

APPROVED MINUTES
WATKINS CITY COUNCIL
THURSDAY, AUGUST 11, 2022

Mayor Rowan called the regular meeting to order at 7:01 p.m. at City Hall.

MEMBERS PRESENT: Mayor Chris Rowan, Tootz Tschumperlin, Sue Unterberger, Marc Wirz, Brenda Carlson

MEMBERS ABSENT: None

Others: Public Works Assistant Keith Peters, Duane Peterson, Jeff Hilsen, Deputy Clerk Sarah Jacobsen-Krone, Jody Bauer, John Derichs, Sharon Schmitz, Dave Hokanson, Public Works Director Steve Geislinger, Clerk Deb Kramer.

Mayor Rowan added Meeker County Housing Study to the agenda.

MOTION BY WIRZ TO APPROVE THE AGENDA WITH THE ADDITION, SECONDED BY TSCHUMPERLIN.
MOTION CARRIED.

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

Items on the Consent Agenda were July 14th meeting minutes, July financial report, Resolution No. 2022-22, Resolution Accepting Donations, Resolution No. 2022-23, Resolution Approving Transfer of Funds and delinquent water bills for shut off.

Public Forum – none

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

MOTION BY UNTERBERGER TO APPROVE THE 2022 AMBULANCE SERVICE ROSTER, SECONDED BY CARLSON. MOTION CARRIED.

Sharon Schmitz from Bud's Bar requested to block off parking on the west side of Central Avenue North from Ertl Hardware to J & R Family Market on Saturday, August 13th from approximately 10:30 a.m. to 5 p.m. for their annual bike run.

MOTION BY WIRZ TO APPROVE BLOCKING OFF THE STREET FROM 10 A.M. TO 6 P.M. SATURDAY, AUGUST 13TH, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

John Derichs noted they plan to move forward with the raze and rebuild of Jack's gas station. They are working to make the building fit without having to move the sewer pipe. John requested the city to correct the easement for the sewer pipe. According to the survey he had done, the pipe doesn't fall within the area described in the easement. John felt this should be the city's responsibility to correct. He would share the survey he had done so there wouldn't be a need for the city to survey. The city engineer recommended the council vacate the existing easement and have a new easement drafted.

Bolton and Menk's fee for this would be \$750. There would also be attorney fees for drafting the documents.

MOTION BY WIRZ TO START PROCESS TO VACATE AND CORRECT EASEMENT, SECONDED BY UNTERBERGER. MOTION CARRIED.

John also asked the city to finalize the rezoning. The planning commission recommended the rezoning from R-1 to B-2 contingent on the project going through. The council approved a resolution in May to approve the rezoning with the same contingency. Now that the project is going through, John asked to finalize the rezoning.

MOTION BY CARLSON TO ADOPT RESOLUTION #2022-24, RESOLUTION APPROVING AN AMENDMENT TO THE WATKINS ZONING MAP, SECONDED BY UNTERBERGER. MOTION CARRIED.

Dave Hokanson noted that since the alley vacation was made legal on July 13, 2022, he wants the city to survey all adjacent properties, replat it and have it recorded. Dave noted the city vacated it so the property owners should not have to pay for it. Wirz noted the city attorney's advice was not to do anything at this time. The city has been dismissed from the lawsuit it was brought into as a third party. Wirz noted the case with Hokanson is still active litigation. Dave noted that was a separate matter. Council noted the advice was not to pay anything at this time and they will review the documents before making a decision.

MOTION BY WIRZ TO ACCEPT THE SHERIFF'S REPORT, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

Meeker County Development Corporation contacted the city about participating in a housing study. The current study is 6 years old and there has been a fair amount of development and market changes since then. The total cost for the study would be \$34,000 and the city's share would be \$1,300. Discussion followed.

MOTION BY WIRZ TO PARTICIPATE IN THE HOUSING STUDY AT A COST OF \$1,300, SECONDED BY UNTERBERGER. MOTION CARRIED.

NFIP – An Area Hydrologist may be able to attend a meeting to go over the National Flood Insurance Program. Ceil Straus, State Flood Plain Manager, could do a virtual meeting. After discussion, council agreed to see if the Area Hydrologist could attend an upcoming meeting.

DOT Drug and Alcohol Testing Policy was reviewed. Council agreed not to do a non-DOT Drug and Alcohol Testing Policy. Additional information contact will be immediate supervisor or city clerk.

MOTION BY CARLSON TO APPROVE THE DOT DRUG AND ALCOHOL TESTING POLICY BASED ON CHANGES, SECONDED BY WIRZ. MOTION CARRIED.

MOTION BY WIRZ TO USE COKATO TRANSPORTATION DRUG AND ALCOHOL PROGRAM FOR THE DRUG/ALCOHOL TESTING, SECONDED BY CARSLON. MOTION CARRIED.

MOTION BY UNTERBERGER TO APPROVE THE REGULAR FULL-TIME PAY WHILE ATTENDING A FIRE/RESCUE CALL POLICY, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

Council called for a special meeting to be held Tuesday, August 30th at 7 p.m. to work on the 2023 budget.

Planning Commission update – Jack’s project is moving forward. Bud’s Bar will be applying for a permit for a permanent structure to be replace the temporary shelter in the back.

Red Goat Grills purchased two properties along Highway 55 east and requested to combine them. Michael Hill owns the lot adjacent to his home on Meeker Avenue North and requested to combine them. Meeker County had no objections to the combinations and the Planning Commission had no issues either.

MOTION BY CARLSON TO APPROVE THE TWO REQUESTS TO COMBINE THE LOTS, SECONDED BY WIRZ. MOTION CARRIED.

Kramer noted the deputy clerk will be needed to work at the General Election in November so City Hall will be closed for some or all of the day. There will be a special election held at the General Election to fill the seat vacated in 2020 which Carlson was appointed to. Carlson’s term will end at the General Election. If no one files for the seat, it could be filled by a write in. This seat would end when the new term starts on January 3rd. No name can be on the ballot more than one time.

Public Works Director Steve Geislinger noted “no trespassing” signs should be posted at the pool. There has been some after-hours entry and Deputy Sandstrom noted it cuts down on litigation if signs are posted. Sandstrom will get the proper language to Geislinger for the signs.

The owner of the mobile home park contacted the city about “10 MPH” speed limit signs within the park and children at play signs. The city does have some children at play signs that could be installed. Geislinger noted there are speed signs at all entrances to the park. Council noted they wouldn’t be opposed to more speed limits signs. Cleanup work in the park has been started. The homes to be moved out had to be emptied before they could be hauled out.

Geislinger presented two quotes to put riprap around the pipes at the corner of Western Avenue North and 4th Street North. This would be a better option than concrete. Krippner Trucking and Excavating quote was \$5,630. Geislinger and Sons quote was \$3,190.

MOTION BY WIRZ TO ACCEPT THE QUOTE FROM GEISLINGER AND SONS, SECONDED BY CARLSON. MOTION CARRIED.

The water drainage issue at Western Circle has been addressed and seems to be doing the job.

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

The next regular meeting is Thursday, September 8th at 7 p.m.

Mayor Rowan closed the meeting at 8:02 p.m. for staff evaluations per MN Statute §13D.05, subds. 1(d), 3(a) for Deb Kramer, Steve Geislinger, Keith Peters and Sarah Jacobsen-Krone. Bella Butterfass and Ellie Field were not present at this time.

Mayor Rowan reopened the meeting at 8:23 p.m.

Council noted city employees Geislinger, Peters, Jacobsen-Krone and Kramer were reviewed and all employees are doing a good job.

Wages for Sarah and Keith for 2023 were discussed. Kramer and Geislinger's 2023 wages were set last August and scheduled to get a 4% increase. Discussion followed.

Bella Butterfass and Ellie Field arrived at 8:28 p.m.

MOTION BY UNTERBERGER TO APPROVE A 4% INCREASE FOR 2023 FOR SARAH JACOBSEN-KRONE AND KEITH PETERS, SECONDED BY CARLSON. MOTION CARRIED.

Pool Manager Bella Butterfass noted the last day for the pool will be August 19th. Bella felt the manager and assistant manager worked well this season. People would like more shade at the pool. She noted attendance drops off around 6-7 p.m. She suggested looking at opening earlier in the day and closing earlier. If swimming lessons can be held next year, that might interfere with opening earlier. Holding a lifeguard training course next year at the pool was discussed.

Geislinger asked about the city getting health insurance again. Council advised to get some quotes for the next meeting.

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

Adjourned at 8:42 p.m.

Submitted by

Deb Kramer
Clerk

ATTEST:

Chris Rowan
Mayor