

**Minutes for a Regular Meeting
Of the Winthrop City Council
Monday, August 1st, 2016**

A regular meeting of the Winthrop City Council was called to order at 7 p.m. on Monday, August 1st, 2016, 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, Dale Malheim, Pete Machaiek, Julie Trebelhorn, Bob Rickheim and Lyle Muth were present. **City Staff present:** City Administrator Jenny Hazelton, City Attorney Don Lannoye, Street Superintendent Gordy Grack, City Clerk Barb Ahlbrecht, Winthrop EDA Director Mark Erickson, Police Chief Karen Johnson, Police Officers Zach Pierce and Eric Johnson. **Audience:** Mike Mattison (Winthrop News), Lisa Burnett (U of M Extension), Bryan Petzel (I & S Engineers).

- II. OPEN PUBLIC FORUM**
No one spoke.

- III. APPROVAL OF AGENDA**
a. Motion Rickheim, second Machaiek to approve the agenda. Passed voice vote.

- IV. APPROVAL OF CONSENT AGENDA**
a. Motion Malheim, second Machaiek to approve the consent agenda. Passed voice vote.

- V. PUBLIC HEARINGS**
a. None

- VI. NEW BUSINESS**
EDA Director Erickson introduced Lisa Burnett, the U of M Youth Development coordinator hired to work with the Innovation Center out of the RS Fiber office. She will be working with the school districts, local 4H and FFA Chapters to promote science, ag and technology throughout the RS Fiber area.

Chief Johnson introduced our newest part time officer Eric Johnson to the council.

- a. **Sidewalk Survey-(I)/(A)** – Bryan Petzel explained the sidewalk survey report to the council. There are approximately 6 ½ miles of

sidewalk in Winthrop. Of that amount, 27% are poor to very poor, mostly south of the railroad tracks. A cost of \$5/sq ft was used to calculate replacement costs. The council discussed revisiting our sidewalk policy and instructed Hazelton to see what other towns have as far as sidewalk replacement policies. Mayor Pierson said that the Park Committee should meet and discuss how to proceed with this information.

- b. **307 N. Hennepin Order to Abate Nuisance-(A)** Don executed an order to abate nuisance to the property owners. They were invited to attend tonight's meeting. They have been in contact with Karen and are in the process of cleaning up the property. Council agreed to give them one more week to finish cleaning it up. Motion Malheim, second Trebelhorn to execute the order on August 8th, 2016. Passed Voice Vote.
- c. **GFW Schools Baseball Field Agreement-(A)** Hazelton was approached by the school to inquire if they could use the outfield approximately 2 days per week for football practice. Hazelton discussed it with the park committee and they were agreeable to the arrangement with the condition that if the baseball field were ever needed again the school would help replace the sod if needed. The school agreed to the terms. Motion Muth, second Rickheim to approve the agreement. Passed Voice Vote.
- d. **R2016-17 MMUA Mutual Aid Agreement-Electric-(A)** We currently do not have any mutual aid agreement with the MMUA for emergency electrical work. This resolution is needed for that agreement. Motion Trebelhorn, second Rickheim to approve R2016-17. Passed Voice Vote.
- e. **2016-116 Ordinance Amending Fire Department Operations (1st reading)-(A)** While the Fire Department was updating their policies for the Personnel Policy they needed to amend some language for the Fire Department Operations. Motion Malheim, second Trebelhorn to approve 1st reading of Ordinance 2016-116. Passed Voice Vote.
- f. **2016-02 Winthrop Employee Personnel Policy (A)** The City needed to update their Personnel Policy. This policy has been reviewed by the Administration Committee, staff and the Union. Motion Trebelhorn, second Muth to adopt policy 2016-02. Passed Voice Vote. Machaiek Abstained.

VII. UNFINISHED BUSINESS

- a. **None**

VIII. REPORTS OF OFFICERS, BOARDS AND COMMITTEES

- a. **ADMINISTRATORS REPORT**— Hazelton reported that employee evaluations for the union employees are completed. The park committee met to discuss some issues in the park. The school

would like to use the baseball outfield for football practice, Oscar would like to get mulch in around the playground equipment before winter. They would also like to look at getting 2-3 more benches in the park and another adult swing. Dates coming up: Primary Day August 9th, National Night Out August 2nd, Final Music in the Park August 11th. The budget is in process, will be ready for September meeting. No word yet on special session at the State. Hazelton, Lorenz, and Machaiek attended the MMPA annual meeting. Hazelton will be attending the MMUA summer conference Aug 15-17. Hazelton attended the newly formed Toastmasters meeting. Leading Sibley Together deadline is August 1st, Winthrop's day is March 7th.

- b. **WEDA REPORT** None
- c. **CITY LEGAL REPORT** None
- d. **WATER/SEWER DEPARTMENT REPORT** None
- e. **STREET DEPARTMENT** Grack reported that they are picking up pea rock from seal coating today. 2017 pea rock is here. There is a recall on the payloader. Painting the parking stalls was discussed. Council wanted it done this year yet.
- f. **ELECTRIC DEPARTMENT REPORT-MMPA** Summary included in the packet. Grack reported that the regulator has been installed. He and Olson have replaced 20 LED street lights and they have contracted someone to paint the poles on CSAH 33.
- g. **FIRE DEPARTMENT REPORT** None
- h. **AMBULANCE REPORT** None
- i. **POLICE CHIEF'S REPORT** Johnson provided a written report. She also presented the council with a proposal to add a third full time officer which would allow for day time patrol hours. The additional costs would increase the police budget by about \$40,000. Johnson also presented the council with a new patch and logo. The police committee is meeting Friday to discuss some buildings that need to be addressed in town and Johnson discussed some emergency management training she will be taking.
- j. **CABLE COMMISSION REPORT** Cable commission approved the annual grants for the schools and libraries. Werner's monthly salary was increased to \$800.

IX. MISCELLANEOUS

X. ADJOURNMENT

Motion Trebelhorn, second Rickehim to adjourn. Passed voice vote. Meeting was adjourned at 8:16 pm.

Mayor

ATTEST:

Administrator