

MINUTES OF THE WINNEBAGO CITY COUNCIL

City of Winnebago

April 12th, 2011

A regular meeting of the Winnebago City Council was held on Tuesday April 12th, 2011 at 7:00 p.m. in the Municipal Center Council Chambers.

Nowak called the meeting to order and conducted roll call. Council members present: Johnson, Ziegler, Robertson, Scofield. Staff Present: City Administrator Bless, Deputy City Clerk Boeck, City Attorney Douglas Johanson, and City Engineer Wes Brown of Bolton and Menk.

Motion by Robertson, seconded by Johnson to approve the proposed meeting agenda of April 12th, 2011. Mayor Nowak called for a vote. The following voted in favor: Johnson, Ziegler, Robertson, Scofield. Motion carried.

Motion by Scofield, seconded by Ziegler to approve Council meeting minutes of March 8th, 2011 as written. Mayor Nowak called for a vote. The following voted in favor: Johnson, Ziegler, Robertson, Scofield. Motion carried.

Consent Items

Motion by Johnson, seconded by Ziegler to approve all bills as listed on pages 8-18 of the council packet. Discussion held. Mayor Nowak called for a vote. The following voted in favor: Johnson, Ziegler, Robertson, Scofield. Motion carried.

Informational Items

Motion by Ziegler, seconded by Johnson to approve all informational items as listed on pages 19-29 of the Council packet. Discussion held. Mayor Nowak called for a vote. The following voted in favor: Johnson, Ziegler, Robertson, Scofield. Motion carried.

Commission & Committee Reports

Motion by Ziegler, seconded by Johnson to approve all commission and committee reports as listed on pages 30-39 in the council packet. Discussion held. Mayor Nowak called for a vote. The following voted in favor: Johnson, Ziegler, Robertson, Scofield. Motion carried.

General Business

Jeff Lang- UHD Annual Report

Jeff Lang, Hospital Administrator for UHD presented those in attendance with an annual report covering changes in hospital staff, services, financials, and future projects.

Audit Presentation, Abdo, Eick & Meyers

Kyle Meyers, Abdo, Eick & Meyers was present to cover the Financial Statements and

Management Letter for year ended December 2010. A copy of which is on file at City Hall and the Muir Library. Motion by Johnson, seconded by Ziegler to approve year ended December 2010 Audit. Discussion held. Mayor Nowak called for a vote. The following voted in favor: Johnson, Ziegler, Robertson, Scofield. Motion carried.

Certifying Bids for WWTP Upgrade

Motion by Johnson, seconded by Ziegler to approve Resolution 497-2011 Accepting Bid for the Wastewater Treatment Plant Upgrade from Wapasha Construction Company in the amount of \$2,770,700. Discussion held. Mayor Nowak called for a vote. The following voted in favor: Johnson, Ziegler, Robertson, Scofield. Motion carried.

Plans and Specs for Main Street Sanitary Sewer Project

Motion by Robertson, seconded by Ziegler to approve Resolution 496-2011 Approving Plans and Specifications and Ordering Advertisement for Bids. Discussion held. Mayor Nowak called for a vote. The following voted in favor: Johnson, Ziegler, Robertson, Scofield. Motion carried.

Hiring Authorization for Public Works Assistant

Motion by Ziegler, seconded by Johnson to authorize the hiring on Brennan Johnson at the starting wage of \$15.40. Discussion held. Mayor Nowak called for a vote. The following voted in favor: Johnson, Ziegler, Robertson, Scofield. Motion carried.

Hiring Authorization for Library Director

Motion by Johnson, seconded by Robertson to hire Heidi Kittleson for 47 hours per pay period at the rate of \$18.77. Discussion held. Mayor Nowak called for a vote. The following voted in favor: Johnson, Ziegler, Robertson, Scofield. Motion carried.

Summer Lifeguards

Motion by Scofield, seconded by Johnson to accept applications for Lifeguards and Pool Manager for Council authorization at the May 10th meeting. Discussion held. Mayor Nowak called for a vote. The following voted in favor: Johnson, Ziegler, Robertson, Scofield. Motion carried.

Mayor's Conference

Motion by Ziegler, seconded by Johnson to approve Mayor Nowak to attend LMC Mayor's Conference at the cost of \$120 plus hotel expense for an approximate total of \$230. Discussion held. Mayor Nowak called for a vote. The following voted in favor: Johnson, Ziegler, Robertson, Scofield. Motion carried.

MN Municipal Clerk's Institute

Motion by Johnson, seconded by Robertson to approve Megan Boeck to attend MN Municipal Clerk's Institute July 11-15th at an approximate cost of \$716.88. Discussion held. Mayor Nowak called for a vote. The following voted in favor: Johnson, Ziegler, Robertson, Scofield. Motion carried.

Demolition of house at 425 1st Street SW

Motion by Ziegler, seconded Scofield to accept bid from Dulas Excavating Inc for \$8,550 for demolition of house at 425 1st Street SW. Discussion held. Mayor Nowak called for a vote. The following voted in favor: Johnson, Ziegler, Scofield. Motion carried.

Picnic Shelter in Whiting Park

Motion by Johnson, seconded by Scofield to approve the Community Trust Fund to spend an estimated \$15,000 on a 30x24 ft picnic shelter from funds that are not part of the general fund, affected by LGA, or property taxes. Discussion held. Mayor Nowak called for a vote. The following voted in favor: Johnson, Ziegler, Robertson, Scofield. Motion carried.

Sale of Street Sweeper

Motion by Ziegler, seconded by Johnson to accept offer from the City of Madelia of \$20,000 for the city's street sweeper. Discussion held. Mayor Nowak called for a vote. The following voted in favor: Johnson, Ziegler, Robertson, Scofield. Motion carried.

Crack Seal and Seal Coating

Motion by Johnson, seconded by Robertson to approve Weerts Constructions quote for crack sealing at the price of \$0.94 per pound for a total cost of \$9,400.00 and Pearson Bros Inc for the seal coating at a price of \$46,550. Discussion held. Mayor Nowak called for a vote. The following voted in favor: Johnson, Ziegler, Robertson, Scofield. Motion carried.

Bulk Water Rates

Motion by Ziegler, seconded by Johnson to approve Resolution 498-2011 Increasing Bulk Water Rates to \$12.00 per thousand gallons. Discussion held. Mayor Nowak called for a vote. The following voted in favor: Johnson, Ziegler, Robertson, Scofield. Motion carried.

Sale of City Lots

Motion by Johnson, seconded by Ziegler to advertise for bids on lots 1 and 2 in block 3 of Easton's Addition, physical address 25 2nd Ave NE. Sale of the lots will go to the highest bidder with the option to reject. Discussion held. Mayor Nowak called for a vote. The following voted in favor: Johnson, Ziegler, Robertson, Scofield. Motion carried.

Parker Oaks Inc Loan

Jim Birchem of Parker Oaks Inc addressed the council on their loan with the EDA. They requested the ability to pay the loan back over the next 5 years rather than having the loan balloon. Bless noted the EDA recommended this and that the Council lowers the interest rate to 5.25%. Motion by Johnson, seconded by Ziegler, to lower the interest rate from 6.25% to 5.25% and to allow the loan to be repaid over 5 years. Discussion held. Mayor Nowak called for a vote. The following voted in favor: Johnson, Ziegler, Robertson, Scofield. Motion carried.

EDA Appointment

Motion by Robertson, seconded by Johnson to approve the appointment of Steven Malchow to

the Economic Development Authority. Discussion held. Mayor Nowak called for a vote. The following voted in favor: Johnson, Ziegler, Robertson, Scofield. Motion carried.

Summer Hours

Motion by Scofield, seconded by Johnson to approve new hours of operation at City Hall (7:00am-5:30pm) with monthly updates. Discussion held. Mayor Nowak called for a vote. The following voted in favor: Johnson, Ziegler, Robertson, Scofield. Motion carried.

Personnel Policy Changes

Motion by Johnson, seconded by Scofield to table action on changes to the personnel policy until the May 10th meeting. Discussion held. Mayor Nowak called for a vote. The following voted in favor: Johnson, Ziegler, Robertson, Scofield. Motion carried.

Other Business

None.

Open Meeting to Public

Mayor Nowak opened the meeting to the public for the first time.

Hearing no public comment Mayor Nowak closed the meeting to public comment.

Administrator Report

Bless touched on the LGA shortfall which has had no change at this time. He also mentioned the Clerks Conference was useful and informative.

Council Reports

Mayor Nowak thanked Judy Tupper for her many years and also the Council for good discussions.

Johnson thanked Judy Tupper, and welcomed Brennan and Heidi.

Ziegler wanted to thank Austin and Megan for their new ideas and also a good Audit report.

Robertson wanted to thank all the Committees and the several applications for the Library and Public Works Department.

Scofield thanked Judy Tupper and welcomed the new employees.

Motion by Scofield, seconded by Johnson to adjourn. Mayor Nowak called for a vote. The following voted in favor: Johnson, Ziegler, Robertson, Scofield. Motion carried.

Presented to Council May 10th , 2011

Randy Nowak
Mayor

ATTEST:

Austin Bless
City Administrator-Clerk-Treasurer