

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

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

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

I. Call to Order

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

II. Recommended 2017 Fee Schedule

Mr. Tienter stated that the City adopts a fee schedule each year that establishes City fees and fines. He continued by stating that City staff reviewed the City's fee schedules from the last ten years and it was found that many fees have remained relatively flat in this timeframe and have not kept up with cost increases that the City has experienced over this same time period.

Mr. Tienter stated that a two percent increase is recommended to many of the current fees in the City's fee schedule for the year 2017.

Mr. Tienter reviewed the recommended changes to the fee schedule related to new fees or fees that were adjusted by more than two percent.

Mr. Tienter stated that it is recommended that certain liquor license fees be modified, specifically the Club Liquor License fee which requires a tiered fee structure for club liquor licenses based upon the number of members. He continued by stating that the current fee does not have a tiered structure and that a modification to liquor license fees requires a public hearing which City staff recommends scheduling for the February 21, 2017 City Council meeting.

The City Council Members discussed increasing liquor license fees that could be adjusted by two percent and recommended waiting until more was known regarding legislation concerned with Sunday liquor.

The City Council Members discussed and supported the recommended changes to the fee schedule.

III. Other

a) Assistant to the City Administrator Position

Mr. Tienter stated that the City will open the application process for the Assistant to the City Administrator position on Monday January 9, 2017.

b) People Service Contract

Mr. Tienter stated that the contract with People Service, the company that runs the Wastewater Treatment Facility, will expire in April, 2017. City staff will be working to renew a contract.

c) League of Minnesota Cities Insurance Trust (LMCIT)

Mr. Tienter stated that the League of Minnesota Cities Insurance Trust will conduct its annual visit to the City soon. He continued by explaining that a risk analyst chooses a topic to discuss with the City and gives tips and recommendations on the City's current systems and processes in place regarding that topic.

IV. Purchase or Sale of Real or Personal Property

Council Member Schulenberg motioned to close the Work Session to discuss the purchase or sale of land related to Property Identification Number 21.011.0725. Council Member Ollig seconded the motion. Motion carried 5-0.

Mayor Stotko asked the members of the public to please excuse themselves.

The Work Session was closed at 5:39 p.m.

Council Member Ollig motioned to open the Work Session. Council Member Fitzgerald seconded the motion. Motion carried 5-0.

The Work Session was re-opened at 5:49 p.m.

V. Adjourn

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

The meeting was adjourned at 5:49 p.m.

Steve Stotko

Steve Stotko
Mayor
City of Winsted

ATTEST:

Raquel Kirchoff

Raquel Kirchoff, CMC
City Clerk-Treasurer
City of Winsted