

**Minutes for a Regular Meeting
Of the Winthrop City Council
Tuesday, September 2nd, 2014**

A regular meeting of the Winthrop City Council was called to order at 7 p.m. on Tuesday, September 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 7:00 p.m.
- ROLL:** Council members Dave Trebelhorn, Rob Edwards, Pete Machaiek and Colleen Dietz, Lyle Muth, and Ed Pelletier were present. City Administrator Jenny Hazelton, City Attorney Don Lannoye, Mike Mattison, Jessica Wiborg, Gary Kruggel, Mark Santelman, Shelley Zacate, Luis Zacate, Judy Reidel, Melissa Lorenz, and Barb Ahlbrecht were also present.
- II. OPEN PUBLIC FORUM** Mark Santelman spoke on some concerns he had with city operations and planning commission.
- III. ESTABLISH AGENDA**
- a.** Motion Dietz second Edwards to approve agenda with the addition of item f. under new business: Next Century Cities. Passed voice vote.
- IV. APPROVAL OF CONSENT AGENDA**
- a.** Motion Edwards, second Muth to approve the consent agenda as presented. Passed on a voice vote.
- V. PUBLIC HEARINGS**
- VI. NEW BUSINESS**
- a. Possible CUP recommendation from Planning Commission (A) –** Lannoye reported on the conditional use permit for Judy Reidel. He informed the council that the first reading of Ordinance 20140804-1 was done at the last council meeting and that a second reading was needed to allow the conditional use to be considered. The Council agreed to have a second reading tonight: Motion Edwards, Second Machaiek, passed voice vote. The ordinance will become effective 30 days after publication.
- Don then explained the criteria for allowing a conditional use permit and the Planning Commission’s recommendation to approve the conditional use permit with the following conditions:
- 1.** One year renewal to check on noise and odor.
 - 2.** Limit to 12 dogs and 8 cats
 - 3.** Limit to dogs and cats only

4. Passing of Ordinance by City Council

5. Fence will be covered so dogs cannot be seen by public
Motion Pelletier, second Edwards to grant the conditional use permit for Judy Reidel to operate a pet boarding business out of her home on 4th Street. Passed voice vote.

The Mayor then introduced Melissa Lorenz, the new part-time Utility Billing Clerk to the council. Hazelton said that she was working out very well, and she was a great addition to city staff.

- b. Certify 2015 budget levy to the county (A)** – Hazelton reviewed the proposed 2015 budget with the council. There is currently a 4% increase over last year's levy. There is some Tax Increment Financing money coming off and the Capitol Reserves has been reduced from last year and we have a \$1,935 increase in LGA. The council discussed setting a work session for October 21st, at 6pm to more closely go through the numbers and see if that cannot be reduced. Motion Edwards, second Pelletier to set the proposed 2015 levy at \$678,116, passed voice vote.
- c. Set Truth in Taxation Meeting December 1st (A)** – The council agreed to set the annual Truth in Taxation meeting for the regular December council meeting on December 1st, 2014, motion Dietz, second Edwards, passed voice vote.
- d. Community Paramedic (A)** – Lannoye explained that the county and the towns in Sibley County had looked at a county paramedic a while ago but nothing much came about. It is being looked at again with the idea of bringing ALS (Advanced Life Support) Ambulance service to the area vs. the BLS (Basic Life Support) we currently have. Right now if ALS service is needed an intercept has to come from New Ulm, Hutchinson or Arlington. There is a meeting Tuesday, September 9th, 2014, at 5 pm, in the courthouse basement. Mayor Trebelhorn, Administrator Hazelton and Ambulance Captain Erin Wersal will attend.
- e. Hubbell House Tax Forfeiture (I)**– Hazelton reported that the duplex at 203 S. Renville is coming up for tax forfeiture in the next month. The county notified us and was wondering if the city was interested in it. Muth said the EDA discussed the property a little at their meeting with the conclusion that if the property is purchased the building would need to be torn down, but no decision was made.
- f. Next Century Cities Invitation (A)** – Hazelton informed the council that the City of Winthrop was invited to be a founding member to a new collaboration group called Next Century Cities. There is no charge to belong and it is currently invite only for cities either currently providing or working towards providing 1GB bandwidth fiber internet to their communities. The kickoff event is October 20th, 2014, in Santa Monica, California, and they invited the mayor and one

other city staff to come to the event entirely at their (Next Century Citites) expense. Motion Dietz, second Ed to accept the invitation to join Next Century Cities, passed voice vote. Some of the other founding cities are: Ammon (ID), Austin, Boston, Champaign, Chattanooga, and Clarksville (DE), Kansas City (MO), Lafayette, Leverett (MA), Morristown (TN), Mount Vernon (WA), Palto Alto, Ponca City (OK), Portland, Sandy (OR), Santa Cruz, Santa Monica (CA), Raleigh, Wilson (NC), and Westminster (MD).

VII. UNFINISHED BUSINESS

- a. **Tree Ordinance-DNR Grant (A)** The council discussed the tree grant and decided that because there have been some changes to the ordinance over the summer it was best to have a first reading of the new tree ordinance number 20140902-2, motion Machaiek, second Dietz, passed voice vote.
- b. Machaiek then said that Interim Administrator Jenny Hazelton should be the alternate for the MMPA replacing Mark Erickson. Motion Edwards, second Dietz, passed voice vote.

VIII. REPORTS OF OFFICERS, BOARDS AND COMMITTEES

a. ADMINISTRATORS REPORT

Hazelton reported on the election there was a 37% voter turnout for the Primary Election on August 12th. Also, Hazelton attended the MMUA conference with Mark Erickson where she made some contacts and discussed better ways to promote energy conservation. She is also planning on attending the next MMPA meeting with Machaiek in September. She also reported that she would like to send Oscar Olson and Joe Ziegler to transformer training in December, costs are not yet available. The council agreed that cross training would be beneficial to the city. She then reported that is has been brought to her attention that there are some bad sewer lines that need immediate attention and Joe explained that a little more in his water/sewer report. FEMA should be contacting us soon with regards to the June 19th flood, Joe attended the county meeting and we have been getting figures together for that. She would like to begin looking into what technology is out there for load management and smart meters. With the potential fiber network going in the city could do more with these technologies to conserve energy with more accurate and timely information. She would like to get a 3-4 year meter replacement program in place. Lastly, she wants to get online bill pay up and running soon. The program allows people to pay their bills on our city web site with a credit card or checking account and is compatible with our utility billing software.

b. CITY LEGAL REPORT

Lannoye reported that he has been meeting with the Police Union to negotiate an agreement between them and the City. They have not

quite come to an agreement yet. He also reported that he, Hazelton and Chief Johnson should be getting together soon to discuss a potential chicken ordinance for the city.

c. WATER/SEWER DEPARTMENT REPORT

Ziegler submitted a written report where he explained how the televising of sewer lines and jetting was going. Some areas have had to be addressed already and he described some of the problem areas that will need immediate attention. He suggested that we have a committee meeting to discuss what action the City would like to take.

d. STREET DEPARTMENT REPORT

e. ELECTRIC DEPARTMENT REPORT

f. FIRE DEPARTMENT REPORT

Lannoye reported that the Fire Department had their 125th anniversary street dance at Tanker Bay on August 16th.

g. AMBULANCE REPORT

Lannoye reported that there has been some significant damage to the current new rig and it is currently down in New Ulm at Chuck Spaeth Ford getting repaired. They are currently using the old rig as the main rig. They tried to fix the damage for \$2,000 but that did not work. The current estimate to repair the rig is roughly \$15,000 but may be less due to some parts possibly being under warranty. The new ambulance should be here around October 12th.

h. POLICE CHIEF'S REPORT

Chief Johnson submitted a written report with a summary of calls over the last month.

i. CABLE COMMISSION REPORT

Hazelton reported that the Cable Commission is in the process of negotiating the new franchise agreement that expires October 2014. The commission has requested that 3 live feed drops be installed in each town. They are hoping to have more information at the next meeting. The commission also discussed how they could better help cities with providing funds for keeping up with technology needs for broadcasting council meetings. The commission agreed that this should be done. It was also decided to move the meetings to the Gaylord Public Library conference room.

j. FIBER PROJECT REPORT

Mayor Trebelhorn reported that Shannon Sweeney has updated what the townships need to do for tax abatement bonds, due to the fact that it is something new to them, where the cities have done these before for other projects. He also discussed the differences between the Joint Powers board and the Co-Op board.

The meeting was adjourned at 7:53 p.m. on a motion by Dietz and a second by Edwards.

Mayor

ATTEST:

Administrator