

**Minutes for a Regular Meeting  
Of the Winthrop City Council  
Monday, December 7<sup>th</sup>, 2015**

A regular meeting of the Winthrop City Council was called to order at 7 p.m. on Monday, December 7<sup>th</sup>, 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, and Bob Rickheim were present. Councilor Muth was absent. **City Staff present:** City Administrator Jenny Hazelton, City Attorney Don Lannoye, City Clerk Barb Ahlbrecht, and EDA Director Mark Erickson. **Audience:** Mike Mattison (Winthrop News), and Doug Gunther were present.

- II. OPEN PUBLIC FORUM**  
No one spoke

**III. APPROVAL OF AGENDA**

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

**IV. APPROVAL OF CONSENT AGENDA**

- a.** Motion Malheim, second Trebelhorn to approve the consent agenda. Passed voice vote.

**V. PUBLIC HEARINGS**

Mayor Pierson opened the Truth in Taxation Hearing at 7:02 pm. Mr. Gunther questioned his increase in taxes. Mayor Pierson explained that due to a 7% increase in property values overall and some lost tax capacity dollars, due to a clarification from the Department of Revenue, there was a higher than usual increase in taxes. He also explained that since the preliminary tax statements were sent out, the County Auditor's office notified the city that we would be getting some transition aid for the lost tax capacity, in decreasing amounts, over the next five years to offset that. The final tax statement should reflect a 7% decrease in the levy from last year and that will be reflected in a decrease in taxes from the preliminary amount. Councilor Malheim explained how the County Assessor's office determines the increase in property values, using sales from the previous year as comparisons. After all questions were answered the Truth in Taxation hearing was closed. Motion Trebelhorn, second Rickheim to close the hearing at 7:12 pm. Passed voice vote.

**VI. NEW BUSINESS**

- a. R2015-32 Resolution Adopting the Final Tax Levy 2016 (A) –** Motion Malheim, second Trebelhorn to approve R2105-32 with a final levy of \$633,689. Passed voice vote.
- b. R2015-31 Resolution Adopting Water, Sewer and Garbage rates for 2016-17 (A)-** Rates were published in the paper in November. Increases are to help with infrastructure construction and increase in tipping fees. Motion Rickheim, second Trebelhorn to approve R2015-31 Passed voice vote.
- c. Approval of 2016 Utility Budgets (A)-** Motion Trebelhorn, second Malheim to approve the utility budgets for 2016. Passed voice vote.
- d. Lyle's Café Sign Permit Application Amendment (A)-** Council was presented with an amendment for the Lyle's Café sign and the sidewalk sign, so they would be in compliance with the sign ordinance. Planning Commission approved the amendment. Motion Machaiek, second Rickheim to approve the amendment. Passed voice vote.
- e. UFC Sign Permit (A)-**Council was presented with a sign permit application for the new diesel fueling station. Planning Commission approved the application. Motion Rickheim, second Machaiek to approve the permit. Passed voice vote.
- f. WEDA and Planning Commission Appointments (A)-**Hazelton explained that the Administration Committee interviewed three candidates for the Winthrop Economic Development Authority board and one candidate for the Planning Commission. The committee recommends appointing Doug Hanson to the WEDA board and Rodney Fischer to the Planning Commission board. Motion Trebelhorn, second Malheim to approve the appointments. Passed voice vote.
- g. Expert T Billing agreement for Ambulance Billing (A)-**Lannoye has reviewed the contracts and recommends approval. Motion Rickheim, second Trebelhorn to approve. Passed voice vote.
- h. HIPPA Business Associate Agreement for Ambulance Billing (A)-** Lannoye has reviewed this also and recommends approval. Motion Trebelhorn, second Malheim to approve the agreement. Passed voice vote.
- i. Minnesota Waste Processing increase (I)-**Council was provided information on an increase in tipping fees of \$5.94 per ton.
- j. Liquor License Approval (A)-** On & Off sale for Tanker Bay, Eagle's Landing; On Sale for Hahn's Dining & Lounge, Carmelita's; 3.2 Set up License for New Winthrop Lanes. Motion Trebelhorn, second Rickheim to approve the 2016 liquor licenses. Passed voice vote.

**VII. UNFINISHED BUSINESS**

- a. 2015-107 Ordinance for Annexation Heartland Corn Products 2<sup>nd</sup> Reading (A)**- This is the same ordinance that was read at the November 19<sup>th</sup> meeting. Motion Malheim, second Machaiek to approve 2015-107. Passed voice vote.

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

- a. ADMINISTRATORS REPORT** Hazelton reported that an energy audit was done on the lighting in City Hall. To update the downstairs offices it will cost \$4,518.35 and we would get a \$630.00 rebate and save \$213.30 per year. To update the lighting in the entire building it will cost \$17,546.75 and we would get a \$1,096.00 rebate and save \$974.77 per year. The community meeting went well with Winthrop Opportunities, Winthrop Chamber and EDA. It was decided to focus on cleaning up the gas station on Hwy 19 and Main Street. We will meet again in January sometime. The new website is up and running!
- b. WEDA REPORT** Director Erickson presented to the council that he has been working on housing with SMIF, the City and EDA will have to put some money into cleaning up or tearing down old houses. The EDA has also been continuing discussion on the visioning session and attend the community meeting with the City, Chamber, and Opportunities. The innovation center is quite possibly going to be the home for U of M Extension person who would be providing STEM curriculum to FFA and 4H in the area. He has been working with Dr. Joshua Rice on this project. The Tour Buddy app and Community Wi Fi projects are moving forward with the Blandin Foundation grant. Other communities involved in these projects are Gibbon, Fairfax, Henderson, Gaylord, and Arlington.
- c. CITY LEGAL REPORT** None
- d. WATER/SEWER DEPARTMENT REPORT** None
- e. STREET DEPARTMENT** Councilor Machaiek brought up a two-way plow for the payloader that Street Supt. Grack is looking at purchasing for cleaning snow. Motion Machaiek, second Malheim to approve up to \$3,000 on the purchase of the two-way plow. Passed voice vote.
- f. ELECTRIC DEPARTMENT REPORT**
- g. FIRE DEPARTMENT REPORT** None
- h. AMBULANCE REPORT** None
- i. POLICE CHIEF'S REPORT** Included in the packet. Chief Johnson also informed the council that the new School Resource Officer is going through the background process and so far all looks good. She is hoping to have him on board in January. Also, the winter snow policy has been published in the paper and on

Facebook and in utility bills to remind people to move their cars when the city crew is out cleaning streets.

- j. **CABLE COMMISSION REPORT**-No meeting until December 10<sup>th</sup>.

**IX. MISCELLANEOUS**

**X. ADJOURNMENT**

Motion Rickheim, second Trebelhorn to adjourn. Passed voice vote. Meeting was adjourned at 7:53 pm.

  
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Mayor

ATTEST:

  
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Administrator