

City of Winsted  
City Council Meeting  
Council Chambers  
Tuesday, December 19, 2017  
6:00 p.m.

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

Staff Present: Mr. Dan Tienter, City Administrator  
Ms. Raquel Kirchoff, City Clerk-Treasurer  
Mr. Justin Heldt, Winsted Police Department Chief  
Mr. Tyler Bruns, 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 – November 1, 2017  
Planning Commission Meeting – November 13, 2017

**b) Appointments – Winsted Volunteer Fire Department Officers**

Appointed the following Winsted Volunteer Fire Department Officers with a term beginning January 1, 2018 and expiring on the date specified.

▪ Fire Chief:	Brian Langenfeld	Term expires December 31, 2019
▪ Chief 2:	Jonathan Davidson	Term expires December 31, 2018
▪ Chief 3:	Troy Scherping	Term expires December 31, 2019
▪ Captain 1:	Todd Koch	Term expires December 31, 2018
▪ Captain 2:	Ryan Chatterton	Term expires December 31, 2019
▪ Captain 3:	Kyle Thompson	Term expires December 31, 2018

**c) Memorandum of Understanding – Winsted Volunteer Fire Department Relief Association**

Authorized the City Administrator to execute a Memorandum of Understanding between the Winsted Volunteer Fire Department Relief Association and the City of Winsted.

**d) Resolution R-17-51 – Re-Assessment Certification of Tax Forfeited Properties**

Adopted Resolution R-17-51, re-certifying outstanding special assessments to certain Winsted properties.

**e) 4M Funds – Notification to Broker and Certification by Broker\***

Authorized PMA Financial/Securities & 4M Fund to invest the City of Winsted's 4M Fund in those investments pursuant to Minnesota State Statutes for the year 2018.

**f) 4M Funds – Notification to Broker and Certification by Broker\***

Authorized RBC Wealth Management to invest the City of Winsted's 4M Fund in those investments pursuant to Minnesota State Statutes for the year 2018.

**g) 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 2018.

**h) 2018 Compensation Plan**

Adopted the Recommended 2018 Compensation Plan.

**i) Salary Step Increases**

Authorized the City Administrator to approve a salary step increase for individual employees, effective January 1, 2018, contingent upon a successful performance review for the year ending December 31, 2017.

**j) Solid Waste Hauler License Application – Randy's Sanitation, Incorporated**

Approved a Solid Waste Hauler License for Randy's Sanitation, Incorporated expiring December 31, 2018.

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

Approved a Solid Waste Hauler License for Waste Management expiring December 31, 2018.

**l) Solid Waste Hauler License Application – Mumford Sanitation**

Approved a Solid Waste Hauler License for Mumford Sanitation expiring December 31, 2018.

**m) Resolution R-17-52 – Gambling Contribution – Holy Trinity**

Adopted Resolution R-17-52 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.

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

Approved the Pledged Securities that Security Bank & Trust Company has purchased for the City of Winsted for the month of November, 2017.

**o) Building Permit Report – November, 2017**

Approved the Building Permit Report for the month of November, 2017.

**p) Financial Report – October, 2017**

Approved the financial report for the month of October, 2017.

**q) Claims**

Approved the claims list for December 19, 2017.

**Council Member Ollig motioned to adopt the Consent Agenda as presented. Council Member Ollig abstained from voting on Item n. "Security Bank & Trust Company – Pledged Securities". Council Member Schulenberg seconded the motion. Motion carried 5-0.**

**3) No Public Hearings**

**4) No Old Business**

**5) New Business**

**a) Recommended 2018 Final Property Tax Levy – Resolution R-17-53**

**b) Recommended 2018 Budget Adoption – Resolution R-17-54**

Mr. Daniel Tienter, City Administrator, presented the recommended final property tax levy for 2018 and the recommended budget for 2018.

**Council Member Ollig motioned to adopt Resolution R-17-53 certifying the Final 2018 General Property Tax Levy of \$954,601 and a Final 2018 Debt Service Levy of \$320,000 for a total Final Property Tax Levy of \$1,274,601. Council Member Henrich seconded the motion. Motion carried 5-0.**

**Council Member Schulenberg motioned to adopt Resolution R-17-54 adopting the Recommended 2018 Budget for the City of Winsted, Minnesota. Council Member Fitzgerald seconded the motion. Motion carried 5-0.**

Mayor Stotko thanked Mr. Tienter for the work he completed for the 2018 Budget.

## 6) Department Report

### a) St. Mary's Care Center

Ms. Connie Anderson, Interim Administrator, and Ms. Amber Baudler, Director of Nursing, reported on the following regarding St. Mary's Care Center.

- Three different facilities
  - The Care Center has 65 beds and an occupancy range of 85-93%
  - The Garden House has 16 apartments and an occupancy range of 100%
  - Lindenwood Apartments
- Campus is for sale
  - Marketing to other long term care companies with the intent that St. Mary's will continue to operate as it currently is. The name may change but the same services will continue to be offered in Winsted.
- 145 staff members, \$3.6 Million payroll, \$7.6 Million annual operating budget
- Referrals from hospitals in Waconia, Hutchinson, Glencoe, Abbott Northwestern and the University of Minnesota. St. Mary's accommodates geriatric patients well and the Secured Memory Care Unit provides accommodations for people that other facilities may not have.
- Work with Ridgewater and Metro State to help nursing students understand what nurses provide at care centers. Provide the facility for clinicals to be completed by nursing and nursing assistant students.
- The staffing problems of keeping nurses and nurse assistants and the importance of morale and avoidance of burnout.
- Long term staff anniversaries – recently celebrated 50 years of work for an individual

The City Council Members thanked St. Mary's Care Center for the care they provide in Winsted.

## 7) Open Forum

Mr. Ron Otto, 23516 Grass Lake Road, Winsted, Minnesota asked if ditch cleaning could occur in the area of McLeod County Road 1. Mr. Tienter stated that he would speak to Bolton and Menk, Incorporated regarding the area of ditch Mr. Otto was referring to.

## 8) City Administrator Updates and Announcements

### a) 2018 Dog Licenses Available

Mr. Tienter stated that 2018 dog licenses are available. The license fee will remain \$10 per year for 2018.

### b) City Offices Closed – December 25-26, 2017

Mr. Tienter stated that City offices are closed on Monday and Tuesday, December 25-26, 2017 in observation of the Christmas holiday.

## 9) Adjournment

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

The meeting was adjourned at 6:54p.m.

*Steve Stotka*

Steve Stotka  
Mayor  
City of Winsted

ATTEST:

*Raquel Kirchoff*

Raquel Kirchoff  
City Clerk-Treasurer  
City of Winsted