

UNAPPROVED MINUTES
WATKINS CITY COUNCIL
THURSDAY, DECEMBER 10, 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 WIRZ TO APPROVE THE AGENDA, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

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

Items on the Consent Agenda: minutes of November 12th regular meeting, November financial report, Resolution #2015-44, Resolution Accepting Donations, delinquent water bills for shut off, 2016 council meeting schedule. The February meeting will be held the 3rd Thursday instead of the 2nd.

Public Forum-none

A MOTION WAS MADE BY CARLSON TO APPROVE PAYMENT OF THE AMBULANCE SERVICE BILLS, SECONDED BY WIRZ. MOTION CARRIED.

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

Andrea Thompson -land use permit violation. Ms. Thompson was not present. A canvas type shed was put up without a permit and its location doesn't meet the zoning regulations. Council advised to send another letter.

A MOTION WAS MADE BY WIRZ TO NOTIFY THOMPSON TO REMOVE THE SHED THAT IS IN VIOLATION OR APPLY FOR A PERMIT AND PAY THE FEE AND PENALTY FEE, SECONDED BY CARLSON. MOTION CARRIED.

(The following discussion was later in the meeting but is provided here.) Andrea Thompson was present to discuss the notice she received regarding the land use permit violation. She wasn't aware she needed a permit for the canvas style shed she put up. It's portable and would be removed in March. Mayor Eder noted it cannot be located where it is. (The Zoning Ordinance requires the structure to be located in the back yard.) Andrea noted she cannot access her back yard. Wirz noted a permit was needed before putting up and it can't be located where it is. Andrea noted it is being used to store a car in and she cannot afford to pay a storage fee. Wirz noted the ordinance needs to be followed. Discussion followed. Council advised Andrea it needs to be removed or a variance applied for and the penalty fee paid. Any other similar structure that would be applied for would be subject to the penalty fee also. The city has to have a way to enforce the penalty. Moving a structure out and then applying for a permit will not void the penalty fee.

A MOTION WAS MADE BY CARLSON TO HAVE THE CANVAS SHED TAKEN DOWN BY JANUARY 1, 2016, SECONDED BY UNTERBERGER. MOTION CARRIED.

Chad Unterberger and Jason Klein presented quotes for the equipment and PPE for the FEMA grant. The department was awarded a FEMA grant for a compressor/fill station in the amount of \$34,100.00 and a grant for PPE (air packs) in the amount of \$71,555.00. The air packs must be NFPA approved. The department recommended to eliminate the quote from Alex Air Apparatus, Inc. as their PPE doesn't meet the NFPA standards. They will be testing again in the next 6 months but if it fails again it would another year before they can test again and the grant period ends in September, 2016. Municipal Emergency Services, Inc. (MES) quote for the compressor/fill station was \$40,042.35. MES quote for the PPE was \$71,394.85. Emergency Response Solutions (ERS) for the compressor/fill station was \$31,726.47. ERS quote for the PPE was \$78,359.18. ERS has a 15 year warranty on its PPE, batteries included. If anything goes wrong and it cannot be fixed the department would get a new air pack. For these reasons the department recommended the quote from ERS vs. MES.

A MOTION WAS MADE BY TSCHUMPERLIN TO ACCEPT THE QUOTE FROM EMERGENCY RESPONSE SOLUTIONS FOR THE COMPRESSOR AT \$31,726.47, SECONDED BY CARLSON. MOTION CARRIED.

A MOTION WAS MADE BY UNTERBERGER TO ACCEPT THE QUOTE FROM EMERGENCY RESPONSE SOLUTIONS FOR THE PPE AT \$78,359.18, SECONDED BY CARLSON. MOTION CARRIED.

Mayor Eder opened the floor for public discussion on the proposed 2016 levy and budget at 7:15 p.m. Council reviewed the budget. There were no residents present with questions regarding the proposed budget and levy. Mayor Eder closed the floor at 7:19 p.m.

City engineer Kent Louwagie presented final pay requests for the Luella Street Improvement project and the water tower repair project. There was work completed by 2 other contractors on the water tower project. Those contractors were paid by the city. A change order was done to deduct those two bills from Utility Service Company's final pay request. The balance owed to Utility Service Company is \$923.60. All the necessary paperwork for the final pay request has been submitted.

A MOTION WAS MADE BY TSCHUMPERLIN TO APPROVE THE CHANGE ORDER AND FINAL PAY REQUEST OF \$923.60 TO UTILITY SERVICE COMPANY, SECONDED BY CARLSON. MOTION CARRIED.

The punch list for Luella Street Improvement has been completed and the contractor has submitted all the necessary paperwork for the final pay request. The balance owed to Gertken Bros. is \$5,229.08.

A MOTION WAS MADE BY CARLSON TO APPROVE THE FINAL PAY REQUEST OF \$5,229.08 TO GERTKEN BROS., SECONDED BY WIRZ. MOTION CARRIED.

A MOTION WAS MADE CARLSON TO ADOPT RESOLUTION #2015-45, RESOLUTION ADOPTING FINAL LEVY, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

RESOLUTION #2015-45
CITY OF WATKINS
MEEKER COUNTY, MINNESOTA

RESOLUTION ADOPTING FINAL TAX LEVY, COLLECTIBLE IN 2016

Be it resolved by the city council of the City of Watkins, Meeker County, Minnesota, that the following sums of money be levied for the current year, collectible in 2016, upon the taxable property in the City of Watkins, for the following purposes:

General Fund	\$330,846.00
Economic Development Tax Abatement-Mies Outland	\$25,000.00
Economic Development Tax Abatement-Hilltop Health Care Center-	\$13,400.00
\$4,725,000 G.O. Refunding Bonds, Series 2013A	\$165,200.00

The city clerk is hereby instructed to transmit a certified copy of this resolution to the county auditor of Meeker County, Minnesota.

A MOTION WAS MADE BY WIRZ TO ADOPT RESOLUTION #2015-46, RESOLUTION ADOPTING FINAL BUDGET, SECONDED BY CARLSON. MOTION CARRIED.

Dilapidated House, Partially Demolished House - Some cleanup has been done at 131 Stearns Avenue North. The sewer has not been disconnected yet. The footings also need to be removed. Council discussed hiring a contractor to disconnect the sewer and asses the charges to the property. Clerk will check the ordinance and check with the attorney. Sending another letter notifying the concrete needs to be removed and water and sewer disconnected was discussed. Kramer noted the owner of record picked up the last letter sent but did not contact the city at all. The party that purchased the property does not pick up the certified letters. It may need to be hand delivered through Stearns County since that is where the party resides. The city will attempt to send another letter or have hand delivered to Mathies. Council advised in the mean time to check with the attorney if the city has the right to go on the property and disconnect the sewer and water and assess the charges. The concrete issue will need to be handled at a later date.

A MOTION WAS MADE BY CARLSON TO WORK WITH THE ATTORNEY TO DETERMINE NEXT STEPS ON THE DEMOLISHED HOUSE, SECONDED BY WIRZ. MOTION CARRIED.

The owner of the property at 151 1st Street has not picked up the certified letter requesting an inspection of the property. Upon return to the city the search warrant process will be started.

Housing study-Tschumperlin questioned if it would be worth it. Carlson and Wirz felt for the cost it would be. Eder felt it would be a good investment. Once completed, it could be put on the city's website.

A MOTION WAS MADE BY CARLSON TO APPROVE ENTRY INTO THE HOUSING STUDY, SECONDED BY WIRZ. MOTION CARRIED.

2016 Fee Schedule was reviewed. Kramer recommended an increase in the Zoning Application Fees. The present fee of \$150 does not cover all the costs incurred for board and staff time, publication fees and mailing notices. Unterberger noted the fee should be doubled.

A MOTION WAS MADE BY UNTERBERGER TO ADOPT ORDINANCE 2015-6 WITH THE CHANGE TO INCREASE THE ZONING APPLICATION FEES TO \$300.00, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

Council reviewed a quote to replace overhead doors at City Hall. The door for the rescue vehicle is not working properly. Duane Peterson noted it is getting so heavy the opener cannot open it and it jammed up the other night. Cost to replace the door would be \$3,403.00. A new opener would also be needed. That would be an additional \$900.00 to \$1,000.00.

A MOTION WAS MADE BY TSCHUMPERLIN TO REPLACE THE DOOR AND OPENER, SECONDED BY UNTERBERGER. MOTION CARRIED.

Property at 301 Meeker Avenue North has been forfeited to the State of Minnesota for non-payment of property taxes. Meeker County has sent notice requesting the city approve the parcel for public auction, auction to adjacent property owners or request conveyance to the city for public use. There is also a delinquent water/sewer utility bill on the property in the amount of \$230.71 that needs to be certified as a special assessment.

A MOTION WAS MADE BY WIRZ TO ADOPT RESOLUTION #2015-47, RESOLUTION APPROVING PARCEL #28-0302000 FOR PUBLIC AUCTION, SECONDED BY UNTERBERGER. MOTION CARRIED.

A MOTION WAS MADE BY UNTERBERGER TO ADOPT RESOLUTION #2015-48, RESOLUTION CERTIFYING SPECIAL ASSESSMENT ON TAX FORFEITED PROPERTY, SECONDED BY CARLSON. MOTION CARRIED.

Planning Commission Update- A public hearing will be held December 21st at 7 p.m. at City Hall for a conditional use permit application for property at 341 4th Street North. The application is for group residential housing use under MN §144D. The attorney is reviewing that statute so any questions that come up at the hearing can be answered.

Bills- Kramer noted the city is still waiting for records from the pool manager for the water aerobics instructed at the pool. Kramer requested approval to pay this if the information comes in before year-end.

A MOTION WAS MADE BY CARLSON TO APPROVE THE BILLS FOR PAYMENT AS PRESENTED AND PAYMENT FOR THE WATER AEROBICS INSTRUCTOR, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

Public Works-Steve Geislinger noted the lawn mower has been getting traded in every two years through a John Deere program at Mies Outland. The city is charged so much per hour on the machine being traded in. The city can go annually now. It wouldn't cost the city any more doing it this way. Cost would probably be around \$11 per hour on the mower in the spring.

A quote from Faber Building to replace the emergency exit door at the Village Hall was reviewed.

A MOTION WAS MADE BY TSCHUMPERLIN TO HAVE FABER BUILDING REPLACE THE DOOR AT VILLAGE HALL FOR \$1,582.42, SECONDED BY WIRZ. MOTION CARRIED.

Geislinger noted the north pump at the lift station will go in for repairs Monday. Cost to repair was estimated around \$8,000.00. The pump at the lift station on Highway 55 will also be pulled and checked as it is not working properly. Council noted it will need to start budgeting to replace the pumps at the main lift station with submersible pumps.

The city received a letter of warning from MPCA regarding the brush site to which the city replied. There has been no further response from MPCA at this time.

Next regular meeting will be Thursday, January 14, 2016 at 7 p.m.

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

Adjourned at 8:35 p.m.

Submitted by

Deb Kramer
Clerk

ATTEST:

Frank Eder
Mayor