

UNAPPROVED MINUTES
WATKINS CITY COUNCIL
THURSDAY, DECEMBER 14, 2017

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

MEMBERS PRESENT: Mayor Frank Eder, Tootz Tschumperlin, Sue Unterberger, Marc Wirz and Brenda Carlson

MEMBERS ABSENT: None

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

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

Items on the Consent Agenda were: minutes of the November 9, 2017 regular meeting, November financial report, Resolution #2017-37-Resolution Accepting Donations, Resolution #2017-38-Resolution Declaring Poll Location, delinquent water bills for shut off.

Public Forum – nothing

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

MOTION BY CARLSON TO APPROVE THE APPOINTMENTS OF STACY HESSE, ALICIA VARNER, JARYD PUGH AND MARY PUGH TO THE WATKINS AMBULANCE SERVICE, SECONDED BY UNTERBERGER. MOTION CARRIED.

MOTION BY CARLSON TO ADOPT ORDINANCE #2017-1, ORDINANCE ENACTING AND ADOPTING A SUPPLEMENT TO THE CODE OF ORDINANCES FOR THE CITY OF WATKINS AND DECLARING AN EMERGENCY, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

Council reviewed the proposed 2018 fee schedule. The planning commission made a recommendation to simplify the land use permit fees. The commission recommended the following: accessory structures, decks, pools, fences, additions, etc. be increased to a \$25 flat fee, new residential construction increased to \$50, new commercial construction increased to \$75. Council discussed making separate fees for new single-family residential construction and multi-family residential construction. Council agreed to set multi-family residential the same as commercial at \$75. Private swimming lesson fees will increase to \$90 for one student and \$135 for two students. Discussion was put on hold to start the truth in taxation meeting.

Mayor Eder opened the floor for public comment on the 2018 levy and budget. Duane Peterson asked what the council decided to do with street improvements next year. Council noted School Avenue and 2nd Street in the mobile home park will be improved along with an alteration to improve the safety at the intersection of School Avenue and Highway 55 near the Veterinary Clinic. The city parking lot will not be done until 2019. The mobile home park owner will be assessed for the improvements made there. There were no further comments. Mayor Eder closed the floor.

MOTION WAS MADE BY WIRZ TO ADOPT RESOLUTION #2017-39, RESOLUTION ADOPTING 2018 FINAL LEVY, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

RESOLUTION #2017-39
CITY OF WATKINS
MEEKER COUNTY, MINNESOTA
RESOLUTION ADOPTING FINAL TAX LEVY, COLLECTIBLE IN 2018

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 2018, 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	\$19,170.00
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 14th day of December 2017 on a motion by Councilor _____, seconded by Councilor _____.

Motion carried.

ATTEST: (SEAL)

Frank Eder, Mayor

Debra S. Kramer, Clerk

MOTION BY UNTERBERGER TO ADOPT RESOLUTION #2017-40, RESOLUTION ADOPTING 2018 FINAL BUDGET, SECONDED BY CARLSON. MOTION CARRIED.

Council continued with the Fee Schedule and approved increasing the special meeting fee for the EDA to \$250. Fees added to the schedule included a fee for 1-day Consumption and Display permits, fees for peddlers and transient merchants, public works staff time, hydrant connection fee, hydrant bulk water and others.

MOTION BY CARLSON TO ADOPT ORDINANCE #2017-2, ORDINANCE ADOPTING 2018 FEE SCHEDULE WITH CHANGES AS DISCUSSED, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

MOTION BY UNTERBERGER TO ACCEPT THE MEEKER COUNTY SHERIFF'S REPORT, SECONDED BY WIRZ. MOTION CARRIED.

Council reviewed the joint powers agreement between the city and the baseball association that was done in 2014. Discussion followed. This is an agreement between the city and the baseball association. The lease between the city and school district is a separate document and doesn't have any bearing on the joint powers agreement. Council agreed to stay with 2 current council members on the board. A representative from the baseball association shall attend city council meetings quarterly. When preparing to host a state amateur baseball tournament someone shall attend monthly. Any work or improvements at the park that exceed \$5,000 shall need prior approval of the city council. Mayor Eder will be attending a meeting with the association next week and will present the revised agreement for their approval.

MOTION BY CARLSON TO APPROVE THE AGREEMENT WITH THE ABOVE CHANGES AND SUBMIT TO THE BASEBALL ASSOCIATION, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

BerganKDV audit engagement letter was reviewed. Audit fees for 2017: \$14,450; 2018: \$14,700; 2019: \$14,950.

MOTION BY WIRZ TO APPROVE THE AUDIT ENGAGEMENT LETTER FROM BERGANKDV FOR AUDIT YEARS 2017, 2018 & 2019, SECONDED BY UNTERBERGER. MOTION CARRIED.

Kramer noted she contacted Representative Dean Urdahl regarding the bonding bill request for a new water tower and asked council if they wanted to proceed. Council agreed to proceed with the request. Kramer will contact the city engineer for some specifics on the water tower condition and get back to Mr. Urdahl.

The League of MN Cities has developed a model right-of-way (R-O-W) ordinance. The city attorney has reviewed this and would work with the city on narrowing the scope of the ordinance if desired. Council agreed it should have an ordinance to regulate the R-O-W and approved to work with the city attorney on it.

MOTION BY TSCHUMPERLIN TO APPROVE THE BILLS FOR PAYMENT AS PRESENTED, SECONDED BY CARLSON. MOTION CARRIED.

Public Works Director Steve Geislinger reported they have removed one of the boilers at the pool and are working to repair it. He figured parts were about \$525.00. The estimate for a new boiler was over \$4,200.00. Council noted they appreciate the department is able to do this.

Tschumperlin asked why the CP Rail Holiday Train never stops in Watkins. Kramer noted a community must have a food shelf in order for the train to stop.

Mayor Eder noted the city has been involved in some meetings with the school district to develop a Safe Routes to School (SRTS) plan. [The school district received a grant to develop a SRTS plan and is working with Mid-MN Development Commission. The school district is the lead on this but is asking for both communities to be involved in developing a plan.] Eder asked the council what they felt about matching funds for a trail from Glenshire Estates to downtown. Eder noted if the city can't get access to go through the field with a trail it could try to go in highway right-of-way. [If the city applies to MNDOT in the future for funding for a trail, this plan would be beneficial to the application.] Discussion followed but no action was taken.

Next regular meeting will be January 11, 2018.

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

Adjourned at 8:15 p.m.

Submitted by

Deb Kramer, Clerk

ATTEST:

Frank Eder, Mayor