

**Minutes for a Regular Meeting
Of the Winthrop City Council
Tuesday, September 6th, 2016**

A regular meeting of the Winthrop City Council was called to order at 7 p.m. on Tuesday, September 6th, 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, and Winthrop EDA Director Mark Erickson. **Audience:** Mike Mattison (Winthrop News), Darrel Mosel, Barb Johnson, Mike Doering, and John Springer.

II. OPEN PUBLIC FORUM

- a. Mike Doering spoke on a citation he received.
- b. Darrel Mosel spoke, he is running for the 18B Seat, MN House of Representatives.

III. APPROVAL OF AGENDA

- a. Machaiek would like to add bushes in the alley to the agenda. Motion Trebelhorn, second Rickheim to approve the agenda as amended. Passed Voice Vote.

IV. APPROVAL OF CONSENT AGENDA

- a. Motion Malheim, second Muth to approve the consent agenda. Passed voice vote.

V. PUBLIC HEARINGS

- a. None

VI. NEW BUSINESS

- a. **Dean Conklin Culvert on 8th Street-(I)/(A)** Mr. Conklin presented to the Council that there are some issues with the culvert that runs under 8th Street to drain his field on the North side. Water seems to be damming up and flooding the field. He would like the City Engineer to come and check it out and find a solution. Lannoye suggested that we contact the engineer and have the Street Committee meet with Conklin to discuss the issues.
- b. **Set Truth In Taxation & Set date for budget work session-(A)** Generally the Truth in Taxation is held during the regular

December council meeting which will be the 5th. Motion Trebelhorn, second Rickheim to hold the Truth In Taxation hearing at the December 5th, 2016 council meeting. Passed Voice Vote. The council also discussed when to hold the budget work session and decided to hold it the 14th of November at 7 o'clock pm.

- c. **R2016-17 Resolution Adopting the Proposed 2017 Budget-(A)**
Council discussed the proposed budget levy amount. The proposed levy includes a 5% increase in expenses (\$70,089.00), including adding one additional full time officer, a 3% decrease in revenues (\$22,222.00) and an overall increase in the levy of \$92,311.00. Once the levy is set it can be reduced but cannot be increased. It was decided to set it as is and hold a work session in November to make cuts to reduce the levy. Different ideas were discussed to reduce the amount but it was decided to hold off until the work session to make any official suggestions. The committees were asked by the Mayor to meet with department heads to discuss cuts that could be made to each department for the budget, prior to the work session. The work session is open to the public and they are encouraged to attend. Motion Malheim, second Trebelhorn to approve R2016-17 Proposed 2017 Levy at \$726,000.00. Passed voice vote.
- d. **2016-117 Ordinance Repealing Chapter 207 of the Winthrop City Code (Personnel Policy) (1st Reading).- (A)** With the new Personnel Policy in place this section of the code is no longer needed and should be repealed. Motion Malheim, second Muth to have the 1st reading of 2016-117. Passed voice vote.
- e. **MMUA On Site/On Demand Electrical Training-(I)/(A)** Mayor Pierson, Hazelton, and Grack met with MMUA Director of Training & Safety, Mike Willets, to discuss having all of the department heads be better trained in the electric system. This training will take them through a four-year course which meets once per month in Winthrop. It is about \$8,000.00 per year for as many students as the city would like to have attend. The only additional costs are for books. It was discussed to have the Electric Committee meet and discuss this as well as the Administration Committee to discuss additional compensation once the modules are finished. Motion Trebelhorn, second Rickheim to move forward with the MMUA On Site/On Demand training. Passed voice vote.
- f. **Personnel Policy add Ambulance Policy and Repeal Sect. 2.3 & 7.5 (emergency personnel) - (A)** The Ambulance Service by laws were added to the personnel policy and Sect. 2.3 & 7.5 were removed because they were addressed in each department's by laws. Motion Trebelhorn, second Rickheim to adopt the Ambulance Policy and repeal Sect. 2.3 & 7.5. Passed voice vote.

- g. Update on Army Reserve Building – (I)/(A)** Richard Balsano, the realtor for the Army Reserve building, contacted Hazelton to discuss if the City was interested in a negotiated sale of the building. He felt an appraised value would come back around \$100,000. Mr. Balsano also contacted the County Assessor's Office to see what value they had placed on the building. That amount came back at \$650,000. He also stated that even if the City was not interested in a negotiated sale we could still bid on it and any offer would have to be considered. Hazelton told him that it would be brought up at the Council meeting. Council decided to not move forward with the negotiated sale at those costs. The consensus of the Council was to proceed with the possibility of bidding on the building at the auction. A maximum price will have to be discussed at some time before the auction.
- h. Bushes in the Alley-(I)/(A)** Machaiek has been approached by a number of citizens from Faith United Church that the bushes in the alley and along Highway 19 next to the church prevent people from being able to walk on the sidewalk and obstruct visibility exiting on the highway from the alleyway. Hazelton said that the property owner has already been talked to about the issue, and they have been trimmed a little bit. Council would like Chief Johnson to send the property owner a warning letter that they need to be trimmed up. He also was approached about an alley on the South end of town where a post has been removed and the people who own a shed in the alley continue to drive over the homeowners property when leaving the alleyway. Grack said he would talk to the party driving over the homeowner's lawn and see if they can resolve the issue.

VII. UNFINISHED BUSINESS

- a. None**

VIII. REPORTS OF OFFICERS, BOARDS AND COMMITTEES

- a. ADMINISTRATORS REPORT**— Hazelton reported that the crossing flasher by school has been struck by lightning and is not working. MNDoT is working on getting it fixed for the city but it is taking time to get in touch with the people to get a parts estimate. Sidewalk policies have been obtained for Gaylord, Arlington, Gibbon and Fairfax, they all pay 50% of the cost of replacing existing sidewalks with the option of the homeowner to assess the balance to taxes over 5 years, some with interest, some without. Curt Hahn (Hahn's Dining) has contacted the City about some bad curb out in front of the restaurant. Hazelton has contacted Tim Becker with Sibley County to see if that can get fixed yet this year. Hazelton attended the MMUA Annual Conference and brought back some good information on training and some resources to

possibly help with repairs and maintenance on high voltage electric work. Hazelton met with Chief Johnson, Lannoye and Building Inspector Darin Haslip met Thursday to discuss some hazardous buildings that need to be addressed. Owners will be notified of the urgency to repair the buildings. If that is not done Council will be asked to approve abatement orders at the October meeting. Two people came forward to interview for Planning Commission, interviews will be held in the next couple weeks. Melissa and Julie will be attending the inaugural session of Leading Sibley Together starting with the September meeting in Henderson on Sept. 8th. Hazelton has not had a chance to get a cost on an electric rate study. Scot Kuester was in about the pavilion it was discussed to get all of the groups who want to be involved, together and see what kind of interest there is in moving forward with the project.

- b. **WEDA REPORT** WEDA Director Erickson reported that the DQ House is close to a resolution. There is a possibly aquaponics business that is looking to come to town, there is a need for a building, it is more of a quality of life or soft asset opportunity than a job producing business. The former Tom Miller house/business is going to be demolished when the DQ house is taken down. He is working on getting a sign out at the Industrial Park. There is a special meeting on Friday, September 9th, due to the full agenda at last week's meeting and the assortment of projects going on.
- c. **CITY LEGAL REPORT** None
- d. **WATER/SEWER DEPARTMENT REPORT** None
- e. **STREET DEPARTMENT** None
- f. **ELECTRIC DEPARTMENT REPORT-MMPA** Summary included in the packet.
- g. **FIRE DEPARTMENT REPORT** None
- h. **AMBULANCE REPORT** None
- i. **POLICE CHIEF'S REPORT** None
- j. **CABLE COMMISSION REPORT** Erickson updated the commission on the Innovation Center.

IX. MISCELLANEOUS

X. ADJOURNMENT

Motion Rickheim, second Trebelhorn to adjourn. Passed voice vote. Meeting was adjourned at 8:09 pm.

Mayor

ATTEST:

Administrator