its own assessment services.

Mr. Tienter stated that the 2018 Assessment Agreement is for \$12,075.00. The City is paying approximately \$420 more in 2018 than 2017 because of a clerical error by McLeod County where 40 parcels were removed in the 2017 Agreement.

Council Member Schulenberg motioned to authorize the Mayor to execute an Assessment Agreement between the City of Winsted and McLeod County for 2018, for a total amount not to exceed \$12,075.00. Council Member Henrich seconded. Motion carried 5-0.

6) DEPARTMENT REPORT

a) Police Department

Mr. Justin Heldt, Winsted Police Chief, provided the following information regarding the Winsted Police Department.

April, 2017:

- Mr. Heldt attended the annual Safety and Loss Control Workshop held by the League of Minnesota Cities.
- Held the quarterly Emergency Management Services (EMS) Drill with City Hall, Public Works, and the Winsted Volunteer Fire Department (WVFD). The topic discussed was tornadoes.
- Officer Dylan Reiner attended Drug Field Analysis training through the Minnesota Bureau of Criminal Apprehension (MN BCA).
- The annual Liquor License Forum was held.
- Officer James Lammers and Officer Tyler Bruns attended Narcotics Investigations training through the MN BCA.
- Officer Lammers and Mr. Heldt conducted a presentation on Distracted Driving at Holy Trinity High School.
- Mr. Heldt attended the Executive Training Institute (Chief's Conference) in St. Cloud, Minnesota.

- The Drug Abuse Resistance Education (D.A.R.E.) graduation for the 6th grade class at Holy Trinity was held. Mayor Stotko was the guest speaker. There were eight students in the graduating class.
- Mr. Heldt was the guest speaker at the WVFD Banquet.

May, 2017:

- During the first week of May, all Officers attended the annual Active Shooter Training at Camp Ripley. During this training, Officer Bruns served as the medic for the week.
- Officers attended required Emergency Medical Technician (EMT) refresher training.
- Mr. Heldt spoke at the KDUZ Law Day at the McLeod County Law Enforcement Center.
- Mr. Heldt assisted in the mock crash at the Howard Lake-Waverly-Winsted (HLWW) High School.
- Mr. Heldt took the D.A.R.E. class to the D.A.R.E. Day Twins game.
- Assisted HLWW Winsted Elementary with National Walk to School Day.
- Held a Fun Day for the D.A.R.E. students.
- Officer Lammers held the annual Bicycle Rodeo at the HLWW Winsted Elementary School.
- Held the annual PD Open House.

June, 2017:

- Conducted safety talks for the 1st grade students at Winsted Elementary School.
- Assisted in the scheduling and coordinating of security for Winstock Country Music Festival.
- Attended quarterly McLeod County Emergency Management meeting.

August, 2017:

- Held the quarterly EMS Drill with City Hall and Public Works – Violent Person Drill.
- Held Winsted Night Out and it was very well attended.
- Assisted with the security detail for the Winsted Summer Festival and parade.

September, 2017:

- Assisted with the security detail for St. Mary's Craft Beer Festival.

October, 2017:

- Assisted HLWW Winsted Elementary with National Walk to School Day.
- Held the quarterly EMS Drill with City Hall and Public Works – Bomb Threat Drill.
- Assisted with teaching students of HLWW High School Automated External Defibrillator (AED) use.
- Officers trained in the use of Less than Lethal munitions.
- Assisted with the Winsted Lake Association Chicken Bingo event.
- Officer Lammers and Officer Bruns attended the annual Toward Zero Death (TZD) conference in St. Paul, Minnesota, as the City's TZD Coordinator and Drug Recognition Expert.
- Officers assisted with the Business Trick or Treat event.
- M Heldt attended Emergency Operations Center training with McLeod County.
- Officer Lammers provided Halloween Safety Talks to grade school students from both Holy Trinity and HLWW Winsted Elementary Schools.
- Attended City budget hearings.

Other Items:

- Reminder that there is No Parking from 2:00 a.m. – 6:00 a.m. on city streets from November through March. Permission may be granted by the Police Department to park during these times but one must call the Police Department and speak with an Officer.
- Food for Fines program will run November 1st – 30th.

Upcoming Events:

- Winsted Winter Festival in early December.
- Officer Bruns will be attending Leadership Academy in early December.
- Will be attending a Table Top EMS Drill at St. Mary's Care Center in the near future.
- Officers will be attending Mental Health first aid training at Hutchinson Hospital in mid-November.

Statistics:

Through September, 2017;

- Responded to 143 medicals compared to 152 in 2016.
- 51 arrests compared to 62 in 2016.
- 10 Driving While Intoxicated (DWI) compared to 9 in 2016.
- 19 accidents compared to 36 in 2016.

Council Member Schulenberg thanked the Winsted Police Department for conducting the National Night Out event. It was a very successful event. Mr. Heldt thanked the Winsted Volunteer Fire Department for this event also.

Council Member Henrich asked Mr. Heldt what the Southwest Metro Drug Task Force does for the Winsted Police Department.

Mr. Heldt stated that it assists the Police Department with narcotics investigations. These investigations demand a lot of time that police departments do not have. There are five law enforcement agencies in McLeod County that are members of the Southwest Metro Drug Task Force.

Council Member Ollig asked Mr. Heldt what his biggest challenge was. Mr. Heldt responded that it is likely scheduling for the department.

The City Council Members thanked Mr. Heldt for the service of the Winsted Police Department and the fine job they do.

Mr. Tienter stated that the Winsted Police Department places an emphasis on community policing. They all take a very active and interested role in the community. They do an outstanding job in the events Mr. Heldt listed that they are involved with, and with identifying new opportunities to be active in.

7) No Open Forum

8) City Administrator Update and Announcements

a) Winsted Brush Site Closing – November 18, 2017

Mr. Tienter stated that the Winsted Brush Site will be closing for the season on November 18, 2017.

b) Winsted Airport Commission Applications

Mr. Tienter stated that the applications are being accepted for Winsted Airport Commission Members until 4:00 p.m. on Friday, December 1, 2017.

9) Adjourn

Council Member Fitzgerald motioned to adjourn the meeting. Council Member Schulenberg seconded the motion. Motion carried 5-0.

The meeting was adjourned at 6:35 p.m.

Steve Stotko

Steve Stotko
Mayor
City of Winsted

ATTEST:

Raquel Kirchoff

Raquel Kirchoff
City Clerk-Treasurer
City of Winsted