

UNAPPROVED MINUTES
WATKINS CITY COUNCIL
THURSDAY, JULY 9, 2015

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

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

MEMBERS ABSENT: None

One vacancy exists on the council.

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

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

Items on the Consent Agenda were: minutes of the June 11th, 2015 regular meeting and June 29th, 2015 public hearing, June financial report, Resolution #2015-23, Resolution Accepting Donations, delinquent water bills for shut off.

Public Forum- Brianna Miller requested to close off parking on the west side of Central Avenue North from Stein's Thriftway to Ponies and Pals Daycare for Bud's Bar bike run Saturday, July 11th.

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

Watkins Ambulance Service presented its 2nd quarter report.

A MOTION WAS MADE BY CARLSON TO APPROVE THE AMBULANCE SERVICE REPORTS, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

Duane Peterson reported that the Ambulance Service will purchase the two radios that were requested at the last meeting if council approves. Cost is \$2,385 each.

A MOTION WAS MADE BY TSCHUMPERLIN TO APPROVE THE AMBULANCE PURCHASE OF TWO NEW RADIOS, SECONDED BY UNTERBERGER. MOTION CARRIED.

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

Holly Geislinger requested an off-site gambling permit for pull tabs for the Lions Club for Kraut N' Wurst, Saturday, August 1st.

A MOTION WAS MADE BY UNTERBERGER TO ADOPT RESOLUTION #2015-24, RESOLUTION APPROVING OFF-SITE GAMBLING, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

Deputy Defries presented the Sheriff's report.

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

Mark Forsman from the MN State Amateur Baseball Board was present regarding the upcoming state tournament to be hosted by Watkins. Mark noted they had an incident in Jordan but that had a lot to do with the way the perimeter fencing was set up. Mark has been on the board for 14 years. He noted there was an incident in St. Cloud. There was some beer stolen but Mark felt that was due to lack of staff and the people were caught immediately. He also noted sometimes there are unruly fans. The state board facilitates the tournament. They will go to the chairman to get an issue corrected. If need be they go further up the ladder. Mark felt those two issues were due to bad staffing and fencing. He noted all nine board members would be touring the Watkins field Friday night. Mark noted the city should grasp the opportunity of hosting the tournament. He estimated 12,000 people coming into the city over the three weekends. Mark will be here from about 9 a.m. to 11 p.m. each day of the tournament. He noted fans usually watch their team, grab some food and drink and go home. He did note that in the past five years the medical personnel has been used quite a bit for the players.

Council reviewed the proposed additional police hours. Mark noted a full schedule of the games would be available after the weekend. After discussion, Council cut back on the proposed additional hours from 100 to 51 hours. The revisions will be sent to Chief Miller.

A MOTION WAS MADE BY CARLSON TO APPROVE THE ADDITIONAL HOURS AS DISCUSSED AND COUNCIL MAY ADJUST HOURS, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

Bruce Geislinger discussed parking for the tournament. The baseball association would like to have no parking on the east side of School Avenue and no parking on either side of Second Street South from School Avenue South to Western Avenue South.

A MOTION WAS MADE BY TSCHUMPERLIN TO ALLOW THE PARKING RESTRICTIONS, SECONDED BY UNTERBERGER. MOTION CARRIED.

Public Works Director Steve Geislinger noted he had a request to change the YIELD sign at the corner of School Avenue South and Second Street South to a STOP sign during the state tournament. There will be directional signs put up for the tournament.

A MOTION WAS MADE BY CARLSON TO INSTALL A TEMPORARY STOP SIGN AT THE CORNER OF SCHOOL AVENUE SOUTH AND SECOND STREET SOUTH, SECONDED BY UNTERBERGER. MOTION CARRIED.

The sign will go up one week before the tournament.

The owner of the mobile home park was unable to attend. There has been some clean up in the park and a vacant trailer is planned to be removed within the month. The owner did not receive a letter for ordinance violations. Council will view the park before the next meeting to determine if a letter needs to be sent.

City Engineer Kent Louwagie presented a pay request from Kuechle Underground for the Luella Street Sanitary Sewer Extension project. Kent noted the project is basically done. They need to televise the sewer line yet and then submit final pay request.

A MOTION WAS MADE BY TSCHUMPERLIN TO APPROVE PAY REQUEST NO. 2 FROM KUECHLE UNDERGROUND FOR \$8,830.30, SECONDED BY UNTERBERGER. MOTION CARRIED.

Kent also had a pay request from Gertken Bros. for the Luella Street Improvements project. The project is about two-thirds complete. They were doing valve and sanitary sewer work this week. Kent noted there are probably going to be some cost over-runs. A second valve is being replaced that was not in the plans and another storm sewer structure is being added. There may also be some added costs for soil corrections and may need to replace more curb than planned. Kent estimated it could cost an additional \$6,000 to \$7,000 and will know more as the project progresses.

A MOTION WAS MADE BY TSCHUMPERLIN TO APPROVE PAY REQUEST NO. 1 FROM GERTKEN BROS. FOR \$21,230.13, SECONDED BY CARLSON. MOTION CARRIED.

Kent noted water was shutoff for some residents Tuesday and it took longer than planned. They only got one valve replaced on Luella Street. The second replacement is scheduled for Monday so water will be shut off again for some residents in the area. The contractor is hoping to have Luella Street paved by the end of the month.

Council agreed to have someone from Clearwater River Watershed District attend the August meeting to discuss the proposed storm water project.

Council reviewed the summer newsletter. Council advised to get the city code on the website if possible.

A MOTION WAS MADE BY CARLSON TO APPROVE THE SUMMER NEWSLETTER, SECONDED BY UNTERBERGER. MOTION CARRIED.

Planning Commission update- Mayor Eder noted the commission is working on wording for accessory buildings and pools.

Melody Landwehr submitted her written resignation from the Watkins Economic Development Authority.

A MOTION WAS MADE BY TSCHUMPERLIN TO ACCEPT LANDWEHR'S RESIGNATION, SECONDED BY UNTERBERGER. MOTION CARRIED.

Council will need to make an appointment to fill the vacancy.

Unterberger noted the pool board was discontinued since she and Carlson were appointed as a sub-committee. A new pool manager job description was drafted and presented to the council. The sub-committee also suggested the position be salary rather than hourly. Unterberger noted they need clarification of what they can and cannot do without full council approval. A termination policy was discussed. They asked for a limit on what could be purchased without council approval. Next year any fund raisers and events will be presented to the council by June 1st for their approval. They also

recommended there should not be an automatic increase for staff-it should be merit based. Carlson noted she would like to see someone come out and inspect the pool and report how it should be maintained. Unterberger questioned what really needs to come before the council and what could be approved by the council committee. Kramer will contact the League of MN Cities on termination procedures.

A MOTION WAS MADE BY TSCHUMPERLIN FOR UNTERBERGER AND CARLSON TO APPROVE PURCHASES FOR POOL OPERATIONS UP TO A MAXIMUM OF \$200.00, SECONDED BY CARLSON. MOTION CARRIED.

The pool manager is currently paid \$12.75 per hour. Carlson recommended that it be a salaried position at 42-43 hours per week. Carlson suggested making the position salaried at \$2,193.00 gross per month. That would be 172 hours per month or 43 hours per week. Carlson proposed salary at \$2,193 per month for five months. Start and end dates would be flexible. Anything over that would be pro-rated. Nora noted she started working this year on April 20th but didn't start clocking in until May 9th so she wasn't paid for those three weeks. The job expectation dates in the job description are April 1 to September 1. Nora noted this year the pool would be open through September 7th since Labor Day is so late.

A MOTION WAS MADE BY CARLSON TO APPROVE THE POOL MANAGER JOB SALARY FOR 2015 AT \$2,193.00 PER MONTH EFFECTIVE AUGUST 1, 2015, SECONDED BY UNTERBERGER. MOTION CARRIED.

A MOTION WAS MADE BY CARLSON TO PAY THE POOL MANAGER RETROACTIVE PAY FROM APRIL 20TH, 2015 TO MAY 8TH, 2015, AND ADDITIONAL WEEK IN SEPTEMBER, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

Council advised to pro-rate the salary for those extra weeks and to pay on the same pay schedule as the rest of staff. The pool manager will still be required to punch a time clock when salaried. If the city can get a consultant out to look at the pool council would like Public Works to attend the meeting.

A MOTION WAS MADE BY TSCHUMPERLIN TO GET A QUOTE FOR AN INSPECTION OF THE POOL, SECONDED BY UNTERBERGER. MOTION CARRIED.

A MOTION WAS MADE BY TSCHUMPERLIN TO APPROVE THE NEW POOL MANAGER JOB DESCRIPTION, SECONDED BY UNTERBERGER. MOTION CARRIED.

Jerry Oster, Lynn Hokanson, Marc Wirz and Scott Piccerillo submitted applications for the council vacancy created by Melody Landwehr's resignation last month.

A MOTION WAS MADE BY TSCHUMPERLIN TO APPOINT MARC WIRZ TO FILL THE VACANCY, SECONDED BY CARLSON. MOTION CARRIED.

A MOTION WAS MADE BY UNTERBERGER TO APPOINT CARLSON AS WATER COMMISSIONER, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

A MOTION WAS MADE BY UNTERBERGER TO APPOINT CARLSON AS SEWER COMMISSIONER, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

A MOTION WAS MADE BY TSCHUMPERLIN TO APPROVE THE ASSESSMENT CONTRACT WITH MEEKER COUNTY FOR ASSESSMENT YEARS 2016 – 2019, SECONDED BY UNTERBERGER. MOTION CARRIED.

Landwehr's resignation also created a vacancy on the joint board with the baseball association. Mayor Eder also serves on this board. Council felt one member on the council was sufficient to serve on the joint board.

The Lions Club would like to donate funds to install lights at the new shed built by the skating rink. Cost would be approximately \$1,000.00.

A MOTION WAS MADE BY TSCHUMPERLIN TO ACCEPT THE DONATION AND APPROVE THE INSTALLATION OF LIGHTS, SECONDED BY UNTERBERGER. MOTION CARRIED.

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

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

Council agreed not to sponsor a coupon for the swimming pool in the upcoming state baseball tournament program.

Public Works Director Steve Geislinger reported the sewer line at the warming house freezes up every winter. A camera was put down last week and about 10' out it was under water. The line goes under the fire hall parking lot. Steve questioned who would pay the costs if it has to be dug up. Public Works will camera it again and check into the issue more before the next meeting. Steve reported a hydrant at the corner of Luella Street and Western Avenue North has just started leaking. The hydrant is from 1975. Steve didn't feel it was worth putting in new parts. A new one installed is probably about \$5,000.00. Steve noted he could contact some contractors for a quote. He felt adding it to Gertken Bros. contract would take them away from the deadline for the Luella Street Improvements.

A MOTION WAS MADE BY TSCHUMPERLIN TO GET QUOTES AND IF IN THE \$5,000.00 RANGE TO PROCEED WITH REPLACING, SECONDED BY CARLSON. MOTION CARRIED.

Pool manager Nora Rohrbeck noted she has some events planned for the pool. There are two teen nights scheduled and she requested approval to order pizza for the first and to get a DJ for the second one. She also requested to have a float in the Watkins and Kimball parades and use the city truck to pull the float and purchase some beach balls and candy to throw out. Nora recommended that only new staff get a new swim suit vs. getting each one a new suit every year. Nora reported 105 kids have taken lessons so far with a total of 339 registered this year.

A MOTION WAS MADE BY UNTERBERGER TO ALLOW \$635 IN PURCHASES FOR TEEN NIGHTS, PARADES AND SUITS, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

A MOTION WAS MADE BY CARLSON TO ALLOW POOL MANAGER ROHRBECK TO DRIVE THE CITY TRUCK FOR BOTH PARADES, SECONDED BY UNTERBERGER. MOTION CARRIED.

A MOTION WAS MADE BY CARLSON TO MOVE THE AUGUST COUNCIL MEETING FROM THE 13TH TO THE 20TH, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

Geislinger will sweep the basketball court with the street sweeper.

Next council meeting shall be Thursday, August 20, 2015 at 7 p.m.

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

Adjourned at 8:45 p.m.

Submitted by

Deb Kramer
Clerk