

**MINUTES OF THE
WATERTOWN CITY COUNCIL**
Workshop Meeting Tuesday, June 25, 2019

Steve Washburn
Deborah Everson
Lindsay Guetzkow
Adam Pawelk
Michael Walters

1. Call to Order and Roll Call

Mayor Steve Washburn called the Watertown City Council Workshop to order at 5:30 p.m. Tuesday, June 25, 2019 in the Council Chambers of City Hall.

Council Members present: Washburn, Deborah Everson, Lindsay Guetzkow, and Adam Pawelk.

City Staff present: City Administrator Shane Fineran and Clerk/Treasurer Lynn Tschudi.

2. New Business

A. Advisory Board & Commissions

City Administrator Shane Fineran explained to council that he would like feedback on the Watertown boards and commissions. There are currently five advisory boards: Commission on Aging, Planning Commission, Park Board, Economic Development Authority and the Fire Advisory Board. All boards are made up of Watertown residents and a council liaison. All boards have five to eleven members. Terms range from three to six years and are set in statute and ordinance.

Everson asked how the number of board members are determined for each commission. Fineran said it is dictated in local ordinance and the city has the authority to change the number. Pawelk said the roles of each commission have been better defined over the past few years. Everson said the capital investment planning helps make the members of the commissions more involved. Washburn said the city strategic planning process is important. He would like to see the strategic planning continue and involve the commissions. Washburn would like to see training opportunities taken advantage of by the commissioners. Everson said the League of MN Cities offers beneficial training opportunities.

Pawelk would like to see more clarity around the commission member terms.

Council discussed recruitment for open positions. Fineran expressed his concern for the low interest in joining commissions the past year. Washburn said improving the outreach and engagement with our digital footprint will allow residents to become more involved.

Everson asked if anyone had history on the development of the Fire Advisory Board. Guetzkow said it was to give the townships a voice, however their attendance is not consistent. Pawelk suggested talking to the FAB regarding roles and township representatives as well as the goal of the FAB.

Washburn would like to see the council members discuss the outcome from this discussion with the commissioners. Guetzkow suggested mentioning the accomplishments of the commissions when trying to recruit for new members.

Council discussed the commission terms. Fineran said the language in the code is vague relating to term limits. Fineran asked council what the process should be at the end of a member's term. Washburn is not interested in setting term limits. Guetzkow suggested a short interview/review with the commissioner. Everson suggested asking current members for their feedback. Council discussed having an annual review with the commissions.

3. Adjournment

Workshop adjourned at 6:26 pm.