

City of Winsted
City Council Work Session
Lewis Room
Tuesday, April 15, 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. Flood Plain Ordinance Language

Mr. Wilfahrt stated that recently, the Federal Emergency Management Agency (FEMA) updated the Flood Insurance Rate Maps (FIRM) that define flood plains. In April and May of the year 2013, FEMA published the changes in the *Hutchinson Leader* newspaper and the *Federal Reserve* magazine and received no response from anyone appealing the changes.

Mr. Wilfahrt stated that currently, residents in a floodplain can purchase insurance through the National Flood Insurance Program (NFIP). The NFIP was created to provide insurance for those living in flood plains in exchange for communities adopting ordinances that will help reduce future flooding. The City of Winsted passed such an ordinance in the year 1994; but, currently the Ordinance does not comply with what FEMA requires.

Mr. Wilfahrt stated that the same ordinance allows communities to be eligible for flood assistance through the Flood Disaster Protection Act of the year 1973. However, since the City of Winsted's current Ordinance is not in compliance with FEMA's regulations, the City would not be eligible for such assistance unless an updated version is passed by July 7, 2014.

Mr. Wilfahrt presented a draft version of the new Ordinance. He continued by stating that the proposed Ordinance was written from a sample ordinance received from the Minnesota Department of Natural Resources (MN DNR). The new Ordinance differs significantly from the old Ordinance that the City has; but, a majority of the language is mandatory to stay in compliance with Federal Regulations and to maintain eligibility in the NFIP.

Mr. Wilfahrt presented an attached document that specifies which language is mandatory and which language is optional. He continued by stating that the City's Engineer and Planning Consultant have reviewed the proposed Ordinance language and recommend passing the language that was provided by the MN DNR.

Mr. Wilfahrt stated that staff would like the City Council to review the proposed Ordinance and make any suggestions and/or ask any questions. Staff would also like direction from the City Council to place the proposed Ordinance change on a future City Council Regular meeting agenda. It will require a Public Hearing and Notice; and would likely be considered in May or June of the year 2014.

The City Council discussed the Flood Insurance Rate Map (FIRM) for the City of Winsted and the proposed Ordinance. The City Council asked Mr. Wilfahrt to obtain an old FIRM to compare it to the new FIRM to determine what changes have been made to residential, commercial and/or industrial properties in the City of Winsted that are in the floodplain.

Mr. Wilfahrt stated that if the City Council would choose not to adopt the proposed Ordinance, it would not change what City of Winsted properties have been designated as being in the floodplain on the newly adopted FIRM.

Mr. Wilfahrt stated that he will present a more detailed FIRM to the City Council at a future Work Session. He continued by stating that the City will be calling for a Public Hearing at the first Regular City Council meeting in June, 2014 to discuss the proposed Ordinance.

III. Bolton and Menk, Incorporated – Water Tower Inspection

Mr. Wilfahrt stated that in the summer of the year 2013, the City of Winsted hired a contractor who washed the City's Water Tower. During the washing, paint easily came off of the Tower, and the contractor washing it indicated that the Water Tower would likely need to be painted in the near future.

Mr. Wilfahrt stated that staff discussed the contractor's recommendation with the City Engineer and he mentioned that if the City was interested in repainting the Water Tower, the City should first insure that the structural and functional integrity of the Tower be evaluated.

Mr. Wilfahrt stated that there is a letter from the City's Engineer, Bolton and Menk, Incorporated, on the Consent Agenda at tonight's Regular City Council meeting outlining services that they would recommend to evaluate the Water Tower and estimate its longevity. Mr. Wilfahrt stated that the cost to have Bolton and Menk, Incorporated evaluate the Water Tower will be approximately \$1,000 to \$1,500.

Mr. Wilfahrt stated that painting the Water Tower is costly and since the paint on a water tower is expected to last approximately twenty (20) years, the City wants to insure that the Water Tower is structurally sound enough to function for another twenty (20) years before painting it.

IV. Out of State Travel Policy

Mr. Wilfahrt stated that the City of Winsted's Auditor has recommended that the City adopt a policy for out of state travel. The Auditor sent a sample of a policy that was slightly revised by staff.

Mr. Wilfahrt presented a draft copy of the proposed Out of State Travel Policy. He continued by stating that the Policy requires that the City Council approve out of state travel and lists a set of criteria to consider when determining whether or not to approve the travel. The Policy also includes a set of guidelines to handle travel approval and reimbursement for expenses incurred.

V. Other

a) Hotel Feasibility Study

Mayor Stotko asked when the Hotel Feasibility Study will be presented to the City Council.

Mr. Wilfahrt stated that he will be presenting the results of the Hotel Feasibility Study to the City Council at their May 6, 2014 Work Session.

VI. Adjourn

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

The meeting was adjourned at 5:35 p.m.

Steve Stotko

Steve Stotko
Mayor
City of Winsted

ATTEST:

Deborah R. Boelter

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