

MINUTES OF THE WINNEBAGO CITY COUNCIL

City of Winnebago

February 8th 2011

A regular meeting of the Winnebago City Council was held on Tuesday February 8th, 2011 at 7:00 p.m. in the Municipal Center Council Chambers.

Acting Mayor Johnson called the meeting to order and conducted roll call. Council members present: Ziegler, Robertson, Huntington-Scofield. Council member absent: Mayor Nowak. Staff Present: City Administrator Bless, City Attorney Douglas Johanson, and City Engineer Wes Brown of Bolton and Menk.

Motion by Ziegler, seconded by Robertson to approve the proposed meeting agenda of January 11th, 2011 with the addition of Police Department Eligibility List. Acting Mayor Johnson called for a vote. The following voted in favor: Ziegler, Robertson, Huntington-Scofield. Motion carried.

Motion by Huntington-Scofield, seconded by Robertson to approve Council meeting minutes of January 11th, 2011 as written. Acting Mayor Johnson called for a vote. The following voted in favor: Ziegler, Robertson, Huntington-Scofield. Motion carried.

Consent Items

Motion by Ziegler, seconded by Huntington-Scofield to approve all bills as listed on pages 7-16 and the additional bills on page 7a of the council packet. Discussion held. Acting Mayor Johnson called for a vote. The following voted in favor: Ziegler, Robertson, Huntington-Scofield. Motion carried.

Informational Items

Motion by Robertson, seconded by Ziegler to approve all informational items as listed on pages 17-25 of the Council packet and to ratify the slate of officers for the fire department as presented in the Fire Department Report, page 25a. Discussion held. Acting Mayor Johnson called for a vote. The following voted in favor: Ziegler, Robertson, Huntington-Scofield. Motion carried.

Commission & Committee Reports

Motion by Ziegler, seconded by Robertson to approve all commission and committee reports as listed on pages 26-34 in the council packet. Discussion held. Acting Mayor Johnson called for a vote. The following voted in favor: Ziegler, Robertson, Huntington-Scofield. Motion carried.

Open Meeting to Public

Acting Mayor Johnson opened the meeting to the public. Lawrence Sickler was present to discuss water rates. Mr. Sickler stated he didn't think it was required by state law to have a conservation water rate. He also stated he doesn't like usage being rounded up and that it amounts to paying an extra water bill over the course of the year.

Administrator Bleess pointed out to Mr. Sickler where in the state statute, Minn. Statutes 103G.291 Subd. 4, (b) that a conservation rate is required to be in place by January 1, 2013.

Sheryl Gunzenhauser stated her dislike of water being sold per 1,000 gallons.

Norma Schmidt asked why the Council waited so long to raise water rates when the budget was never predicted to balance.

Acting Mayor Johnson said the Utility Committee would study the issue some more.

Mike Hughes stated he didn't mind paying his fair share, but wanted to make sure everyone did. He asked if Corn Plus was being subsidized by the residents of Winnebago for their sewer usage. Councilman Ziegler informed him that for years Corn Plus was subsidized but now they are paying the same rate as the residents.

Hearing no other public comment Acting Mayor Johnson closed the meeting to public comment.

General Business

Authorizations

SCDP Resolution

Motion by Robertson, seconded by Ziegler, to pass Resolution 484-2011. Discussion held. Administrator Bleess discussed the SCDP Project and the number of projects Winnebago will receive. Acting Mayor Johnson called for a vote. The following voted in favor: Ziegler, Robertson, Huntington-Scofield. Motion carried.

Fire Contracts with Townships

Motion by Huntington-Scofield, seconded by Robertson, to approve the Agreements for Fire Protection with the following Townships: Center Creek, Delevan, Nashville, Prescott, Verona, and Winnebago City. The agreements were on pages 39-56 of the packet. Discussion held. Acting Mayor Johnson called for a vote. The following voted in favor: Ziegler, Robertson, Huntington-Scofield. Motion carried.

Hiring New Fire Fighters

Motion by Robertson, seconded by Huntington-Scofield, to hire Brandon Hassing and Matthew King as Fire Fighters. Discussion held. Acting Mayor Johnson called for a vote. The following voted in favor: Ziegler, Robertson, Huntington-Scofield. Motion carried.

Ambulance Department Hires

Motion by Ziegler, seconded by Robertson hire Kari Schwecke, Ellen Roiger, Maggie Hassing, Jennie Anderson, and Thomas More in the Ambulance Department contingent upon their successful completion of the necessary EMT Training Courses. Discussion held. Acting Mayor Johnson called for a vote. The following voted in favor: Ziegler, Robertson, Huntington-Scofield. Motion carried.

Main Street Sanitary Sewer System

Discussion was held on the Main Street Sanitary Sewer System. The information in the packet was reviewed and Administrator Bleess and Engineer Brown explained the project. Discussion held. Motion by Ziegler, seconded by Huntington-Scofield, to pass Resolution 488-2011. Acting Mayor Johnson called for a vote. The following voted in favor: Ziegler, Robertson, Huntington-Scofield. Motion carried.

Motion by Robertson, seconded by Ziegler, to require all sanitary connections be lined or redone and to start the process for assessments. Discussion held. Acting Mayor Johnson called for a vote. The following voted in favor: Ziegler, Robertson, Huntington-Scofield. Motion carried.

Motion by Ziegler, seconded by Robertson, to assess the businesses 25% of the project costs for the service lines. Discussion held. Acting Mayor Johnson called for a vote. The following voted in favor: Ziegler, Robertson, Huntington-Scofield. Motion carried.

WWTP Staffing

Administrator Bleess discussed the need to add staffing to the Wastewater Treatment Plant. He noted an interim Operation and Maintenance Manual is required as part of the Stipulation Agreement between the City and the PCA. The other work that was going undone in the street and water department was discussed as well. Motion by Huntington-Scofield, seconded by Ziegler, to hire a full time person to work in the water, wastewater, and street department, and to allow Administrator Bleess to create a job description, negotiate with IBEW Local #949 on the inclusion of the position into the union and to advertise for the position. Discussion held. Acting Mayor Johnson called for a vote. The following voted in favor: Ziegler, Robertson, Huntington-Scofield. Motion carried.

Street Sweeper

Motion by Ziegler, seconded by Huntington-Scofield to approve the purchase of a new street sweeper at the cost of \$159,104 and to sell the current sweeper. Discussion held. Robertson mentioned the possibility of purchasing a used street sweeper. Ziegler stated we've been saving our money to purchase this and it should last for 15 years. Acting Mayor Johnson called for a vote. The following voted in favor: Ziegler, Robertson, Huntington-Scofield. Motion carried.

Library Staff Raises

Motion by Robertson, seconded by Ziegler, to increase by 3% the wages of Library Assistants Kathy Johnson, Joyce Roe, and Rachel Peterson effective January 1, 2011. Discussion held.

Acting Mayor Johnson called for a vote. The following voted in favor: Ziegler, Robertson, Huntington-Scofield. Motion carried.

Library Retirement and Resignation

Administrator Bleess reported that he had received a letter of retirement from Judy Tupper effective April 9, 2011 and a letter of resignation from Joyce Roe, effective April 23, 2011. Motion by Ziegler, seconded by Robertson, to accept the retirement and resignation. Discussion held. Acting Mayor Johnson called for a vote. The following voted in favor: Ziegler, Robertson, Huntington-Scofield. Motion carried.

Motion by Robertson, seconded by Ziegler, to authorize City Administrator Bleess to begin advertising for these positions. Discussion held. Acting Mayor Johnson called for a vote. The following voted in favor: Ziegler, Robertson, Huntington-Scofield. Motion carried.

Agreement with BCA

Motion by Ziegler, seconded by Huntington-Scofield, to pass resolution 485-2011 approving the agreement with the BCA. Discussion held. Acting Mayor Johnson called for a vote. The following voted in favor: Ziegler, Robertson, Huntington-Scofield. Motion carried.

Agreement with MN Office of Court Administration

Motion by Huntington-Scofield, seconded by Ziegler, to pass resolution 486-2011 approving the agreement with the MN Office of Court Administration. Discussion held. Acting Mayor Johnson called for a vote. The following voted in favor: Ziegler, Robertson, Huntington-Scofield. Motion carried.

Agreement with South Central Drug Investigation Unit

Motion by Robertson, seconded by Ziegler, to approve the agreement with the South Central Drug Investigation Unit. Discussion held. Administrator Bleess noted that these costs were budgeted for. Acting Mayor Johnson called for a vote. The following voted in favor: Ziegler, Robertson, Huntington-Scofield. Motion carried.

Lexipol

Motion by Ziegler, seconded by Robertson, to approve the City joining Lexipol at a cost of \$6,900. Discussion held. Administrator Bleess noted these costs were budgeted for. Johnson stated that this has been in the works for a while and that it has been discussed at the EMS committee several times. Acting Mayor Johnson called for a vote. The following voted in favor: Ziegler, Robertson, Huntington-Scofield. Motion carried.

Chiefs Conference

Motion by Huntington-Scofield, seconded by Ziegler, to approve sending Chief Toland to the Chiefs Conference at a cost of \$592 plus tax with a report to be given afterwards. Discussion held. Acting Mayor Johnson called for a vote. The following voted in favor: Ziegler, Robertson, Huntington-Scofield. Motion carried.

Clerk's Conference

Motion by Ziegler, seconded by Huntington-Scofield, to approve sending Administrator Bless to the Clerk's Conference at a cost of \$265 plus tax with a report to follow. Discussion held. Acting Mayor Johnson called for a vote. The following voted in favor: Ziegler, Robertson, Huntington-Scofield. Motion carried.

Accepting Donation

Motion by Ziegler, seconded by Huntington-Scofield, to pass resolution 487-2011. Acting Mayor Johnson called for a vote. The following voted in favor: Ziegler, Robertson, Huntington-Scofield. Motion carried.

Donation Request

Motion by Ziegler, seconded by Huntington-Scofield, to donate \$448.61 to the Winnebago Community Field from the 10% Gambling Funds. Acting Mayor Johnson called for a vote. The following voted in favor: Ziegler, Robertson, Huntington-Scofield. Motion carried.

Police Staffing Lists

Motion by Huntington-Scofield, seconded by Robertson, to have Chief Toland to create an eligibility list to hire full and part time officers. Discussion held. Administrator Bless noted that this was necessary as the Chief is expecting some vacancies in the coming months. Acting Mayor Johnson called for a vote. The following voted in favor: Ziegler, Robertson, Huntington-Scofield. Motion carried.

Other Business

None.

Administrator Report

Bless stated the preliminary look at the 2010 Budget shows a \$14,000 surplus. He also stated that LGA, for the first round, will be \$61,226 if they are approved. The city should receive \$28,542 in Market Value Tax Credits. It is possible that further LGA cuts could happen. Bless discussed that he is going over the budget and is ready to present possible budget reductions if the LGA cuts are approved by the Governor. Bless stated the first round of work with FEMA on flood related damages is completed. The city is eligible for \$21,102 in reimbursement costs, but it is unknown how much the final reimbursement will be. Bless also thanked Clint Eastman and Rick Mauris for their great work in snow removal this winter. Bless also informed the Council that the Board of Appeals meeting will be held on April 20th, 2011 at 10 am and will be conducted by the County.

Council Reports

Johnson thanked Eastman and Mauris for their hard work, and stated he looks forward to the progress that can be made with another full time person in the public works department.

Ziegler thanked Eastman and Mauris for their hard work, congratulated Judy Tupper on her retirement, and was glad to see a good and civil debate on the water rates.

Robertson thanked Eastman, Mauris, and Tupper for their work and thanked Eastman and Mauris for coming to the Council meeting. He also stated that the newly elected officials conference he attended was very useful.

Huntington-Scofield stated she appreciated the discussion on water rates, and said the city is doing the best it can and we are not trying to make it hard on people. She said the conference was very good and very informative.

Motion by Ziegler, seconded by Robertson, to adjourn the meeting. Acting Mayor Johnson called for a vote. The following voted in favor: Ziegler, Robertson, Huntington-Scofield. Motion carried.

Presented to Council March 8th, 2011.

ATTEST:

Randy Nowak
Mayor

Austin Bleess
City Administrator-Clerk-Treasurer