



# COUNCIL PROCEEDINGS

CITY OF WINNEBAGO, MINNESOTA

## MINUTES OF THE WINNEBAGO CITY COUNCIL

City of Winnebago

September 14<sup>th</sup>, 2010

A regular meeting of the Winnebago City Council was held on Tuesday September 14<sup>th</sup>, 2010 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, Stauffer. Staff Present: City Administrator Bless, Deputy City Clerk Boeck. City Engineer: Wesley Brown. City Attorney: Douglas Johanson.

Motion by Johnson, seconded by Stauffer to approve the proposed meeting agenda of September 14<sup>th</sup>, 2010. Voting in favor: Gates, Johnson, Ziegler, Stauffer. Motion carried.

Motion by Ziegler, seconded by Johnson to approve regular Council meeting minutes of August 11<sup>th</sup>, 2010. Voting in favor: Gates, Johnson, Ziegler, Stauffer. Motion carried.

### Consent Items

Motion by Gates, seconded by Ziegler to approve all bills as listed on pages 4-14 of the council packet. Voting in favor: Gates, Johnson, Ziegler, Stauffer. Motion carried.

### Informational Items

Motion by Stauffer, seconded by Ziegler to approve all informational items as listed on pages 15-25 of the Council packet. Voting in favor: Gates, Johnson, Zeigler, Stauffer. Motion carried.

After a brief summary of the Utility Committee, Personnel Committee, Emergency Services Committee, Park and Recreation Committee, and EDA by Council members, motion by Johnson, seconded by Ziegler to approve all commission and committee reports as listed on pages 26-35 of the Council packet motion by Johnson, seconded by Stauffer to approve all commission and committee reports. Voting in favor: Gates, Johnson, Ziegler, Stauffer.

### Open Meeting to Public

Mayor Nowak opened the meeting to the public for the first time. Hearing no comments Mayor Nowak closed the meeting to the public. Hearing no other comments Mayor Nowak closed the meeting to the public.

### General Business

#### Authorizations

Pool Patrons

Millie Hanson of Winnebago was present along with other friends of the Winnebago Area Swimming Pool to request that the season be extended until Labor Day. Hanson stated that with creative scheduling, adjusting the hours, and utilizing those life guards that don't play in fall sports the request is very possible.

Investigation from Mr. Steve Willett

Motion by Gates, seconded by Johnson to deny Mr. Willett's request for investigation. Discussion held. Voting in favor: Gates, Johnson, Ziegler, Stauffer. Motion carried.

EDA Resignation

Motion by Johnson, seconded by Ziegler to accept the resignation of Larry Stauffer from the EDA committee. Discussion held. Voting in favor: Gates, Johnson, Ziegler, Stauffer. Motion carried.

EDA Request SCDP

Motion by Ziegler, seconded by Johnson to express support for the joint SCDP grant application with the Cities of Wells and Winnebago. Discussion held. Voting in favor: Gates, Johnson, Ziegler, Stauffer. Motion carried.

SCDP Loan Subordination Request

Motion by Johnson, seconded by Ziegler to approve the subordination request on the loan of Donna Bergman in the amount of \$19,952 with a pay off on the loan in the amount of \$3,304 with a \$50 processing fee and all preparation and recording of subordination documents being the responsibility of the party requesting subordination. Discussion held. Voting in favor: Johnson, Ziegler, Stauffer. Abstained: Gates. Motion carried.

WWTP Upgrade Special Assessment

Motion by Gates, seconded by Stauffer to table this matter and send it back to the utility committee. Discussion held. Voting in favor: Gates, Johnson, Ziegler, Stauffer. Motion carried.

Part Time Seasonal Staffing

Motion by Johnson, seconded by Stauffer to allow part time Public Works staff member Darcie Christensen to continue work through the 30<sup>th</sup> of September. Discussion held. Voting in favor: Gates, Johnson, Ziegler, Stauffer. Motion carried.

Pool Chlorinator

Motion by Gates, seconded by Ziegler to approve the purchase of a new chlorinator at the cost of \$3,172 to be paid for out of the pool repairs line item. Discussion held. Voting in favor: Gates, Johnson, Ziegler, Stauffer. Motion carried.

Furnace & A/C at Municipal Center

Motion by Johnson, seconded by Stauffer to approve the purchase of two furnaces and air

conditioners from Royer's Inc. at the cost of \$4498 each to be paid for out of the capital equipment fund. Discussion held. Voting in favor, Gates, Johnson, Ziegler, Stauffer. Motion carried.

Fire Department Charges

Motion by Johnson, seconded by Gates to approve resolution 469-2010 adopting new fire call rates, \$250 for a minor call, \$750 for a major call. Discussion held. Voting in favor: Gates, Johnson, Ziegler, Stauffer. Motion carried.

Personnel Committee Recommendations

Motion by Gates, seconded by Stauffer to approve a 3% rate of pay increase for Bob Toland retroactive to June 21, 2010 which is his anniversary date and also a 3% pay increase effective September 13, 2010 for Megan Boeck to reflect completion of her 6 month probationary period. Discussion held. Voting in favor, Gates, Johnson, Ziegler, Stauffer.

Resolution 2010-471: Business Development Infrastructure Application

Motion by Ziegler, seconded by Stauffer to pass resolution 2010-471 to pursue applying for a Business Development Infrastructure Grant Application as part of the WWTP upgrade. Discussion held. Voting in favor, Gates, Johnson, Ziegler, Stauffer.

Budget Proposal

Motion by Johnson, seconded by Ziegler to approve Resolution 2010-470 adopting the proposed 2010 property tax levy, collectable in 2011 at the following:

General Revenue	\$281,850.41
Debt Service	\$95,181.59
Capital Equipment	<u>\$162,000.00</u>
<b>TOTAL LEVY</b>	<b>\$539,032.00</b>

Discussion held. Voting in favor: Gates, Johnson, Ziegler, Stauffer. Motion carried.

Open Meeting to Public

Mayor Nowak opened the meeting to the public for the second time. Bret Osborn thanked the street department for trimming the tree's near the railroad tracks, he stated it looks a lot better. Hearing no more comments Mayor Nowak closed the meeting to the public.

Administrator Report

Administrator Bless reported he will be on vacation from September 26<sup>th</sup> through October 10<sup>th</sup>.

Mayor Report

Mayor Nowak thanked everyone for supporting the pool and Larry Stauffer for his years on the EDA committee.

Council Reports

Gates stated he is excited for the budget. Johnson wanted to thank Larry for his many years. Ziegler thanked Austin for all his hard work on the budget. Stauffer wanted to thank Larry for his time and also thank Austin for the budget.

Present to Council October 12<sup>th</sup>, 2010.



Randy Nowak  
Mayor

ATTEST:



Austin Bleess  
City Administrator-Clerk-Treasurer