

**Minutes for a Regular Meeting
Of the Winthrop City Council
Monday, December 1st, 2014**

A regular meeting of the Winthrop City Council was called to order at 7 p.m. on Monday, December 1st, 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, Colleen Dietz, Ed Pelletier, Pete Machaiek, Lyle Muth, and Rob Edwards. City Administrator Jenny Hazelton, Attorney Don Lannoye, Mark Erickson, Gordy Grack, Barb Ahlbrecht, Joe Ziegler, Karen Johnson, Jesse Wibstad, LaRenda Wibstad, Dianne Frauendienst, Kelly Pierson, Glen Coudron (MNDoT), Brett Benzkofer (MNDoT), Mike Mattison, Debra Nass, Shelly Zacate, Luis Zacate, Julie Trebelhorn, and Jessica Wiborg were also present.

II. OPEN PUBLIC FORUM

III. ESTABLISH AGENDA

- a. Attorney Lannoye requested that the item j. under New Business, Ibarra potentially dangerous dog appeal, be removed. The dog has been put down. Administrator Hazelton added l. Ducks Unlimited gambling license, and m. Fred Pitzner Ambulance donation under New Business and d. Ambulance Bid under Unfinished Business. Motion Dietz, second Pelletier, to establish the agenda as amended, passed voice vote.

IV. APPROVAL OF CONSENT AGENDA

- a. Motion Pelletier, second Dietz to approve the consent agenda. Passed voice vote.

V. PUBLIC HEARINGS

- a. Mayor Trebelhorn opened the Truth In Taxation hearing for public comment. Being none the public hearing was closed.

VI. NEW BUSINESS

- a. **Approve Final Levy Resolution 20141201-04 (A)** The final property tax levy in the amount of \$617,116 needs to be approved. Motion Pelletier, second Machaiek, passed voice vote.
- b. **MNDoT Hwy 19 Mill & Overlay (A)/(I)-** Glen Coudron and Brett Benzkofer were present from MNDoT to explain the work planned for 2015 along State Highway 19. The project will not include a mill and overlay but replacing sidewalk ramps and possibly some driveways

and upgrading the lighting at the four way stop at 15 & 19. They also said they will be installing another flashing crosswalk at the intersection that currently has the school crosswalk lights. There was some discussion about if that was the best place to put the crosswalk or maybe the intersection on Renville & Hwy 19 would be better. It was decided that the street committee would meet with a representative of MNDoT at a later date to discuss this. This additional crosswalk would be installed by MNDoT but at the City's expense. They said the project will be bid this winter with work starting next summer and should not disrupt traffic too much in the process. The cost of the additional flashing crosswalk would be about \$12-15,000 and the City would be required to maintain it.

Alderman Edwards joined the meeting.

- c. **Gaylord Sanitation (A)** Dianne Frauendienst is stepping down from Gaylord Sanitation and turning the business over to her daughter and son-in-law LaRenda & Jesse Wibstad. According to the contract the City Council has to approve any assignment of the contract. Motion Edwards, second Dietz to approve assignment. Passed voice vote.
- d. **Non-Union Employee Wages (A)** The non-union employees would like the same compensation package as the union employees. Motion Edwards, second Dietz to give the non-union employees the same compensation package as the union employees over the next two years. Passed voice vote.
- e. **Forfeited Vehicle-advertise for bids (A)** The City obtained a vehicle through forfeiture. Don explained how the forfeiture process works and how the money gets divided up between the City, Law Office, and State, less cost of towing. The vehicle is a 1992 Honda and Debra Nass approached the Council interested in purchasing the vehicle for her brother, who previously owned the vehicle. The Council discussed the condition and value of the vehicle. Ms. Nass offered \$400 for the vehicle and the Council agreed that was a fair price. Motion Dietz, second Edwards to accept \$400 for the vehicle. Passed voice vote.
- f. **Pavilion in the park (A)** Administrator Hazelton reported that the Park Committee met and discussed a potential project of a pavilion in the park. The Lion's Club has some money they would like to put towards it and the committee thought maybe the City could match up to \$10,000. Winthrop Area Foundation is also trying to get some grant funding for a pavilion. The Council agreed that at some point in the future they would be willing to help fund this project as it moves forward. Mayor Trebelhorn would like to see some of the old overhead beams used in the project.
- g. **Excess Property Tables (A)** Koby Johnson has purchased new lighter tables for the community hall upstairs. We have four old heavy tables to get rid of. She put some signs up in city hall and someone is interested in all four for \$20/each. We need to have them deemed excess property so that they can be sold. Motion Edwards, second

Muth to have the four tables deemed excess property. Passed voice vote.

- h. Ordinance 20141201-1 Demand Electric** Past practice has always been to charge a commercial 3 phase customer demand electric if they used more than 3,000 kWh for three consecutive months. This ordinance would put that past practice to policy. There was some discussion on how to get someone off of demand once they were on. Hazelton was instructed to see how some other towns handle this and report back to the next council meeting. Motion Edwards, second Pelletier to have the first reading of Ordinance 20141201-1 Demand Electric. Passed voice vote.
- i. Resolution 20141201-3 Re-Establish Storm Sewer Charge** To help offset the assessments to property owners it was decided to pay the utility portions of the 8th & Carver Street projects out of the utility funds. By re-establishing the storm sewer charge we can pay that portion out of that fee instead of assessing it. It was also decided that this charge will stay on indefinitely and put into a storm sewer fund to use towards future projects as well. Motion Machaiek, second Pelletier to adopt Resolution 20141201-3 Re-Establish Storm Sewer Charge. Passed Voice Vote, Edwards Opposed.
- j. Ibarra Potentially Dangerous Dog Appeal (A)** Removed.
- k. Approval of 2015 Liquor Licenses (A)** All documents have been provided to the City except for one certificate of insurance. Motion Muth, second Edwards to approve all licenses pending all documents are received by the City by December 31, 2014. Passed Voice Vote.
- l. Gambling License (A)** The gambling license for Ducks Unlimited needs to be approved. Motion Dietz, second Muth to approve the license. Passed voice vote.
- m. Ambulance Donation-Fred Pitzner (I)** Administrator Hazelton reported that the Winthrop Ambulance Service received a donation in the amount of \$180,000 from the Fred Pitzner Estate. There were some additional funds coming but there is no set time or amount for that yet.

VII. UNFINISHED BUSINESS

- a. Resolution 20141201-01 Resolution Ordering Improvements (And Directing Preparation of Final Plans and Specifications) 8th and Carver Reconstruction (A)** This resolution needs to be approved for the project to move forward. Motion Machaiek, second Pelletier to approve Resolution 20141201-01. Passed voice vote.
- b. Cost on Chicken Permit (A)** The Chicken ordinance will become effective December 11, 2014. We need to know what to charge for the two year permit. After some discussion it was decided to charge \$40 for the permit. Motion Muth, second Dietz to charge \$40 for a two year permit. Passed voice vote.
- c. Resolution 20141201-02 Water and Sewer Rates (A)** The new rates have been published in the paper twice, Heartland Corn and Dairy Farmers have been contacted regarding the increase. Motion Edwards,

second Machaiek to adopt Resolution 20141201-02 Water and Sewer Rates. Passed voice vote.

- d. **Ambulance Bid (A)** The City received one bid for the 2001 ambulance rig. Mike Neisen bid \$810.00. The Council discussed the possibility of donating it to the Hutterites but because there was a bid Attorney Lannoye said they really need to consider the bid in front of them. Motion Edwards to accept the bid of \$810.00 from Mike Neisen. Motion died for lack of a second. Council instructed Hazelton to re-bid the ambulance.

VIII. REPORTS OF OFFICERS, BOARDS AND COMMITTEES

a. ADMINISTRATORS REPORT

Hazelton provided a written report:

Joe and Oscar are signed up for transformer school December 16-19 in Marshall through MMUA. Scot Kuester was in with some information from the Hutterites on how they would use the 2001 Ambulance if the City decides to donate it to them. We will get approximately \$20,039.75 reimbursed from the flood on June 19, 2014. LMCIT paid \$9,849.67, and FEMA is paying \$10,190.08. The LED Lighting rebate is about done and that used up the rest of our CIP money for 2014. Our offers for the tax-forfeited properties have been accepted. EPA Audio will be here Wednesday to look at what is needed to upgrade our set up for recording and playback of council meetings. The public hearing on November 17th had a good turnout. All of the effected properties have been notified via US Mail of the proposed assessments and a current timeline of events. We will continue to update them as the project progresses. The Active Living Grant funds have been received \$2,000 from Sibley County. This was used for horseshoe pits, crack sealing walking paths, volleyball court sand and the balance towards the warming house in the park.

b. WEDA REPORT

WEDA Director Erickson was there to present a report on the Blandin grant. He also discussed some projects that the WEDA board is currently working on. He provided a Fiber Update at this time also and asked the council to call for a special meeting on December 10, 2014, 7 o'clock pm, at the Berdan Center at the UFC offices. This meeting is being put on by the RS Fiber Cooperative and Joint Powers board to update all the city and township officials on how the project is moving forward and the plans that are being put in place.

c. CITY LEGAL REPORT

Attorney Lannoye reported that the Police Union contract is about ready to be signed. The only problem is that is currently covers a 4 year period and police union contracts can only be three years at the most. He also said that they can approve a contract for 2013 for a 2.25% increase and then approve a contract for 2014-2016 for 2.5% increase for each of those years. It also states that new hires will be started within the range of \$18.00 to \$21.00/hr. based on qualification,

and annual reviews will be done by the Chief. The contracts will then be the same and run the same timeframe as the other union's contract. Motion Pelletier, second Edwards to approve the contract for 2013. Passed voice vote. Motion Edwards, second Muth to approve the contract for 2014-2016. Passed voice vote.

d. WATER/SEWER DEPARTMENT REPORT

Joe will be working with I & S to move forward with the 8th & Carver Street project.

e. STREET DEPARTMENT

f. ELECTRIC DEPARTMENT REPORT Machaiek updated the council on the last MMPA Meeting. He talked about some information from KPMG Global on finding and keeping electric personnel and also that MMPA refinanced some bonds.

g. FIRE DEPARTMENT REPORT

h. AMBULANCE REPORT

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

k. FIBER PROJECT REPORT

Motion Dietz, second Edwards to adjourn. The meeting was adjourned at 8:30 p.m.

Mayor

ATTEST:

Administrator