

City of Winsted
City Council Meeting
Council Chambers
Wednesday, November 8, 2023
6:00 p.m.

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

Absent: Council Member Tom Ollig

Staff Present: Mr. Neil Schlagel, City Administrator
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 from the following meetings

- City Council Work Session – September 5, 2023
- City Council Regular Meeting – September 5, 2023
- City Council Work Session – September 19, 2023
- City Council Regular Meeting – September 19, 2023

b) State of Minnesota – Voting, Operations, Technology & Election Resources (Voter) Account – County-Municipality Agreement

Authorized the Mayor and City Clerk-Treasurer to execute a State of Minnesota – Voting, Operations, Technology & Election Resources (Voter) Account County-Municipality Agreement between the City of Winsted and McLeod County, authorizing McLeod County to expend the allocated funds for authorized purposes on behalf of the City of Winsted.

c) Work Order No. Eleven (11) – Addendum No. One (1) – Professional Services Contract – Bolton and Menk, Incorporated

Authorized the City Administrator and City Clerk-Treasurer to execute Addendum No. One (1) to Work Order No. Eleven (11), the Professional Services Contract between the City of Winsted and Bolton and Menk, Incorporated, to prepare specifications and provide bidding documents, assistance, review and award, for a Snow Removal Equipment (SRE) purchase for the Winsted Municipal Airport 10D.

d) Street Maintenance Quote – Bargaen, Incorporated – Infrared Patching

Authorized the City Administrator to approve a quote from Bargaen, Incorporated, to complete infrared patching on various manholes and water valves located in the City of Winsted, for an amount not to exceed \$9,600.00.

e) Winsted Police Department – Tactical Equipment Purchase

Authorized the City Administrator to approve a quote from Alpha Tactical for the purchase of three (3) active shooter kits/ballistic plates, three (3) helmets, and one (1) shield/bunker for the Winsted Police Department, for an amount not to exceed \$19,000.00.

f) Parade Permit – Winsted Winter Festival

Approved a lighted parade sponsored by the Winsted Area Chamber of Commerce, in conjunction with the Winsted Winter Festival on designated streets in the City of Winsted, as approved by the Chief of Police, on Saturday, December 2, 2023.

g) Hay Ride Permit – Winsted Winter Festival

Granted a hay ride permit to the Winsted Area Chamber of Commerce in conjunction with the Winsted Winter Festival for Saturday, December 2, 2023 from 11:00 a.m. to 2:00 p.m. with the designated route as submitted to the Chief of Police.

h) Resolution R-23-44 – Winsted Volunteer Fire Department Relief Association – Gambling Contribution

Adopted Resolution R-23-44 to accept a contribution from gambling proceeds from the Winsted Volunteer Fire Department Relief Association in the amount of \$15,000, to be dedicated toward the Winsted Volunteer Fire Department's Capital Improvement Plan.

i) Resolution R-23-45 – Winsted Volunteer Fire Department Relief Association – Donation

Adopted Resolution R-23-45 to accept a donation for the Winsted Volunteer Fire Department in the amount of \$200.00 to be dedicated toward the Winsted Volunteer Fire Department Capital Improvement Fund.

j) Performance Review – City Administrator

Scheduled a Special Closed City Council Meeting for Tuesday, December 19, 2023 at 4:00 p.m. in the Vollmer Room at Winsted City Hall to conduct a six-month Performance Review for Mr. Neil Schlagel, City Administrator.

k) Appointment – Winsted Volunteer Fire Department

Appointed Mr. William Casey 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.

l) Claims

Approved the claims list for November 8, 2023.

Council Member Albers motioned to adopt the Consent Agenda. Council Member Cafferty seconded the motion. Motion carried 4-0.

3) Public Hearings

a) Ordinance O-23-06 – Winsted Municipal Code – Chapter 8 – Text Amendment Regarding Chickens in Residential Districts

Mayor Stotko opened the Public Hearing and provided guidelines for the process of conducting the public hearing.

Mr. Neil Schlagel, City Administrator, stated that the City has been discussing whether to allow chickens in the city for several months, based on a request made by a Winsted resident who raised funds to pay for an ordinance amendment request to the City Council. The Planning Commission has reviewed the subject and drafted the text amendment language to allow chickens in residential districts for the City Council to consider.

Ms. Angela Stovner, 685 6th Street North, Lot # 15, Winsted, Minnesota, stated that she approached the City in June, 2023 with a request to allow chickens in the city. Ms. Stovner stated that in her opinion, most people are not opposed to chickens as long as requirements exist for the keeping of them. Ms. Stovner provided comments on the proposed text amendment to include:

- She feels it is important to have a coop or structure that an owner can move around on their property; however, the proposed text amendment states that the structure may only be in the back yard. She requested that the language be changed to include at least one (1) side yard and to reduce the amount of feet that the structure has to be from the property line.

- She requested to have language to allow owners to use some waste/compost in their gardens.

Ms. Ashley McCarthy, 331 1st Street South, Winsted, Minnesota, provided comments in support of allowing chickens in residential districts to include the following:

- If concern exists regarding an increase of pests because of chickens, the chicken/bird food would be stored the same as someone would store wild bird food; so there would not be an increase pests, but could be a decrease because chickens eat rats, mice and snakes.
- The City and businesses may see increased revenue due to permit fees, chicken owners requesting coops to be built by businesses, chicken owners potentially installing fences.
- If concern exists regarding noise made by chickens, the noise should not be any greater than current noise without chickens, due to number of chickens allowed is small, roosters are not allowed, and hens are in their coop at night sleeping and not making noise.

No further comments were received at the meeting or in writing.

Council Member Ebert motioned to close the Public Hearing. Council Member Cafferty seconded the motion. Motion carried 4-0. The Public Hearing closed at 6:21 p.m.

Council Member Albers stated that he has no issues with the proposed text amendment as written to allow chickens in certain residential districts, and commended Ms. Stovner for her efforts to get the subject to the City Council for consideration.

Council Member Cafferty stated that he has no issues with the proposed text amendment as written; it provides a decent set of regulations for owning chickens.

Council Member Ebert stated that he has no issues with the proposed text amendment as written.

Mayor Stotko thanked Ms. Stovner and the Planning Commission for their efforts. He continued by stating that he has no issues with the proposed text amendment as written, but has concerns about who in the City will take care of the administration of the permits and check that they follow the newly adopted ordinance. Mayor Stotko stated that the Police Department is very busy and he would rather have them enforce the safety of the community instead of responding to complaints regarding chickens.

The City Council Members responded that they feel that there will be a limited number of residents that will keep chickens and the amount of time enforcing ordinance compliance for chickens will be minimal.

Council Member Ebert motioned to adopt Ordinance O-23-06, an ordinance providing text amendments to Chapter 8, Section 3 of the Winsted Municipal Code of the City of Winsted, Minnesota, with relation to animal control and chickens in residential districts. Council Member Albers seconded the motion. Motion carried 3-1. Mayor Stotko opposed.

Mr. Schlagel stated that the ordinance needs to be published to go into effect. He continued by requesting the approval of publishing a summary ordinance which needs a four/fifths vote from the City Council.

Council Member Albers motioned to do a Summary Ordinance publication for Ordinance O-23-06. Council Member Cafferty seconded the motion. Motion carried 4-0.

4) No Old Business

5) No New Business

6) Department Report

a) Winsted Police Department

Mr. Justin Heldt, Police Chief, provided a report regarding the Winsted Police Department activities, outside of day to day enforcement and activities, to include the following:

April, 2023:

- Officers attended yearly Use of Force, OC Spray, Baton, Taser, and Less than Lethal training with the McLeod County Sheriff's Office.

- Assisted the Winsted Area Chamber of Commerce (WACC) with the annual Easter Egg Hunt at Hainlin Park.
- Conducted a walkthrough at the Adult Training Habilitation Center (ATHC) and provided guidance on emergency preparedness.
- One (1) officer attended the WACC Women's Expo at the Blue Note Ballroom.
- Assisted the McLeod County Correctional staff in fingerprinting students at Winsted Elementary School as well as at Holy Trinity School.
- Mr. Daniel Moonen began his employment as a full-time City of Winsted police officer and began the Field Training Officer (FTO) process.
- Officers participated in the City Administrator hiring luncheon.

May, 2023:

- Held the annual liquor licensure forum with licensed businesses at City Hall.
- Officers attended medical refresher training: Emergency Medical Responder (EMR) and Emergency Medical Training (EMT) at the Winsted Volunteer Fire Department (WVFD).
- Officers participated in firearms qualifications with the McLeod County Sheriff's Office.
- The annual bicycle rodeo was held at Winsted Elementary School.
- Attended Winstock Country Music Festival (Winstock) planning meetings.

June, 2023:

- Officers attended the all staff meeting at City Hall and participated in the Accident Review meeting.
- Officer Moonen began his solo patrol.
- Assisted the McLeod County Sheriff's Office with providing security for Winstock.
- Attended a Winsted Summer Festival planning meeting.

July, 2023:

- Mr. Lucas Caturia began his employment as a full-time City of Winsted police officer and began the FTO process.
- Attended a League of Minnesota Cities (LMC) webinar regarding legislative law changes including marijuana legalization and Public Employee Retirement Association (PERA) changes.

August, 2023:

- Officer Moonen participated in a Girl Scout event at Hainlin Park where he explained his duties and equipment of the police department.
- Assisted with traffic control for the Tour de Tonka bicycle event that came through Winsted.
- Assisted with providing security for the Winsted Summer Festival.
- The McLeod County Sheriff's Office conducted an annual audit of the Police Department evidence room; the Police Department passed.

September, 2023:

- Officers attended medical refresher training: EMR and EMT at the WVFD.
- Officers participated in firearms qualifications with the McLeod County Sheriff's Office.
- Attended the Toward Zero Deaths (TZD) Department of Public Safety.

October, 2023:

- Officer Moonen attended Firearms Instructor training at the Sherburne County Sheriff's Office.
- Officer Caturia attended rifle certification training at the Sherburne County Sheriff's Office.
- Officers attended annual safety training at City Hall.
- Attended budget workshop.
- Officer Caturia began his solo patrol.
- Renewed the Body Work Camera (BWC) program with Axon.
- Assisted with the WACC Business Trick or Treat event.

November, 2023:

- Resumed the Joint Powers Agreement (JPA) with the Lester Prairie Police Department (LPPD) for weekend and holiday coverage.

Other:

- Drug overdose investigations have been averaging between one (1) – two (2) per year and result in many hours of investigation.

- Motorized scooters and safety – reminded motorist to use caution near these, and reminded parents to discuss safety and adherence to traffic laws with their children if their children are using them.
- Winter parking regulations are in effect; no parking on city streets from November – March from the hours of 0200-0600. If parking is needed, person must call the police department for permission.

The City Council Members thanked the Police Department for their service.

7) No Open Forum

8) City Administrator Updates and Announcements

Mr. Schlagel made the following announcements:

- The Winsted Area Chamber of Commerce (WACC) Trick or Treat event continues to be a strong event with approximately 670 children attending.
- The Howard Lake-Waverly-Winsted (HLWW) referendum passed on November 7, 2023.
- Provided an update regarding the recent McLeod for Tomorrow session that occurred in Winsted and at Winsted City Hall.

9) Adjourn

Council Member Albers motioned to adjourn the meeting. Council Member Ebert seconded the motion. Motion carried 4-0.

The meeting adjourned at 6:50 p.m.

Steve Stotko

Steve Stotko
Mayor
City of Winsted

ATTEST:

Raquel Kirchoff

Raquel Kirchoff, CMC
City Clerk-Treasurer
City of Winsted