COUNCIL PROCEEDINGS
CITY OF WINNEBAGO, MINNESOTA

MINUTES OF THE WINNEBAGO CITY COUNCIL

City of Winnebago, Minnesota

March 10, 2009

A regular meeting of the Winnebago City Council was held on Tuesday, March 10, 2009 at 7:00 p.m. in the Municipal Center Council Chambers.

Mayor Nowak called the meeting to order and conducted roll call. Council members present: Gates, Johnson, Ziegler and Weerts. Staff present: City Administrator Feely and Deputy City Clerk Sturtz.

Motion by Gates, seconded by Johnson to approve the Regular Council meeting minutes of February 10, 2009. Motion carried.

Motion by Johnson, seconded by Gates to approve the Special Council meeting minutes of March 2, 2009. Motion carried.

Motion by Ziegler, seconded by Johnson to approve the Closed Session meeting minutes of February 10, 2009. Motion carried.

Gates requested a budget cut revisitation be added to the agenda. Ziegler requested a comp time discussion be added to the agenda. With the two additions of budget cut revisitation and comp time discussion, motion by Ziegler, seconded by Gates to approve the proposed meeting agenda of March 10, 2009. Motion carried.

Consent Items

Motion by Johnson, seconded by Gates to approve all bills as listed in the council packet. Ziegler asked about the bill payable to Mary Zebedee in the amount of $200 for a scrapbook for the Sesquicentennial. Ziegler asked if Administrator Feely has the scrapbook because he would like to see it. Administrator Feely stated it was her understanding the scrapbook was located at the museum and there was a previous arrangement made in 2006 for the city to reimburse for materials used to put together a scrapbook of the Sesquicentennial. Gates asked Administrator Feely to locate the book so they could see it. Motion carried.

Gates asked if the payroll checks could be listed on the Check Detail Register, along with comp time banked listed on the hour recap sheet. Weerts stated that putting the payroll checks on the register was a not a good idea because of confidentiality. Gates said to add a column to the hour recap sheet for comp time earned and comp time banked. Ziegler stated comp time earned was on there for public works but not administration. Administrator Feely asked if they want the police comp time added also. Weerts asked what Darold was fixing at the duplexes. Administrator Feely stated that there was a problem with the sink having a crack in it and also furnace and water heater repairs. Motion by Ziegler, seconded by Johnson to approve all department head reports as listed on pages 10 thru 17 in the council packet and building permits. Motion carried.

Ziegler stated on the Park and Rec Committee minutes under the pool maintenance items, the $1000 was just for materials only, Darold had also figured in the total number of hours which was 180 working hours for the seasonal position. Motion by Gates, seconded by Johnson to approve all commission and committee reports on pages 18 thru 23 of the council packet. Motion carried.

Open Meeting to Public

Mayor Nowak opened the meeting to the public for the first time. Denny McClain, 449 1st Ave SW asked what the warranty is on the sidewalk that was replaced at his residence. He stated that all the water sits there because there is no drainage. He stated that Johnson was as his residence and took some pictures. Johnson presented the rest of the council with the pictures that were taken. Johnson stated that there is too much fill in the boulevard and that the boulevard needs to be cut down and resoded. Wes Brown, Bolton & Menk was present and stated that there is a two year warranty on the sidewalk and he will get with Rick Mauris and take care of it. McClain stated that he just doesn't want anyone to get hurt. Hearing no more comments, Mayor Nowak closed the meeting to the public.

General Business

Authorizations

Township Fire Protection Contracts

Motion by Gates, seconded by Johnson to approve Township Fire Protection Contracts effective May 1, 2009 until May 1, 2011. Ziegler asked how much revenue that the contracts bring in. Administrator Feely stated approximately $16,000 for 2009. Motion carried.

Resolution 438-2009 Designating Depository

Motion by Johnson, seconded by Gates to adopt RESOLUTION 438-2009 RESOLUTION DESIGNATING DEPOSITARY authorizing Profinium Financial to serve as an official depositary for the City of Winnebago. Motion carried.

Resolution 439-2009 MnWARN

Motion by Johnson, seconded by Ziegler to approve RESOLUTION 439-2009 AUTHORIZING GOVERNMENTAL UNIT TO BE A PARTY TO MINNESOTA WATER AGENCY RESPONSE NETWORK (MNWARN). Motion carried.

Hiring of Pool Manager for 2009 Pool Season
Motion by Gates, seconded by Johnson to re-hire Kelli Rasmussen as the 2009 pool manager with an hourly wage of $9.19 per hour. Motion carried.

Chlorine Head Replacement for Water Treatment Plant
Motion by Weerts, seconded by Johnson to authorize the purchase of a chlorine head replacement and recirculation pump for the WTP at a cost of $800.00 to be paid out of the 601 fund. Motion carried.

Street Sweeper Refurbishment
Motion by Weerts, seconded by Gates to authorize refurbishment of the existing street sweeper at a cost of approximately $5,226.86. Motion carried.

Sludge Recirculation Pump/North Lift Station Pump
Motion by Weerts, seconded by Gates to approve replacement of the sludge circulation pump and repair of the north lift station pump, totaling $6,929.69, to be paid out of the 602 fund. Motion carried.

6th Street SW Improvement Project
Motion by Weerts, seconded by Gates to approve RESOLUTION 440-2009 RESOLUTION ORDERING IMPROVEMENT AND PREPARATION OF PLANS FOR 6TH St SW. Johnson asked if 6th Street was going to be a 9 ton road because it is a truck route. Motion carried.

Review of Account Balances/Investments
Administrator Feely updated the council on the city's account balances and investments.

Budget Cuts Revisitation
Gates stated that he needed to air something out and the budget cuts have to be made but he doesn't like half truths. Last week Ziegler asked if that list was from the department head or the City Administrator. The answer was department heads. Administrator Feely stated that she said both. He stated that a week before at the Park & Rec it was talked about the 180 hours to get the pool ready. Gates called Darold that night and told him about what affect his department and Darold was shocked with some of the cuts made, especially the seasonal position. Gates stated that he likes communication. Administrator Feely replied by saying that she distinctly remembers stating at the last park and rec meeting that with the possibility of the three month position being eliminated out of the general fund, she would still like to see the three month position remain and be paid out of the 602 fund as Darold needs help with the pool. Gates stated that you have to be honest with the department heads. Weerts stated that he doesn't have a problem cutting the seasonal position. Administrator Feely stated that she also remembers talking about this situation during the weekly Monday morning meeting with the public works

department. Weerts stated that if there is a problem, the staff needs to discuss the problem with Administrator Feely because that is why she was hired. She's the boss and that's what she was hired to do. If they don't like it, there's the door. Mayor Nowak stated that that is why the Public Works Department Head was eliminated, so that everyone could report to Administrator Feely. Administrator Feely stated the reason she for asked for council support with the foreseeable overtime issue concerning the public works department was because if she asks departments to do something they don't like, they go back to council and this is the kind of stuff that happens. Johnson stated the three month position still stands, which will be taken out of wastewater.

Comp Time Discussion

Ziegler stated that he would like to see comp time accrued and comp time banked for everyone on the hours recap sheets. On the overtime discussion last week, Ziegler thinks that it should extend to comp time and to the City Administrator as well. The hours worked at a meeting should be worked into the forty hour work week. Administrator Feely stated that she accrues comp time is when she attends evening council and council committee meetings. Gates stated that the rest of the employees are expected to adjust their work week to the 40 hours and the examples should be set from the top. Weerts stated that he wants to know why the street department is spending 70 ½ hours on maintenance and 25 hours on shop maintenance. Weerts said that he stopped down to the city shop and there is no way that it is clean or organized. The city shop also needs to have a new door put on. Johnson stated that the public works department gives a weekly list to Administrator Feely and the council needs to trust that it is getting done. Ziegler stated that if the staff is going to have comp time accrued that he would like to see an explanation and that it is fair to everyone. Administrator Feely stated that she feels very disheartened right now and it is difficult to do her job if the council is not supporting her. Weerts stated that there needs to be a time out and adjourn into closed session to work this out.

Open Meeting to Public

Mayor Nowak opened the meeting to the public for the second time. Hearing no comments, Mayor Nowak closed the meeting the public.

Closed Session

Mayor Nowak adjourned into closed session. Mayor Nowak reopened the meeting to the public and stated that the Council discussed management style and the chain of command.

Administrator's Report

City Administrator Feely reviewed the duplex loan payment and ARIF agreement stipulations. She announced that the Casey's grand opening will be on Friday, March 13, 2009 at 2:00 p.m. and encouraged council to attend.

Mayor's Report

Mayor Nowak thanked the ambulance for the waffle feed and thanked Officer Chris Vasvick for the CPR triad meeting.

Council Reports

Gates stated that he will be at the Casey's grand opening on Friday. Johnson stated that he looked forward to having a new business in town and he enjoyed the ambulance waffle feed. He said that when he was there it was standing room only and that it was a good turnout. Ziegler stated that he is looking forward for the Casey's opening. He also read the article about SMS signs having a tour and an open house. He asked Administrator Feely about the Summits meeting that she is going to attend. He asked Administrator Feely if she has heard any feedback from the appropriations that she had filled out. Weerts stated that he will be put his salary that he earns from council back into the budget. He will sign the check and give it back. He said that he will not be able to attend the Casey's grand opening. He thanked everyone for the open meeting. Mayor Nowak thanked the press for coming because of the weather.

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

Presented to Council April 14, 2009

Randy Nowak
Mayor

Jennifer Feely
City Administrator