

City of Winsted
City Council Meeting
Council Chambers
Tuesday, October 18, 2016
6:00 p.m.

Present: Mayor Steve Stotko
Council Member Bonita Quast
Council Member George Schulenberg
Council Member Patty Fitzgerald
Council Member Tom Ollig

Staff Present: Mr. Dan Tienter, City Administrator
Ms. Raquel Kirchoff, 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 – Planning Commission Meeting – September 12, 2016

Accepted the minutes of the Planning Commission Meeting on September 12, 2016.

b) Minutes – Park Commission Meeting – August 8, 2016

Accepted the minutes of the Park Commission Meeting on August 8, 2016.

c) Minutes – Park Commission Work Session and Special Meeting – August 18, 2016

Accepted the minutes of the Park Commission Work Session and Special Meeting on August 18, 2016.

d) Minutes – Park Commission Work Session – September 12, 2016

Accepted the minutes of the Park Commission Work Session on September 12, 2016.

e) Resolution R-16-47 – Kingsley Street Area Improvements Project Proposed Assessments

Adopted Resolution R-16-47, declaring the cost to be assessed and ordering preparation of proposed assessment for the Kingsley Street Area Improvements Project.

f) Resolution R-16-48 – Kingsley Street Area Improvements Project Proposed Assessment and Public Hearing on Proposed Assessment

Adopted Resolution R-16-48 receiving proposed assessment and calling for a Public Hearing on Tuesday, November 15, 2016 at 6:00 p.m. in the Council Chambers at Winsted City Hall on the proposed assessment for the Kingsley Street Area Improvements Project.

g) Resolution R-16-49 – Winsted Industrial Park Expansion – Preliminary Plat

Adopted Resolution R-16-49 approving the preliminary plat known as Winsted Industrial Park Expansion, with conditions.

h) Resolution R-16-50 – Winsted Industrial Park Expansion – Final Plat

Adopted Resolution R-16-50 approving the final plat known as Winsted Industrial Park Expansion, with conditions.

i) Canvassing Board Members

Established a Canvassing Board with the following members: Council Member Bonnie Quast, Council Member George Schulenberg, Mr. Dan Tienter, and Ms. Raquel Kirchoff. The purpose of the Canvassing Board will be to review the November 8, 2016 General Election results.

j) 2016 Compensation Plan Amendment

Authorized an amendment to the 2016 Compensation Plan allowing for the classification of a Part-Time Temporary Administrative Assistant.

k) Winsted Youth Baseball Association Agreement

Authorized the City Administrator to execute an agreement with the Winsted Youth Baseball Association to allow for the proposed improvements at Barrett and Southview Parks.

l) 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 September, 2016.

m) September, 2016 Building Permit Report

Accepted the September, 2016 Building Permit Report.

n) Claims

Approved the claims list for October 18, 2016.

Council Member Schulenberg motioned to adopt the Consent Agenda as presented. Council Member Fitzgerald seconded the motion. Motion carried 5-0.

3) No Public Hearings

4) No Old Business

5) New Business

a) Resolution R-16-51 – General Obligation Sewer Revenue Bonds – Series 2016B

Mr. David Drown, David Drown Associates, distributed bid tabulation information to City Council members regarding the sale of the General Obligation Sewer Revenue Bonds that occurred on Tuesday, October 18, 2016 for the Waste Water Treatment Facility project. Mr. Drown stated that two bids were received for the bonds for \$4,865,000 from Northland Securities, with an interest rate of 2.41%, and Robert Baird, with a 2.58% interest rate.

Mr. Drown stated that the bids are slightly higher than were expected a few months ago because the economy has improved.

Mr. Drown stated that the recommendation from David Drown Associates is to consider adopting the proposed Resolution R-16-51 awarding the sale of bonds to Northland Securities at a bid interest rate of 2.41%.

Council Member Quast motioned to adopt Resolution R-16-51, a resolution providing for the issuance and sale of \$4,865,000 general obligation waste disposal bonds, series 2016B, pledging net revenues for the security thereof. Council Member Ollig seconded the motion. Motion carried 5-0.

Mr. Drown stated that the sale is scheduled to close on November 1, 2016.

b) City Facilities Security Improvements

Mr. Tienter stated that the City Council has reviewed City facility security improvements at a recent City Council Work Session. Since that Work Session, the City did obtain an additional quote for the improvements from an interested bidder at request of the City Council.

Mr. Justin Heldt, Chief of Police, stated that the City received quotes for security cameras and panic alarms from Security and Sound Company, Technical Solutions and USA Security; and for security glass at City Hall from Glass Doctor. Mr. Heldt stated that the quotes and information related to the improvements was included in the City Council packet for tonight's meeting.

Mr. Heldt stated that the lowest quote received for the cameras and panic alarms was from Technical Solutions, and the only quote for the security glass was received from Glass Doctor.

Council Member Ollig motioned to authorize the Chief of Police to purchase and have installed cameras, panic alarms, and monthly monitoring at Winsted City Hall through

Technical Solutions and the purchase and installation of security glass for the Winsted City Hall through Glass Doctor. Council Member Schulenberg seconded the motion. Motion carried 5-0.

c) 2016 City Council Priorities Third (3rd) Quarter Update

Mr. Tienter presented a third quarter update on the 2016 City Council Priorities.

6) Organization Report

a) Winsted Public Library

Ms. Katy Hiltner, Winsted Library Head Librarian, and Ms. Lisa Ebert, Winsted Library Librarian, distributed an infographic regarding the Winsted Library to City Council members. Ms. Hiltner reviewed some of the information from the graphic as follows:

- Goal – Keep the Library as a community center where patrons can benefit from materials, computers and programming.
- In 2015 there were 2,494 library card holders. Since January, 2016 this number has increased by 75.
- The Winsted Library had 32,000 visits in the last three years, with 11,830 in 2015. Ms. Hiltner credited these numbers to the great work of the staff at the Winsted Library.
- Total Winsted Library holdings have increased, due in part to the recent library expansion.

Ms. Ebert reviewed the following information:

- In 2016, the Winsted Library added an iPad and laptop computer, plus two public computers.
- The Winsted Library has free Wi-Fi.
- eAudiobooks are available online even if the library is not open.
- Programming was increased in 2016 to include more story-time, adult programming to include a trivia tourney, a dessert social, and mini golf to bring in more of the community.
- The Winsted Library draws patrons from surrounding areas.

Ms. Hiltner stated that the Winsted Library is partnering with the Winsted Arts Council and the McLeod County Historical Society to offer a series of Genealogy classes beginning on November 7, 2016.

Ms. Hiltner stated that she is impressed with Winsted community support and thanked the City Council for their support.

Council Member Ollig asked what the main use of the Library computers was. Ms. Ebert stated that patrons use them for printing, because they do not have their own computer, and for use of the WiFi.

The City Council members thanked Ms. Hiltner and Ms. Ebert for their work at the Winsted Library.

7) Open Forum

a) Storm Sewer – 621 Northgate Circle

Mr. Ron Mills, 621 Northgate Circle, requested an update regarding the storm sewer issue near his house.

Mr. Tienter stated that the direction from the City Council was to have the storm sewer line televised, and City staff has attempted to complete this by contacting a variety of contractors who cannot schedule the televising quickly.

Council Member Ollig stated that the City Council members requested City staff to keep Mr. Mills informed of the status of the issue.

Mr. Tienter stated that City staff has been trying to schedule the line for televising, and that the plan was to contact Mr. Mills once this had taken place. Mr. Tienter apologized to the City Council Members and to Mr. Mills for not communicating with Mr. Mills.

Mr. Mills requested that he be notified weekly by electronic mail from Mr. Tienter.

Mr. Mills asked if the drain tile would be replaced. Mr. Tienter stated that once this line is televised, a City Council recommendation can be made regarding the issue.

Council Member Ollig requested communication to a contractor that televising of the line needs to occur soon. Mr. Tienter stated that City staff would contact contractors again and explain the sense of urgency for completion.

Council Member Ollig requested that City staff contact Mr. Mills every two weeks. Mr. Mills requested this communication by electronic mail.

8) No Announcements

9) Adjournment

Council Member Quast motioned to adjourn the meeting. Council Member Ollig seconded the motion. Motion carried 5-0.

The meeting was adjourned at 6:43 p.m.

Steve Stotko

Steve Stotko
Mayor
City of Winsted

ATTEST:

Raquel Kirchoff

Raquel Kirchoff, CMC
City Clerk-Treasurer
City of Winsted