



COUNCIL PROCEEDINGS

CITY OF WINNEBAGO, MINNESOTA

MINUTES OF THE WINNEBAGO CITY COUNCIL

City of Winnebago

December 10th, 2013

A regular meeting of the Winnebago City Council was held on Tuesday December 10th, 2013 at 7:00 p.m. in the Municipal Center Council Chambers.

Mayor Schutt called the meeting to order and conducted roll call. Council members present: Johnson, Robertson, Anderson, Weerts. Staff Present: City Administrator Ziegler, Deputy City Clerk Boeck. City Attorney: Douglas Johanson.

Motion by Robertson, seconded by Johnson to approve the proposed meeting agenda of December 10th as presented. Mayor Schutt called for a vote. The following voted in favor: Robertson, Anderson, Weerts. Motion carried.

Motion by Anderson, seconded by Weerts to approve council meeting minutes of November 12th, 2013 as written. Mayor Schutt called for a vote. The following voted in favor: Johnson, Robertson, Anderson, Weerts. Motion carried.

Motion by Robertson seconded by Anderson to approve closed session minutes of November 12th, 2013 as written. Mayor Schutt called for a vote. The following voted in favor: Johnson, Robertson, Anderson, Weerts. Motion carried.

Motion by Anderson seconded by Johnson to approve special council minutes of December 2nd, 2013 as written. Mayor Schutt called for a vote. The following voted in favor: Johnson, Robertson, Anderson, Weerts. Motion carried.

Consent Items

Motion by Johnson seconded by Weerts to approve all consent items as listed on pages 8-16 of the council packet. Discussion held. Mayor Schutt called for a vote. The following voted in favor: Johnson, Robertson, Anderson, Weerts. Motion carried.

Informational Items

Motion by Johnson seconded by Robertson to approve all informational items as listed on pages

17-25 of the Council packet. Discussion held. Mayor Schutt called for a vote. The following voted in favor: Johnson, Robertson, Anderson, Weerts. Motion carried.

Commission and Committee Reports

Motion by Robertson seconded by Weerts to approve all commission and committee reports as listed on pages 26-27 of the Council packet. Discussion held. Mayor Schutt called for a vote. The following voted in favor: Johnson, Robertson, Anderson, Weerts. Motion carried.

Public Comment

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

General Business

Hiring Police Chief

Motion by Anderson seconded by Johnson to promote Officer Mike Beletti to Chief of Police. Ziegler stated the City's last two Chiefs were similarly promoted from within the department. Robertson stated it speaks volumes that we are able to move officers up in the ranks and that he believes Bob has done a great job grooming Mike for this position. Discussion held. Mayor Schutt called for a vote. The following voted in favor: Johnson, Robertson, Anderson, Weerts. Motion carried.

Public Hearing- Wellhead Protection Plan Draft

Rick Mauris, Water Treatment Plant Supervisor was present to discuss with council members the purpose of the plan which is to protect our drinking water. Mauris stated once the plan is accepted by the state the City is able to apply for funding to help seal wells in town. No members of the public were present to make comments and no comments were received prior to the hearing. Mayor Schutt called for a vote. The following voted in favor: Johnson, Robertson, Anderson, Weerts. Motion carried.

Wastewater Treatment Plant Scada Controls

Motion by Anderson seconded by Robertson to purchase SCADA Controls which would allow control of aeration blowers and sludge blowers from the iPad. Ziegler stated often times Darold is called for a WWTP alarm and it's a matter of turning on or off a certain blower. This would allow for him to make that change remotely and save on staff time. Mayor Schutt called for a vote. The following voted in favor: Johnson, Robertson, Anderson, Weerts. Motion carried.

Main Street Sewer- GM Contracting Settlement

Motion by Anderson seconded by Johnson to approve paying \$6,000 to GM Contracting for expenses occurred while digging up main street due to previous conditions of piping under the street. Ziegler stated the utility committee negotiated the charges from \$12,000 to \$6,000. Discussion held. Mayor Schutt called for a vote. The following voted in favor: Johnson, Robertson, Anderson, Weerts. Motion carried.

Lawn Mowing Contract

Motion by Robertson, seconded by Anderson to approve a 1 year mowing contract from Customized Landscape in the amount of \$334.00 per time. Discussion held. Mayor Schutt called for a vote. The following voted in favor: Johnson, Robertson, Weerts, Anderson. Motion carried.

Fire Department Officers- 2014

Motion by Weerts, seconded Johnson to approve the 2014 Fire Department Officers as listed on page 37 of the council packet. Mayor Schutt called for a vote. The following voted in favor: Johnson, Robertson, Anderson.

Appointments and Designations- 2014

No action taken. A list of appointments and destinations was available on page 39 of the council packet for council review.

License Renewals

Motion by Robertson seconded by Anderson to approve various licenses as listed on page 40 of the council packet. Discussion held. Mayor Schutt called for a vote. The following voted in favor: Johnson, Robertson, Anderson, Weerts. Motion carried.

Fees and Rates- 2014

Motion by Johnson seconded by Weerts to approve resolution 555-2013 setting fees and rates. Discussion held. Mayor Schutt called for a vote. The following voted in favor: Johnson, Robertson, Anderson, Weerts. Motion carried.

Audit Engagment Letter

Motion by Johnson seconded by Weerts to approve engagement letter for audit services in 2014 at a total price of \$22,375. Discussion held. Mayor Schutt called for a vote. The following voted in favor: Johnson, Robertson, Anderson, Weerts. Motion carried.

City Council and Committee Meeting Schedule- 2014

Motion by Robertson seconded by Weerts to approve 2014 Council and Committee meeting schedule as listed on page 45 of the council packet. Mayor Schutt called for a vote. The following voted in favor: Johnson, Robertson, Anderson, Weerts. Motion carried.

Fiscal Agent Agreement- Veterans Memorial

Motion by Anderson seconded by Robertson to renew the Fiscal Agents Agreement effective January 1st, 2014. Mayor Schutt called for a vote. The following voted in favor: Johnson, Robertson, Anderson, Weerts. Motion carried.

New Firewall and WPN Connections to Remote City Sites

Motion by Robertson seconded by Johnson to approve quote from Bevcomm in the amount of \$2096.09 for new firewall at City Hall and VPN connections to the water plant, WWTP and street shop. Ziegler stated this upgrade will be effective in linking all city sites and minimizing

loss of data and duplicate work. Mayor Schutt called for a vote. The following voted in favor: Johnson, Robertson, Anderson, Weerts. Motion carried.

12 Month Evaluation- City Administrator

Motion by Johnson seconded by Anderson to approve a 3% salary increase for Ziegler based on a positive review. Johnson stated the first year flew by and he has enjoyed working together. Robertson has been very satisfied with Ziegler stating whenever he calls there is always an answer for him. Anderson thinks Ziegler is making a genuine effort. Weerts stated Chris is doing a good job for Winnebago. Mayor Schutt called for a vote. The following voted in favor: Johnson, Robertson, Anderson, Weerts. Motion carried.

Budget- 2014

Motion by Anderson seconded by Robertson to approve resolution 556-2013 adopting the final 2013 tax levy, collectable in 2014. Ziegler stated he moved \$1000 from FD training to FD salaries. He also allowed for \$50 per month increase in street department as there are some technical upgrades needed there. Ziegler stated having a 22% increase in LGA helped to keep the levy down. Anderson stated she was ok with a 0.19 increase stating it's better to have the money set aside just in case. Weerts stated he thinks the budget is where it needs to be. Johnson stated he believes now is the time to take advantage of a zero percent increase. Mayor Schutt called for a vote. The following voted in favor: Robertson, Anderson, Weerts. Opposed: Johnson. Motion carried.

Other Business

None.

Reports

Ziegler thanked council for the positive review and feedback.

Schutt thanked everyone for a productive meeting.

Johnson congratulated Chris on his one year mark and hopes for many more.

Robertson thanked Chris for all his work on this year.

Anderson commended Chris on his work in the last year.

Weerts stated the last year has certainly went by fast. He is looking forward to next year.

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

Presented to Council January 14th, 2014



Jeremiah Schutt-Mayor

ATTEST:



Chris Ziegler-City Administrator