



COUNCIL PROCEEDINGS

CITY OF WINNEBAGO, MINNESOTA

MINUTES OF THE WINNEBAGO CITY COUNCIL

City of Winnebago

November 13, 2012

A regular meeting of the Winnebago City Council was held on Tuesday November 13, 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 and Huntington- Scofield. Staff Present: Interim City Administrator Sande.

Motion by Robertson, seconded by Johnson to approve the proposed meeting agenda as presented. Mayor Nowak called for a vote. The following voted in favor: Johnson, Robertson and Huntington- Scofield. Motion carried.

Approval of Regular Council Minutes

Motion by Johnson, seconded by Robertson to approve the minutes of the October 9, 2012 meeting. Mayor Nowak called for a vote. The following voted in favor: Johnson, Robertson and Huntington- Scofield. Motion carried.

Approval of Special Council Minutes

Motion by Robertson, seconded by Huntington- Scofield to approve the minutes of the October 18, October 29, and November 1, 2012 special council meetings. Mayor Nowak called for a vote. The following voted in favor: Johnson, Robertson and Huntington- Scofield. Motion carried.

Consent Items

Motion by Huntington- Scofield, seconded by Robertson to approve consent items. Mayor Nowak called for a vote. The following voted in favor: Johnson, Robertson and Huntington- Scofield. Motion carried.

Informational Items

Motion by Robertson, seconded by Johnson to approve department head reports. Mayor Nowak called for a vote. The following voted in favor: Johnson, Robertson and Huntington- Scofield. Motion carried.

Utility Committee

Motion by Johnson, seconded by Robertson to approve the minutes of the November 7, 2012 Utility Committee. Mayor Nowak called for a vote. The following voted in favor: Johnson, Robertson and Huntington- Scofield. Motion carried.

Public Comment

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

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General Business

Canvas Election Results of November 6, 2012

Motion by Johnson, seconded by Robertson to approve the election results as tabulated. Mayor Nowak called for a vote. The following voted in favor: Johnson, Robertson and Huntington-Scofield. Motion carried.

Appoint City Administrator-Clerk-Treasurer

Motion by Huntington-Scofield, seconded by Robertson to appoint Chris Ziegler as City Administrator-Clerk-Treasurer, effective December 3, 2012 at an annual salary of \$52,500.00. Mayor Nowak called for a vote. The following voted in favor: Johnson, Robertson and Huntington-Scofield. Motion carried.

Appoint Jean Anderson to City Council

Motion by Robertson, seconded by Johnson to appoint Jean Anderson to the City Council effective immediately. Mayor Nowak called for a vote. The following voted in favor: Johnson, Robertson and Huntington-Scofield. Motion carried. Interim Administrator- Clerk Sande administered the oath of office and Anderson was seated on the council.

Change Order #4 Waste Water Treatment Plant Project

After discussion of liquidated damages it was moved by Robertson, seconded by Johnson to approve change order #4 as presented. Mayor Nowak called for a vote. The following voted in favor: Johnson, Robertson, Huntington-Scofield and Anderson. Motion carried.

Bids For Tree Trimming

Motion by Huntington-Scofield, second by Anderson to approve the bid of Pheffer Tree Service for tree trimming at the rate of \$175.00 per hour. Mayor Nowak called for a vote. The following voted in favor: Johnson, Robertson, Huntington-Scofield and Anderson. The motion carried.

Approval of Special Assessment Rolls

Motion by Johnson, seconded by Huntington-Scofield approve the following Special Assessments Rolls as presented:

2011 Main Street Sewer Improvements

2012 1st Avenue SE Improvements

Utility Charges and other assessments

All assessment rolls subject to adjustment for payments received prior to certification. Mayor Nowak called for a vote. The following voted in favor: Johnson, Robertson, Huntington-Scofield and Anderson. Motion carried.

Water Billing for Property at 457 1st Avenue SW

Mr. David Markle appeared regarding the large water bill at the house he owns at 457 1st Avenue SW. The council reviewed the report submitted by the Water Supervisor on the recent history of the account. After discussion of the account, it was moved by Johnson, seconded by Anderson to waive any penalties or late fees dating from June 2012 to the present on the account, accept the partial payment proposed by Markle and to assess any remaining balance over a three year term without interest. Mayor Nowak called for a vote. The following voted in favor: Johnson, Robertson, Huntington-Scofield and Anderson. Motion carried.

Other Business

Use of Library Policy

Hunting-Scofield presented a use of Library Policy as adopted by the Library Board. The policy governs use of the library by children based on age. Patrons will be informed of the policy by postings on the web site, Facebook and at the Library, as well as copies sent home with children or mailed where appropriate. Motion by Robertson, seconded by Anderson to approve the Use Of The Library Policy as recommended by the Library Board. Mayor Nowak called for a vote. The following voted in favor: Johnson, Robertson, Huntington-Scofield and Anderson. Motion carried.

Appoint Library Board Members

Motion by Johnson, seconded by Robertson to appoint Carol Garletz and Kalene Winter to the Library Board to fill unexpired terms. Mayor Nowak called for a vote. The following voted in favor: Johnson, Robertson, Huntington-Scofield and Anderson. Motion carried.

Reports

Mayor Nowak Congratulated Chris Ziegler on his appointment and Jeremiah Schutt and Jean Anderson on their election.

Council Member Johnson Reported he was pleased with the K-Bid sale of surplus vehicles and said he believes it to be a good approach. He congratulated Chris Ziegler on his appointment.

Council Member Robertson welcomed Jean Anderson and Chris Ziegler to their new positions. He thanked Mr. Markle for appearing and working on a solution to the water bill problem.

Council Member Huntington-Scofield welcomed Jean Anderson to the council and congratulated Jeremiah and Chris on their new positions. She thanked Jeanne Kortuem and Heidi Schutt for their hard work during the transition.

Council Member Anderson thanked the voters who supported her and said she is excited about the future of Winnebago.

Motion by Robertson, seconded by Johnson to adjourn the meeting at 7:55 pm. Mayor Nowak called for a vote. The following voted in favor: Johnson, Robertson, Huntington-Scofield and Anderson.

Presented to Council December 11, 2012.



Randy Nowak, Mayor

ATTEST:



Wendell Sande, Intern City Administrator