

**Minutes for a Regular Meeting  
Of the Winthrop City Council  
Monday, October 6th, 2014**

A regular meeting of the Winthrop City Council was called to order at 7 p.m. on Monday, October 6th, 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 Lyle Muth were present. City Administrator Jenny Hazelton, City Attorney Don Lannoye, Mike Mattison, Jessica Wiborg, Mark Santelman, Shelley Zacate, Luis Zacate, Gordy Grack, Joe Ziegler, Oscar Olson and Barb Ahlbrecht were also present.
- II. **OPEN PUBLIC FORUM** Mark Santelman spoke.
- III. **ESTABLISH AGENDA**
  - a. Motion Machaiek, second Edwards to approve agenda with the addition of item h. under new business: New Ambulance Rig. Passed voice vote.
- IV. **APPROVAL OF CONSENT AGENDA**
  - a. Motion Edwards, second Machaiek to approve the consent agenda as presented. Passed on a voice vote.
- V. **PUBLIC HEARINGS**
- VI. **NEW BUSINESS**
  - a. **Resolution 20141006-1 Appointing Election Judges for the 2014 General Election (A)** Motion Edwards, second Muth, passed voice vote.
  - b. **Liability coverage waiver form for LMCIT Insurance Renewal (A)**- Motion Edwards, second Machaiek, passed voice vote
  - c. **Resolution 20141006-2 Pay off 2000-1 & 2004-2 Debt service and reallocate funds (A)**- Motion Edwards, second Muth passed voice vote.
  - d. **Feasibility Study 8<sup>th</sup> Street Reconstruction (A)**- Water/Sewer Director Ziegler presented the Council with some findings of damaged sewer pipe under 8<sup>th</sup> Street and one block of Carver. He presented a quote from I & S Engineers for \$5,600.00 to do the feasibility study and asked the Council to move forward with the project. Motion Edwards, second Lyle to have I & S do the feasibility study for 8<sup>th</sup> Street. Passed voice vote

- e. **Committee for Planning & Zoning Appointees (A)**-The Planning Commission currently has two vacancies on the commission and at the last meeting it was discussed to try and fill those vacancies by putting an ad in the paper and interviewing candidates. They would like the Council to put together a committee to interview candidates and hopefully appoint two new members at the next regular council meeting. The Council decided to appoint Mayor Trebelhorn and Alderman Machaiek and Alderman Muth to the committee. Hazelton reported that applications will be taken until October 24<sup>th</sup> and hopefully interview the following week and have two appointments ready at the next council meeting.
- f. **Historical Society Agreement for desk & photo (A)**- The Winthrop Area Historical Society has agreed to give a new home to the old roll top desk that has been housed at City Hall as well as an old aerial photo of Winthrop 31/2 ft. by 6 ft. This agreement states that if we need it back or they dissolve, the property will be returned to us.
- g. **Conservation Water Rate Schedule (I)**- Hazelton presented a proposed tiered water rate schedule that her and Ziegler put together with different categories for Residential, Commercial & Industrial. There was also a proposed sewer rate increase which would not be tiered. This rate schedule would be compliant with the new requirements for the Minnesota Department of Natural Resources rate schedule that Winthrop has to be in compliance with by January 1, 2014. The Council recommended that the rates be published in the paper for the public to see. Hazelton agreed to do so. The new rates would bring in potentially \$33,000 additional water revenues and \$66,000 additional sewer revenues.
- h. **New Ambulance Rig (I)**- The new ambulance rig is being delivered tomorrow, about two months earlier than expected. Payment of \$162,019.00 will be made at that time.

**VII. UNFINISHED BUSINESS**

- a. **County Agreement on 2<sup>nd</sup> Street (A)**- Machaiek, Muth, Hazelton, Grack and Erickson met with County Administrator Matt Jaunich and Tim Becker Sibley County Public Works Director to discuss the county driving loaded trucks over the newly repaired 2<sup>nd</sup> Street. The committee agreed to allow them to use it during the dates MNDoT uses for winter road restrictions. Later Becker notified the City that those dates would not be a big enough window for the county and asked if they could use it from first snowfall to last snowfall. Grack recommended we allow that and that he will be watching the road for wear and tear and we will meet next year to go over any changes that may need to be made. The Council agreed.
- b. **Ordinance 20140902-2 Tree Ordinance (A)**- The council had a 2<sup>nd</sup> reading of the Tree Ordinance it will become effective 30 day from date of publication. Motion Machaiek, second Muth, passed voice vote.

## **VIII. REPORTS OF OFFICERS, BOARDS AND COMMITTEES**

### **a. ADMINISTRATORS REPORT**

Hazelton reported that the FEMA paperwork was all filled out she is just waiting to hear from the League on the insurance claim for the fire trucks to submit the paperwork. The walking paths in the park have been crack sealed with the Active Living Grant money, Oscar is also going to get some sand for the volleyball courts, and get an estimate on insulating the baseball shack for a skating rink. Dave Trebelhorn, Erin Wersal and I attended a community paramedic meeting at the Sibley County Commissioners room, it was mainly an informational meeting to discuss a program. More research is being done. We are going to do another LED lighting rebate to use up some of our CIP money, Gordy is going to buy some more street lights and Pete is going to talk to the school about possibly purchasing some energy efficient appliances for them to use up the rest of the money. MNDoT is going to be taking the stop lights down on October 22<sup>nd</sup>, for a 90 day trial. If there are no incidents the lights will stay down permanently and the arms will come down next summer. Carol Poock is organizing the Relay for Life event in Winthrop next summer on June 20<sup>th</sup>, and we agreed to let them use the park and both shelters. Chief Johnson and I have been talking about the Emergency Management Handbook, we are going to try and get together with Emergency Management Director Ed Stoll and try and get that updated and maybe coordinate with the schools plan. The bargaining committee met with the AFSCME union and an agreement was reached. Hopefully we can get it on the agenda for approval at the next meeting.

### **b. WEDA REPORT** Mark presented a written report

### **c. CITY LEGAL REPORT**

City Attorney Don Lannoy presented the Council with two Ordinances:

**i. Ordinance 20141006-1 Chickens** This ordinance would allow residents to have chickens. Motion Edwards, second Machaiek to have a first reading of the ordinance as presented. Passed voice vote.

**ii. Ordinance 20141006-2 Sewer Connections** This ordinance states that the homeowner would be responsible for paying the cost of replacing sewer lines from the home to the main. Motion Edwards, second Machaiek to have a first reading as presented. The council would like some more information regarding what other cities do for sewer line replacement and some cost information if the City would decide to absorb some costs.

### **d. WATER/SEWER DEPARTMENT REPORT** None

### **e. STREET DEPARTMENT REPORT** None

### **f. ELECTRIC DEPARTMENT REPORT** None

### **g. FIRE DEPARTMENT REPORT** None

**h. AMBULANCE REPORT**

Lannoye discussed the new ambulance as well as asked for Council guidance as to what to do with the old donated ambulance. It was decided to try and sell it on sealed bids. Also there was some discussion on the actual costs for fixing the rig that was just repaired. The costs came in much lower than expected.

**i. POLICE CHIEF'S REPORT**

Chief Johnson submitted a written report with a summary of calls over the last month, and a report from SRO Bradseth.

**j. CABLE COMMISSION REPORT**

Hazelton reported that the Cable Commission is still waiting for a franchise agreement to be presented. The DVD duplicator broke and Wade Werner had to purchase a new one. It is back up and running.

**k. FIBER PROJECT REPORT**

Mayor Trebelhorn discussed where the RS Fiber board was at with financing.

The meeting was adjourned at 8:20 p.m.

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Mayor

ATTEST:

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Administrator