

City of Winsted  
City Council Work Session  
Lewis Room  
Tuesday, October 3, 2017  
5:00 p.m.

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

Staff Present: Mr. Dan Tienter, City Administrator  
Ms. Raquel Kirchoff, City Clerk-Treasurer

Also Present: Mr. Jake Saulsbury, Bolton and Menk, Incorporated

## I. Call to Order

Mayor Stotko called the meeting to order at 5:01 p.m.

Mr. Daniel Tienter, City Administrator, stated that the last portion of this City Council Work Session would be used to view the new fire truck purchased for the Winsted Volunteer Fire Department outside of the City Hall building. The City Council Work Session would adjourn in the City Council Chambers before the regular meeting began.

## II. Winsted Lake Water Quality Discussion

Mr. Tienter stated that at a previous City Council Work Session, the City Council directed Bolton and Menk, Incorporated to contact McLeod County to inquire about what is needed for the City of Winsted to be included in regional plans for water quality related improvements. The City has to be included in these plans in order to access Minnesota State grant funding. Mr. Tienter stated that the City Council requested a cost estimate for a feasibility study to forward to McLeod County for inclusion in their plans.

Mr. Jake Saulsbury, Bolton and Menk, Incorporated, reviewed a memo from Mr. Bob Bean, Task Office Water Resources Engineer, Bolton and Menk, Incorporated. Mr. Bean contacted Mr. Ryan Freitag, Program Director, with the McLeod County Soil and Water Conservation District (SWCD) regarding potential inclusion of capital improvement projects in and around the City of Winsted to improve the water quality of Winsted Lake. The SWCD has not yet begun the review and update of their Comprehensive Plan, but they intend to begin this process early in 2018. The SWCD plans to convene a Kick-Off meeting next spring and intends to invite all potential partners within the district to participate in development of updates, including the City of Winsted. Mr. Freitag indicated that the City should provide four or five potential Best Management Practices / Improvements for discussion by the group and potential inclusion in their plan when the SWCD begins the update process.

Mr. Bean provided the following potential practices / improvements the City should consider submitting:

1. **Sump Manholes with Baffles** – with approximately 20 outfalls that discharge untreated stormwater runoff to Winsted Lake, sump manholes with baffles would provide a fairly easy opportunity to capture sediment prior to outfall and are easily accessible for maintenance. In order to generate sufficient project detail for submission to the SWCD, a project summary for this practice would cost approximately \$3,500.

2. **Rain Gardens** – due to the versatility of this practice, rain gardens could be retrofitted into existing low areas or included in upcoming Street & Utility Improvement Projects. In addition, these practices should require little to no maintenance. In order to generate sufficient project detail for submission to the SWCD, a project summary for this practice would cost approximately \$2,500.
3. **Permeable Pavement** – permeable pavement can be easily installed in parking areas as a retrofit or included in upcoming Street & Utility Improvement Projects. In order to generate sufficient project detail for submission to the SWCD, a project summary for this practice would cost approximately \$2,500.
4. **Tree Trench** – tree trenches are a fairly new concept to provide water quality treatment, but can be easily installed as a retrofit or with a Street & Utility Improvement Project. In addition, tree trenches provide for healthier and longer living trees planted in boulevards. In order to generate sufficient project detail for submission to the SWCD, a project summary for this practice would cost approximately \$2,500.
5. **Sedimentation Basins** – the sediment basins outlined in the DNR's report would provide a final chance to remove sediment in the four main channels draining to Winsted Lake prior to their outfall. In order to generate sufficient project detail for submission to the SWCD, a project summary for this practice would cost approximately \$4,500.

Mr. Saulsbury stated the total project summary costs for the five potential improvements is approximately \$15,500.

Mr. Saulsbury reviewed estimated prices of the improvements that were discussed at a previous City Council Work Session to include;

- Sump Manholes with Baffles - \$10,000 each. Mr. Saulsbury stated that if these were installed during a street reconstruction project, they could take the place of a catch basin or a manhole that would normally cost \$2,000 or \$3,000. If the City received grants that covered more than 70% of the cost, it may save money by not installing the catch basin.
- Rain Gardens - Ranging from \$8,000 - \$20,000. The City Council Members discussed concerns that the City has with maintaining the existing rain garden and the lack of volunteers to maintain future rain gardens. Mr. Tienter recommended that the rain gardens be included in the plan so the City Council would have them as an option in the future to consider.
- Permeable Pavement - \$20 per square foot which could be a very large number depending on the size of the potential parking lot or roadway.
- Sedimentation Basins - \$200,000 to \$1 Million Dollars, not including land costs. The City Council discussed that this improvement would only be considered depending upon grant funds that the City would receive.

Council Member Fitzgerald asked if the City had talked with the Winsted Lake Watershed Association (WLWA) regarding sharing the cost of the study for water quality improvements. Mr. Tienter stated that the (WLWA) was open to discussing sharing this cost; however, they had not been presented the cost of the study yet.

Council Member Fitzgerald asked what improvements the WLWA were interested in. Mr. Tienter stated that Mr. Dale Maus, WLWA representative, had expressed interest in Sedimentation Basins and had expressed that perhaps the Sump Manholes with Baffles would not be as beneficial because the WLWA was not seeing large particulate or refuse in the lake.

Mr. Saulsbury stated that permeable pavement may not be the best option for the City of Winsted. He has viewed permeable pavement work best in a park setting where it does not necessarily have to be maintained in the winter; city staff does not have to worry about the salt and sand. With Winsted Lake location so close to the downtown, it may be better to maintain every bit of impervious surface

along the lake. Mr. Saulsbury stated that all of the options listed by Mr. Bean would be a good use of the City's time and money except possibly the permeable pavement.

Mr. Tienter stated that city staff would contact the WLWA to discuss cost sharing of the study and review the discussion with the City Council again at a future meeting.

### **III. Other**

#### **a) Consent Agenda Amendments**

Mr. Tienter stated that the Consent Agenda has been amended to include the following items. The expenses for items h. and i. were not included in the 2017 budget, and were in excess of \$1,000 so need to be approved by the City Council.

#### **h) Denis M. Campbell Field Improvement Project – Purchase Approval**

Authorize the City Administrator to execute a proposal from Midwest Fence and Manufacturing Company for the purchase and installation of chain link fence at Denis M. Campbell Field, in the amount of \$5,882.00 and a five percent (5%) construction contingency for a total amount not to exceed \$6,176.10.

#### **i) Winsted Police Department – Equipment Purchase**

Approve a quote from Digital-Ally for the purchase and installation of two (2) wireless transfer modules to be installed in Winsted Police Department Squads for an amount not to exceed \$1,205.00.

#### **j) Winsted Volunteer Fire Department – Sale of Equipment\***

Approve the sale of a 40 KVA Whisperwatt Generator and accompanying trailer to Mr. James Koch in the amount of \$2,000.00.

#### **b) Winsted Municipal Airport Land Acquisition Discussions**

Council Member Fitzgerald asked for an update regarding the land acquisition discussions with the Winsted Farmer's Co-op and the Otto properties. Mr. Tienter stated that ProSource Technologies has not been successful in meeting with the property owners. Mr. Tienter stated that one of the property owners has stated that they would be at the City Council meeting this evening to discuss the project. Mr. Tienter stated that it is getting to the point where ProSource Technologies and Bolton and Menk, Incorporated will discuss the progress to date with the City Council and ask the City Council for further guidance, which will likely occur at the first meeting in November, 2017.

### **IV. Winsted Volunteer Fire Department – New Fire Truck**

The City Council Members went outside of the City Hall building to view the new fire truck.

### **V. Adjourn**

**Council Member Ollig motioned to adjourn the Work Session. Council Member Schulenberg seconded the motion. Motion carried 5-0.**

The Work Session was adjourned at 5:53 p.m.

*Steve Stotko*

---

Steve Stotko  
Mayor  
City of Winsted

ATTEST:

*Raquel Kirchoff*

---

Raquel Kirchoff, CMC  
City Clerk-Treasurer  
City of Winsted