



COUNCIL PROCEEDINGS

CITY OF WINNEBAGO, MINNESOTA

MINUTES OF THE WINNEBAGO CITY COUNCIL

City of Winnebago

February 12th, 2013

A regular meeting of the Winnebago City Council was held on Tuesday February 12th, 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, Scofield, Anderson. Staff Present: City Administrator Ziegler, Deputy City Clerk Boeck. City Attorney: Douglas Johanson.

Motion by Johnson, seconded by Anderson to approve the proposed meeting agenda of February 12th with the addition of League of MN Cities Conference. Mayor Schutt called for a vote. The following voted in favor: Johnson, Robertson, Scofield, Anderson. *Motion carried.*

Motion by Robertson, seconded by Johnson to approve council meeting minutes of January 8th, 2013 as written. Mayor Schutt called for a vote. The following voted in favor: Johnson, Robertson, Scofield, Anderson. Motion carried.

Consent Items

Motion by Robertson, seconded by Anderson to approve all consent items as listed on pages 6-17 of the council packet. Discussion held. Mayor Schutt called for a vote. The following voted in favor: Johnson, Robertson, Scofield, Anderson. Motion carried.

Informational Items

Motion by Johnson, seconded by Scofield to approve all informational items as listed on pages 18-25 of the Council packet. Discussion held. Mayor Schutt called for a vote. The following voted in favor: Johnson, Robertson, Scofield, Anderson. 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

Resignation-Ambulance

Motion by Anderson, seconded by Johnson to approve resignation from Roque Gonzalez

effective January 1st, 2013. Discussion held. Mayor Schutt called for a vote. The following voted in favor: Johnson, Robertson, Scofield, Anderson. Motion carried.

Cost of Living Adjustments

Motion by Scofield, seconded by Anderson to authorize the COLA increases retroactively to January 1st, 2013 for Kathy Johnson (library), Rachel Peterson (library), Lorrie Davis (janitor), and Darold Nienhaus (building official). Anderson asked if there are evaluations conducted on each employee. Ziegler replied department heads and the City Administrator are responsible for annual performance reviews. Mayor Schutt called for a vote. The following voted in favor: Johnson, Robertson, Scofield, Anderson. Motion carried.

Review and Probation Removal

Motion by Johnson, seconded by Scofield to remove Ashley Bleess from probation and move him the next step according to the union contract. Discussion held. The following voted in favor: Johnson, Robertson, Scofield, Anderson. Motion carried.

Resolution 547-2013 Accepting Donation to the City of Winnebago

Motion by Johnson, seconded by Robertson accepting Resolution 547-2013 Accepting Donation to the City of Winnebago from the American Legion Post #83 in the amount of \$255.74. Discussion held. Mayor Schutt called for a vote. The following voted in favor: Johnson, Robertson, Scofield, Anderson. Motion carried.

MN Chiefs of Police Association

Motion by Robertson, seconded by Anderson to authorize Chief Toland to attend the Minnesota Chiefs of Police Association annual conference in Duluth April 22nd through the 25th. Discussion held. Mayor Schutt called for a vote. The following voted in favor: Johnson, Robertson, Scofield, Anderson. Motion carried.

Traffic Speed Sign Purchase Request

Motion by Robertson, seconded by Scofield to approve the purchase of a traffic speed sign in the amount of \$4,565. \$3,000 of the costs would be covered by the sale of the squad car in 2012. \$1,000 from a safe and sober grant and the last \$1,000 portion would be covered by restitution from vandalism to the squad car when it is received. Anderson asked if there is any warranty coverage. Johnson replied there is a 3 month warranty on batteries. Mayor Schutt called for a vote. The following voted in favor: Johnson, Robertson, Scofield, Anderson. Motion carried.

Appointment-Firemen's Relief Association Board of Trustees

Motion by Scofield, seconded by Anderson to appoint Megan Boeck, Deputy City Clerk as one of the City's ex officio members of the Firemen's Relief Association Board of Trustees. Ziegler stated the position is normally held by the City Administrator but it is a conflict of interest for him to be the Treasurer of the Relief Association as well as an ex officio representative of the City on the board of trustees. Mayor Schutt called for a vote. The following voted in favor: Johnson, Robertson, Scofield, Anderson. Motion carried.

Proposed Utility Rate Increases.

Motion by Scofield, seconded by Anderson to set a public hearing for March 12th, 2013 at 7pm for discussion on the proposed utility rate increases as listed on page 43 of the council packet. Discussion held. Mayor Schutt called for a vote. The following voted in favor. Johnson, Robertson, Scofield, Anderson. Motion carried.

Wapasha Agreement-WWTP Improvements

Motion by Anderson, seconded by Robertson to accept the terms agreed to in the letter to Wapasha Construction as indicated on page 45 of the council packet. Wapasha has agreed to additional conditions in lieu of being charged liquidated damages for missing the completion deadline. Discussion held. Mayor Schutt called for a vote. The following voted in favor: Johnson, Robertson, Scofield, Anderson. Motion carried.

Holtmeier Construction-Change Order 1st Ave SE

Motion by Robertson, seconded by Johnson to approve change order for work already complete on 1st Ave SE. Johnson stated there was a manhole by the bus garage that needed fixing to make the street surface more even. Mayor Schutt called for a vote. The following voted in favor: Johnson, Robertson, Scofield, Anderson. Motion carried.

Animal Control Facility Payment Request-Humane Society

Motion by Johnson, seconded by Robertson to table this item until further information from the City of Blue Earth can be obtained. Discussion held. Mayor Schutt called for a vote. The following voted in favor: Johnson, Robertson, Scofield, Anderson. Motion carried.

Craft Brew Fest

Motion by Anderson, seconded by Johnson to allow City Administrator Ziegler to approve all food, beverage, noise and miscellaneous licenses as needed by various organizations that apply. Discussion held. Mayor Schutt called for a vote. The following voted in favor: Johnson, Robertson, Scofield, Anderson. Motion carried.

League of MN Cities Annual Conference

Motion by Johnson, seconded by Anderson to allow City Administrator Ziegler to attend the annual League of MN Cities Conference June 19th-21st at a total estimated cost of \$450.00. Discussion held. Mayor Schutt called for a vote. The following voted in favor: Johnson, Robertson, Scofield, Anderson. Motion carried.

Reports

Ziegler stated the board of appeals meeting is April 24th, 2013 at 10am. The Moto Fest chicken supper is March 9th at 7pm. The Veterans Memorial group is having a fundraiser on March 3rd, and the chamber annual meeting is set for March 19th at 7pm.

Mayor Schutt thanked Council for letting him attend the newly elected official's conference, he learned a lot.

Johnson had nothing to report.

Robertson thanked Roque for his service on the Ambulance department.

Scotfield had nothing to report.

Anderson thanked Council for letting her attend the newly elected official's conference as well.

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

Presented to Council March 12th, 2013

ATTEST:

Jeremiah Schutt

Chris Ziegler