

City of Winsted
City Council Meeting
Council Chambers
Tuesday, December 5, 2017
6:00 p.m.

Present: Mayor Steve Stotko
Council Member Michael Henrich
Council Member George Schulenberg
Council Member Tom Ollig

Absent: Council Member Patty Fitzgerald

Staff Present: Mr. Dan Tienter, City Administrator
Ms. Raquel Kirchoff, City Clerk-Treasurer
Mr. Justin Heldt, Winsted Police Department Chief
Mr. Jim Lammers, Winsted Police Officer

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

a) The Pledge of Allegiance was taken.

2) Consent Agenda

Mayor Stotko read the Consent Agenda.

a) Approval of Minutes

Approved the minutes of the following:

Special City Council Work Session – October 31, 2017

City Council Regular Meeting – November 7, 2017

b) Schedule Public Hearing – Fee Schedule Ordinance*

Scheduled a public hearing for January 2, 2018 at 6:00 p.m. in the City Council Chambers at Winsted City Hall to consider adopting amendments to the Fee Schedule Ordinance.

c) Winsted Lake – Water Quality Agreement

Authorized the City Administrator to enter into an agreement with the Winsted Lake Watershed Association (WLWA) for the purpose of collaboration on Best Management Practices Feasibility Summaries for water quality improvement to Winsted Lake.

d) Winsted Lake - Improvements

Authorized Bolton and Menk, Incorporated, to prepare four (4) Best Practices Feasibility Summaries for water quality improvements to Winsted Lake.

e) 2018 Property and Casualty Insurance Renewal Contract: Liability Insurance Coverage – Waiver Form

Authorized the Mayor to execute a Liability Coverage Waiver Form, allowing the City of Winsted to not waive the monetary limits on municipal tort liability established by Minnesota State Statutes 466.04 for the 2018 Property and Casualty insurance contract.

f) 2018 Property and Casualty Insurance Renewal Contract: No-Fault Sewer Back-Up Insurance Coverage

Authorized the City Administrator not to purchase No-Fault Sewer Back-Up insurance coverage for the 2018 Property and Casualty insurance contract.

g) 2018 Property and Casualty Insurance Renewal Contract: Excess Liability Insurance

Authorized the City Administrator to purchase \$1,000,000 in excess liability coverage for the 2018 Property and Casualty insurance contract.

h) Resignation – Winsted Police Department

Accepted the voluntary resignation of Mr. Brent Mickolichuk as a Part-Time Police Officer with the Winsted Police Department and authorized the City Administrator to execute a severance agreement.

i) Claims

Approved the claims list for December 5, 2017.

j) Sanitary Sewer Lift Station Improvements

Authorized Bolton and Menk, Incorporated to prepare preliminary design, final design, and other activities related thereto for the proposed Sanitary Sewer Lift Stations Improvements Project and supporting activities in the City of Winsted for a cost not to exceed \$64,000.

Council Member Schulenberg motioned to adopt the Consent Agenda as presented. Council Member Henrich seconded the motion. Motion carried 4-0.

3) Public Hearings

a) Truth-in-Taxation Hearing – 2018 Property Tax Levy

Mr. Tienter presented the recommended 2018 Budget and Final Property Tax Levy for the City of Winsted that includes a property tax increase of 5.00% for 2018.

Council Member Ollig motioned to open the Public Hearing. Council Member Schulenberg seconded the Motion. Motion carried 4-0. The Public Hearing opened at 6:31 p.m.

Mr. Jesse Cardinal, 420 McLeod Avenue West, asked why, if a 5% increase is proposed, he received notification of a 59% increase?

Mr. Tienter stated that this would likely be to a change in valuation of the property that is controlled by the McLeod County Assessor's office. Mr. Tienter stated that Mr. Cardinal should contact the McLeod County Assessor's office.

No other comments were received.

Council Member Ollig motioned to close the Public Hearing. Council Member Schulenberg seconded the motion. Motion carried 4-0. The Public Hearing closed at 6:33 p.m.

4) No Old Business

5) New Business

a) Resolution No. R-17-50 – County State Aid Highway (CSAH) No. 5 Corridor Study Approval

Mr. Tienter stated that City staff has been working with McLeod County staff to create a CSAH 5 Corridor Study work plan. The work plan will include traffic and turning movement data collections, soil borings and geotechnical review, agency and public engagement, examine corridor alignment intersection analysis, and provide some conceptual designs for intersections.

Mr. Tienter stated that a 50/50 cost sharing arrangement is proposed for the study between the City and McLeod County. The City Engineer estimates the cost of the study to be \$40,000. The City's portion of \$20,000 would be funded from the Streets Capital Improvement Fund.

Mr. Tienter stated that originally, the City was proposing to lead the study and serve as the fiscal agent, with Bolton and Menk, Incorporated conducting the study; however, since the road is a County road, McLeod County will lead the study and serve as the fiscal agent. Bolton and Menk, Incorporated will still conduct the same services; however, McLeod County will invoice the City for costs from Bolton and Menk Incorporated.

Council Member Ollig motioned to adopt Resolution No. R-17-50 approving a cost sharing arrangement with McLeod County for the County State Aid Highway (CSAH) No. 5 Corridor Study. Council Member Henrich seconded the motion. Motion carried 4-0.

6) Department Report

a) Winsted Lions

Mr. Paul Gatz, Winsted Lions President, reported the following regarding the Winsted Lions for the year 2017.

- The Winsted Lions have 36 members.
- Held second Bunny Bingo at the Blue Note Ballroom.
- Provided Easter baskets for shut-ins.
- Sponsored a Peace Poster project with Holy Trinity students.
- Helped St. John's Lutheran Church with the monthly dinner they provide.
- Brought St. Mary's residents to the Pantry Café for breakfast once per month.
- Collected 100 pair of eye glasses for reuse.
- Held a special meeting in May to attract more members. Took donations for the food shelf at this meeting and collected \$500 with an equal match for a total of \$1,000 donated.
- Provided a bench and bike racks at Glenn's Super Valu and bike racks at the Winsted Public Library.
- Conducted four cook outs per month at Glenn's Super Valu.
- Participated in Music in the Park with the food trailer.
- Sponsored a ventriloquist and food trailer at the Winsted Volunteer Fire Department.
- Helped Howard Lake Waverly Winsted (HLWW) kick off their football season and donated \$300 to their football program.
- Provided \$250 scholarships for two Holy Trinity students.
- Volunteered at the Minnesota State Fair for two days.
- Installed two Little Lending Libraries in Winsted – one at the American Legion, and one on the north side of Casey's. Donated 65 dictionaries to Holy Trinity and HLWW 3rd Graders
- Participated in a program that B&B Tire & Auto, LLC sponsored for car repair for a disadvantaged customer.
- Hosted Senator Scott Jensen from Watertown, Minnesota who spoke about the health care bill and Minnesota's health care.
- Attended the Lions District 5M2 Zone 1 meeting at the Blue Note Restaurant and Ballroom with 52 people.
- Participated in the Winsted Summer Festival and Winter Festival parade and distributed approximately 400 gift items to the public.

The City Council Members thanked the Winsted Lions for their service

7) No Open Forum

8) City Administrator Updates and Announcements

a) Don C. Guggemos Community Service Award

Mr. Tienter stated that nominations are due on December 11, 2017 for the Don C. Guggemos Community Service Award.

b) Economic Development Authority (EDA) – Vacancy

Mr. Tienter stated that there is a vacancy on the EDA. The City has received a pending application. Interested residents should contact City Hall for more information.

c) 2018 Dog Licenses

Mr. Tienter stated that 2018 dog licenses will be available at City Hall during the last week of December, 2017.

9) Adjournment

Council Member Ollig motioned to adjourn the meeting. Council Member Schulenberg seconded the motion. Motion carried 4-0.

The meeting was adjourned at 6:51 p.m.

Steve Stotko

Steve Stotko
Mayor
City of Winsted

ATTEST:

Raquel Kirchoff

Raquel Kirchoff
City Clerk-Treasurer
City of Winsted