

City of Winsted  
City Council Meeting  
Council Chambers  
Tuesday, July 5, 2022,  
6:00 p.m.

Present: Mayor George Schulenberg  
Council Member Mike Henrich  
Council Member Tom Ollig  
Council Member Bonnie Quast  
Council Member Steve Stotko

Staff Present: Mr. Adam Birkholz, City Administrator  
Ms. Raquel Kirchoff, City Clerk-Treasurer  
Mr. Chris Bahr, Maintenance Supervisor  
Ms. Paige Vick, Police Officer

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

**a) The Pledge of Allegiance was recited.**

**2) Consent Agenda**

**a) Fireworks Display Contract – Minnesota Pyrotechnics, LLC**

Authorized the City Administrator to execute a Fireworks Display Contract to engage the services of Minnesota Pyrotechnics, LLC to produce and perform a firework display with terms and conditions on Friday, August 12, 2022 with an alternate rain date of Saturday, August 13, 2022.

**b) Liquor License Applications – Aleksey Holdings, LLC**

Approved the On-Sale, Sunday On-Sale, and Off-Sale Liquor License Applications for Aleksey Holdings, LLC (dba Corner Bar and Grill) for the period of July 29, 2022 through June 30, 2023.

**c) One (1) to Four (4) Day Temporary On-Sale Liquor License – Winsted American Legion Post # 407**

Approved a one (1) to four (4) day Temporary On-Sale Liquor License for the Winsted American Legion Post #407 at Mill Reserve Park in Winsted, Minnesota, on Friday, August 12, 2022 and Saturday, August 13, 2022, in conjunction with the Winsted Summer Festival.

**d) Resolution R-22-20 – Election Judge Appointments**

Adopted Resolution R-22-20 appointing Election Judges for the City of Winsted for the 2022 State Primary and General Elections.

**e) Resolution R-22-21 – Winsted Holding Activities that Unite People (WHAT UP) Donation**

Adopted Resolution R-22-21 accepting a donation from Jeff Campbell/Better Homes and Gardens Real Estate in the amount of \$250.00 to be dedicated toward the Winsted Holding Activities that Unite People (WHAT UP) organization.

**f) Hainlin Park Reservation – Littfin Truss**

Approved a reservation for Hainlin Park and the use and operation of outdoor food stands and catering on City property on August 5, 2022 between the hours of 1:00 p.m. and 5:00 p.m., as approved by the Winsted Police Chief.

**g) Appointment – Winsted Volunteer Fire Department**

Appointed Mr. Patrick Egan to the position of Volunteer Emergency Medical Responder with the Winsted Volunteer Fire Department, contingent upon passing a criminal background check, pre-employment physical, and a drug and alcohol test.

**h) Claims**

Approved the claims list for July 5, 2022.

**Council Member Ollig motioned to adopt the Consent Agenda. Council Member Quast seconded the motion. Council Member Henrich abstained from voting on Item “e) Resolution R-22-21 – Winsted Holding Activities that Unite People (WHAT UP) Donation”. Motion carried 5-0.**

**3) No Public Hearings**

**4) No Old Business**

**5) New Business**

**a) Phase II Environmental Assessment – 231 Main Avenue West**

Mr. Adam Birkholz, City Administrator, stated that as part of the City Council’s goal to attract different housing options in the city, staff has been working toward a redevelopment project that includes the property at 231 Main Ave West, which is currently a large manufacturing/industrial facility. The Phase I environmental assessment that was completed in the year 2020 for the site showed potential environmental conditions. This prompted a Phase II environmental assessment, which has been completed, and a final report was received.

Mr. Birkholz explained the process completed during the Phase II analysis. He continued by stating that borings from the Phase II assessment deemed the soil conditions to be within the levels as allowed by the Minnesota Pollution Control Agency (MPCA); the site is relatively clean.

Mr. Birkholz stated that this information has been forwarded to an interested developer. If a project develops, it would be the developer’s responsibility to complete any additional testing that they would feel necessary.

**b) Resolution R-22-22 – Redevelopment Grant Program Authorization**

Mr. Birkholz stated that the Economic Development Authority (EDA) has been working with a developer who is interested in developing 231 Main Avenue West into market rate apartments, with approximately sixty (60) units. The City and developer are seeking a \$600,000.00 redevelopment grant from the Minnesota Department of Employment and Economic Development (DEED) to use for the project. If the grant is awarded to the project, it would require the City of Winsted to contribute an equal match of the grant award toward the project. City staff recommends the match to come through a Tax Increment Financing (TIF) redevelopment district. If that district would remain for the proposed full length, twenty-six (26) years, it would generate approximately \$2,000,000.00 in tax increments, well satisfying the match requirement. The City would not collect the taxes generated for the 26 years; the developer requests the full 26 years of taxes needed for financing.

Mr. Birkholz stated that the City Council will consider the TIF District for approval at a City Council Public Hearing in the future, if the project moves forward. Currently, the City Council should consider approval of submitting an application for the grant and authorize the matching contribution.

**Council Member Ollig motioned to adopt Resolution R-22-22, authorizing the submission of a Redevelopment Grant Program application and the execution of corresponding agreements, and committing to a local funding match for the project. Council Member Quast seconded the motion. Motion carried 5-0.**

## 6) Department Report

### a) Public Works Department

Mr. Chris Bahr, Maintenance Supervisor, provided a report regarding the following work the Public Works Department has completed.

- Snow removal completed in both the city and at the Winsted Municipal Airport.
- The installation and removal of Christmas decorations, banners and flags as needed.
- Four (4) watermain breaks occurred over the winter of 2021-2022.
- The hydrants were flushed in the spring. Two (2) hydrants were repaired by City staff due to improper seals.
- Sealcoating of certain city streets is scheduled to start during the week of July 25, 2022, crack filling of certain streets is completed, and patching of certain streets will began the week of June 28, 2022.
- Water was turned on and weeds were sprayed at city parks. Heavy rain-washed sand and mulch away from Mill Reserve Park, so staff bought supplies to restore the areas.
- Monthly inspections of parks are completed and documented. Mr. Birkholz stated that Mr. Bahr initiated these inspections.
- 2022 tree trimming will soon be finished.
- Staff has worked to check what type of wire is in the street light poles in the downtown area. The electrician will need to further review the poles.
- Cleaning and televising of the sewer lines is completed. The report from televising will be forwarded to the city engineer for review.
- Street sweeping.
- Monthly inspections are completed at the airport, to include a storm water inspection that occurred when the snow was melting and a yet to be completed inspection during a rain event.
- The Minnesota Department of Health (MDH) has been onsite to inspect water at the city wells.
- Replaced a rusted, lead water line at a vacant house with a copper line. Mr. Birkholz stated that the City is required to replace lead lines if they are discovered. Normally the line from the house to the Main is private; however, if it is found to be lead it must be replaced.
- Flower boxes were installed and are watered frequently.
- Surplus Public Works equipment was sold through Fahey's auctioneers.
- A smoke test of certain city sewer lines was completed.
- Replaced approximately 148 of 150 failing water meters, which was difficult to schedule because people are not home during daytime hours.
- Locates completed to install kiosks.

Mr. Birkholz stated that Mr. Bahr is extremely thorough and carries through on projects. Mr. Bahr stated that the accomplishments have come through work of the department and stated that Public Works staff, other staff and the City Council has been great to work with.

## 7) Open Forum

### a) Hainlin Park Restrooms

Mr. Glen Weibel, 540 1<sup>st</sup> Street North, requested that bathrooms that meet Americans with Disabilities Act (ADA) standards be provided at Hainlin Park for his park reservation in July. He continued by stating that the permanent restrooms have been boarded up for many years and asked that the City Council do something about that.

Council Member Ollig stated that the City could provide portable restrooms, to include a handicap accessible portable restroom for his rental.

Mr. Birkholz stated that the Park Commission has reviewed the permanent restrooms at the park and have deemed it more cost effective to provide portable biffs versus redeveloping the restrooms because of the cost of this option. The City will continue to review whether the building

will be removed and portable biffs will take its place permanently; many other cities choose this option because of the cost of maintaining permanent structures.

Mr. Weibel asked if there were not significant Covid-19 relief funds that were received that were placed into a different fund. Council Member Ollig stated that the Covid-19 funds received are dedicated to projects; Hainlin Park restrooms is not one of those projects.

Council Member Ollig stated that the restrooms were boarded up because of recurring vandalism.

**b) City Council Member Candidacy**

Mr. Weibel requested that if City Council Members were not going to seek re-election, they would make the announcement now so that people that may have interest in becoming a Council Member could pre-plan and determine if they want to make the commitment.

**8) City Administrator Updates and Announcements**


Mr. Birkholz made the following announcements.

- The City has vacancies on the Planning and Airport Commissions for people that are interested in participating in local government.
- The Winsted Pride Award nominations are due on July 10, 2022; consider nominating worthy properties in Winsted to recognize their efforts.

**9) Adjourn**

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

The meeting adjourned at 6:38 p.m.

  
\_\_\_\_\_  
George Schulenberg  
Mayor  
City of Winsted

ATTEST:

  
\_\_\_\_\_  
Raquel Kirchoff, CMC  
City Clerk-Treasurer  
City of Winsted