

UNAPPROVED MINUTES
WATKINS CITY COUNCIL
THURSDAY, MARCH 10, 2016

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

MEMBERS ABSENT: Brenda Carlson

Mayor Eder noted that Robert Diffley would not be attending the meeting. Diffley contacted City Hall regarding the letter he received to repair the exterior of his home and stated he would have it done by the March 22nd deadline.

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

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

Items on the Consent Agenda were minutes of February 18, 2016 regular meeting, February financial report, Resolution #2016-13, resolution accepting donations and delinquent water bills for shut off.

Nancy Schulzetenberg from bergankDV presented the 2015 audit report. There was one legal compliance finding of claims being made on the Ambulance Fund without prior approval of the City Council. Nancy noted all bills must be approved before payment. Nancy noted the council can give authorization to pay a claim to avoid a finance charge but it still needs to be approved after the fact.

MOTION MADE BY WIRZ TO ACCEPT THE AUDIT REPORT, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

Ambulance Service presented monthly bills. Tschumperlin asked what bills are being paid before approval. Kelly Kelley noted they are always paid after approval. Kramer noted not all invoices are being attached with the statements for the council to see what was purchased. Kramer suggested that all the original bills/invoices be made available at the council meeting and have a listing of claims payable prepared for the mayor and council members to review.

MOTION BY UNTERBERGER TO APPROVE PAYMENT OF THE AMBULANCE FUND BILLS AS PRESENTED, SECONDED BY WIRZ. MOTION CARRIED.

MOTION WAS MADE BY UNTERBERGER TO APPROVE THE FOLLOWING AMBULANCE OFFICERS: CHIEF BONNIE HOLTHAUS, ASSISTANT CHIEF JEFF HILSGEN, TREASURER JODY BAUER, SECRETARY SHIRLEY JACKLITCH, RELIEF ASSOCIATION OFFICERS AARON DERICHS AND HEIDI DONNAY, TRAINING OFFICER JULIE HILSGEN, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

Brad Rosenow asked to use McCarthy Park July 16th for a bike run. There would be a band in the evening and the Lions will be handling refreshments for the event. It would run from 6 p.m. to midnight.

MOTION WAS MADE BY TSCHUMPERLIN TO ALLOW THE USE OF MCCARTHY PARK JULY 16TH FOR BIKE RUN, SECONDED BY UNTERBERGER. MOTION CARRIED.

Kurt Seestrom from Geronimo Energy gave a presentation on Community Solar Gardens. This is a state approved program. Subscribers must be an Xcel Energy customer. This a no-risk program and Geronimo is focusing mainly on public entities, i.e. cities, counties, hospitals. Geronimo is not asking for property in the city or any maintenance. This program was created to get the state to go "green". The federal and state governments are paying to support the program. The city would be a subscriber of a garden and the energy from the solar garden would go to Xcel Energy's grid. Subscribers would save 1.0 cent/kWh. After getting a release from the city, Kurt did an energy savings analysis for the city. The first year of savings would be approximately \$2,100.00. This would be a twenty-five year commitment and is transferable. The state and Public Utilities Commission required the twenty-five year contract. Geronimo gets part of the rebate going back to Xcel Energy. Geronimo would lease the land for the gardens from private individuals. Laws have been passed for the twenty-five year funding. There would be a minimum of five subscribers per garden and a forty percent maximum ownership limit of each individual garden to any one subscriber. Subscribers must be located within the same county, or an adjacent county, to the solar garden location. As gardens fill up they will build more. Xcel Energy does not want to build the gardens in the five county metro area and they must approve locations. By law, school districts cannot enter into a contract for more than fifteen years. Geronimo will be responsible to maintain the gardens. If the garden gets damaged, the city would still get savings for a minimum of six months. Kurt encouraged the city to give it some thought. Geronimo has been in business since 1997. Kurt noted that solar power is now becoming more popular than wind. Council approved for Kurt to send a copy of a contract for the city to review.

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

Watkins Baseball Association and Softball Association requested 3.2 malt liquor on-sale licenses at the Watkins Baseball Park and Watkins Softball Park.

MOTION WAS MADE BY UNTERBERGER TO APPROVE THE LIQUOR LICENSES, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

Resolution #2016-14, Resolution for Off-Premises Gambling Permit for Watkins Baseball, was reviewed. This would be for a raffle to be held June 4th at the baseball park.

MOTION WAS MADE BY WIRZ TO ADOPT RESOLUTION #2016-14, RESOLUTION FOR OFF-PREMISES GAMBLING PERMIT, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

No action was taken on approving the Fire Relief Association increase being there was not a full council present.

Dilapidated house on First Street- Meeker County's building inspector cannot do the inspection for the city that would be needed to go for a search warrant. Meeker County referred the city to Randy Kardell who is an inspector for the City of Willmar. Mr. Kardell said the cost would be around \$300 to \$400 for his work.

MOTION WAS MADE BY TCHUMPERLIN TO CONTRACT WITH RANDY KARDELL TO DO THE INSPECTION, SECONDED BY UNTERBERGER. MOTION CARRIED.

MOTION WAS MADE BY UNTERBERGER TO ADOPT RESOLUTION #2016-15, RESOLUTION APPROVING CLOSURE OF G.O. TAX INCREMENT REFUNDING BONDS OF 2003 AND G.O. IMPROVEMENT BONDS OF 2004, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

Ordinance #2016-1 amending Chapter 51 of the city code was presented.

MOTION WAS MADE BY WIRZ TO ADOPT ORDINANCE #2016-1, AN ORDINANCE AMENDING CHAPTER 51 OF THE MUNICIPAL CODE OF WATKINS: WATER AND SEWER, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

ORDINANCE #2016-1
CITY OF WATKINS
MEEKER COUNTY, MINNESOTA

AN ORDINANCE AMENDING CHAPTER 51 OF THE MUNICIPAL CODE OF WATKINS: WATER AND SEWER
THE CITY COUNCIL OF THE CITY OF WATKINS, MEEKER COUNTY, MINNESOTA ORDAINS:

Section 1. Section 51.03 of the Municipal Code of the City of Watkins, Minnesota (Permit for Connection; Connection Fees and Charges) is hereby amended to read as follows:

§51.03 PERMIT FOR CONNECTION; CONNECTION FEES AND CHARGES.

- (A) Connection permit and fee. No connection shall be made to the city water or sanitary sewer system without a permit received from the Clerk or Administrator. The fee for each such permit shall be \$1,750.00 for a water main connection permit and \$1,750.00 for a sewer connection permit. These fees shall be in addition to any fees required under division (B).

Section 2. This ordinance becomes effective from and after its passage and publication.

Ordained by the Watkins City Council this 10th day of March, 2016.

Those Council Members voting for: Tschumperlin, Unterberger, Wirz

Those Council Members voting against: None

ATTEST: (SEAL)

Frank Eder, Mayor Debra Kramer, Clerk

MOTION WAS MADE BY UNTERBERGER TO ADOPT ORDINANCE #2016-2, AN ORDINANCE AMENDING 2016 FEE SCHEDULE, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

ORDINANCE 2016-2
CITY OF WATKINS
MEEKER COUNTY, MINNESOTA
AN ORDINANCE AMENDING 2016 FEE SCHEDULE

THE CITY COUNCIL OF THE CITY OF WATKINS, MEEKER COUNTY, MINNESOTA ORDAINS:

WHEREAS, THE CITY COUNCIL OF THE CITY OF WATKINS HEREBY APPROVED TO DECREASE THE FEE FOR WATER ACCESSIBILITY CHARGE AND SEWER ACCESSIBILITY CHARGE ON FEBRUARY 18, 2016; AND

THEREFORE, THE CITY COUNCIL OF THE CITY OF WATKINS HEREBY AMENDS ITS 2016 FEE SCHEDULE AS FOLLOWS:

Water Accessibility Charge (hook-up fee) \$1,750.00

Sewer Accessibility Charge (hook-up fee) \$1,750.00

THIS ORDINANCE BECOMES EFFECTIVE FROM AND AFTER ITS PASSAGE AND PUBLICATION.

ORDAINED BY THE WATKINS CITY COUNCIL THIS 10TH DAY OF MARCH, 2016.

THOSE COUNCIL MEMBERS VOTING FOR: TSCHUMPERLIN, UNTERBERGER, WIRZ

THOSE COUNCIL MEMBERS VOTING AGAINST: NONE

ATTEST: (SEAL)

Frank Eder, Mayor Debra Kramer, Clerk

Siren-Kramer noted the city had been contacted by American Signal Corporation about replacing the warning siren. They sent information on two different sirens and price quotes. Council questioned if one was needed as the other one does work.

MOTION WAS MADE BY WIRZ TO TAKE NO ACTION, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

Parent Link-Kramer is waiting for a reply on this.

Three applications were submitted for the Pool Manager position.

MOTION WAS MADE BY WIRZ TO INTERVIEW THE THREE APPLICANTS AT A SPECIAL MEETING TUESDAY, MARCH 22, 2016, WITH MARCH 24, 2016 AS AN ALTERNATE DATE, AT 7 P.M. WITH INTERVIEWS EVERY ONE-HALF HOUR, SECONDED BY UNTERBERGER. MOTION CARRIED.

Kramer noted that the pool manager job description states AFO (aquatic facility operator) certification is required but there is also a CPO (certified pool operator) certification. Kramer contacted the Department of Health and the certifications are very similar, however the AFO is geared more towards larger aquatic /water park facilities. Kramer suggested the description be amended to include AFO/CPO certification. Kramer also questioned if the start date in the job description should be April 1st or April 15th. The city laptop and cell phone have been returned to the city. Steve Geislinger asked if Virli Liebreuz should attend an upcoming CPO course.

MOTION WAS MADE BY UNTERBERGER TO CHANGE THE POOL MANAGER JOB DESCRIPTION DATES TO APRIL 1ST TO SEPTEMBER 15TH, AT THE LATEST, AND ADD CPO CERTIFICATION TO THE REQUIREMENTS, SECONDED BY WIRZ. MOTION CARRIED.

MOTION WAS MADE BY MAYOR EDER TO HAVE VIRLI LIEBREUZ AND THE NEW MANAGER ATTEND A POOL OPERATOR TRAINING COURSE, SECONDED BY UNTERBERGER. MOTION CARRIED.

Council reviewed the draft spring newsletter. There was an issue of someone leaving bags of leaves at the brush site, which is not allowed. The sign outside the gate states clearly that residents are to take any bags or containers back with them. Council agreed to leave the newsletter as drafted stating that if this continues the city will either discontinue the brush site or a monthly fee will be added to water bills for the extra time the maintenance department has to spend cutting them open, emptying them and disposing of the bags properly.

MOTION WAS MADE BY TSCHUMPERLIN TO APPROVE THE SPRING NEWSLETTER, SECONDED BY UNTERBERGER. MOTION CARRIED.

The city attorney drafted a settlement agreement between the city, Watkins EDA, and Barrier Technology to resolve all parties' obligations under a 1995 lease between the parties and a 2004 Memorandum of Understanding. The following is an excerpt from the agreement:

The City, the WEDA, and Barrier acknowledge that there are various obligations and claims between them relative to the 1995 lease and the 2004 MOU. In an effort to resolve all claims and obligations under the 1995 lease and the 2004 MOU, the parties agree to the following:

The City and the WEDA shall transfer via quit claim deed to Barrier the property at issue in the 1995 lease for the sum of \$1.00.

- a. Upon payment of the amount listed above, the City and the WEDA shall execute a quit claim deed to Barrier, transferring the property at issue in the 1995 lease.*
- b. All parties are hereby released from any and all rights, claims and obligations now or in the future relative to the 1995 lease.*
- 2. In exchange for the property sale described above, the City and the WEDA shall make no payments to Barrier under the 2004 MOU.*
 - a. All parties are hereby released from any and all rights, claims, and obligations now or in the future relative to the 2004 MOU.*

MOTION WAS MADE BY WIRZ TO APPROVE THE SETTLEMENT AGREEMENT BETWEEN THE CITY OF WATKINS, WATKINS ECONOMIC DEVELOPMENT AUTHORITY AND BARRIER TECHNOLOGY, INC., SECONDED BY TSCHUMPERLIN. MOTION CARRIED

The agreement will be forwarded to the EDA and Barrier Technology for their approvals.

Kramer noted the G.O. Improvement Bonds, Series 2007B debt was paid off in 2015. There is approximately \$85,000 remaining in the fund. The council can transfer this to the General Fund or another debt service fund.

MOTION WAS MADE BY WIRZ TO TABLE, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

The annual Board of Appeals and Equalization meeting will be April 13th at 7 p.m.

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

Verizon Wireless was issued a land use permit to construct a 12' x 30' shelter along with the antenna on property owned by Mies Outland. The Verizon representative contacted City Hall questioning if any approval would be needed to substitute a 10' x 14' space with outdoor equipment cabinets instead of the 12' x 30' shelter. The representative didn't have any drawings to submit at this time. Verizon is making this switch to a lot of sites across the board. Setbacks would remain as approved in the variance issued.

MOTION WAS MADE BY UNTERBERGER TO APPROVE VERIZON WIRELESS' REQUEST TO MAKE THE SUBSTITUTION, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

Public Works Director Steve Geislinger recognized the Wat-Kim-Valley VFW Post 5460 for its donation of flags to the city for the streets and parks.

Geislinger also noted that the Watkins Fire Relief Association donated ten new picnic tables to McCarthy Park.

Council agreed both organizations should be sent a thank you for their donations.

The city received a letter today from MN Transmission Technology Network, LLC (MNTTN) regarding a permit application for a proposed new utility infrastructure facility in the City of Watkins. They are proposing to install a 120' transport utility pole in the east road right-of-way to the south of Mies Outland. These poles are not dedicated to any particular customer, and, to the extent capacity is available, are available to be used by other entities, including the City. After looking at the map, Geislinger questioned if the pole was in city limits or township. Staff will follow up with MNTTN on the exact location.

Mayor Eder noted he had some complaints on the camper parked on the yard at the corner of Central Avenue South and Church Street. Council discussed the issue of campers being parked on yards and vehicles parked on front yards-not on a driveway.

Next regular meeting is April 14th at 7 p.m.

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

Adjourned at 8:30 p.m.

Submitted by

Deb Kramer
Clerk

ATTEST:

Frank Eder, Mayor