

City of Winsted
City Council Work Session
Lewis Room
Tuesday, April 18, 2017
5:00 p.m.

Present: Mayor Steve Stotko
Council Member Mike Henrich
Council Member Tom Ollig
Council Member Patty Fitzgerald
Council Member George Schulenberg

Staff Present: Mr. Daniel Tienter, City Administrator
Ms. Raquel Kirchoff, City Clerk-Treasurer

Also Present: Mr. Joshua Eckstein, Bolton and Menk, Incorporated
Mr. Brian Langenfeld, Winsted Volunteer Fire Department Fire Chief

I. Call to Order

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

II. Winsted Fire Station Parking Lot Rehabilitation

Mr. Tienter stated that during the 2017 City Council Goal Setting Retreat, the current state of the parking lot at the Winsted Volunteer Fire Department (WVFD) Station was discussed. The current City Capital Improvement Plan (CIP) has a repair project for the parking lot scheduled for the year 2018. However, City staff was directed to contact R&R Excavating, the general contractor for the Kingsley Street Improvement Project, to see if they would provide a quote to repair the parking lot while they were in the city, in case the City could realize cost savings on the project. Mr. Tienter stated that R&R Excavating provided a quote and Mr. Joshua Eckstein, Bolton and Menk, Incorporated is present to review the project.

Mr. Eckstein reviewed history regarding the WVFD parking lot, stating that in the year 2010, research was completed regarding the parking lot and four options for pavement rehabilitation were presented to the City Council. None of the options outlined were authorized at that time and further investigation was requested. Subsequently, a report of geotechnical investigation was completed by Independent Testing Technologies, Incorporated. Five soil borings were taken and evaluated to determine the suitability of the underlying soils of the existing Fire Station pavements. Based on the geotechnical report, it was determined that full depth reconstruction of the existing pavements is required to correct underlying soil issues.

Mr. Eckstein stated that in the year 2013, plans were developed to install an underground drain tile system at the west end of the Fire Station building to convey water from the building rain gutter system directly to the storm sewer. On April 9, 2013 quotes were received for this work but this project was not awarded or completed.

Mr. Eckstein stated that a quote was requested from R&R Excavating to install a drain tile system that was designed in 2013 and reconstruct all bituminous pavement along the west side of the Fire Station building to address issues with further deteriorated pavement. Mr. Eckstein reviewed the quote as follows.

Construction Cost	\$120,745.31
Construction Contingency (10%).....	\$12,074.53
Soft Costs (Management, Inspection, Admin, Etc.)(5%).....	\$6,037.27
Total Project Cost.....	\$138,857.11

The City Council Members and the WVFD Fire Chief, Mr. Brian Langenfeld, discussed the current condition of the parking lot, the problems that occur, and what this proposed improvement would cover. Mr. Eckstein stated that the scope of this project only looks at the asphalt pavement that is on the west side of the building. It does not repair any of the east side of the building and it leaves the concrete aprons in place. It is attempting to repair the pavement in very bad condition while R&R Excavating is in the city because they are moved in and have people on site.

Mr. Tienter stated that this specific project was budgeted for in the Fire Department Capital Improvement Plan in the year 2018, so the City does have sufficient funds to support it. Twenty-five percent (25%) of the project will be paid from the Public Works Capital Equipment Fund, recognizing that Public Works takes advantage of the parking lot southern access for all their heavy equipment.

Mr. Tienter stated that the Winsted Fire Board is aware that the project was scheduled for the year 2018. He continued by stating that he feels the Winsted Fire Board would support completing this portion of the project sooner than 2018 because they were concerned about the condition of the parking lot.

The City Council Members and WVFD Fire Chief discussed the timeline of completing the project and discussed access to the Fire Station during the project. Mr. Tienter stated that a closed access point can be accommodated through other access points to the Fire Station and through communication of the issues.

Mr. Tienter stated that a change order to the larger Kingsley Street Improvements Project contract would be considered at the May 2, 2017 City Council Meeting to consider this project for approval.

III. Other

a) Park Master Plan – Public Hearing

Mr. Tienter stated that there will be a Public Hearing for the Park Master Plan on May 8, 2017 at 5:00 p.m. After this hearing, the Plan will be brought to a future City Council Meeting for adoption.

b) McLeod County Vitality Forum

Mr. Tienter stated that he would be attending a McLeod County Vitality Forum on Thursday, April 20, 2017 at the Glencoe-Silver Lake High School. Topics of discussion will relate to ways that McLeod County, other local units, school districts, cities and area businesses can do more to partner with Economic Development activities for the greater McLeod County area. Mr. Tienter invited interested City Council Members to attend also.

c) Waste Water Treatment Facility – Permanent Improvements

Mr. Tienter stated that the City has received an official legal opinion from the City Attorney that the Minnesota Center for Environmental Advocacy has not filed a petition with the Minnesota State Supreme Court to review the Appellate decision that upheld the National Discharge Pollution Elimination System for the City of Winsted. The City may now move forward with the permanent improvements at the Waste Water Treatment Facility.

d) April 18, 2017 Amended City Council Agenda

Mr. Tienter stated that the agenda for tonight's City Council meeting has been amended to remove the recognition for fire fighter years of service due to the number of fire fighters with scheduling conflicts. This recognition will be placed on a future City Council agenda.

e) Boulevard Trees

Council Member Ollig asked if the City would provide a boulevard tree to residents that they could plant.

Mr. Tienter stated that the City does not plant new boulevard trees, but may replace trees if they had to be removed by the City or through an arborist.

Council Member Ollig stated that when the City removes boulevard trees during a street project, for example the Kingsley Street Improvement Project, a tree is given to the resident but the resident is directed not to plant it in the boulevard.

Mr. Tienter confirmed that this is the practice of the City.

f) Southview Park – Drinking Water

Council Member Ollig stated that parents have asked him if drinking water can be installed at Southview Park.

Mr. Tienter stated that City staff reviewed installing a drinking water station at Southview Park to find that it was cost prohibitive, with the estimate higher than \$10,000. The Park Master Plan suggests a permanent bathroom to be installed at Southview Park in the future, and if this occurs, drinking water can be considered at that time.

g) Lift Station Improvements

Mayor Stotko and Council Member Henrich stated that they had received feedback in favor of the lift station improvements that the City Council has been discussing recently.

h) Trail Signage

Mr. Tienter stated that the City will be placing temporary way-finding signs along the Luce Line State Trail in Winsted. Examples of the signs were displayed for the City Council to review.

i) Winsted Municipal Airport

Mr. Tienter stated that the Federal Aviation Association is still reviewing the draft Environmental Assessment (EA) but have committed to a month end finalized EA which will be available for the public comment period. If this happens, the City will move forward with the planned public engagement that was discussed.

j) Hotel Development

Mr. Tienter provided an update regarding the status of a hotel development within the city of Winsted.

IV. Adjourn

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

The meeting was adjourned at 5:51 p.m.

Steve Stotko
Mayor
City of Winsted

ATTEST:

Raquel Kirchoff, CMC
City Clerk-Treasurer
City of Winsted