

City of Winsted
City Council Meeting
Council Chambers
Tuesday, August 2, 2022
6:00 p.m.

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

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

1) Mayor Schulenberg 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 meetings.

- City Council Work Session – July 5, 2022
- City Council Regular Meeting – July 5, 2022

b) Winsted Municipal Airport-Grant Agreement-Construct Taxilane G

Authorized the City Administrator to execute a grant agreement with the Federal Aviation Administration (FAA) and Minnesota Department of Transportation (MnDOT) Office of Aeronautics for Airport Improvements for Project No. 3-27-0139-015-2022 at the Winsted Municipal Airport to construct Public Hangar Access Taxilane G.

c) Resignation-Winsted Economic Development Authority (EDA)

Accepted the voluntary resignation of Mr. Cody Cuhel as a member of the Winsted Economic Development Authority (EDA), effective August 2, 2022.

d) Claims

Approved the claims list for August 2, 2022.

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

3) No Public Hearings

4) No Old Business

5) New Business

a) Northern Natural Gas Pipeline Relocation Grant-Change Order No. One (1)

Mr. Adam Birkholz, City Administrator, stated that the change order reflects the final negotiated settlement as it pertains to additional costs of the gas line relocation at the Winsted Municipal Airport. The amount of the change order is for \$194,312.50; the Federal Aviation Association (FAA) has verbally agreed to cover the costs of the change order as eligible costs against the grant. The FAA will cover 90% and the Minnesota Department of Transportation (MnDOT) will cover 5% of the additional costs.

Council Member Quast motioned to approve Change Order No. 1 for the Winsted Municipal Airport, Northern Natural Gas Pipeline Relocation Project, for an amount not to exceed \$194,312.50. Council Member Henrich seconded the motion. Motion carried 5-0.

b) Northern Natural Gas Pipeline Relocation Grant-Settlement Agreement

Mr. Birkholz stated that the settlement agreement states that the change order additional costs are the final costs of the project from Northern Natural Gas and that no additional cost will be submitted from them.

Council Member Ollig motioned to authorize the Mayor and City Clerk-Treasurer to execute a settlement agreement with Northern Natural Gas Company for the Natural Gas Pipeline Relocation Project at the Winsted Municipal Airport. Council Member Quast seconded the motion. Motion carried 5-0.

6) Department Report

a) City Engineer

Mr. Jake Saulsbury, Bolton and Menk, Incorporated, reviewed the following information since the engineer's last report to the City Council Members in February, 2022.

Airport Items:

- Runway reconstruction, turf taxiway construction, and pavement rehabilitation projects are all complete. Final payment for the turf taxiway construction will be submitted soon. Project closeouts with the FAA are in process.
- Northern Natural Gas line relocations will have a change order processed to cover the increased costs necessary to relocate the gas mains.
- Fiscal Year 2022 project for construction of a new taxiway has the grant ready to be executed and contracts, insurance, bonds, etcetera are being completed.

County State Aid Highway (CSAH) 5 Extension:

- A Transportation Economic Development Infrastructure (TEDI) grant application was submitted and successful. The anticipated grant award amount is \$750,000.
- A verbal agreement was reached for the necessary property acquisition. Legal documents necessary for this property transfer are being prepared.
- The tentative construction schedule is to complete grading and soil corrections in 2023 and then street and utility construction items in 2024.

2022 Mill & Overlay Project

- This project includes the mill and overlay of the Pheasant Run and Winsted on the Lake neighborhoods along with minor drainage improvements.
- The project was bid and awarded in the spring of 2022. Contracts and all project submittals have been completed.
- A preconstruction meeting will be held in early August, with the anticipated start of construction in late August. Construction is anticipated to take four (4) to six (6) weeks.

Industrial Park Development

- A preliminary layout of the industrial park has been updated to include the wastewater treatment facility site.
- Budget level cost estimates for this site have been developed for planning purposes.

Well No. 5 Preliminary Design:

- A study to develop another well was authorized by the City Council in April, 2022.
- Sampling has been done on all of the municipal wells to determine local water quality.
- LRE Water to update the hydro geologic assessment based on this new water data.
- The next step is to determine possible new well locations.

Miscellaneous Items:

- Telecom Items – Plans reviews and construction coordination items are ongoing for multiple telecom projects with AT&T and T-Mobile projects.
- Geographic Information System (GIS) Web-Based Mapping System – Sewer service locations have been added as more data becomes available. Other minor updates and corrections have also been completed.
- Sanitary sewer cured in place pipe (CIPP) lining – Recommendations for a 2023 lining project were completed and submitted.
- Weinbeck Athletic Complex – Concept plans were developed and discussed with the Park Commission. These layouts were then updated, and cost estimates were also completed.
- Winsted Lake Water Quality – Preliminary design items for a wetland creation project are underway. This is a joint project with McLeod County utilizing grant funds obtained by the County.
- Kingsley Lift Station Sewer Shed Inflow Study - Smoke testing was completed on targeted areas to identify leaks within the system. Inspections of manholes and other system components have also been completed. Repairs of found deficiencies are in progress.
- 6th Street Trail Review - A feasibility review and budget estimate is in progress for the construction of a trail on the east side of 6th Street from the Luce Line Trail to the northern city limit line.

7) Organization Report

a) Winsted Ambassadors

Winsted Ambassadors Ms. Haley Baumann, Ms. Courtney Forcier, and Ms. Madison Campbell provided a report to the City Council regarding the following topics.

- A summary of the cities the Ambassadors traveled to during their reign.
- A summary of events the Ambassadors volunteer for.
- Thanked the city of Winsted for the support of the Ambassadors program and the benefits it provides to help individual ambassadors learn and grow.
- A most important event that each Ambassador attended during their reign.
- Future plans of each Ambassador.

8) Open Forum

- a) Ms. Amy Olson Wehseler introduced and provided information about herself, as a candidate for McLeod County Attorney.

9) City Administrator and Announcements

Mr. Birkholz made the following announcements.

- The Planning Commission will conduct a Public Hearing on August 8, 2022 at 6:00 p.m. to consider an ordinance text amendment regarding pool fencing and pool covers.
- The Park Commission will meet on August 8, 2022 at 5:00 p.m. and will discuss the Weinbeck Athletic Complex.
- The August 16, 2022 City Council Meeting will have an adjusted start time of 5:00 p.m., with the Work Session preceding the meeting at 4:00 p.m.
- The Winsted Volunteer Fire Department (WVFD) Fire Board will meet on August 10, 2022 at 6:30 p.m. to consider the WVFD 2023 budget.
- There are numerous vacancies on City Commissions. Residents are encouraged to contact the City to serve on a Commission.
- The City Council candidate filing period is from August 2, 2022 - August 16, 2022.
- The Winsted Summer Festival will take place August 12, 2022 – August 13, 2022.

10) Adjourn

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

The meeting adjourned at 6:35 p.m.



George Schulenberg
Mayor
City of Winsted

ATTEST:



Raquel Kirchoff, CMC
City Clerk-Treasurer
City of Winsted