

City of Winsted  
City Council Meeting  
City Hall – Council Chambers  
Tuesday, February 20, 2018  
6:00 p.m.

City Council Members Present: Mayor Steve Stotko  
Council Member Mike Henrich  
Council Member Tom Ollig  
Council Member George Schulenberg

City Council Members Absent: Council Member Patty Fitzgerald

City Staff Present: Mr. Daniel Tienter, City Administrator  
Ms. Amanda Zeidler, Deputy City Clerk  
Mr. Justin Heldt, Winsted Police Department Chief

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

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

**b) Special Presentation: Exceptional Performance Award**

Mayor Stotko recognized Amanda Zeidler, Deputy City Clerk, for her outstanding work and service to the City of Winsted and presented her with the *2017 Exceptional Performance Award*.

**2) Consent Agenda**

**a) Approval of Minutes**

Approved the minutes of the following:

- City Council Work Session – December 19, 2017
- City Council Regular Meeting – December 19, 2017
- City Council Work Session – January 2, 2018
- City Council Regular Meeting – January 2, 2018
- City Council Work Session – January 16, 2018
- City Council Regular Meeting – January 16, 2018
- Park Commission Work Session – November 13, 2017
- Park Commission Work Session – December 11, 2017
- Park Commission Work Session – January 8, 2018
- Planning Commission Meeting – January 8, 2018

**b) Resolution R-18-09 – Waste Management Site Plan Review**

Adopted Resolution R-18-09, a resolution approving the site plan for the installation of Compressed Natural Gas (CNG) fueling station equipment to supply fuel to the client's natural gas vehicle fleet, located at 490 Industrial Boulevard.

**c) Park System Dedication and Donation Policy**

Adopted the recommended Park System Dedication and Donation Policy for the City of Winsted.

**d) Annual Tree Trimming Plan – Madsen Tree Service and Stump Removal**

Authorized the City Administrator to execute an agreement with Madsen Tree Service and Stump Removal for tree maintenance in the City of Winsted, for an amount not to exceed \$10,140.00.

**e) Telecommunications Service Agreement – TDS Telecom**

Authorized the City Administrator to execute an agreement with TDS Telecom for telephone and internet services for the Winsted Volunteer Fire Department.

**f) Appointment – Economic Development Authority (EDA)\***

Appointed Ms. Leigha Bruns to the City of Winsted Economic Development Authority (EDA) with a term expiring December 31, 2018.

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

Appointed Mr. Brandon Posch to the position of Volunteer Firefighter with the Winsted Fire Department contingent upon passing a criminal background check and a drug and alcohol test.

**h) Appointment – Winsted Volunteer Fire Department\***

Appointed Mr. Michael Vanderlinde to the position of Volunteer Firefighter with the Winsted Fire Department contingent upon passing a criminal background check and a drug and alcohol test.

**i) Security Bank & Trust Company – Pledged Securities**

Approved the Pledged Securities that Security Bank & Trust Company has purchased for the City of Winsted for the month of January, 2018.

**j) Building Permit Report – January, 2018**

Approved the Building Permit Report for the month of January, 2018.

**k) Financial Report – December, 2017**

Approved the financial report for the month of December, 2017.

**l) Claims**

Approved the claims list for February 20, 2018.

**m) Appointment – Economic Development Authority (EDA)\***

Appointed Mr. Cody Cuhel to the City of Winsted Economic Development Authority (EDA) with a term expiring December 31, 2022.

**Council Member George Schulenberg motioned to adopt the Consent Agenda as presented. Council Member Mike Henrich seconded the motion. Motion carried 4-0. Council Member Tom Ollig abstained from voting for item “i” on the Consent Agenda.**

**3) No Public Hearings.**

**4) No Old Business.**

**5) New Business**

**a) Sanitary Sewer System Cleaning and Televising**

Mr. Dan Tienter, City Administrator, stated that in 1994, the City of Winsted (City) purchased a 600-gallon, trailer-mounted “jetter” (Sewer Jetter) to clean and maintain the sanitary sewer system. He stated that after nearly twenty-four (24) years of service, the Sewer Jetter requires an increasing amount of maintenance and now possesses a diminished capacity to adequately remove debris and other blockages. Mr. Tienter stated that given this age, as well as the costs and other issues, it is near the end of its useful life.

Mr. Tienter stated that beginning in 2015, Public Works Department (Public Works) staff began the process to replace the equipment in question; however, after considering the estimated replacement cost of approximately \$175,000.00, Public Works staff recommended the City Council (Council) contract for these services rather than replacing the existing Sewer Jetter. Additionally, they recommended maintaining current equipment as-is for incidental and limited use.

Mr. Tienter stated that during the Recommended 2017 Budget Process, the Council, consistent with the recommendation of City staff, removed the Sewer Jetter Replacement Project from the 2017 – 2021 Capital Equipment Program (CEP) and opted for contracting these services beginning in 2018. As such, the Council included an additional \$15,000.00 for sanitary sewer cleaning services as part of the Adopted 2018 Budget.

Mr. Tienter stated that based on this direction, Public Works staff obtained quotes from two qualified vendors for sewer “jetting” approximately 14,000 feet of sanitary sewer, which are summarized in Figure No. 1.

<b>Figure No. 1: Quote Tabulation (Assuming 14,000')</b>			
Vendor	Cost per Foot	Total	Rank
Hydro-Klean, LLC	\$ 0.68	\$ 9,520.00	<b>1</b>
American Environmental, LLC	\$ 0.95	\$ 13,300.00	<b>2</b>

Mr. Tienter stated that in addition to these cleaning services, Hydro-Klean, LLC (HK) also offered a reduced rate for sanitary sewer televising services (approximately \$0.49 per foot), which will allow the City to better identify areas for future cured-in-place pipe (CIPP) projects, which extends the useful life of existing sanitary sewer system infrastructure. Furthermore, HK has successfully completed projects of this type in the past and thereby demonstrated themselves as a responsible contractor.

Mr. Tienter stated that based on the abovementioned costs, the additional televising services and the previous direction from the Council, City staff recommend the Council authorize the City Administrator to execute an agreement with HK for sanitary sewer cleaning and televising services, for an amount not to exceed \$15,000.00.

Council Member Henrich asked if there are specific areas of the City that the contractor will be working through. Mr. Tienter stated that televising will be completed based on remarks from the Public Works Department and the City Engineer. Council Member Henrich asked how much of the city will be televised per year. Mr. Tienter stated that televising is completed as needed throughout the city.

**Council Member Ollig made a motion to authorize the City Administrator to execute an agreement with Hydro-Klean, LLC for sanitary sewer cleaning and televising, for an amount not to exceed \$15,000.00. Council Member Schulenberg seconded the motion. Motion carried 4-0.**

## 6) Organization Report

### a) Howard Lake-Waverly-Winsted (HLWW) High School

Mr. James Weninger, Ag Teacher and FFA Advisor for the Howard Lake-Waverly-Winsted (HLWW) School District; Ms. Kylee Sherod, HLWW High School Student, FFA Officer and Student Council President; and Savanna Weber, HLWW High School Student, FFA Officer; reported on the following items:

- 2018 Snow Fest activities and events.
- HLWW FFA Program
  - One (1) of 187 programs throughout the State of Minnesota.
  - Currently 157 members in the HLWW FFA program.
  - Through agricultural education, students are provided opportunities for leadership development, personal growth and career success. Agricultural education instruction is delivered through three major components:
    - Classroom/Laboratory instruction (contextual learning)
    - Supervised Agricultural Experience programs (work-based learning)
    - Student leadership organizations (National FFA Organization).
  - Three (3) components of the FFA
    - Strengthening agriculture
    - Growing leaders
    - Building communities
  - Community Supported Agriculture (CSA) Program
  - A trip to Germany and Italy in 2017 to participate in the Global Youth Summit on the Future of Food
  - 2018 National FFA Week
- There are a multitude of different experiences that the kids can be involved in, as well as collaboration with area civic groups.

The Council Members commended Mr. Weninger, Ms. Sherod, and Ms. Weber and discussed opportunities that are available for students in the City of Winsted. Mayor Stotko noted that the HLWW FFA has been very successful.

**7) No Open Forum.**

**8) City Administrator Update and Announcements**

**a) Winsted Volunteer Fire Department – 2002 Pierce 100’ Aerial Platform Fire Apparatus**

Mr. Tienter stated that he and members of the Winsted Volunteer Fire Department will be traveling to the City of Eagan, Minnesota on Thursday, February 22, 2018 at 2 p.m. to take delivery of the 2002 Pierce 100’ Aerial Platform Fire Apparatus.

**9) Adjournment**

**Council Member Henrich motioned to adjourn the meeting. Council Member Schulenberg seconded the motion. Motion carried 4-0.**

The February 20, 2018 Regular Meeting adjourned at 6:40 p.m.

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Steve Stotko  
Mayor  
City of Winsted

ATTEST:

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Amanda Zeidler, MCMC  
Deputy City Clerk  
City of Winsted