

**Minutes for a Regular Meeting
Of the Winthrop City Council
Monday, November 3rd, 2014**

A regular meeting of the Winthrop City Council was called to order at 7 p.m. on Monday, November 3rd, 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, Lyle Muth, Colleen Dietz and Ed Pelletier were present. City Administrator Jenny Hazelton, City Attorney Don Lannoye, Mike Mattison, Chris Larson, Shelley Zacate, Luis Zacate, Gordy Grack, Joe Ziegler, Oscar Olson, Barb Ahlbrecht, Marilee Peterson, Julie Trebelhorn, Judy Riedel, and Bob Rickheim were also present.
- II. **OPEN PUBLIC FORUM** Marilee Peterson spoke on her behalf, running for Sibley County Auditor.
- III. **ESTABLISH AGENDA**
 - a. Motion Dietz, second Edwards to establish the current agenda. Passed voice vote.
- IV. **APPROVAL OF CONSENT AGENDA**
 - a. Motion Edwards, second Dietz to approve Consent Agenda. Passed on a voice vote.
- V. **PUBLIC HEARINGS**
- VI. **NEW BUSINESS**
 - a. **Union Contract (A)** The AFSCME Union employees and the Bargaining Committee consisting of Machaiek, Muth and Trebelhorn came to an agreement of 2.5% raise for the next two years. All else stays the same. Motion Edwards, second Dietz to approve the two year contract with the AFSCME employees. Passed voice vote.
 - b. **Planning Commission Appointees (A)**- The committee appointed to interview Planning Commission candidates interviewed three individuals for two open positions. They decided to appoint Ryan Froehlich and Pete Schuckert to fill the vacancies. Their terms will end December 31, 2017. Motion Machaiek, second Edwards, passed voice vote.
 - c. **Set Date to Canvass Votes (A)**- The council has to set a date to canvass the November 4th, election results. The soonest that can be done is November 10th, 2014. The council set a special meeting for

November 10th, at 5:30 pm in the council chambers. Motion Edwards, second Dietz, passed voice vote.

- d. **Tax Forfeit Property (A)**- Machaiek asked a question about one of the parcels, Attorney Lannoye asked for some time to look into it and bring it to the next meeting. The Council then discussed the properties coming up for tax forfeiture: Parcel located at 203 S. Renville and another parcel out by the industrial park. The property at 203 S. Renville has a cost of \$5,000. There was discussion on how much to counter offer the property. There was agreement on \$1,000 due to the cost the City will incur taking the house down and cleaning up the property. This property is Resolution #2014-11-03-2 Motion Edwards, second Dietz to approve with at \$1,000 offer, passed voice vote, Machaiek against. The other property Resolution 2014-11-03-3 pertaining to the parcel by the Industrial Park was \$500. Council agreed on that amount. Motion Edwards, second Dietz, passed voice vote.
- e. **Feasibility Study (A)**- Chris Larson with I & S Engineers explained the project and the feasibility study process for the reconstruction project on 8th and Carver. After the study was completed I & S recommended proceeding with the project. The costs, timeline and assessment process was explained and he presented some preliminary assessment rolls using a 25% cost. He and Don discussed setting up an assessment policy so that future projects will all be treated the same. Shannon Sweeney was not able to attend this meeting but he submitted a letter with a bond schedule to the council. It was decided to invite him to the November 10th meeting to explain options with regard to the assessments and bonding. It was also agreed upon to proceed with the project. Motion Edwards, second Dietz to hold a public hearing on November 19th at 7:00pm. Passed voice vote. Notice will be published in the paper and I & S will send out letters to those properties affected.

VII. UNFINISHED BUSINESS

- a. **Ordinance 2014-10-06-1 Chickens (A)**- Attorney Lannoye refreshed the council on the specifics of the ordinance. Motion Edwards, second Machaiek to approve 2nd reading. Passed voice vote. The ordinance will be published in the paper and will become effective 30 days from publication date.
- b. **Ordinance 2014-10-06-2 Private Sewer Connections (A)**- Attorney Lannoye explained this ordinance to the council and that there were concerns with regard to some of the issues within. Council discussed with Hazelton and Ziegler some concerns they had with changing the language and what other communities did in these situations. Past practice was also discussed with the consensus being to keep the homeowner responsible for repairs from the home to the main for sewer connections. Motion Edwards, second Pelletier, passed voice vote.

- c. **Proposed Water/Sewer Rate Increase (I)/(A)** Hazelton informed the council that the proposed rates were published last week and there has been no comments about the increase so far. She also said she has talked with DFA and Heartland and they have no concerns with the proposed rates so far. Council decided to have the rates published one more week and we should bring the new rate schedule to the next regular meeting for action.

VIII. REPORTS OF OFFICERS, BOARDS AND COMMITTEES

a. ADMINISTRATORS REPORT

Hazelton provided a written report:

FEMA is done and has been submitted. No bids have been returned for the old ambulance rig. Lake Crystal has been contacted to see if they would be interested in having it donated to them, but no decision has been made yet. The post cards for the LED lighting rebate are almost ready to be mailed, this will use up the rest of our CIP money for 2014. The stop lights are down, there have only been a couple of complaints so far and they have been addressed by MNDoT. There was very little public interest in the budget work session held October 21st, no reductions to the levy were made. Hazelton attended MMPA with Machaiek, the third quarter report from them is provided in the packet. Hazelton also met with Jennifer Nelson and Dave Krueger with Southern Minnesota Initiative Fund to discuss economic development and what kinds of resources they provide for the city. And lastly, three candidates were interviewed for the two Planning Commission positions. A recommendation is brought to the council for consideration.

b. WEDA REPORT Mark presented a written report:

The EDA is continuing to market the Hanson Drug & Tom Miller properties. They have been appraised at \$90,000 & \$18,000 respectively. Region 9 came and presented the EDA board about the different financial assistance they provide for local businesses as well as what they can offer for research and development regarding city and area statistics. The partnership with US Ignite is moving forward. The plan is to provide area students with free access to online code and application development courses. US ignite will then help communities develop technology based incubator start-up business once the fiber project is complete.

c. CITY LEGAL REPORT

City Attorney Don Lannoye presented the Council with resolution relating to e-tickets and allowing the city to use systems and tools available over the State's criminal justice data communications network, at the City's expense.

- i. **Resolution 2014-11-03-1** Resolution approving State of Minnesota Joint Powers Agreements with the City of Winthrop on Behalf of its City Attorney and Police Departments. Motion Dietz, second Edwards, passed voice vote.

Lannoye also provided the Council with a preliminary copy of the Police Union contract and said that they were almost done with negotiations. He hopes to have a final contract ready for approval at the next meeting.

- d. **WATER/SEWER DEPARTMENT REPORT** None
- e. **STREET DEPARTMENT REPORT** Notice to the paper, branches are done November 11th.
- f. **ELECTRIC DEPARTMENT REPORT** Machaiek discussed MMPA meeting and the Quarterly report that has been provided.
- g. **FIRE DEPARTMENT REPORT** None
- h. **AMBULANCE REPORT**
The new ambulance is up and running.
- 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 commission is also going to have someone come in and assess all of the cities recording equipment and what equipment and costs would be needed to upgrade each city.
- k. **FIBER PROJECT REPORT**
Mayor Trebelhorn discussed where the RS Fiber project is moving forward.

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

Mayor

ATTEST:

Administrator