

City of Winsted
City Council Meeting
Council Chambers
Tuesday, June 17, 2014
6:00 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
Mr. Justin Heldt, Winsted Police Department Acting Chief

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

- a) The Pledge of Allegiance was taken.**
- b) Center Point Energy – Grant Presentation**

Belinda Wilson, CenterPoint Energy, presented the City of Winsted with a Community Partnership Grant check in the amount of \$2,500.00 to be dedicated toward the purchase of a civil defense siren to be located in the area of the Winstock Country Music Festival property.

2) Consent Agenda

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

a) Minutes – City Council – Work Session – June 3, 2014

Accepted the minutes of the June 3, 2014 City Council Work Session.

b) Minutes – City Council – Regular Meeting – June 3, 2014

Accepted the minutes of the June 3, 2014 City Council Regular Meeting.

c) Downtown Vibrancy Commission Minutes – May 13, 2014

Accepted the minutes of the May 13, 2014 Downtown Vibrancy Commission Meeting.

d) Planning Commission Meeting – May 12, 2014

Accepted the minutes of the May 12, 2014 Planning Commission Meeting.

e) Resolution R-14-20 - Donation – Center Point Energy

Adopted Resolution R-14-20 to accept a \$2,500.00 donation from Center Point Energy to be dedicated toward the purchase of a civil defense siren to be located in the area of the Winstock Country Music Festival property.

f) Resolution R-14-21 - Donation – Pioneer Hi-Bred International, Incorporated

Adopted Resolution R-14-21 to accept a \$2,500.00 donation from Pioneer Hi-Bred International, Incorporated to be dedicated toward the purchase of a civil defense siren to be located in the area of the Winstock Country Music Festival property.

g) Resolution R-14-22 – Election Judge Appointment

Adopted Resolution R-14-22 appointing Election Judges for the City of Winsted for the 2014 State Primary and General Elections.

h) Winsted Holding Activities that Unite People (WHAT UP) – Farm Animals

Approved the WHAT UP organization to have farm animals at Mill Reserve Park on Friday, June 20, 2014.

i) Winsted Ambassador Program – Circus Animals

Allowed circus animals within the City of Winsted, to include a lion, tigers, horses, ponies and dogs on Monday, July 28, 2014 through Tuesday, July 29, 2014, for a circus sponsored by the Winsted Ambassador Program.

j) Summer Hours - Winsted City Offices

Approved summer hours of operation for Winsted City Offices from Memorial Day through Labor Day, with the hours of 7:30 a.m. . 5:00 p.m., Monday through Thursday and 7:30 a.m. . 11:30 a.m. on Friday.

k) Resolution R-14-23 Conditional Use Permit – 651 – 2nd Street South

Adopted Resolution R-14-23 to approve a Conditional Use Permit allowing an accessory structure to be brought from an area outside of the City of Winsted and located at the property of 651 . 2nd Street South.

l) Resolution R-14-24 - Winsted Volunteer Fire Department Relief Association – Gambling Contribution

Approved Resolution R-14-24 to accept a contribution from gambling proceeds from the Winsted Volunteer Fire Department Relief Association in the amount of \$2,500 to be dedicated to the City of Winsted Park Fund.

m) 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 May, 2014.

n) May, 2014 Building Permit Report

Approved the May, 2014 Building Permit Report.

o) Claims

Approved the Claims List for June 17, 2014.

3) No Public Hearings.

4) No Old Business.

5) New Business

a) Year 2013 Audit Report

Mr. Paul Harvego of Conway, Deuth and Schmiesing presented the year 2013 Audit Report.

Council Member Schulenberg motioned to approve the Year 2013 Audit Report as presented. Council Member Fasching seconded the motion. Motion carried 5-0.

b) Winsted Police Department – Police Officer Hiring

Mr. Wilfahrt stated at the June 3, 2014 City Council Work Session, the City Council directed staff to bring forward a job description and authorization to hire a fourth (4th) Police Officer. Mr. Wilfahrt referenced his memo to the City Council from the June 3, 2014 City Council Work Session and reviewed the background information in the memo that explains the need for a fourth (4th) Police Officer for the City of Winsted.

Mr. Wilfahrt stated that in order to hire the fourth (4th) Police Officer, staff will need the City Council to proceed with a few items. First (1st), the City Council will need to approve the Police Officer Job Description. He continued by stating that there are a few changes from the previous Police Officer Job Description which include the addition of mentioning that the Police Officer will be responsible for working on-call time, and requiring an Associate's Degree in Law Enforcement or Criminal Justice.

Mr. Wilfahrt stated that secondly, the City Council will need to authorize staff to post the Police Officer Job Posting. If approved, staff will post in the Herald Journal newspaper, the League of Minnesota Cities website, Peace Officer Standards and Training (P.O.S.T.) bulletin, mnworks.net, and the City of Winsted website.

Mr. Wilfahrt referenced the anticipated outline of the process that reflects an employment start date for the new Police Officer of September, 2014.

Council Member Schulenberg stated he has discussed the proposed fourth (4th) Police Officer position with the City's current Police Officers and they were happy that the City Council was moving forward with the hiring of a fourth (4th) Police Officer.

Council Member Fasching stated that the background shows the need for the fourth (4th) Police Officer and that past research has proven that it is more cost effective for the City of Winsted to hire an additional Police Officer than to contract with the McLeod County Sheriff's Department.

Council Member Ollig stated that prior to the retirement of the former Chief of Police, the Winsted Police Department operated with three (3) full-time Police Officers and one (1) Police Officer who worked part-time at thirty (30) hours per week; so, essentially the Police Department is not really adding another full-time Police Officer but adding ten (10) hours to the already part-time Police Officer position.

Council Member Ollig stated that all the Winsted Police Department full-time Police Officers are required to obtain training and certification as an Emergency Medical Technician (E.M.T.) and considering all the emergency medical calls that the Winsted Police Department responds to, they are saving lives.

Council Member Quast motioned to approve the Winsted Police Department's Police Officer Job Description and Job Posting and authorized City staff to advertise for the position of Police Officer. Council Member Ollig seconded the motion. Motion carried 5-0.

Council Member Ollig thanked and complimented Winsted Police Department Acting Chief, Mr. Justin Heldt and the other Police Officers for the great job they did during the year 2014 Winstock Country Music Festival.

6) Department Report

Waste Management

Mr. Mike Donnelly, Waste Management, reported on the following:

- **The City of Winsted Spring Clean-Up Day – May 31, 2014**
 - Collected two and a half (2-1/2) truckloads of discarded material.
 - Very well attended.
- **Winstock Country Music Festival – June 12th through June 14th, 2014**
 - The garbage service ran smoothly.
 - Clean-up went well.
- **Saint Mary's Craft Beer Festival – July 19, 2014**

- Preparing for garbage service.
- **City of Winsted - Garbage Collection**
 - Gave a brief overview of the amount of garbage collected in the City of Winsted since March, 2014.
- **Proposed Transfer Station Addition**
 - Proposed project is on hold.

Council Member Ollig stated that Waste Management has always been a good corporate citizen in the Winsted Community and he thanked Mr. Donnelly and Waste Management for their generosity.

Council Member Quast stated that she received several positive comments during the year 2014 Winstock Country Music Festival about the cleanliness of the grounds. She thanked Mr. Donnelly and the Waste Management employees who maintained the Winstock Country Music Festival property.

Council Member Fasching asked how the transition has gone with the City no longer billing the residents for garbage and having Waste Management bill the residential garbage service. Mr. Donnelly stated that the process has gone well. Ms. Boelter stated that if a resident contacts the City regarding issues with their garbage service, the City has been able to contact Waste Management on their behalf and rectify the problem fairly quickly and easily.

Council Member Ollig asked Mr. Donnelly if he has any statistical information on how many commercial clients they were able to retain after the City allowed other garbage companies to provide service to the businesses in the City of Winsted. Mr. Donnelly said he did not have that information. He continued by stating that they did lose some of their commercial accounts in the City of Winsted; but, not a severe loss of customers.

7) **No Open Forum.**

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 6:45 p.m.

Steve Stotka

Steve Stotka
Mayor
City of Winsted

ATTEST:

Deborah R. Boelter

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