

**Minutes for a Regular Meeting
Of the Winthrop City Council
Monday, October 5th, 2015**

A regular meeting of the Winthrop City Council was called to order at 7 p.m. on Monday, October 5th, 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, City Attorney Don Lannoye, Police Chief Karen Johnson
Audience: Mike Mattison (Winthrop News), Bryan Petzel (I & S Group), and Jeff Bussler were present.

- II. OPEN PUBLIC FORUM**
No one spoke

- III. ESTABLISH AGENDA**
a. Motion Trebelhorn, second Rickheim to approve the agenda.
Passed voice vote.

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

- V. PUBLIC HEARINGS**
Mayor Pierson opened the Public Hearing for assessments on 2015A reconstruction project at 7:05. Bryan Petzel with I & S Group presented to the council and audience a brief overview of the project and the proposed assessments. There was no comment from the audience. Mayor Pierson closed the public hearing at 7:12.

- VI. NEW BUSINESS**
a. **R2015-26 Resolution Adopting Special Assessments (A)** Motion Trebelhorn, second Rickheim to approve R2015-26. Passed voice vote. Council then reviewed Change Order #3 pertaining to televising the existing sanitary sewer between Main and Carver and oversize rock soil correction. Motion Malheim, second Muth to approve Change Order #3. Passed voice vote.
b. **R2015-27 Resolution Adopting Sibley County Emergency Operations Plan (A)** Police Chief Johnson explained to the council that she has been working with other cities and the county on

streamlining emergency operations. This resolution states that we are adopting the same plan that the other cities in Sibley County have and the cities will be able to work better with the county Emergency Management office in the future. Motion Machaiek, second Trebelhorn to approve R2015-27. Passed voice vote.

- c. **2015-05 Committee Appointment Policy (A)** This policy states that all appointments for city commissions shall be advertised and interviewed by a committee of the council for appointment to a board. Motion Malheim, second Rickheim to approve 2015-05. Passed voice vote.
- d. **Accept resignation of School Resource Officer Vanessa Hayden (A)** Officer Hayden has turned in her resignation effective October 15, 2015. Council thanked her for her service, and wished her well in her new position. Motion Trebelhorn, second Muth to accept Officer Hayden's resignation. Passed voice vote.
- e. **Best & Flannigan Settlement Agreement (A)** Lannoye gave the council an overview of the situation and how it came to this point. This settlement agreement states that they will no longer be able to pursue the cities for financial restitution pertaining to this matter. Motion Trebelhorn, second Muth to accept the settlement agreement. Passed voice vote.
- f. **Administrator Contract (A)** The administration committee met and reviewed the contract for Administrator Hazelton. It is a three year contract with the same terms as the union employees. Motion Rickheim, second Malheim to approve the contract. Passed voice vote.
- g. **Street Committee Recommendation (A)** The street committee met and discussed painting the curb yellow 100 feet going west on Hwy 19 from Main Street on the north side of the street. Semi parking along that area makes it very hard to see crossing the intersection and this should help with visibility on that corner. Motion Malheim, second Trebelhorn to paint the curb 100 feet west on the north side of Hwy 19 from Main Street. Passed voice vote.
- h. **County State Aid Highway 1 & 32 Annual Maintenance Agreements (A)** These agreements renew every year with Sibley County and they stipulate the maintenance on these shared roads. These are the same agreements as last year. Motion Machaiek, second Trebelhorn to approve agreements. Passed voice vote.
- i. **2016 Liability Coverage Waiver Form (A)** This is the annual League of Minnesota Cities Insurance Trust waiver for liability. Lannoye explained the form and recommended the city not waive the quoted amount of liability coverage. Previously the quoted amount was waived in favor of more coverage for a liability than is currently included in our policy. Motion Machaiek, second Rickheim to not waive the liability coverage. Passed voice vote.

VII. UNFINISHED BUSINESS

- a. Jeff Bussler Tree Request (A)/(I)** Hazelton informed council that Grack was in contact with John from Belek Tree Service and he said that it looked like the tree had been hit by lightning in the past some time, he also said that the tree did not look like it was dying and probably had 10 plus years left in it. There was some discussion on if the tree could be trimmed so that to avoid the cracked part coming down on someone's trailer or truck. Hazelton was instructed to contact John with Belek and discuss some options with him.

VIII. REPORTS OF OFFICERS, BOARDS AND COMMITTEES

- a. ADMINISTRATORS REPORT** Hazelton reported that the Eagle Scout Project location has been worked out. We have begun work on updating the web site, hopefully it will be done by next month. The vacant lot at 302 S. Renville is for sale starting at \$30,000. We will revisit it in the spring. We received another quote on AMI Meters from Nexgrid we will see how it compares to the one from HD Supply. We have been in contact with Tami Martin at GFW Schools to request reinstating the crossing guard program before and after school to help kids get across the busy highway safely. We have about \$737 left of rebate funds for 2015, this will be advertised in the paper. The Administration Committee met for the first time and the meeting was very productive, they will be meeting monthly from now on. The EDA is putting together a meeting of all the community groups in the beginning of November to see where everyone is at as far as projects and to see if there can be any collaboration on some of the ideas. Business After Hours Social Event is from 5-7 on Thursday October 8th, at Hahn's, everyone is welcome to attend. Sponsored by LaCheveux, Back Door Hairstyling, and Yesterday's Kitchen.
- b. WEDA REPORT** None
- c. CITY LEGAL REPORT** None
- d. WATER/SEWER DEPARTMENT REPORT** None
- e. STREET DEPARTMENT** None
- f. ELECTRIC DEPARTMENT REPORT** MMPA Public Report was included in the packet.
- g. FIRE DEPARTMENT REPORT** None
- h. AMBULANCE REPORT** None
- i. POLICE CHIEF'S REPORT** None
- j. CABLE COMMISSION REPORT** Included in the packet.

IX. MISCELLANEOUS

X. ADJOURNMENT

Motion Rickheim, second Muth to adjourn. Passed voice vote.
Meeting was adjourned at 7:45 pm.

Mayor

ATTEST:

Administrator