



183 Main Avenue West / PO Box 126  
Winsted, MN 55395  
(320) 485-2366

# A G E N D A

## WINSTED CITY COUNCIL MEETING Regular Meeting – 7:00 PM September 5, 2006

- 1) **MAYOR CALL THE MEETING TO ORDER**
- 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) **Minutes – Budget Workshop – August 15, 2006**
- b) **Minutes – Regular City Council Meeting – August 15, 2006**
- c) **Minutes – Budget and CIP Workshop – August 29, 2006**
- d) **Minutes – Special Closed Session – August 29, 2006**
- e) **Playground Equipment – Northgate, Barrett and Southview Park**

A motion to accept a quote from Miracle Recreation Equipment for six (6) buck-a-bouts to replace existing units in Northgate, Barrett and Southview Parks at a cost not to exceed \$5,068.06 (Park Commission Recommends Approval – Budgeted Expenditure).

- f) **Overnight Camping – Mill Reserve Park**

A motion authorizing Boy Scout Troop #569 from Mound, Minnesota to camp overnight on Saturday, September 16, 2006 in Mill Reserve Park.

- g) **Salary Step Increase – Sue Mueller – Utility Billing Clerk**

A motion to authorize a salary step increase for Sue Mueller, Utility Billing Clerk, based on a satisfactory review by the City Clerk-Treasurer.

**h) Salary Step Increase – John Schlechter – Maintenance**

A motion to authorize a salary step increase for John Schlechter, Maintenance, based on a satisfactory review by the Maintenance Leads.

**i) Employment Contract – Brent Mareck - City Administrator**

A motion to enter into a five year employment contract with Brent Mareck.

**j) Resolution – R-06-25 – Winsted Police Department – Safe & Sober Grant**

A motion to enter into a Safe & Sober agreement with the Minnesota Department of Public Safety for the time period of 10-01-06 through 09-01-07. This agreement will pay overtime wages to any qualified police officer to run traffic enforcement details during specific time periods. The partner agency will be the McLeod County Sheriff's Office and the lead agency will be the Hutchinson Police Department in regards to this grant. The lead agency is the fiscal agent and administrator in regards to this grant.

**k) Placement of Bus Parking Signs at HLWW Elementary**

A motion to allow for the placement of bus parking signs near the northeast corner of Albert Avenue West and Third St. N. A temporary stop sign will be placed at the intersection to mitigate concerns with blocking the permanent stop sign with bus parking at that intersection.

**l) Claims**

**3) PUBLIC HEARINGS**

None

**4) OLD BUSINESS**

**a) South Shore Channel Project – Lake Association**

Consider a motion to assist the Lake Association with their project to have SEH do a preliminary engineering study to construct a dry channel bed in the amount of \$1,250.

**b) Soil Borings Report – Shady Creek Drive**

Consider a motion to accept the Soil Borings Report as presented by Independent Testing Technologies for Shady Creek Drive.

**c) Barrett Park Fencing**

Consider a motion to accept a quote from Century Fence to replace the outfield fence at Barrett Park at a cost not to exceed \$15,600.

Consider a motion to purchase a 200 ft. removable fence for Barrett Park at a cost not to exceed \$1,500.

## **5) NEW BUSINESS**

### **a) Resolution R-06-26 – 2007 Preliminary Levy Certification**

Consider a motion to adopt Resolution R-06-26 certifying the 2007 preliminary levy in the amount of \$936,736.

### **b) Pension Contribution – Winsted Fire Department Relief Association**

Consider a motion to increase the Winsted Volunteer Fire Department Relief Association's pension plan benefit from \$1,200 to \$1,300 per year of service.

### **c) Building Inspection Hours – Tom Sudheimer\***

Discussion of office hours held by the Building Inspector, Rob Beckfeld.

### **d) 2005 Audit**

Consider a motion to accept the 2005 City of Winsted Audit.

### **e) Credit Card Policy**

Consider a motion to adopt Resolution R-06-27 a Resolution of the City of Winsted approving a credit card use policy pursuant to Minnesota Statutes, Section § 471.382 (2001).

### **f) Public Purpose Expenditure Policy**

Consider a motion to adopt Resolution R-06-28 a Resolution of the City of Winsted approving a public purposed expenditure policy.

### **g) Erosion Control, Site Debris and Site Development Policy**

Consider a motion to amend the Erosion Control, Construction Debris and Development Policy to include language restricting the use of construction traffic to only use hard surfaced streets.

### **h) People Service Rate Adjustment**

Consider a motion acknowledging an increase of 3.5% (per contract) to the Operations and Maintenance Agreement with People Service.

## **6) DEPARTMENT REPORTS**

### **a) City Administrator\***

**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) ANNOUNCEMENTS**

**9) ADJOURN**

**Upcoming Meetings/Events:**

**Airport Commission – September 7<sup>th</sup> – 7 PM**

**Filings Close for City Offices – September 12<sup>th</sup> at 5 PM**

**Primary Election – September 12<sup>th</sup>**

**Town Hall Meeting “City Center Project” – September 12<sup>th</sup> – 8 PM (Fire Hall)**

**Planning Commission – September 13<sup>th</sup> – 7 PM**

**Park Commission – September 19<sup>th</sup> – 5 PM**

**City Council – September 19<sup>th</sup> – 7 PM**

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