

City of Winsted  
City Council Meeting  
Council Chambers  
Tuesday, March 3, 2015  
6:00 p.m.

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

Staff Present: Mr. Clay Wilfahrt, City Administrator  
Ms. Raquel Kirchoff, Deputy City Clerk-Treasurer  
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.**

**2) Consent Agenda**

Mayor Stotko read the Consent Agenda.

**a) Minutes – City Council – Work Session – February 17, 2015**

Accepted the minutes of the February 17, 2015 City Council Work Session.

**b) Minutes – City Council – Regular Meeting – February 17, 2015**

Accepted the minutes of the February 17, 2015 City Council Regular Meeting.

**c) League of Minnesota Cities Insurance Trust – Property and Casualty Insurance Premium Renewal**

Approve the 2015 Property and Casualty Insurance Premium Renewal in the amount of \$64,231.

**d) Claims**

Approved the Claims List for March 3, 2015.

**Council Member Schulenberg motioned to adopt the Consent Agenda as presented. Council Member Fasching seconded the motion. Motion carried 5-0.**

**3) No Public Hearings.**

**4) Old Business**

**a) Abatement of Hazardous Conditions at 121 Baker Avenue East**

Mr. Wilfahrt stated that the condition of the buildings at 121 Baker Avenue East are in disrepair and the City Council has heard the details about the hazardous conditions at recent City Council meetings.

Mr. Wilfahrt stated that at the February 3, 2015 City Council meeting, the City Council adopted a Resolution to set a hearing regarding the property at 121 Baker Avenue East for the City Council meeting on February 17, 2015. At the February 17, 2015 City Council meeting, the City Council directed the property owner of 121 Baker Avenue East to enter into an agreement with the City, approved by the City Administrator and the City Attorney, which establishes a specific plan of remediation of the code violations and set forth a time line for execution of such repairs.

Mr. Wilfahrt stated that since the February 17, 2015 City Council meeting, City staff has not been contacted by the property owner. Mr. Wilfahrt stated that at this time, the City Council is asked to adopt Resolution R-15-09 to order the abatement of the hazardous conditions. Mr. Wilfahrt reviewed this resolution with the City Council.

Mr. Wilfahrt asked if there were any questions regarding Resolution R-15-09.

Council Member Quast asked what the time limit was that will be given to the property owner to start and to complete the abatement.

Mr. Wilfahrt read Section Two of Resolution R-15-09 as follows: "The City Council determines that the evidence provided to it concerning the condition of the premises at 121 Baker Avenue East requires removal of the structure located thereon unless repairs to same are approved and commenced within the next 120 days." Mr. Wilfahrt stated that the resolution does not specify a date of completion for the abatement. Mr. Wilfahrt stated that the timelines can be changed; however, the timelines were recommended by the City's attorney to look favorable to a judge in case the timelines were challenged.

Council Member Fasching asked if there has been any contact with the property owner to inform him of what he needs to do and what the City's next steps are. Mr. Wilfahrt stated that City staff has not heard from the property owner since the City Council meeting on February 17, 2015, and the City does not have phone contact information to speak with him, to reach out to inform him.

Council Member Schulenberg asked what happens if the property owner does nothing to abate the conditions. Mr. Wilfahrt stated that if the property owner does not submit a plan for abatement or if abatement does not commence within the 120 days, the City Council can vote to either make the repairs by hiring its own contractor or by obtaining the services of Public Works to complete the repairs, or contract for the demolition of the building.

The City Council members discussed the resolution and stated that a deadline for completion should be established. Mayor Stotko directed Mr. Wilfahrt to contact the City Attorney to inquire if setting a deadline is legal.

Council Member Quast stated for the safety of the public, children especially, a deadline of completion should be established. If the property owner cannot comply with the deadline, but has shown progress on the abatement, the City will have proof that he is working toward completion; but without a deadline, there is nothing for the City to work with toward abatement.

Mr. Wilfahrt stated that if the City Council does not want to act on the resolution at tonight's meeting, it could consider continuing the hearing regarding the abatement until the March 17, 2015 City Council meeting, at which time a new resolution that included a deadline, if allowable, could be proposed.

Council Member Ollig asked if Resolution R-15-09 could be adopted at tonight's meeting with the understanding that City staff will check with the City Attorney to see if a deadline can be established. Mr. Wilfahrt stated that the City Council could motion to adopt the resolution as amended by the City Administrator and City Attorney to include a deadline in the resolution.

**Council Member Ollig motioned to adopt Resolution R-15-09 "ordering the abatement." of hazardous conditions at 121 Baker Avenue East, and directed the City Administrator to work with the City Attorney to determine an end time for all of the abatement work to be completed. Council Member Quast seconded the motion. Motion carried 5-0.**

## 5) New Business

### a) Public Works Department – Street Sweeper Replacement

Mr. Wilfahrt stated that the City Council recently discussed a Capital Equipment Replacement Plan for Public Works and Police equipment. The Plan included the replacement of a street sweeper in 2015. The City has two (2) street sweepers that are used for several seasons to remove leaves, salt, sand, and other debris from City streets. Removing the debris keeps the road safer for vehicles and pedestrians and also reduces storm water pollutants.

The street sweeper to be replaced is a 1979 Elgin Street Sweeper. The sweeper has a broken hour meter, but it is estimated to have over 60,000 hours in its thirty-six (36) years of use. The 1979 Elgin has also been costing the City thousands of dollars annually in maintenance over the past few years.

In order to avoid additional future maintenance costs and to replace the thirty-six (36) year-old Elgin with a more reliable piece of equipment, staff obtained a quote for a new street sweeper. The quote is from Mac Queen Equipment out of St. Paul, Minnesota. The sweeper quote is a state contract and is good until April 1, 2015 when the price will increase. After trading in the 1979 Elgin for \$3,000 the price is \$170,483.50. The Capital Equipment Replacement Plan has \$180,000 allocated to replace the street sweeper. There is approximately \$250,000 in the Capital Equipment Fund currently, and another \$150,000 will be transferred to the fund in 2015.

**Council Member Quast motioned to approve the purchase of a 2014 Elgin Pelican NP Street Sweeper from Mac Queen Equipment, in the amount of \$170,483.50. Council Member Schulenberg seconded the motion. Motion carried 5-0.**

**6) Department Report**

**a) Police Department – Police Chief Justin Heldt**

Mr. Justin Heldt, Winsted Police Department Police Chief, reported on the following:

▪ **New Police Officer:**

- Mr. Christopher Hirsch will begin his employment with the City on March 9, 2015. Initial training will be with Chief Heldt and then Officer Lammers will be Officer Hirsch's primary Field Training Officer (FTO). Officer Lammers has recently obtained his certification.
- Training is expected to last between two to four (2-4) months.

▪ **Emergency Management Certification:**

- Chief Heldt is in the process of completing the online course.
- Classroom training and exercises will begin in May, 2015. There are approximately 137 hours of training to obtain certification.

▪ **Emergency Medical Technician (EMT):**

- Officer Brunns is approximately half way through his EMT certification training.

▪ **Drug Awareness Resistance Education (D.A.R.E.):**

- Chief Heldt is teaching D.A.R.E. to the 6<sup>th</sup> grade class at Holy Trinity School.
- Graduation is planned for April, 2015. The D.A.R.E. class will be attending a Twins game in May, 2015.

▪ **2014 Yearly Report:**

Chief Heldt highlighted the following statistics from the 2014 Yearly Police Department Report:

- Medicals . one hundred fifty-one (151); down slightly from 2013.
- Theft related . seventy (70), up considerably from 2013. There are a lot more fraudulent scam cases.
- Vulnerable Adult . ten (10), up from two (2) and considerably higher than previous years.
- Arrests . forty (40), down from sixty-two (62) in 2013.
- Accidents . twenty-four (24).

Mayor Stotko asked if domestic calls were up from the year 2013. Chief Heldt stated that they were up slightly.

▪ **Fahey Auctioneers:**

- Various items including the Police Department snowmobile have been delivered to Fahey Auctioneers in Glencoe for sale.

▪ **Winter Parking:**

- Chief Heldt reminded the public that there is no parking on city streets between the hours of 2 a.m. and 6 a.m. through the month of April. Permission to park on streets can be received by calling the Police Department.

Chief Heldt asked if the City Council had any questions.

Council Member Fasching stated that many people are now using cellular telephones versus land telephone lines, and their location cannot be tracked. He asked if there was any advice that could be given to a cellular phone caller that needs to dial 9-1-1 to help Dispatch know the person's location they are calling from.

Chief Heldt stated that people should try to state the address where they are at as soon as possible on the call.

Council Member Schulenberg asked if there was anything the City could do to help notify the public of this advice. Chief Heldt stated that the City could include some information in the utility bills and on the public access station.

Mayor Stotko asked Chief Heldt to describe a Police Officer shift. Chief Heldt described the duties of a Patrol Officer during a shift.

Council Member Quast stated that Chief Heldt prepared an excellent 2014 Yearly Report, with information and graphs that were easy to understand.

Council Member Fasching stated that the promenade is a city street; Chief Heldt confirmed that it was. Council Member Fasching reminded the public that the promenade is subject to winter parking rules, but encouraged the public to call the Police Department if they needed to park on the street.

The City Council Members thanked Chief Heldt for his service.

7) **No Open Forum.**

8) **No Announcements.**

9) **Adjournment**

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

The meeting was adjourned at 6:30 p.m.

*Steve Stotko*

Steve Stotko  
Mayor  
City of Winsted

ATTEST:

*Raquel Kirchoff*

Raquel Kirchoff  
Deputy City Clerk-Treasurer  
City of Winsted