

# CITY OF WINDOM

## NEWS & NOTES

By: Steve Nasby, City Administrator



31st Edition

May 14, 2019

### **Department Head Meeting Highlights**

On May 14th the topics discussed included the following:

- Supervisory Training\Team Building – Staff will attend a workshop on “Breaking Bad Communication Habits” in Sioux Falls on May 29-30.
- Riverfest – Leaders\Volunteers attended Dept Head meeting to discuss events and coordination with City Departments. Many activities will be held throughout the community on June 7-9.
- Board\Commission Meetings – Discussed the need to have Boards\Commissions establish and adhere to meeting schedules. Staff will work with Board Chairs to have clear meeting agendas and work to keep meetings on topic.

### **Activities & Project Updates**

- Liquor Store – Attended MMBA conference and obtained information on POS systems, payment processors and talked with vendors on coolers. Will fix and upgrade the liquor store sign to LEDs.
- City Hall – Office busy with tags for City-wide Clean-up. Working on back-up training for the billing software and upcoming upgrade to the system.
- Library – Nancy is doing school visits to talk about e-books and apps. Some additional new shelving will be placed in the main library. June 4<sup>th</sup> is the start to the Summer Reading Program.
- Arena – The clay base is in at the rink and the sand will be added this week. The first horse show is next weekend.
- Electric Department – Powerlines were placed underground along Cottonwood Lake Drive and Lakeview. The crew is working to hook up the hospital to the new underground service and then remove the pole by Shopko if it can be done ahead of the MN DOT work on Highway 60.
- Pool – Cleaning and possibly painting will start this week or next. Goal is to have Pool open June 8-10 and swimming lessons start June 12<sup>th</sup>.
- Telecom – Cable TV rate increase of \$5 going to the City Council. Rates had not been raised in December 2018 due to the impending conversion to the cable tv system. Jeff is attending USDA training on possible grant opportunities. Telecom is reviewing computer remote viewing software that may be useful to other departments as well. The fiber splicer equipment is not working properly and they are looking at replacement.
- Police – Officers have been busy with DWIs, domestic cases and a terroristic threat.

- Building and Zoning – P\Z Commission will discuss unbuildable lots and lot requirements. Maybe an independent consultant to review the City Codes in 2020 as it was last done in 2003.
- EDA – The monument sign in the NWIP is underway. The street art\bike racks have been placed by the library and City Hall. The Request for Proposals is out for the development of multi-family housing on the Overflow lot. The City Council will review the RFPs.
- Parks – Staff starting to mow and work on cleaning up.
- Street Department – Pothole filling is proceeding, many alleys have been graded, but some are left to finish. Patches have been done on Des Moines Drive, 14<sup>th</sup> Street and Olsen Ave. A large problem (frost boil) on River Road is an issue and the estimate to repair it is \$64,000.
- Water\Wastewater – Staff will finally be able to haul bio-solids this week. The generator for the NWIP lift station will arrive this week. Work is started on the School project. Staff will be helping out at the Pool.
- Community Center – Short-staffed due to the resignation of the part-time maintenance person and absences.

### **CITY COUNCIL – May 22, 2019**

The upcoming City Council meeting will include these highlights:

1. **2019 Emergency Medical Services Week Proclamation May 19-25**
2. **Donation to the Fire Department by POET Bio-refining**
3. **Street Closures for Riverfest**
4. **Tennis Court\Pickleball Court Location Recommendation**
5. **Cable TV Rate Increase**
6. **Community Center – Additional Funding Request – Outdoor Pavilion**
7. **2<sup>nd</sup> Reading of Ordinance for City Charter Revisions**
8. **2<sup>nd</sup> Reading of Ordinance to Sell City Property (overflow lot)**
9. **Multi-family Housing – Requests for Proposals Discussion**
10. **Minnesota Energy Resources – License Agreement**

### **KUDOS**

Last, but not least, I want to thank all of you for all your efforts on behalf of the City. To help recognize City staff that go above and beyond, I am asking that **if you have a co-worker you want to thank or recognize for their work please send me an email** and I will include their name in the News & Notes Kudos.

- **Levi Bunting and Lucus Christians** for celebrating their 1<sup>st</sup> Year Anniversary with the City of Windom
- Welcome to **Officer Adam Watkins** in the Windom Police Department
- Thank you to **Councilmember Jenny Quade** for the food and treats she made for the City Facilities Tour

Thank you to everyone for your hard work and dedication to the citizens of our community.