



COUNCIL PROCEEDINGS

CITY OF WINNEBAGO, MINNESOTA

MINUTES OF THE WINNEBAGO CITY COUNCIL

City of Winnebago

January 12, 2016

A regular meeting of the Winnebago City Council was held on Tuesday, January 12, 2016 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: R. Johnson, Robertson, Anderson, D. Johnson. Staff Present: City Administrator Ziegler, Deputy City Clerk Sturtz. City Engineer Travis Winter. Absent: Interim City Attorney David Frundt.

Motion by Anderson, seconded by R. Johnson to approve the proposed meeting agenda of January 12, 2016 with additions. Mayor Schutt called for a vote. The following voted in favor: R. Johnson, Robertson, Anderson, D. Johnson. Motion carried.

Motion by Robertson, seconded by Anderson to approve the regular council meeting minutes of December 8, 2015 as written. Mayor Schutt called for a vote. The following voted in favor: R. Johnson, Robertson, Anderson, D. Johnson. Motion carried.

Consent Items

Payments

Motion by R. Johnson, seconded by Robertson to approve all payments as listed on pages 6-18 of the council packet with additions. Discussion was held regarding the mosquito spraying bill and the budget for the dumpster program. Mayor Schutt called for a vote. The following voted in favor: R. Johnson, Robertson, Anderson, D. Johnson. Motion carried.

Informational Items

Motion by Robertson, seconded by Anderson to approve all informational items as listed on pages 19-36 of the council packet. Anderson pointed out that she would like more detail in the Department Head Reports. Mayor Schutt called for a vote. The following voted in favor: R. Johnson, Robertson, Anderson, D. Johnson. Motion carried.

Committee and Commission Reports

Motion by Robertson, seconded by R. Johnson to approve all committee and commission reports

as listed on page 37 of the council packet. City Administrator Ziegler gave an update on the Personnel Committee meeting that was held. Mayor Schutt called for a vote. The following voted in favor: R. Johnson, Robertson, Anderson, D. Johnson. Motion carried.

Public Comment

Mayor Schutt opened the meeting to the public. Chief Olson pointed out that the Post Board was here in December to audit the Police Department. He was pleased to report that he passed the audit. Hearing no public comment, Mayor Schutt closed the meeting to the public.

General Business

NW Area Project Update

City Engineer Winter handed out a memorandum on the status of the Northwest Area Project. He pointed out a few of the highlights on the memo. Discussion was held.

2016 Committee Assignments and Appointments

Motion by Anderson, seconded by R. Johnson to approve the 2016 Committee Assignments and Appointments as list on page 38 of the Council packet. Ziegler pointed out that Darold Nienhaus has submitted a resignation from the EDA and will be accepted at the next meeting. Mayor Schutt called for a vote. The following voted in favor: R. Johnson, Robertson, Anderson, D. Johnson. Motion carried.

2016 Committee Meeting Schedule

Motion by Robertson, seconded by D. Johnson to approve the 2016 Committee Meeting Schedule as listed on page 39 of the Council packet. Mayor Schutt called for a vote. The following voted in favor: R. Johnson, Robertson, Anderson, D. Johnson. Motion carried.

Approval of Significant Industrial User Permits

Motion by D. Johnson, seconded by Robertson to approve the three year SIU permits for Corn Plus and Continental Carbonic. Mayor Schutt called for a vote. The following voted in favor: R. Johnson, Robertson, Anderson, D. Johnson. Motion carried.

Conference Request-Ashley Bleess-Wastewater Operation Conference

Motion by R. Johnson, seconded by Robertson to approve Ashley Bleess to attend the Wastewater Operation Conference on March 23-25th at the Brooklyn Park Marriott at cost of \$355 plus lodging and meals. Mayor Schutt called for a vote. The following voted in favor: R. Johnson, Robertson, Anderson, D. Johnson. Motion carried.

Conference Request-Rick Mauris-Minnesota Rural Water Conference

Motion by Robertson, seconded by R. Johnson to approve Rick Mauris to attend the Minnesota Rural Water Conference on March 1-3rd in St. Cloud at an approximate cost of \$642. Discussion was held. Mayor Schutt called for a vote. The following voted in favor: R. Johnson, Robertson, Anderson, D. Johnson. Motion carried.

Minnesota Municipal Clerk's Institute Request-Jessi Sturtz

Motion by Anderson, seconded by R. Johnson to approve Jessi Sturtz to attend the Minnesota Municipal Clerks Institute on May 2-6th in Plymouth at an approximate cost of \$935. D. Johnson suggested that when employees go to a conference to write up an overview of the conference and whether it was beneficial or not. Discussion was held. Mayor Schutt called for a vote. The following voted in favor: R. Johnson, Robertson, Anderson, D. Johnson. Motion carried.

Approve Changes to Employment Application

Motion by R. Johnson, seconded by Anderson to approve the revised employment application with the changes listed on page 52 of the Council packet. Mayor Schutt called for a vote. The following voted in favor: R. Johnson, Robertson, Anderson, D. Johnson. Motion carried.

Annual Review Follow-up-Chris Ziegler, City Administrator

Ziegler stated that the Personnel Committee met on Monday and discussed a 3% increase for Ziegler. Motion by Anderson, seconded by Robertson to approve a 3% raise for City Administrator Ziegler retroactive to his anniversary date. Discussion was held. Mayor Schutt called for a vote. The following voted in favor: R. Johnson, Robertson, Anderson, D. Johnson. Motion carried.

Other Business

Chief Olson pointed out, related to the inquiry about Conference attendance reports, that when the Police Department attends trainings, they are sometimes required to sign waivers that don't allow them to discuss their training. Discussion was held. No other business was discussed.

Reports

Ziegler informed the Council that the Preliminary Audit was on January 4th and that it went really well. He stated he is looking forward to the meeting tomorrow and that the Public Works staff has put together a lot of information for the meeting. He thanked the Council for his good review.

R. Johnson had nothing to add.

Robertson stated that he likes to see that everything is running smoothly. He stated that there are a lot of good people in the Police Department.

Anderson congratulated Chris. She stated that she is excited about tomorrow's meeting.

D. Johnson had nothing to add.

Mayor Schutt asked how the City Attorney search was going.

D. Johnson asked how if the skating rink was moving forward.

Ziegler stated that there was a Bago Fun Fest meeting last night and discussed some of the planned events. Mayor Schutt and Anderson asked to be added to the list to they know when the meetings are.

Anderson inquired about Frosty Fest and why that didn't happen this year.

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

Presented to Council February 9, 2016



Jeremiah Schutt-Mayor

ATTEST:



Chris Ziegler-City Administrator