

**Minutes for a Regular Meeting
Of the Winthrop City Council
Monday June 2nd, 2014**

A regular meeting of the Winthrop City Council was called to order at 7 p.m. on Monday, June 2nd, 2014 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 7:01 p.m.

- II. ROLL** Council members Rob Edwards, Lyle Muth, Pete Machaiek, Ed Pelletier and Colleen Dietz were present. City Administrator Mark Erickson, City Attorney Don Lannoye, Mike Mattison, Gordy Grack, Mark Santelman, Lonnie Bacon, Kyle Popp, Jeff Woods, Michelle Woods, Robyn Kiel, Shelly Zacate, Luis Zacate, John Woods and Karen Johnson were also present

- III. OPEN PUBLIC FORUM**
 - a. Mark Santelman said that at the last council meeting the city administrator disparaged Mediacom and Gaylord Sanitation and made them feel uncomfortable. He thanked Police Chief Johnson for the outstanding work she does.
 - b. John Woods said he was disappointed in the city's action on the ordinance that made landlords either sign a contract agreeing to paying part due bills if a renter skipped or have the utility count in the landlord's name if they don't sign the contract. He said the letter to have the landlords ask questions listed Wednesday, Dec. 4th as the date when the meeting was held on Dec. 2nd of 2013. He gave former City Administrator Sam Shult a lot of credit for not hiding things, adding it was dirty to pass the ordinance the way it was. He then asked if the city had refunded the damage deposits of the renters whose accounts are now in the landlord's name. He said that he and Jeff Bussler showed up on the 4th for the meeting but there was no one at city hall.
 - c. Jeff Woods said he agreed with what his father said about the new utility ordinance and the problem landlords have is Amberfield because they have to compete against a government owned rental unit.

- IV. ESTABLISH AGENDA**
 - a. Motion Machaiek second Dietz to add CenterPoint presentation and County Leadership program to the agenda and approve as presented. Passed on a voice vote.

- V. APPROVAL OF CONSENT AGENDA**
 - a. Motion Edwards, second Pelletier to approve the consent agenda as presented. Passed on a voice vote.

VI. PUBLIC HEARINGS

VII. NEW BUSINESS

- a. **CenterPoint Presentation** – Kyle Popp from CenterPoint presented a \$2,500 check to the city fire department to help them purchase new jaws of life. The fire department applied for and received the grant.
- b. **Electrical Upgrade for Farm City Fun Fest** – Robyn Kiel asked the council to approve electrical upgrades at the park for Farm City Fun Fest so they could add more vendors. She talked with Gordy Grack about adding 1 220-volt and 1-110 volt outlets at a cost of about \$8,000 for both. She said they can't expand the number of vendors without the upgrades. There was discussion on the need for the upgrade. Kiel pointed out that FCFE made \$11,000 last year. Erickson asked if there was time to get it done this year because a boring machine will be needed. Jeff Woods said they should consider using a construction turtle. Grack said they already used two. It was decided to get the Park Committee together that week and have a special council meeting on June 9th to make a decision.
- c. **Hire Summer Help** – Erickson said there was a split decision on who to hire for summer help, a high school student or an older person with experience working for the city. Muth said he thought the council should go with the experienced person. Grack said he has been taking care of the park for 20 years and would want the experienced worker. Motion Edwards, second Machaiek to hire the high school student. Motion failed on a 1-3 vote. Motion Edwards, second Machaiek to hire the experienced person (Don Adema). Passed on a voice vote. Motion Muth, second Dietz to give worker Oscar Olson a \$1 an hour raise and make him the supervisor of the new hire and the city parks. Passed on a voice vote.
- d. **New Inspection Tour Date** – After discussion it was decided to set a new city inspection date for Sunday, June 22nd at 6 p.m. at City Hall. Erickson said he would schedule a bus.
- e. **Rental Inspection Ordinance** – Erickson said there is concern about a few of the rental units in the city who allow people to sleep in the basement without egress windows. Not only is it dangerous for the renter but also potentially dangerous for fire fighters. He said that Gaylord passed a rental inspection ordinance a copy of which was provided in the packet. Edwards said he would be against such an ordinance unless the city is in the rental business. Muth agreed. Lannoye said that if someone applied for a permit then the building code would remedy the situation. There was no action on the matter.
- f. **New Flag for City Hall** – Edwards suggested the city buy a new flag for city hall (behind the dais) as the old one is stained. Erickson said he would take care of it.

- g. DNR Tree Grant** – Erickson said the council would need to take action in the coming months to close out the DNR Tree Grant. More than 150 trees were planted as a result of the grant. However, the council needs to pass an updated tree ordinance and also come up with an Emerald Ash Borer mitigation plan. He said he would bring the item up at a future meeting.

VIII. REPORTS OF OFFICERS, BOARDS AND COMMITTEES

a. CITY ADMINISTRATOR REPORT

Erickson said the Winthrop Area Foundation would like to raise money to put lights on the big water tower. It has been estimated that it would cost about \$6,000. The council was not opposed to the idea. He also gave an update on the status of the reserve center. He is going to write letters to Senators Klobuchar and Franken as well as Rep. Peterson about the matter.

b. STREET DEPARTMENT

Gordy said he was ready to patch 2nd Street but needed approval from the council. He would put it back to a five ton road. Motion Edwards, second Pelletier to set a limit of \$7,000 for repairs to 2nd Street and authorize the work. Passed on a voice vote.

c. ELECTRICAL DEPARTMENT

Erickson said they didn't have quotes from Quades yet for possible electrical work by Cenex. Machaiek said that annual MMPA meeting would be held Tuesday, July 22nd in North St. Paul.

d. FIRE DEPARTMENT

Chief Bacon said the department was going to celebrate their 125th anniversary with a street dance on Saturday, August 16th. He is also getting bids together for a new thermal imaging camera to replace the existing one which is 11 years old. He expects the new camera to cost between six and eight thousand dollars.

e. AMBULANCE DEPARTMENT

Lannoye said the department's fund raiser went very well.

f. POLICE DEPARTMENT

Chief Johnson said they three participating departments had their annual SRO meeting recently. Everyone was very satisfied with the way things went this past year. She is expecting the final background back on the new police hire and would like permission from the council to hire the person if the background and psych evaluation are good. Motion Edwards, second Lyle to hire the new officer at \$18.50 an hour with full benefits if the background check and psych evaluation are both positive. Passed on a voice vote.

g. RS FIBER – Edwards said he has heard from citizens that Erickson might be spending too much time on the RS Fiber Project. He asked Erickson if he kept track of his time. Erickson said no. He asked if Erickson could estimate the amount of time he spends on the project in the future. Erickson said he would.

IX. Closed Session – Lannoye explained to the audience why the council needed to have a closed session. He said the city is faced with potential litigation as well as a data privacy issue and is allowed by law to go into closed session to discuss the matter.

Motion Dietz, second Edwards to close the regular session and open a closed session. Passed on a voice vote.

The room was cleared and the doors shut and discussion was held on the two issues.

Motion Edwards, second Dietz to close the closed session and open the regular session at 9:30 p.m.

Motion Edwards, second Dietz to rescind the utility account levy against the Jeff Woods property. Passed on a voice vote.

The meeting was adjourned at 9:34 p.m.

Mayor

ATTEST:

City Clerk-Treasurer