



COUNCIL PROCEEDINGS

CITY OF WINNEBAGO, MINNESOTA

MINUTES OF THE WINNEBAGO CITY COUNCIL

City of Winnebago

December 11, 2012

A regular meeting of the Winnebago City Council was held on Tuesday December 11, 2012 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: Johnson, Robertson, Scofield, Anderson. Staff Present: City Administrator Ziegler, City Attorney Douglas Johanson. Absent: City Engineer Wes Brown.

Motion by Robertson, seconded by Anderson to approve the proposed meeting agenda of December 11th as presented. Mayor Nowak called for a vote. The following voted in favor: Johnson, Robertson, Scofield, Anderson. Motion carried.

Motion by Scofield, seconded by Anderson to approve council meeting minutes of November 13th, 2012 as written. Mayor Nowak called for a vote. The following voted in favor: Johnson, Robertson, Scofield, Anderson. Motion carried.

Consent Items

Motion by Scofield, seconded by Anderson to approve payments under consent items as listed on pages 5 - 9 of the council packet. Discussion held. Mayor Nowak called for a vote. The following voted in favor: Johnson, Robertson, Scofield, Anderson. Motion carried.

Informational Items

Motion by Johnson, seconded by Robertson to approve all informational items as listed on pages 10 - 17 of the Council packet. Discussion held. Mayor Nowak called for a vote. The following voted in favor: Johnson, Robertson, Scofield, Anderson. Motion carried.

Public Comment

Mayor Nowak opened the meeting to the public. Hearing no comments Mayor Nowak closed the meeting to the public.

IBEW Local Union #949 Grievance

Rick Bartz IBEW representative was present to discuss the grievance per step 3 of the grievance process. Mr Bartz read the contents of the letters between himself and former administrator Austin Bless. IBEW's opinion is that the City has violated the labor agreement by not re-hiring

an administrative and accounting assistant. The position description contains work that belongs to the bargaining unit and cannot be done by management employees. The position of the City was that the grievance was not filed timely and that the City Council has the right to not fill the position via management rights. Discussion held. Administrator Ziegler stated some of the duties were eliminated via change in billing ordinance. Motion by Scofield, seconded by Johnson, to table discussion on the grievance until the next regularly scheduled Council meeting. The following voted in favor: Johnson, Robertson, Scofield, Anderson. Motion carried.

Dissemination Agent Agreement – Northland Securities Motion by Anderson, seconded by Robertson, to authorize Ziegler to sign the agreement. Discussion held. Mayor Nowak called for a vote. The following voted in favor: Johnson, Robertson, Scofield, Anderson. Motion carried.

Resolution 545 – 2012 Police Declaration Motion by Robertson, seconded by Johnson to pass Resolution 545 – 2012. Discussion held. Mayor Nowak called for a vote. The following voted in favor: Johnson, Robertson, Scofield, Anderson. Motion carried.

Winnebago Veteran’s Memorial Down Payment Request Veteran’s Memorial group requesting funds of \$13,482.28 to begin ordering materials for the memorial. Ziegler stated the group currently has \$ 26,885 in funds with commitments for an additional \$8,500. Scofield questioned site preparation costs. Robertson replied that prep costs would be minimal. Motion by Scofield, second by Anderson, to authorize the down payment. Discussion held. Mayor Nowak called for a vote. The following voted in favor: Johnson, Robertson, Scofield, Anderson. Motion carried.

Appointments and Designations for 2013 Ziegler presented the list for 2012 and suggested council members consider changes for 2013 since there is a new Council member and a new Mayor. Changes to be acted upon at the January 2013 Council Meeting. No action.

Fees for 2013 – Resolution 542-2012 Ziegler presented the list of fees for 2013, no changes are recommended. Motion by Anderson, seconded by Johnson, to approve the list of fees. Discussion held. Mayor Nowak called for a vote. The following voted in favor: Johnson, Robertson, Scofield, Anderson. Motion carried.

League of Minnesota Cities Conferences Ziegler informed the council of two conferences in January. Jean Anderson and Jeremiah Schutt requested approval to attend the Newly Elected Officials session, Ziegler requested approval to attend the Experienced officials session. Motion by Scofield, seconded by Johnson, to authorize the three requests. Discussion held. Mayor Nowak called for a vote. The following voted in favor: Johnson, Robertson, Scofield, Anderson. Motion carried.

License Renewal Ziegler presented the list of City-issued licenses for renewal in 2013 . Motion by Johnson, seconded by Robertson, to approve license renewals. Discussion held. Mayor

Nowak called for a vote. The following voted in favor: Johnson, Robertson, Scofield, Anderson. Motion carried.

Accepting Donation Resolution 544-2012 American Legion Post #82 submitted a donation of \$106.81 to the 10% gambling fund. Motion by Johnson, second by Anderson, to approve Resolution 544-2012. Mayor Nowak called for a vote. The following voted in favor: Johnson, Robertson, Scofield, Anderson. Motion carried.

Request for Setup and Display License – W Grill The W Grill owner Calvin Howard requested to add Setup and Display to their current Liquor License. Motion by Anderson, second by Johnson, to approve the Setup and Display License. Discussion held. Mayor Nowak called for a vote. The following voted in favor: Johnson, Robertson, Scofield, Anderson. Motion carried.

Fire Department Officers for 2013 Ziegler presented the list of officers for 2013 recommended by the Fire Department. Motion by Robertson, seconded by Johnson, to approve the list of officers as presented. Discussion held. Mayor Nowak called for a vote. The following voted in favor: Johnson, Robertson, Scofield, Anderson. Motion carried.

Truth in Taxation Hearing Mayor Nowak opened the meeting to the Public for comments. Hearing none, Mayor Nowak closed the public comment portion of the hearing.

2013 Budget Ziegler presented a proposed budget with a percentage increase of \$536,106.59 or 3.9%, this was less than the preliminary budget approved in September of \$549,905.79 or a 6.55% increase. Johnson stated he would like to see the increase in the 2.5% range and advocated for additional cuts. Some of his areas for consideration were contingency fund and capital equipment. Discussion regarding contingency fund uses and hazardous building removal. Robertson asked if department heads contributed to budget discussions and Ziegler confirmed that they had. Johnson highlighted the pool building line item under capital equipment. Anderson questioned necessity for this item. Johnson clarified some of the benefits. Johnson highlighted the ambulance replacement line and indicated the next rig would need chassis only. He also highlighted street shop for possible capital equipment reduction. Johnson asked for other councilmembers overall thoughts. Anderson stated residents are concerned with increasing costs and if anything can be trimmed without hindering infrastructure or services, it should be looked into. Her thoughts were to try to trim another one or one and a half percent. Ziegler presented some scenarios. Discussion regarding change scenarios. Mayor Nowak asked for additional thoughts from the council. Anderson inquired about the Library capital fund item increasing to \$8,000. Scofield stated the library needs are boiler, roof and other infrastructure items repair or replacement. Mayor Nowak recognized Chief Toland from the audience. Chief Toland stated the municipal center is in need of many repairs and cited the roof leaking, water infiltration in exterior walls, tuckpointing and other needs. Johnson requested adding \$10,000 additional to Municipal Center Improvements and reducing Contingency funds, Ambulance

capital, street shop capital, and pool storage building capital to come up with the total 2.52% increase. Mayor Nowak asked for additional comments.

Motion by Johnson, seconded by Anderson, to approve Resolution 543-2012 setting the 2013 Tax Levy at \$529,106.59 a 2.52% increase. Mayor Nowak called for a vote. The following voted in favor: Johnson, Robertson, Scofield, Anderson. Motion carried.

Other Business None.

Reports

City Administrator Chris Ziegler - FC EDA next meeting January 8th, here at the municipal center. Working on snow emergency procedure. Welcomed Jean Anderson and thanked Randy Nowak for his years of service.

Mayor Nowak - Welcomed Jean Anderson, thanked the Council members, Doug Johanson for his work, Bob Weerts and others for the football team supper, his wife, Patti, for her support, members of the press, Chief Toland and Mike Beletti.

Johnson – Thanked Mayor Nowak for his work, Chris Ziegler and Austin Bless for budget work.

Robertson – Welcomed Jean Anderson and Ziegler. Wished Mayor Nowak well.

Scofield – Heidi Schutt received two grants for the library, congratulated and thanked her for those. Thanked Chief Toland and Rick Mauris for bringing up the Municipal Center needs. Thanked Randy for his leadership. Welcomed Jean Anderson.

Anderson – She is excited to be on the council and hopes everyone will bear with her questions. She wants to do the best job that she can. Merry Christmas to all.

Nowak also thanked the public for calls and concerns he's received over the years.

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

Presented to Council January 8, 2013.

ATTEST:

Jeremiah Schutt
Mayor

Chris Ziegler
City Administrator