

Mayor

Kelly Pierson

City Council President

Peter Machaiek

*Electric, Water & Sewer, F&A*

City Administrator

Jenny Hazelton

City Attorney

Donald Lannoye

# AGENDA

REGULAR MEETING  
OF THE  
WINTHROP CITY COUNCIL

MONDAY, MARCH 7<sup>TH</sup>, 2016

Councilmembers

Lyle Muth

*Administration, Park, Street*

Robert Rickheim

*Street, F & A, Police*

Dale Malheim

*W&S, Admin, Police*

Julie Trebelhorn

*Electric, Park, Admin*

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A Regular Meeting of the City Council of the City of Winthrop will be called to order at 7 p.m. on Monday, March 7<sup>th</sup>, 2016, in the city council chambers of the City Hall for the purpose of conducting city business.

PLEDGE OF ALLEGIANCE

- I. CALL TO ORDER
- II. OPEN PUBLIC FORUM (Speakers will be limited to two minutes)
- III. APPROVAL OF AGENDA
  - a. Establish Current Agenda
- IV. CONSENT AGENDA
  - a. Minutes
    - i. Regular Meeting of February 1<sup>st</sup> – **Enclosed**
    - ii. Work Session of February 1<sup>st</sup>-- **Enclosed**
  - b. Claims for month of February– **Enclosed**
- V. PUBLIC HEARINGS

None this month
- VI. NEW BUSINESS
  - a. R2016-04 Resolution-Call for Public Hearing Heartland Tax Abatement (A)
  - b. R2016-05 Resolution-Call for Feasibility Study 2017 Construction Project (A)
  - c. 2016-110 Ordinance Amending Zoning Code (1<sup>st</sup> Reading) (A)
  - d. Building Inspector Contract (A)/(I)
  - e. 2016 Electrical Project Update (I)

VII. UNFINISHED BUSINESS

- a. 2016-109 Ordinance Regarding Winter Parking Regulation (2<sup>nd</sup> Reading) (A)
- b. Minnesota Waste Processing Contracts (A)
- c. 2016-01 Drug & Alcohol Policy (A)
- d. Update on Metering System (I)

VIII. REPORTS OF OFFICERS, BOARDS AND COMMITTEES

- a. City Administrator Report-**Enclosed**
- b. WEDA Report
- c. City Legal Counsel Report
- d. Water/Sewer Department Report
- e. Street Department Report
- f. Electric Department Report-**MMPA Public Summary Enclosed**
- g. Fire Chief's Report
- h. Ambulance Captain's Report
- i. Police Chief's Report--**Enclosed**
- j. Cable Commission Report -- **Enclosed**

IX. MISCELLANEOUS

X. ADJOURNMENT

(A) – Actionable Item

(I) Informational Item

## Summary of Agenda Items

03/07/16

### CONSENT AGENDA

- a. Regular Meeting February 1<sup>st</sup>, 2016 --Enclosed
- b. Work Session February 1<sup>st</sup>, 2016--Enclosed
- c. Claims for February-Enclosed

### PUBLIC HEARING

None

### NEW BUSINESS

- a. **R2016-04 Resolution Calling for Public Hearing on Heartland Tax Abatement (A)** Resolution calling for public hearing on Heartland tax abatement. This is the same abatement that was presented to council at the December 2015 meeting. If passed, we will hold the public hearing at our next regular meeting April 4<sup>th</sup>, 2016.
- b. **R2016-05 Resolution Calling for a Feasibility Study for 8<sup>th</sup> Street Project (A)** We are in the process of applying for some grant and revolving loan funds for our next reconstruction project and in order to save some costs and meetings I & S would like to start the process. We can have one public hearing for the revolving loan fund application and the assessment hearing if we time our meetings correctly. Bryan Petzel sent a letter, which I have enclosed, explaining the process and timeline.
- c. **2016-110 Ordinance Amending Zoning Code (1<sup>st</sup> Reading) (A)** While in process of re-zoning the old Leon Lang property at 20 S. Renville, so that Gayle Grams can move her beauty shop down there, it was noted that we can not change that property to C1. In order to operate a C1 business there we can amend the zoning code to allow a C1 business in and I1 district under a conditional use. The Planning Commission will have another public hearing on the conditional use at their next meeting March 23<sup>rd</sup> and will bring recommendation to the April 4<sup>th</sup> council meeting. I have gotten no public comments on the last notice of public hearing for the rezoning. Planning Commission recommended approval of the amendment.
- d. **Building Inspector Contract (A)/ (I)** While Don was working on a contract with Gaylord for hiring Darin as their building inspector we discovered that the last contract we have with him is from 2009, the last copy of one that we have is from 2007. He thought that we should see if council wants to re-do our contract with Darin or call for RFP's on building inspectors. I have enclosed the 2007 contract.
- e. **2017 Electric Project Update (I)** – Enclosed is a map of the 2016 and 2017 electrical work and an update from Paul Kaeding on the progress of the project.

### UNFINISHED BUSINESS

- a. **2016-109 Ordinance Regarding Winter Parking Regulation (A)** – 2<sup>nd</sup> Reading

- b. **Minnesota Waste Processing Contract (A)**—The hopes we had for a shorter contract have not worked out. Lafayette signed the 11 year contract and Don recommends we do so as well.
- c. **2016-01 Drug & Alcohol Policy (A)**—This is the policy from Gaylord that we looked at last month, changed for our use. This policy is what was included in our newly updated proposed Personnel Policy also.
- d. **Update on Metering System (I)**—We have been continuing to do some more research on updating our metering system. Gordy and I met with Hutchinson Utilities who operates the Sensus system on a larger scale. Also, as per Pete’s request I talked to Troy Adams with the city of Elk River and Greg Drent with the city of LeSueur, who both use an Itron system. Joe Steffel with Buffalo has not gotten back to me as of yet. I will provide an update on what we have learned at the meeting.