

UNAPPROVED MINUTES
WATKINS CITY COUNCIL
THURSDAY, DECEMBER 12, 2019

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

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

MEMBERS ABSENT: Sue Unterberger

OTHERS: Jan Sheets, Duane Peterson, David Tysk, Scott Mann, Doug Ruhland, Jody Bauer, Steve Geislinger, Marc Vaillancourt

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

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

Items on the Consent Agenda were minutes of the November 14th regular meeting and December 4th special meeting, November financial report, Resolution #2019-30, Resolution Accepting Donations, Resolution #2019-31, Resolution Approving Transfer of Funds, 2020 council meeting schedule, delinquent water bills for shut off.

Public Forum – none

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

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

MOTION BY LAUMER TO RECESS THE MEETING FOR THE TRUTH IN TAXATION DISCUSSION, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

Mayor Eder opened the floor for public comment on the 2020 levy and budget at 7:05 p.m. There were no taxpayers present regarding the matter.

MOTION BY WIRZ TO RECONVENE THE MEETING, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

Mayor Eder reconvened the meeting at 7:06 p.m.

Marc Vaillancourt, chairperson of Friends of Meeker Trails, reported that Meeker County has adopted a trails plan and hopes the council will adopt a resolution in support of the plan. This would not be a financial commitment. Marc noted the Eden Valley-Watkins School District does have a Safe Route to School plan (SRTS). The Trails Plan is a companion to the SRTS plan and vice-versa. All these plans will be needed when it comes time to apply for funding for trails. Marc asked the city to endorse the Meeker County Trails Plan and support the SRTS plan already in place. He also asked the city to support a Lifestyle Transportation Plan when the time comes. Marc noted more information can be found on their website at www.meekertrails.org.

There was no new information on the CP Rail / city park property.

Planning Commission update – Access to the proposed apartment will come down to what the requirements are. David Tysk noted he didn't feel it was necessary to decide right now where the access point would be. David didn't think the stormwater mitigation would be a significant cost and should be manageable.

EDA update – The board approved the sale of some of the land along Highway 55 by Glenshire Estates to KUE Contractors for the construction of storage buildings. Fred Struzyk's term will be up January 1st and he is not interested in taking another term.

Council reviewed the 2020 proposed Fee Schedule. The Planning Commission recommended changing the penalty fee for starting work without a permit from \$250 to 4 times whatever the permit fee is and council approved. Council agreed to increase lesson fees to \$35 for preschool and \$45 for levels 1-5. Public Works staff time will increase to \$36.42/hour regular time and \$54.64/hour for overtime. The after 6 p.m. fee of \$3.25 for open swim will be added to the schedule.

MOTION BY WIRZ TO ADOPT ORDINANCE #2019-5, ORDINANCE ADOPTING 2020 FEE SCHEDULE, SECONDED BY LAUMER. MOTION CARRIED.

St. Anthony Parish requested to amend the date for the liquor license requested last month. They would like to add a backup date in case there is bad weather. The request is for an on-sale temporary liquor license for February 8 & 9, 2020.

MOTION BY TSCHUMPERLIN TO APPROVE THE LIQUOR LICENSE REQUEST FOR FEBRUARY 8 & 9, 2020, SECONDED BY WIRZ. MOTION CARRIED.

261 Central Avenue South – The property owner is not interested in the guarantee offered by the city for the soffit work. He told the city attorney he will have the funds to complete the work in January and does not want to do the guarantee.

In updating the abstract for the parcel for the proposed apartment site it was discovered there was a resolution from 1998 that rezoned the property to R-2 multifamily and a provision that nothing larger than a 4-plex could be built there. The city adopted a new Zoning Ordinance and zoning map in 2001 and the city attorney's opinion was that the resolution was superseded by the 2001 Zoning Ordinance and the parcel shall be governed by the 2001 Ordinance and map. There was no such provision when the 2001 ordinance was adopted.

MOTION BY LAUMER TO ADOPT RESOLUTION #2019-32, RESOLUTION REAFFIRMING 2001 ZONING ORDINANCE, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

Resolution #2019-33, Local Government Resolution for the MN Housing Workforce Housing Grant was presented. This is a certification that requirements of the grant would be met. David Tysk noted there were three components for the grant application. This resolution, which needs to match the grant narrative and then a workbook. David noted we are ahead of schedule on the application. The grant is due January 10th and he is hoping it can be submitted December 20th. He noted everything was moving along nicely and he should have the narrative ready to go Friday. The city will be applying for a deferred

loan rather than a grant. The city attorney will be contacted again regarding the prevailing wage statute for clarification. David also noted that Lisa Graphenteen with the Meeker County EDA has been very helpful in this process and encouraged the council to thank her if they have the chance.

MOTION BY TSCHUMPERLIN TO ADOPT RESOLUTION #2019-33, LOCAL GOVERNMENT RESOLUTION, SECONDED BY LAUMER. MOTION CARRIED.

Resolution #2019-34, Resolution Approving Property Tax Abatements, was presented. The city proposes to approve tax abatements in connection with the financing of the construction of a 20-unit multifamily residential rental housing facility in the city. The proposed term of the abatement will be for up to fifteen years in an amount not to exceed \$235,000.

MOTION BY WIRZ TO ADOPT RESOLUTION #2019-34, RESOLUTION APPROVING PROPERTY TAX ABATEMENTS, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

No action was taken on fiber optic internet or television service.

Kramer noted the city is on the low end of election judge pay at \$10 per hour. Neighboring cities and townships are in the \$12 to \$15 per hour range.

MOTION BY WIRZ TO RAISE THE ELECTION JUDGE WAGE TO \$12.50 PER HOUR, SECONDED BY LAUMER. MOTION CARRIED.

Council reviewed the 2020 budget. Kramer noted changes that were made in the 2019 estimated expenses and revenues. Capital outlay for 2020 was increased to \$42,315.

MOTION BY LAUMER TO ADOPT RESOLUTION #2019-35, RESOLUTION ADOPTING FINAL LEVY, SECONDED BY WIRZ. MOTION CARRIED.

RESOLUTION #2019-35

CITY OF WATKINS

MEEKER COUNTY, MINNESOTA

RESOLUTION ADOPTING FINAL TAX LEVY, COLLECTIBLE IN 2020

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 2020, upon the taxable property in the City of Watkins, for the following purposes:

General Fund	\$315,231.00
Economic Development Tax Abatement-Mies Outland	\$25,000.00
Economic Development Tax Abatement-Hilltop Health Care Center	\$14,918.00
Economic Development Authority Fund	\$20,000.00
\$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.

This foregoing resolution was adopted this 12th day of December 2019 on a motion by Councilor Laumer, seconded by Councilor Wirz. Motion carried.

ATTEST: (SEAL)

Frank Eder, Mayor

Debra S. Kramer, Clerk

MOTION BY TSCHUMPERLIN TO ADOPT RESOLUTION #2019-26, RESOLUTION ADOPTING FINAL BUDGET, SECONDED WIRZ. MOTION CARRIED.

Holiday and overtime policies were discussed. Council approved to clarify regular part-time employees to receive pro-rated holiday pay based on number of hours normally scheduled. Full-time employees who are required to work on a holiday, not the observed holiday, shall be paid at 1 ½ times their regular rate of pay for all hours worked, in addition to his or her holiday pay. Council approved that overtime would be paid after 40 hours worked. If an employee works more than 8 hours on a given day, the employee should try to coordinate his or her remaining work week so overtime can be avoided. For purposes of computing overtime, holidays and PTO time are not considered worked time. Council approved if an employee gets called into work after normal working hours or a weekend, he or she shall get paid a one hour minimum at 1 ½ times their regular rate of pay. Some other housekeeping items were clarified as well.

MOTION BY LAUMER TO ADOPT THE HOLIDAY AND OVERTIME POLICIES AS PROPOSED, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

Water bill at 446 Central Avenue North – there was a leak in a detached garage and the water did not go into the city’s sewer system. This was verified by Public Works Director Geislinger. Geislinger noted the sewer was collapsed during construction of the garage and not repaired yet. The resident typically uses about 1,500 gallons water per month so the sewer charge is the minimum of \$10. The resident asked for the sewer charge to be adjusted to his normal usage. This sewer charge on this bill was \$380.45.

MOTION BY WIRZ TO FOLLOW THE POLICY TO CHARGE FOR THE WATER AND ADJUST THE SEWER CHARGE TO AVERAGE, SECONDED BY LAUMER. MOTION CARRIED.

Mike Lease had a water bill issue back in June. They have a second meter for irrigation and the reading on the house meter showed 30,000 gallons usage. They typically use 2-3,000 gallons in the house. The house meter was making a noise and Geislinger was at the home when this happened. A data logging report was done that did show higher usage for a few days. The house meter was replaced and there have not been any issues since then. It is unknown what happened to cause this. Mike made a request to have the sewer portion of the bill adjusted. After discussion, could agreed to split the sewer charge.

MOTION BY LAUMER TO REFUND \$162 ON THE SEWER BILL, SECONDED BY WIRZ. MOTION CARRIED.

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

Next regular meeting will be Thursday, January 9th at 7 p.m.

MOTION BY WIRZ TO ADJOURN THE MEETING, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

Adjourned at 8:28 p.m.

Submitted by

Deb Kramer
Clerk

ATTEST:

Frank Eder, Mayor