

City of Winsted
City Council Work Session
Vollmer Room
Tuesday, March 21, 2023
4:30 p.m.

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

Staff Present: Mr. Adam Birkholz, Interim City Administrator
Ms. Raquel Kirchoff, City Clerk-Treasurer

I. Call to Order

Mayor Stotko called the Work Session to order at 5:00 p.m.

II. City of Winsted – Future Growth Areas

Mr. Adam Birkholz, Interim City Administrator, stated that City staff contacted Winsted Township recently regarding the City's goal to clean up areas of municipal boundaries. Phase I of this goal includes annexation of parcels owned by the City of Winsted but that are located in Winsted Township, and parcels that are one hundred percent (100%) surrounded by the City of Winsted, but are located in Winsted Township.

Mr. John Anderson, Municipal Development Group, reviewed the annexation process and the memo provided to the City Council in previous City Council Meeting packets to include:

- If land is owned by the City or 100% surrounded by the City boundary, the City may annex the land by ordinance, without petition of the landowners that are 100% surrounded by the City. There is no way for the landowner or Township to dispute the annexation.
- Other properties that are 60% or more bordered by the City, may be annexed by ordinance. In this scenario an objection could be filed by the Township, with that objection reviewed by a State court, with the decision of annexation made by the State. However, if the annexation is petitioned to the City by the landowner, the process is easier for parcels that are 60% or more bordered by the City.
- Stated that the memo included in City Council packets includes descriptions of four (4) parcels owned by the City, seven (7) parcels that are 100% surrounded by the City, and numerous other parcels that are 60% or more bordered by the City. Council Member Ollig stated that the only properties that are discussed at this meeting, are the properties that are owned by the City or are 100% surrounded by the City. Mr. Birkholz stated that the City's intent at this meeting is to proceed with annexation of parcels one (1) through ten (10) from the memo provided in packet materials.

Council Member Ollig stated that the City is letting the Township know its intent of proceeding with annexation of parcels one (1) through ten (10). Mr. Birkholz stated that moving forward, it is the City's intent to have open conversation with the Township on what growth areas look like and how the two (2) entities can come to orderly annexation agreements. Orderly growth and timelines is most beneficial to planning for both entities.

Mayor Stotko asked if the Township had any written policy regarding annexation with the City. If not, he recommended they create a policy because it would help to alleviate the animosity between the City and the Township. Both entities would know the procedure and it could create a better working understanding of getting to the goals of future growth.

III. County State Aid Highway (CSAH) 5 Extension Project - Easement

Mr. Birkholz stated that Winsted Township requested that a left turn lane be added into CSAH 5 coming from the south as part of the project. He continued by stating that Mr. Josh Eckstein, Bolton and Menk, Incorporated, would review a proposed easement agreement with Mr. Chuck Gutzmann related to this.

Mr. Eckstein stated that the easement agreement would allow the road to be widened to install a bypass lane. He continued by displaying where the turn lane would be added and reviewing the proposed agreement.

The City Council Members discussed and approved of moving forward with the proposed agreement.

IV. Storm Sewer Improvements – Project Financing

Mr. Birkholz stated that at a previous Work Session, various projects were discussed, and the City Council asked if those various projects could be combined to have one (1) new bond fund the projects. He continued by stating that he reviewed projects with Mr. Shannon Sweeney, David Drown Associates; after which, he developed a funding plan. Mr. Birkholz reviewed that plan with the City Council Members. He continued by stating that he does not see an immediate need for a bond for combined projects at this time.

The City Council Members discussed the downtown lighting repair project and what should be included in that project. Mr. Birkholz stated that the City is awaiting a quote from a local contractor that will provide more information for future City Council consideration.

The City Council Members discussed the five (5) recent proposed storm sewer projects to complete that have been budgeted for and directed Mr. Eckstein on what the project should entail.

V. Purchase Authorization – Winsted Volunteer Fire Department (WVFD) - Trailer

Mr. Birkholz stated that the Consent Agenda for the March 21, 2023 City Council Meeting includes a request from the WVFD to purchase a trailer to store their ice rescue equipment. Currently the ice rescue equipment is spread throughout different apparatus. The WVFD Relief Association has donated the funds for this purchase, plus for equipment for the trailer. The City Council Members approved of considering the purchase on the Consent Agenda.

VI. Other

- Mr. Birkholz reviewed the Winstock Country Music Festival (Winstock) Agreement with the City, and how it differs from previous agreements. He continued by stating that the agreement is recommended for approval as part of the Consent Agenda for the March 21, 2023 City Council Meeting.
- Council Member Ollig asked if the fence around Weinbeck Field will be removed. Mr. Birkholz stated that is scheduled to be removed in the Spring, 2023. Council Member Ollig stated that Winstock may be interested in taking the fence, once removed. Mr. Birkholz requested that Winstock contact Mr. Chris Bahr, Maintenance Supervisor, with that request.

VII. Adjourn

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

The Work Session adjourned at 5:50 p.m.

Steve Stotko

Steve Stotko
Mayor
City of Winsted

ATTEST:

Raquel Kirchoff

Raquel Kirchoff, CMC
City Clerk-Treasurer
City of Winsted