

**Minutes of the Regular Meeting of the Council of the City of Winger  
April 11, 2016**

**Council Members present:**

The Honorable Mayor Darrell Olson  
Dan Kindall, Nick Geray, Steve Massmann

**Council Members absent:**

Lori Lucken

**Guests present:**

Gordon Dale  
Scott Revier  
Kevin & Carrie Cherf  
Reuben Fritsch

**Maintenance Personnel present:**

Ron Locken

**City Clerk/Treasurer present:**

Jennifer Frohrip

The regular meeting was called to order by the Honorable Mayor Olson at 7:01 p.m.  
The Pledge of Allegiance was recited.

**Additions to the Agenda:**

Building Permit for Kevin Cherf  
Blue Ribbon Tree

Kevin Cherf applied for a building permit for a 70' X 28' double wide at 216 E Minnesota Ave. The existing home at that location will be demolished in a controlled burn. Scott Revier needs a clear of asbestos form, burn permit from the DNR and will check to see if the shingles need to come off. There is plenty of room on the lot. There will be 56 frost piers that will be 24 inches X 5 feet. Nick motioned to approve the building permit for Kevin Cherf, Dan seconds, motion passes.

Reuben Fritsch requested approval from the Council for Liquor Pigs to hold a street dance on Main Street on June 10<sup>th</sup>. He will talk to Polk County to get their permission. He also requested approval for Liquor Pigs to hold 3 street dances on Dakota Ave. this summer but those dates have not yet been set. Dan motioned to approve 4 street dances for Liquor Pigs this summer, Steve seconds, motion passes.

Reuben Fritsch requested approval to build a 6 foot privacy fence around his back yard at 13 E. Dakota Ave. He also requested approval for a screened porch on the east side of his house measuring 15' x 15' x 10' high. Steve motion to approval that Reuben Fritsch build a privacy fence and screened porch per a signed easement from Lori Lucken, Dan seconds, motion passes.

Gordon Dale presented the 2015 audit:

2014 was okay, 2015 was even better. However, the Council has to remember that the extra special assessment money is over. Because of this extra money, when the Debt Service Fund was closed \$177,000 was transferred into the General Fund.

Uniformity on the shut-off procedures is important.

16 properties do not have their water metered. Is this fair to guess at their water usage?

The City needs to have a written Paid Time Off policy in place. If an employee leaves, retires or passes away, what is the pay out policy?

Many fire departments in the state are considering joining the Public Employees Retirement Assoc. (PERA) because the rate of return can be better, reporting is easier and if a fire fighter moves to another fire dept. they do not lose their years.

Both the Water Enterprise Fund and the Sewer Enterprise Fund are generating enough revenue to cover expenses. However, the Sewer Fund has an 8% profit margin while the Water Fund is just breaking even. Next year the contributions (both employer and employee) into PERA may be going up by as much as 50% because the state is only 78% vested. The state legislature is discussing this shortage.

[The Office of the State Auditor recommends that, at year-end, local governments maintain an unrestricted fund balance in their general fund and special revenue funds of approximately 35 to 50% of fund operating revenues or no less than 5 months of operating expenditures.] At the end of 2015 the City of Winger had 124%.

The General Fund is operating in the black and going in the right direction. If the City were operating as a business, \$35,000.00 was gained in 2015. This is a 16% profit margin which is pretty darn good. There may be some problems coming down the road because of the age of the intra-structure.

Looking at governmental funds, taxes have gone up 21.4% since 2011 while expenditures have gone down -25.3%.

#### **Minutes of the March 14, 2016 meeting:**

Steve motioned to approve the minutes of the March 14, 2016 meeting, Nick seconds, motion passes.

#### **Maintenance Report:**

Read meters.

ND Sewage Pump & Lift Station Service did their annual inspection. It is their recommendation that the north lift station cover be replaced and the ladder removed. (The south lift station had repair work done a few years ago.)

Steve motioned to approve the bid of \$1,825.00 for parts and labor to replace the lid and remove the ladder at the north lift station, Dan seconds, motion passes.

In the future, approximately \$4,000.00 will have to be spent on new valves.

Steve motioned to approve \$15.00/hour as the wage for Billy Kaupang when he works during the week on extra projects, Nick seconds, motion passes.

Ron will get some cold patch from Hedlund when he has a load.

Ole will call Joe to blade the streets this spring and to also bring a load of gravel.

Will be discharging the ponds.

Will be taking some vacation time before the end of the month.

#### **Financial Report:**

1<sup>st</sup> quarter 2016 water/sewer invoices will go out this month. No \$26.25 street assessment will be on the invoices!

At the end of 4<sup>th</sup> quarter 2015 the amount owed the City in unpaid w/s invoices was \$2,719.42. At the end of 1<sup>st</sup> quarter 2016 the amount owed the City was \$1,374.10. At the end of 2<sup>nd</sup> quarter this amount should be even lower.

On April 27<sup>th</sup> the Polk County Board of Appeal and Equalization will be at the Community Center at 10:30 A.M.

#### **Claims:**

Nick motioned to approve claims, Dan seconds, motion passes.

**Fire Dept. Report:**

On March 21<sup>st</sup> the State Fire Marshall was here for training.

In March there was 1 vehicle crash.

The drainage ditch was burned.

On April 21<sup>st</sup> there is a Northern Regional meeting in Fertile.

Lights are done at the fire hall.

Air drops have been installed by the fire fighters for safety reasons.

**Winger Renewal Authority Report:**

No report.

**Old Business:**

General consensus is that council is okay with any and all crosswalks Polk County wants to put in on Polk County 1 (Minnesota Ave.) or Main Street.

Ron is waiting for parts to come in so he can install water meters at Jeff's Body Shop and North County Detailing.

Nick motioned to approve May 21<sup>st</sup> as Spring Clean Up Day, Dan seconds, motion passes.

Discussion of getting rid of some of the junk that has accumulated in the Community Center basement. Council members will try to look through things before or after the May Council meeting to see if at least a few things could be gotten rid of for pick up on Spring Clean Up Day.

No date has been set for the Pet Clinic. Cornerstone Veterinary Service says they are interested in having it again.

Council reviewed the water/sewer billing procedures changing "As of June 11, 2012 any account that is 20 days delinquent in payment may have their service terminated." to "As of June 11, 2012 any account that is 20 days delinquent in payment shall have their service terminated." Jennifer told Council that the most effective way to insure that a property owner is going to come in with a payment when they say they are, is to take the calendar off the wall, mark that day in red with their name and the payment amount and state that if there is no money on that date the following day water will be shut off without another notice.

Jennifer talked to Becky at the Polk County Assessor's Office. Polk County owns parcel 94.00082.00 (the old grocery store). Polk County has not decided if it is a tear down or not. Planning and Zoning needs to go through and so does Environmental Services. Becky will let Jennifer know when they will be in Winger but this is not scheduled yet. Becky asked if the City water meter had been pulled and according to Ron, it has not.

**New Business:**

Council reviewed the Policy for Winger Memorial Park and there were no changes.

Jennifer will call DeeDee to order plants for the park and see if Mary Gieseke will again be the seasonal park worker for the City.

Council was informed that on June 7<sup>th</sup> there is a Community Disaster Response & Recovery Conference in Mahanomen sponsored by the NW Regional Development Commission.

Received a notice from Polk County that “April is National Child Abuse Prevention Month. We invite and urge every community to take action for children by simply “Building a Blue Ribbon Tree”.” No action was taken.

**Adjourn:**

Mayor Olson adjourned the meeting at 8:45 p.m.

**Approved**

**Attest**

**Mayor**

**City Clerk**