

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

a) **Minutes – City Council - Work Session – November 15, 2011**

Accepted the minutes of the City Council Work Session of November 15, 2011.

b) **Minutes – City Council – Regular Meeting – November 15, 2011**

Accepted the minutes of the City Council Regular Meeting of November 15, 2011.

c) **Minutes – City Council – Special Closed Meeting – November 15, 2011**

Accepted the minutes of the City Council Special Closed Meeting of November 15, 2011.

d) **2012 Assessment Agreement – McLeod County Assessor**

Approved the 2012 Assessment Agreement between the City of Winsted and the McLeod County Assessor for \$12,044.

e) **Meeting Reschedule – City Council Work Session – February 6, 2012**

Authorized the City Council Work Session, scheduled for Tuesday, February 7, 2012, to be rescheduled to Monday, February 6, 2012 at 5:00 p.m., due to the Precinct Caucuses.

f) **Meeting Reschedule – Regular City Council Meeting – February 6, 2012**

Authorized the Regular City Council Meeting, scheduled for Tuesday, February 7, 2012, to be rescheduled to Monday, February 6, 2012 at 6:00 p.m., due to the Precinct Caucuses.

g) **Resolution R-11-40 – Gambling Contribution – Holy Trinity**

Adopted Resolution R-11-40 accepting a contribution from gambling proceeds from the Church of the Holy Trinity in the amount of \$2,500 to be dedicated to the City's Park Fund.

h) **Resignation – Gary Schott – Part Time Police Officer**

Accepted the resignation of employment by Gary Schott as a Part Time Police Officer, effective January 1, 2012.

**i) Change Order Number One (1) - Winsted Municipal Airport Arrival/Departure (A/D) Building**

Authorized Change Order Number One (1) to modify the contract documents for the Winsted Municipal Airport Arrival/Departure (A/D) Building to reflect actual project completion dates for a contractor's project schedule accepted by the owner, and to incorporate contractor change request numbers one (1), three (3), and four (4) for additional costs totaling \$1,508.58.

**j) Schedule Public Hearing – Electric Distribution Franchise Ordinance**

Scheduled a Public Hearing for December 20, 2011 at 6:00 pm to consider adopting amendments to the Electric Distribution Franchise Ordinance.

**k) Schedule Public Hearing – McLeod Cooperative Power Association Electric Distribution Franchise Ordinance**

Scheduled a Public Hearing for December 20, 2011 at 6:00 pm to consider adopting amendments to the McLeod Cooperative Power Association Electric Distribution Franchise Ordinance.

**l) Schedule Public Hearing – Gas Energy Franchise Ordinance**

Scheduled a Public Hearing for December 20, 2011 at 6:00 pm to consider adopting amendments to the Gas Energy Franchise Ordinance.

**m) Ice Rink Agreement – Herald Journal**

Authorized the City Administrator to execute a lease agreement with the Herald Journal for the purpose of installing and operating an ice rink on the Herald Journal property.

**n) Resolution R-11-41 – County State Aid Highway (CSAH) 116 Designation Concurrence**

Adopted Resolution R-11-41 approving the adopted, McLeod County Resolutions, (attached hereto and made a part thereof), locating or establishing the County State Aid Highway (CSAH) system within the City limits (and revoking certain portions of said system).

**o) Flagship Bank of Winsted – Pledged Securities**

Approved the Pledged Securities that Flagship Bank of Winsted has purchased for the City of Winsted for the month of November, 2011.

**p) Claims**

Approved the Claims List for December 6, 2011.

**3) Public Hearings**

**a) Truth-in-Taxation – 2012 Tax Levy**

Martens stated that all Minnesota cities must certify a final property tax levy to their County Auditor on or before December 28, 2011. The December 6, 2011 Truth-in-Taxation Public Hearing is the process to allow public comment on the 2012 Budget and Property Tax Levy before the City Council submits the certification to McLeod County. Martens stated that the amount of the levy is determined by adding the general levy and the debt levy together. The general levy is the additional amount needed to fund the operations of the City beyond the collections of fees, fines, and charges for services. The debt levy is the amount needed to pay for the debt of the City.

Beginning in June, 2011 and continuing through August, 2011, the City Council and staff reviewed draft budgets and levy totals. During this process, the Council was made aware

of changes to the Market Value Homestead Credit (MVHC), Local Government Aid (LGA), and the McLeod County property evaluation system. Due to the uncertainty of the effects of those changes, the City Council set the 2012 preliminary levy at \$1,173,510 which represents an increase of \$55,881 over 2011, or five percent (5%). The property tax levy can be decreased from the preliminary levy; however, it cannot be increased.

Martens stated that in mid-November, 2011, McLeod County prepared and mailed parcel specific property tax notifications to property owners showing the result of the changes outlined above, along with adjustments to levies from the City of Winsted, McLeod County, and Howard Lake Waverly Winsted (HLWW) School District. In general, there are several outcomes that can be described as follows:

1. The elimination of the MVHC and implementation of the Homestead Market Value Exclusion (HMVE) has resulted in a significant shift in property taxes away from homestead properties to non-homestead properties, which includes commercial, industrial, multi-family residential, etcetera.
2. The implementation of a new property evaluation system has significantly increased the property values of many commercial and industrial properties.
3. The elimination of the MVHC and implementation of the HMVE, along with declining residential property values, reduced the Tax Capacity of the City of Winsted by 18.5%.
4. The unallotment of LGA and the MVHC reduced Minnesota State Aid to the City of Winsted by \$197,836.
5. The changes above resulted in an increase in the City of Winsted's Tax Rate from 72.346% to 94.605%.

Martens stated that although staff understands the effects of the several changes outlined above, they have received few comments from Winsted property owners about specific properties. The purpose of the Public Hearing is to hear from individuals who wish to comment on the proposed 2012 Budget and Tax Levy and inform the Council about the specific effects to their property. This is the final opportunity to do so before the City Council certifies the final 2012 budget and Property Tax Levy on December 20, 2011.

Martens presented the following information:

	2008	2009	2010	2011	2012 <i>(Preliminary)</i>
<b>Revenues</b>	\$1,535,928	\$1,547,338	\$1,389,876	\$1,557,681	\$1,575,243
<b>Expenditures</b>	\$1,535,928	\$1,546,778	\$1,395,465	\$1,356,422	\$1,575,243
	2008	2009	2010	2011	2012 <i>(Preliminary)</i>
<b>GENERAL LEVY</b>	\$712,573	\$725,093	\$732,724	\$747,379	\$800,260

Debt	Levy Amount
2006 Public Works Bond	\$54,000 (paid off in 2027)
2007 City Hall Bond	\$156,000 (paid off in 2036)
2008 Equipment Certificate	\$29,250 (paid off in 2017)
2008 City Hall Bond	\$40,000 (paid off in 2027)
2008 Refunding Bond (Fire Hall, 2000 and 2002 Street Projects)	\$94,000 (paid off in 2012)
<b>TOTAL DEBT LEVY</b>	<b>\$373,250</b>

#### Tax Levy History

Levy	2008	2009	2010	2011	2012 Preliminary
General	\$712,573	\$725,093	\$732,724	\$747,379	\$800,260
Debt	\$298,800	\$357,050	\$356,250	\$370,250	\$373,250
<b>TOTAL</b>	<b>\$1,011,373</b>	<b>\$1,082,143</b>	<b>\$1,088,974</b>	<b>1,117,629</b>	<b>\$1,173,510</b>

Martens stated that McLeod County provided the City of Winsted with examples showing the effects of the preliminary levies set by the City of Winsted, McLeod County, and HLWW School District on homes of different residential homestead property values and presented the examples:

#### HOMESTEAD PROPERTY EXAMPLES

21.117.0050	2011	2012	Net Change	% Change
Taxable Market Value	116,300	71,900	-44,400	
	<b>(TMV prior to MVE) →</b>	<b>(100,100)</b>	(This equals the Market Value Exclusion of \$28,200) (Market Value decrease of \$16,200)	
Winsted City Tax	717.69	680.21	-37.48	-5%
WHLW School Tax	473.85	400.24	-73.61	-16%
County Tax	540.32	447.85	-92.47	-17%
	1,731.86	1,528.30	-203.56	-12%
21.105.0200	2011	2012	Net Change	% Change
Taxable Market Value	187,800	126,300	-61,500	
	<b>(TMV prior to MVE) →</b>	<b>(150,000)</b>	(This equals the Market Value Exclusion of \$23,700) (Market Value decrease of \$37,800)	
Winsted City Tax	1,264.70	1,194.86	-69.84	-6%
WHLW School Tax	808.27	664.88	-143.39	-18%
County Tax	953.25	787.27	-165.98	-17%
	3,026.22	2,647.01	-379.21	-13%
21.119.0020	2011	2012	Net Change	% Change
Taxable Market Value	233,500	178,700	-54,800	
	<b>(TMV prior to MVE) →</b>	<b>(198,100)</b>	(This equals the Market Value Exclusion of \$19,400) (Market Value decrease of \$35,400)	
Winsted City Tax	1,614.32	1,690.59	76.27	5%
WHLW School Tax	1,022.02	919.84	-102.18	-10%
County Tax	1,216.84	1,113.33	-103.51	-9%
	3,853.18	3,723.76	-129.42	-3%

Marv Vetsch, V's Grill, 220 Main Avenue West, addressed the City Council and stated that the property taxes for V's Grill have experienced a large increase. He stated that several downtown businesses have also seen a large increase and it is a burden on the businesses. Mr. Vetsch stated that it is making it difficult to maintain a business in the downtown area. He asked the City Council if they were willing to help by taking steps to decrease property taxes.

Council Member Ollig stated yes; but, because of the change in HMVC and other factors the burden has shifted to businesses and increased their property taxes.

Council Member Ollig stated that he will propose that the City of Winsted have a zero percent (0%) tax levy increase in 2012 to help decrease property taxes. He continued by stating that he would like to recommend that the City Council establish a Task Force consisting of Council members, City staff Department Heads, and some business owners to go through the City's entire 2012 Budget and identify areas to reduce the budget for the year 2013.

Council Member Ollig stated that he believes that the McLeod County Assessor's changes to market value of the commercial and industrial properties should have been done incrementally and not all at the same time. He continued by stating that it did not happen that way so now the City has to take whatever steps they can to decrease property taxes.

Mayor Stotko stated that it will be important to educate the public on what the impact of decreasing the City's budget and tax levy will be. He continued by stating that services will likely be reduced and certain operations in the City of Winsted will not be the same as they currently are.

Mr. Vetsch stated that they continually evaluate how they are conducting business and reduce spending where they can so they can continue to operate. Council Member Ollig thanked Mr. Vetsch, and his wife Brenda, for all they do for the community and stated that the City Council will do what they can to reduce taxes.

Council Member Quast stated that she agrees with Council Member Ollig that the City should take steps to help decrease the property taxes for downtown business owners.

**Council Member Ollig motioned that administration plan for a zero percent (0%) tax levy increase in 2012. Council Member Quast seconded. Motion carried 5-0.**

**Council Member Quast motioned to close the Public Hearing. Council Member Schulenberg seconded. Motion carried 5-0.**

**4) No Old Business.**

**5) New Business**

**a) Agreement to Accept Leachate – Waste Management**

Martens stated that the City of Winsted has been approached by Waste Management to enter into a contract to accept leachate from the Spruce Ridge Landfill. Martens continued by stating that leachate refers to the liquid material that drains through the landfill which contains elevated concentrations of undesirable materials derived from the material that it has passed through.

The agreement would allow Waste Management to deposit the leachate materials at the Winsted Waste Water Treatment Facility (WWTF) at a cost of \$0.015 per gallon. The agreement allows for the City of Winsted to have "the unconditional right, at any time, to refuse acceptance of any load or stop an unloading operation in progress at any time." Additionally, the agreement requires Waste Management to test the leachate four (4) times per year and to provide the City of Winsted with a copy of the results.

Martens stated that the request has been reviewed by People Service, Incorporated, the contracted operators of the City of Winsted's WWTF, and is recommended for approval as it

has been found that the addition of the leachate material would not negatively affect the WWTF's operations.

Martens stated that to date in 2011, Waste Management has averaged 8,000 gallons of leachate at the Spruce Ridge Landfill. The generation of leachate increases or decreases in scale with the amount of rain fall and snow melt. Leachate is hauled out of the landfill seven (7) days per week.

8,000 gallons x 365 days per year = 2,920,000 gallons annually

2,920,000 gallons x \$.015 cost per gallon = \$43,800 revenue generated

Martens stated that the revenue generated by accepting leachate from Waste Management would be directed into the Sewer Fund and help to offset the annual sewer rate increases needed to pay for phosphorous reduction.

Council Member Ollig asked Martens if the increased waste to the WWTF from the leachate will increase the cost to the chemicals that will be needed to treat it. Martens stated possibly. He continued by stating that the goal is to start this process and then do regular testing at the WWTF to determine what changes are happening due to the processing of the leachate. Martens stated that People Service, Incorporated believes that the cost to treat the leachate would not exceed that revenue the City of Winsted would be receiving from Waste Management.

Council Member Quast asked if there was another WWTF that is closer to Spruce Ridge Landfill that may be a better option for Waste Management's disposal of leachate.

Greg Revering, Waste Management District Manager of Operations at the Winsted Plant, addressed the City Council. He stated that other area facilities have different testing and/or permitting requirements that do not allow Waste Management to dispose of the leachate at their WWTF. The City of Winsted's WWTF does not have any requirements that would not allow them to dispose of the leachate.

Council Member Mochinski stated that the agreement indicates that Waste Management will test the leachate four (4) times a year and he wanted to know what they will be testing for.

Mr. Revering stated that he cannot answer that question. He continued by stating that there is another individual from Waste Management that is involved in the testing of the leachate. Mr. Revering indicated that it may be a requirement of our WWTF permit.

Council Member Mochinski asked Mr. Revering if he knows what chemical may be in the leachate that would require the testing. Mr. Revering stated that he does not and that there is someone else from Waste Management that has expertise on the leachate.

Martens stated that People Service, Incorporated asked that the testing requirements be in the agreement to determine if the disposal of the leachate is creating any changes to the WWTF over an extended period of time.

Council Member Mochinski stated that People Service, Incorporated must have some idea of what chemicals are in the leachate so with their recommendation to dispose of it at the City of Winsted's WWTF, this will not damage any of our equipment.

Martens stated that People Service, Incorporated does have some experience with leachate; but, he is uncertain if it is with the Spruce Ridge Landfill and every landfill may be different. He continued by stating that People Service, Incorporated does not believe that the disposal of the leachate will damage the equipment at the City's WWTF and our facility also has the capacity to handle the level of disposal that Waste Management is requesting.

Council Member Mochinski asked what timeframe would it take before People Service, Incorporated may notice that the leachate contains massive amounts of phosphorus and/or corrosive chemicals and it is damaging the WWTF's equipment.

Martens stated that the WWTF's permit currently requires regular testing. He continued by stating that the WWTF's new permit will require testing at least two (2) times per month. Martens stated that People Service, Incorporated will do a test before they receive the leachate from Waste Management and again after the first (1<sup>st</sup>) time they dispose leachate.

Council Member Mochinski asked if the agreement allows the City to discontinue the disposal of leachate at any time. Martens stated yes.

**Council Member Ollig motioned to approve an agreement between the City of Winsted and Waste Management to accept leachate at the Waste Water Treatment Facility. Council Member Schulenberg seconded. Motion carried 4-1. Quast abstained.**

**b) Winsted Volunteer Fire Department Officer Selection**

Martens stated that the Winsted Volunteer Fire Department (WVFD) Personnel Policy outlines the process for selecting the Fire Chief and Officers for the Department. In order to be qualified for the position of Fire Chief or an Officer of the Department, members must meet the minimum qualifications as specified in the position description for the position or be "grandfathered" in to the position prior to the implementation of the Personnel Policy adopted August 4, 2009.

Applications were due to the City of Winsted by October 30, 2011. Six (6) applications were received for six (6) positions. A selection committee was established to review the candidates per the Personnel Policy. The members were as follows:

Mayor of Winsted:	Steve Stotko
Council Member – Fire Department Liaison:	George Schulenberg
Retired Member of the WVFD:	Jim Condon
Most Senior Member of the WVFD:	Mike Laxen
Most Senior Member of the WVFD (5-10 years):	Gerald Heinen
Most Senior Member of the WVFD (previous officer):	Jim Koch
Winsted Police Chief:	Mike Henrich

Martens stated that the selection committee held an initial meeting on Thursday, October 27, 2011 to review the applications and held formal interviews on Monday, November 14, 2011. The committee found that the applicants met the requirements for the position in which they applied for and unanimously recommended to appoint the Fire Chief and Officer positions as presented. The candidates are currently serving on the WVFD in the same capacity as the recommended appointments.

Fire Chief:	Chad Engel
First (1 <sup>st</sup> ) Assistant Fire Chief:	Brian Langenfeld
Second (2 <sup>nd</sup> ) Assistant Fire Chief:	Jon Davidson
First (1 <sup>st</sup> ) Captain:	Tim Kosek
Second (2 <sup>nd</sup> ) Captain:	Brent Mickolichek
Ladder Captain:	Shaun Bush

Martens stated that appointments must be approved by the Winsted City Council by a majority vote.

Martens continued by stating that the Fire Department Officers receive pay for their duties at the annual rates listed below. No changes have been recommended for 2012.

Fire Chief	\$3,750.00
First (1 <sup>st</sup> ) Assistant Fire Chief	\$1,500.00
Second (2 <sup>nd</sup> ) Assistant Fire Chief	\$1,500.00
First (1 <sup>st</sup> ) Captain	\$1,125.00
Second (2 <sup>nd</sup> ) Captain	\$1,125.00
Ladder Captain	\$1,125.00

Mayor Stotko stated that the Fire Department's firefighters, especially the younger generation, who have come forward to take these leadership positions and continued in these positions for five (5) to six (6) years should be commended.

**Council Member Schulenberg motioned to appoint a Fire Chief and Officers to the Winsted Volunteer Fire Department from January 1, 2012 to December 31, 2013 as recommended by the selection committee. Council Member Mochinski seconded. Motion carried 5-0.**

**c) Resolution R-11-42 – Downtown Beautification Program Guidelines**

Martens stated that in the spring of 2010, the State of Minnesota modified the Tax Increment Statutes to provide temporary authority to stimulate construction. The law indicates that tax increments from an existing tax increment district, whenever the district was certified and not withstanding any law to the contrary, may be spent for the following purposes:

- a) To provide improvements, loans, interest rate subsidies or assistance in any form to private development consisting of the construction or substantial rehabilitation of buildings and ancillary facilities, if doing so will create or retain jobs in the state, including construction jobs, and construction commences before July 1, 2011, and would not commence before that date without the assistance; and
- b) To make an equity or similar investment in a corporation, partnership or limited liability company that the authority determines is necessary to make the construction of a development meeting the requirements of paragraph (a) above financially feasible.

Martens stated that the modified statutes allowed for the creation of the City of Winsted's Downtown Beautification Program which provides matching forgivable funds for exterior improvements in the downtown area. This program was set to expire December 31, 2011.

On May 31, 2011 this legislation was extended for an additional year by the adoption of House File number 1219 which changes the construction commencement requirement to July 1, 2012 and the funds expended deadline to December 31, 2012. Martens presented Resolution R-11-42 amending the program guidelines as shown below:

- 3.5 Construction must start by July 1, 2012, and program funds must be expended by December 31, 2012.

Martens stated that the funds in the amount of \$40,000 from Tax Increment Financing District Two through Six (2-6) were dedicated towards the Downtown Beautification Program. As of the date of this report, \$10,000 had been previously issued and a balance of \$30,000 remains to fund the program.

**Council Member Ollig motioned to adopt Resolution R-11-42 to amend paragraph 3.5 of the Downtown Beautification Program Guidelines to read "Construction must start by July 1, 2012, and program funds must be expended by December 31, 2012." Council Member Quast seconded. Motion carried 5-0.**

**d) Resolution R-11-43 – Downtown Beautification Program – 141 Main Avenue West**

Martens stated that the City of Winsted created the Downtown Beautification Program in order to stimulate private sector investment for the beautification of commercial structures located in the downtown area. Under the program's guidelines, a property may be eligible for grant funding of up to \$5,000 dollars in forgivable loan dollars for approved exterior improvements. Construction must commence by July 1, 2012 and program funds must be expended by December 31, 2012.

Martens stated that property owner; Will Steger, has submitted an application to the program for the purpose of making exterior improvements to his building located at 141 Main Avenue West in downtown Winsted. Mr. Steger is proposing to replace the current single pane windows on the front of his building with energy efficient insulated windows at a cost in excess of \$10,000. In addition, Mr. Steger will paint the trim around the windows a darker, more historical appealing color. Changes will be somewhat similar to that done by Doug Remer at 131 – 1<sup>st</sup> Street North.



The program guidelines provide for forgivable loans of up to \$5,000 for qualifying exterior improvements. The materials for Mr. Steger's project are estimated at \$12,500 and will result in the creation of construction jobs associated with the project.

Martens stated that staff believes that the proposed project meets the intent of the program created by the City, and therefore recommends approval of the attached resolution. A design review process is required and is provided for in the resolution. If the Council finds that it is appropriate to move forward, the next step would be for the City Attorney to draft a mortgage that would secure the forgivable loan under the terms of the program. As previously determined, funding for the forgivable loan would be provided from proceeds in Tax Increment Financing District Two through Six (2 – 6).

Martens stated that in the spring of 2010, the State of Minnesota modified the Tax Increment Statutes to provide temporary authority to stimulate construction. The law indicates that tax increments from an existing tax increment district, whenever the district was certified and not withstanding any law to the contrary, may be spent for the following purposes:

- a) To provide improvements, loans, interest rate subsidies or assistance in any form to private development consisting of the construction or substantial rehabilitation of buildings and ancillary facilities, if doing so will create or retain jobs in the state, including construction jobs, and construction commences before July 1, 2011, and would not commence before that date without the assistance; and
- b) To make an equity or similar investment in a corporation, partnership or limited liability company that the authority determines is necessary to make the construction of a development meeting the requirements of paragraph (a) above financially feasible.

Martens stated that on May 31, 2011 this legislation was extended for an additional year by the adoption of House File number 1219 which changes the construction commencement requirement to July 1, 2012 and the funds expended deadline to December 31, 2012.

Available funds in Tax Increment Financing District Two through Six (2-6) had not been dedicated for another use, so the amount of \$40,000 was dedicated towards the Downtown Beautification Program. As of the date of this report, \$10,000 had been previously issued and a balance of \$30,000 remains to fund the program. The approval of this application would utilize \$5,000 from these funds.

Will Steger addressed the City Council.

Council Member Quast complimented Mr. Steger on his proposed design for improvements.

Mayor Stotko asked Mr. Steger if he has any particular business that he is thinking of putting in the building. Mr. Steger stated that he has not had the opportunity to advertise the building yet. He asked the City Council to contact him if they would know of anyone who may be interested in renting the building.

Council Member Ollig stated that by completing the exterior improvements Mr. Steger is proposing and also improvements to make the building more energy efficient, it will be appealing to some business.

**Council Member Quast motioned to adopt Resolution R-11-43 authorizing a forgivable loan as provided for in the Spending Plan for Tax Increment Financing District Number Two through Six (2-6). Council Member Schulenberg seconded. Motion carried 5-0.**

## 6) Department Report

### a) Winsted Volunteer Fire Department

Chad Engel, Winsted Volunteer Fire Department (WVFD) Chief reported on the following:

- There are currently twenty-six (26) members on the Fire Department. Two (2) members are probationary; Brandon Dahl and Ryan Chatterton. Their probationary period ends in January, 2012.
- As of December 5<sup>th</sup>, 2011, the WVFD has responded to 209 calls. For the City of Winsted, 109 were emergency medical calls and thirty-eight (38) were emergency fire and other calls. This equals 1, 631 volunteer man hours and does not include time spent for training, meetings and fundraisers. At this time in December, 2010, the WVFD had responded to 165 emergency calls.
- Reviewed vehicle and equipment repairs.
- The purchase of the new rescue boat.
- Technology improvements in the meeting room at the Fire Department.
- Lighting retrofit for the apparatus bay.
- Items that the WVFD will be working on in 2012 include:
  1. Updates to WVFD policies.
  2. Implementing Standard Operating Procedures (SOP).
  3. Implementing a responsible Capital Improvement Plan (CIP).
- Reviewed training that will be completed by the firefighters in 2012.
- Reviewed Holiday safety tips for the general public.

Council Member Ollig congratulated Mr. Engel on being elected as Fire Chief.

Council Member Ollig asked Chief Engel if the WVFD has had to respond to some of the same institutions repeatedly for false alarms. Chief Engel stated yes. Chief Engel stated that false emergency fire calls to businesses have only been two (2) or three (3) times per year.

Mayor Stotko stated that a neighboring community has a Junior Firefighting Program and asked if the WVFD has ever considered this type of program. Chief Engel stated that the Fire Department has discussed it; but, it would take some extra time to put a program together. Mayor Stotko stated that he is asking because the City is trying to make an effort to involve the youth in the community and this type of program may be an opportunity to do that.

Chief Engel stated that the WVFD invites the Boy Scouts and Cub Scouts to the Fire Department for training and to familiarize them with the firefighting equipment.

**7) No Open Forum.**

**8) Announcements**

**a) Don C. Guggemos Community Service Awards – Application Deadline**

Martens stated that applications for the Don C. Guggemos Community Service Awards are due to City Hall by Friday, December 9, 2011. The application is available on the City of Winsted's website.

**b) Dan Wroge – People Service, Incorporated**

Mayor Stotko announced that Dan Wroge, People Service, Incorporated passed away. He was the manager at the City of Winsted's WWTF.

**9) Adjournment**

**Council Member Quast motioned to adjourn. Council Member Mochinski seconded. Motion carried 5-0.**

The meeting was adjourned at 7:00 p.m.

*Steve Stotko*

Steve Stotko  
Mayor  
City of Winsted

ATTEST:

*Deborah R. Boelter*

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