



**CITY COUNCIL – MEETING AGENDA**  
**December 18, 2018 – 6:00 P.M.**  
**City Council Chambers – Winsted City Hall**

*Mission Statement*

*“The City of Winsted will provide services and resources for its citizens and businesses that promote opportunities for a high quality of life, while sustaining a hometown atmosphere.”*

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**1) MAYOR CALL THE MEETING TO ORDER**

**a) Pledge of Allegiance\***

**b) Special Recognition – Key to the City\***

*Council Member George Schulenberg*

**2) CONSENT AGENDA**

*Items listed below are considered routine and non-controversial by the City. There will be no separate discussion of these items unless requested by a Council Member, staff or citizen. If removed, the item will be discussed at the end of the regular agenda.*

**a) Approval of Minutes**

Approve the minutes of the following:

- City Council Work Session – October 2, 2018
- City Council Regular Meeting – October 2, 2018
- Park Commission Meeting – August 13, 2018
- Planning Commission Meeting – August 13, 2018

**b) Body-Worn Camera Policy – Winsted Police Department**

Adopt a Body-Worn Camera Policy for the Winsted Police Department, with an effective date of December 19, 2018.

**c) Policy Amendments – Winsted Police Department Manual**

Adopt the amended Winsted Police Department Manual, with an effective date of December 19, 2018.

**d) Resolution R-18-40 – McLeod County Emergency Operations Plan**

Adopt Resolution R-18-40, supporting the county-wide all-hazard Emergency Operations Plan development effort, adopting the County-wide Emergency Operations Plan as the Emergency Operations Plan for the City of Winsted, and requesting that McLeod County Emergency Management coordinate all-hazard Emergency Operations Plan development and maintenance efforts for the City in the future.

- e) Resolution R-18-41 – Gambling Contribution – Holy Trinity**  
Adopt Resolution R-18-41 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.
- f) Resolution R-18-42 – Winsted Volunteer Fire Department Relief Association – Gambling Contribution**  
Adopt Resolution R-18-42 to accept a contribution from gambling proceeds from the Winsted Volunteer Fire Department Relief Association in the amount of \$15,000 to be dedicated toward the Winsted Volunteer Fire Department’s Capital Improvement Plan.
- g) 4M Funds – Notification to Broker and Certification by Broker**  
Authorize PMA Financial/Securities and 4M Fund to invest the City of Winsted’s 4M Fund in those investments pursuant to Minnesota State Statutes for the year 2019.
- h) 4M Funds – Notification to Broker and Certification by Broker**  
Authorize RBC Wealth Management to invest the City of Winsted’s 4M Fund in those investments pursuant to Minnesota State Statutes for the year 2019.
- i) Northland Securities, Incorporated – Notification to Broker and Certification by Broker**  
Authorize Northland Securities, Incorporated to invest the City of Winsted’s funds in those investments pursuant to Minnesota State Statutes for the year 2019.
- j) Solid Waste Hauler License Application – Mumford Sanitation**  
Approve a Solid Waste Hauler License for Mumford Sanitation expiring December 31, 2019.
- k) Solid Waste Hauler License Application – Randy’s Sanitation, Incorporated**  
Approve a Solid Waste Hauler License for Randy’s Sanitation, Incorporated expiring December 31, 2019.
- l) Solid Waste Hauler License Application – Waste Management**  
Approve a Solid Waste Hauler License for Waste Management expiring December 31, 2019.
- m) Schedule a City Council Goal Setting Session – Wednesday, January 16, 2019\***  
Schedule a City Council Goal Setting Session for Wednesday, January 16, 2019 at 9:00 a.m. in the Vollmer Room at Winsted City Hall.
- n) Schedule a Special City Council Work Session – Monday, January 28, 2019\***  
Schedule a Special City Council Work Session for Monday, January 28, 2019 at 7:00 p.m. in the Vollmer Room at Winsted City Hall to discuss the draft Strategic Operations Plan for the Winsted Volunteer Fire Department.
- o) Full-Time Police Officer – Mr. Andrew Traeger\***  
Approve a conditional offer of employment and authorize the City Administrator to execute an employment agreement with Mr. Andrew Traeger for the position of Full-Time Police Officer with the Winsted Police Department, contingent upon passing a criminal background check, psychological examination and a drug and alcohol test.

**p) Appointment – Winsted Volunteer Fire Department\***

Appoint Mr. Tyler Nelson to the position of Volunteer Firefighter with the Winsted Volunteer Fire Department, contingent upon passing a criminal background check and a drug and alcohol test.

**q) Appointment – Winsted Volunteer Fire Department\***

Appoint Mr. James Nelson to the position of Volunteer Firefighter with the Winsted Volunteer Fire Department, contingent upon passing a criminal background check and a drug and alcohol test.

**r) 2019 Compensation Plan\***

Adopt the Recommended 2019 Compensation Plan.

**s) Salary Step Increases\***

Authorize the City Administrator to approve a salary step increase for individual employees, effective January 1, 2019, contingent upon a successful performance review for the year ending December 31, 2018.

**t) Security Bank & Trust Company – Pledged Securities**

Approve the Pledged Securities that Security Bank & Trust Company has purchased for the City of Winsted for the month of November, 2018.

**u) Building Permit Report – November, 2018**

Approve the Building Permit Report for the month of November, 2018.

**v) Financial Report – October, 2018**

Approve the financial report for the month of October, 2018.

**w) Claims**

Approve the claims list for December 18, 2018.

**3) PUBLIC HEARINGS**

**4) OLD BUSINESS**

**5) NEW BUSINESS**

**a) LED Streetlight Conversions – CR Electric, Incorporated**

Consider a motion to authorize the City Administrator to execute quotes from CR Electric, Incorporated to furnish materials and labor for the conversion of certain city-owned streetlights to energy-efficient LED fixtures in the areas of South Shore Drive, Winsted Lake Promenade and Winsted City Hall for an amount not to exceed \$2,713.00 and authorize CR Electric to communicate with Xcel Energy to obtain rebates for the conversions.

**b) Recommended 2019 Final Property Tax Levy – Resolution R-18-43**

Consider a motion to adopt Resolution No. R-18-43 certifying the Final 2019 General Property Tax Levy of \$1,043,089 and a Final 2019 Debt Service Levy of \$319,800 for a total Final Property Tax Levy of \$1,362,889.

**c) Recommended 2019 Budget Adoption – Resolution R-18-44**

Consider a motion to adopt Resolution No. R-18-44 adopting the Recommended 2019 Budget for the City of Winsted, Minnesota.

**6) ORGANIZATION REPORT**

**a) St. Mary’s Care Center\***

**7) OPEN FORUM**

*Open Forum provides residents with the opportunity to address an issue that is not on the agenda with the City Council. The City Council will not take official action on items discussed during Open Forum, except to refer items to staff for future report or follow through. If you wish to address the City Council please state your name, address and topic that you wish to discuss. Speakers will be limited to five (5) minutes to discuss an issue and the Mayor will limit discussion on any one topic to ten (10) minutes.*

**8) CITY ADMINISTRATOR UPDATE AND ANNOUNCEMENTS\***

**9) ADJOURN**

**\* Denotes no supporting information included in the packet.**

**Winsted City Hall**

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