

UNAPPROVED MINUTES
WATKINS CITY COUNCIL
THURSDAY, MARCH 11, 2021

Acting Mayor Tschumperlin called the regular meeting to order at 7:03 p.m. at City Hall.

MEMBERS PRESENT: Acting Mayor Tootz Tschumperlin, Marc Wirz, Brenda Carlson

MEMBERS ABSENT: Mayor Chris Rowan, Sue Unterberger

Others: Dave and Karri Hokanson, Brian and Sarah Walsh, Randy Berg, Jeff Hilsgen, Randy Hesse, Jody Bauer, Deputy Ernie Defries, Public Works Director Steve Geislinger, Clerk Deb Kramer

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

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

Items on the Consent Agenda: February 11th regular meeting minutes, February financial report, Resolution No. 2021-12, resolution accepting donations.

Public Forum – None

MOTION BY CARLSON TO APPROVE THE 2021 AMBULANCE SERVICE OFFICERS: CHIEF JEFF HILSGEN, ASSISTANT CHIEF RANDY HESSE, SECRETARY HEIDI DONNAY, TREASURER JODY BAUER, TRAINING OFFICER JEN BROVOLD, RELIEF ASSOCIATION OFFICERS JULIE HILSGEN AND STACY HESSE, SECONDED BY WIRZ. MOTION CARRIED.

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

Nancy Schulzetenberg from bergankDV presented the 2020 audit report. There was one internal control finding - lack of segregation of accounting duties. There were two legal compliance findings. 1) The EDA fund did not have sufficient collateral as of 12-31, which has been taken care of. 2) Two out of ten of the ambulance bills tested were not paid within 35 days as required by statute.

MOTION BY WIRZ TO APPROVE THE AUDIT REPORT, SECONDED BY CARLSON. MOTION CARRIED.

Brian Walsh asked for approval to set up a small greenhouse in his backyard. This would be a temporary structure (5' x 7' x 6' tall) which he would like to keep up through summer. Council agreed this would be okay as long as it's in the back yard and maintained. Council did advise Mr. Walsh that regulations on this may change so they should contact the city next year if they plan to do the same.

MOTION BY CARLSON TO ALLOW THE GREENHOUSE AND MUST BE MAINTAINED THROUGH THE SUMMER, SECONDED BY WIRZ. MOTION CARRIED.

Dave Hokanson was present regarding his prior request for access to his property via an alley. Wirz noted the city has no obligation to construct a street. Dave explained he has two separate parcels. He had access to the back one through the townhome property but has lost that due to the new apartment

building going up. He asked the city to vacate the north/south alley so he can access it. Randy Berg noted he doesn't want the alley to be used as an access as his driveway is there and he has safety concerns for his child. Randy noted there was a water drainage issue with the alley and he took care of that at his own expense. Dave stated that by law he is entitled to an access to his property. Wirz asked about setting up a meeting with the council and city attorney. Kramer will contact the attorney about setting up a closed meeting. Geislinger noted there are no city utilities stubbed to this property.

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

The application for trail funding through MnDOT was not recommended for funding. The committee felt it was a good project but had a few concerns. Wirz will contact the property owner of the farm land next to Glenshire Estates to see if they would be open to discussion of having the trail run through their property rather than running it along Highway 55. Council agreed the city should apply again.

MOTION BY WIRZ TO ACCEPT POOL MANAGER ASHLEE LUNDBERG'S RESIGNATION, SECONDED BY CARLSON. MOTION CARRIED.

Letters will be sent to pool staff from the 2019 season to see who plans to return. Council approved to advertise for a manager, lifeguards and water safety instructors for the 2021 season. Applications are due April 7th. Council will review applications and discuss lessons, wages and season dates at the April meeting.

Council reviewed some proposed Zoning Ordinance amendments recommended by the planning commission as well as some other possible amendments. Justice Walker will be at the next meeting to review the changes with the council.

Council reviewed the flooring estimates and agreed to get revised quotes for vinyl planking in the entryway and bathroom, carpet throughout the rest of the area and vinyl base throughout and the option of carpet squares as well. Council approved to paint the walls and some other minor changes.

MOTION BY WIRZ TO APPROVE THE 3.2 MALT LIQUOR ON-SALE LICENSE FOR WATKINS SOFTBALL AND WATKINS BASEBALL ASSOCIATIONS, SECONDED BY CARLSON. MOTION CARRIED.

MOTION BY CARLSON TO APPROVE RENEWAL OF CONSUMPTION AND DISPLAY PERMIT FOR KEEK'S, SECONDED BY WIRZ. MOTION CARRIED.

MOTION BY CARLSON TO APPROVE THE DOCUMENT SHREDDING AGREEMENT WITH WACOSA, SECONDED BY WIRZ. MOTION CARRIED.

Council reviewed a quote of \$539 from Quantum Data Systems for secure email hosting package and setup labor. Quantum Data also recommended the city get a server rather than having the clerk's computer be the server. Cost would be approximately \$2,500.00. Discussion followed. Council asked that a rep from Quantum Data attend an upcoming meeting to get more information on a server.

MOTION BY CARLSON TO APPROVE THE QUOTE FROM QUANTUM DATA SYSTEMS FOR THE SECURE EMAIL HOSTING PACKAGE AND LABOR, SECONDED BY WIRZ. MOTION CARRIED.

A presentation was given at the Lions Club meeting on Auto External Defibrillators (AED). This will be discussed at the April council meeting.

Council reviewed a memo from Bolton and Menk about creating a Quiet Zone for the railroad crossing. This will be discussed more at the April meeting.

Steve Geislinger reported the lift station is going to start needing some maintenance, possibly submersible pumps and other maintenance, and asked if he could have the engineer put together some preliminary costs.

MOTION BY CARLSON TO RESEARCH COST REPLACEMENT, SECONDED BY WIRZ. MOTION CARRIED.

Geislinger reported the service door on the north side of City Hall got caught in the wind a few times and now it does not close properly. Council approved to get some prices to replace.

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

Board of Appeal and Equalization meeting will be Thursday, April 8th from 6:30 p.m. to 7 p.m. The regular council meeting will follow at 7 p.m.

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

Adjourned at 9:04 p.m.

Submitted by

Deb Kramer
Clerk

ATTEST:

Chris Rowan, Mayor