COUNCIL PROCEEDINGS

CITY OF WINNEBAGO, MINNESOTA

MINUTES OF THE WINNEBAGO CITY COUNCIL

City of Winnebago, Minnesota

July 14, 2009

A regular meeting of the Winnebago City Council was held on Tuesday, July 14, 2009 at 7:00 p.m. in the Municipal Center Council Chambers.

Mayor Nowak called the meeting to order and administered oath of office to Holly Stauffer. Mayor Nowak conducted roll call. Council members present: Gates, Johnson, Ziegler and Stauffer. Staff present: City Administrator Feely and Deputy City Clerk Sturtz. City Attorney: Douglas Johanson.

Motion by Gates, seconded by Johnson to approve the Regular Council meeting minutes of June 9, 2009. Voting as follows: in favor: Gates, Johnson and Ziegler. Abstained: Stauffer. Motion carried.

Motion by Gates seconded by Ziegler to approve the Special Council meeting minutes of June 16, 2009. Voting as follows: in favor: Gates, Johnson, and Ziegler. Abstained: Stauffer. Motion carried.

Motion by Johnson, seconded by Gates to approve the proposed meeting agenda of July 14, 2009. Motion carried.

Consent Items

Motion by Johnson, seconded by Ziegler to approve all bills as listed in the council packet. Motion carried.

Motion by Gates, seconded by Ziegler to approve all department head reports as listed on pages 9 thru 16 in the council packet and building permits. Motion carried.

Ziegler asked about the signs that were discussed at the EMS Committee Meeting and where the signs would be located. He suggested the signs start towards the beginning of 3rd Ave SW so people will be able to see them. Motion by Gates, seconded by Johnson to approve all commission and committee reports on pages 17 thru 21 of the council packet. Motion carried.

Open Meeting to Public

Mayor Nowak opened the meeting to the public for the first time. Roque Gonsalez asked if the resignation of Richard Thorn from the ambulance department could be added to the agenda. Hearing no more comments, Mayor Nowak closed the meeting to the public.

General Business

2008 Audit Presentation: Abdo, Eick & Meyers, LLC.

Morey Schaefer from Abdo, Eick and Meyers presented the 2008 audit report for the annual financial audit for the City of Winnebago's financial statements of governmental activities, enterprise accounts, related funds and bank accounts for the year ended December 31, 2008. Schaefer reviewed audit findings and bank accounts for the year ended December 31, 2008. Johnson stated that overall the audit was very positive.

Presentation of CenterPoint Energy Community Partnership Grant Check

Mark Christenson, CenterPoint Energy, was present and presented the City Council with a check in the amount of $2,000 for the CenterPoint Community Partnership Grant on behalf of the fire department to help with the cost of new pagers.

Authorizations

Committee Assignments for Newly Appointed Council Member

Stauffer stated the she would like to fill the vacant seats on the Economic Development Authority, Emergency Services Committee, and serve as the Chamber and School liaison. She stated that she would not be able to fill the Utility Committee vacant seat because the meeting is at 12:30 and she works out of town. Johnson stated that he has sat in on those meetings since Bob left and is willing to do it for the rest of the year.

Zierke Built Manufacturing EDA Loan

Motion by Ziegler, seconded by Johnson to approve the recommendation from the Winnebago Economic Development Authority Committee to grant Greg Zierke's request to extend the $20,350.64 balloon payment out over the course of three years. Motion carried.

Loan Subordination Request Policy

Motion by Ziegler, seconded by Stauffer to approve the Loan Subordination Policy for the City of Winnebago. Motion carried.

Wading Pool Heater

Motion by Johnson, seconded by Ziegler to purchase a new wading pool heater from Kaduce Plumbing and Heating, Inc. in the amount of $5,285. Motion carried.

Motion by Ziegler, seconded by Johnson to authorize the use of Community Trust Fund monies to pay for the pool heater. Motion carried.

Increase Department Head Spending Limits

Gates suggested tabling this matter and sending it back the Utility Committee meeting so the committee can determine the spending limit amounts.

Fire Pumper/Tanker Apparatus Invoice

Motion by Gates, seconded by Johnson to authorize payment of the fire pumper/tanker apparatus upon delivery from Heiman Inc. in the amount of $154,845. Motion carried.

Review of Account Balances and Investments
Administrator Feely reviewed the account balances and investments with the council.

Ambulance Resignation
Motion by Gates, seconded by Ziegler to approve the resignation of Richard Thorn from the ambulance department. Gates stated that the council should send him a letter thanking him for his time. Motion carried.

Open Meeting to Public
Mayor Nowak opened the meeting to the public for the second time. Michael Koob, Winnebago Voice asked why the press didn't have a copy of the 2008 Audit report and the 2008 Management letter to follow along with during the audit presentation. He said that he would like to get a copy. Hearing no more comments, Mayor Nowak closed the meeting to the public.

Administrator's Report
Administrator Feely noted there is a "public copy" of the audit report and management letter available at City Hall for public inspection at any time. Administrator Feely presented the Council with a recap of the League of Minnesota Cities Annual Conference that she attended in June. She updated the Council on the LGA cuts that were effective July 1, 2009 and also provided a proposed budget timeline for the 2010 budget process.

Mayor's Report
Mayor Nowak reminded everyone of the Adolescent Treatment Center groundbreaking on August 4, 2009 at 5:30 p.m. He thanked Judy Tupper for her hard work with the summer reading program at the library.

Council Reports
Gates stated the in the Management Letter on page 34 it states that "this report is intended solely for the information and use of the Council, management, and others within the administration of the City and is not intended to be and should not be used by anyone other than those specified parties." He asked Doug Johanson what he thought of that statement. Ziegler offered his copy of the audit reports to the press. Johnson welcomed Holly and thanked Rick Thorn. Ziegler welcomed Holly and thanked Rick Thorn. He asked Johanson the status of the Main Street Mercantile. Johanson stated that the status has not changed. Stauffer thanked everyone for the chance to be able to return to the Council again.

Motion by Gates, seconded by Johnson to adjourn the meeting. Motion carried.

Presented to Council August 11, 2009

Randy Nowak Mayor	Jennifer Feely City Administrator