

## MINUTES OF THE WINNEBAGO CITY COUNCIL

City of Winnebago

September 11<sup>th</sup>, 2012

A regular meeting of the Winnebago City Council was held on Tuesday September 11<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, Robertson, Scofield. Staff Present: City Administrator Bleess, Deputy City Clerk Boeck, City Attorney Douglas Johanson.

Motion by Robertson, seconded by Johnson to approve the proposed meeting agenda of September 11<sup>th</sup> as amended. Mayor Nowak called for a vote. The following voted in favor: Johnson, Robertson, Scofield. Motion carried.

Motion by Scofield, seconded by Johnson to approve council meeting minutes of August 15<sup>th</sup>, 2012 as written. Mayor Nowak called for a vote. The following voted in favor: Johnson, Robertson, Scofield. Motion carried.

### Consent Items

Motion by Robertson, seconded by Johnson to approve all consent items as listed on pages 6-16 of the council packet. Discussion held. Mayor Nowak called for a vote. The following voted in favor: Johnson, Robertson, Scofield. Motion carried.

### Informational Items

Motion by Scofield, seconded by Johnson to approve all informational items as listed on pages 20-25 of the Council packet. Discussion held. Mayor Nowak called for a vote. The following voted in favor: Johnson, Robertson, Scofield. Motion carried.

### Commission & Committee Reports

Motion by Johnson, seconded by Robertson to approve all commission and committee reports as listed on pages 26-27 in the council packet. Mayor Nowak called for a vote. The following voted in favor: Johnson, Robertson, Scofield. Motion carried.

### Public Comment

Mayor Nowak opened the meeting to the public. Michael Horawicki, 541 Cleveland Ave West was present and stated he would like the information regarding the variance granted to his

neighbor because according to some party he has spoke with it is incorrect. Bless stated he was more than welcome to stop by City Hall to pick up the requested information. Hearing no other comments Mayor Nowak closed the meeting to the public.

#### 6<sup>th</sup> Street Force Main Project

Motion by Robertson, seconded by Johnson to approve lowest bid from Geldner Underground, Inc to connect Josh More (415 6<sup>th</sup> Street NW) to the sanitary sewer at a cost of \$15,009.63. Discussion held. Mayor Nowak asked if this project would cause any interruption of service to anyone else in the area. Bless stated that would not happen. Mayor Nowak called for a vote. The following voted in favor: Johnson, Robertson, Scofield. Motion carried.

#### Assessment Hearings for Main Street, Resolution 531-2012

Motion by Johnson, seconded by Robertson to approve resolution 531-2012 Declaring Cost to be assessed, and Ordering Preparation of Proposed Assessment. Such resolution sets the assessments at 15 years and an interest rate of 2.75% per year. Discussion held. Mayor Nowak called for a vote. The following voted in favor: Johnson, Robertson, Scofield. Motion carried.

#### Assessment Hearings for Main Street, Resolution 532-2012

Motion by Johnson, seconded by Scofield to approve Resolution 532-2012 Resolution for Hearing on Proposed Assessment. Such resolution states that the hearing shall be held at 7:00pm on October 9<sup>th</sup>, 2012. Notice of hearing shall be published once in the official newspaper at least two weeks prior. And lastly, any property owner assessed may at any time pay the assessment prior to certification. Discussion held. Mayor Nowak called for a vote. The following voted in favor: Johnson, Robertson, Scofield. Motion carried.

#### Assessment Hearings for 1<sup>st</sup> Ave SE, Resolution 533-2012

Motion by Robertson, seconded by Johnson to approve Resolution 533-2012, Resolution Declaring Cost to be Assessed, and Ordering Preparation of Proposed Assessment. Such resolution sets the assessment at 20 years and an interest of 4.2% per year. Discussion held. Mayor Nowak called for a vote. The following voted in favor: Johnson, Robertson, Scofield. Motion carried.

#### Assessment Hearings for 1<sup>st</sup> Ave SE, Resolution 534-2012

Motion by Scofield, seconded by Robertson to approve Resolution 534-2012 for Hearing on Proposed Assessment. Such resolution states the hearing shall be held at 7:00pm on October 9<sup>th</sup>, 2012. Notice of hearing shall be published once in the official newspaper at least two weeks prior. And lastly, any property owner assessed may at any time pay the assessment prior to certification. Discussion held. Mayor Nowak called for a vote. The following voted in favor: Johnson, Scofield. Abstained: Robertson. Motion carried.

#### Comprehensive Plan

Motion by Johnson, seconded by Scofield to enter into a Memorandum of Understanding with

Faribault County to complete at Comprehensive Plan essential to help direct future growth at a cost of \$1,023.42. Discussion held. Mayor Nowak called for a vote. The following voted in favor: Johnson, Robertson, Scofield. Motion carried.

Detachment Petition, Resolution 536-2012

Motion by Scofield, seconded by Johnson to approve Resolution 536-2012 Opposing the Proposed Detachment of Real Property from the City of Winnebago. Planning Commission felt this detachment needs to be opposed because the property is zoned B-1, which is Service Business and Limited Industrial. If the City were able to attract a business or build an incubator building in town this land would be one of very few undeveloped locations to do so. Discussion held. Mayor Nowak called for a vote. The following voted in favor: Johnson, Robertson, Scofield. Motion carried.

Resignation of Marilyn Oswald

Motion by Johnson, seconded by Scofield to accept resignation of Marilyn Oswald from the Administrative and Accounting Assistant position. Discussion held. Mayor Nowak called for a vote. The following voted in favor. Johnson, Robertson, Scofield. Motion carried.

Administrative and Accounting Assistant Position

Motion by Johnson, seconded by Scofield to create the position of "On Call Office Assistant" and to hire Jeanne Kortuem and Heidi Schutt at \$14.00 per hour for the position. Robertson stated he feels there should always be at least two persons on the list available to call for this position. Discussion held. Mayor Nowak called for a vote. The following voted in favor: Johnson, Robertson, Scofield. Motion carried.

Ordinance Amending Section 51.51 Delinquency Charge

Motion by Robertson, seconded by Scofield to approve Ordinance 5, 2012 Series as listed on page 46 of the council packet. Discussion held. Mayor Nowak called for a vote. The following voted in favor: Johnson, Robertson, Scofield. Motion carried.

Ordinance Amending Section 51.52 Disconnection of Water for Nonpayment

Motion by Johnson, seconded by Robertson to Ordinance 6, 2012 Series as listed on page 47 of the council packet. Discussion held. Mayor Nowak called for a vote. The following voted in favor: Johnson, Robertson, Scofield. Motion carried.

Preliminary Budget, Resolution 535-2012

Administrator Bleess presented the budget and highlighted some of the major changes in it. Motion by Scofield, seconded by Johnson to approve Resolution 535-2012 Adopting the Proposed 2012 Tax Levy, Collectable in 2013. Such resolution would levy the following sums of money:

General Revenue	\$277,926.41
Debt Service	\$144,979.38
Capital Equipment	\$127,000.00
<b>TOTAL LEVY</b>	<b>\$549,905.79</b>

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

Library Board Resignation

Motion by Robertson, seconded by Johnson to approve resignation from Helen Nelson. Discussion held. Mayor Nowak called for a vote. The following voted in favor: Johnson, Robertson, Scofield. Motion carried.

Library Board Appointment

Motion by Johnson, seconded by Robertson to appoint Carol Garletz to fill the remainder of Helen Nelson’s term on the Library Board. Discussion held. Mayor Nowak called for a vote. The following voted in favor. Johnson, Robertson, Scofield. Motion carried.

Reports

Bless thanked all the department heads for their help with the budgeting process and Marilyn Oswald for her 2 years of service.

Mayor Nowak thanked Marilyn Oswald for her years in the front office.

Johnson thanked Austin for the budget, it was very easy to read and follow.

Robertson thanked Marilyn Oswald and Helen Nelson for their work.

Scofield stated Carol will fit right in on the Library Board but she will miss Helen.

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

Presented to Council October 9<sup>th</sup>, 2012.

ATTEST:

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Randy Nowak

\_\_\_\_\_  
Austin Bless