

UNAPPROVED MINUTES  
WATKINS CITY COUNCIL MEETING  
THURSDAY, JULY 12, 2018

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

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

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

Items on the Consent Agenda were minutes of the June 14, 2018 regular meeting, June financial report, Resolution #2018-16, Resolution Accepting Donations, Resolution #2018-17, Resolution Approving Transfers, delinquent water bills for shut off.

Public Forum – Duane Peterson requested to have some “Not a Through Street” signs installed on the dedicated street right-of-way of School Avenue to prohibit vehicles from driving on it. This is not a developed street. Peterson has moved the rocks there apart, which has helped, but there are still a lot of cars that go down and then have to turn around on his property. Council approved for Public Works to install the signs.

Rebecca Berg stated they would like to pour a concrete driveway but the driveway extends into the alley. They would like to pour concrete all the way to the garage and make an area to park alongside the garage. The driveway apron is technically in the alleyway. Public Works Director Geislinger asked if they could mark the location with paint or flags so they can take a look again, but he didn't think it would be an issue.

MOTION BY UNTERBERGER TO APPROVE THE CONCRETE DRIVEWAY, SECONDED BY CARLSON. MOTION CARRIED.

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

A current roster of ambulance members was presented for approval.

MOTION BY TSCHUMPERLIN TO APPROVE THE AMBULANCE ROSTER, SECONDED BY UNTERBERGER. MOTION CARRIED.

Ambulance second quarter reports were reviewed.

MOTION BY UNTERBERGER TO APPROVE THE AMBULANCE SERVICE 2<sup>ND</sup> QUARTER REPORTS, SECONDED BY CARLSON. MOTION CARRIED.

Matt Johnson with Mid-Minnesota Development Commission (MMDC) was present to discuss the Safe Routes to School (SRTS) Plan. Matt noted the MMDC was established in 1974 by the State Legislature and enacted by Meeker, Kandiyohi, McLeod and Renville counties. Matt is the Community Development Director at MMDC and writes plans. Meeker County will be setting a meeting date to start a trail plan for the county. The city should be getting an invitation to the meeting to communicate what types of trails it would like to see county-wide. MMDC worked with the EV-W School District on writing a SRTS plan and Matt is presenting the Implementation Chapter to both communities. The goal is to encourage kids to walk and bike to school. Matt noted that Mayor Eder has expressed a desire to see a trail linking Glenshire Estates to the main part of the city. This plan only identifies the need. There were a couple options for a trail from Glenshire. The best option may be along Highway 55. A trail has to be identified in a plan before the city could apply for state funding. Matt noted he would like to meet with residents and discuss sidewalks. People don't like assessments and it may be better for the city to budget for the costs. The city would have to move forward with the objectives in the implementation chapter. Matt noted going from the High School to the Elementary in Eden Valley is very dangerous as there is no sidewalk for the kids to walk on. Matt would be happy to do Part II-Bicycle and Pedestrian Plan. He may be able to find funds to help pay for that. Mayor Eder noted he would like to continue on with the plan. The plan will be submitted to the State of MN in two to three weeks. If council sees anything in the plan that should be changed, let the clerk or Mayor Eder know.

Council reviewed the Sheriff's report.

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

Council reviewed the draft ordinance regulating city parks. Council agreed to establish park hours from 6 a.m. to 10 p.m. while allowing softball and baseball parks to close at 11:30 p.m. when there are scheduled events. The hourly restrictions won't apply to Kraut N' Wurst Day at McCarthy Park, however the council may adopt restrictions. Any deviation from these hours would require council approval.

MOTION BY UNTERBERGER TO ADOPT ORDINANCE #2018-2, AN ORDINANCE PROVIDING FOR THE USE OF PARKS WITHIN THE CITY OF WATKINS, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

Animal Ordinance – Councilor Tschumperlin noted she was in favor of allowing chickens in the city. Unterberger noted she could draft something for the next meeting.

MOTION BY CARLSON TO APPROVE \$110 FOR AN AD IN THE SCHOOL CALENDAR, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

National Night Out update – Carlson noted she has flyers to post around the city. She has asked the Ambulance Service to have the ambulance there and the Fire Department to have a truck there. The event will be Tuesday, August 7<sup>th</sup> at McCarthy Park from 5 to 8 p.m. Carlson has some activities planned. This will be a free event and refreshments will be available.

EDA update – The board is still working with developers on housing. A public hearing will be held Monday, August 13<sup>th</sup> at 7 p.m. at City Hall for the sale of land as required by state statute.

Planning Commission update – Northstar Behavioral Health has submitted a zoning text amendment to include language in Article XVI, R-1 Residential District, Section 16.02 H. to allow for residential facilities

licensed under MN Statute Chapter 245G [chemical dependency licensed treatment]. The planning commission called for a public hearing to be held Wednesday, August 1<sup>st</sup> at 7 p.m. at Village Hall. The planning commission will hold its regular meeting following the hearing. Council would have final approval or disapproval on the proposed amendment.

MOTION MADE BY UNTERBERGER NOT TO WAIVE THE CITY'S MONETARY LIMITS ON MUNICIPAL TORT LIABILITY ESTABLISHED BY MN STATUTES 466.04, SECONDED BY WIRZ. MOTION CARRIED.

Mayor Eder also noted that the Watkins Baseball Association has submitted a variance application for the hitting facility. They are asking for a variance from the maximum square feet, sidewall and peak height. The Board of Adjustments will be holding a public hearing on the request.

Kramer noted that an inspection on the property at 151 First Street has been scheduled for Saturday, July 28<sup>th</sup>. The attorney's office is waiting on confirmation from the Sheriff's Office that a deputy can be there. The owner now has the property up for sale. A sale would not change the city's position on the matter.

230 Central Avenue South – This property is a mess again. The garage and shed are both filled with junk and the back yard is full as well. Council believes it is worse than before. Council agreed a letter should be sent allowing 30 days to clean it up and remove the junk. There will be no more extensions granted.

MOTION BY WIRZ TO TAKE IMMEDIATE ACTION ON THE PROPERTY AT 230 CENTRAL AVENUE SOUTH AND WORK WITH THE CITY ATTORNEY TO EXPEDITE A NOTICE TO GET IT CLEANED UP, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

Council reviewed a Standard Operating Policy-Rules of Conduct.

*STANDARD OPERATING POLICY  
CITY OF WATKINS*

*Subject: Public Comments and Rules of Conduct*

*Date Approved:*

*1.0 Generally*

*The Watkins City Council wishes to give everyone an opportunity to be heard on matters not currently before the Council. As such, the Council has set aside a period for public comment near the beginning of each Council meeting, called "Public Forum".*

*1.2 "Public Forum" provides an opportunity to be heard and is not normally an opportunity to debate an issue.*

*2.0 Rules of Conduct*

*2.1 During the "Public Forum" portion of the Council meeting, all persons wishing to address the Council shall stand when recognized by the Mayor and clearly state their name, address, and subject being addressed.*

*2.2 Generally, a time period of no more than 20 minutes is reserved for public comment, with each speaker receiving a three-minute (3) time limit. Each speaker should observe this timeframe and plan their remarks accordingly.*

*2.3 Each speaker will be permitted to address the Council once during the meeting, unless all other persons desiring to speak have had the opportunity to do so and the Mayor determines that sufficient time remains to permit speakers a second opportunity to address the Council.*

*2.4 Speakers shall address all statements and questions to the Mayor. The Mayor, in turn, will refer any questions or research requests to staff.*

*2.5 Speakers should strive to provide only factual information and refrain from repeating comments made by other speakers.*

*2.6 After everyone in the audience wishing to speak has given their comments, or at the end of the allotted time for public comments, the Mayor shall close the "Public Forum" portion of the meeting. At this time, discussion shall be limited to the Council and staff unless the Mayor requests the speaker to assist the Council.*

2.7 *The Council does not take action on items brought up under "Public Forum" so they may allow time to thoroughly research the respective matter(s) and provide a measured and fair response. Matters raised may be referred to staff and a response, if necessary, will be provided to the speaker. If a matter will need to be brought back to the Council at a future meeting, staff will notify the speaker at such time that a meeting date has been determined.*

2.8 *Should a member or members of the audience be identified as disorderly; the Mayor has the right to declare the meeting temporarily recessed and call for the removal of said person(s) from the premises.*

2.9 *Persons not recognized by the Mayor shall refrain from commenting, interrupting a speaker, conducting conversations with other members of the audience, or creating any other type of disruption that might distract a member of the Council, city staffer, or a speaker.*

3.0 *The same rules of conduct noted in this policy shall also apply to members of the audience wishing to address the Council during any scheduled public hearing.*

MOTION BY CARLSON TO ADOPT THE STANDARD OPERATING POLICY-RULES OF CONDUCT, SECONDED BY UNTERBERGER. MOTION CARRIED.

The pool manager was not able to attend. Geislinger reported operations and maintenance of the pool are going well.

Bud's Bar requested to block off parking Saturday, July 21<sup>st</sup> on Central Avenue North from Bud's to Ertl Hardware's corner and the same distance on the east side of the street for a bike run benefit.

MOTION BY CARLSON TO ALLOW BUD'S BAR TO BLOCK OFF PARKING FOR THE BIKE RUN ON JULY 21ST, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

Council denied a request for a refund on swimming lessons but did approve for it to be credited to next year.

Payment of bills for the ambulance service was discussed. There are certain bills that are due every month before council meeting, such as Marco for the copier lease and Verizon Wireless. Council could adopt a resolution to allow them to pay these bills before the council meeting to avoid late fees or discontinuation of service. The bills would then be approved at the next meeting. Council adopts a resolution each year allowing the city clerk to pay certain bills before council meeting. This would be the same policy.

MOTION BY UNTERBERGER TO ADOPT RESOLUTION #2018-18, RESOLUTION APPROVING PAYMENT OF CERTAIN MONTHLY BILLS, SECONDED BY CARLSON. MOTION CARRIED.

Public Works Director Geislinger reported the new siren is up. Discussion was held on garbage containers for Central Avenue. A price, whether built locally or purchased elsewhere, is needed to solicit donations from the various organizations. Dredging at the wastewater pond is done and went well. The street project has been delayed due to a delay in getting the storm sewer structures. This is apparently an issue industry-wide. The work at School Avenue and Highway 55 needs to be completed by Kraut N' Wurst.

Aerobics at the pool hasn't started. At this point in the season, it may not be worthwhile to offer anymore.

Mayor Eder would like to see Part II of the Safe Routes to School Plan move forward and thought it should include a plan for a sidewalk from Hilltop Health Care Center to 4<sup>th</sup> Street North.

Geislinger noted Hilltop Health Care Center is expanding its parking and Xcel Energy would like to relocate a street light pole from the north side of Luella Street to the south side, on the southeast corner of Luella

Street and Western Avenue North. Geislinger noted he doesn't want the light eliminated and it would cost a lot more to move to the west side.

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

Next regular meeting is August 9<sup>th</sup> at 7 p.m.

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

Adjourned at 8:40 p.m.

Submitted by

Deb Kramer  
Clerk

ATTEST:

Frank Eder  
Mayor