

**Minutes for a Regular Meeting
Of the Winthrop City Council
Monday, October 3rd, 2016**

A regular meeting of the Winthrop City Council was called to order at 7 p.m. on Monday, October 3rd, 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.

PLEDGE OF ALLEGIANCE

ROLL: Council members: Kelly Pierson, Pete Machaiek, Julie Trebelhorn, Bob Rickheim and Lyle Muth were present. **City Staff present:** City Administrator Jenny Hazelton, City Attorney Don Lannoye, and Police Chief Karen Johnson **Audience:** Mike Mattison (Winthrop News)

II. OPEN PUBLIC FORUM

- a. No one spoke

III. APPROVAL OF AGENDA

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

IV. APPROVAL OF CONSENT AGENDA

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

V. PUBLIC HEARINGS

- a. None

VI. NEW BUSINESS

- a. **Mike Doering Order to Abate-(A)** The council was presented with an order to abate for Mike Doering's property to clean up all of the junk. Mike was in and talked to Hazelton about the nuisance and said that he was working on it. Hazelton agreed that the property looked better and he was working on it. Chief Johnson also said there was some progress. Council agreed to give him until October 11th, to finish cleaning up the property.
- b. **Pam Rolf Order to Abate-(A)** The council was presented with an order to abate for Pam Rolf pertaining to a shed on her property. Pam contacted the City last week to ask for an extension due to all the rain in September. Hazelton discussed it with Johnson and

Lannoye and they agreed to give her until October 11th, to abate the nuisance. Motion Trebelhorn, second Muth to approve both nuisance abatements stayed until October 11th. Passed voice vote.

- c. **Appoint Planning Commission Member-(A)** Hazelton told the council that the committee interviewed two applicants for the open Planning Commission seat. The committee would like to recommend Troy Martin to fill out the term for Duane Piere. Motion Trebelhorn, second Rickheim to appoint Troy Martin to the Planning Commission. Passed voice vote.
- d. **Set meeting date to canvass votes- (A)** The council will need to canvass the votes after the November 8th election. Since there is a work session scheduled on November 14th it was decided to just have a special meeting to canvass and then discuss the budget.
- e. **Bushes in the Alley/Street Signs-(I)/(A)** Machaiek said that people are still complaining about the bushes in the alley by Faith United Church. They have been trimmed but need to be trimmed more. There was also discussion about the pine trees by the fence line on 8th St & Redwood in the football field. They are overgrown and that intersection is difficult to see when pulling out on the 8th Street. Also, there are no street signs along CSAH 33 and at some other intersections in town and it makes it hard for people to get deliveries. He would like Street Commissioner Grack to put some up on the intersections that don't currently have street signs. Hazelton said that she would let Grack know about the street signs and get that taken care of. Chief Johnson said she would talk to the property owner about the bushes by Faith United Church and to the school about the pine trees.

VII. UNFINISHED BUSINESS

- a. **None**

VIII. REPORTS OF OFFICERS, BOARDS AND COMMITTEES

- a. **ADMINISTRATORS REPORT**— Hazelton reported that she is waiting for I & S to come look at Dean Conklin's culvert. Once they do the Street Committee will meet with Lannoye to discuss the results and then meet with Conklin to discuss resolution. She is working on setting up committee meetings with the departments who need to meet prior to the budget work session. The park committee is meeting Wednesday, October 5th at 8:30, the street and police committees need to meet yet as well. The Melius garage has been secured and Dana reported to city hall that he should have it down in October. The school crosswalk flasher is being sent in to Tapco to be tested to see if any of the wiring still works. We will know more once we hear back from them. Mayor Pierson would like to meet with Paul Kaeding to discuss the arc flash analysis for the city. Paul has been on vacation but will try and get

that meeting set up soon. GFW School had some lighting replacements done over the summer which qualifies them for a \$22,666.00 rebate through MMPA's rebate program. Hazelton has been in contact with Dave Berg with Dave Berg Consulting to get a price quote on a rate study for the electric rates. Once she received the proposal the electric committee will meet and go over it. The realtor for the army reserve building was receptive to allowing the city to move the monument at the army reserve building, but first the Minnesota Historic Preservation Society has to be notified and give their stamp of approval. They have until November 1st to respond, so it no longer looks like the auction will happen in October. The electric committee met to discuss the proposed cross training program as well as the arc flash analysis. It was decided to hold off on amending the job descriptions to state that all employees will be cross trained, until all the employees have had a chance to discuss it and ask questions.

- b. **WEDA REPORT**-Enclosed
- c. **CITY LEGAL REPORT** Lannoye briefly addressed the contract for deed for the house the City currently owns on Hwy 19 & Renville. The contract has not been signed as of yet and will be presented to the council at the next regular meeting.
- d. **WATER/SEWER DEPARTMENT REPORT** None
- e. **STREET DEPARTMENT** None
- f. **ELECTRIC DEPARTMENT REPORT**-None
- g. **FIRE DEPARTMENT REPORT** None
- h. **AMBULANCE REPORT** None
- i. **POLICE CHIEF'S REPORT**-Enclosed
- j. **CABLE COMMISSION REPORT** None

IX. MISCELLANEOUS

Councilor Rickheim stated that he talked to Wade Werner at the school and he was wondering about the contribution the city approved last year. The security system installation is complete. Council discussed if they had been contacted about the cameras they wanted to purchase to include in the park as part of the security system. Hazelton stated that she has not been notified that the project was complete or billed for their contribution. She also state that she was not contacted to purchase any cameras when they were installing the system. She said that she would get a hold of Wade Werner to discuss if they can still get some cameras.

X. ADJOURNMENT

Motion Rickheim, second Trebelhorn to adjourn. Passed voice vote. Meeting was adjourned at 7:36pm.

Mayor

ATTEST:

Administrator