

**Minutes for a Regular Meeting  
Of the Winthrop City Council  
Monday, March 4th, 2013**

A regular meeting of the Winthrop City Council was called to order at 7 p.m. on Monday, March 4<sup>th</sup>, 2013 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 Dave Trebelhorn at 7:03 p.m.
  
- II. ROLL** Council members Jessica Wiborg, Lyle Muth, Colleen Dietz and Pete Machaiek were present. Mark Erickson, Don Lannoye, Noah Steiner, Lance Wiborg, Jenny Hazelton, Shannon Sweeney, Lori Bussler, Todd Storms, Barb Ahlbrecht, Dave Pokorney, Bob Roepke, Joe Ziegler and Mike Mattison were also present.
  
- III. APPROVAL OF AGENDA**
  - a.** Motion Dietz, and a second by Wiborg to approve the current agenda. Passed on a voice vote.
  
- IV. APPROVAL OF CONSENT AGENDA**
  - a.** Motion Muth, and a second by Dietz to approve the consent agenda as presented. Passed on a voice vote.
  
- V. PUBLIC HEARINGS**
  
- VI. NEW BUSINESS**
  - a. Assisted Living Funding** – Dave Pokorney and Bob Roepke from Community Asset Developers (CAD) talked to the council about the assisted living project they are proposing for the city. Shannon Sweeney provided an update on financing, pointing out that the current financing path by the city started about a year earlier. There are three partners in funding the project, Good Samaritan Society, CAD and the city. Good Sam is providing management for the project, CAD is the developer and the city is helping with the financing by creating a TIF district and selling a G.O. bond for 25% of the project costs and guaranteeing those payments. The primary lending institution, Piper Jaffrey, committed to their 75% funding the previous week. The city is being asked to approve a G.O. for approximately \$650,000 with annual payment of \$38,000. Those payments will be paid from the revenue of the project but the city is ultimately on the hook for those payments in the project fails. If the council doesn't object to the proposed terms Sweeney will be back at the April 1<sup>st</sup> meeting to recommend the sale of the bond. A TEFRA hearing will be required at the April 1<sup>st</sup> meeting to meet federal law requirements of the bond

sale. Dietz asked if the project would have a policy that said staff would not resuscitate a resident. (She was referring to a similar event at an independent living facility in the Northwest). Pokorney said the facility would be an assisted living facility and residents will receive all available first aid in the case of an emergency.

- b. City Union Contract** – The only change in the union contract as previously provided council members is a mistake that was discovered by staff in the wage scale that did not reflect the \$1 an hour raise Water Supt. Joe Ziegler received in the fall of 2012. The wage scale has been changed to show that raise. Motion Dietz, second Muth to approve the 2-year union contract with a 2 1/4 % raise. The motion passed 3-1 with Wiborg voting no.
- c. Write off Utility Accounts** – Motion Wibrog, second Muth to write off the three utility accounts as presented by the city administrator and to continue to collect item #3 by talking to the party that currently owns the building. Passed on a voice vote.
- d. Joint Policy regarding Brady/Giglio Information** – Lannoye explained that a Supreme Court ruling says the city must inform the courts of all disciplinary actions taken against a police officer involved in an ongoing court case. The policy was drawn up after consulting with lawyers and police chiefs. Because Chief Johnson has not been briefed on the policy the council decided to wait until the April 1<sup>st</sup> meeting to decide on the issue.
- e. MOU from County Assessor regarding cost of city assessments** – Erickson said the county assessor’s office has sent over a memorandum of understanding regarding a \$350 annual increase in the cost of assessing city property. Wiborg asked if the city could negotiate with another assessing firm and was told the cost would most like be much higher. Motion Dietz, second Muth to approve the MOU with the county assessor. Passed on a voice vote.
- f. Golf Cart for Garden Club and city use** – Muth explained that after talking with a knowledgeable golf cart distributor it was decided that spending \$1,500 for a golf cart the garden club to water flowers was going to be more expensive in the long run. The council previously approved, and the EDA matched, spending \$750 for a golf cart. Muth asked the council to raise the amount to \$1,500. He said they would be able to purchase a newer golf cart with longer lasting batteries for about \$2,700 and equip the cart with a water tank for \$250. Lannoye suggested the city draw up an agreement of use for the garden club. Motion Dietz, second Muth to spend up to \$1,500 for a golf cart for city and garden club use and ask the EDA to match the amount. Passed on a voice vote.

## **VII. REPORTS OF OFFICERS, BOARDS AND COMMITTEES**

**a. CITY ADMINISTRATOR UPDATE**

Erickson updated the council on the no fault sewer backup insurance policy with the League of Minnesota Cities; the possibility of co-purchasing a jetter/vacuum truck with Gaylord, Gibbon and New Auburn; a grant application for well monitoring and Prairie Line Trail membership for the city.

**b. LEGAL DEPARTMENT**

Lannoye gave the council a presentation on the responsibilities of council members, including bid vs. quote amounts, conflict of interest rules and quorum issues that arise with more than three council members are present at a gathering. Mayor Trebelhorn asked where efforts were to collect money owed the city by the Eblings when they sold their house. Lannoye said he would have information on the at the April meeting.

**c. FIRE AND AMBULANCE DEPARTMENT**

Mayor Trebelhorn commented he thought the annual fire and ambulance meeting with the townships went very well.

**d. RS FIBER UPDATE** – Erickson provided an RS Fiber update to the council.

The meeting was adjourned at 8:40 p.m.

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Mayor

ATTEST:

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City Clerk-Administrator