City of Winsted
City Council Meeting
Council Chambers
Tuesday, January 19, 2016
6:00 p.m.

Present:	Mayor Steve Stotko Council Member Tom Ollig Council Member Bonita Quast Council Member George Schulenberg
Staff Present:	Mr. Dan Tienter, City Administrator Ms. Deborah R. Boelter, City Clerk-Treasurer Mr. Justin Heldt, Winsted Police Department Chief

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) Minutes – City Council – Work Session – May 19, 2015

Accepted the minutes of the May 19, 2015, City Council Work Session.

b) Minutes – City Council – Regular Meeting – May 19, 2015

Accepted the minutes of the May 5, 2015, City Council Regular Meeting.

c) Minutes – City Council – Special Meeting - December 8, 2015

Accepted the minutes of the December 8, 2015, City Council Special Meeting.

d) Minutes – City Council – Special Work Session – December 8, 2015

Accepted the minutes of the December 8, 2015, City Council Special Work Session.

e) Minutes – City Council – Work Session – December 15, 2015

Accepted the minutes of the December 15, 2015, City Council Work Session.

f) Minutes – City Council – Regular Meeting – December 15, 2015

Accepted the minutes of the December 15, 2015, City Council Regular Meeting.

g) Pay Equity Implementation Report

Approved the Pay Equity Implementation Report for the City of Winsted to be submitted to the State of Minnesota.

h) Resignation – Ms. Brenda Conzet – Winsted Police Department - Part Time Police Officer

Accepted the resignation of employment by Ms. Brenda Conzet as a Winsted Police Department Part-Time Police Officer, effective January 1, 2016.

i) Special City Council Meeting – Thursday, January 21, 2016

Notified that a Special City Council Meeting has been scheduled on Thursday, January 21, 2016, at 5:00 p.m. to interview candidates and appoint a City Council Member to fill a vacant City Council Member position with a term that expires on December 31, 2016.

j) City Council Quorum – Thursday, January 28, 2016

Notified that there will be a quorum of the Winsted City Council in attendance in the Vollmer Room at Winsted City Hall, 201 – 1st Street North, on Thursday, January 28, 2016, from approximately 8 a.m. to 4 p.m. for a City Goal Setting Session.

k) City Council Work Session – Tuesday, February 2, 2016

Rescheduled City Council Work Session to begin at 4:00 p.m. on Tuesday, February 2, 2016.

l) Resolution R-16-01- Winsted Volunteer Fire Department Relief Association – Gambling Contribution

Adopted Resolution R-16-01 to accept a contribution from gambling proceeds from the Winsted Volunteer Fire Department Relief Association in the amount of $25,000 to be dedicated toward the Winsted Volunteer Fire Department's Capital Improvement Plan.

m) Resolution R-16-02 - Winsted Volunteer Fire Department Relief Association – Gambling Contribution

Adopted Resolution R-16-02 to accept contributions from Mr. John and Ms. Marlene George, CR Electric, Incorporated, and Mr. Kenneth and Ms. Susan Thurk to be dedicated toward the Winsted Volunteer Fire Department's Capital Improvement Plan.

n) Resolution R-16-03 – Holy Trinity – Winstock Country Music Festival Liquor License

Adopted Resolution R-16-03 to approve a One (1) to Four (4) day Temporary On-Sale Liquor License for Holy Trinity's Winstock Country Music Festival for June 9th, 10th, and 11th, 2016.

o) Resolution R-16-04 – Holy Trinity – Winstock Country Music Festival Gambling Application

Adopted Resolution R-16-04 to approve an application to conduct off-site gambling (pull-tabs) at Holy Trinity's Winstock Country Music Festival for June 9th, 10th and 11th, 2016.

p) Temporary On-Sale Liquor License – Holy Trinity Spring Dinner Auction

Approved a One (1) to Four (4) day temporary On-Sale Liquor License for Holy Trinity's Spring Dinner Auction on April 9, 2016, at the Holy Trinity School Gym.

q) Gambling Permit – Crow River Chapter 108 Ducks Unlimited

Approved a gambling permit for Crow River Chapter 108 Ducks Unlimited, with no waiting period, to hold a raffle at The Blue Note Ballroom on April 11, 2016.

r) Year 2015 Audit

Authorized the audit of the City of Winsted's financial statements for the year ending December 31, 2015, by Conway, Deuth and Schmiesing in an approximate amount of $28,750.

s) Engagement Letter for General Accounting Standards Board (GASB) 67/68 Actuarial Services

Approved an Engagement Letter for GASB 67/68 Actuarial Services for the Winsted Volunteer Fire Department Relief Association from Van Iwaarden.

t) Security Bank and Trust Company – Pledged Securities

Approved the Pledged Securities that Security Bank and Trust Company has purchased for the City of Winsted for the month of December, 2015.

u) December, 2015, Building Permit Report

Approved the December, 2015 Building Permit Report.

v) Claims

Approved the Claims List for January 19, 2016.

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

3) No Public Hearings.

4) No Old Business.

5) New Business

a) Ordinance O-16-02 – Zoning Ordinance Amendment

Mr. Tienter gave a brief history of the updates and changes regarding Ordinance O-16-02. The Planning Commission requested additional research by City staff. After research and discussion, the Planning Commission recommended completely eliminating the accessory building language in each zoning district and to create an entirely separate section in the zoning ordinance relating to accessory structures and buildings (remember that the building code standards for detached accessory structures from 120 square feet to 200 square feet is what prompted this more thorough review). A table was also added to the ordinance to make it easier for a resident to interpret the requirements of the zoning ordinance.

At the January 11, 2016 Planning Commission meeting, the Planning Commission recommended to approve the text amendment on a 5-0 vote.

Mr. Tienter further discussed the memo from the Municipal Development Group outlining the proposed changes to Ordinance O-16-02 amending portions of Section One (1), Chapter Fifteen (15).

Mr. Tienter noted under the ordinance, overall a property is only allowed two accessory structures and anything over that would require the owner to go through the conditional use process. The property would be allowed one structure that does not exceed 1,000 square feet and another structure that does not exceed 120 square feet and would apply to all zoning districts.

The waste enclosure regulations are not applicable to single or two-family dwellings. Clarifying language was added concerning animal enclosures. If a structure is mounted on a trailer, it will be treated as a recreational building.

Mr. Tienter stated the item that initiated the changes has been accommodated in the proposed ordinance by requiring that the accessory structure has to be of same or similar color as the principal residence as well as same or similar quality. Language has also been included prohibiting carports in all zoning districts as well as a definition of a carport.

Council Members Ollig and Quast commended the Planning Commission for their work on this ordinance.

Council Member Quast motioned to adopt Ordinance O-16-02 amending portions of Section One (1), Chapter Fifteen (15) of the Municipal Code of the City of Winsted concerning regulations of accessory buildings, structures and uses. Council Member Schulenberg seconded the motion. Motion carried.

6) Organization Report

a) Holy Trinity School

Mr. Wes Kapping, Holy Trinity School Dean of Students and School Counselor; and Ms. Ellen Guggemos, 10th Grader at Holy Trinity School; and Mr. Matthew Thiemann, 12th Grader at Holy Trinity School reported on the following:

- United Catholic Financial Raffle Tickets are currently for sale. All of that money will go toward Holy Trinity Schools.
- A marathon to raise $40,000 was held and $41,000 was raised for Holy Trinity Schools.
- Homecoming for the year 2015 was held in early October and was part of Holy Trinity's 50th anniversary celebration.
- Awards were given to Holy Trinity School supporters for their leadership, including a Distinguished Alumni Award given to Doug Neumann and a Leadership Award given to Bob and Irene Kutz for their work within the community.
- Sports activities this fall include football, volleyball, cross-country and soccer.
- Holy Trinity currently has two basketball teams and a student participating in gymnastics.
- Updates are currently being made to the locker rooms and permanent signs on the school have been installed.
- Due to the generosity of some individuals, the school has been able to purchase a number of iPads for the students. The school's goal is to get to a 1:1 ratio for students in grades 7 through 12. Teachers are also being trained on the iPads.
- Two students were named Olympic Ambassadors.
- Many students are involved in community service in the Winsted area, including food drives and Operating Caring Hands. Seniors are required to contribute four hours of community service every quarter.
- Each class will be taking part in a class retreat to focus on different aspects of their religion.
- Seniors are currently making plans to attend college or entering the work force.
- Catholic Schools Week will be held the week of January 30 along with a Family Fun Fest. The theme for this year's Catholic Schools Week is Faith, Knowledge, and Service. A number of different activities will be held at the school during the week honoring Catholicism.
- A Snow Fest will be held in February.
- The Spring Fling fundraiser will be held in March.
- Graduation will occur on May 20, with 23 seniors graduating.

Council Member Schulenberg asked where the funds have come from for the iPads. Mr. Kapping stated the proceeds received during the Spring Fling fundraiser are dedicated to technology.

Council Member Ollig asked how many employees the school has. Mr. Kapping indicated they currently have around 30 to 35 employees, with some being part-time employees.

Council Member Quast asked how many students they have. Mr. Kapping stated presently they have 95 students in their K-6 program and 68 students in the 7-12 program.

7) No Open Forum.

8) No Announcements.

9) Adjournment

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

The meeting was adjourned at 6:35 p.m.

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Steve Stotko
Mayor
City of Winsted

ATTEST:

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