

City of Winsted
City Council Work Session
Lewis Room
Tuesday, October 7, 2014
5:00 p.m.

Present: Mayor Steve Stotko
Council Member Bonita 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 Chief

I. Call to Order

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

II. Strategic Retreat Surveys

Mr. Wilfahrt distributed a copy of a memo from the Strategic Retreat Facilitator, Mr. Shannon Sweeney, David Drown Associates, Incorporated, asking the City Council and Department Heads to provide input regarding short term and long term capital goals by completing the survey provided.

Mr. Wilfahrt stated that Mr. Sweeney will be using the information provided in the survey for discussion in the Strategic Retreat.

Mr. Wilfahrt asked the City Council to return the completed surveys to him by Friday, October 17, 2014.

III. Winsted Municipal Airport – Capital Improvement Plan

Mr. Wilfahrt stated the Federal Aviation Administration (FAA) requires the Winsted Municipal Airport to have a Capital Improvement Plan (CIP).

Mr. Wilfahrt introduced the City's Airport Engineer from Bolton and Menk, Incorporated, Mr. Ron Roetzel.

Mr. Roetzel addressed the City Council regarding the Winsted Municipal Airport's CIP. He continued by stating that the Airport's CIP contains the projects and vision that the City Council has established for the Winsted Municipal Airport on a five (5) year cycle. Mr. Roetzel stated that the last time the City Council established their priorities for the Airport's CIP was in the year 2010; so, the City Council must evaluate the CIP and prioritize the projects for the Airport for the next five (5) years beginning in the year 2015. He continued by stating that the FAA evaluates the Winsted Municipal Airport's CIP annually in a meeting with City staff and the City's engineer.

Mr. Roetzel stated that the FAA is pushing the City Council to pave the runway at the Airport because the City receives Federal Entitlement funding and they feel that the Airport would better serve the Winsted Community if it was paved.

Mr. Roetzel presented the proposed CIP for the Winsted Municipal Airport for the years 2015 through 2019. He continued by stating that the CIP projects were planned in accordance with the FAA's desire to have the runway paved.

Mr. Roetzel stated that additional funding is being made available through the year 2017; so, if the City would be able to complete the projects prioritized on the CIP for the years 2015 through 2017, they would save money by using this additional funding.

The City Council discussed the proposed Winsted Municipal Airport's CIP for the years 2015 through 2019.

Mr. Roetzel presented a drawing of the proposed Luce Line State Trail alignment and the paved runway.

Council Member Ollig asked where the funding would come from for the portion of \$663,795 that the City would be responsible for during the five (5) year period from the years 2015 through 2019. Mr. Wilfahrt stated that a percentage would be assessed to the Winsted Municipal Airport's hangar owners and the City would need to determine from where the remaining balance would be paid.

Council Member Ollig shared his concerns regarding the variety of large improvement projects that the City will be funding over the next few years.

Council Member Fasching asked how the Winsted Municipal Airport's hangar owners feel about the proposal to pave the runway. Mr. Wilfahrt stated that some want the runway paved and others do not.

Council Member Ollig stated that there are some Winsted businesses that would like to see the runway be paved; however, there are some residents who would not like to see the runway be paved.

Council Member Schulenberg asked what would happen if the City Council decides that they do not want to pave the runway. Mr. Wilfahrt stated that the City Council indicated in the Airport's year 2010 CIP that they were going to pave the runway. He continued by stating that if the City Council decides not to pave the runway, it is likely that the FAA will no longer provide Entitlement funding for any of the Winsted Municipal Airport's CIP projects.

Mayor Stotko asked Mr. Roetzel if the paving of the runway could be extended out past the priorities as established in the Airport's CIP for the years 2015 through 2019. Mr. Roetzel stated yes, the City can extend it. If the City continues to complete the steps outlined in the CIP leading up to the paving of the runway, the FAA will be satisfied that the City is doing so and will continue to provide Entitlement funding.

Council Member Ollig asked if the FAA will provide funding for the rehabilitation of the runway. Mr. Roetzel stated that the FAA will likely provide minimal funding for the rehabilitation of the runway and that is only if the City has the Environmental Assessment (EA) for Runway 9/27 completed in the year 2015 as stated on the proposed CIP.

Mr. Wilfahrt asked Mr. Roetzel if the Entitlement funding can be used to help pay for the City's local share of the projects listed on the Airport's CIP. Mr. Roetzel stated no.

The City Council directed Mr. Wilfahrt and Mr. Roetzel to convey to the FAA that there may be some financial constraints from the City in regards to the local share of the project costs.

IV. Winsted Police Department – Policy Changes

Mr. Wilfahrt stated that the Winsted Police Department's Personnel Policy Manual needed to be updated to allow the Police Department to utilize their new Department issued weapons. In the process of reviewing the Policy, the Winsted Police Department Chief, Mr. Justin Heldt, found that there were a number of other changes that needed to be made as well.

Mr. Wilfahrt referenced the proposed amendments to the Policy as outlined in his memo to the City Council and asked the City Council Members if they had any questions regarding the proposed amendments.

Winsted Police Department Chief, Mr. Justin Heldt, was in attendance at the Work Session.

Mayor Stotko and the City Council complimented Mr. Heldt for his thorough evaluation of the Policy and the amendments that he is proposing.

Mr. Heldt gave a brief overview of some of the amendments he is recommending to the Policy.

Mayor Stotko asked Mr. Heldt how often he will be reviewing the Policy to make sure that it is updated. Mr. Heldt stated that if the Minnesota Peace Officer Standards and Training (P.O.S.T.) Board and/or Minnesota State Statutes mandate certain policies, the Policy would be amended immediately to implement the mandates. As far as other amendments, they would be considered when certain issues that arise may dictate the need for a change to the Policy and/or are due to proposed amendments by other law enforcement agencies.

The City Council discussed and directed Mr. Heldt and Mr. Wilfahrt to move forward with the proposed amendments to the Winsted Police Department's Personnel Policy.

V. Other

a) Winsted Volunteer Fire Department – Fire Station Roof

Mr. Wilfahrt stated that the discussion regarding the improvements to the Winsted Volunteer Fire Department's Station roof has been removed from tonight's Regular City Council meeting agenda. He continued by stating that more research needs to be done and the item will be presented at a future City Council meeting.

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 5:30 p.m.

Steve Stotko

Steve Stotko
Mayor
City of Winsted

ATTEST:

Deborah R. Boelter

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