

City of Winsted  
City Council Meeting  
Council Chambers  
Tuesday, December 18, 2012  
6:00 p.m.

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

Staff Present: Brad Martens, City Administrator  
Deborah R. Boelter, City Clerk-Treasurer  
Michael Henrich, Chief of Police

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

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

**b) Special Presentation**

**Annual City Awards**

**1. City of Winsted – Employee of the Year 2012**

**a. Michael Henrich**

Mayor Stotko recognized Chief of Police Michael Henrich as the City of Winsted's year 2012 *Employee of the Year*.

**2. Don C. Guggemos, Senior Community Service Awards**

Mayor Stotko recognized the following individuals and organization for their service and commitment to the Winsted community and presented them with the *Don C. Guggemos, Senior Community Service Award*.

**a. Kimberly Condon – Youth**

**b. Jeffrey Campbell – Individual**

**c. Winsted Lake Watershed Association - Organization**

**2) Consent Agenda**

**Council Member Ollig motioned to adopt the Consent Agenda as presented. Council Member Quast seconded the motion. Motion carried 4-0.**

**a) Minutes – City Council – Regular Meeting – November 20, 2012**

Accepted the minutes of the City Council Regular Meeting of November 20, 2012.

**b) Minutes – October 8, 2012 Park Commission Meeting**

Accepted the minutes of the October 8, 2012 Park Commission meeting.

**c) Minutes – November 14, 2012 Planning Commission Meeting**

Accepted the minutes of the November 14, 2012 Planning Commission meeting.

**d) Winsted City Council Resignation – Dave Mochinski**

Accepted the resignation of Dave Mochinski from the Winsted City Council.

**e) Planning Commission Resignation – Dan Dickhausen**

Accepted the resignation of Dan Dickhausen from the Planning Commission, effective December 31, 2012.

**f) Solid Waste Hauler License Application – Randy’s Sanitation, Incorporated**

Approved a Solid Waste Hauler License for Randy’s Sanitation, Incorporated expiring December 31, 2013.

**g) Solid Waste Hauler License Application – Waste Management**

Approved a Solid Waste Hauler License for Waste Management expiring December 31, 2013.

**h) 4M Funds – Notification To Broker and Certification by Broker**

Authorized RBC Global Asset Management, Incorporated to invest the City of Winsted’s 4M Fund in those investments pursuant to Minnesota State Statutes for the year 2013.

**i) 4M Funds – Notification To Broker and Certification by Broker**

Authorized RBC Dain Rauscher to invest the City of Winsted’s 4M Fund in those investments pursuant to Minnesota State Statutes for the year 2013.

**j) Northland Securities, Incorporated – Notification To Broker and Certification by Broker**

Authorized Northland Securities, Incorporated to invest the City of Winsted’s funds in those investments pursuant to Minnesota State Statutes for the year 2013.

**k) Northland Securities, Incorporated – Notification To Broker and Certification by Broker**

Authorized Northland Securities, Incorporated to invest the City of Winsted Economic Development Authority’s (EDA) funds in those investments pursuant to Minnesota State Statutes for the year 2013.

**l) Resolution R-12-38 – Gambling Contribution – Holy Trinity**

Adopted Resolution R-12-38 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.

**m) City Hall Closed – December 31, 2012**

Authorized the closing of City Hall on Monday, December 31, 2012.

**n) Winsted Volunteer Fire Department Resignation – Brandon Dahl**

Accepted the resignation of Brandon Dahl from the Winsted Volunteer Fire Department.

**o) November, 2012 Financial Report**

Approved the November, 2012 Financial Report.

**p) November, 2012 Building Permit Report**

Approved the November, 2012 Building Permit Report.

**q) Claims**

Approved the Claims List for December 18, 2012.

Mayor Stotko read a statement regarding how the vacancy of the City Council position from Dave Mochinski's resignation would be filled by City Council appointment. The statement included instructions for interested individuals to submit a letter of interest to City Hall by 12:00 noon on Monday, January 7, 2013.

### 3) **Public Hearings**

#### a) **Ordinance O-12-13 – Fiscal Year 2013 Fee Schedule**

Mr. Martens stated that each year the City Council adopts a Fee Schedule Ordinance to set the fees charged by the City of Winsted. The Fee Schedule represents fees that are not explicitly set by other ordinances or resolutions.

Martens stated that there are multiple changes to the 2013 Fee Schedule in comparison with the 2012 Fee Schedule to include:

- **Ordinance Amendment** - \$300; new fee established for allowing an Ordinance amendment initiated by an outside source.
- **Comprehensive Plan Amendment** - \$500; new fee established for allowing a Comprehensive Plan amendment initiated by an outside source.
- **Alternative Energy Permit** - \$30; new fee established for new Ordinance.
- **External Solid Fuel-fired Heating Device Permit** - \$30; new fee established for new Ordinance.
- **One (1) to Four (4) Day Temporary On-Sale Liquor License** - \$75 per day; increase from \$50 per day.
- **Caterer Permit** - \$75 per day, \$300 per year; fee established for new Ordinance.
- **Televised Inspection** - \$200 per hour; increase from \$100 per hour.
- **Hourly Maintenance** - \$50 per hour; increase from \$40 per hour.
- **Water Rate (Per Thousand)** - \$3.12; two percent (2%) increase from \$3.06.
- **Water Minimum (Per Month)** - \$5.64; two percent (2%) increase from 5.53.
- **Sewer Rate (Per Thousand)** - \$7.81; eight percent (8%) increase from \$7.23.
- **Sewer Minimum (Per Month)** - \$6.18; eight percent (8%) increase from \$5.72.

Martens explained that the City's auditors have recommended annual increases to the water and sewer rates to prepare for future costs. In the past, both water and sewer rates typically were increased by five percent (5%) annually. The percentages for 2013 were changed to increase the sewer fund to better prepare for future costs.

- **Many Police Items Added to the Fee Schedule Ordinance**; no changes in amounts.
- **Preliminary Breath Testing** - \$20/week; fee established for week.
- **Civil Standby** - \$60/hour; changed from Officer Overtime Rate.
- **Fuel Fee Per Gallon (Airport)** - \$0.60; increase from \$0.50.
- **Late Payment Fee (Airport)** - \$10/month; fee established for late payment.
- **Scanned Document** - \$0.25 per page; fee established.
- **Park Capital Improvement Fee** - \$1.50/month per property; established for park improvements.
- **Peddler's Permit/Solicitor/Transient Merchants (Day)** - \$15; increased from \$7.50.
- **Peddler's Permit/Solicitor/Transient Merchants (Week)** - \$40; increased from \$25.
- **Background Investigation Fee** - \$10; increased from \$5.
- **Solid Waste Hauler License** - \$150; added to fee schedule.
- **License to Operate Body Art Establishment** - \$250; established for existing Ordinance.

Mr. Martens stated that the most significant change is the Park Capital Improvement Fee which would provide funds for future park improvements including playground equipment. One specific use of the funds in 2013 could be to build a permanent ice rink.

Martens stated that currently there is a \$1.50 monthly fee on utility bills for waste removal billing administration. This fee will be removed when Waste Management takes over the billing for waste removal. Martens continued by stating that the City has received requests for park improvements, including a permanent ice rink; however, funds do not exist for these improvements. Establishing a \$1.50 monthly fee for park improvements will acquire funds needed for park improvements.

Mayor Stotko asked for public comment regarding the proposed fee schedule. No public comments were received.

**Council Member Ollig motioned to close the Public Hearing. Council Member Schulenberg seconded the motion. Motion carried 4-0.**

**Council Member Ollig motioned to approve Ordinance O-12-13 establishing the City of Winsted fiscal year 2013 Fee Schedule. Council Member Quast seconded the motion. Motion carried 4-0.**

4) **No Old Business.**

5) **New Business**

a) **2013 Levy – Resolution R-12-39**

Mr. Martens stated that on or before five (5) working days after December 20th, the City Council must set the tax levy for the next year and send a certified copy to the County Auditor. 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.

Martens continued by stating that beginning in May and continuing through August, the City Council and staff reviewed draft budgets and levy totals and drafted a budget for 2013. The City Council set the 2013 preliminary levy at \$1,117,629 which was the same levy amount as 2012, or a zero percent (0%) increase. In mid-November, McLeod County prepared and mailed parcel specific property tax notifications to property owners showing the result of the preliminary levy for the City of Winsted, along with adjustments to levies from McLeod County and the Howard Lake-Waverly-Winsted (HLWW) School District. In general, it was found that the majority of home owners and businesses would have slightly lower taxes in 2013 than in 2012.

Mr. Martens stated that the City of Winsted held its Truth-in-Taxation hearing on December 4, 2012. At the hearing, the City Council directed staff to decrease the 2013 levy by \$14,197 or 1.27% to \$1,103,432 in order to further reduce the City of Winsted Tax Rate.

Martens stated that the City Council has consistently approved a very stable property tax levy over time. The proposed 2013 levy is 1.3% higher than the levy from 2010. The result of this change will reduce the City of Winsted's tax rate to 87.050% which is a 1.496% Tax Rate reduction from 2012.

Mr. Martens presented a chart showing some history as follows:

Levy	Final 2010	Final 2011	Final 2012	Preliminary 2013	Proposed 2013
General	\$732,724	\$747,379	\$744,379	\$791,379	\$777,182
Debt	\$356,250	\$370,250	\$373,250	\$326,250	\$326,250
Total	\$1,088,974	1,117,629	\$1,117,629	\$1,117,629	\$1,103,432

Mayor Stotko asked for questions or comments regarding the proposed levy. No comments were received.

**Council Member Quast motioned to adopt Resolution R-12-39 certifying the 2013 Tax Levy in the amount of \$1,103,432. Council Member Schulenberg seconded the motion. Motion carried 4-0.**

**b) 2013 Compensation Plan**

Mr. Martens stated that over the course of year 2013, the City of Winsted has reviewed the compensation of City staff and has made recommendations for changes. The proposed 2013 Compensation Plan has been provided for review and includes the following changes from 2012:

- A one-percent (1%) Cost of Living Adjustment (COLA) is applied to all full-time positions as well as Jim Lammers, part-time Police Officer.
- A decrease in the maximum salary of the Maintenance Worker position from \$21.71/hour to \$20.24/hour.
- The position of Maintenance Lead has been eliminated.
- The Position of Maintenance Supervisor has been established.

Mr. Martens noted that the City Council has frozen employee pay steps for experience for 2013; no steps will be authorized. Martens also noted that the proposed plan has been factored into the proposed 2013 budget.

**Council Member Schulenberg motioned to approve the 2013 City of Winsted Compensation Plan. Council Member Ollig seconded the motion. Motion carried 4-0.**

**c) 2013 Budget – Resolution R-12-40**

Mr. Martens stated that each year the City Council approves a budget for the City of Winsted to meet the goals and objectives of the City. In consideration of those goals are external conditions such as state aid and tax law changes, and internal conditions such as the property tax levy. Staff has worked to present a recommended budget for 2013 that is believed to best balance the goals of the City of Winsted with current external and internal budget conditions.

Martens stated that there are many changes from the adopted 2012 budget. Significant items are as follows:

- Reduction in City Council compensation
- One percent (1%) Cost of Living Adjustment for full-time staff and Jim Lammers, part-time Police Officer
- Reduction in contribution towards employee health insurance
- Decrease in engineering and legal budgets
- Increase in training for City Administrator
- Increase in Capital Improvement Plan transfer to help fund future street improvements
- Increase to fund transition plan for the Police Department
- Decrease in street seal coating per schedule
- Two percent increase (2%) in water rates
- Eight percent increase (8%) in sewer rates
- Increase in People Service contract due to new permit requirements

Mr. Martens stated that the 2013 budget includes budgets for the General, Water, Sewer, Airport, Fire, Cable, Bond, and all other miscellaneous funds of the City of Winsted. The proposed 2013

budget includes a reduced tax levy compared to 2012 which will reduce the City of Winsted tax rate.

**Council Member Ollig motioned to adopt Resolution R-12-40 approving the 2013 budget. Council Member Schulenberg seconded the motion. Motion carried 4-0.**

**d) Airport Consultant Request for Qualifications – Resolution R-12-41**

Mr. Martens stated that the Federal Aviation Administration (FAA) requires airports receiving federal funding to go through a Request for Qualifications (RFQ) process every five (5) years for airport consultant services. The City of Winsted's Municipal Airport does receive federal funds and is required to complete this process by February, 2013.

Martens stated that the selection of an airport consultant must be related to the experience and ability of the firm to assist the airport with its five (5) year Capital Improvement Plan. Hourly rates and other costs must be negotiated after a firm has been selected through the RFQ process.

Mr. Martens requested that the City Council approve a resolution directing staff to solicit for request for qualifications and appointing Mayor Steve Stotko, Brad Martens, and Dave Meyer to the Selection Committee.

Martens stated that the RFQ would be published in the League of Minnesota Cities Marketplace at no cost to the City of Winsted since the City is a member of that organization.

**Council Member Quast motioned to adopt Resolution R-12-41 approving the airport consultant request for qualifications and consultant selection committee. Council Member Schulenberg seconded the motion. Motion carried 4-0.**

**e) Commercial Operation Agreement – Westside Skydivers**

Mayor Stotko stated that Mr. Martens will present an update on negotiations between the City of Winsted and Joe Johnson for the use of the Winsted Municipal Airport for Skydiving operations. He continued by stating that individuals that would like to comment on the Commercial Operation Agreement may do so during the Open Forum.

Mr. Martens stated that the existing Drop Zone Agreement between the City of Winsted and Mr. Johnson expires December 31, 2012. Over the last several months, staff, Council Member Mochinski, and Mr. Johnson have met multiple times to discuss the future of skydiving operations out of the Winsted Municipal Airport.

Martens stated that the City would prefer a long term solution in which Mr. Johnson would purchase or build a facility for his operations as the current hangar leased by Mr. Johnson does not adequately accommodate the size of his operation. Although Mr. Johnson has attempted to pursue a few options, none have come forward as feasible at this time. As no other options are available to Mr. Johnson, he is requesting that the City approve an additional agreement for 2013 for his operations to continue from the Winsted Municipal Airport from his existing hangar location.

Martens stated that over the past two (2) years, issues have arisen from the operation of the skydiving business including turf damage, hours of operation, storage of equipment on airport property, aircraft noise, additional staff time required by the operation, and the use of the Arrival/Departure (A/D) building by Westside Skydiver's customers. In addition, the initial agreement was terminated by the City Council due to violations of the terms. A new agreement was signed on August 27, 2012 which outlined new terms agreed upon by both parties.

Mr. Martens stated that staff presented a proposed agreement at the December 4, 2012 Work Session in which a representative from Westside Skydivers was present on behalf of Mr. Johnson. The City Council directed staff to continue with negotiations with Mr. Johnson based upon the conversation at that meeting. Staff has continued to work toward a new agreement for 2013; however, at this time Mr. Johnson is unwilling to sign the agreement due to the following items:

- 1) Mr. Johnson feels that the fees requested by the City are unreasonable. Mr. Johnson further stated that the City needs to charge fees according to the same formula for all commercial operators.

Staff does agree that the City should charge fees for commercial operators consistently and has worked to draft a Resolution describing how fees are charged. The effect of applying the fees described in the proposed Resolution for Mr. Johnson's business would result in \$8,846.75 in Commercial Operator Fees. An additional \$1,552.00 would be required to lease the 7.76 acre drop zone at \$200.00 per acre. Total annual fees proposed are \$10,398.75. Staff believes these fees to be very reasonable.

- 2) Mr. Johnson disagrees with having language for suspension and termination due to violations of the agreement.

Staff strongly recommends maintaining language in the agreement for suspension/termination.

- 3) Mr. Johnson disagrees with the proposed hours of operation from sunrise to sunset. Mr. Johnson wants night jumps allowed.

Staff strongly recommends maintaining sunrise to sunset hours in the agreement.

- 4) Mr. Johnson disagrees with holding him responsible for damage of airport property by his employees or customers.

Staff recommends maintaining that Mr. Johnson is responsible for damage by his employees and customers.

- 5) Mr. Johnson disagrees with having the agreement in his name and would like the agreement to be between the City of Winsted and Westside Skydivers LLC.

Staff does not have an opinion on changing the agreement to be between the City of Winsted and Westside Skydivers LLC. If other terms are agreeable, Mr. Martens would then ask the City Attorney for an opinion but until then, it is unworthy of using City Attorney time as Mr. Johnson finds other terms unacceptable.

- 6) Mr. Johnson disagrees with language preventing his customers from using the Arrival/Departure Building facilities.

Staff has confirmed with the Federal Aviation Administration (FAA) that use of the Arrival/Departure Building facilities by a commercial operator is not allowed.

Mr. Martens stated that the City incurs direct costs from the operation of Westside Skydivers out of the Winsted Municipal Airport. In 2012, fees incurred were greater than revenue received from the business to lease the drop zone. Any agreement approved must at minimum cover the direct costs incurred by the City.

Mr. Martens stated that the City Council may wish to adopt the proposed Resolution setting Winsted Municipal Airport Commercial Operator Fees. Adopting this Resolution would set a fair and consistent procedure for charging all commercial operators doing business out of the airport.

Mr. Martens read the proposed resolution for Commercial Operator Fees, Resolution R-12-42.

Mr. Martens displayed a table showing fees for Mr. Johnson's business based on the proposed resolution for Commercial Operator Fees.

	Hours	Rate	Description
\$2,900.00	58	\$50	Public Works Staff Time
\$3,500.00	70	\$50	City Administrator Staff Time
\$962.50	7.7	\$125	City Attorney Time
\$0.00	0	\$60	City Engineer Time
\$680.00	34	\$20	Janitorial (additional cleaning due to use of A/D building)
\$0.00			

\$8,042.50	Administrative Costs
\$804.25	10% Surcharge for Overhead costs
<b>\$8,846.75</b>	<b>Total Commercial Operator Fees</b>

Council Member Ollig stated that he was disappointed that some type of agreement could not be reached; however, this is Winsted's Municipal Airport and the City presents a contract. If Mr. Johnson chooses not to agree with it, that is his decision.

Council Member Quast asked what happens if an agreement is not in place and this is the last meeting of the year. Mr. Martens responded that if no agreement exists, the drop zone cannot be used.

Council Member Ollig stated that the proposed fee schedule is based on costs incurred and so he does not take issue with what is proposed or the agreement.

Council Members Quast and Schulenberg agreed with Council Member Ollig.

Mayor Stotko asked how the proposed resolution would affect the two (2) other businesses at the Airport. Mr. Martens stated that Darrin Mason operates a flight instruction business and Rod Ibis has approval from the City to operate a dealership out of the airport. These businesses are currently charged \$200 and would be charged the same rate with the new resolution.

No action was taken by the City Council.

#### d) **Server Improvements**

Mr. Martens stated that the City of Winsted server is in need of improvements and enhanced capacity for data storage. Martens continued by stating that Steve Williams, who provides Information Technology (IT) support for the City, has proposed improvements through hardware and software purchases quoted at \$7,998.79; however, due to continually changing pricing it is requested the Council approve a purchase not to exceed \$9,000.

Mr. Martens stated that improvements to the server will be funded out of the City's Cable Fund. Martens stated that the improvements were originally estimated to be \$13,000 in early 2012.

Mayor Stotko asked if the City had spoke with McLeod County to see if they would be interested in sharing resources. Mr. Martens stated that he had discussed the subject with McLeod County because they share information technology with the Winsted Police Department; however, McLeod County is going through some staffing changes and waiting for the County will not work because the server needs improvements.

**Council Member Ollig motioned to approve the purchase of hardware and software necessary for server improvements in an amount not to exceed \$9,000. Council Member Quast seconded the motion. Motion carried 4-0.**

#### 6) **Department Report**



**a) Winsted Police Department**

Chief Mike Henrich, Winsted Police Department, reported on the following:

- Purchase of the new Sport Utility Vehicle (SUV) for the department.
- Winter Parking – enforcement has started.
- Officer Heldt attended and passed a week long Leadership Course.
- Assisted someone in cardiac arrest at St. Mary's where a defibrillator was used and the individual was revived.
- 800 megahertz radio system is in operation, producing a positive change and improved system.
- Drug Abuse Resistance Education (D.A.R.E.) – will not be taught in 2013 at Holy Trinity. In 2012, both grades 5 and 6 were taught, so D.A.R.E will be taught again in 2014.
- Part time Police Officer Krystal Fosdick completed Field Officer Training (F.T.O.)
- Update on the Winsted Farmer's Elevator.

Council Member Ollig asked how many hours Chief Henrich spent on the Elevator Investigation. Henrich stated approximately 100 hours.

Mayor Stotko thanked the Winsted Police Department for the emergency calls they handled in 2012. The Department responds quickly and does a fantastic job.

Chief Henrich credited the Winsted Fire Department and stated that the Police Department has a good partnering relationship with the Fire Department.

Mayor Stotko congratulated the Police Department for having two (2) officers that have completed five (5) years of service with the Department.

**7) No Organization Report.**

**8) Open Forum**

Mayor Stotko stated that individuals must come to the podium to comment and state their name and address. Mayor Stotko requested individuals to only comment on an issue if their concern has not already been expressed. Mayor Stotko stated that a statement of slander against a person will not be allowed.

Glenn Weibel, 540 – 1<sup>st</sup> Street North, addressed the City Council. He stated that he hopes that his comments do not affect the City Council's decision of him being appointed to the Winsted Airport Commission, since he is again hoping to become a member of this Commission.

Mr. Weibel stated that he is aware of the contract negotiations and the fees that are being proposed with Mr. Johnson for the Westside Skydivers business. He stated that he has suggested to the City Administrator that an alternative method of determining fees should be used based on a percentage of the sales of the commercial business.

Mr. Weibel stated his concerns about safety and traffic patterns when Westside Skydiving is operating, about problems that will occur if Mr. Johnson acquires property in Winsted Township for his business and obtains a "through the fence" agreement with the City, and stated that the Winsted City Council has an obligation to protect the investments of the citizens of Winsted.

Jeff Hanson, of Winsted Township on County Road 5 and 230 Street, explained that his property is one (1) mile from the west end of the runway. Mr. Hanson stated that he has enjoyed watching the airplanes flying into and taking off from the airport; however, now that the Skydiving business operates there, planes fly continually from sunrise to sunset, seven days a week, disturbing the peace of the country setting.

Mr. Hanson shared his concerns regarding how low the airplanes fly near his property.

Jerry Gray, of Winsted Township, 21726 County Road 9, stated that he supports Westside Skydivers and enjoys watching the activity from his property. He stated that he is a pilot and flies into Winsted Airport often and does not have any problems from Westside Skydivers when he flies in. Mr. Gray stated that he is familiar with "through the fence" access to airports, he is familiar with aircraft traffic, and stated again that he offers support for Westside Skydivers.

Loren Kieser, 23644 Cable Avenue, Winsted, stated that he has talked with Mr. Johnson twice about flying over his cattle operation and Mr. Johnson will not respect his concerns. He stated that the airplane from Westside Skydivers only flies about twenty (20) feet above his fifty (50) foot silo. Mr. Kieser stated that he is also concerned about parachutes and jumpers landing on his property, and not landing in the drop zone. When he talks to Mr. Johnson about this, Mr. Johnson disregards him and walks away.

Mr. Kieser asked who enforced the agreement terms that were in place with Mr. Johnson. Council Member Ollig stated that a citizen brought a complaint to the City that caused the initial agreement with Mr. Johnson to be terminated in August, 2012.

Mr. Martens stated that the proposed agreement states that any complaint would have to be filed by written notice. Once received, the City Council has discretion on how the complaint is handled for violations that the City can address within the contract. Any other violations would be addressed by the FAA or through a civil matter between two (2) parties.

Mr. Kieser stated that he has pictures of skydivers landing on his property and of how Westside Skydivers fly and stated that some of that information was sent to the FAA.

Council Member Schulenberg stated that the City Council appreciates when citizens come forward with information that is documented with dates, times and pictures so that the Council can act according to the terms in the current contract.

Mike Laxen, 24565 Dairy Avenue shared his concerns about experienced Westside Skydivers landing in his grain field, and not landing in the drop zone.

Mr. Kieser suggested that there should be a fine for every time a skydiver misses the drop zone. Council Member Ollig stated that the City cannot regulate that.

Mayor Stotko asked Mr. Martens to clarify the fees and fines in the proposed agreement.

Mr. Martens stated that the fees within the agreement are charging for use of the landing zone and within the resolution that is proposed, direct charges that would be applied to all commercial operators that use the Airport.

Mr. Weibel stated that he has met with the townships and did inform them that there is an Airport Zoning process that needs to be completed, that will affect some of Winsted Township if Mr. Johnson purchases land within the Township.

Joe Johnson, 33378 – 230<sup>th</sup> Street, stated that the City and he are very close to an agreement and just have to work through some minor details. Mr. Johnson stated that he tries to appease the property owners in the area, on the concerns they discuss with him. He stated that he tries to adjust the traffic pattern but also has to follow a certain pattern. He stated that he has not had any FAA violations.

Mr. Hanson stated that he watches airplanes fly and sees other pilots having to adjust their flight pattern because of where the Westside Skydivers pilots are flying to avoid them.

Council Member Quast asked Mr. Johnson how difficult it was for experienced pilots to have the skydivers land in the drop zone. Mr. Johnson stated that is it difficult on occasion depending on wind predictions. He apologized for the times that this occurs and stated that the pilots do their best to avoid this happening, but it does happen.

Mayor Stotko thanked everyone for attending.

## **9) Announcements**

### **a) Mr. Martens – 2012 Accomplishments**

Mr. Martens reviewed some of the City's 2012 accomplishments as follows:

- 2011 Audit completed

- Wastewater Treatment Facility (WWTF) improvements to comply with the Minnesota Pollution Control Agency (MPCA)
- Updated Building Permit Fee Schedule
- New five (5) year agreement with People Service
- Updated the liquor ordinance adding a caterer permit
- Managed the Kingsley drainage issue
- Sided the well houses
- New Safety Program to comply with Occupation Safety and Health Administration (OSHA)
- Decertified Tax Increment Financing (TIF) District #6
- New Commission Ordinance
- Updated Mayor and Council Salary Ordinance
- Updated Rental Housing Ordinance
- New Ordinances for Alternative Energy systems and Solid Fuel-Fired Heating Devices.
- Approved a three (3) year Lawn Service Agreement
- Updated night call book
- Approved Franchise Fees to help fund budget
- Slurry Seal at Airport
- Completion of A/D Building at Airport
- New Waste Removal Ordinance allowing multiple haulers and a three (3) year agreement with Waste Management
- Crack filling and seal coating of streets
- Dedicated the A/D building to Mr. Russ Paschke
- Approved a new five (5) year Capital Improvement Plan (CIP) for the airport
- Ms. Krystal Fosdick was hired as a part-time Police Officer
- Facilitated process for the new Casey's store and Millerbernd Manufacturing addition
- Emergency Medical Services (EMS) drill – Winstock
- Abated nuisance at 171 McLeod Avenue West
- Purchased new squad vehicle
- Winsted Night Out - helicopter
- 125th Anniversary of Winsted
- Luce Line State Trail
- New park signs
- Held a Primary and General Election
- Installation of 800 Megahertz (MHZ)
- Downtown Vibrancy Task Force
- Westgate Improvement Project
- Refinanced Bonds saving \$860,797.33 over the term of the bonds

Mayor Stotko requested that these items be posted on the City's website.

## 10) Adjournment

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

The meeting was adjourned at 7:12 p.m.

*Steve Stotko*

Steve Stotko

Mayor

City of Winsted

ATTEST:

*Raquel Kirchoff*

Raquel Kirchoff, MCMC

Administrative Assistant

City of Winsted