

City of Winsted  
City Council Work Session  
Lewis Room  
April 6, 2010  
5:00 p.m.

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

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

**I. Call to Order**

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

**II. 2010 Local Government Aid**

Mareck presented his proposed amendments to the 2010 Budget to accommodate Minnesota Governor Tim Pawlenty's unallotment of 2010 Local Government Aid (LGA).

Mareck presented possible saving options and additional revenue sources for the City Council to consider when preparing the 2011 Budget.

**III. Snow Plow Policy**

Mareck presented an updated Snow Plow Policy. Mareck stated that he and the Public Works Department collaborated to prepare the amended policy.

**IV. Administrative Fee – Revenue Bonds**

Mareck presented a proposal to implement an Administrative Fee to entities that use the City as a financial conduit to issue tax exempt revenue bonds to finance construction projects or refinance debt for their organization.

Mareck stated that historically, the City has required the applicant to reimburse the City for any charges associated with our Bond Counsel for reviewing financial documents. Many cities in the State of Minnesota also charge an administrative or application fee to any entity wishing to apply for tax exempt revenue bonds. The fees range from ¼ of 1% to 1% of the principal amount to be financed.

The City Council discussed and directed Mareck to establish an administrative or fee of 1% for any entity requesting that the City act as a financial conduit to issue tax exempt revenue bonds.

**V. Other**

**a) Winsted Volunteer Fire Department Parking Lot**

Mareck stated that he, along with the Fire Chief, Chad Engel, and the Public Works Department have evaluated the parking lot at the Winsted Volunteer Fire Department and determined that there is some repair needed.

Mareck stated that they are in agreement that the City's engineer, Bolton and Menk, Incorporated should evaluate the parking lot and make a recommendation on what type of repair should be done and provide cost estimates.

**b) McLeod County Road 116 Turnback and Third (3<sup>rd</sup>) Street Improvements**

Mareck stated that Bolton and Menk, Incorporated will be preparing a feasibility study

addressing the McLeod County Road 116 turnback and Third (3<sup>rd</sup>) Street improvements.

Their findings and recommendations will be presented at a future meeting.

**c) Winsted Downtown Renewal – Long Range Planning**

Mareck stated that he and Mayor Stotko had a meeting with members of the Winsted Area Chamber of Commerce (WACC) to discuss long range planning for the Winsted Downtown area. The WACC members would like to work in conjunction with the City to establish goals for renewal of the downtown area.

Mareck proposed that the City and WACC contribute jointly to fund a facilitator for a goal setting session.

Council Member Ollig and WACC President asked Mareck if the Minnesota Design Team would return to the City of Winsted to identify renewal options for the downtown area. Mareck stated that they did identify and present renewal options when they were in the City of Winsted.

Mareck stated that the City does have a Downtown Renewal Guideline that was adopted to be used as a guide and tool for any downtown property owners that are considering rehabilitating their buildings. Ollig asked for a copy to present to the WACC. Mareck stated that he would provide Ollig with a copy.

Mareck stated that any renewal efforts would be the responsibility of the individual property owners in the downtown area.

The City Council recommended that the WACC discuss the renewal of the downtown area and determine what they would like to see done. At that point, the City Council can decide if they would like to jointly sponsor a goal setting session.

**d) Fairlawn Circle**

Mareck stated that he has been discussing bonding with Steve Mattson, Northland Securities, Incorporated, regarding the street reconstruction of Fairlawn Circle.

Mareck recommended that the City postpone the repair work until the year 2012, when some of the City's existing debt is paid off.

**e) Mayor Stotko – Minnesota Congressman John Kline**

Mayor Stotko stated that he had an opportunity to discuss unfunded Federal Government mandates with Minnesota Congressman John Kline.

**f) Laptop Computers**

Mareck stated that Steve Williams will have the laptop computers ready for the City Council to use at their April 20, 2010 meeting.

**VI. Adjourn**

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

Respectfully submitted,

Deborah R. Boelter  
City Clerk-Treasurer