

UNAPPROVED MINUTES  
WATKINS CITY COUNCIL  
THURSDAY, NOVEMBER 12, 2020

Mayor Eder called the regular meeting to order at 7:04 p.m. at City Hall.

MEMBERS PRESENT: Mayor Frank Eder, Tootz Tschumperlin, Sue Unterberger, Marc Wirz, Jason Laumer

MEMBERS ABSENT: None

Others: Jody Bauer, Steve Geislinger, Justice Walker, Deb Kramer, Deputy Ernie Defries

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

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

Items on the Consent Agenda were minutes of October 8, 2020 regular meeting and October financial report.

Public forum – none

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

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

Justice Walker with Mid-MN Development Commission noted another work session may be needed for the ordinance updates. He noted the city could require more permits for policing of the ordinances. There wouldn't necessarily have to be a fee for the permit. If the city doesn't want to require performance bonds to be sure work gets done, it could tighten up procedures. Justice is also working on a Right-of-Way (ROW) ordinance, which would require permits for work done in the ROW and a fee for the permit. Justice presented some information on demolition permits and discussed getting a process set up for them. Alley setback would be at the discretion of the council and can be discussed at the work session. Items to consider would be what kind of permits does the city want and what information does the city want on the permit. Council called for a work session meeting Tuesday, December 15<sup>th</sup> at 6:30 p.m. at City Hall.

The city will have approximately \$38,000 in unspent CARES Act funds that must be returned to Meeker County by November 20<sup>th</sup>. There is a material shortage delay on the new door that is needed by the handicap ramp at the Village Hall. Once this is received and installed the automatic door opener can be installed and hooked up. Funds will be retained to pay those invoices as allowed per the exception from MN Management and Budget.

The law enforcement contract was revised to clearly state the additional hours from April 1 to October 31 would be for 2021 only. If the council would like to extend that into 2022 an amendment to the contract could be done.

MOTION BY UNTERBERGER TO APPROVE THE UPDATED LAW ENFORCEMENT CONTRACT, SECONDED BY WIRZ. MOTION CARRIED.

Mobile home park – An unpermitted home was moved into the park. A land use permit application has been submitted after the fact. Council agreed the penalty needs to be enforced. Council will discuss permit applications for mobile homes at the upcoming work session meeting.

MOTION BY UNTERBERGER TO ISSUE THE LAND USE PERMIT AND ENFORCE THE PENALTY FEE, SECONDED BY LAUMER. MOTION CARRIED.

Preparedness Plan for community buildings was reviewed. Council agreed rather than updating the plan each time new guidelines are issued to revise it to say that renters need to follow state guidelines that are in effect at the time of the event. Anyone reserving the buildings will be advised of any Executive Orders that may be in place at the time.

MOTION BY LAUMER TO APPROVE THE PREPAREDNESS PLAN FOR COMMUNITY BUILDINGS WITH CHANGES AS DISCUSSED, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

Council reviewed a quote from Flash's Gas & Auto for 8 new tires on the tanker truck. Three different models were quoted ranging from \$2,822.96 to \$3,444.64. Council agreed to go with the Toyo brand at a cost of \$3,318.56, plus \$250 for labor to install.

MOTION BY LAUMER TO INSTALL THE TOYO TIRES ON THE TANKER TRUCK, SECONDED BY UNTERBERGER. MOTION CARRIED.

Fee schedule for 2021 was reviewed. Council agreed to increase the fee for Public Works staff time to \$50 per hour/\$75 per hour for overtime. A final schedule will be approved at the December meeting.

EDA update – Alex Neisen has submitted his resignation effective the end of the year.

MOTION BY TSCHUMPERLIN TO ACCEPT ALEX NEISEN'S RESIGNATION, SECONDED BY WIRZ. MOTION CARRIED.

No parking signs will be installed at the lot on Central Avenue owned by the EDA.

MOTION BY UNTERBERGER TO ADOPT RESOLUTION #2020-26, RESOLUTION DECLARING DESIGNATED POLL LOCATION, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

Jason Laumer submitted a letter of resignation from the council and planning commission effective December 15<sup>th</sup>. Laumer will be moving out of city limits.

MOTION BY WIRZ TO ACCEPT THE LETTER OF RESIGNATION, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

A special meeting will be held Friday, November 13<sup>th</sup> at 2:45 to canvas election results.

Kramer noted the vehicle that's on a city alley hasn't moved after a letter was sent. This is an unlicensed vehicle as well. Discussion followed.

MOTION BY LAUMER TO SEND A LETTER ADVISING TO MOVE IT OR IT WILL BE TOWED AT OWNER'S EXPENSE, SECONDED BY UNTERBERGER. MOTION CARRIED.

Public Works Director Geislinger reported the water tower was inspected and there were no major issues. The fire escape at the Village Hall has been installed, but the door still needs to be turned. Geislinger noted the baseball association is doing the water and sewer work at the park. He noted they found the sewer but not the water. They will need to dig further to find the water. Geislinger and Sons is doing the work and asked if the city would help with the extra cost of the water. Geislinger stated a valve needs to be put in as there isn't one at the corner of School Avenue and Second Street North. The plans for the area do not accurately depict what's there.

MOTION BY WIRZ TO CORRECT THE INFRASTRUCTURE AS PLANS SHOW SO IT CAN BE TIED IN, SECONDED BY LAUMER. MOTION CARRIED.

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

Next regular meeting is December 10<sup>th</sup> at 7 p.m.

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

Adjourned at 8:52 p.m.

Submitted by

Deb Kramer  
Clerk

ATTEST:

Frank Eder  
Mayor