

UNAPPROVED MINUTES
WATKINS CITY COUNCIL
THURSDAY, NOVEMBER 10, 2016

Mayor Eder called the regular monthly 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 added Door Service Quote to the agenda under #18.

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

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

Items on the Consent Agenda were minutes of October 13, 2016 regular meeting, October financial report, Resolution #2016-35, Resolution Accepting Donations and delinquent water bills for shut off.

Public Forum – nothing

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

Public hearing for 230 Central Avenue South nuisance ordinance violation. The property was in City Hall today and was issued a land use permit for a shed. He stated he would have the yard cleaned up by November 19-20. Council advised if he doesn't follow through that a letter be sent advising him a public hearing will be held at the December 8th council meeting.

MOTION BY WIRZ TO HOLD A PUBLIC HEARING FOR 230 CENTRAL AVENUE SOUTH NUISANCE ORDINANCE VIOLATION DECEMBER 8, 2016, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

MOTION BY UNTERBERGER TO ACCEPT THE SHERIFF'S REPORT, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

Planning Commission update- An application was submitted to amend the Zoning Ordinance text to allow fences to be placed up to the property line. A public hearing was held and the Planning Commission made recommendation via Resolution #2-2016 to amend the text to allow fences to be put up to the property line with some conditions. The fence must be maintenance free or the owner must have the ability to maintain the fence without entering the neighboring property. The property owner is responsible for verifying property lines and all portions of the fence must be installed inside the property line. Fences may still be placed on the property line if the adjoining property owner gives written consent. Council reviewed Ordinance #2016-5.

ORDINANCE #2016-5

CITY OF WATKINS

MEEKER COUNTY, MINNESOTA

An Ordinance Amending the City of Watkins Zoning Ordinance in the following sections:

Article XIII

Performance Standards

Section 13.13. FENCING. The following requirements apply to the construction of fences in Watkins:

- A. All boundary line fences shall be entirely located upon the property of the person, firm or corporation constructing or causing the construction of such fence ~~and must be setback at least two (2') feet from property lines and must have the finished side facing out.~~ Fences may be placed up to but not on the property lines provided the fence material is a maintenance free material or owner can maintain the fence without entering the neighboring property. It is the owner's responsibility to verify the location of the property lines. All portions of a fence, including the footings, must be installed inside the property line. The fence may be placed upon the property line if the owner of the property adjoining the petitioner's property agrees, in writing, that such fence may be erected on the division line of the respective properties. Fences or vegetative screening (hedges, for example) located in the side yard or rear yard area must not interfere with street intersection sightlines.

This ordinance shall be in full force and effect from and after its passage and publication as provided by law.

MOTION WAS MADE BY UNTERBERGER TO ADOPT ORDINANCE #2016-5, ORDINANCE AMENDING THE CITY OF WATKINS ZONING ORDINANCE, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

Nuisance properties follow up-241 Western Avenue South. Kramer noted it appeared the shed construction was complete but was unsure about the back yard. This will be viewed before next meeting.

261 Central Avenue South- Owner stated the roof and siding would be repaired by the end of October. There doesn't appear to be any progress on this. Council discussed action to be taken.

MOTION MADE BY UNTERBERGER TO TAKE NEXT STEP AND TURN OVER TO THE CITY ATTORNEY, SECONDED BY WIRZ. MOTION CARRIED.

151 First Street-The attorney anticipates having some answers over the next couple months.

Eileen Hennen has retired as the Village Hall manager. Kramer thought City Hall could handle the rental part and Public Works is willing to check the building. Parties renting the building will need to get to City Hall during business hours to get the key. Jeanne Olson has been cleaning it occasionally and is willing to continue at this time. She charges \$25 per hour. Kramer suggested it be cleaned monthly whether used or not. Council approved.

Public Works suggested a street light at the corner of Luella Street and Cedar Avenue North, one at the corner of Fifth Street and Driftwood Avenue and one mid-block on Julius Drive. Xcel Energy estimated the cost for installation would be \$1,000 for all three lights. The monthly cost with and LED fixture would be \$21.87 per light. If council approves to move forward and final cost would be calculated and a contract would be prepared. Once signed, this would go on their 2017 schedule.

MOTION BY WIRZ TO SIGN AGREEMENT WITH XCEL ENERGY FOR THREE STREET LIGHTS IN FABER ADDITION, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

The Community Solar Garden Agreements are finalized. There will be seven identical agreements; one for each premises.

MOTION BY UNTERBERGER TO ENTER INTO SOLAR GARDEN SUBSCRIPTION AGREEMENT WITH ANDROMEDA CSG1, LLC, SECONDED BY WIRZ. MOTION CARRIED.

The easement and maintenance agreements for the new welcome signs are complete. One agreement would be between the Watkins EDA and the City for the property currently owned by the EDA on the east side of town. The other would be between Mies Properties and the city.

MOTION BY WIRZ TO ENTER INTO EASEMENT AND MAINTENANCE AGREEMENTS BETWEEN THE CITY AND MIES PROPERTIES AND THE CITY AND WATKINS EDA, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

At the October meeting council discussed increasing the per thousand gallon rate from \$4.50 to \$5.00 to the Joint Water Treatment Fund due to increased maintenance costs. Based on the last billing period the average water bill is about \$33.83. A 4,000 gallon bill at current rates (including base fee of \$7) is \$35.20. This would be water only, no sewer charges are included. Council discussed increasing the water rates and the need to possibly increase sewer rates for replacing pumps in the future. Discussion followed.

MOTION MADE BY WIRZ TO INCREASE THE WATER RATE FIFTY CENTS PER THOUSAND GALLONS, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

This increase will be effective January 1, 2017.

Council reviewed the Participation Agreement with Government Payment Service Inc. for processing credit, debit and prepaid card transactions. There would be no charge to the city for this service. The cardholder would be charged the processing fee. The fees are based on the amount of the transaction and range from \$1.50 to \$7.00 for transactions ranging from \$0.01 to \$200.00 and increase \$1.75 for each additional increment of \$50.00, or portion thereof. The service fee for payments processed through their call center is higher. GovPayNet provides the equipment, posters, etc.

MOTION BY UNTERBERGER TO ENTER INTO PARTICPATION AGREEMENT WITH GOVERNMENT PAYMENT SERVICE, INC., SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

Council approved for City Hall to be closed Friday, November 25th.

Council reviewed quotes for installing four new overhead doors and one motor at City Hall. American Door Works submitted a quote for \$10,220.00. Heartland Door Sales quote was \$10,992.00. American Door Works also submitted a service quote. This is not a warranty on the doors. Council discussed and didn't feel a service agreement was necessary.

MOTION BY TSCHUMPERLIN TO ACCEPT THE QUOTE FROM AMERICAN DOOR WORKS TO INSTALL FOUR NEW OVERHEAD DOORS AND ONE MOTOR AT A COST OF \$10,220.00, SECONDED BY UNTERBERGER. MOTION CARRIED.

Council reviewed the 2017 fee schedule. Kramer noted the charge for police reports can be removed as the Sheriff's office handles that. Discussion was held on rental fees for the Village Hall and non-profit use. Currently non-profits are allowed to use it one time per year at no charge. Kramer will check with some other cities to see what their rental fee is.

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

Kramer noted that a Letter of Intent was submitted to MN DOT for funding for a trail from Glenshire to the rest of the city. The full application deadline is January 13, 2017.

Clearwater River Watershed District is preparing a CUP application for Meeker County for the Watkins Stormwater Improvements Project. The application requires they submit a statement from utility companies and from the appropriate public agency commenting on the effect of the proposal on utilities and on public facilities. The city's forcemain runs near this area. Geislinger explained the project to the council. The engineer is reviewing the paperwork that was submitted to the city along with the statement request. Wirz questioned the costs of the engineering fees to the city. Council felt this shouldn't be a cost to the city. Kramer will contact Clearwater River Watershed District about this.

Public Works Director Steve Geislinger noted that Michels is done boring for the gas main for CenterPoint Energy. Fiber optic is also being installed and the boring for that is complete. Meeker County will again supply the salt/sand for the winter season at the same price as last year. Shouldering was done on 4th Street by Centra Sota and Barrier Technology. Meeker County provided the labor and the city will cover the gravel. Street signs destroyed by the tornado will be going up next week.

Council concerns- Tschumperlin noted there has been a black car parked in front of the handicap sign on Central Avenue in the business district for several days. Deputy Defries will check on this.

Wirz noted the city needs to determine what needs to be fixed at McCarthy Park from the tornado damage. The bandstand was destroyed along with one shelter and another shelter that needs to be repaired or rebuilt. There are some residents/businesses that would like to contribute to build a gazebo/bandstand similar to what was there many years ago. Wirz noted this is going to have to be a collaborative effort between the fire department, who uses it for the annual Kraut N' Wurst Day, the council and public. The city does lease this property from CP Rail.

Mayor Eder noted Ron's Excavating rented an excavator for the tornado cleanup and told people in charge that he would have to be paid for that. He donated the trucks and labor. Wirz and Geislinger both stated they remember Ron saying this. Eder will ask Ron's Excavating to submit a bill.

Next regular meeting is December 8th at 7 p.m.

Geislinger also mentioned that a pipe on School Avenue south was repaired and the storm water pond in Faber Addition was cleaned out. Public Works will install a couple posts to visibly mark where city limits end in Faber Addition.

MOTION BY WIRZ TO RECESS THE MEETING UNTIL MONDAY, NOVEMBER 14TH AT 6:30 P.M. TO CANVAS ELECTION RESULTS, SECONDED BY UNTERBERGER. MOTION CARRIED.

Recessed at 8:30 p.m.

Mayor Eder reconvened the meeting at 6:34 p.m. Monday, November 14th at City Hall.

MEMBERS PRESENT: Mayor Frank Eder, Tootz Tschumperlin, Marc Wirz

MEMBERS ABSENT: Brenda Carlson and Sue Unterberger

Council reviewed the 2016 election results.

MOTION BY TSCHUMPERLIN TO ADOPT RESOLUTION #2016-36, RESOLUTION DECLARING 2016 GENERAL ELECTION RESULTS, SECONDED BY WIRZ. MOTION CARRIED.

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

Adjourned at 6:35 p.m.

Submitted by

Deb Kramer
Clerk

ATTEST:

Frank Eder, Mayor