

City of Winsted  
City Council Work Session  
Lewis Room  
Tuesday, August 1, 2017  
5:00 p.m.

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

Staff Present: Mr. Daniel Tienter, City Administrator  
Ms. Raquel Kirchoff, City Clerk/Treasurer  
Mr. Justin Heldt, Police Chief  
Ms. Christina Busche, Administrative Intern

Also Present: Mr. Jake Saulsbury, Bolton and Menk, Incorporated  
Mr. Dale Maus, Winsted Lake Watershed Association

## **I. Call to Order**

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

## **II. Winsted Lake Water Quality Improvements Discussion**

Mr. Dan Tienter, City Administrator, stated that at the City Council Goal Setting Retreat in January, 2017, water quality related improvements to Winsted Lake were discussed and the City Council recommended a priority to explore programs and strategies to improve and protect the water quality of Winsted Lake.

Mr. Tienter stated that over the last several months, City staff and Bolton and Menk, Incorporated have been reviewing a variety of water quality related improvements and also held a meeting with representatives of the Winsted Lake Watershed Association, the McLeod County Soil and Water Conservation District, and the regional office of the Department of Natural Resources (DNR). At that meeting, those present discussed water quality related improvements that the City could undertake in partnership with the organizations that were present. Mr. Tienter stated that Mr. Jake Saulsbury, Bolton and Menk, Incorporated was present to review some of the improvement projects.

Mr. Saulsbury stated that Mr. Bob Bean, Bolton and Menk, Incorporated hydrologist, provided the memorandum for the City Council. Mr. Saulsbury stated that Mr. Bean completes water resources work, water surface management plans, storm sewer design and water quality projects for Bolton and Menk, Incorporated.

Mr. Saulsbury reviewed the information and pictures provided by Mr. Bean to improve the water quality of Winsted Lake with the City Council Members. Items discussed included:

- Sump Manhole With a Baffle
- Sedimentation Basin on North Creek
- Storm Water Quality Structures
- Water Quality Device - Hydrodynamic Separator
- Rain Gardens
- Permeable Pavement
- Tree Grates
- Additional Measures like tree grates, wetland restorations, vegetated buffers, enhanced street sweeping, improved road maintenance, de-icing programs, yard waste management, education with property owners regarding fertilizer and buffers

Council Member Ollig asked if there was grant money available for improvements. Mr. Saulsbury stated that the

Clean Water Act has grant money available. In order to be eligible for that money, the City would need a project listed and a plan. Mr. Saulsbury stated that the McLeod County Surface Water Management Plan is due at the end of the year 2018, so if the City could coordinate with McLeod County to place some of these improvement items listed in that plan, it may be eligible for grant funds.

Council Member Ollig asked how the City becomes part of the McLeod County Surface Water Management Plan. Mr. Saulsbury stated if Bolton and Menk, Incorporated would complete a study of a project incorporating the items, they would engage McLeod County to include the items as part of the McLeod County Surface Water Management Plan update.

Council Member Ollig asked Mr. Dale Maus, Winsted Lake Watershed Association, what he thought would have the greatest impact on Winsted Lake.

Mr. Maus responded a sedimentation basin would have the greatest impact. He also stated that any of the items within the additional measures category help mitigate sediment.

Mr. Tienter stated that City staff would contact McLeod County regarding what type of documentation they would like to see from Winsted to be included in the McLeod County Surface Water Management Plan and update the City Council regarding this communication.

### **III. Winsted Police Department Body Worn Camera (BWC) Policy Review**

Mr. Tienter stated that the City Council discussed Police Department body worn cameras and selected a City Council priority of the implementation of a Body Worn Camera Policy at their Goal Setting Retreat in January, 2017. Mr. Tienter stated that the City Council would be provided with information regarding body worn camera laws and regulations and also the process moving forward as the City develops the policy.

Council Member Ollig stated that the City Council is not at the point of proceeding with body worn cameras but rather reviewing them and how they work.

Mr. Justin Heldt, Winsted Police Chief, stated that the information that he would be reviewing would take longer than the 20 minutes remaining of the City Council Work Session to review. Mr. Heldt also stated that the information that would be presented is not a policy review, but rather information regarding body worn cameras.

Mr. Heldt reviewed information related to body worn cameras regarding the following items:

- A description of body worn cameras and how they operate
- Data classification of video produced by body worn cameras
- Written policies for body worn cameras
- Data retention of video produced by body worn cameras
- Audit responsibilities of using body worn cameras

Council Member Ollig asked if there was a mandate requiring all police officers to wear body worn cameras. Mr. Heldt stated not at this time.

Council Member Henrich asked who would be required to wear body worn cameras. Mr. Heldt stated that the adopted policy would state the requirements. He continued by stating that he would propose that all officers wear the cameras, except for reserve officers who do not have arrest authority.

Mayor Stotko stated that the remaining information to be presented regarding body worn cameras should be continued to the August 15, 2017 City Council Work Session due to lack of time in the current Work Session.

Mr. Tienter stated that there is no intention to move forward with a Body Worn Camera Policy until the City Council provides that direction. He stated that the item will be added to the next Work Session and may also be discussed at future Work Sessions if there are still additional questions.

Mr. Heldt stated that there are many aspects to consider regarding body worn cameras. He continued by stating that agencies that have implemented cameras are discovering that they have to make changes.

### **IV. Other**

#### **a.) Amended City Council Agenda – August 1, 2017**

Mr. Tienter stated that two items have been added to the Consent Agenda for the August 1, 2017 regular City Council Meeting. The first is authorizing the paving of the driveway at Mill Reserve Park which was recommended in the City's Park Master Plan. The second is authorizing RiteWay Conveyors, Incorporated to utilize Hainlin Park for an employee appreciation event.

**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 5:58 p.m.

*Steve Stotko*

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Steve Stotko  
Mayor  
City of Winsted

ATTEST:

*Raquel Kirchoff*

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Raquel Kirchoff, CMC  
City Clerk-Treasurer  
City of Winsted