

**Minutes for a Regular Meeting
Of the Winthrop City Council
Monday, August 3rd, 2015**

A regular meeting of the Winthrop City Council was called to order at 7 p.m. on Monday, August 3rd, 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, Julie Trebelhorn, Pete Machaiek, Dale Malheim, Bob Rickheim and Lyle Muth were present. City Staff present: City Administrator Jenny Hazelton, Attorney Don Lannoye, Chief of Police Karen Johnson, Street Superintendent Gordy Grack, and WEDA Director Mark Erickson. Audience: Mike Mattison (Winthrop News), Bryan Petzel (I & S Group), Toby Brummer (RS Fiber), John Woods.

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

- III. ESTABLISH AGENDA**
- a. Councilor Muth added item e. Employee Vacation Time, Councilor Rickheim added item f. Red Rooster Foods. Motion Machaiek, second Malheim to accept the agenda as amended. Passed Voice Vote.

- IV. APPROVAL OF CONSENT AGENDA**
- a. Motion Malheim, second Trebelhorn to approve the consent agenda. Passed Voice Vote.

- V. PUBLIC HEARINGS**
No Public Hearing

- VI. NEW BUSINESS**
- a. **Carver & 8th Street Project Update (A)** Bryan Petzel with I & S Engineers was there to give an update on the project. The grass is seeded. M& R will water Monday and Tuesday, the City has worked out watering with the contractor who planted it. There was discussion on whether additional seeding would be provided to the remaining properties that need to have their sewer lines done, but no decision was made.
 - i. **RFP #4 (I)** Presented to council was approved as part of the consent agenda.

Mayor Pierson then took Unfinished Business now.

VII. UNFINISHED BUSINESS

a. RS Fiber Franchise

- i. **2015-106 Ordinance Granting a Franchise to RS Fiber (2nd Reading)(A)** Motion Machaiek, second Trebelhorn to adopt 2015-106. Passed voice vote.
- ii. **R2015-19 Resolution Approving Summary Publication of 2015-106 (A)** Motion Rickheim, second Malheim to approve R2015-19. Passed Voice Vote.
- iii. **Fiber Project Update from Toby Brummer**
Toby gave an update on the RS Fiber project; he also provided the Council a channel and price listing for services. Crews are in town boring in the main service lines, a different crew will come in to hook up homes. Homes will be hooked up as main lines come in and should start sometime in mid-September. New lines will be brought in to the homes with three hookups included in the free install. Customers who want the hook up but not the service can have the line brought to their home at no charge. RS Fiber is planning on an Open House event some time the end of August. The Gaylord office should be open in mid-August, the Winthrop office should be open by September 1st.

New Business Resumed

- b. **Green Step Cities (A)** The Green Step Cities program was discussed. Some questions the council had were: How time consuming is it for staff? How much is it going to cost the City? How involved is it to stay in the program? Hazelton was instructed to get some answers and bring them to the next meeting.
- c. **R2015 Resolution Adopting the Sibley County All Hazard Mitigation Plan (A)** Chief Johnson briefed the council on the multi-hazard mitigation plan. It is a plan that will be adopted by all the cities in Sibley County and directs emergency management personnel on operations with each other and the county during a multi-hazard event. Chief Johnson then asked the council to approve Resolution R2015-20 Resolution Adopting the Sibley County All Hazard Mitigation Plan. Motion Malheim, second Trebelhorn to adopt R2015-20. Passed Voice Vote, Machaiek Nay. **Chief Johnson then gave her Chief's Report** The first National Night Out will be held August 4th. So far there has been good response, all of the emergency services will be out visiting the various block parties. There are five signed up.
- d. **8th Street Dip (I)** Councilor Rickheim has been approached by some citizens wondering if the dip at the bottom of the hill on 8th

Street could be fixed. Grack said that he was taking care of it and it will be fixed when they pave 8th & Carver.

- e. **Employee Vacation Time (I)** Councilor Muth brought up that he would like to have full staff the week prior and week of Farm City Fun Fest. He feels there is a lot to do to get the park ready and we need everyone there. Mayor Pierson said that he received comments as well about staff being gone.
- f. **Red Rooster Foods (I)** Councilor Rickheim would like to acknowledge Red Rooster Foods somehow. We are very lucky to have a grocery store in Winthrop he stated. Council could not come to a consensus on recognition; Hazelton said that the Chamber would probably be doing something for them in the near future.

VIII. REPORTS OF OFFICERS, BOARDS AND COMMITTEES

a. ADMINISTRATORS REPORT

Hazelton provided a written report which included 203 S. Renville is down and there is an interested party in purchasing the lot. The Historical Society inquired about the City's intentions with the old jail. Mayor Pierson would like a Personnel Committee meeting to discuss moving forward with the Clerk & Administrator positions. Next Council meeting will be Sept 8th due to the Labor Day holiday. National Night Out has had a good response. Next Music in the Park is August 27th, Dick Kimmel and Company is playing, Council is encouraged to attend. MMPA Banquet was last night, Hazelton attended and toured Hometown Bio Energy, also, talked to some staff from the City of Chaska on automated metering. Administrators lunch was at Sibley County Courthouse GIS mapping was discussed with their GIS person Phillip Nagel. Sibley Surveyors will begin surveying utilities in town. The Prairie Line Trail Phase 2 is having a ribbon cutting and ceremony at Sportsman's Park on August 26th from 5-7pm everyone is invited to attend. Hazelton will be attending MMUA Conference August 17-19. RevTrak is live on the website. Small Cities Assistance Program has sent 1st payment of \$11,573.50 for street repairs, this will be an ongoing program. Hopefully the speed sign will be up before school starts. Reminder of the Visioning Session August 12th with the EDA from 9 am to 4 pm.

- b. **WEDA REPORT** Erickson provided a written report. He also discussed the future of SEDCO and the Mayors of Winthrop and Gaylord's visit to Greater MSP.
- c. **CITY LEGAL REPORT**
- d. **WATER/SEWER DEPARTMENT REPORT**
- e. **STREET DEPARTMENT**
- f. **ELECTRIC DEPARTMENT REPORT**
- g. **FIRE DEPARTMENT REPORT**

- h. AMBULANCE REPORT**
- i. POLICE CHIEF'S**
- j. CABLE COMMISSION REPORT** Next meeting is Tuesday, August 4th, 2015.

IX. MISCELLANEOUS

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X. ADJOURNMENT

Motion Rickheim, second Malheim to adjourn. Passed voice vote.
Meeting was adjourned at 7:50 pm.

Mayor

ATTEST:

Administrator