



COUNCIL PROCEEDINGS

CITY OF WINNEBAGO, MINNESOTA

MINUTES OF THE WINNEBAGO CITY COUNCIL

City of Winnebago

March 8th, 2011

A regular meeting of the Winnebago City Council was held on Tuesday March 8th, 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 Johnson, seconded by Ziegler to approve the proposed meeting agenda of March 8th, 2011. Mayor Nowak called for a vote. The following voted in favor: Johnson, Ziegler, Robertson, Scofield. Motion carried.

Motion by Johnson, seconded by Robertson to approve Council meeting minutes of February 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 Robertson, seconded by Ziegler to approve all bills as listed on pages 7-17 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 18-25 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 Scofield, seconded by Johnson to approve all commission and committee reports as listed on pages 26-30 in the council packet. Discussion held. Mayor Nowak called for a vote. The following voted in favor: Johnson, Ziegler, Robertson, Scofield. Motion carried.

Open Meeting to Public

Mayor Nowak opened the meeting to the public. Jerry Johanson was present to discuss what he thought was the issue with the current water rates. Members of the council explained that the

Utility Committee revisited the issue and have a revised water rate system to present to the council for action tonight.

Lawrence Sickler questioned a high bill a resident received. Deputy City Clerk Boeck, City Administrator Bleess, and Council Member Johnson all informed Mr. Sickler that the issue had been rectified already.

General Business

Authorizations

Public Hearing Main Street Sanitary Sewer System

Wes Brown from Bolton & Menk went over a presentation for council members and residents of Winnebago that would be affected by the proposed sanitary sewer repairs. Brown explained the entire process from initiation to completion. Included in that are pictures of the system in its existing condition with cracked pipes and significant joint offsets. Brown noted the life expectancy of this type of system is 50 to 60 years which has been exceeded. Cliff Marx, 205 4th Street NW, asked how the project would affect sewer rates. City Administrator Bleess explained that sewer rates were raised at the same time water rates were to help start paying on the loan before it's actually required. Bless stated depending on project costs rates could be increased again next year anywhere from \$0.40 to \$1.00 per 1,000 gallons. Pete Haight from the museum board asked if everyone in town would be assessed or just the people using this line. Brown explained that 75% of the costs would be paid system wide with rate increases, and the other 25% would be assessed to the property owners who would receive the services. Robertson stated that if the City does move forward with this project tonight, they would still be able to either accept or reject bids. He feels that right now would be the best time to move forward with the bidding because people are looking for work, and it's likely that bids would tend to be lower. Motion by Ziegler, seconded by Scofield to approve resolution 490-2011 Ordering Improvement and Preparation of Plans and as part of this project televise a sampling of the service lines. Mayor Nowak called for a vote. The following voted in favor: Johnson, Ziegler, Robertson, Scofield. Motion carried.

WWTP Upgrade, Resolution 495-2011 Approving Plans and Specifications and Ordering Advertisement for Bids.

Motion by Scofield, seconded by Robertson to approve Resolution 495-2011. Discussion held. Mayor Nowak called for a vote. The following voted in favor: Johnson, Ziegler, Robertson, Scofield. Motion carried.

Resolution 491-2011 Authorizing City of Winnebago to Apply for a Loan from The MN Public Facilities Authority Clean Water Revolving Loan Fund.

Motion by Johnson, seconded by Ziegler to approve Resolution 491-2011. Discussion held. Mayor Nowak called for a vote. The following voted in favor: Johnson, Ziegler, Robertson, Scofield. Motion carried.

Water Rates, Resolution 492-2011 Increasing Water for the City of Winnebago

Motion by Johnson, seconded by Robertson to pass resolution 492-2011 increasing the water rates while billing per hundred gallons with the 25% increase between each tier and a 50% increase between the last two tiers. Discussion held. Mayor Nowak called for a vote. The following voted in favor: Johnson, Ziegler, Robertson, Scofield. Motion carried.

Huntley Sewer Rates, Resolution 493-2011

Motion by Scofield, seconded by Ziegler to increase Huntley residents sewer rates to \$53.50 and pass Resolution 493-2011 Increasing Sewer for the City of Winnebago. Discussion held. Mayor Nowak called for a vote. The following voted in favor: Johnson, Ziegler, Robertson, Scofield. Motion carried.

Removal of Scott House

Motion by Ziegler, seconded by Scofield to advertise for bids until April 6th, 2011 for the demolition of the Scott house located on 425 1st Street SW. Discussion held. Mayor Nowak called for a vote. The following voted in favor: Johnson, Ziegler, Robertson, Scofield. Motion carried.

Accepting Credit Card Payments

Motion by Robertson, seconded by Johnson to approve the purchase of RevTrak software for the use of accepting credit cards at City Hall. A \$1.00 convenience fee will be attached to each transaction to help offset the service fee of 2.49% for in house payments and 3.49% for payments made online. Discussion held. Mayor Nowak called for a vote. The following voted in favor: Johnson, Ziegler, Robertson, Scofield. Motion carried.

Joint Powers Agreement with UHD

Motion by Johnson, seconded by Robertson to approve the Joint Powers Agreement in order to move forward with the purchase of a new Ambulance. Discussion held. Mayor Nowak called for a vote. The following voted in favor: Johnson, Ziegler, Robertson, Scofield. Motion carried.

BEAHS Post Prom Donation

Motion by Scofield, seconded Johnson to approve a donation from the 10% gambling fund in the amount of \$233.05 to the BEAHS Post Prom. Discussion held. Mayor Nowak called for a vote. The following voted in favor: Johnson, Ziegler, Scofield. Motion carried.

Water Meter Testing Policy

Motion by Johnson, seconded by Robertson to approve Water Meter Testing Policy as listed on page 48 of the council packet. Discussion held. Mayor Nowak called for a vote. The following voted in favor: Johnson, Ziegler, Robertson, Scofield. Motion Carried.

Sweeper Rental Rates

Motion by Scofield, seconded by Johnson to increase the sweeper rental rates from \$75 per hour

to \$125. Discussion held. Mayor Nowak called for a vote. The following voted in favor: Johnson, Ziegler, Robertson, Scofield. Motion Carried.

Other Business

None.

Administrator Report

Bless stated Megan Boeck had been in her position as Deputy City Clerk 1 year, and that recently he went over a positive review with her. He recommends a 3% raise at this time. Ziegler made a motion to authorize a 3% increase for Deputy City Clerk Boeck, with a second from Johnson. Discussion held. Mayor Nowak called for a vote. The following voted in favor: Johnson, Ziegler, Robertson, Scofield. Bless also stated that at this time he has received 33 applications for the WWTP Assistant position.

Council Reports

Mayor Nowak thanked the public for their input.

Johnson thanked Wes Brown for his presentation and the Utility Committee members for all their hard work.

Ziegler wanted to thank the public as well, and reminded them to get the facts, be clear, and be civil.

Robertson wanted to thank everyone for coming to the meeting, including Darold and Clint.

Scofield stated that meetings are open to the public, and everyone should feel free to utilize the city website because there is a lot of useful information out there.

Motion by Ziegler, seconded by Scofield to go into closed session. Mayor Nowak called for a vote. The following voted in favor: Johnson, Ziegler, Robertson, Scofield. Motion carried. The time was 8:45pm.

Present in Closed Session was the Mayor Nowak, Council Members Johnson, Ziegler, Robertson, and Scofield, City Administrator Bless, City Attorney Johanson, Wes Brown of Bolton and Menk and Jason Zinter of Bolton and Menk.

Brown and Zinter left the closed session at 8:53 pm.

Motion by Robertson, seconded by Scofield, to go into Open Session. Mayor Nowak called for a vote. The following voted in favor: Johnson, Ziegler, Robertson, Scofield. Motion carried. The time was 9:00 pm.

Motion by Robertson, seconded by Scofield to offer Brady Murray \$4,000 for land purchase at the Wastewater Treatment Plant and a utility easement on his land. Mayor Nowak called for a vote. The following voted in favor: Johnson, Ziegler, Robertson, Scofield. Motion carried.

Motion by Ziegler, seconded by Scofield, to approve the Memorandum of Agreement between the City of Winnebago and International Brotherhood of Electrical Workers - Local # 949 on behalf of the Non-Essential Non-Supervisory Public Employees Unit. Mayor Nowak called for a vote. The following voted in favor: Johnson, Ziegler, Robertson, Scofield. Motion carried.

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

Presented to Council April 12th, 2011



Randy Nowak
Randy Nowak
Mayor

ATTEST:



Austin Bleess
Austin Bleess
City Administrator-Clerk-Treasurer