

**Minutes of the Regular Meeting of the Council of the City of Winger
May 12, 2014**

Council Members present:

The Honorable Mayor Cheryl Wang
Bonnie Olson, Nick Geray, Byron Kaupang

Council Members absent:

Lori Lucken

Guests present:

Ashley Hand from the McIntosh Times
Scott Revier
Kim Spaeth
Ron Lemer and Kathy Iverson from Winger Renewal Authority

Maintenance Personnel present:

Ron Locken

City Clerk/Treasurer present:

Jennifer Frohrip

The regular meeting was called to order by the Honorable Mayor Wang at 7:01 p.m.

The Pledge of Allegiance was recited.

Gordon Dale of Hoffman, Dale & Swenson presented the 2013 audit starting with “better news than previous years”.

Kathy Iverson joined the meeting.

The Sewer Enterprise Fund provided a net cash of \$3,458 and the Water Enterprise Fund provided a net cash of \$5,607 so both funds are self-sustaining.

Bonnie Olson joined the meeting.

The General Fund is what needs to be concentrated on. The City is going in the right direction, slow but sure. There are limited revenue sources (property taxes). The City needs to remember that there should be \$11,000 unassigned per the fund balance policy.

In December of 2014 Winger will make the last payment to USDA on the Street Project Loan from 1994. That payment comes out of the Debt Service Fund and after it has been made the City Council can transfer the remaining balance to the General Fund. Any revenue coming in 2015 can go into the General Fund into a special assessment account.

When looking at the fund balance figures for the last five years, the City has gained around \$20,000.

Property taxes in the last five years have gone up 53% but it is the special assessment payments that have been carrying the City finances.

Last year for every dollar collected in the Sewer Fund the City kept \$0.18 and for every dollar collected in the Water Fund the City kept \$0.12. There was a dramatic change to these funds when Council changed the fee structure for sewer charges from a flat per occupant fee to having the sewer charges be a percentage of the water charges.

Mr. Dale ended his presentation by saying that finances looked better now than they have in the last ten years.

Minutes of the April 14th, 2014 meeting:

Nick motioned to approve the minutes of the April 14th, 2014 meeting, Bonnie seconds, motion passes.

Maintenance Report:

By June 13th the City needs to have a Sign Maintenance Program Plan in place. This will be discussed at the June Council meeting. Polk County is responsible for the highway signs.

Have been picking up rocks and branches.

New LED lights have been installed in the exit signs at the Community Center.

Kim Spaeth joined the meeting.

The two vents under the stage at the Community Center have been cleaned and painted.

Water sample was sent to Detroit Lakes.

Opened the gates and are draining the ponds.

Lonnie is working on the chimney at the Community Center.

Jason will get a quote on doors on the stalls in the ladies' restroom at the Community Center.

Discussion of garbage cans.

Discussion of Polk County painting curbs.

Discussion of needing additional gravel anywhere in the City.

At the June Council meeting snow removal in the alleys will be discussed.

Financial Report:

For the 2012-2013 winter season, propane cost the City \$7,686.69

For the 2013-2014 winter season, propane cost the City \$12,141.25

On 05/01/2014 the City received \$1,438.00 in grant money from USDA on the Community Center.

There is a \$1,119.00 balance in the grant amount for the City to spend on the Community Center within the next four years.

Financials are through the end of March (first quarter):

Street Light Revenue	\$1,150.69	
Street Light Disbursements	<u>- 1,403.83</u>	
	-253.14	City was short

Water Fund Revenue	\$4,721.46	
Water Fund Disbursements	<u>- 5,817.95</u>	
	-1,096.49	City was short

Sewer Fund Revenue	\$3,019.23	
Sewer Fund Disbursements	<u>-3,247.00</u>	
	-227.77	City was short

As was noted at the April 14th City Council meeting: "on 03/31/2014 the amount owed the City on delinquent water/sewer bills was \$4,502.46".

Ron won't be going to school on May 14th.

Claims:

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

Scott Revier joined the meeting.

Fire Dept. Report:

In April there were 2 mutual aid structure fires

1 medical call

- 1 vehicle crash
- 2 mutual aid grass fires

The Polk County Soybean Growers Assoc. has donated \$200 to the Winger Fire Department. Scott Revier is applying for a DNR matching grant, an Otter Tail grant and for surplus vehicles from Enbridge (which the Fire Department would be able to sell). The Firefighters Relief Association will be willing to donate to the City of Winger the money for the matching funds.

The Fire Dept. is in need to update their turnout gear (uniforms). These can cost between \$12,000 and \$18,000 a set.

Discussion of a training exercise when burning a ditch in town.

Discussion of ditches in town.

Ron will contact Sand Hill Watershed District.

Winger Renewal Authority Report:

The WRA met on April 28th and are now going back to monthly meetings.

Nick motioned to approve Steve Massmann and Darrell Olson to the Winger Renewal Authority board, each for a term of 6 years, Bonnie seconds, motion passes.

The Strategic Investment Plan needs updating. Jennifer will get copies of the plan to Bonnie, Lori and Nick so the old plan can be looked over before discussion at the June City Council meeting.

John Wynne has not sent the City a bill for last year's grant application (that was turned down).

Discussion of parcel 94.00072.00 that was been forfeited to Polk County for unpaid property taxes.

Ron Lemer as president of the WRA gave an information presentation:

- WRA was established in 2008

- There are 7 members (2 from the City Council)

- Kathy Iverson is Vice President/Secretary

- The WRA promotes the City and works to maintain the City's attractiveness.

- Spring Clean Up Day was May 10th.

- In the past they have requested the City apply for housing rehab. grant money.

- At the present time they are requesting the City send out public nuisance letters to property owners of blighted property within the City.

Nick motioned to approve that the City of Winger Clean Up Notice ad be placed in the next two issues of the McIntosh Times, Byron seconds, motion passes.

Bonnie motioned that the May 2014 list of blighted properties are declared a public nuisance and a notice should be sent out by the City Clerk, Byron seconds, motion passes.

Discussion of notice/letter to be sent out to property owners. Ron, Kathy, Cheryl and Jennifer will meet at 4 pm Wednesday, May 14th at the Community Center to finalize the letter.

Old Business:

Byron motioned to accept the site plan from Winger Renewal Authority for the bench made from bricks from the old school, Bonnie seconds, motion passes.

Jennifer is working on getting the Declaration of Covenants, Conditions and Restrictions of Parcel 94.00108.00 (Block 12) of Winger, Minnesota registered with Polk County. Discussion of the ditch. Will discuss again in June.

Discussion of the water problem on Polk County 1/Minnesota Ave. Byron has talked to Chris Thorson at Ulteig. Chris has been in contact with Polk County. It may be a city issue to get the problem fixed. The

elevator is having someone dig it out this week. There are now two sink holes there. Council states that they want it fixed – not just patched. Next week Byron and Jennifer will send a letter to Rick Sanders who is the Polk County Engineer.

Discussion on the grant money left to be used on the Community Center. Ron will check with Lonnie for a quote on a new back door.

Jennifer will check to see if Jessica Renna would like to once again work for the City this summer weeding the Winger Memorial Park and the flowers at the Community Center. If Jessica is not interested, Jennifer will place an ad in the McIntosh Times for two weeks.

Ron will fix the existing meters at 202 E. Minnesota and 108 S. Main that are presently not being used.

Discussion of the property lease that CHS has with the Soo Line.

New Business:

The Council decided that employee evaluations are not something that needs to be done this year.

Discussion of the burial site of the debris from the old school site. This area was not sprayed for weeds or reseeded last fall.

Nick motioned to approve the following City policy: Due to the continuous extreme cold weather this winter, many property owners are running water to try to prevent frozen water service lines. Running water in residences or businesses can protect city infrastructure from expensive freezing and damage. Therefore, the City Council is instructing the City Clerk to send out second quarter 2014 water/sewer invoices using the 2013 second quarter billing numbers if that is a lower amount. Should there be a problem using the 2013 numbers, the City Clerk will bill an average amount. Bonnie seconds, motion passes

Council decided not to place a float in the Polk County Fair this July.

CHS has asked that the recycling bin be moved off of their property if possible. Council decided that the bin could be moved to the south so it is on city property behind the Fire Dept. Ron will let Polk County know.

Nick motions to approve Pam Wang as head judge, Marilyn Natwick and Elmyrna Kaupang as election judges and Jennifer Frohrip as a substitute judge for the 2014 election, Byron seconds, motion passes.

Adjourn:

Mayor Wang adjourned the meeting at 9:32 p.m.

Approved

Attest

Mayor

City Clerk

