

City of Winsted
City Council Work Session
Conference Room – Lewis Room
November 4, 2009
5:00 p.m.

Present: Mayor Steve Stotko
Council Member Bonnie Quast
Council Member Dave Mochinski
Council Member Tom Wiemiller
Council Member Tom Ollig

Staff Present: Brent Mareck, City Administrator
Deb Boelter, City Clerk-Treasurer

I. Call to Order

Mayor Stotko called the meeting to order at 5:15 p.m.

II. 2010 General Fund Budget - Review

Mareck explained issues that have come to the City's attention regarding misinformation about a Winsted business that is in the JOBZ program. McLeod County prepared property tax statements for Winsted residents believing that the business was no longer in the JOBZ program, when in fact it is. As a result, property tax statements will not have correct information on them. Mareck stated that he is working with representatives from McLeod County to rectify the issue.

Mareck presented the revised 2010 General Fund Budget.

III. 320 Westgate Circle

Mareck presented the Engineer's report, from Encompass Engineering Consultants, on the structural integrity of the house at 320 Westgate Circle.

Mareck stated that he has invited the property owner to the next City Council meeting to discuss the structural issues of his house.

Mareck reviewed the steps that the City can take if the property owner does not make improvements to the house to make it structurally sound.

IV. Downtown Design Guidelines

Mareck presented the request form that was given to all applicants of the Small Cities Development Program asking them to detail how their project will meet the major principals set forth in the "Downtown Design Guidelines" for the downtown area of Winsted.

V. Updates

a) Consultant and Contracted Services Appraisal Form

Mareck presented a copy of the "Consultant and Contracted Services Appraisal Form" that will be used by the City Council and staff to evaluate the performance of the individuals who complete consultant and contracted services for the City of Winsted.

b) Small Cities Development Grant Program

Mareck gave an overview of the number of businesses in the City of Winsted that have applied for the Small Cities Development Grant Program.

c) Employee Payment of Sick Leave - 2009 Schedule.

Mareck distributed a report detailing the "Employee Payment of Sick Leave – 2009 Schedule" as requested by the City Council at a previous Work Session.

The City Council discussed and decided to leave the maximum sick days allowed at sixty (60) days since there were only two (2) employees who were near the maximum number of days allowed. They stated that when there are several employees who are reaching the sixty (60) maximum sick days allowed, they would evaluate it at that time to determine if they should increase the maximum to ninety (90) days.

d) Industrial Boulevard Extension

Mareck presented a grant that he is applying for on behalf of the City. The grant would provide the City with funding to assist in extending Industrial Boulevard. The grant would be from the Greater Minnesota Business Development Public Infrastructure Program.

Mareck also presented a letter and drawing from the City's engineer, Jake Saulsbury, Bolton and Menk, Incorporated detailing the proposed improvements and the estimated cost.

e) 2010 Winsted Citizen's Survey

Mareck presented an updated 2010 Winsted Citizen's Survey. Mareck stated that he incorporated questions he received from members of the Winsted Area Chamber of Commerce.

f) Winsted Municipal Airport Property – Winstock Country Music Festival Rent

Mareck stated that the Winsted Municipal Airport Commission recommended at their last meeting to increase the rental of the airport empty lot by the Winstock Country Music Festival from \$1,000 per year to \$2,500 per year with a three (3) year contract.

Ollig and Quast stated that they will discuss the proposal with the Winstock Country Music Festival Committee.

g) IRET Properties

Mareck stated that IRET Properties have contacted the City of Winsted and indicated that they are not interested in selling the property that would connect the existing Public Works facility with 3rd Street.

h) Intersection Improvements

Mareck stated that the Public Works Department worked with some property owners to remove vegetation from their property to improve the site line at the intersection located adjacent to their property.

i) Liquor Ordinance Amendments

Mareck stated that the staff has reviewed the Liquor Ordinance and will be presenting proposed amendments to the Ordinance at a future City Council meeting.

VI. Adjourn

Ollig motioned to adjourn. Quast seconded. Motion carried 5-0.

Respectfully submitted,

Deborah R. Boelter
City Clerk-Treasurer