

Present: Mayor Steve Stotko
Council Member Bonnie Quast
Council Member Dave Mochinski
Council Member George Schulenberg

Absent: Council Member Tom Ollig

Staff Present: Brad Martens, City Administrator
Deborah R. Boelter, City Clerk-Treasurer
Mike Henrich, Police Chief

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

a) The Pledge of Allegiance was taken.

b) Special Presentation

1. City of Winsted – “Employee of the Year”

a. Amanda Zeidler

Mayor Stotko presented Amanda Zeidler, Utility Billing and Payroll Clerk, with a plaque recognizing her as the City of Winsted’s “Employee of the Year” for 2011.

2. Don C. Guggemos, Senior Community Service Awards

a. Glenn’s Super Valu Foods – Business

Mayor Stotko presented Glenn and Jan Kuck, owners of Glenn’s Super Valu Foods, with a plaque recognizing them for their service and commitment to the Winsted community.

b. Cub Scouts Pack 399 – Organization

Mayor Stotko presented Cub Scout Pack 399 with a plaque recognizing them for their volunteer service and commitment to the Winsted community.

c. Susan Kegler – Individual

Mayor Stotko presented City of Winsted resident, Susan Kegler, with a plaque recognizing her for her commitment to civic participation and volunteer service in the Winsted community.

2) Consent Agenda

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

a) Minutes – City Council - Work Session – December 6, 2011

Accepted the minutes of the City Council Work Session of December 6, 2011.

b) Minutes – City Council – Regular Meeting – December 6, 2011

Accepted the minutes of the City Council Regular Meeting of December 6, 2011.

- c) Minutes – November 8, 2011 Winsted Municipal Airport Commission Meeting**

Accepted the minutes of the November 8, 2011 Winsted Municipal Airport Commission Meeting.
- d) Minutes – November 10, 2011 Park Commission Meeting**

Accepted the minutes of the November 10, 2011 Park Commission Meeting.
- e) Schedule Public Hearing – Fee Schedule Ordinance**

Scheduled a Public Hearing for January 3, 2012 at 6:00 p.m. to consider adopting amendments to the Fee Schedule Ordinance.
- f) 4M Funds – Notification To Broker and Certification by Broker**

Authorized Voyager Asset Management, Incorporated to invest the City of Winsted's 4M Fund in those investments pursuant to Minnesota State Statutes for the year 2012.
- g) 4M Funds – Notification To Broker and Certification by Broker**

Authorized RBC Dain Rauscher to invest the City of Winsted's 4M Fund in those investments pursuant to Minnesota State Statutes for the year 2012.
- h) Northland Securities, Incorporated – Notification To Broker and Certification by Broker**

Authorized Northland Securities, Incorporated to invest the City of Winsted's funds in those investments pursuant to Minnesota State Statutes for the year 2012.
- i) Northland Securities, Incorporated – Notification To Broker and Certification by Broker**

Authorized Northland Securities, Incorporated to invest the City of Winsted Economic Development Authority's (EDA) funds in those investments pursuant to Minnesota State Statutes for the year 2012.
- j) Resolution R-11-44 - Winsted Volunteer Fire Department Relief Association – Gambling Contribution**

Adopted Resolution R-11-44 to accept a contribution from gambling proceeds from the Winsted Volunteer Fire Department Relief Association in the amount not to exceed \$8,000 to be dedicated to the Winsted Volunteer Fire Department's Capital Equipment Fund.
- k) 2012 Property and Casualty Insurance Renewal Contract: Liability Insurance Coverage – Waiver Form**

Authorized the City of Winsted to not waive the monetary limits on municipal tort liability established by Minnesota State Statutes 466.04 for the 2012 Property and Casualty insurance contract.
- l) 2012 Property and Casualty Insurance Renewal Contract: No-Fault Sewer Back-Up Insurance Coverage**

Authorized the City of Winsted not to purchase No-Fault Sewer Back-Up insurance coverage for the 2012 Property and Casualty insurance contract.
- m) 2012 Property and Casualty Insurance Renewal Contract: Medical Payment Insurance Coverage**

Authorized the City of Winsted not to purchase medical payment coverage for the 2012 Property and Casualty insurance contract.

n) 2012 Property and Casualty Insurance Renewal Contract: Excess Liability Insurance

Authorized the City of Winsted to purchase \$1,000,000 in excess liability coverage for the 2012 Property and Casualty insurance contract.

o) Resolution R-11-45 – 2010 Audit Action Plan

Adopted Resolution R-11-45 authorizing the adoption of the 2010 Audit Action Plan and Fund Balance Classifications Policy.

p) Resolution R-11-46 – 2011 Budget Amendments

Adopted Resolution R-11-46 approving amendments to the 2011 Budget.

q) Engineering Services

Approved the fee schedule for engineering services with Bolton and Menk, Incorporated.

r) November, 2011 Financial Report

Approved the November, 2011 Financial Report.

s) November, 2011 Building Permit Report

Approved the November, 2011 Building Permit Report.

t) Claims

Approved the Claims List for December 20, 2011.

3) Public Hearings

a) Public Hearing – Electric Distribution Franchise Ordinance

Martens stated that the City of Winsted is interested in establishing franchise fees on utility providers to allow for an additional revenue source to fund capital improvement projects such as the Pavement Improvement Plan. Staff has worked with Xcel Energy to develop a new ordinance adopting a fee of \$2.00 per account, per month billed to Xcel Energy. Although the fee is billed to Xcel Energy, the utility provider has the ability to pass that fee on to the customer.

Martens stated that to adopt a new ordinance, a Public Hearing must be held in which residents can voice their opinions on the proposed change. After the Public Hearing, the ordinance can be approved by a majority vote of the City Council. Approval would then be submitted to the utility provider and the fee would be collected after a ninety (90) day notice period.

Martens presented the proposed timeline:

Conduct a Public Hearing	December 20, 2011
Approve or Deny the Ordinance	December 20, 2011
Notify the Utility Company	December 21, 2011
Implement the Fee	April, 2012

Martens stated that the proposed ordinance has been reviewed by the City Attorney.

Martens stated that Xcel Energy has, on average, 1,005 accounts in the City of Winsted. Xcel Energy would be billed \$2.00 per account, per month. Martens continued by stating that this equates to 1,005 accounts x \$2.00 monthly fee = \$2,010 in revenue per month.

Mayor Stotko asked for public comment. No public comment was received.

Council Member Quast motioned to close the Public Hearing. Council Member Schulenberg seconded. Motion carried 4-0.

Council Member Quast motioned to adopt Ordinance O-11-10 amending the City's Electric Distribution Franchise Ordinance through repeal and replacement of Section 402 of the City Code. Council Member Schulenberg seconded. Motion carried 4-0.

b) Public Hearing – McLeod Cooperative Power Association Electric Distribution Franchise Ordinance

Martens stated that staff has worked with McLeod Cooperative Power Association to develop a new ordinance adopting a fee of \$2.00 per account, per month billed to McLeod Cooperative Power Association. Although the fee is billed to McLeod Cooperative Power Association, the utility provider has the ability to pass that fee on to the customer.

Martens presented the proposed timeline:

Conduct a Public Hearing	December 20, 2011
Approve or Deny the Ordinance	December 20, 2011
Notify the Utility Company	December 21, 2011
Implement the Fee	April, 2012

Martens stated that the proposed ordinance has been reviewed by the City Attorney.

Martens stated that McLeod Cooperative Power Association has, on average, 138 accounts in the City of Winsted. McLeod Cooperative Power Association would be billed \$2.00 per account, per month. Martens continued by stating that this equates to 138 accounts x \$2.00 monthly fee = \$276 in revenue per month.

Council Member Schulenberg motioned to adopt Ordinance O-11-11 amending the City's McLeod Cooperative Power Association Electric Distribution Franchise Ordinance through repeal and replacement of Section 406 of the City Code. Council Member Mochinski seconded. Motion carried 4-0.

c) Public Hearing – Gas Energy Franchise Ordinance

Martens stated that staff has worked with Centerpoint Energy to develop a new ordinance adopting a fee of \$2.00 per account, per month billed to Centerpoint Energy. Although the fee is billed to Centerpoint Energy, the utility provider has the ability to pass that fee on to the customer.

Martens presented the proposed timeline:

Conduct a Public Hearing	December 20, 2011
Approve or Deny the Ordinance	December 20, 2011
Notify the Utility Company	December 21, 2011
Implement the Fee	April, 2012

Martens stated that the proposed ordinance has been reviewed by the City Attorney.

Martens stated that Centerpoint Energy has, on average, 927 accounts in the City of Winsted. Centerpoint Energy would be billed \$2.00 per account, per month. Martens continued by stating that this equates to 927 accounts x \$2.00 monthly fee = \$1,854 in revenue per month.

Council Member Mochinski motioned to adopt Ordinance O-11-12 amending the City's Gas Energy Franchise Ordinance through repeal and replacement of Section 403.020 of the City Code. Council Member Quast seconded. Motion carried 4-0.

4) No Old Business.

5) New Business

a) 2012 Levy – Resolution R-11-47

Martens stated that all cities must certify a Final Property Tax Levy to their County Auditor on or before December 28, 2011. The amount of the levy is determined by adding the General Fund Levy and the Debt Levy together. The General Fund Levy is the additional amount needed to

fund the operations of the City beyond the collections of fees, fines, and charges for services. The Debt Levy is the amount needed to pay for the debt of the City.

Martens stated that beginning in June, 2011, and continuing through August, 2011, the City Council and staff reviewed draft budgets and levy totals. During this process, the Council was made aware of changes to the Market Value Homestead Credit (MVHC), Local Government Aid (LGA), and the McLeod County property valuation system. Due to the uncertainty of the effects of those changes, the City Council set the 2012 preliminary levy at \$1,173,510 which represented an increase of \$55,881 over 2011, or five percent (5%).

Martens stated that in mid-November, McLeod County prepared and mailed parcel specific property tax notifications to property owners showing the result of the changes outlined above, along with adjustments to levies from the City of Winsted, McLeod County, and Howard Lake Waverly Winsted (HLWW) School District. In general, there are several outcomes that can be described as follows:

1. The elimination of the Market Value Homestead Credit (MVHC) and implementation of the Homestead Market Value Exclusion (HMVE) has resulted in a significant shift in property taxes away from homestead properties to non-homestead properties; which include commercial, industrial, multi-family residential, etcetera.
2. The implementation of a new property valuation system has significantly increased the property values of many commercial and industrial properties.
3. The elimination of the MVHC and implementation of the HMVE, along with declining residential property values, reduced the Tax Capacity of the City of Winsted by 18.5%.
4. The unallotment of LGA and the MVHC reduced State Aid to the City of Winsted by \$197,836.
5. The changes above resulted in an increase in the City of Winsted's Tax Rate from 72.346% to 94.605%.

Martens stated that the City of Winsted held its Truth-in-Taxation hearing on December 6, 2011. At the hearing, the City Council directed staff to decrease the 2012 budget to match the 2011 property tax levy in order to not further exacerbate the conditions mentioned above. The result of this change will reduce the City of Winsted's tax rate from 94.605% to 89.923%.

Martens presented the following information:

GENERAL LEVY

	2008	2009	2010	2011	2012 <i>(Preliminary)</i>
Revenues	\$1,535,928	\$1,547,338	\$1,389,876	\$1,557,681	\$1,548,167
Expenditures	\$1,535,928	\$1,546,778	\$1,395,465	\$1,356,422	\$1,548,167
	2008	2009	2010	2011	2012 <i>(Preliminary)</i>
GENERAL LEVY	\$712,573	\$725,093	\$732,724	\$747,379	\$744,379

DEBT LEVY

Debt	Levy Amount
2006 Public Works Bond	\$54,000 (paid off in 2027)
2007 City Hall Bond	\$156,000 (paid off in 2036)
2008 Equipment Certificate	\$29,250 (paid off in 2017)
2008 City Hall Bond	\$40,000 (paid off in 2027)
2008 Refunding Bond (Fire Hall, 2000 and 2002 Street Projects)	\$94,000 (paid off in 2012)
TOTAL DEBT LEVY	\$373,250

TAX LEVY HISTORY

Levy	2008	2009	2010	2011	2012 Preliminary
General	\$712,573	\$725,093	\$732,724	\$747,379	\$744,379
Debt	\$298,800	\$357,050	\$356,250	\$370,250	\$373,250
TOTAL	\$1,011,373	\$1,082,143	\$1,088,974	\$1,117,629	\$1,117,629

Council Member Mochinski motioned to adopt Resolution R-11-47 certifying the 2012 Tax Levy in the amount of \$1,117,629. Council Member Schulenberg seconded. Motion carried 4-0.

b) 2012 Budget – Resolution R-11-48

Martens stated that each year the City Council approves a budget for the City of Winsted to meet the goals and objectives of the City. In consideration of those goals are external conditions such as state aid and tax law changes, and internal conditions such as the property tax levy. Staff has worked to present a recommended budget for 2012 that is believed to best balance the goals of the City of Winsted with current external and internal budget conditions.

Martens stated that incorporated in the 2012 budget is a combination of expenditure reductions, revenue increases, and balance transfers that were used to eliminate the Preliminary Levy increase of \$55,881 from the General Fund Budget. This was a directive of the City Council after the December 6, 2011 Truth-in-Taxation Public Hearing. In addition, the budget also reflects the transfer of waste removal administration fee revenue from the General Fund Budget as those funds will be used to pay down the fund deficit in 2012. This amount is \$15,750. The specific budget amendments used to cover the \$55,881 levy decrease and the \$15,750 waste removal transfer are outlined below:

Budget Account	Item	Value	Notes
101-45200-400	Park Maintenance	\$1,000	Eliminate proposed increase
101-45200-403	Park Improvements	\$1,000	Eliminate proposed increase for equipment
101-43000-381	Public Works electricity	\$2,000	Adjust based recent billing history
101-42000-212	Police Department (PD) gas and oil	\$1,000	Purchase bulk oil in 2011
101-42000-366	PD equipment	\$1,200	Purchase items in 2011
101-42000-417	PD uniform allowance	\$500	Reduction in budget
101-42000-435	PD prevention mat.	\$500	Purchase items in 2011
101-42000-34000	PD charges for service	\$800	Charge Winstock for Police Chief's time at event
101-42000-550	PD vehicle maintenance	\$500	Purchase tires in 2011
101-41900-381	City Hall electricity	\$1,000	Eliminate Winsted Lake aerator in summer
101-41900-235	Donation	\$2,000	Reduce 125 th anniversary donation to \$8,000
101-41900-340	Publication	\$500	Eliminate Higher Ground advertising
101-42400-300	Building inspection	\$4,250	Budget correction
101-41900-207	Server upgrade	\$13,000	Pay out of Cable Fund
	2011 Surplus	\$32,955	Transfer portion of projected 2011 surplus
	Employer paid insurance	\$7,100	Change insurance providers
	Miscellaneous budget updates	\$2,400	
	TOTAL	\$71,705	

Martens stated that the recommended 2012 budget does include a three percent (3%) increase for all full-time staff and a \$0.50 per hour increase for Police Officer Jim Lammers. This increase would allow wages to keep up with the Consumer Price Index increase of 3.03% for the thirteen (13) county metro area including the surrounding metro counties and two western Wisconsin counties.

Martens stated that the 2012 budget incorporates all aspects of the City of Winsted including the Water, Sewer, Airport, Fire Department, and Debt Service Budgets.

Martens requested that the City Council review the recommended 2012 budget and adopt Resolution R-11-48 approving the 2012 budget for the City of Winsted.

2012 Revenues Total: \$3,803,531.00
2012 Expenditures Total: \$3,645,312.43

Council Member Quast asked how much it costs the City of Winsted per month to run the aerator in Winsted Lake. Council Member Mochinski stated that it costs approximately \$400 to \$500 per month to run the aerator.

Council Member Quast asked if it is necessary to run in the aerator in the summer months. Council Member Mochinski stated that it does help to improve the clarity of the water and reduces some of the algae growth in Winsted Lake.

Council Member Schulenberg motioned to adopt Resolution R-11-48 approving the 2012 Budget. Council Member Quast seconded. Motion carried 4-0.

c) Assessment Policy – Recommended Revisions

Martens stated that prior to moving forward with the Pavement Improvement Plan for 2012, it is requested that the City Council review the Assessment Policy and amend the Policy if necessary. The amendments would bring clarity to the Policy and reduce conflict and questions in the future.

Martens presented a list of items in regards to the Assessment Policy that the City's Engineer, Jake Saulsbury, Bolton and Menk, Incorporated provided for the City Council to review and consider.

1. VI.B.1 – Methods of Assessment

It is recommended to include language that "Equivalent Residential Units" can be calculated and used for assessments to commercial and industrial properties when these parcel types are located in a predominantly residential area. On the current project this recommended revision would potentially impact the assessment to Casey's General Store.

2. IX.A – New Construction

It is recommended to assess developers for utilities for the size needed to serve their developments rather than assess them for only an eight (8)-inch line. This recommended revision would have no impact to the current project.

3. IX.A – Reconstruction

It is recommended to define the section of the standard local street section as 4.5 inches bituminous, 9.0 inches aggregate base, and geo-textile fabric. Consideration should also be given to adding a standard width. This recommended revision would reduce the assessments on the current project if a width narrower than forty (40) feet is chosen.

4. IX.A – Reconstruction & Street Maintenance

It is recommended to include reclamation projects with reconstruction projects rather than street maintenance projects. The life expectancies of reclamation projects have been found to be closer to those of reconstructions. Also, utility improvements and storm sewer and drain tile additions can still be completed with a reclamation project, unlike an overlay project. This change would allow for the City to levy assessments on a reclamation project. This recommended revision may have an impact on the current project depending on the recommended scope of work that is yet to be determined.

5. IX.A – Storm Sewer – an optional recommendation

To further lessen the impact of the assessments on the residents, storm sewer on reconstruction projects could be modified to be a non-assessable cost. This would make the assessment policy more equitable as the amount of storm sewer and the size of pipes vary greatly from neighborhood to neighborhood. For example, the assessments on the Fairlawn Circle project would have been reduced by approximately \$400 per lot if this were in effect; which would have been approximately a ten percent (10%) decrease. This recommended revision would have an impact to the current project.

Martens stated that he and the Public Works Department reviewed the proposed amendments and recommended adopting them with the following changes:

- Item IX.A. – Reconstruction: Define the standard width of a street to forty (40 feet).
- Item IX.A. – Storm Sewer: Modify the Assessment Policy to equitably assess storm sewer
 - Financing of bonds.
 - Debt service payments.
 - Benefit to specific properties.

City Engineer, Jake Saulsbury, Bolton and Menk, Incorporated, was in attendance at the meeting to address questions from staff and the City Council.

Council Member Quast motioned to amend the Assessment Policy as recommended by the City's Engineer. Council Member Schulenberg seconded. Motion carried 4-0.

d) Agreement for Specialized Aviation Service Operation (SASO) – Darrin Mason

Martens stated that in June, 2011, Darrin Mason approached the Winsted Municipal Airport Commission and the City Council for the approval to operate a flight instruction business at the Winsted Municipal Airport. A temporary approval was given by the Council to allow for time to draft a formal agreement to allow the operation of the business.

Martens stated that an agreement has been drafted and reviewed by the City Attorney, the City's Insurance provider and by the Airport Commission at their December 13, 2011 meeting. The Airport Commission voted to approve the agreement with the following amendments:

1. Amend Section four (4) to allow for up to three (3) vehicles to be parked at the hangar by students or employees. This language originally allowed for two (2) vehicles to be parked only by employees.
2. Amend Section eleven (11) to include language charging a \$200.00 annual Specialized Aviation Service Operation (SASO) fee.
3. Amend Section twelve (12) to change the term from a one (1) year agreement to a three (3) year agreement.
4. Amend Section thirteen (13) to include a "cure" clause allowing Masonair to cure any default within thirty (30) days prior to termination.

Martens stated that staff agrees with the amendments above; however, recommends Section eleven (11) be changed to include language referring to fees on the City of Winsted's Fee Schedule instead of a specific fee in the lease.

Martens stated that the agreement will require Mr. Mason to pay any fees as required by the Fee Schedule Ordinance. At this time, staff is proposing a \$200.00 annual fee for SASO businesses.

Martens presented requests from Mr. Mason to amend the agreement with the following:

1. Section four (4): Amend to allow parking for six (6) vehicles at the hangar.
2. Section seven (7): Amend the insurance coverage to \$500,000 per occurrence instead of \$1,000,000 per occurrence.
3. Section twelve (12): Amend term to be one (1) year due to uncertainty of industry.

Council Member Mochinski stated that he would recommend that the City Council leave parking at up to three (3) vehicles at the hangar since his hangar is located near the parking lot.

Council Member Mochinski stated that the insurance requirements should remain at \$1,000,000 per occurrence.

Council Member Mochinski stated that a one (1) year term for the agreement is a good idea.

Council Member Quast asked if there has been a lot of interest in this type of business. Martens stated that Mr. Mason does have a demand for his business and he has received clients from Westside Skydivers.

Council Member Schulenberg asked why Mr. Mason wanted to reduce the insurance requirements from \$1,000,000 to \$500,000. Martens stated that the Federal Aviation Administration (FAA) only requires \$500,000 of insurance but the League of Minnesota Cities Insurance Trust (LMCIT) recommends \$1,000,000.

Martens stated that he has been asked to represent Mr. Mason when it comes to the number of vehicles he is allowed to park at his hangar and he has stated that the parking lot is often full due to clients and visitors to Westside Skydivers.

Council Member Quast motioned to approve an agreement with Darrin Mason to authorize a flight instruction Specialized Aviation Service Operation (SASO) at the Winsted Municipal Airport with the amendment of the term to one (1) year, no change to the insurance requirement of \$1,000,000 per occurrence and allow only three (3) vehicles to park at his hangar. Council Member Schulenberg seconded. Motion carried 4-0.

e) Agreement for Specialized Aviation Service Operation (SASO) – Rod Ibis

Martens stated that the City of Winsted has been approached by Rod Ibis who is requesting permission to use the Winsted Municipal Airport as a location to sell aircraft as a dealer. According to the Minnesota Department of Transportation Aircraft Dealer's License Requirements, the applicant must have proper storage for any aircraft and must also provide evidence from the airport owner that he/she has their permission to buy and sell aircraft on that airport.

Martens stated that at this point, Mr. Ibis is not planning on storing aircraft at the Winsted Municipal Airport; he is simply looking for approval to operate out of the Airport. An example of this operation would be for Mr. Ibis to bring in an airplane on a specific date to meet a possible client. The transaction would then take place or be declined and both parties would leave the Airport without the need for storing the airplane. Mr. Ibis would be responsible for any applicable fees such as a Commercial Operator Fee if that fee is established. Moreover, the addition of an Aircraft Sales operation may bring additional fuel sales to the Winsted Municipal Airport.

Martens stated that the Winsted Municipal Airport Commission reviewed the request and recommends an agreement be approved between the City of Winsted and Mr. Ibis.

Martens stated that the proposed agreement would require Mr. Ibis to pay any fees as required by the Fee Schedule Ordinance. At this time, staff is proposing a \$200.00 annual fee for SASO businesses.

Council Member Quast asked where Mr. Ibis will park the airplanes that he brings to the Winsted Municipal Airport. Council Member Mochinski stated in the tie-down area. Council Member Quast stated that the City Council may want to limit the number of airplanes that he can have on the tie-down area. Council Member Mochinski stated that he believes that the City should not limit the number of airplanes Mr. Ibis parks in the tie-down area and evaluate it after his one (1) year agreement is finished.

Council Member Schulenberg motioned to approve an agreement with Rod Ibis to authorize an aircraft dealer Specialized Aviation Service Operation (SASO) at the Winsted Municipal Airport. Council Member Quast seconded. Motion carried 4-0.

f) Library Lease Agreement – Donald F. Bayerl and Robert J. Bayerl

Martens stated that Donald F. Bayerl and Robert J. Bayerl submitted an updated lease agreement for the Winsted Public Library which includes a rent increase of \$50 per month. The City of Winsted pays rent for the Winsted Public Library. The lease is for a term of one (1) year with a renewal option for a second (2nd) year.

City staff has met with Winsted Public Library staff, as well as a member of the Library Board, to review the proposed lease agreement and they found the proposed agreement to be acceptable.

Martens stated that the exact final lease language is being negotiated; however, no substantial changes will be made beyond the increase in rent. It is requested that the City Council authorize the City Administrator to execute the lease agreement on behalf of the City of Winsted so the library can continue to operate in 2012.

Martens stated that the proposed lease agreement includes a monthly rent in the amount of \$550. This is a \$50 increase from the previous lease. The City of Winsted is also responsible for the payment of utilities, waste removal, and certain maintenance.

Council Member Quast asked if there is a possibility that the Winsted Public Library may outgrow their current location now that they are under the leadership of the Hutchinson Public Library's Librarian.

Martens stated that they are interested in a larger location; but, they are also aware of the additional expenses that would occur if they would move to a larger location.

Council Member Quast motioned to approve a lease agreement with Donald F. Bayerl and Robert J. Bayerl for the Winsted Library. Council Member Schulenberg seconded. Motion carried 4-0.

6) Department Report

a) Winsted Police Department

Mike Henrich, Winsted Police Department Chief reported on the following:

- Cases the Winsted Police Department has been involved with since August 16, 2011.
- Winsted Farmer's Elevator investigation.
- Training opportunities that the Police Department and/or Police Officers have participated in.
- Drug Abuse Resistance Education (D.A.R.E.) Instruction.

Martens complimented Chief Henrich on his dedication and commitment of time to the Winsted Farmer's Elevator investigation.

7) No Open Forum.

8) Announcements

a) Council Member Tom Ollig – Get Well Wishes

Mayor Stotko stated that the City Council and staff were thinking of Council Member Ollig as he recovers from surgery.

9) Adjournment

Council Member Quast motioned to adjourn. Council Member Mochinski seconded. Motion carried 4-0.

The meeting was adjourned at 7:12 p.m.

Steve Stotko

Steve Stotko
Mayor
City of Winsted

ATTEST:

Deborah R. Boelter

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