

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

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

Staff Present: Mr. Dan Tienter, City Administrator
Ms. Raquel Kirchoff, City Clerk-Treasurer
Mr. Justin Heldt, Winsted Police Department Chief
Mr. Jamie Stotko, Maintenance Worker

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

a) The Pledge of Allegiance was taken.

b) Special Presentations

➤ **Retirement Recognition and Key to the City**

Mayor Stotko recognized former Council Member Bonnie Quast for her years of dedication and service to the City of Winsted and presented her with the Key to the City.

➤ **City of Winsted – Employee of the Year**

Mayor Stotko recognized Winsted Public Works employee, Mr. Jamie Stotko, as the City of Winsted's year 2016 Employee of the Year.

➤ **Don C. Guggemos Sr. Community Service Awards**

Mayor Stotko recognized the following individuals and business for their service and commitment to the Winsted Community and presented them with the Don C. Guggemos Sr. Community Service Award.

- Lucas Morang – Youth
- Bonnie Quast – Individual
- AWI Manufacturing – Business

2) Consent Agenda

Mayor Stotko read the Consent Agenda.

a) Minutes – City Council – Regular Meeting – November 15, 2016

Approved the minutes of the City Council Regular Meeting on November 15, 2016.

b) Minutes – City Council – Special Closed Meeting – December 20, 2016

Approved the minutes of the City Council Special Closed Meeting on December 20, 2016.

c) Minutes – City Council – Regular Meeting – December 20, 2016

Approved the minutes of the City Council Regular Meeting on December 20, 2016.

d) Resignation – Part-Time Police Officer*

Accepted the resignation of Ms. Krystal Fair from employment as a Part-Time Police Officer, effective January 20, 2017.

e) Winstock Country Music Festival - Large Assembly Permit

Approved the McLeod County Large Assembly Permit for Holy Trinity's Winstock Country Music Festival for June 8th, 9th, and 10th, 2017.

f) Resolution R-17-02 – Holy Trinity – Winstock Country Music Festival Liquor License

Adopted Resolution R-17-02 to approve a one (1) to four (4) day Temporary On-Sale Liquor License for Holy Trinity's Winstock Country Music Festival for June 8th, 9th, and 10th, 2017.

g) Resolution R-17-03 – Holy Trinity – Winstock Country Music Festival Gambling Application

Adopted Resolution R-17-03 to approve an application to conduct off-site gambling (pull-tabs) at Holy Trinity's Winstock Country Music Festival for June 8th, 9th and 10th, 2017.

h) Temporary On-Sale Liquor License – Holy Trinity Spring Dinner Auction

Approved a one (1) to four (4) day Temporary On-Sale Liquor License for Holy Trinity's Spring Dinner Auction on April 8, 2017 at the Holy Trinity School Gym.

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 December, 2016.

j) December, 2016 Building Permit Report

Approved the Building Permit Report for the month of December, 2016.

k) Claims

Approved the claims list for January 17, 2017.

Council Member Fitzgerald motioned to adopt the Consent Agenda as presented. Council Member Schulenberg seconded the motion. Motion carried 5-0.

3) No Public Hearings

4) No Old Business

5) New Business

a) Land Exchange Agreement – Parcel Identification No. 21.011.0725

Mr. Tienter stated that the Mayor and City staff have met with a representative of Millerbernd Manufacturing, Inc. (Millerbernd) and T-Miller-B, LLC to discuss the acquisition by the City of a portion of land abutting the southern property line of the Public Works Building for the purposes of constructing a salt and sand storage shed. Mr. Tienter stated that Attachment A included in the City Council packet outlines the area under consideration.

Mr. Tienter stated that rather than a direct sale, the two parties negotiated an Exchange Agreement which was included as Attachment B in the City Council packet whereby the City would agree to install a fire hydrant at City expense near the northwest corner of the administrative offices of Millerbernd. In total, City staff estimate the cost of the Fire Hydrant Installation Project at approximately \$45,000.

Mr. Tienter stated that the City maintains fund balance of approximately \$50,156 from the sale of bonds for the construction of the Public Works Building to use for the construction of the salt storage shed.

Mr. Tienter stated that City staff recommends the City Council to authorize the City Administrator to execute the Easement and Exchange Agreements, the Warranty Deed, as well as any other documents necessary to effectuate the conveyance of the property in question. City staff also recommend the Council authorize the City Administrator to release the Fire Hydrant Installation Project for quotes.

Council Member Ollig motioned to authorize the City Administrator to execute an easement agreement, exchange agreement, warranty deed and any other documents necessary to effectuate the conveyance of the property in question; and release the Fire Hydrant Installation Project for quotes. Council Member Henrich seconded the motion. Motion carried 5-0.

b) 2016 City Council Priorities Fourth (4th) Quarter Update

Mr. Tienter presented a fourth (4th) quarter update on the 2016 City Council Priorities.

c) Recommended 2017 City Council Priorities

Mr. Tienter stated that on January 12, 2017, the City Council conducted its 2017 Goal Setting Retreat. In addition to providing an opportunity to review the status of certain City programs and projects, the Retreat serves as the occasion for the Council to establish a series of annual, outcome-based goals, known as City Council Priorities, as well as identify other high priority projects for the purpose of directing City resources.

Generally, these Priorities are established using the following guidelines:

- Accomplishable with a one-year time period;
- Consistent with the adopted positions of the Council (e.g., plans, resolutions, ordinances);
- Under the direct control or sphere of influence of the Council or City staff; and
- Through a ranked choice vote of the Council.

Mr. Tienter stated that the City Council voted and identified 13 priorities for approval in 2017 as follow.

- Continue construction of improvements to the Wastewater Treatment Facility.
- Complete the Winsted Municipal Airport Environmental Assessment (EA) and consider a Runway Improvement Project.
- Continue development of a hotel property within the City of Winsted.
- Explore programs and strategies to improve and protect the water quality of Winsted Lake, up to and including the construction of a holding pond.
- Continue implementation of the Pavement Management Plan of the City of Winsted by beginning the McLeod Avenue Area Improvements Project.
- Rehabilitate the downtown area light poles and underlying electrical service.
- Redevelop the City of Winsted website and revise all online content.
- Continue and expand programs and strategies to encourage the development of new housing within the City of Winsted.
- Continue development of the Water Tower Rehabilitation Project.
- Replace the parking lot for the Winsted Volunteer Fire Department and Public Works Buildings.
- Install generators at various City facilities, including the City Hall and lift stations.
- Review the composition and mission of the Winsted Municipal Airport Commission.
- Begin the process of implementing an officer worn body camera program and purchasing appropriate equipment.

Council Member Ollig motioned to adopt the Recommended 2017 City Council Priorities for the City of Winsted. Council Member Fitzgerald seconded the motion. Motion carried 5-0.

d) Recommended 2017 Legislative Platform

Mr. Tienter stated that during the January 12, 2017 City Council (Council) Goal Setting Retreat (Retreat), the Council reviewed several proposed positions for the Recommended 2017 Legislative Platform (Platform) for the current session of the Minnesota State Legislature (Legislature). The Platform requests specific actions from the Legislature while also expressing the support or opposition of the Council concerning possible legislative actions.

Mr. Tienter stated that based on guidance provided during the Retreat, City staff prepared and recommended adoption of the following Platform:

- State Drinking Water Revolving Fund Capitalization (Resolution R-17-04);
- Support for Local Government Aid (Resolution R-17-05);
- Support for Officer-Worn Body Camera Funding (Resolution R-17-06);
- Support for Transportation Funding (Resolution R-17-07);
- Support for Unfunded Mandate Relief and Local Control (Resolution R-17-08); and
- Support for Wastewater Infrastructure Funding (Resolution R-17-09).

Mr. Tienter stated that in order for the City Council to formally express the abovementioned Platform positions, City staff prepared individual Council resolutions. These resolutions outline the current status of each issue and express both the general position and specific request(s) of the

Council. Assuming adoption, either in part or in total, of the Recommended 2017 Platform, City staff will arrange visits to the State Capitol for the Mayor and one other Council Member to meet with the local legislative delegation.

Council Member Henrich motioned to approve the 2017 Legislative Platform through the adoption of Resolutions R-17-04 through R-17-09. Council Member Schulenberg seconded the motion. Motion carried 5-0.

6) Department Report

a) Holy Trinity School

Mr. Wes Kapping, Holy Trinity School Dean of Students and School Counselor; and students Ms.Emily Swartzter and Ms. Kaitlyn Pokornowski reported on the following items related to Holy Trinity School.

Marathon for Non-Public Education

- The largest all school fundraiser
- The goal of \$42,000 was raised and over 1,000 prayer intentions were collected
- Gratitude expressed to all those who supported this fundraiser

Successful Homecoming

- Two prestigious awards were presented during homecoming
- Distinguished Alumni Award was presented to Mr. Jim Koch
- Holy Trinity Leadership Award was presented to Ms. Tammy Pokornowski
- The recipients have been long-standing supporters of Holy Trinity School and have been in leadership roles and volunteer roles that are essential to the success of the school

Fall Sports

- Football
- Volleyball
- Cross Country
- Soccer

School Improvements/Updates

- Gym floor was resurfaced and painted in the summer of 2016
- New doors were added to the gym
- New LED sign was installed to the outside of the school
- With the generosity of Alumni and Friends of Holy Trinity, completed the purchase of iPads to reach the goal of acquiring a one to one ratio for students in grades 6 – 12
- Elementary students are taking a Coding class this year
- Grades 3-6 have moved to novel based curriculum for Language Arts
- Students in grades K-10 completed fall Northwest Evaluation Association (NWEA) testing on iPads

Student Recognition

- Holy Trinity Senior, Emily Darsow was awarded Don C. Guggemos community service award for the year 2015
- Paige Hausladen was Minnesota State High School League Triple A Award recipient

Students Involved in the Community

- Service is a core part of the core experience at Holy Trinity
- Food Shelf collection and monthly trips to volunteer at the food shelf
- McLeod County Toy Drive
- Monthly trips to Sharing and Caring Hands
- Operation Christ Child – Sacramental brothers and sisters
- Advent Family –staff, teachers, and students donated money to help this family with bills and other expenses at Christmas time
- Individual community service hours – each student is required to give to the community in some way

Retreats and College Plans

- One of the things unique to the experience at Holy Trinity are the class retreats

- Students focusing on college plans
- Ridgewater Career Fair, ACT Aspire, ASVAB help students plan for future

Coming up this Spring, 2017

- Catholic United Financial Raffle – students will be selling raffle tickets for the all school fundraiser
- On January 24, 2017 Holy Trinity will be holding the Pre-School Open House and Kindergarten Round-up at 6:30 p.m.
- Catholic Schools Week – kick off is Saturday Night, January 28, 2017. All families are welcome from 5 p.m. to 8:30 p.m. at Holy Trinity School. Fun games for kids and bingo for all ages
- Theme for Catholic School Week is “Catholic Schools: Communities of Faith, Knowledge, and Service.” Joining Catholic schools across the nation to celebrate who we are and what makes us special
- Snow Fest Week celebrated in February

7) No Open Forum

8) No Announcements

a) Winsted Area of Chamber of Commerce Banquet

Mr. Tienter stated that the Winsted Area Chamber of Commerce Banquet will be held on February 10, 2017. City Council Members should provide response to Ms. Kirchoff if they plan to attend by January 30, 2017.

9) Adjournment

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

The meeting was adjourned at 6:54 p.m.

Steve Stotko

Steve Stotko
Mayor
City of Winsted

ATTEST:

Raquel Kirchoff

Raquel Kirchoff, CMC
City Clerk-Treasurer
City of Winsted