

**Minutes for a Regular Meeting  
Of the Winthrop City Council  
Monday, February 2<sup>nd</sup>, 2015**

A regular meeting of the Winthrop City Council was called to order at 7 p.m. on Monday, February 2<sup>nd</sup>, 2015, in the City Council Chambers of City Hall for the purposes of conducting the business of the city.

- I. CALL TO ORDER** The meeting was called to order by Mayor Kelly Pierson at 7:00 p.m.

**ROLL:** Council members Kelly Pierson, Robert Rickheim, Dale Malheim, Julie Trebelhorn, Pete Machaiek, and Lyle Muth were present. City Administrator Jenny Hazelton, Attorney Don Lannoye, Mark Erickson, Gordy Grack, Barb Ahlbrecht, Mike Mattison, Bryan Petzel, Nat Boyer, Dave Trebelhorn, Wade Werner, and Gary Kruggel were also in attendance.

**II. OPEN PUBLIC FORUM**

**III. ESTABLISH AGENDA**

- a. Hazelton requested the addition of items j and k under new business and the removal of item d under new business. Motion Malheim, second Rickheim to establish the agenda as amended. Passed voice vote.

**IV. APPROVAL OF CONSENT AGENDA**

- a. Motion Trebelhorn, second Malheim to approve the consent agenda. Passed voice vote.

**V. PUBLIC HEARINGS**

**VI. NEW BUSINESS**

- a. **Minnesota Department of Transportation Agreements (A)**  
Hazelton presented the council with the agreements from MNDOT with regards to the work being done on Highway 19 this summer. She stated that a final draft along with a Resolution will be presented next month to finalize the agreement.
- b. **Sherry Geib Liquor License Request (A)** Sherry Geib is in the process of resuming ownership of Eagle's Landing. She will need to start the process of getting a liquor license. She has filled out the paperwork and approval of the license will be contingent on her resuming ownership. Motion Muth, second Rickheim to approve the liquor license for Sherry Geib contingent on her resuming ownership of Eagle's Landing. Passed Voice vote.

- c. Resolution 2015-02 Approving Winthrop Honor Guard Lawful Gambling Premises Permit Application (A)** The Winthrop Honor Guard would like to resume selling pull tabs in Eagle's Landing contingent upon Sherry Geib taking over the business. They need this resolution to submit to the state for approval. Motion Malheim, second Muth to approve Resolution 2015-02. Passed Voice Vote.
- d. Police/Emergency Management Committee Meeting (A)** This item was removed from the agenda.
- e. Micah Messner Eagle Scout Project (I)** Micah Messner would like to do an Eagle Scout project this summer consisting of building blue bird houses around the storm sewer pond. Street Commission Grack stated he did not have a problem with that as long as it didn't interfere with their mowing. The Council is in favor of having Micah come and present his project to the Council at a future date.
- f. GFW Schools cameras (I)/(A)** Wade Werner and Nat Boyer with GFW Schools presented to the council a proposal for upgrading their security camera system. This system would be accessible to local law enforcement as well. The benefit to Winthrop is that they would be able to monitor the park areas as well as the Highway 19 area. They are looking to the towns in the school system for assistance as well as some other groups to help offset the cost of this project. They are requesting \$5-6,000 from Winthrop. There was some discussion by the council about what the other towns were contributing and what considerations were included in the request. Councilor Malheim also suggested possibly having the City buy a few cameras of our own to put in the park area and tie them in with the school system. The Council decided they would like to wait a month before making a decision on a contribution. Motion Muth, second Rickheim to table the issue until next month. Passed Voice Vote.
- g. Planning Commission Interviews (I)** The Planning Commission has a vacancy and four applicants. A committee of Councilors Rickheim, Muth and Mayor Pierson was suggested to interview applicants. Interview dates and time will be set up with them later. Attorney Lannoye also explained that the Planning Commission at their next meeting would be presented with an ordinance to reorganize the commission. He and City Clerk Ahlbrecht would be advisory members only and there would be a commission of 5 voting members, four from the public with the restrictions of either being a resident, business owner or property owner, and one member from the City Council.
- h. Annual Township Meeting (I)** The annual Fire & Ambulance meeting with the townships will be Thursday, February 19<sup>th</sup>, 2015, at 7 o'clock pm at the Ambulance Station. The Council is invited to attend this meeting. Annual reports for both Fire and Ambulance were included in the agenda packets.
- i. Set dates for Open House work sessions (A)** The Council would like to hold two open house work sessions for the public to come and ask

questions or concerns and give comments on the RS Fiber project. Mayor Pierson felt citizens would feel more at ease in an open house setting rather than coming to a public hearing at City Hall. The first session will be on February 12<sup>th</sup>, from noon to 3 pm at The Lodge in Winthrop. The second session will be on February 26<sup>th</sup>, from 5 to 8 pm, tentatively in the Council Chambers. Motion Rickheim, second Trebelhorn to set two work session dates of February 10<sup>th</sup>, 2015, from noon to 3pm and February 26<sup>th</sup>, 2015, from 5 to 8 pm. Passed voice vote.

- j. Ordinance 2015-103 An Ordinance to Authorize the Sale of the Former Drug Store Property (103 E. Second St., City of Winthrop) (A)** The RS Fiber Cooperative has accepted the terms of sale for the former drug store building. By Charter the City has to sell property by ordinance. Motion Trebelhorn, second Malheim to approve Ordinance 2015-103. Passed voice vote. Along with the ordinance Attorney Lannoye presented a purchase agreement between the City of Winthrop and the RS Fiber Cooperative board spelling out the conditions of sale. Motion Rickheim, second Muth to accept the purchase agreement. Passed voice vote.
- k. Purchase agreement to purchase Ray & Karen Klenk property at 102 N. Main Street (A)** The RS Fiber Cooperative board would also like to acquire the property at 102 N. Main Street directly South of the drug store building. Winthrop Economic Development Association has negotiated a price with them and this agreement spells out the terms of this agreement. Motion Muth, second Rickheim to approve the purchase agreement with Klenks. Passed voice vote. EDA Director Erickson added that DEED has awarded RS Fiber a \$1,000,000 grant for their project. There will be a 10 council public hearing at the Berdan Center mid-March and the council will then be asked to vote on the bonding shortly after that.

## **VII. UNFINISHED BUSINESS**

- a. iPad Policy (I)/(A)** Councilor Trebelhorn presented some information on laptop and tablet prices. Councilor Malheim presented some prices he got from Best Buy. Mayor Pierson felt we should have some more discussion in committee and bring it back next month.
- b. Social Media Policy (I)/(A)** Councilor Malheim said that he had a sample Facebook page for Winthrop called Wintest up an ready to go. This page would be used to link people to our city website and provide a place to post notices for the public who are on Facebook. The social media policy needs to be passed before it can go live. Trebelhorn thought that we should pass the policy at this meeting. Motion Trebelhorn, second Rickheim to adopt the Social Media Policy as presented. Passed Voice Vote.
- c. Assessment Policy (I)/(A)** Attorney Lannoye presented the council with an assessment policy to review. He thought that it would be a good idea to go through it during a work session because it is detailed

and somewhat lengthy policy. The council agreed. A work session will be called to review the assessment policy before it is passed.

**VIII. REPORTS OF OFFICERS, BOARDS AND COMMITTEES**

**a. ADMINISTRATORS REPORT**

Hazelton provided a written report, she also gave some information on the Experienced Officials conference that she attended that was about building better relationships between city government and the citizens. Mayor Pierson would like to meet and discuss different things the council can do to engage the citizens in Winthrop more effectively.

**b. WEDA REPORT**

**c. CITY LEGAL REPORT**

**d. WATER/SEWER DEPARTMENT REPORT**

Bryan Petzel was there in case there were any question by the council on the 8<sup>th</sup> and Carver Street project. He informed them that bid opening will be February 11<sup>th</sup>, at 10:00am at City Hall. Councilor Machaiek had some questions on a pump that Joe had talked about purchasing last summer. Joe was not at the meeting but Hazelton said she would ask Joe and get back to him.

**e. STREET DEPARTMENT**

**f. ELECTRIC DEPARMENT REPORT**

Councilor Machaiek gave a brief update of the MMPA meeting last month.

**g. FIRE DEPARTMENT REPORT**

**h. AMBULANCE REPORT**

**i. POLICE CHIEF'S REPORT**

Chief Johnson submitted a written report.

**j. CABLE COMMISSION REPORT**

Hazelton said at the last Cable Commission that the franchise agreement has been extended through 2015. Wade Werner provided an update on the security cameras at the schools. Two grants were presented the Circle of Friends was denied due to the fact that it did not meet the criteria the commission as established. The City of Arlington was approved for \$488 to provide wifi service in its community center.

**k. FIBER PROJECT REPORT**

Erickson reported that RS Fiber was chosen for a \$1,000,000.00 grant from DEED.

**IX. MISCELLANEOUS**

Machaiek discussed the CIP program and what we can use the money for and what he would like to do with some of it this year.

Motion Machaiek, second Malheim to adjourn. The meeting was adjourned at 8:45 p.m.

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Mayor

ATTEST:

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Administrator