



# COUNCIL PROCEEDINGS

CITY OF WINNEBAGO, MINNESOTA

## MINUTES OF THE WINNEBAGO CITY COUNCIL

City of Winnebago

July 10<sup>th</sup>, 2012

A regular meeting of the Winnebago City Council was held on Tuesday July 10<sup>th</sup>, 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, Ziegler, Robertson, Scofield. Staff Present: City Administrator Bless, Deputy City Clerk Boeck, City Attorney Douglas Johanson.

Motion by Robertson, seconded by Ziegler to approve the proposed meeting agenda of July 10<sup>th</sup> as amended. Mayor Nowak called for a vote. The following voted in favor: Johnson, Ziegler, Robertson, Scofield. Motion carried.

Motion by Johnson, seconded by Schofield to approve council meeting minutes of June 12<sup>th</sup>, 2012 as written. Mayor Nowak called for a vote. The following voted in favor: Johnson, Ziegler, Robertson, Scofield. Motion carried.

### Consent Items

Motion by Ziegler, seconded by Johnson to approve all consent items as listed on pages 8-15 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 Robertson to approve all informational items as listed on pages 16-24 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 Johnson, seconded by Ziegler to approve all commission and committee reports as listed on pages 25-26 in the council packet. Mayor Nowak called for a vote. The following voted in favor: Johnson, Ziegler, Robertson, Scofield. Motion carried.

### Public Comment

Girl Scouts Troop Leader Kristy Travis was present to inform council on the upcoming Centennial Day of Service being held in Winnebago on October 13, 2012. The event focuses on

clean drinking water and will involve public space clean up, residential education, and storm drain marking. Travis requested the City purchase working gloves for the volunteers who will be raking leaves as part of the cleanup. Motion by Ziegler, seconded by Robertson to purchase working gloves for volunteers during the Centennial Day of Service. Mayor Nowak called for a vote. The following voted in favor: Johnson, Ziegler, Robertson, Scofield. Motion carried.

#### Long Term Financial Planning

Bless highlighted a few key points in the long term financial planning. Noting that the Water Fund currently has 25% of annual expenditures in reserves and is on pace to have 50% in reserve by 2016. Bless also stated that this is a good tool to use for budgeting purposes, and is by no means unchangeable. Motion by Ziegler, seconded by Johnson to approve the Long Term Financial Plan as presented. Mayor Nowak called for a vote. The following voted in favor: Johnson, Ziegler, Robertson, Scofield. Motion carried.

#### Closing out Fund Accounts-Resolution 529-2012

Motion by Scofield, seconded by Robertson to close out the Tif District 402 Fund and transfer the remaining \$5,627.77 to the 303 Fund to help pay off the existing bond. Discussion held. Mayor Nowak called for a vote. The following voted in favor: Johnson, Ziegler, Robertson, Scofield. Motion carried.

#### Change Order for 1<sup>st</sup> Ave SE

Motion by Robertson, seconded by Scofield to approve change order on 1<sup>st</sup> Ave SE to switch to modified curb and gutter in the areas where sidewalk butts up to the back of the curb. The total estimated contract amount increase should be equal to \$2,437.50. Robertson stated the majority of this change is in an area by the school. Mayor Nowak called for a vote. The following voted in favor: Johnson, Ziegler, Robertson, Scofield. Motion carried.

#### Connecting Resident to City Sewer

Motion by Scofield, seconded by Johnson to approve Bolton and Menk to put together plans and specs to extend a 2 inch force main from the existing manhole on 6<sup>th</sup> street closest to Josh More's driveway. This would allow for a more accurate cost of putting in the actual main which would be at the City's expense. Josh More would be required to connect from his house to the main at his own expense. Discussion held. Mayor Nowak called for a vote. The following voted in favor: Johnson, Ziegler, Robertson, Scofield. Motion carried.

#### Street Overlays

Motion by Ziegler, seconded by Johnson to approve quote from WW Blacktopping for street overlay's on the two blocks of 5<sup>th</sup> Street SW in the amount of \$37,264.00. Discussion held. Mayor Nowak called for a vote. The following voted in favor: Johnson, Ziegler, Robertson, Scofield. Motion carried.

#### Ambulance Department Resignation

Motion by Johnson, seconded by Robertson to approve resignation from Josh Malchow and

Jennie Anderson. Discussion held. Mayor Nowak called for a vote. The following voted in favor: Johnson, Ziegler, Robertson, Scofield. Motion carried.

#### Moto Fest Licenses

Motion by Robertson, seconded by Ziegler to allow City Administrator Bless to approve all necessary liquor, food, noise, and miscellaneous permits that will be requested for Moto Fest. Discussion held. Mayor Nowak called for a vote. The following voted in favor: Johnson, Ziegler, Robertson, Scofield. Motion carried.

#### Part Time Police Officer Pay

Motion by Ziegler, seconded by Scofield to raise part time police officer pay from \$15.00 to \$15.50 per hour. Johnson stated he feels \$15.00 is a good pay rate for a part time job, and that is a pretty stiff increase compared to a recent raise of a full time administrator. Ziegler stated that historically the part time officers become full time once there is an opening and his thought it that this raise will help attract the best. Mayor Nowak called for a vote. The following voted in favor: Johnson, Ziegler, Robertson, Scofield. Motion carried.

#### MWOA Conference for Darold

Motion by Johnson, seconded by Robertson to allow Darold to attend the Minnesota Wastewater Operators Association Annual Conference to be held in Grand Rapids July 24<sup>th</sup>-July 27<sup>th</sup> at an approximate cost of \$590.00. Discussion held. Mayor Nowak called for a vote. The following voted in favor: Johnson, Ziegler, Robertson, Scofield. Motion carried.

#### 1 Day Liquor License

Motion by Ziegler, seconded by Robertson to approve a 1 day liquor license for Moto Fest to sell beer at Tasty Treatz for the Mid-Summer event being held on July 21<sup>st</sup>. Discussion held. Mayor Nowak called for a vote. The following voted in favor: Johnson, Ziegler, Robertson, Scofield. Motion carried.

#### Concrete Work-Employee Door

Motion by Johnson, seconded by Scofield to allow PLC Construction to remove and repair curb and gutter/walk by the employee door at a bid price of \$4,700.00 . Discussion held. Mayor Nowak called for a vote. The following voted in favor: Johnson, Ziegler, Robertson, Scofield. Motion carried.

#### Schooter's Noise Permit

Motion by Ziegler, seconded by Johnson to approve Noise Permit for Schooter's on July 14<sup>th</sup> from 8pm-1pm. Discussion held. Mayor Nowak called for a vote. The following voted in favor: Johnson, Ziegler, Robertson, Scofield. Motion carried.

#### Reports

Bless thanked everyone for their help and support a Craft Brew Fest.

Mayor Nowak thanked Josh and Jennie for serving the ambulance, and also the Girl Scouts for coming tonight.

Johnson stated he felt Craft Brew Fest was an extremely positive event.

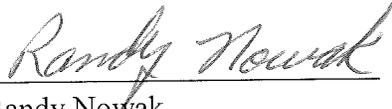
Ziegler thanked Josh and Jennie and stated he also had a great time at Craft Brew Fest.

Robertson stated Craft Brew Fest went off good and wants to keep the ball rolling.

Scofield thanked Mike Beletti for his good work on getting a grant as noted in Chief Toland's department head report. She also thanked Josh and Jennie.

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

Presented to Council August 15<sup>th</sup>, 2012.



Randy Nowak  
Mayor

ATTEST:



Austin Bless  
City Administrator