

UNAPPROVED MINUTES
WATKINS CITY COUNCIL
THURSDAY, MAY 9, 2019

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, Jason Laumer

MEMBERS ABSENT: None

Others: Jody Bauer, Duane Peterson, Pool Manager Ashlee Lundberg, Public Works Director Steve Geislinger, Jay Loch, Caryl Turnow, Greta Stark, Ron Kramer, Kent Louwagie, Clerk Deb Kramer.

Mayor Eder added pool wages to the agenda.

MOTION BY LAUMER TO APPROVE THE AGENDA WITH THE ADDITION, SECONDED BY UNTERBERGER.
MOTION CARRIED.

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

Items on the Consent Agenda were minutes of April 10th Board of Appeal and Equalization meeting, April 11th regular meeting, April 18th special meeting, April financial report, Resolution #2019-10, Resolution Accepting Donations, delinquent water bills for shut off.

Public Forum – nothing

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

Jody Bauer noted the ambulance service would like to increase the funding to the new ambulance fund from \$20,000 to \$30,000 annually. The transfer would come from the ambulance service General Fund.

MOTION BY UNTERBERGER TO APPROVE THE CONTRIBUTION INCREASE TO THE NEW AMBULANCE FUND TO \$30,000 ANNUALLY, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

Duane Peterson presented a purchase order for the new ambulance. The cost will be \$132,000 after trade-in.

Caryl Turnow and Greta Stark were present on behalf of the Central Minnesota Community Foundation (CMCF). Caryl noted there was a fund set up in 1999 at CMCF. Jay Loch noted years ago the school superintendent at the time (Fred Nolan) worked with CMCF to set up a foundation account for the Eden Valley and Watkins areas. In the beginning it was created with a lot of scholarship dollars. The intention was to expand to be able to accept dollars for the betterment of the Eden Valley and Watkins communities. This came to a halt when Nolan left the district and never expanded to the intention Fred wanted it to be. The fund right now really only has scholarship dollars in it. Caryl noted when the fund was set up the purpose was to provide financial support for charitable activities in the Eden Valley and Watkins areas. Paynesville, ROCORI, Foley and Sauk Centre all have community foundation funds

established. CMCF meets with the boards 2-4 times per year. Caryl and Greta noted they met with residents of Eden Valley last month as they are interested in doing the same thing as Watkins. The Eden Valley group was very interested in having a discussion with Watkins about joining together. Caryl advised to start with a \$20,000 fund at a minimum. Each community could then raise \$10,000 if joined together. This could be added to the fund already established. Jay noted a benefit to joining with Eden Valley is that it would be easier to form a board. A General Fund would need to be set up for granting dollars to go into. What is there now is just for scholarships. Jay noted ROCORI'S was set up for betterment of the boundaries within its school district. EV-W could potentially model after ROCORI's and do for the betterment of the boundaries within the EV-W School District. The first step would be to get a community group together and if interested in joining with Eden Valley to meet with them. Caryl would help facilitate getting the two boards together and Greta would attend meetings. Caryl will send the Eden Valley contact information to the city. Unterberger thought a group should be set up first. An informational meeting for the community could be held. A representative from the council is not required but is a good idea. This board usually runs outside of government.

Mitchell Miller had a water leak at his mobile home in February and stated all the water went on the ground under the trailer, none down the sewer. He stated it has been shut off for the last month or so. Discussion was held on making an adjustment to the sewer charge.

MOTION BY WIRZ TO ADJUST THE SEWER CHARGE TO AVERAGE, SECONDED BY LAUMER. MOTION CARRIED.

There was no one present from the Sheriff's office to present the 2018 annual report.

Fire Department Assistant Chief Ron Kramer presented a resignation from Adam Teicher. Ron noted the department had been at 26 members and with this resignation they would be at 25. Ron asked the council if they wanted to remain at 26 members. Council agreed to stay at 26 members.

MOTION BY TSCHUMPERLIN TO KEEP 26 ON THE FIRE DEPARTMENT ROSTER, SECONDED BY UNTERBERGER. MOTION CARRIED.

MOTION BY WIRZ TO ACCEPT ADAM TEICHER'S RESIGNATION FROM THE FIRE DEPARTMENT, SECONDED BY LAUMER. MOTION CARRIED.

City Engineer Kent Louwagie reviewed the quote for the parking lot improvements. Mid Minnesota Hot Mix from Annandale was the low quote at \$76,688.90. The engineer's estimate for construction was \$55,000. The total estimated project cost, including engineering, was \$68,900.00. Kent reviewed the quote with Mid Minnesota after the April meeting to discuss some possible savings. Mid Minnesota offered a reduction of \$660 in the bituminous price and a savings of \$1,080 if the city installed the drain tile. The city could also have staff perform the restoration work and save \$5,100. The revised contract amount would be \$69,847.90. Engineering fees are estimated at \$13,800 for the whole project. If the council would like to proceed with the project with the above changes, a change order would be processed with the contracts reducing the contract amount to \$69,847.90.

Clerk Kramer noted the lease with CP Rail for the parking lot and park property has not been finalized yet.

MOTION BY WIRZ TO AWARD THE CONTRACT FOR PARKING LOT IMPROVEMENTS TO MID MINNESOTA HOT MIX FOR \$69,847.90 CONTINGENT UPON A LEASE WITH CP RAIL, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

Kent reviewed the Small Cities Development Program (SCDP) funding with the council. He noted the purpose of this program is gap funding for projects. He noted if the city was interested in pursuing funds for a new water tower it should continue pursuing Public Facilities Authority (PFA) funding. USDA does have a search grant, but they don't give a lot out. The water tower replacement is on the Project Priority List and only scored 5 points. It should score at least 7 points. If the city applied for the SCDP for a new tower, the application wouldn't be very competitive. Kent noted he could contact RD and put some feelers out. RD's programs are mostly 40-year loans. They have some grant money. The most a city could get for a grant would be 45% of the project costs. Kent also noted the water tower could be reviewed by the State Historic Preservation Office due to its age.

MOTION BY UNTERBERGER TO APPROVE AN ON-SALE TEMPORARY LIQUOR LICENSE FOR THE WATKINS BASEBALL ASSOCIATION FOR JUNE 29TH, SECONDED BY LAUMER. MOTION CARRIED.

Tschumperlin reported that Brenda Carlson would be willing to help with National Night Out again. This will be held Tuesday, August 6th.

Robert Diffley property at 261 Central Avenue South was discussed. There has been no change over the past month.

MOTION BY UNTERBERGER TO SEND A LETTER TO MR. DIFFLEY REQUESTING AN UPDATE ON THE REPAIRS BEFORE THE NEXT COUNCIL MEETING, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

Council reviewed the Assessment Contract with Meeker County. The contract covers assessment years 2020 through 2023, starting at \$15 per parcel and increasing .50 per parcel every assessment year. Council had questions regarding the termination section of the contract that states it will renew itself, but no costs were included. Council advised Kramer to check if a new contract will be sent with new rates when it renews.

MOTION BY WIRZ TO TABLE UNTIL NEXT MEETING TO GET MORE INFORMATION ON THE TERMINATION SECTION, SECONDED BY LAUMER. MOTION CARRIED.

Council reviewed a proposal from Softline Data, Inc. on its public alert program. This is an alert program that could send alerts by email, text, or voice. The city would start with 2,000 free alerts. Cost would be \$275 per year. The city could use this to send out delinquent water bill notices by email instead of by mail. It could also be used for things like boil orders, contacting residents if water needs to be shut off for repair work along with other uses. Council felt it was a good idea but had some questions as to how the alerts are counted and if land lines can be used.

MOTION BY LAUMER TO TABLE UNTIL NEXT MEETING UNTIL MORE INFORMATION IS RECEIVED, SECONDED BY UNTERBERGER. MOTION CARRIED.

Replacement of electronic sign- There was no new information on this. Mayor Eder will contact a member of the Legion and VFW to see about a donation to help replace the sign.

Clerk Kramer updated council on the lease with CP Rail for the parking lot and park. There will be extra costs to the city for insurance requirements mandated by the lease. Council advised to have the city attorney contact CP Rail to see if they would be interested in selling the property to the city.

MOTION BY LAUMER TO TABLE ACTION ON THE CP RAIL LEASE, SECONDED BY TSCHUMPERLIN.
MOTION CARRIED.

MOTION BY TSCHUMPERLIN TO APPROVE ON-SALE, OFF-SALE AND SPECIAL SUNDAY ON-SALE LIQUOR LICENSES TO BUD'S BAR, GORDIES BAR AND RED GOAT BAR & GRILL; CLUB ON-SALE AND SPECIAL SUNDAY ON-SALE LIQUOR LICENSES TO WATKINS LEGION CLUB ROOM; OFF-SALE LIQUOR LICENSE TO WATKINS LIQUOR WAREHOUSE; 3.2 ON-SALE, WINE ON-SALE, SPECIAL SUNDAY ON-SALE AND STRONG BEER LIQUOR LICENSES TO KEEKS, SECONDED BY UNTERBERGER. MOTION CARRIED.

MOTION BY TSCHUMPERLIN TO APPOINT FRANK EDER TO THE ECONOMIC DEVELOPMENT AUTHORITY BOARD, SECONDED BY WIRZ. MOTION CARRIED.

The following was proposed to be added to the uniform reimbursement policy for lifeguard and water safety instructor: **Reimbursement shall be at end of season upon approval of pool manager. Employees must continue to work throughout the season in order to be eligible for reimbursement.**

MOTION BY UNTERBERGER TO APPROVE THE ADDITION TO THE UNIFORM REIMBURSEMENT POLICY FOR LIFEGUARD AND WATER SAFETY INSTRUCTOR, SECONDED BY LAUMER. MOTION CARRIED.

Council reviewed the pay scales for pool staff that were established in 2016. Minimum wage increased again January 1st. Youth and training wages are now \$8.04 per hour and minimum wage for a large employer is now \$9.86. Starting wage for a lifeguard would increase to \$9.86 per hour. Concession stand staff would also increase to \$9.86 per hour, with the youth and training wage of \$8.04 being used if applicable.

MOTION BY WIRZ TO UPDATE THE POOL STAFF WAGES TO REFLECT STATE MINIMUM WAGE LAWS, SECONDED BY UNTERBERGER. MOTION CARRIED.

Mayor Eder noted the Chamber would be sponsoring some free swim days again this year.

The city received a complaint about water pressure at Glenshire Estates. There is a 10" main that runs out to the development. Geislinger felt it would help if the line were looped. Kent noted looping would help but the height of the water tower is a big part of it. No action was taken.

Discussion was held on the community foundation from earlier. Council advised Clerk Kramer to contact Central MN Community Foundation to get a meeting date set up that works for them. Once a date is set, it will be advertised to get the word out to the community.

Council approved to change the date of the June meeting to June 11th at 7 p.m. instead of June 13th.

Pool manager Ashlee Lundberg reported she is short on staff. She has six lifeguards and she is the only current WSI. There are three people signed up to take a WSI course in Hutchinson. She would like to hold a lifeguard course again in early June. There are two people interested but she needs a minimum of three. Candidates need to be 15 years of age by the last day of class. The course instructor would

also do recertifications for those that need it. Ashlee noted that she is certified to instruct CPR and First Aid so if there any departments within the city that need it, she could do it. Laumer asked about an assistant manager. Ashlee would like to have someone from around the area.

Public Works Director Steve Geislinger reported there is a crack in the south wall of the pool that is worse than it has been past years. A pool contractor was out to look at it and noted he would need to have his engineer look at it. Geislinger noted he plans to do an air test on the pool next week. His plan is to patch the crack, fix some piping and replace some skimmers and hopefully that will get it through until fall. At that time, council will need to consider how it wants to proceed to fix the wall. Another contractor is scheduled to come out Monday to take a look at the wall.

Geislinger reported the VFW Post donated flags to the city.

MOTION BY UNTERBERGER TO APPROVE PAYMENT OF THE BILLS AS PRESENTED, EXCLUDING THE INVOICE FROM CP RAIL FOR THE PARK/PARKING LOT, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

Next regular meeting will be Tuesday, June 11th at 7 p.m.

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

Adjourned at 8:50 p.m.

Submitted by

Deb Kramer, Clerk

ATTEST:

Frank Eder, Mayor