

UNAPPROVED MINUTES
WATKINS CITY COUNCIL
THURSDAY, MAY 8, 2014

Mayor Loch called the regular meeting to order at 7:00 p.m. at City Hall.

MEMBERS PRESENT: Mayor Dennis Loch, Sue Unterberger, Melody Gertken, Jersey Piccerillo. Jerry Hesse arrived at 7:05 p.m.

MEMBERS ABSENT: None

Others: Holly Geislinger, EV-W Voice, Tri-County News, Teresa Carlson, Shirley Jacklitch, Public Works Director Steve Geislinger, Duane Peterson, Ben Aho, Kelly Kelley, Jeff Hilsgen, Mike Lease, Chickie Lease, Deputy Josh Case, Walt Donnay, Pool Manager Nora Rohrbeck, Clerk Deb Kramer

Mayor Loch added Holly Geislinger to the agenda for a gambling permit.

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

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

Items on the Consent Agenda were amended minutes of March 20, 2014 regular meeting, minutes of the April 10, 2014 meeting, April 16, 2014 Board of Review meeting, April 28, 2014 special meeting, April financial report, Resolution #2014-10, Resolution Accepting Donations, Resolution #2014-11, Resolution Approving Transfers, delinquent water bills for shut off.

Public Forum-Nothing

Watkins Lions requested an off-site gambling permit to conduct gambling at the skating rink facility May 17, 2014.

A MOTION WAS MADE BY GERTKEN TO APPROVE RESOLUTION #2014-12, RESOLUTION APPROVING OFF-SITE GAMBLING, SECONDED BY UNTERBERGER. MOTION CARRIED.

Deputy Case reported there were 34 calls for service in April and the mobile home park will be removing four trailers over the next few months.

Councilor Hesse arrived at this time.

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

Public Works Director Steve Geislinger reported Building Restoration was out to look at the pool. It would be \$2,500 to sandblast. The contractor thought it looked good and didn't know if it needed to be painted. Appearance wise it could use paint, but there is not a lot of flaking. Steve noted the crack didn't get any worse but it didn't bond so they will be tearing it out and trying a vinyl concrete patch on it. Steve noted the south wall hasn't moved nor did the sealant on top. Steve thought they could just

repair the patch this year and repaint that area and any other bad areas and acid wash it. He suggested waiting on a full painting until next year.

Steve noted he would be meeting with the city engineer and two contractors at the water tower on May 14th to get quotes for the work needed there.

Council reviewed a memo from the city engineer regarding the sewer extension needed for Hilltop Health Care Center's addition. The MPCA permit application has been prepared and the engineers are working with Hilltop's architect on the sewer extension. Steve noted after talking with the engineers they are going to quote two different options for extending the sewer. One will be the original plan to come off Meeker Avenue North and extend it west on Luella Street. The other option will be to extend from the manhole in the private drive by the Meeker County EDA units. With this option it could be extended straight north. The engineers are estimating to send out requests for quotes the end of next week.

Pool Manager Nora Rohrbeck noted the fees for the pool this season. Daily fee-\$4; 10-punch passes-\$35; lessons-\$35 and private lessons- \$55. These are all the same as 2013. Nora noted season passes are only good for open swim-nothing else. She is offering a special price on season passes May 10-30 as follows: individual-\$75; 2-member pass-\$125; 3-5 member pass-\$175, each additional member would be \$25. Members must reside in the same household with same address to qualify for season pass rates. After May 30th the prices will increase \$25. Private party rental has been revamped. Hours available for rental will be either 10 a.m. to 1 p.m. or 8 p.m. to 11 p.m. Any exceptions to this must be approved by City Hall and the manager. Rates are as follows: 1-25 persons-\$125; 26-50 persons-\$175; 51 and above-\$200. The rentals will be for 3 hours. Each additional hour increases \$50 per hour. Each person will also be charged \$1 (swimmers and non-swimmers). Nora will also require waivers to be signed. There is six staff returning. Nora will be hiring an assistant manager for the lifeguards and another for the water safety instruction. There will always be one of them on-site. Nora would like to get a 4G Galaxy S4 cell phone. Cost of the phone is \$49.99. Increase on the city's plan would be \$48.07/month.

Computers for pool manager and public works were discussed. Council reviewed some quotes and felt they could get them cheaper at a retail store. Steve noted he would rather have a desktop than a laptop. Nora also requested for the city to get a credit card at Sam's Club for the concessions. She will not be using vendors this year and will be purchasing at Sam's. Discussion followed on the best way to handle paying for the purchases at Sam's.

A MOTION WAS MADE BY PICCERILLO TO ALLOW A \$500 LIMIT AT SAM'S CLUB, WITH PAYMENT BY CHECK, SECONDED BY UNTERBERGER. MOTION CARRIED.

Council approved for Kramer to use a stamped signature(s) on the check for Sam's Club if necessary.

Rural Service District-The city attorney drafted an ordinance to establish urban and rural service districts in the city. This would divide the area within the municipal limits into an urban service district and rural service district constituting separate taxing districts for the purpose of all municipal property taxes except those levied for the payment of bonds and judgments and interest thereon. The rural service district shall include only unplatted lands, must be rural in character, undeveloped, more than 25 acres and not benefited to the same degree as other lands by municipal services financed by general taxation. By creating this rural service district the city can set a different tax rate for the lands included. The draft is as follows:

AN ORDINANCE ESTABLISHING URBAN AND RURAL SERVICE DISTRICTS WITHIN THE MUNICIPAL LIMITS OF THE CITY OF WATKINS

The City Council of Watkins, a Minnesota statutory city, ordains:

Section 1. Establishment of Service Districts. Pursuant to the authority granted by Minnesota Statute § 272.67, the City of Watkins hereby divides the area within its municipal limits into an urban service district and a rural service district constituting separate taxing districts for the purpose of all municipal property taxes except those levied for the payments of bonds and judgments and interest thereon.

Section 2. Urban Service District. The urban service district shall include all land within the boundaries of the City of Watkins which are not included in the rural service district established under this ordinance.

Section 3. Rural Service District.

- (a) The rural service district shall include only such unplatted lands, which need not be contiguous to one another, as in the judgment of the City Council at the time of the adoption of the ordinance are: rural in character; are not developed for commercial, industrial, or urban residential purposes; are more than 25 acres in area; and are not benefited to the same degree as other lands by municipal services financed by general taxation.
- (b) The City Council may, by amendment to this ordinance, add land to or remove land from the rural service district.
- (c) Pursuant to the terms of Section 5 herein, the City Council may remove land from the rural service district by resolution.
- (d) The City Council may, by amendment to this ordinance, designate that lands outside the City of Watkins, if annexed, be included within the rural service district.

Section 4. Lands Included Within the Rural Service District. The following lands are designated to be included in the rural service district of the City of Watkins:

<u>Meeker County Parcel Number</u>	<u>Parcel Acreage</u>	<u>Identified Owner(s)</u>
28-0460000	69.50	Walter Donnay

Section 5. Transfer from Rural Service District to Urban Service District. Whenever any parcel of land, owned by one person or by two or more persons jointly or in common at the time of its inclusion in the rural service district, is platted, in whole or in part, and whenever application is made for a permit for the construction of a commercial, industrial, or urban residential development or improvement to be situated on such parcel or any part thereof, the board or officer approving such plat or building permit shall report this to the City Council, which shall make and enter a resolution transferring such parcel from the rural service district to the urban service district. The term "improvement" shall include the provision of municipal services such as sewer, water, streets, or the like. Grading of land shall not be considered as an improvement, providing that such grading is limited to that required to minimize water drainage problems, and further provided such graded areas are placed into agricultural use or reseeded within one year.

Section 6. Benefit Ratio; Tax Rate.

- (a) It is the judgment of the City Council that the approximate ratio that exists between the benefits resulting from the tax supported municipal services to parcels of land of like market value, situated in the rural service district and in the urban service district, respectively, is 17.22% (1 : 5.806).
- (b) The tax rate for lands lying within the rural service district shall be 17.22% of the tax rate applicable to lands lying within the urban service district. Taxes levied for payments of bonds and judgments and interest thereon shall be in addition to such tax.

----- ALTERNATIVE -----

- (a) *It is the judgment of the City Council that the approximate ratio that exists between the benefits resulting from the tax supported municipal services to parcels of land of like market value, situated in the rural service district and in the urban service district, respectively, is the same as the annual ratio between the tax rates of Forest Prairie Township and the City of Watkins urban service district, respectively.*
- (b) The tax rate for lands lying within the rural service district shall be equal to the tax rate levied by Forest Prairie Township. Taxes levied for payments of bonds and judgments and interest thereon shall be in addition to such tax.

- (c) The benefit ratio may be changed by amendment to this ordinance; however, in no event shall the tax rate for the rural service district be less than what the tax rate for such parcel would be if taxed by the township in which the parcel is located.

Section 7. Annual Review. Each year the City Council may: a) review the status of all lands in the rural service district to determine whether such lands continue to qualify for inclusion in said rural service district; and b) review the tax ratio applicable to such lands as determined under Section 6 of this ordinance.

Section 8. Services Provided. Except for fire, police and planning services, the City of Watkins will provide no other services to the lands in the rural service district beyond those customarily provided by the township in which the lands are located.

Section 9. Effective Date. This ordinance becomes effective after its passage and upon filing with the County Auditor.

Adopted by Watkins City Council on the _____ day of _____, 2014.

Mayor

Attested:

Discussion followed on the two options presented for the benefit ratio/tax rate. Gertken asked to get the figures for both options presented in the ordinance. The draft ordinance has to be published for 30 days along with a notice of meeting to discuss the ordinance. After the meeting the ordinance can be modified and finalized and then published. The public then has 30 days to appeal the ordinance to district court. A certified copy must be filed with the Meeker County Auditor by August 1 for it to apply for this year. If filed after August 1, it will apply for the next year. After discussion council agreed to use the first option-17.22% of the tax rate applicable to lands lying within the urban service district.

A MOTION WAS MADE BY PICCERILLO TO PUBLISH THE ORDINANCE WITH THE OPTION OF 17.22% OF THE TAX RATE APPLICABLE TO LANDS LYING WITHIN THE URBAN SERVICE DISTRICT, SECONDED BY HESSE. MOTION CARRIED.

Council will recess the June 12th regular meeting and reconvene June 16th at 7 p.m. to discuss the ordinance.

Animal Ordinance-Deputy Case reported dogs at-large and not cleaning up after dogs can be made payable offenses. Council advised Case to proceed with making them payable offenses.

Council discussed a prior request for a street light. After viewing the property council agreed that another street light on the block was not warranted. Council advised Kramer to send a letter to the party denying the request and they could get a private light if they so choose.

Crack filling at the skating rink has been done. The charge was \$850. Discussion followed on what fund this should be charged to.

A MOTION WAS MADE BY GERTKEN TO CHARGE THE CRACK FILLING TO THE GENERAL FUND, SECONDED BY UNTERBERGER. MOTION CARRIED.

Computers for public works and pool manager were discussed. Geislinger noted the laptop they have now is strictly for the water treatment plant. He does not go on the internet with that. Gertken will meet with Geislinger to see what his needs are.

Mike Lease updated council on the grandstand construction. A portion is up and it should be complete in two to three weeks. The decking has been delivered but not billed for yet. The city received payment from the insurance for the wind damage at the park last summer. Lease noted most of the work was done and that some volunteer labor was used. He noted everything that was damaged will be repaired.

A MOTION WAS MADE BY PICCERILLO TO TURN THE INSURANCE PROCEEDS OVER TO THE WATKINS BASEBALL ASSOCIATION FOR PAYMENT OF THE BILLS, SECONDED BY UNTERBERGER. MOTION CARRIED.

Shorty's Laborer's Lounge, Red Goat Bar & Grill, Bud's Bar, Watkins Liquor Warehouse and the American Legion have all applied for liquor license renewals.

A MOTION WAS MADE BY PICCERILLO TO APPROVE THE RENEWAL OF ALL LIQUOR LICENSES, SECONDED BY GERTKEN. MOTION CARRIED.

St. Anthony Parish requested a 3.2 malt liquor on-sale license for its parish festival to be held Saturday, June 21st.

A MOTION WAS MADE BY PICCERILLO TO APPROVE A 3.2 MALT LIQUOR ON-SALE LICENSE FOR ST. ANTHONY PARISH FOR JUNE 21ST, SECONDED BY UNTERBERGER. MOTION CARRIED.

St. Anthony Parish requested to close off the streets for the festival on June 21st from the corner of First Street and Meeker Avenue north to the corner of Second Street North and Meeker Avenue North and east to the corner of Second Street North and Central Avenue.

A MOTION WAS MADE BY GERTKEN TO CLOSE THE STREETS AS REQUESTED, SECONDED BY UNTERBERGER. MOTION CARRIED.

Kramer asked council if they planned to assess the Western Avenue North street improvements. When the 2007 Street and Utility Improvements were done, property owners were assessed for each improvement that ran in front of their property. The only improvement that was done at that time on Western Avenue North (from Fourth Street North to Luella Street) was lining of the sewer pipe which the owners were assessed for. By not assessing council could be setting a precedent for future improvements.

A MOTION WAS MADE BY GERTKEN TO PROCEED WITH THE SPECIAL ASSESSMENT PROCESS FOR WESTERN AVENUE NORTH IMPROVEMENTS, SECONDED BY UNTERBERGER. MOTION CARRIED.

Council reviewed the spring newsletter. A change will be made to the EDA information and information added for the swimming pool. Sump pumps connected illegally were also addressed in the newsletter. Geislinger noted that the flows have been quite high this spring and is concerned about the number of sump pumps that may be hooked into the sanitary sewer system. Geislinger noted there is a "smoking process" that is harmless that can be done to determine what property owners are hooked up illegally to the sanitary sewer system. Council agreed to address it in the newsletter and see what the results are from that.

Council discussed holding a city-wide clean-up day. Unterberger noted the turn out last year was very poor.

A MOTION WAS MADE BY UNTERBERGER TO SKIP A YEAR, SECONDED BY PICCERILLO. MOTION CARRIED.

Kramer noted that Hilltop Health Care Center, Watkins Chamber of Commerce and Farmers State Bank will each be sponsoring a free swim day at the pool.

St. Anthony Manor requested not to mow a back portion of its property. The city does have an ordinance requiring all grass/weeds to be mowed.

A MOTION WAS MADE BY HESSE THAT THEY MUST KEEP THE GRASS CUT, SECONDED BY GERTKEN. PICCERILLO VOTED NAY. MOTION CARRIED.

Kramer reported that a resident's water was shutoff for non-payment and was charged \$150 to reconnect. The resident stated she never received the shutoff notice and was requesting a refund.

A MOTION WAS MADE BY PICCERILLO NOT TO REFUND THE MONEY, SECONDED BY GERTKEN. MOTION CARRIED.

Council concerns-Unterberger noted she was asked about making parking on Central Avenue business district for business parking only. Council agreed it is a public street and would be too hard to control.

Unterberger asked about reviews for staff. Council discussed and felt they should be done at a closed meeting. Staff can request the meeting to be open if they so choose.

A MOTION WAS MADE BY GERTKEN TO SCHEDULE ANNUAL PERFORMANCE REVIEWS IN SEPTEMBER AT A CLOSED MEETING, SECONDED BY UNTERBERGER. MOTION CARRIED.

Hesse noted there are some sidewalks in the city that are settling and should be fixed somehow. Kramer will check what the policy is for maintaining sidewalks. Public Works will check how many there are.

Ag-Venture would like to pour concrete on the west side of its building to accommodate bulk trucks. The strip would be about the width of a bulk truck. They would restore the area once done. Council agreed this would be okay.

Kramer noted that Keith Reinert reported they have had to roto-rooter their sewer three times since Keith attended a meeting about it. It is not known whose responsibility this would be. Council advised Geislinger to get approval from Reinert's to run the camera through and see what he can determine. If it is beyond the "Y" it would be the city's responsibility to fix.

Tri-County News is offering aerial photos. Council agreed a new one should be purchased but asked if it could be done once the improvements are done at the baseball park. Jean noted she could try but they want to get out before the trees fill out too much.

A MOTION WAS MADE BY HESSE TO PURCHASE THE LARGE AERIAL PHOTO, SECONDED BY PICCERILLO. MOTION CARRIED.

The Ambulance Service requested to purchase pool passes at a reduced rate to give to the students at the Watkins Elementary School for EMS week. They would need 44. Last year the service was charged \$2 for each pass that was used.

A MOTION WAS MADE BY PICCERILLO TO CHARGE \$2 FOR EACH POOL PASS TURNED IN, SECONDED BY UNTERBERGER. MOTION CARRIED.

Kramer noted the Public Facilities Authority application for funding request for a new tower has been submitted.

St. Anthony Parish has requested to use the Village Hall the first week in August for vacation bible school. Kramer noted it is available and asked council how much they wanted to charge for rent.

A MOTION WAS MADE BY PICCERILLO TO CHARGE \$100 FOR THE WEEK FOR VACATION BIBLE SCHOOL, SECONDED BY UNTERBERGER. MOTION CARRIED.

Kramer noted that the city's General checking account will be getting deposits electronically for the ambulance service from the Veterans Administration and Medicare. The payments have to be deposited to this account. Kramer suggested the funds be transferred to the Ambulance Service twice a month if needed.

A MOTION WAS MADE BY PICCERILLO TO TRANSFER THE FUNDS TWICE A MONTH, SECONDED BY UNTERBERGER. MOTION CARRIED.

Geislinger noted there is a section of street in the mobile home park on a corner that is about 25' by 35' that keeps breaking up. They have put several bags of cold patch in but it doesn't last. He suggested getting a price from Mid-MN to patch it when they come do the Western Avenue work.

There is water getting in on the north side of the Legion Club Room now. Geislinger suggested putting a louver over the fan and caulking around it. The wall in the kitchen is old water damage and will be fixed.

Ben Aho noted the old rescue truck sold for \$3,000.

Teresa Carlson asked about her position with the ambulance service. She enters the MN-Star reports that have to be filed with the state. She is appointed but it has been questioned if the position should be elected. After discussion, council suggested the service check the statutes and that it be taken back to the membership to decide.

A MOTION WAS MADE BY GERTKEN TO PAY ALL BILLS AS PRESENTED INCLUDING AMBULANCE SERVICE BILLS, SECONDED BY PICCERILLO. MOTION CARRIED.

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

Adjourned at 8:57 p.m.

Submitted by

Deb Kramer
Clerk

ATTEST:

Dennis C. Loch
Mayor