

City of Winsted
City Council Meeting
Council Chambers
Tuesday, February 6, 2024
6:00 p.m.

Present: Mayor Steve Stotko
Council Member Jeff Albers
Council Member Jesse Cafferty
Council Member Steve Ebert
Council Member Tom Ollig

Staff Present: Ms. Raquel Kirchoff, City Clerk-Treasurer
Mr. Justin Heldt, Police Chief

1) Mayor Stotko called the meeting to order at 6:00 p.m.

a) The Pledge of Allegiance was recited.

2) Consent Agenda

a) Approval of Minutes

Approved the minutes of the following:

- City Council Work Session – November 21, 2023
- City Council Regular Meeting – November 21, 2023
- City Council Work Session – December 5, 2023
- City Council Regular Meeting – December 5, 2023

b) 2023 Audit Services Agreement

Authorized the Mayor to execute an agreement with Conway, Deuth and Schmiesing, PLLP to conduct an audit of the City of Winsted's financial statements for the year ending December 31, 2023 for a gross fee including expenses, not to exceed \$38,000.00.

c) Employee Assistance Program Agreement – Sand Creek Group

Authorized the City Administrator to enter into an agreement with Sand Creek Group to provide services for the Employee Assistance Program (EAP).

d) Cleaning Estimate – Winsted Volunteer Fire Department

Authorized the Mayor to approve an estimate from Victory Building Services to deep clean ceilings and walls in the apparatus bay at the Winsted Fire Hall, for an amount not to exceed \$3,300.00.

e) Resolution R-24-03 – Winsted Volunteer Fire Department – Donation

Adopted Resolution R-24-03, accepting a donation from Linda Telecky, in the amount of \$100.00, to be dedicated to the Winsted Volunteer Fire Department's Capital Improvement Plan.

f) Appointment – Winsted Volunteer Fire Department

Appointed Mr. Corbyn Stender to the position of Volunteer Firefighter with the Winsted Volunteer Fire Department, contingent upon passing a criminal background check, pre-employment physical, and a drug and alcohol test.

g) Part-Time Police Officer – Mr. Adrian Santana

Approved a conditional offer of employment for Mr. Adrian Santana for the position of Part-Time Police Officer with the Winsted Police Department, contingent upon passing a criminal background check, psychological examination and a drug and alcohol test.

h) Appointment – Public Works Department – Seasonal

Appointed Mr. Aaron Millerbernd to a seasonal Part-Time Public Works Position for the period of January 15, 2024 through March 31, 2024.

i) Claims

Approved the claims list for February 6, 2024.

Council Member Ollig motioned to adopt the Consent Agenda. Council Member Ebert seconded the motion. Motion carried 5-0.

3) No Public Hearings

4) No Old Business

5) No New Business

6) Organization Report

a) Howard Lake-Waverly-Winsted (HLWW) Schools

Mr. Nate Walbruch, HLWW Schools Superintendent, provided a report to the City Council Members to include the following:

- The District continues to experience slow and steady growth.
- The operating levy passed in the Fall of 2023.
- Reviewed some issues on the horizon to include:
 - The inability to staff open para professional positions and the reviewing of possible solutions to include increase in compensation, combining the para professional position with an additional teaching position.
 - Keeping the great teachers currently employed with HLWW at HLWW.
 - Reviewing how to prioritize items that are most important in a changing education environment of having to provide more. The next project for the schools is creating a strategic plan which includes seeking community input regarding what it wants to see from the school. There will be a variety of options for all community members to share their input to include a survey for community members, a survey for school staff members, community listening sessions, and a strategic planning committee.

Mr. Walbruch encouraged community members to participate and provide input through methods listed.

The goal is to have the strategic plan adopted by the end of April, 2024; so as planning occurs for the 2024-2025 season, the school improvement plans and budget may align with the strategic plan that the community helped to create.

- Reviewed some of the mandates and legislation from the State of Minnesota that affect schools to include Universal Meals and the Read Act.

The City Council Members thanked Mr. Walbruch for the information.

7) No Open Forum

8) City Administrator Updates and Announcements

Mayor Stotko reminded residents that the Winsted Area Chamber of Commerce Banquet will take place on Friday, February 9, 2024.

9) Adjourn

Council Member Albers motioned to adjourn the meeting. Council Member Cafferty seconded the motion. Motion carried 5-0.

The meeting adjourned at 6:32 p.m.

Steve Stotko

Steve Stotko
Mayor
City of Winsted

ATTEST:

Raquel Kirchoff

Raquel Kirchoff, CMC
City Clerk-Treasurer
City of Winsted