



# COUNCIL PROCEEDINGS

CITY OF WINNEBAGO, MINNESOTA

## MINUTES OF THE WINNEBAGO CITY COUNCIL

City of Winnebago

September 13, 2016

A regular meeting of the Winnebago City Council was held on Tuesday, September 13, 2016 at 7:00 p.m. in the Municipal Center Council Chambers.

Mayor Schutt called the meeting to order and conducted roll call. Council members present: R. Johnson, Robertson, Anderson, D. Johnson. Staff Present: City Administrator Ziegler, Deputy City Clerk Sturtz. City Attorney David Frundt. City Engineer Travis Winter (late).

Motion by Robertson, seconded by Anderson to approve the proposed meeting agenda of September 13, 2016 with additions. Mayor Schutt called for a vote. The following voted in favor: R. Johnson, Robertson, Anderson, D. Johnson. Motion carried.

Motion by Robertson, seconded by R. Johnson to approve the regular council meeting minutes of August 8, 2016 as written. Mayor Schutt called for a vote. The following voted in favor: R. Johnson, Robertson, Anderson, D. Johnson. Motion carried.

### Consent Items

#### Payments

Motion by Anderson, seconded by D. Johnson to approve all payments as listed on pages 5-16 of the council packet with addition. Mayor Schutt called for a vote. The following voted in favor: R. Johnson, Robertson, Anderson, D. Johnson. Motion carried.

#### Informational Items

Motion by Robertson, seconded by Anderson to approve all informational items as listed on pages 17-47 of the council packet. Mayor Schutt called for a vote. The following voted in favor: R. Johnson, Robertson, Anderson, D. Johnson. Motion carried.

#### Committee and Commission Reports

Motion by R. Johnson, seconded by Robertson to approve all committee and commission reports as listed on pages 48-54 of the council packet. Mayor Schutt called for a vote. The following voted in favor: R. Johnson, Robertson, Anderson, D. Johnson. Motion carried.

### Public Comment

Mayor Schutt opened the meeting to public comment. Rhonda Johnson, a resident at 304 1<sup>st</sup> Ave SE, was present to discuss the abandoned property located next to hers. She noted that the property has rodents and snakes everywhere and would like something done about it. She pointed out that she has filed a complaint previously and nothing was done. Ziegler noted that the property is tax forfeited. He has contacted the County and hasn't heard back from them. City Attorney Frundt suggested that the City contact a County Commissioner and have one of them take a look at the property. Ziegler stated he will call the County again. Hearing no more public comment, Mayor Schutt closed the meeting to public comment.

### General Business

#### Public Nuisance Abatement Hearing

No correspondence was received and no members of the public were present for the public nuisance abatement hearing.

#### Resolution 607-2016 Nuisance Abatement

Motion by D. Johnson, seconded by Anderson to approve Resolution 607-2016 Resolution Ordering the Abatement of Nuisance Conditions at 315 4<sup>th</sup> St NW. Mayor Schutt called for a vote. The following voted in favor: R. Johnson, Robertson, Anderson, D. Johnson. Motion carried.

#### Closed Session MN Statute 13D.05 Subd. 3 Consider Purchase of Real Property

Motion by Robertson, seconded by Anderson to move into closed session under MN Statute 13D.05 Subd. 3 Consider Purchase of Real Property. Mayor Schutt called for a vote. The following voted in favor: R. Johnson, Robertson, Anderson, D. Johnson. Motion carried.

Motion by R. Johnson, seconded by Robertson to move out of closed session and reopen the meeting to the public. Mayor Schutt called for a vote. The following voted in favor: R. Johnson, Robertson, Anderson, D. Johnson. Motion carried. Mayor Schutt pointed out that no action was taken during the closed session.

#### Winnebago Kids Fund

Amber Patten, on behalf of the Winnebago Kids Fund, presented a PowerPoint presentation to the Council regarding new playground equipment for West City Park. Motion by Robertson, seconded by D. Johnson to allocate \$10,000 from the Park Capital Equipment Fund and \$10,000 from the Community Trust Fund to go towards the East and West City Park project. Discussion was held regarding donations and fundraising. Mayor Schutt called for a vote. The following voted in favor: R. Johnson, Robertson, Anderson, D. Johnson. Motion carried.

#### Zierke Built Manufacturing Funding Letter Request

Greg and Kyle Zierke were present at the meeting. Motion by Robertson, seconded by Anderson to issue the funding letter request to Zierke Built Manufacturing without any conditions.

Discussion was held. Mayor Schutt called for a vote. The following voted in favor: Robertson, Anderson, D. Johnson. Opposed: R. Johnson. Motion carried.

#### School Resource Officer Contract Renewal

Motion by R. Johnson, seconded by Robertson to approve the Southern Plains School Resource Officer contract. Mayor Schutt called for a vote. The following voted in favor: R. Johnson, Robertson, Anderson, D. Johnson. Motion carried.

#### K-9 Handler Contract

Motion by Anderson, seconded by Robertson to approve the K9 Handler contract between the City of Winnebago and Police Chief Olson. Mayor Schutt called for a vote. The following voted in favor: R. Johnson, Robertson, Anderson, D. Johnson. Motion carried.

#### Minnesota Library Association Conference Request-Heidi Schutt

Motion by D. Johnson, seconded by Anderson to authorize Heidi Schutt to attend the Minnesota Library Association Conference in Duluth, MN at no cost to the City. Mayor Schutt called for a vote. The following voted in favor: R. Johnson, Robertson, Anderson, D. Johnson. Motion carried.

#### MCFOA 2017 Conference Request-Sturtz and Ziegler

Motion by D. Johnson, seconded by Anderson to authorize City Administrator Ziegler and Deputy City Clerk Sturtz to attend the MCFOA annual conference at Treasure Island March 14-17, 2017 at an approximate cost of \$1,100. Mayor Schutt called for a vote. The following voted in favor: R. Johnson, Robertson, Anderson, D. Johnson. Motion carried.

#### Pool Maintenance/Improvement Items

Public Works Assistant, Ashley Bleess was present to explain to the Council the different options for pool filters and controllers. Motion by D. Johnson, seconded by Robertson to approve the low quote from Alden Pool in the amount of \$38,993.58 for pool water filter replacements. Discussion was held. Mayor Schutt called for a vote. The following voted in favor: R. Johnson, Robertson, Anderson, D. Johnson. Motion carried.

Motion by Anderson, seconded by R. Johnson to approve the low quote of \$3,500 to replace the pool chemical controllers from Alden Pool. Mayor Schutt called for a vote. The following voted in favor: R. Johnson, Robertson, Anderson, D. Johnson. Motion carried.

#### Northwest Area Street and Utility Project Recommendations

The Utility Committee recommended to the Council a few ideas regarding the Northwest Area Street and Utility project that included: no sidewalks, drive-over curbs and 40 foot streets. Discussion was held regarding these different recommendations. No action was taken.

#### Sell Duplexes- Request for Proposal

Motion by R. Johnson, seconded by Robertson to approve selling the City Duplexes by Request

for Proposal method. Discussion was held. Mayor Schutt called for a vote. The following voted in favor: R. Johnson, Robertson, Anderson, D. Johnson. Motion carried.

### 2017 Preliminary Levy

City Administrator Ziegler handed out the 2017 Preliminary Budget. Discussion was held. Motion by D. Johnson, seconded by Robertson to approve the 2017 Preliminary Levy at \$623,891.00. Mayor Schutt called for a vote. The following voted in favor: R. Johnson, Robertson, Anderson, D. Johnson. Motion carried.

### Other Business

R. Johnson stated he would like to use a new evaluation form for the City Administrator's review in December. Mayor Schutt asked Ziegler if he had advertised for the cleaning position for City Hall and Library yet.

### Reports

Ziegler pointed out the following items:

- The floors at City Hall have been waxed and they look good.
- The pool season went well and Carol wants to come back next year as the manager.
- Carol is going to look into getting trained to teach lifeguard training and WSI
- Bolton and Menk had enough responses from the survey to see if the City qualifies for the small cities loan program
- He has heard nothing regarding a special session
- Only one abatement property did not comply
- Mediacom has approached him regarding replacing junction boxes to provide better service to the area
- The Franchise agreement for Mediacom is expiring next month
- He attended a public hearing at Parker Oaks and there will some good news coming out of there in the next few months
- He is trying to get a hold of Mosquito Control to spray.

R. Johnson had nothing to add.

Robertson thanked Amber and Jessi for their hard work on a well-deserved project.

Anderson stated that it is good to have enthusiastic people looking out for the well fair of the children. She pointed out that it is good to see lots of people attending the Council meeting. She stated she also attended the Parker Oaks meeting. She stated there will be a lot of great things coming including Genesis still being there and we may have to consider that for the NW project.

D. Johnson thanked the people that attended the meeting. He likes the community input. He thanked Eric, Jessi, Amber, Ashley, Chris and David for what they have done. He thanked the library and stated that the library had a wonderful summer.

Mayor Schutt stated he has a lot of comments from the public this past month. He noted that people are coming to him looking for answers and the truth which is very positive.

Paul Eisenmenger asked if the Council is the NW project includes rain gardens. Ziegler stated that the project has a retention pond and the residents have the option to put in a rain garden at their own expense.

Motion by R. Johnson, seconded by Anderson to adjourn the meeting. Mayor Schutt called for a vote. The following voted in favor: R. Johnson, Robertson, Anderson, D. Johnson. Motion carried.

Presented to Council October 11, 2016

  
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Jeremiah Schutt-Mayor

ATTEST:

  
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Chris Ziegler-City Administrator