

UNAPPROVED MINUTES
WATKINS CITY COUNCIL
THURSDAY, SEPTEMBER 10, 2015

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

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

MEMBERS ABSENT: Sue Unterberger

Mayor Eder added City Engineer Kent Louwagie to the agenda.

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

A MOTION WAS MADE BY TSCHUMPERLIN TO APPROVE THE CONSENT AGENDA, SECONDED BY CARLSON. MOTION CARRIED.

Items on the Consent Agenda were minutes of the August 20, 2015 regular meeting, August financial report, Resolution #2015-30, Resolution Accepting Donations and delinquent water bills for shut off.

Public Forum- Brian Arme requested approval to put down crushed concrete alongside his garage to park a tent trailer and utility trailer. He is unable to park the items in the back yard due to a large hill. His neighbor would like to do the same thing so it would be between the two garages. Discussion followed. Wirz noted that when he and Carlson viewed properties for violations they felt that if there was a curb cut it should be considered a driveway, paved or not. The Zoning Ordinance states that recreational vehicles, automobiles, campers, boats and trailers can only be parked in the front yard when on a paved driveway. Arme noted the items would not extend into the front yard. Public Works Director Steve Geislinger noted the city would want to be sure this wouldn't cause any water backup issues for neighbors. Council felt the request should be referred to Planning and Zoning to consider an amendment or variance.

A MOTION WAS MADE BY CARLSON TO TABLE UNTIL PLANNING AND ZONING REVIEWS, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

Scott Brossard noted he received a final blight notice. Carlson noted there was a truck with no license tabs on it. Brossard stated it has collector plates on it as well as some others. He noted all the vehicles on his property are currently licensed and operable. Brossard noted there are some by the road that he can move to the back yard if needed. Council agreed that if the vehicles are moved behind the house that would be o.k. Brossard noted he has had some problems with his mower and that's why the grass hasn't always been cut timely. Brossard stated he would put the vehicles behind the house. The RV in the driveway is licensed. Wirz noted that if the vehicles are all licensed and put behind and the grass is kept mowed that would go a long way.

Council reviewed the ambulance service bills.

A MOTION WAS MADE BY CARLSON TO APPROVE PAYMENT OF THE BILLS, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

The service would also like to purchase three to four new pagers at \$700 each.

A MOTION WAS MADE BY WIRZ TO APPROVE THE PURCHASE OF NEW PAGERS, SECONDED BY CARLSON. MOTION CARRIED.

Council reviewed the monthly sheriff's report. Deputy Defries reported that everything went well with the state baseball tournament.

A MOTION WAS MADE BY TSCHUMPERLIN TO ACCEPT THE SHERIFF'S REPORT, SECONDED BY WIRZ. MOTION CARRIED.

City Engineer Kent Louwagie presented two resolutions for council action on the Luella Street Improvement Project. An assessment hearing needs to be scheduled. The work is basically done and total project costs are in. Engineering and advertising costs were included in the assessment. Kent noted the project was over on construction cost and engineering due to spending more time there. The assessment amount increased overall by \$1,144.28. The interest rate for the 2007 project and Western Avenue in 2014 was 6%. The term was ten years for the Western Avenue project. Council decided to go with the same rate and term. The public hearing will be held Thursday, October 8, 2015 at 6:30 p.m.

A MOTION WAS MADE BY TSCHUMPERLIN TO ADOPT RESOLUTION #2015-31, RESOLUTION DECLARING COST TO BE ASSESSED, AND ORDERING PREPARATION OF PROPOSED ASSESSMENT, SECONDED BY WIRZ. MOTION CARRIED.

CITY OF WATKINS
MEEKER COUNTY, MINNESOTA
RESOLUTION #2015-31

Resolution Declaring Cost to be Assessed, and Ordering Preparation of Proposed Assessment

WHEREAS, a contract has been let for the Luella Street Improvement project, the improvement of Luella Street between County State Aid Highway 2 and Meeker Avenue by reconstructing the street and the contract price for such improvement is \$104,581.62, and the expenses incurred or to be incurred in the making of such improvement amount to \$39,400.85 so that the total cost of the improvement will be \$143,982.47. NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WATKINS, MINNESOTA:

1. The portion of the cost of such improvement to be paid by the city is hereby declared to be \$106,190.41 and the portion of the cost to be assessed against benefited property owners is declared to be \$37,792.06.
 2. Assessments shall be payable in equal annual installments extending over a period of 10 years, the first of the installments to be payable on or before the first Monday in January, 2016, and shall bear interest at the rate of 6 percent per annum from the date of the adoption of the assessment resolution.
 3. The city clerk, with the assistance of the city's consulting engineer, shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece or parcel of land within the district affected, without regard to cash valuation, as provided by law, and he/she shall file a copy of such proposed assessment in his/her office for public inspection.
 4. The clerk shall upon the completion of such proposed assessment, notify the council thereof.
- Adopted by the council this 10th day of September, 2015.

A MOTION WAS MADE BY WIRZ TO ADOPT RESOLUTION #2015-32, RESOLUTION FOR HEARING ON PROPOSED ASSESSMENT, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

CITY OF WATKINS
MEEKER COUNTY, MINNESOTA
RESOLUTION #2015-32

Resolution for Hearing on Proposed Assessment

WHEREAS, by a resolution passed by the council on September 10, 2015, the city clerk was directed to prepare a proposed assessment of the cost of the Luella Street Improvement project, the improvement of Luella Street between County State Aid Highway 2 and Meeker Avenue by reconstructing the street, and

WHEREAS, the clerk has notified the council that such proposed assessment has been completed and filed in his/her office for public inspection, NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WATKINS, MINNESOTA:

1. A hearing shall be held at 6:30 p.m. on October 8th, 2015 in the city hall located at 111 Central Avenue South to pass upon such proposed assessment. All persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.

2. The city clerk is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and he/she shall state in the notice the total cost of the improvement. He/She shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearing.

3. The owner of any property so assessed may, at any time prior to certification of the assessment to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City of Watkins, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of the assessment. An owner may at any time thereafter, pay to the City of Watkins the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the succeeding year.

Adopted by the council this 10th day of September, 2015

Planning Commission will be holding a public hearing October 7th at 7 p.m. on proposed ordinance amendments. The regular meeting will follow the hearing.

EDA Update- the EDA Board made recommendation to Council to increase the Downtown Rehab Loan maximum loan amount from \$5,000 or 50% of the total project cost to \$15,000 or 50% of the total project cost. The Board also recommended approval of a \$22,000.00 Revolving Loan to David Knutson for roof repairs at Ertl Hardware store.

A MOTION WAS MADE BY TSCHUMPERLIN TO INCREASE THE MAXIMUM LOAN AMOUNT FOR DOWNTOWN REHAB LOAN TO \$15,000 OR 50% OF THE TOTAL PROJECT COST, SECONDED BY CARLSON. MOTION CARRIED.

A MOTION WAS MADE BY TSCHUMPERLIN TO APPROVE A \$22,000.00 REVOLVING LOAN TO DAVID KNUTSON, SECONDED BY CARLSON. MOTION CARRIED.

Pool Committee Update- Carlson noted that the city is getting rid of inventory and shutting the pool down for the winter until next April. Carlson and Unterberger will be meeting during the off season to get more policies set.

Kramer noted a letter was sent to the owner of record for property at 131 Stearns Avenue North stating they have 30 days to remove the debris, level the lot and properly disconnect from city water and sewer. There has been no response at this time. Meeker County Zoning Administrator sent a letter to the owner of 151 First Street and the owner of 100 Central Avenue North stating they have neglected to maintain their buildings and is in violation of the city's Blight Ordinance. The owner of each property was asked to contact the city by September 11th with their intentions to rectify the issues. The owner of 151 First Street did deliver a letter today. Council reviewed the letter but didn't feel the property has improved. The county building inspector recommended it be turned over to the city attorney now. Discussion followed. The county building inspector will be asked to attend the next planning commission meeting. Council wants to be sure of action to be taken before pursuing. Council advised Public Works to take photos from adjoining property or street weekly for documentation. The owner of 100 Central Avenue North has not replied at this time.

A final notice was sent to 230 Central Avenue South allowing 30 days to clean up. If the notice is not complied with it would constitute a violation which is a misdemeanor and the council shall order city personnel to remove or destroy the blight and certify the cost to the county auditor as a special assessment against the property.

A notice was sent to the owner of 140 Central Avenue North allowing 30 days to repair, replace or remove the fence. A notice was sent to the owner of the mobile home park allowing 30 days to remove all homes in disrepair, get all vehicles currently licensed or stored in a building, and clean up the blight within the

park. A notice was sent to 175 Meeker Avenue South to get current license on the vehicle in the driveway within 30 days and a notice was sent to 240 Meeker Avenue South to remove the items being stored in the driveway and front yard that have been deemed a violation. All notices included the date of tonight's meeting for people to attend if they wanted to discuss with the council.

The county building inspector or city attorney will be contacted to be sure the city has the right to give 24 hour notice that it will be entering the property at 230 Central Avenue South to remove the causes of blight. If the procedure is legal, council advised for public works to proceed after the deadline has expired if not cleaned up by the owner.

A MOTION WAS MADE BY CARLSON TO MOVE FORWARD WITH THE NEXT STEP, WHICH MAY INCLUDE THE REMOVAL OF BLIGHT IF LEGAL, SECONDED BY WIRZ. MOTION CARRIED.

Public Works will make arrangements to dispose of the blight if needed.

The fire extinguishers at the Village Hall upper floor were discharged by someone. The fire escape door was found open but not sure when it happened. Public Works is cleaning it up. The Sheriff's Dept. has been notified of the damage. There was no evidence of forced entry or any other damage found.

League of MN Cities will be holding its annual regional meetings around the state. Anyone interested in attending should contact City Hall staff for registration.

A MOTION WAS MADE BY TSCHUMPERLIN TO APPROVE PAYMENT OF BILLS AS PRESENTED, SECONDED BY WIRZ. MOTION CARRIED.

Council agreed that a mail box could be put on Central Avenue South near City Hall as long as the owner understands that the city will not block off any parking for it.

Discussion was held on engineering fees for non-city projects. Kent Louwagie noted he didn't think his office would have much to do with the Clearwater River Watershed District storm water project until plans are ready. Kent noted he would only be involved as much as the city wants. Kent did feel it was important to review the plans because of the city's force main. Kent noted he would not bill any time unless authorized. An agreement could be made for an hourly amount with a cap on it. Kent will check with the watershed district and see if the district would pay for his time.

Public Works Director Geislinger reported the sewer at the skating rink building was dug up. They reinsulated and put on a solid PVC connection. The insulation will be about \$700. Contractor B.E. Kielty Trucking estimated his charge would be approximately \$800 to \$1,000.00. Heat tape was also installed. Geislinger noted they have not investigated the water issue up on School Avenue and Third Street South.

Mayor Eder reported the state baseball tournament went well. There were lots of compliments on the park and the way the tournament was managed. Council was presented with a plaque at the tournament that will be displayed at City Hall.

Special meeting September 17th for levy and budget at 7 p.m.

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

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

Adjourned at 8:40 p.m.

Submitted by

Deb Kramer, Clerk

ATTEST:

Frank Eder, Mayor