

City of Winsted  
City Council Meeting  
Council Chambers  
February 3, 2010  
6:00 p.m.

Present: Mayor Steve Stotko  
Council Member Bonnie Quast  
Council Member Tom Ollig  
Council Member Dave Mochinski

Absent: Council Member Tom Wiemiller

Staff Present: Brent Mareck, City Administrator  
Deborah R. Boelter, City Clerk-Treasurer  
Dave Meyer, Public Works Maintenance Lead  
Mike Henrich, Chief of Police  
Justin Heldt, 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**

**Ollig motioned to adopt the Consent Agenda as presented. Mochinski seconded. Motion carried 4-0.**

**a) Minutes - City Council – Work Session – January 19, 2010**

Accepted the minutes of the City Council Work Session of January 19, 2010.

**b) Minutes – Regular City Council Meeting – January 19, 2010**

Accepted the minutes of the Regular City Council Meeting of January 19, 2010.

**c) Schedule Public Hearing – Industrial Boulevard Street Vacation – Resolution R-10-04**

Approved Resolution R-10-04 proposing the vacation of certain portions of Industrial Boulevard in the City of Winsted, Minnesota.

**d) Consultant Services Agreement – Municipal Development Group**

Approved a Consultant Services Agreement with Municipal Development Group to review the City's Subdivision and Planned Unit Development Ordinances for the amount of \$4,400.

**e) Annual Local Board of Appeal**

Scheduled the annual Local Board of Appeal meeting for Tuesday, April 20, 2010 at 5:00 p.m. at the Winsted City Hall Council Chambers to provide a fair and objective forum for City of Winsted property owners to appeal their valuation or classification.

**f) 2010 Lawn Services Contract**

Approved a Lawn Services Contract with Mathew's Lawn Service for \$17,999 per year.

**g) Claims**

Approved the Claims List for February 3, 2010.

## Special Presentation

### a) Certificate of Commendation

Chief of Police, Mike Henrich and Mayor Stotko presented Patrick Hughes, 241 Arthur Avenue East, with a Certificate of Commendation.

Henrich stated that on January 9<sup>th</sup>, 2010 at 9:00 p.m., Hughes found a four (4) year old crying child walking outside without a coat and the temperature was fifteen (15) degrees below zero (0). When Hughes stopped to talk to her, she said she was lost. He put her in one (1) of his children's car seats, took her to Casey's General Store and called the Winsted Police Department. In the meantime, the child's parents had also called the Police Department and they were reunited with their daughter.

Henrich thanked Hughes for taking the time to do the right thing, at the right time.

### 3) No Public Hearings.

### 4) Old Business

#### a) Public Nuisance Property – 404 Westgate Drive – Resolution R-10-05

Mareck stated that in 2009, the house at 404 Westgate Drive was damaged due to a fire at the residence. Upon conducting an inspection of the house, the City's Building Inspector certified that the house had suffered damage to the extent that it should be considered a public nuisance as defined under the Municipal Code. The property owner was notified of this fact and was given sixty (60) days to remedy or personally abate the nuisance on the property.

To date, the property owner has failed to remedy the nuisance by either correcting the deficiencies or removing the house from the property. The City has attempted to contact the property owner by phone, with no success.

Municipal Code requires the City Council to provide the property owner with an "opportunity to be heard." After considering the testimony of the property owner, the City Council may provide additional time to correct the nuisance or take action by adopting a resolution to abate the public nuisance.

**Ollig motioned to adopt Resolution R-10-05 providing for an Abatement Notice for 404 Westgate Drive and scheduling a hearing for March 2<sup>nd</sup>, 2010 at 6:00 p.m. to consider summary enforcement. Quast seconded. Motion carried 4-0.**

### 5) New Business

#### a) Purchase Agreement – M & N Structures – Resolution R-10-06

Mareck stated that for the last several months, the City has been discussing an industrial development project that would entail the sale of the balance of the remaining vacant property in the Winsted Industrial Park. The City has been discussing a potential project with M & N Structures out of Plymouth, Minnesota. The project would involve an estimated 25,000 square feet building, along with the potential addition of ten (10) jobs to the Winsted Community. The size of the site was determined based on M & N Structure's needs for buildings, outdoor storage and future growth.

The agreement involves the sale of nearly five (5) acres for \$147,912. The price was determined based on previous sales, available infrastructure, proposed building and job creation.

Mareck discussed the following items:

Platting and Street Vacation:

The remaining lots in the Industrial Park would have to be re-platted into one (1) lot, along with the vacation of Industrial Boulevard running north and south. A new section of Industrial Boulevard extending to the east would also be platted to facilitate a future connection to County Road 9.

Industrial Boulevard:

At the request of the buyer, the agreement states that the City will not extend Industrial Boulevard for a period of at least seven (7) years or by majority petition of the contiguous property owners, whichever shall come first. The basis for this request is for the buyer to avoid up front special assessment costs.

Sanitary Sewer:

The agreement will require the City to relocate an existing sanitary sewer line that essentially splits the lot. The sanitary sewer line will be relocated to a new easement area that borders the west side of the lot. The estimated cost to relocate the sanitary sewer line is \$37,000 and would be completed in early spring. Mareck presented a memo from the City's Engineer, Jake Saulsbury, Bolton and Menk, Incorporated regarding the relocation of the existing sewer line.

Mareck stated that the agreement involves the sale of nearly five (5) acres for \$147,912. The price was determined based on previous sales, available infrastructure, the proposed building and anticipated job creation.

The estimated cost of \$37,000 associated with the sanitary sewer relocation will be funded by the proceeds from this land transaction.

Kevin Niemeier, M & N Structures President, addressed the City Council. He introduced his son, Jim Niemeier and his son-in-law, Jonathan Henriksen also in attendance at the City Council meeting.

Niemeier, Kevin gave an overview of their business.

Quast thanked Niemeier, Kevin for providing the City Council with a tour of the M & N Structures' facility in Plymouth, Minnesota.

Mochinski asked Niemeier, Kevin when they plan to begin building their facility in Winsted. Niemeier, Kevin stated that they hope to begin building in March, 2010 or April, 2010. They would like to begin operations in August, 2010.

**Quast motioned to adopt Resolution R-10-06 authorizing the execution of a Purchase Agreement for property in the Winsted Industrial Park with M & N Structures. Mochinski seconded. Motion carried 4-0.**

**b) Local Government Aid Plan – Resolution R-10-07**

Mareck presented Resolution R-10-07 detailing a Financial Plan to prepare for impending Local Government Aid (LGA) cuts in 2010.

**Mochinski motioned to adopt Resolution R-10-07 establishing a Financial Plan to prepare for impending cuts to Local Government Aid (LGA). Ollig seconded. Motion carried 4-0.**

**6) Department Report**

**a) City Clerk-Treasurer**

Deb Boelter, City Clerk-Treasurer, reported on the following:

- Preparations for the 2009 audit.

- Form W-2 and Form 1099 have been completed and distributed.
- Acrobat Pro software has been purchased and Kirchoff has been learning the program so the City Council meeting packets can be distributed electronically in the future.
- Update on the dog license software. Can sort and filter in several forms-dog breed, tag number, owner's name and/or address, etcetera.
- Update on past due utility accounts.
- Implementation of increased utility rates effective January 1, 2010. There was a notice of the increase on the December, 2009 utility bill and a one (1) page long flyer in with the January, 2010 utility bill.
- Boelter and Kirchoff will be attending the 2010 Minnesota Municipal Clerks and Finance Officers Association Annual Conference from March 16<sup>th</sup>-19<sup>th</sup>, 2010 in St. Cloud, Minnesota.
- Kirchoff has again applied for two (2) scholarships for Year Two (2) of the Minnesota Certified Municipal Clerk's Institute.

7) **No Open Forum.**

8) **Announcements**

a) **Fairlawn Well House**

Meyer gave an update for the decreased water pressure that residents experienced on Tuesday, February 2, 2010. Meyer stated that the Public Works Department employees received several telephone calls from residents stating that they did not have any water pressure in their houses. The Public Works Department immediately began evaluating all well houses. The pump in the Fairlawn well house had failed and the emergency system in place to contact them had also failed. They were able to rectify the situation quickly.

Mochinski asked Meyer if the alarm system had ever failed in the past. Meyer stated that since his employment with the City of Winsted in 2002, there has never been an issue with any of the wells that would require the emergency system to activate.

Meyer stated that he will be presenting a proposal to the City Council at a future meeting asking for approval to purchase an emergency dialing system for the well houses.

9) **Adjournment**

**Quast motioned to adjourn. Mochinski seconded. Motion carried 4-0.**

Respectfully submitted,

Deborah R. Boelter  
City Clerk-Treasurer