

**MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE CITY OF WINGER  
COMMUNITY CENTER BUILDING - WINGER, MN**

**TUESDAY, DECEMBER 11th, 2018 – 7:00 PM**

**COUNCIL MEMBERS PRESENT:**

The Honorable Mayor Darrell Olson

Members Present: Dan Kindall, Debra Matson, Nick Geray, and Steve Massmann

**GUESTS PRESENT:** Brian Hiles - Ulteig

**MAINTENANCE PERSONNEL PRESENT:** No Ron Locken, (PW Supervisor)

**CITY CLERK/TREASURER PRESENT:** Dominica Zarkoff

PURSUANT DUE TO CALL and notice thereof the Winger City Council held its regular monthly meeting in the Community Center Building on Tuesday, December 11th, 2018. Honorable Mayor Olson called the meeting to order at 7:00 PM. Pledge of Allegiance was recited.

**ADDITIONS:** 1) School Property

2) Moran's

3) Coyote Issues – FYI

**MINUTES:** Motion by Massmann, second by Kindall to approve the Minutes for the November 13th, 2018 regular meeting, motion carried.

**MAINTENANCE REPORT:** Ron Locken, (PW Supervisor) – Locken was absent and requested a motion to purchase a Phone Card. Motion by Geray to approve a Phone Card purchase, second by Massmann, motion carried.

**FINANCIAL REPORT:** Motion by Kindall, second by Matson to approve the November financials as presented: Cash balance of - \$195,115.75 & Reserves balance of - \$110,074.96 (Ultima Bank – 12/05/2018). Claims for 11/01/2018 – 11/30/2018 - \$12,057.77. November Payroll net wages - \$3,956.14. Motion carried.

**FIRE DEPARTMENT REPORT:** Fire Chief Scott Revier was not in attendance, no report.

**OLD BUSINESS:** Hiles provided an agenda for his presentation for tonight's meeting.

**Water Plant Project** - An update for the Water Plant Project, Rice Lake Construction has started submitted shop drawings about four to date; working to get those approved so that come spring time will be ready to go. Rice Lake Construction will begin onsite constructions as soon as weather permitted in the spring of 2019. Someone from the City Council will need to be appointed for choosing all the colors for the brick on the outside of the building to the trim on the doors will have color choices and a decision will need to be made once construction starts, Geray and Massmann were appointed.

**Water Tower Project** - DEED funding is completed and ready to be utilized as needed, there are 4 Plans/Policies DEED requires the City to adopt.

1) **City of Winger Section 3** - The City of Winger, in conjunction with Small Cities Development Program Grant #CDAP-17-0058-O-FY18, has the following plan to direct employment and other economic opportunities generated by HUD financial assistance for housing and community development programs, to the greatest extent feasible, toward low-and very low-income persons, particularly those who are recipients of government assistance for housing.

Section 3 is a HUD requirement that is intended to ensure that when employment or contracting opportunities are available on HUD funded projects, preference is given to low- and very low-income persons or businesses. Being a Section 3 Business is not required; however preference is given to those businesses.

Winger will attempt to recruit low-income residents through at least one of the following: signs prominently displayed at the project site, contacts with the community organizations and public or private agencies operating within Polk County in which the Section 3 covered project is located, or participate in one of the HUD programs or other programs which promote the training or employment of Section 3 residents, or will participate in a HUD program or other program which promotes the award of contracts to businesses which meet the definition of Section 3. Winger will require all contractors to complete and submit the Section 3 Business Certification Form prior to awarding contracts. Winger will keep a list of Section 3 businesses. While being a Section 3 business is not required for the program, Winger will give preference to qualified, competitive Section 3 businesses.

2) **Certification for a Drug-Free Workplace**

3) **Prohibition of Excessive Force Policy** - The City of Winger prohibits the use excessive force by law enforcement agencies within its jurisdiction against individuals engaged in nonviolent civil rights demonstrations. The City of Winger also will enforce applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such nonviolent civil rights demonstration within its jurisdiction.

4) **Residential Anti-displacement and Relocation Assistance Plan**

Motion by Kindall to adopt the 4 Plans/Policies required by DEED, second by Geray, motion carried.

Water Tower Project - Ad for Bid for the project itself will be published in the McIntosh Times on Wednesday December 12th, 2018 and the Bid opening is set for Wednesday, January 9th, 2019 at 11:00am in the Community Center. Council will be able to consider awarding the Bid at the January Council Meeting on Monday 14th, 2019 at 7:00 pm. Contract completion date is set for November of 2020. A two year window for getting everything set and ready to go and will have a dollar amount at the next council meeting.

**Waste Water Project** – Collection System is in really poor shape and the recommendation is to replace the full system and rehab the ponds at the same time. The televising footage was reviewed and a plan is coming together, the footage of the Collection System is showing wide spread of where it will need to be worked on, basically not in any particular area. Hiles will know more in a few weeks which areas will not need fixing.

MPCA requires a public hearing prior to plan approval – Date set for Monday January 14th, 2018 at 6:30 pm at the Community Center. Motion by Matson, second by Geray, motion carried.

Also, the plan needs to be approved by the council at the February meeting to meet MPCA deadlines for Clean Water revolving Fund to meet the deadline in March. MPCA requires an Engineer agreement date to begin working on the Facility Plan and a payment of \$7,500 to Ulteig for the plan preparation. Motion by Massmann for the Work Order No. 1 – 17.01800 Winger – 2019 Sanitary Sewer Improvements, second by Kindall, motion carried.

**NEW BUSINESS:** Absolute Fence estimate – A deposit of 50% is due upon acceptance of the proposal in the amount of \$14,538 with the option of bottom tension wire. Repairs to fence damages from the Tornado storm will begin in the spring of 2019 at the ball field. Paying the cost will be reimbursed from the insurance once the repair is completed. Motion by Massmann to pay the deposit of \$7,269.50, second by Kindall, motion carried.

Motion to approve the Liquor Pig's Inc. Off Sale, On Sale and Sunday Sales Liquor Licenses with Tobacco License & Kaffehus, LLC Off Sale, Sunday Sales Liquor Licenses with Tobacco License, second by Matson, motion carried.

Clerk Zarkoff provided the 2019 City of Winger Council Meetings schedule with all meetings to start @ 7:00 pm, unless otherwise posted.

Moran's Supper Club – Mr. Moran inquired about making payments on his Liquor Licenses, present by Matson. City Council discussed it and will get back to him on that matter once the City Clerk Zarkoff researches the matter further and provides him with more information.

FYI Coyotes have been spotted in the city limits, present by Kindall.

**CORRESPONDENCE:**

- a) Request from Norway
- b) Elected Officials – Reminder of the 2017 changes
- c) Otter Tail Power Company – Residential use of 1,000 kWh per month will increase \$2.44

Meeting adjourned at 7:50 PM.

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Attest: Dominica Zarkoff, City Clerk/Treasurer

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Signed: Darrell 'Ole' Olson, Mayor