

UNAPPROVED MINUTES
WATKINS CITY COUNCIL
THURSDAY, APRIL 11, 2019

Mayor Eder called the regular meeting to order at 7 p.m. at City Hall.

MEMBERS PRESENT: Mayor Frank Eder, Tootz Tschumperlin, Sue Unterberger, Marc Wirz, Jason Laumer

MEMBERS ABSENT: None

Others: Jody Bauer, Duane Peterson, Jeff Hilsgen, Becky Berg, Public Works Director Steve Geislinger, Clerk Deb Kramer

MOTION BY TSCHUMPERLIN TO APPROVE THE AGENDA, SECONDED BY UNTERBERGER. MOTION CARRIED.

MOTION BY LAUMER TO APPROVE THE CONSENT AGENDA, SECONDED BY WIRZ. MOTION CARRIED.

Items on the Consent Agenda were minutes of the March 14, 2019 regular meeting, March financial report, minutes from the October 18, 2018 joint water board meeting and financial reports, delinquent water bills for shutoff.

Public Forum – Becky Berg noted she is a Herbalife independent distributor and would like to start a pop-up nutrition club in Watkins. She is looking for a small space to use before opening a permanent place. She noted the old kitchen in the Village Hall would work well for her and requested to rent it at discounted rate of \$20 per time. The \$75 rental fee would be cost prohibitive for her. She would only use the space for a few hours at a time, starting with Saturday mornings and then add Tuesday afternoons and possibly Friday afternoons. She estimated about 4 hours each time. Council discussed and agreed if someone books the hall that would take precedence.

MOTION BY WIRZ TO RENT TO BECKY BERG FOR \$20 PER TIME UP TO 8 TIMES AS LONG AS IT DOESN'T CONFLICT WITH ANY OTHER EVENT, SECONDED BY LAUMER. MOTION CARRIED.

MOTION BY WIRZ TO APPROVE PAYMENT OF THE AMBULANCE SERVICE BILLS AS PRESENTED, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

MOTION BY LAUMER TO APPROVE THE FIRST QUARTER AMBULANCE SERVICE REPORTS, SECONDED BY WIRZ. MOTION CARRIED.

Ambulance Service elected new officers as follows: Chief Bonnie Holthaus, Asst. Chief Jeff Hilsgen, Secretary Heidi Donnay, Treasurer Jody Bauer, Training officer Julie Hilsgen, Relief Association officers Jack Gruenes and Pam Loch.

MOTION BY TSCHUMPERLIN TO APPROVE THE AMBULANCE SERVICE OFFICERS AS ELECTED, SECONDED BY UNTERBERGER. MOTION CARRIED.

Duane Peterson presented a quote for a new ambulance. The quote is from Premier Specialty Vehicles from Fergus Falls who is a member of the state service co-op. The base unit quote for chassis and body

is \$144,418.00.00. Additional options quoted totaled \$40,517.00. Delivery charge from Columbus, OH of \$2,265 and an estimated fleet rebate of \$4,800. Less trade in of the current ambulance, the total net price delivered to Watkins is \$131,000.00. Delivery would be approximately 220 days from order date.

MOTION BY UNTERBERGER TO APPROVE THE QUOTE FOR A NEW AMBULANCE, SECONDED BY LAUMER. MOTION CARRIED.

The Sheriff did not attend the meeting due to the bad weather. The annual report will be presented at the May meeting.

MOTION BY UNTERBERGER TO ACCEPT THE SHERIFF DEPARTMENT'S MONTHLY REPORT, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

Jeff Hilsgen, present on behalf of the Watkins Lions Club, requested an on-sale temporary liquor license for Saturday, May 11th for a bean bag event at the skating rink facility.

MOTION BY TSCHUMPERLIN TO APPROVE THE ON-SALE TEMPORARY LICENSE REQUEST FOR SATURDAY, MAY 11TH, SECONDED BY WIRZ. MOTION CARRIED.

City Engineer Kent Louwagie provided a memo regarding the parking lot improvements. Duinick's, Hardrives, Mid MN Hot Mix and Knife River were contacted for quotes. Only Mid MN Hot Mix and Knife River responded. The low quote was from Mid MN Hot Mix at \$76,688.90. Knife River's quote was \$78,358.38. The engineer's construction estimate on this project was \$55,000.00. The 2018 preliminary engineering report estimated the total project cost to be \$68,900, including engineering. Kent noted in the memo that Mid MN may be able to lower their price by a few thousand dollars but he was unable to get that information before the meeting. Mayor Eder felt a decision should be tabled until a revised quote can be reviewed. Council requested to get an engineering estimate as well.

MOTION BY WIRZ TO TABLE AWARDED THE PARKING LOT PROJECT, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

National Night Out will be Tuesday, August 6th. Last year Brenda Carlson organized the event and it went over very well. Tschumperlin will contact Carlson to see if she is interested in organizing the event again this year.

Diffley property at 261 Central Avenue South was discussed. He started to do some work on the house last fall but didn't complete it. With the snow today, council felt to allow him 30 days and see what happens.

MOTION BY UNTERBERGER TO TABLE THE DISCUSSION ON THE DIFFLEY PROPERTY UNTIL MAY, SECONDED BY LAUMER. MOTION CARRIED.

MOTION BY WIRZ TO APPOINT ASHLEE LUNDBERG AS POOL MANAGER, SECONDED BY LAUMER. MOTION CARRIED.

MOTION BY LAUMER TO OFFER A \$25 DISCOUNT ON POOL SEASON PASSES DURING MAY, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

Scenic Sign quote follow up- The Lions Club approached the businesses last time that are advertised on the sign. They each contributed \$5,000 at that time. Jeff Hilsген noted he would contact the businesses to see if they are interested in donating again.

Community Foundation follow up- Laumer noted he contacted Paynesville, ROCORI and Foley about their community foundations and was told it's a good thing for communities. Council expressed interest in pursuing. Caryl Turnow from Central MN Community Foundation will be attending the May meeting.

Ordinance 2019-1, Ordinance to Amend City Code Chapter 51, §51.80 Procedure for shutoff of service, was reviewed. The amendment would increase the reconnection fee once shut off from \$150 to \$200. This amount will also need to be updated in the spring newsletter.

MOTION BY UNTERBERGER TO ADOPT ORDINANCE 2019-1, ORDINANCE AMENDING CITY CODE CHAPTER 51, §51.80 PROCEDURE FOR SHUTOFF OF SERVICE, SECONDED BY WIRZ. MOTION CARRIED.

MOTION BY WIRZ TO ADOPT THE SMALL CELL FACILITY AESTHETIC STANDARDS GUIDELINES POLICY AND PUBLISH ON THE CITY'S WEBSITE, SECONDED BY LAUMER. MOTION CARRIED.

Small Cities Development Program – Council discussed some projects to consider. The application period should open up in July. Council advised to see if Bolton and Menk could do the application and what the cost would be.

CP Rail lease for McCarthy Park and parking lot was reviewed. Kramer recommended council add the lease to the April 18th special meeting agenda to allow more time to review as it was just received a week ago. CP Rail is requesting the lease and payment be returned by April 30th. Kramer had more questions for the city attorney and also the League of MN Cities Insurance Trust regarding the insurance requirements.

MOTION BY WIRZ TO ADD THE CP RAIL LEASE TO THE AGENDA FOR THE APRIL 18TH SPECIAL MEETING, SECONDED BY LAUMER. MOTION CARRIED.

Planning Commission/EDA update – Mayor Eder noted the townhome lots at Glenshire Estates were discussed at the planning commission meeting. Wirz noted he spoke with a surveyor that gave an estimate of \$3,000 to survey and re-plat the first 2 lots or \$4,500 for all of it. Wirz noted there needs to be a lot more discussion on this project. There hasn't been any plan presented to the council. Tschumperlin reported that the EDA has put the housing project on hold at this time. Eder noted the planning commission discussed splitting the lots in two to meet the 80' frontage required by the Zoning Ordinance.

Spring newsletter – The section regarding delinquent water bills and shutoff will be corrected to reflect the change in the Ordinance that was just adopted. A change will also be made to the part on pulling garbage cans back once emptied. It will include language that they need to be off street right-of-way so the snow plows can clear the streets and the city won't be liable for any damage to the can or damage caused by the can if its hit.

MOTION BY WIRZ TO APPROVE THE SPRING NEWLETTER WITH THE CHANGES, SECONDED BY UNTERBERGER. MOTION CARRIED.

A special meeting will be held Thursday, April 18th at 7 p.m. to meet with Clear Lake Subordinate Service District and to review the CP Rail lease.

League of MN Cities annual conference will be June 26-28 in Duluth. Any council interested in attending should contact City staff.

Council approved to put an ADA compliant mini biff at McCarthy Park and a standard unit at VFW Park. They will be ordered once the weather improves.

A resident requested an adjustment to the sewer portion of their water bill due to a toilet running. Council agreed to stay with policy and not adjust.

MOTION BY LAUMER TO MAKE NO ADJUSTMENT TO THE WATER BILL, SECONDED BY UNTERBERGER.
MOTION CARRIED.

Public Works Director Geislinger noted they are planning to grind down some sidewalks in the city that have raised up.

Mayor Eder and the council thanked Geislinger and Liebrez for their hard work this winter.

MOTION BY WIRZ TO APPROVE PAYMENT OF THE BILLS AS PRESENTED, SECONDED BY TSCHUMPERLIN.
MOTION CARRIED.

Next regular meeting is Thursday, May 9th at 7 p.m.

MOTION BY WIRZ TO ADJOURN, SECONDED BY LAUMER. MOTION CARRIED.

Adjourned at 8:25 p.m.

Submitted by

Deb Kramer, Clerk

ATTEST:

Frank Eder, Mayor