

**Minutes of the Regular Meeting of the Council of the City of Winger  
December 10, 2012**

**Council Members present:**

The Honorable Mayor Cheryl Wang  
Byron Kaupang, Aaron Neubert, Lori Lucken, Steve Massmann

**Council Members absent:**

none

**Guests present:**

Linda Pulskamp, Butch Pulskamp, Scott Revier

**Maintenance Personnel present:**

Ron Locken

**City Clerk/Treasurer present:**

Jennifer Frohrip

The regular meeting was called to order by the Honorable Mayor Wang at 7:02 p.m.

The Pledge of Allegiance was recited.

Jennifer added Hoffman, Dale & Swenson letter, Titan Machinery and Moran 2013 Liquor License to the agenda.

Linda Pulskamp discussed her 3<sup>rd</sup> quarter water/sewer bill which was for the months of July, August and September. Linda asked for a reduction of the bill. Lori motioned to adjust Linda Pulskamp's invoice #4527 from 126 units to 75 units, Steve seconds, motion passes.

**Minutes of the November 13th, 2012 meeting:**

Byron motioned to approve the minutes of the November 13th, 2012 meeting, Aaron seconds, motion passes.

**Maintenance Report:**

dropped off water sample at Detroit Lakes

left survey at Chris Thorson's office (Ulteig Engineers) on the sump pumps – 19 have been found discharging into the City sewer – have talked to the owners

the Gopher State reports that used to come by fax are now e-mailed to Ron's home computer and the City Clerk's office

the monitoring reports to PCA are sent by computer – right now Ron does the first part and Jennifer sends the second

the Health Dept. will start using computer reports in 2013

have a quote from Minkota Technologies for a laptop and wireless access point totaling \$672.24 – this would be a 50/50 split between the Water Fund and the Sewer fund

Byron motioned to purchase the laptop and wireless accesspoint for the City office from Minkota, Lori seconds, motion passes.

discussion of two Christmas lights that are out

discussion of fallen tree to be moved

**Financial Report:**

on December 5<sup>th</sup> received the December settlement check from Polk County for \$28,437.10  
discussion of the three savings accounts which are all restricted accounts

**Claims:**

Steve motioned to approve claims, Byron seconds, motion passes.

**Fire Dept. Report:**

1 medical assistance

Stone's will reprogram the radios and pagers, they will come to Winger  
working on the new truck, will use the tank the fire dept. has

the first responders refresher course will be in Jan for 16 hours at the Winger Community Center

Lori motioned to approve the 2012 Winger Fire & Rescue Dept Payroll and mileage report, Aaron  
seconds, motion passes with Steve abstaining.

**Winger Renewal Authority Report:**

WRA met on November 26th.

Discussion of another residential/commercial/demolition block grant.

Cheryl had e-mailed John Wynne, who agreed with what Pat Armon had advised the City.

Discussion of news release on the commercial rehab.

Discussion of the bench.

Quinn Olson attended the meeting.

Discussion of starting a Farmer's Market.

WRA is still looking for a new chairperson.

**Old Business:**

Discussion of a letter to be sent to Lee Meier at NW Minnesota Multi-County HRA concerning a spec  
house being built by HRA on the old school site. The letter will be send out as Jennifer has drafted it with  
the addition of the word "spec" to the 2<sup>nd</sup> paragraph.

Discussion of adding fill at the site.

Natalie Oslund from the Minnesota Dept. of Health stopped to look at the kitchen at the Community  
Center after receiving questions from Jennifer regarding the stove. At this point the kitchen is not  
licensed. A yearly license costs \$400-500. Any group of people who serve food to the public would need  
to get an event license. Since the kitchen isn't licensed, the City does not need to purchase a NSF  
commercial stove and may put in any new kitchen stove that they like. Byron will check out prices in the  
area for a new stove.

Natalie had also suggested adding a sentence at the bottom of the Community Center Rental Contract  
stating Natalie should be contacted to see if a license is required. Discussion of having all groups sign a  
contract. Lori motioned to add sentence to Community Center Rental Contract and having all groups sign  
a contract. Motion died for lack of a second.

**New Business:**

Discussion of letter received December 5, 2012 from Hoffman, Dale & Swenson. The letter is a  
confirmation of the services they will provide when auditing the City 2012 financial records. Mayor  
Wang will sign the letter to be returned to Hoffman, Dale & Swenson.

Discussion of tree removal proposed by Titan Machinery on their property south and west of the main  
building. This work will not be done until next year. Kathy had inquired as to who was responsible for  
the culvert there. The City of Winger is responsible.

Discussion of the 2013 budget.

Steve motioned that starting 01/01/2013 Jennifer earn one more hour of Paid Time Off per each month worked, Byron seconds, motion passes. This will increase the Paid Time Off for each month worked from 4 hours to 5.

Steve motioned to accept the 2013 budget as it stands, Lori seconds, motion passes.

Jennifer had looked at 2<sup>nd</sup> quarter water/sewer invoices for the residential/metered accounts. The average account for just the water and sewer (not street assessment or street lighting fee) came to \$84.91/quarter or \$28.31/month.

Steve motioned to approve the 2013 liquor licenses for Moran's Supper Club, Lori seconds, motion passes.

Steve motioned to revoke the 2012 End of the Line Saloon liquor licenses, Lori seconds, motion passes. This is in response to the two November 13, 2012 letters from the Minnesota Dept. of Revenue concerning William Kaupang, each stating in part "Under Minnesota law, you must revoke the following license with 30 days upon receipt of this notice."

Jennifer presented the Council with a listing of the dates for the 2013 Council meetings, noting that in October and November the Council meeting will take place on the Tuesdays following the 2<sup>nd</sup> Mondays due to Monday being a holiday in those two months.

Appreciation was expressed to Steve and Aaron for their time and effort serving on the City Council.

**Adjourn:**

Mayor Wang adjourned the meeting at 8:40 p.m.

**Approved**

**Attest**

**Mayor**

**City Clerk**