

UNAPPROVED MINUTES
WATKINS CITY COUNCIL
THURSDAY, AUGUST 20, 2015

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, Brenda Carlson

MEMBERS ABSENT: None

A MOTION WAS MADE BY TSCHUMPERLIN TO APPROVE THE AGENDA, SECONDED BY WIRZ. MOTION CARRIED.

A MOTION WAS MADE BY CARLSON TO ADOPT RESOLUTION #2015-25, RESOLUTION TO FILL BY APPOINTMENT VACANT CITY COUNCIL POSITION, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

A MOTION WAS MADE BY TCHUMPERLIN TO APPROVE THE CONSENT AGENDA, SECONDED BY UNTERBERGER. MOTION CARRIED.

Items on the Consent Agenda were: minutes of the July 9, 2015 regular meeting, July 20, 2015 special meeting, July 2015 financial report, Resolution #2015-26, Resolution Accepting Donations, delinquent water bills for shut off.

Public Forum- Scott Piccerillo asked about the sewer line for the skating rink building. There have been problems with it freezing up in the winter. Piccerillo questioned if a septic tank could be installed instead. This is not allowed per city ordinance. Public Works Director Steve Geislinger noted the line goes up at an angle. Public Works did camera it again and about 50 feet out the camera went underwater. Wirz asked if the city could rent a mini hoe and repair it. Geislinger noted heat tape could also be tried. Council advised Public Works to get a price for the needed supplies and cost to rent a hoe and also estimates from contractors.

Ambulance Chief Ben Aho reported the painting and carpeting was done at the squad meeting room. Cost for both was \$1,300.00.

A MOTION WAS MADE BY UNTERBERGER TO APPROVE PAYMENT OF THE AMBULANCE BILLS AS PRESENTED, SECONDED BY CARLSON. MOTION CARRIED.

Cole Loewen from Clearwater River Watershed District discussed the proposed Watkins storm water project. There are two parcels involved, one of which is in city limits. The District purchased the property in 2006 for the purpose of future construction of a storm water treatment system. From 2008 to 2015 the District sought additional funding for the project. In April, 2015 the District secured a grant from the Clean Water Fund Grant program for \$351,906. The District is now performing land surveys, land research and preliminary concept designs to develop the project. The District will also contribute funding to the project. The project will be designed to treat total phosphorus. The District will be holding informational meetings and would like the city to participate. The DNR, Meeker County Engineer and City Engineer will be included as well. The District is aware of the city's force main that runs through the property and will have to design around that. At this time they don't know how many

ponds there will be. It will be designed so water does not back up if there is a significant rainfall. Access to the property will probably be from Fourth Street North. The District's next meeting will be September 9th at 6:30 p.m. at Annandale City Hall.

Deputy Defries presented the Sheriff's report.

A MOTION WAS MADE BY UNTERBERGER TO APPROVE THE SHERIFF'S REPORT, SECONDED BY CARLSON. MOTION CARRIED.

City engineer Kent Louwagie had three pay requests. Utility Service Company submitted a pay request for water tower repairs in the amount of \$29,848.31. Kent noted there are some items to finish and a 5% retainage is being held. If the contractor doesn't come back to finish the work the retainage will be used to pay another contractor to complete it. Kent has been in contact with the contractor but is not getting anywhere.

A MOTION WAS MADE BY CARLSON TO APPROVE PAY REQUEST NO. 1 TO UTILITY SERVICE COMPANY FOR \$29,848.31, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

Kuechle Underground submitted a final pay request for the Luella Street Sanitary Sewer Extension project in the amount of \$3,186.80.

A MOTION WAS MADE BY UNTERBERGER TO APPROVE THE FINAL PAY REQUEST FROM KUECHLE UNDERGROUND FOR \$3,186.80, SECONDED BY CARLSON. MOTION CARRIED.

Gertken Bros. submitted pay request no. 2 for the Luella Street Improvement Project for \$78,122.41. The total work completed to date figure should be very close to the final amount. Kent noted there were some extra costs on subgrade excavation, a storm sewer structure and two valves. There are some punch list items to finish up before final payment.

A MOTION WAS MADE BY TSCHUMPERLIN TO APPROVE THE PAY REQUEST FROM GERTKEN BROS. FOR \$78,122.41, SECONDED BY WIRZ. MOTION CARRIED.

Meeker Cooperative is rebuilding existing overhead and underground power lines. They requested an easement 15 feet wide parallel and adjacent to the west road right of way along 143rd Avenue near the wastewater treatment site.

A MOTION WAS MADE BY WIRZ TO GRANT THE EASEMENT TO MEEKER COOPERATIVE, SECONDED BY CARLSON. MOTION CARRIED.

Council advised the Deputy to speak to parties regarding animal complaints/non-license issues if they don't respond to written notice from the city.

City Hall has completed annual updates of AWAIR and Right to Know policies.

Watkins Fire Department was awarded a matching grant through MN DNR up to \$2,400.00.

A MOTION WAS MADE BY CARLSON TO ACCEPT THE DNR MATCHING GRANT, SECONDED BY UNTERBERGER. MOTION CARRIED.

The City office copier/printer lease program is up this fall with Marco. The city can upgrade to a new machine and the cost per month will be less.

A MOTION WAS MADE BY TSCHUMPERLIN TO UPGRADE THE COPIER/PRINTER THROUGH MARCO, SECONDED BY WIRZ. MOTION CARRIED.

Mike Grunewald has resigned from the Planning Commission.

A MOTION WAS MADE BY WIRZ TO ACCEPT MIKE GRUNEWALD'S RESIGNATION, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

Planning Commission is also proposing amendments to the Zoning Ordinance to regulate canvas-style storage buildings and pools. Language is being drafted and a public hearing must be held. Council will advertise to fill the commission's vacancy.

EDA update- Board will be recommending to increase the amount available for a Downtown Rehab Loan and also to issue a Revolving Loan.

A MOTION WAS MADE BY TSCHUMPERLIN TO APPOINT CHRISTINA TSCHUMPERLIN TO THE EDA BOARD, SECONDED BY CARLSON. MOTION CARRIED.

Pool Committee update- The board recommended a file cabinet be available at City Hall for the pool manager's use. Also would like to see online sharing set up for access to reports. It was recommended the city check with another vendor on chemicals, etc. Also need to clarify who is responsible what regarding pool operation. Public Works Department time charged to the pool needs to be reviewed. It was also suggested to hold monthly pool meetings next year with city staff. Beginning next year payment will be required from Kingston Township with registration. Contracts need to be used when the pool is rented for a private party. The committee recommended a refund be made on lessons. The parent misunderstood the process and didn't need the third session she signed her children up for. The committee felt a one-time exception to the "no refund" rule was appropriate.

A MOTION WAS MADE BY CARLSON TO REFUND \$110.00 TO MS. SCHUTZ, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

Council discussed additional pay for Alexa Deal for her extra work on the last session of swimming lessons.

A MOTION WAS MADE BY UNTERBERGER TO PAY ALEXA DEAL AN ADDITIONAL \$2.00 PER HOUR FOR 30 HOURS THAT SHE ASSISTED WITH SWIMMING LESSONS, SECONDED BY WIRZ. MOTION CARRIED.

Council advised staff to send a letter to the owner of record at 131 Stearns Avenue North allowing 30 days to clean up the lot and cap off city water and sewer connections. Council discussed dilapidated property at First Street. There have been reports of rodents, etc. entering the building. Council advised staff to contact the Meeker County Building Official to view properties at 151 First Street and 100 Central Avenue North to see what can be done. Council advised to send a letter to the property owner at 140 Central Avenue North allowing 30 days to have the broken fence repaired, replaced or removed. A final notice will be sent the property owner at 230 Central Avenue South allowing 30 days to clean up

the blight or the city will remove it and assess the charges. Council advised staff to send a letter to the owner of the Watkins Mobile Home Park allowing 30 days to remove all blight from the park.

Wirz and Carlson will do another tour of the city Monday, August 24th to report any ongoing or new violations. Letters will then be sent. If violators do not comply with the notices within the 30 days they will be given 24 hours' notice that the city will be entering the property to remove the blight.

Council reviewed a loan resolution authorizing a loan of \$135,000.00 from USDA RD for the purpose of a pumper truck.

A MOTION WAS MADE BY CARLSON TO ADOPT RESOLUTION #2015-27, USDA LOAN RESOLUTION, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

A MOTION WAS MADE BY CARLSON TO OFFICIALLY DISBANDED THE 5-MEMBER POOL COMMITTEE, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

A MOTION WAS MADE BY CARLSON TO APPOINT TOOTZ TSCHUMPERLIN TO THE WATKINS BASEBALL ASSOCIATION BOARD PER THE JOINT POWERS AGREEMENT, SECONDED BY UNTERBERGER. MOTION CARRIED.

A MOTION WAS MADE BY UNTERBERGER TO ADOPT RESOLUTION #2015-28, RESOLUTION ADDING MARC WIRZ AS AUTHORIZED SIGNER, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

A MOTION WAS MADE BY TSCHUMPERLIN TO ADOPT RESOLUTION #2015-29, RESOLUTION REMOVING MELODY LANDWEHR AS AUTHORIZED SIGNER, SECONDED BY WIRZ. MOTION CARRIED.

A MOTION WAS MADE BY UNTERBERGER TO APPROVE PAYMENT OF BILLS AS PRESENTED, SECONDED BY CARLSON. MOTION CARRIED.

A MOTION WAS MADE BY CARLSON TO SET ASIDE THE SMALL CITIES ASSISTANCE FUNDS FOR FUTURE REPAIRS, SECONDED BY UNTERBERGER. MOTION CARRIED.

2016 budget-Mayor Eder asked Public Works if they could put together a five-year plan for upcoming projects. Council will hold a special meeting for reviewing and setting the 2016 levy and budget.

A MOTION WAS MADE BY CARLSON TO HOLD A SPECIAL MEETING FOR LEVY AND BUDGET SEPTEMBER 17, 2015 AT 7 P.M. AT CITY HALL, SECONDED BY UNTERBERGER. MOTION CARRIED.

Public Works Director Steve Geislinger reported there is an issue with water entering a resident's basement. The resident believes it is being caused by the runoff from the city's building on School Avenue South and started after the 2007 street/utility improvement project. Geislinger noted a section of curb may need to be cut out so the water can drain away. Public Works will investigate this further. The hydrant on Western Avenue was repaired. One of the pumps at the lift station on Highway 55 may need to be checked out.

Pool Manager Nora Rohrbeck reported 368 kids took lessons this year-this includes 5 private lessons. The pool will be closed August 31, September 1 and 2 when school is in session and reopen September 3. It will close for the season Monday, September 7th.

Next regular meeting will be September 10th at 7 p.m.

A MOTION WAS MADE BY WIRZ TO CLOSE THE MEETING FOR STAFF PERFORMANCE EVALUATIONS PER MN STATUTE §13D.05, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

Meeting was closed at 9:25 p.m.

Meeting was reopened at 10:10 p.m.

Steve Geislinger, Viri Liebrenz, Jeanette Neidhardt and Deb Kramer were given performance evaluations. Council felt staff was working satisfactorily and worked well together.

A MOTION WAS MADE BY TSCHUMPERLIN TO INCREASE WAGES FOR JEANETTE NEIDHARDT EFFECTIVE 1-1-2016 TO \$12.75 PER HOUR. GEISLINGER, LIEBRENZ AND KRAMER WILL RECEIVE A 3% INCREASE EFFECTIVE 1-1-2016. GEISLINGER, LIEBRENZ, NEIDHARDT AND KRAMER WILL RECEIVE A 4% INCREASE EFFECTIVE 1-1-17, MOTION SECONDED BY UNTERBERGER. MOTION CARRIED.

A MOTION WAS MADE BY CARLSON TO ADJOURN THE MEETING, SECONDED BY UNTERBERGER. MOTION CARRIED.

Adjourned at 10:22 p.m.

Submitted by

Deb Kramer
Clerk