

City of Winsted
City Council Meeting
Council Chambers
Tuesday, April 21, 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. Deborah R. Boelter, City Clerk-Treasurer
Mr. Justin Heldt, Winsted Police Department Chief
Mr. Tyler Bruns, Winsted Police Department Officer

- 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 – April 7, 2015**

Accepted the minutes of the April 7, 2015 City Council Work Session.

b) **Minutes – City Council – Regular Meeting – April 7, 2015**

Accepted the minutes of the April 7, 2015 City Council Regular Meeting.

c) **Minutes – Planning Commission Meeting – March 9, 2015**

Accepted the minutes of the March 9, 2015 Planning Commission Meeting.

d) **Walk of Hope - Saint Mary's Care Center**

Approved the designated route for the Saint Mary's Care Center's *Walk of Hope*, for Wednesday, May 13, 2015 starting at 6:00 p.m. as submitted to the Winsted Police Department.

e) **Winsted American Legion – Temporary Liquor License**

Approved a One (1) to Four (4) day Temporary On-Sale Liquor License for the American Legion for May 25, 2015 at 161 - 1st Street North.

f) **Resolution R-15-11 - Donation – TDS Telecom**

Adopted Resolution R-15-11 to accept a \$150.00 Target gift card donation from TDS Telecom to be dedicated to the Winsted Police Department for the Year 2015 Bike Rodeo.

g) March, 2015 Pledged Securities

Approved the Pledged Securities that Security Bank and Trust Company has purchased for the City of Winsted for the month of March, 2015.

h) March, 2015 Building Permit Report

Approved the March, 2015 Building Permit Report.

i) Claims

Approved the Claims List for April 21, 2015.

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

3) No Public Hearings.

4) No Old Business.

5) New Business

a) Ordinance O-15-03 – Zoning Ordinance Amendments

Mr. Wilfahrt stated before the City Council tonight is a proposal to add a new single-family zoning district for the older sections of the City. The change is being recommended due to the number of variances that have had to be processed over the past few years. The Ordinance creates a new district that allows for smaller setbacks and helps to correct a number of other nonconformities.

Mr. Wilfahrt stated that City staff is looking for a motion to approve the changes outlined in Staff report. A revised zoning map incorporating the newly created district will be presented at the next City Council meeting.

Council Member Ollig stated the Planning Commission spent a lot of time on the draft Ordinance and it is the view of the Planning Commission that the newly created district will help diminish the need for variances in the older sections of the City.

Council Member Ollig motioned to adopt Ordinance O-15-03 amending Chapter 15, Section 1501.004 and 1501.005 and adding a new section creating a new zoning district to be known as R-1B Single Family Residential District in the Winsted Zoning Ordinance. Council Member Quast seconded the motion. Motion carried 5-0.

b) Land Lease Agreement – Mr. Dale Barfknecht

Mr. Wilfahrt stated that City staff is requesting the City Council approve a Land Lease Agreement with Mr. Dale Barfknecht to farm approximately six (6) acres of land adjacent to the Wastewater Treatment Facility for one (1) year at a cost of \$1,200. Mr. Wilfahrt noted that the City will need to pay taxes in the approximate amount of \$400 to \$500 if the property is leased. Staff recommends approval of the Agreement.

Council Member Fasching motioned to approve a land lease with Mr. Dale Barfknecht to farm approximately six (6) acres of land adjacent to the Wastewater Treatment Facility for one (1) year for \$1,200. Council Member Schulenberg seconded the motion. Motion carried 5-0.

c) Downtown Beautification Loan Program

Mr. Wilfahrt noted at the April 7, 2015, City Council Work Session, City staff was directed to move forward with drafting all documentation for the Downtown Beautification Loans. Loans will be given to the Corner Bar and Grill, Crazi Coffee, Mr. Doug and Ms. Dianne Remer, and Mr. Marvin

Vetsch. The first three (3) loans will be secured with a mortgage. The basic terms of the loans are outlined in City staff's memorandum.

Mr. Wilfahrt stated that due to the final documents not being ready, Staff would recommend this item be tabled to the Friday, April 24, 2015 Special City Council meeting. Mr. Wilfahrt requested the City Council notify City staff if they are opposed to any of the projects.

Mayor Stotko stated the City Council should determine how many loans they would like to fund before the Friday, April 24, 2015 Special City Council meeting.

It was the consensus of the City Council to fund all four (4) loans.

Mayor Stotko asked where the City will obtain the extra money required.

Mr. Wilfahrt stated since the total amount of the loans is more than the \$10,000 initially set aside for this program, the excess of \$4,128 would be taken from the City's Reserve Fund, which has a balance of approximately \$148,000. The City will also be responsible for the document costs which is expected to be between \$200 to \$250 per loan.

Council Member Quast motioned to TABLE the Downtown Beautification Loan Program agenda item to be discussed at the Friday, April 24, 2015 Special City Council meeting. Council Member Schulenberg seconded the motion. Motion carried 5-0.

d) Winsted Amateur Baseball Association Agreement

Mr. Wilfahrt noted the City Council, at their April 7, 2015 Work Session, requested he draft an Agreement between the City and the Winsted Amateur Baseball Association regarding the proposed improvements to Denis M. Campbell Baseball Field. Both parties agreed the City would cap its annual contribution at \$13,500, which will be paid over the next seven (7) years. The Winsted Amateur Baseball Association will pay the remaining amount of \$6,000 annually for seven (7) years.

Mr. Wilfahrt stated that City staff would recommend that the Agreement between the City and the Winsted Amateur Baseball Association be approved prior to moving forward with any improvements subject to review by the City Attorney.

Council Member Schulenberg motioned to approve an agreement between the City of Winsted and the Winsted Amateur Baseball Association for the Campbell Field Improvement Project, contingent upon review and changes to be made by the City Administrator and City Attorney. Council Member Fasching seconded the motion. Motion carried 5-0.

e) Campbell Field Architectural Agreement

Mr. Wilfahrt stated in February of the year 2015, the City received a memorandum from Bolton and Menk, Incorporated outlining several proposals from architectural firms interested in designing the improvements to Denis M. Campbell Baseball Field. Staff would recommend the low bidder, Oertel Architects, Ltd., be hired to complete the architectural work in the amount of \$14,800 contingent upon review of the Agreement by the City Attorney.

Mr. Wilfahrt stated that City staff would also request Bolton and Menk, Incorporated be authorized to coordinate the geotechnical work for an amount not to exceed \$3,000. Mr. Wilfahrt noted that the geotechnical work is necessary due to some soil issues at the site. Both motions would be contingent upon execution of an agreement between the City of Winsted and the Winsted Amateur Baseball Association.

Council Member Quast motioned to approve an agreement between the City of Winsted and Oertel Architects, Ltd., in the amount of \$14,800 to complete architectural work for the Campbell Field Improvement Project, pending review by the City Attorney; and authorize Bolton and Menk, Incorporated, to coordinate geotechnical work for an amount not to exceed \$3,000; both contingent upon execution of an agreement between the City of

Winsted and the Winsted Amateur Baseball Association. Council Member Fasching seconded the motion. Motion carried 5-0.

f) Grass Lake Road Utility Services Award

City Engineer, Mr. Saulsbury of Bolton and Menk, Incorporated stated quotes were received on April 15, 2015, for the Grass Lake Road Utility Project. The proposed work includes all materials and labor necessary to extend water and sewer services to an existing property located on Grass Lake Road.

Mr. Saulsbury stated that he would recommend Henning Excavating, Incorporated, the low bidder, be awarded the project in the amount of \$26,438.00.

Council Member Schulenberg motioned to approve a bid from Henning Excavating, Incorporated in the amount of \$26,438 to complete the work necessary to extend water and sewer services to 24142 Grass Lake Road contingent on the execution of the Assessment Agreement. Council Member Ollig seconded the motion. Motion carried 5-0.

g) Country Acres Mobile Park Watermain Award

Mr. Saulsbury stated quotes were received on April 15, 2015, for the Country Acres Watermain Extension Project. The proposed work includes all materials and labor necessary to extend an existing watermain into the Country Acres Mobile Park to provide municipal water service to the property.

Mr. Saulsbury stated that two (2) quotes were received for the project and he would recommend Litzau Excavating, Incorporated, the low bidder, be awarded the project in the amount of \$28,284.25.

Council Member Ollig motioned to approve a bid from Litzau Excavating, Incorporated in the amount of \$28,284.25 to complete the work necessary to extend an existing watermain into the Country Acres Mobile Park land parcel, to provide municipal water service to the property contingent on the execution of the Assessment Agreement . Council Member Quast seconded the motion. Motion carried 5-0.

6) Organization Report

a) Winsted Little League Association

Mr. Rick Baumann, Winsted Little League Association, reported on the following:

- Thanked the City Council for helping to erect the Southview Park Fence last fall.
- The Little League Association offers programs for youth ages four (4) to eighteen (18) in Winsted and the surrounding area. Great effort is taken to help keep the fees affordable.
- Membership in the Association has increased to approximately 130 youth.
- The Association offers T-Ball, mixed rec, mixed pitching leagues, and player pitch leagues. Winsted plays in the Crow River League in Hutchinson, Minnesota.
- In the year 2014, there were a total of sixty-eight (68) games played on all three (3) baseball/softball fields, as well as some clinics.
- Safety continues to be the number one (1) priority of the Association.

Mayor Stotko commented that the Little League Association has done a tremendous job with improving the Association.

Council Member Schulenberg noted that the City Council went forward with the fencing project to attract tournaments. Council Member Schulenberg asked when the Association expects they will be able to host a tournament.

Mr. Baumann stated they need to add bleachers and make some more safety improvements prior to hosting a tournament.

b) Winsted Amateur Baseball Association

Mr. Chris Schultz, Winsted Amateur Baseball Association, reported on the following:

- ✓ Thanked Mr. Baumann for the time and effort the Association has been put into the youth baseball programs.
- ✓ Had approximately 4,200 to 4,300 people in attendance at the Minnesota State Tournament.
- ✓ Association had a very solid financial year in 2014, with no debt at the present time.
- ✓ The oldest player on the roster is forty-six (46) years old.
- ✓ The Winsted Wildcats were the Crow River North Champions in the year 2014.
- ✓ The Winsted Wildcats finished fourth (4th) in Minnesota State Amateur Tournament.
- ✓ Had one (1) pitcher, Mr. Tony Kley, who tied a Minnesota State tournament record with a twenty-two (22) strike-out performance with a ninety-one (91) mile-per-hour fastball.
- ✓ The Association lost Manager, Mr. Aaron Schultz who moved to Grand Rapids, Minnesota; but, will be remaining on the Association Board.
- ✓ Expecting a very competitive year in 2015.
- ✓ The Minnesota State Board has approved an increase in the roster to twenty-five (25) players.
- ✓ The year 2015 home opener is scheduled for May 2, 2015 with the first away game being April 26, 2015.
- ✓ The Association is thankful for the funding Agreement the City put in place.
- ✓ An Association Board Member made a \$12,000 donation to the Denis M. Campbell Baseball Field facilities which will allow tournaments to be held.

Council Member Ollig asked how many years Winsted has had Amateur Baseball.

Mr. Schultz stated that the City of Winsted has had Amateur Baseball since the year 1936.

7) Open Forum

a) Winsted Municipal Airport - Ms. Kristin Merritt – Skydiving Business

Ms. Kristin Merritt, 3378 . 38th Street, Winsted, Minnesota, addressed the City Council and stated she is planning to move forward with her skydiving business in Winsted and that she is looking forward to working with the City and improving relations with the Airport hangar owners.

b) Winsted Municipal Airport – Mr. Gerald Gray – Skydiving Business

Mr. Gerald Gray, 21726 McLeod County Road Nine (9), Winsted Township, Minnesota, stated he would like to express his support for Ms. Merritt and her new skydiving business at the Winsted Municipal Airport.

8) No Announcements.

9) Adjournment

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

The meeting was adjourned at 7:00 p.m.

Steve Stotko

Steve Stotko
Mayor
City of Winsted

ATTEST:

Deborah R. Boelter

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