

Present: Mayor Steve Stotko  
Council Member Bonnie Quast  
Council Member Max Fasching  
Council Member Tom Ollig

Absent: Council Member George Schulenberg

Staff Present: Mr. Clay Wilfahrt, City Administrator  
Ms. Deborah R. Boelter, City Clerk-Treasurer  
Mr. Dan Pohl, Winsted Police Department Officer

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

- a) The Pledge of Allegiance was taken.**
- b) City Administrator Introduction – Mr. Clay Wilfahrt**

Mayor Stotko introduced the new City Administrator, Mr. Clay Wilfahrt.

**2) Consent Agenda**

**Council Member Quast motioned to adopt the Consent Agenda as presented. Council Member Fasching seconded the motion. Motion carried 4-0.**

**a) Minutes – City Council – Regular Meeting – August 20, 2013**

Accepted the minutes of the City Council Regular Meeting of August 20, 2013.

**b) Minutes – City Council – Work Session – September 3, 2013**

Accepted the minutes of the City Council Work Session of September 3, 2013.

**c) Minutes – City Council – Regular Meeting – September 3, 2013**

Accepted the minutes of the City Council Regular Meeting of September 3, 2013.

**d) Winsted Volunteer Fire Department Resignation – Mr. Mitch Wittmer**

Accepted the resignation of Mr. Mitch Wittmer from the Winsted Volunteer Fire Department.

**e) Ordinance O-13-04 – Zoning Map Amendment**

Adopted Ordinance O-13-04 amending the official zoning map of the City of Winsted, Minnesota as referenced in Chapter 15, Section 1501.004, Letter B of the Winsted Zoning Ordinance by rezoning property located at 150 . 2<sup>nd</sup> Street North as recommended by the Winsted Planning Commission.

**f) Resolution R-13-19 – Conditional Use Permit – 150 - 2<sup>nd</sup> Street North**

Adopted Resolution R-13-19 to approve a Conditional Use Permit to allow for a building to be moved from a parcel of land outside of the City of Winsted to a parcel of land within the City of Winsted, that is larger than ten (10) feet in width or twelve (12) feet in length and ten (10) feet in height to be located on property located at 150 - 2nd Street North in the R-1 Single Family Residential District as recommended by the Winsted Planning Commission.

**g) Resolution R-13-20 - Tax Forfeiture Properties**

Adopted Resolution R-13-20 to approve tax forfeited property for public auction or auction to adjacent owners.

**h) Resolution R-13-21 – Donation for Southview Park Baseball Field Improvements – Little League**

Adopted Resolution R-13-21 to accept a donation from Tetra Pak Cheese and Powder Systems Incorporated to be dedicated to Southview Park Baseball Field improvements by the Little League.

**i) One Block Walk Against Bullying**

Authorized Girl Scout Troop 34045 to hold a One Block Walk Against Bullying+along the Promenade and 1<sup>st</sup> Street South on Saturday October 12, 2013 at 9:00 a.m.

**j) Hay Ride Permit – Winsted Holding Activities that Unite People (WHAT UP)**

Granted a hay ride permit to WHAT UP for Saturday, October 19, 2013 at 1:00 pm with the designated route as submitted to the Winsted Police Department.

**k) Account Authorization – Financial Institutions**

Authorized access and authority to City of Winsted accounts at the following financial institutions to Clay Wilfahrt, City Administrator:

- 4M Fund
- International City/County Management Association (ICMA)
- Security Bank & Trust Company
- Northland Securities

**l) 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 August, 2013.

**m) August, 2013 Building Permit Report**

Approved the August, 2013 Building Permit Report.

**n) Claims**

Approved the Claims List for September 17, 2013.

**3) No Public Hearings.**

**4) No Old Business.**

**5) No New Business.**

**6) Department Report**

**a) City Engineer**

Mr. Jake Saulsbury, City Engineer from Bolton and Menk, Incorporated reported on the following:

➤ **Winsted Municipal Airport Improvements**

1. Luce Line Trail Alignment

a) The current Luce Line Trail alignment conflicts with the existing Runway Protection Zone and the Minnesota Department of Transportation/Office of Aeronautics (MN DOT/OA) Clear Zone.

b) Bolton and Menk, Incorporated staff and City staff have successfully worked with the Federal Aviation Administration (FAA), the MN DOT/OA and property owners

to develop a location to relocate the proposed Luce Line Trail connection to remove the aforementioned conflicts.

2. Year 2014 Airport Improvements
  - a) The proposed year 2014 improvement project for the Winsted Municipal Airport for FAA funding is the Turf Runway Reconstruction Engineering Design. A meeting was held with the FAA in late August, 2013 to discuss the project and funding.
  - b) The FAA is considering what impacts the paving of the existing Luce Line Trail will have with the funding and the Turf Runway Reconstruction Engineering Design project as well as other future projects.

➤ **Waste Water Treatment Facility (WWTF)**

1. The next requirement of the recently updated WWTF's discharge permit from the Minnesota Pollution Control Agency (MPCA) is related to the pond decommissioning. The stockpiling of the sludge and the removal of the aeration equipment is being completed. The next steps will include removing and land applying the sludge. The due date for the ultimate decommissioning of the ponds is January 31, 2016. The sludge has been tested by the MPCA and has been approved for land application.
2. The WWTF's upgrade project was submitted for Public Facilities Authority financing and again scored too low to obtain financing. A point source grant was applied for that would cover approximately \$1,000,000 of the upgrade project's cost. The results of the point source grant are anticipated to be received within the next month of October, 2013. Once the status of the grant is known, the City will need to determine if they wish to proceed with the upgrade project. The MPCA has stated verbally that the City was going to receive the point source grant; however, official documentation from the MPCA has not been received.

➤ **Industrial Park Feasibility Study**

1. A Feasibility Study for the development of a forty (40) acre Industrial Park near the existing Industrial Park was completed and presented to the City Council.
2. The City staff is currently discussing the project with land owners for a potential land acquisition.
3. Bolton and Menk, Incorporated staff is willing to assist with the next steps which include wetland delineations, environmental assessment, preliminary design, permitting and grant solicitation.

➤ **Miscellaneous Items**

1. Drainage Issues:

Three (3) sites have experienced issues related to water ponding and they include the City Hall Lakefront Promenade, Westgate Park and 1<sup>st</sup> Street South. These three (3) sites have been evaluated and recommendations were provided to the City Council.
2. Westgate Neighborhood Improvements:

The remaining repair items have been completed. Approximately \$30,000 in minor work items and project retainage will be paid once the project close-out paperwork is received from the contractor.
3. Generators:

A preliminary design and cost estimate was completed for generators to be installed at the Westgate Lift Station, the Littfin Lift Station and the WWTF.
4. Kingsley Street Area Improvements:

A Feasibility Study will be completed for street, utility, force main and trail improvements on and near Kingsley Street.

Mayor Stotko stated that the City Council discussed the proposed generators at their earlier Work Session and they have directed Mr. Wilfahrt to prepare a proposal for the Littfin Lift Station generator and present it at a future Regular City Council meeting.

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 4-0.**

The meeting was adjourned at 6:13 p.m.

*Steve Stotko*

Steve Stotko  
Mayor  
City of Winsted

ATTEST:

*Deborah R. Boelter*

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