

## MINUTES OF THE WINNEBAGO CITY COUNCIL

City of Winnebago

March 12<sup>th</sup>, 2013

A regular meeting of the Winnebago City Council was held on Tuesday March 12<sup>th</sup>, 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 Scofield, seconded by Johnson to approve the proposed meeting agenda of March 12<sup>th</sup>. Mayor Schutt called for a vote. The following voted in favor: Johnson, Robertson, Scofield, Anderson. Motion carried.

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

### Consent Items

Motion by Scofield, seconded by Johnson to approve all consent items as listed on pages 7-17 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 Anderson 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.

### Comission and Committee Reports

Motion by Anderson, seconded by Johnson to approve all commission and committee reports as listed on pages 26-28 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. Gerald Johannsen was present to discuss

changes that have been made to the Veterans Memorial plans. The lights have been upgraded and it's being made handicap accessible. Johannsen stated the fund raising is going good.

Toni Diaz-31 5<sup>th</sup> Ave SE, was present to discuss her issues with being charged an additional fee for not renewing her dog license before the February 15<sup>th</sup> deadline. Council member Anderson stated we should send reminder letters the last week in January to allow people more time to renew their license before the deadline.

Cliff Marx-204 4<sup>th</sup> Street NW asked that the Museum back parking lot be sanded as it very icy and he is worried about people slipping.

### General Business

#### Public Hearing-Water/Sewer Rate Increases

Cliff Marx-204 4<sup>th</sup> Street NW asked why the base fee was standard for everyone and not based upon usage. Ziegler stated the base fee was created to recoup capital costs. Elizabeth Schavey asked if the information related to the increases could be posted on the City Website or on the bulletin board for public viewing. Ziegler stated he would be happy to email a copy to anyone who wanted it. Robertson stated the increase has been in the works for over year, it's not an easy thing to do, but it has to be done.

Motion by Johnson, seconded by Scofield to approve Resolution 548-2013 Increasing Utility Rates for the City of Winnebago as listed on page 30 of the Council packet. Mayor Schutt called for a vote. The following voted in favor: Johnson, Robertson, Scofield, Anderson.

#### Significant Industrial User (SIU) Permits

Motion by Robertson, seconded by Anderson to approve changes made to SIU permits as listed on pages 31-43 of the council packet. Anderson asked who monitors discharge amounts. Ziegler stated Waste Water Treatment Plant Operator Darold Nienhaus does. Mayor Schutt called for a vote. The following voted in favor: Johnson, Robertson, Scofield, Anderson. Motion carried.

#### Hiring Administrative and Accounting Assistant

Motion by Johnson, seconded by Robertson to table this item until the personnel committee has a chance to discuss how to precede after finalist Kim Poole withdrew her acceptance of the position. Discussion held. Mayor Schutt called for a vote. The following voted in favor: Johnson, Robertson, Scofield, Anderson. Motion carried.

#### Request-Charitable Gambling Fund

No action taken as this request was withdrawn.

#### Performance Review

Motion by Scofield, seconded by Anderson to authorize pay increase to Megan Boeck after a positive performance review on her anniversary date according to the salary schedule in the

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

Minnesota Municipal Clerks Institute

Motion by Johnson, seconded by Anderson to allow Megan Boeck to attend year two of the Minnesota Municipal Clerks Institute at an approximate cost of \$960. Ziegler stated Megan has applied for scholarship money which would reduce the total cost if awarded. Discussion held. Mayor Schutt called for a vote. The following voted in favor: Johnson, Robertson, Scofield, Anderson. Motion carried.

Water Plant Check Valve Repair

Motion by Anderson, seconded by Johnson to authorize repair of a secondary check valve and a new cover for the primary check valve at a total cost of \$2362.38. Discussion held. Mayor Schutt called for a vote. The following voted in favor: Johnson, Robertson, Scofield, Anderson. Motion carried.

Reports

Ziegler stated the 2012 audit will be presented at the April meeting. He is still working with Bob and the animal control officer on the Humane Society bill. Ziegler is looking forward to attending the Clerks Conference.

Mayor Schutt thanked the public for their input at tonight's meeting. Everyone is encouraged to contact him if they should ever have any questions, comments or concerns.

Johnson congratulated Megan on her positive review and thanked everyone for coming in tonight.

Robertson appreciated everyone showing up to tonight's meeting, he also stated that the Ambulance and Fire departments are vital to this community and we are in need of volunteers.

Scofield congratulated Megan on her positive review and thanked the public for their thoughts.

Anderson thanked the public and stated the council represents the people of Winnebago as best they can.

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

Presented to Council April 9<sup>th</sup>, 2013

ATTEST:

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Jeremiah Schutt

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Chris Ziegler