

**MINUTES OF THE
WATERTOWN CITY COUNCIL**
Regular Meeting Tuesday, December 10, 2019

Mayor Steve Washburn
Deborah Everson
Lindsay Guetzkow
Adam Pawelk
Michael Walters

1. Call to Order and Roll Call

Pursuant to due call and notice thereof, the regular meeting of the Watertown City Council was called to order at 6:33 p.m. Tuesday, December 10, 2019 in the Council Chambers of City Hall by Mayor Steve Washburn.

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

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

2. Adopt Agenda

EVERSON MOVED, GUETZKOW SECONDED A MOTION TO ADOPT THE AGENDA AS PRESENTED. MOTION CARRIED 5-0.

3. Consent Agenda Discussion and Approval

All items listed under the consent agenda are considered to be routine by the City Council and will be enacted by one motion on an affirmative vote by roll call of a majority of the members present. There will be no separate discussion of these items unless a Council member or citizen so requests, in which event, the item(s) will be removed and discussed prior to the adoption of the consent agenda.

WALTERS MOVED, PAWELK SECONDED A MOTION TO ADOPT THE CONSENT AGENDA AS PRESENTED. MOTION CARRIED 5-0.

- A. Adopt a motion to approve City Council Workshop Meeting Minutes from November 26, 2019
- B. Adopt a motion to approve City Council Regular Meeting Minutes from November 26, 2019
- C. Consider Resolution #2019-157, Authorizing City Clerk/Treasurer to Pay 2nd Half December Claims
- D. Consider Resolution #2019-167, Adopting Revised Employee Handbook Section 11.22
- E. Consider Resolution #2019-166, Approving Contract for Police Services for the 2020 and 2021 Calendar Year
- F. Consider Resolution #2019-170, Approving Disbursement and Use of Bremer Bank Rewards
- G. Consider Resolution #2019-172, Authorizing Solicitation of Quotes for Capital Project #CI100, Ceiling Tile and Blind Replacement
- H. Adopt a motion to approve City Council Special Meeting Minutes from December 3, 2019
- I. Consider Resolution #2019-174, Accepting Voluntary Resignation of Commission on Aging Member
- J. Consider Resolution #2019-174, Appointing Fire Officer Captain Positions

4. Open Forum

5. New/Old Business

- A. 2020 Budget & Levy Adoption

City Administrator Fineran said the general fund tax levy has been finalized along with the 2020 pay scale and fee schedule. Fineran said the preliminary levy was adopted in September and was set at \$2,100,000 and has since been reduced. The current levy sits at \$2,085,000. Fineran reviewed the tax rate of 54.57% for council and how it is derived. He said the average valued home will be impacted by about 1.42% or \$19.84 a year.

Walters said he is happy with the small increase.

Fineran explained the changes to the 2020 fee schedule. He highlighted some changes: utility rates, building permit fixed fees, and business subsidy escrow.

GUETZKOW MOVED, EVERSON SECONDED A MOTION TO ADOPT RESOLUTION 2019-168, ADOPTING A 2019 TAX LEVY FOR THE CITY OF WATERTOWN FOR COLLECTION IN 2020. MOTION CARRIED 5-0.

EVERSON MOVED, PAWELK SECONDED A MOTION TO ADOPT RESOLUTION 2019-169, ADOPTING 2020 BUDGET FOR ALL GENERAL, ENTERPRISE, FIRE, EDA, AND CAPITAL INVESTMENT ACTIVITIES. MOTION CARRIED 5-0.

PAWELK MOVED, WALTERS SECONDED A MOTION TO ADOPT RESOLUTION 2019-170, APPROVING THE CITY PAY PLAN FOR 2020. MOTION CARRIED 5-0.

PAWELK MOVED, EVERSON SECONDED A MOTION TO ADOPT ORDINANCE 416, AN ORDINANCE ESTABLISHING A UNIFORM SYSTEM OF FEES, CHARGES, COSTS AND RATES FOR CITY LICENSES, PERMITS, APPLICATIONS, INFORMATION, SERVICES, AND OTHER MATTERS. MOTION CARRIED 5-0.

6. Other Reports

Fineran updated that there is an open house on Wednesday December 18th for the trail connection from Highway 25 to Lewis Avenue. There is also a planning commission meeting on December 19th.

Guetzkow updated that the EDA met and adopted their final budget and levy. She informed residents there will be another developer's day in spring 2020.

Washburn updated that there are vacancies on the Commission on Aging.

7. Claims

GUETZKOW MOVED, EVERSON SECONDED A MOTION TO APPROVE THE CLAIMS ROSTER FOR THE 2019 BUDGET. MOTION CARRIED 5-0.

8. Adjournment

Members of the City Council and City staff may convene directly following the adjournment of the meeting at the Luce Line Lodge in a purely social event. Members of the public are welcome to attend.

PAWELK MOVED, WALTERS SECONDED A MOTION TO ADJOURN THE MEETING AT 6:54 PM. MOTION CARRIED 5-0.