

City of Winsted  
City Council Work Session  
Lewis Room  
Tuesday, February 18, 2014  
5:00 p.m.

Present: Mayor Steve Stotko  
Council Member Bonnie Quast  
Council Member Tom Ollig  
Council Member George Schulenberg  
Council Member Max Fasching

Staff Present: Mr. Clay Wilfahrt, City Administrator  
Ms. Deborah R. Boelter, City Clerk-Treasurer

## I. Call to Order

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

## II. Westside Skydivers Contract

Mr. Wilfahrt stated that over the past several months, City staff negotiated with Mr. Joe Johnson of Westside Skydivers for the use of the Winsted Municipal Airport for the operation of a Skydiving business. City staff and Mr. Johnson agree upon most terms for the Skydiving business to continue in its current location for the year 2014.

Mr. Wilfahrt presented the significant changes to the proposed Agreement between the City of Winsted and Westside Skydivers:

- The term of the Agreement is twenty (20) years. Mr. Johnson has indicated that the twenty (20) year term is required to obtain financing for the construction of an airplane hangar at the Winsted Municipal Airport.
- The Agreement is subject to the City of Winsted's Municipal Airport Policy once the Policy is completed and approved.
- Insurance coverage requirements have been changed to be in accordance with Minnesota State Statute.
- Hours of operation for the Skydiving business are set from sunrise to sunset daily. There are provisions made for two (2) night jumps per year that will begin within one (1) hour of sunset and continue for a duration of two (2) hours.
- The City Attorney recommended that a *Personal Guarantee* provision be added to the Agreement. The Agreement will be made between the City of Winsted and Mr. Joe Johnson. The *Personal Guarantee* allows the City to hold Mr. Johnson responsible for any fees, regulations, etcetera; in the event that Westside Skydivers ceases to exist.

Mr. Wilfahrt stated that staff supports the Agreement for several reasons:

1. The Agreement remained very similar to past Agreements between the City of Winsted and Westside Skydivers.
2. The Skydiving business has received fewer complaints in the year 2013, than in past years.
3. The Skydiving business employs twenty-five (25) people and brings an estimated 20,000 visitors to the Winsted Community each year.
4. The City Council will be able to ensure adherence to the Winsted Municipal Airport Policy; which, adds an extra level of security for the City in the Agreement.

The City Council discussed the proposed Agreement.

Mayor Stotko asked if the City Council should wait to approve the Agreement until the Winsted Municipal Airport Policy is completed and approved. Mr. Wilfahrt stated that the process to develop and approve the Policy will not be completed until after the Skydiving season begins.

Mayor Stotko shared his concerns of being able to regulate the operations of Westside Skydivers without the Policy in place. Council Member Ollig stated that if Westside Skydivers would violate

any part of the Agreement before the Policy is adopted, the City Council will still be able to enact enforcement because Westside Skydivers will have violated the terms of the Agreement.

Council Member Ollig requested that the Agreement include wording that requires Westside Skydivers to notify the City of Winsted twenty-four (24) hours before they conduct their night jumps. Mr. Wilfahrt stated that a provision for notification of night jumps can be added.

Council Member Fasching recommended that a two (2) year time limit to build his hangar be included in the Agreement. Mr. Wilfahrt stated that Mr. Johnson wanted to enter into a twenty (20) year Agreement to obtain financing to build a hangar; so, a time limit would hold Mr. Johnson accountable. The City Council discussed and agreed that a provision should be included in the Agreement that gives Mr. Johnson a five (5) year time limit to build his hangar at the Winsted Municipal Airport.

**III. Update on Winsted Police Department Chief Position**

Mr. Wilfahrt gave a brief update on the hiring process and schedule for the Winsted Police Department's Chief position.

**IV. Other**

**a) Winsted Public Works Department – New Snow Plow**

Council Member Fasching asked if the Public Works Department had received their new snow plow. Mr. Wilfahrt stated no.

**b) City Administrator – Six (6) Month Performance Review**

Ms. Boelter stated that the six (6) month performance review for the City Administrator, Mr. Clay Wilfahrt, will be scheduled in a Special Closed Session for Tuesday, March 4, 2014 at 4:00 p.m. in the Lewis Room at Winsted City Hall. She continued by stating that staff will be sending each of the City Council members a *Performance Evaluation* form to complete and bring to the March 4, 2014 performance review.

**c) Fire Hydrants – Snow Removal**

Council Member Quast shared her concerns about the City's fire hydrants being covered by snow.

Council Member Ollig stated that the City's Ordinance requires that residents are responsible for removing the snow from the fire hydrant located on their property.

The City Council discussed and directed staff to continue providing information to residents on removing the snow from fire hydrants through the utility billing insert, the City's website and on the Cable station.

**d) Zoning Ordinance – Downtown Business Area**

Mayor Stotko stated that after evaluating the City of Winsted's Zoning Ordinance for downtown businesses, the church located in the building at 170 Main Avenue West may be in violation of the City's Zoning Ordinance.

The City Council discussed and directed Mr. Wilfahrt to evaluate the City's Zoning Ordinance in regards to the church located in the building at 170 Main Avenue West.

**V. Adjourn**

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

The meeting was adjourned at 5:25 p.m.

*Steve Stotko*

Steve Stotko  
Mayor  
City of Winsted

ATTEST:

*Deborah R. Boelter*

Deborah R. Boelter, MCMC  
City Clerk-Treasurer  
City of Winsted