

City of Winsted
City Council Meeting
Council Chambers
Tuesday, October 17, 2017
6:00 p.m.

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

Staff Present: Mr. Dan Tienter, City Administrator
Ms. Raquel Kirchoff, City Clerk-Treasurer
Mr. Justin Heldt, Police Chief
Mr. Tyler Bruns, Police 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) Approval of Minutes

Approved the minutes of the following:

- City Council Work Session – August 15, 2017
- City Council Regular Meeting – August 15, 2017
- City Council Work Session – September 5, 2017
- City Council Regular Meeting – September 5, 2017
- City Council Work Session – September 19, 2017
- Economic Development Authority – July 20, 2017

b) Resolution R-17-45 – McLeod Avenue Feasibility Study and Public Hearing

Adopted Resolution R-17-45, a resolution receiving the McLeod Avenue feasibility report and calling for a public hearing on improvement on Tuesday, November 21, 2017 in the City Council Chambers of Winsted City Hall, 201 First Street North, Winsted, Minnesota.

c) Southwest Metro Drug Task Force Joint Powers Agreement

Authorized the Mayor and City Clerk-Treasurer to execute a Joint Powers Agreement between the Southwest Metro Drug Task Force and the Winsted Police Department.

d) Winsted Municipal Airport Land Lease Agreement Termination – Hangar Number Thirteen (13)*

Terminated the Land Lease Agreement between the City of Winsted and Mr. David Millerbernd for hangar number thirteen (13) at the Winsted Municipal Airport.

e) Winsted Municipal Airport Land Lease Agreement – Hangar Number Thirteen (13)

Approved the Land Lease Agreement between the City of Winsted and Mr. Ralph Diers for hangar number thirteen (13) at the Winsted Municipal Airport upon the successful submission of all required documents and fees from Mr. Diers to the City of Winsted.

f) Winsted Municipal Airport Land Lease Agreement Termination – Hangar Number Ten (10)*

Terminated the Land Lease Agreement between the City of Winsted and Mr. Larry Gallagher for hangar number ten (10) at the Winsted Municipal Airport.

g) Winsted Municipal Airport Land Lease Agreement – Hangar Number Ten (10)

Approved the Land Lease Agreement between the City of Winsted and Mr. Steven Rosdahl for hangar number ten (10) at the Winsted Municipal Airport based upon the successful submission of all required documents and fees from Mr. Rosdahl to the City of Winsted.

h) Resolution R-17-46 – Food for Fines Program

Adopted Resolution R-17-46, a resolution approving a “Food for Fines” Program in the City of Winsted, Minnesota.

i) 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 September, 2017.

j) Building Permit Report – September, 2017

Approved the Building Permit Report for the month of September, 2017.

k) Financial Report – August, 2017

Approved the financial report for the month of August, 2017.

l) Claims

Approved the claims list for October 17, 2017.

m) Resignation – Winsted Police Department – Reserve Officer*

Authorized the resignation of employment by Mr. Alan Melquist as a Reserve Officer with the Winsted Police Department, effective October 17, 2017.

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

3) No Public Hearings

4) No Old Business

5) New Business

a) 2017 City Council Priorities Third (3rd) Quarter Update

Mr. Tienter presented a third (3rd) quarter update on the 2017 City Council Priorities.

6) Department Report

a) Winsted Public Library

Ms. Katy Hiltner, Winsted Library Head Librarian, and Ms. Lisa Ebert, Winsted Library Librarian, reported on the following:

- Thanked the City Council for providing funds for new Windows 10 computers at the Winsted Library. There has been great demand for the computers.
- In 2016 there were 1,716 computer sessions, up over 500 sessions from 2015.

- There were 14,274 visitors to the library in 2016, up more than 2,000 visits from 2015. Ms. Hiltner credited these numbers to the great work of the staff at the Winsted Library.
- The library more than doubled the number of its registered reciprocal borrowers from 100 to 262.
- Statistics regarding the 2017 Summer Reading Program were reviewed and distributed to the City Council Members. The theme for 2017 was Reading by Design.
- The Winsted Library has free Wi-Fi and it was used 3,800 times in 2016.
- Four after hour programming sessions were completed for adults, including spirograph, and string art.
- Story hours continue on Tuesdays and Wednesdays.
- In the month of November, there will be writing sessions at the library.
- The library is involved with the silent auction and Winter Festival in December.

The City Council Members stated that the library is an important part of Winsted's community and thanked the librarians for their work.

7) Open Forum

a) Winsted Municipal Airport Land Acquisition

Mr. Ron Otto, 23516 Grass Lake Road, asked for an update regarding the Winsted Municipal Airport. He stated that he is still receiving harassing letters from ProSource Technologies. Mr. Otto stated that he is tired of the contact and has the option to file charges against ProSource Technologies, the City Council, and the City Administrator. Mr. Otto stated that he does not want to proceed with charges.

Mr. Tienter stated that he is disappointed that the Ottos received contact or information that they regarded as harassing from ProSource Technologies. Mr. Tienter stated that after the discussion at the October 3, 2017 City Council Meeting, he had a phone conversation with Ms. Melissa Underwood, the City's Airport planner, from Bolton and Menk, Incorporated on October 5, 2017. He informed Ms. Underwood of the information that was provided during the October 3, 2017 City Council Meeting. Mr. Tienter stated that he followed up with Ms. Underwood on Monday, October 9, 2017 by sending the written statements that the Ottos provided during the October 3, 2017 meeting. Mr. Tienter stated that he asked Ms. Underwood to prepare information that would allow the City Council to make a decision about changing the Runway Improvement Project from a paved surface to a turf surface.

Mr. Tienter stated that at that point in time, and as was briefly discussed at the October 3, 2017 meeting, Bolton and Menk, Incorporated commented that the City should still adhere to the process and get ProSource Technologies to memorialize the contact that they have had with the property owners. If the Federal Aviation Association (FAA) were to ask what happened, the City would have the memorandum from the City Consultant that was hired under the federal regulation.

Mr. Tienter stated that he told Ms. Underwood that ProSource Technologies should cease contact with the Ottos and the Winsted Farmer's Co-op. Mr. Tienter stated that he received an electronic mail message from Ms. Underwood on October 13, 2017 stating that Mr. Ault had contacted the Ottos and that Mr. Ault had received a request from the Ottos to cease contact. According to Mr. Ault's information, he told the Ottos that he had already sent a letter to them, but that they could disregard it. Mr. Tienter stated that he believes that is the letter circulated at this meeting.

Mr. Tienter stated that letter was sent during the morning of the same day that Mr. Ault and the Ottos had a phone conversation. It certainly was not designed to be harassing or intimidating.

Mr. Tienter stated that City staff has requested a memorandum from Bolton and Menk, Incorporated to discuss the conversion of the Airport Runway Improvement project. A meeting with the FAA will occur on October 26, 2017 to update the FAA on the latest developments and to discuss the documentation that the FAA would like to receive. They will be informed that the City will likely be shifting from a paved project to a turf project.

Mr. Tienter apologized if any of the additional contact from ProSource Technologies, which was not directed by the City, appeared as harassing or in contrast to the comments made by the City Council during the October 3, 2017 City Council Meeting. Mr. Tienter stated that he would convey the Otto's sentiments and the strong sentiments of the City Council to ProSource Technologies. Mr. Tienter stated that during the City Council Work Session earlier this evening, some of the City Council Members expressed their frustration with ProSource Technologies.

Mrs. Darlene Otto, 23516 Grass Lake Road, stated that she spoke with Mr. Ault on Friday, October 13, 2017. She asked him if he had talked with the City Council since the October 3, 2017 meeting. Mr. Ault responded that he had received a copy of the letter that the Ottos had given to the City Council at the October 3, 2017 meeting on Thursday, October 12, 2017. Mr. Ault told Mrs. Otto that he was asked to continue to talk to them.

Mr. Tienter stated that the direction that was given to Ms. Underwood was to have ProSource Technologies conclude their work. Whether or not ProSource Technologies thought that required an additional phone call or conversation, he could not speculate. Mr. Tienter stated that he does not know why Mr. Ault would have received the information that the Ottos provided so late. Ultimately there has been no direction from City staff to Bolton and Menk, Incorporated to have ProSource Technologies continue any discussions with the property owners. Mr. Tienter stated that the one thing that was discussed was that the City needs to conclude the process, and so he asked ProSource Technologies for a memorandum outlining their efforts to date.

Mr. Tienter stated that unless the City Council provides strong direction to the contrary, the City is moving forward with the process to shift the runway improvement project from a paved surface to a turf surface, consistent with the statements about eminent domain and the Ottos unwillingness to sell their property from the October 3, 2017 meeting. Any information that the Otto's receive from ProSource Technologies that could be construed as to the contrary is not true.

Council Member Ollig stated that initially, when the City Council talked about hiring ProSource Technologies, the City Council was told that ProSource Technologies has done this type of work before and was very diplomatic, respectful, and effective. To some extent, that is not true. Council Member Ollig stated that he believes it is the general consensus of the City Council that it wants to cut ties with ProSource Technologies.

Mr. Tienter stated that as the last legal step in the process, a memorandum is needed from ProSource Technologies that basically describes their efforts to date with both the Ottos and the Winsted Farmer's Co-op. Since the general direction of the City Council is to switch to a turf runway project, that project will not require land acquisition. There will be no future relationship with ProSource Technologies.

Council Member Henrich asked if City staff relayed to ProSource Technologies that the City wanted no more contact being made with the Ottos and with the Winsted Farmer's Co-op.

Mr. Tienter stated that he told Ms. Underwood, Bolton and Menk, Incorporated that there was no need to continue the land acquisition process and that ProSource Technologies should conclude its work. He requested a memorandum from ProSource Technologies that provided written documentation about their efforts to date that would memorialize everything that happened. This memorandum would provide a record for the FAA and for the City.

8) City Administrator Update and Announcements

a) Halloween Bash – Winsted Holding Activities that Unite People (WHAT UP)

Mr. Tienter stated that WHAT UP will hold a Halloween Bash on Saturday, October 28, 2017 at 1:00 p.m. at City Hall. It is a free event that is open to the public with free pumpkins available for pumpkin decorating.

b) Winsted Brush Site

Mr. Tienter stated that the Winsted Brush Site is still open. Hours of operation are between 4:00 p.m. and Sunset on Wednesdays, and on Saturdays from 9:00 a.m. to 1:00 p.m.

Mr. Tienter stated that City ordinance does not allow for grass clippings or leaves to be blown into the street. Storm sewers have been plugged and the Public Works Department has been called out to prevent flooding. Mr. Tienter requested that residents please refrain from blowing any grass clippings or leaves into the street because those do enter the storm sewer and cause clogs and flooding which can affect resident's property.

c) Advisory Commission Vacancies

Mr. Tienter stated that there are vacancies on the Economic Development Authority and the Park Commission. Interested individuals may contact City Hall for further information.

9) Adjournment

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

The meeting was adjourned at 6:43 p.m.

Steve Stotko

Steve Stotko
Mayor
City of Winsted

ATTEST:

Raquel Kirchoff

Raquel Kirchoff, CMC
City Clerk-Treasurer
City of Winsted