

**MINUTES OF THE
WATERTOWN CITY COUNCIL**
Regular Meeting Tuesday, April 9, 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 6:30 p.m. Tuesday, April 9, 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, City Engineer Andrew Budde, Public Works Superintendent Mike Dressel and Clerk/Treasurer Lynn Tschudi.

Those who signed in were: Tracy Hulley, Roger Roy, Denice & Hubie Widmer, Allen Lange, Shawn Klein and members from the Watertown Fire Department.

2. Adopt Agenda

Fineran noted that the agenda has been modified to remove item 3G from the consent agenda.

EVERSON MOVED, GUETZKOW SECONDED A MOTION TO ADOPT THE AGENDA AS MODIFIED. 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.

GUETZKOW MOVED, WALTERS 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 March 12, 2019
- B. Adopt a motion to approve City Council Regular Meeting Minutes from march 12, 2019
- C. Adopt a motion to approve City Council Special Meeting Minutes from march 20, 2019
- D. Consider Resolution #2019-46, Approving Alternate Office Schedule for Summer
- E. Consider Resolution #2019-47, Approving 3.2 Beer License for Watertown Lions at Red Devils Games
- F. Consider Resolution #19-55, Approving Irrigation Service Contracts for 2019
- G. Consider Resolution #2019-56, Approving Use of Streets and Sidewalk Sale
- H. Adopt a motion to approve Pay Application #1 for Riverpointe Stream Bank Stabilization

4. Open Forum

5. New/Old Business

- A. Resignation of Glen Hulley, Firefighter

Chief Schroeder addressed council to inform them of Glen Hulley's retirement. Glen served 24 years on the Watertown Fire Department. Hulley was the main person in charge of fire safety and public education. Hulley organized events at the school including the mock crash at the High School. Mayor Washburn thanked Hulley for his service.

EVERSON MOVED, GUETZKOW SECONDED A MOTION TO ADOPT RESOLUTION 2019-57 ACCEPTING THE VOLUNTARY RESIGNATION OF FIRE FIGHTER. MOTION CARRIED 5-0.

B. Request to Adjust ERU Calculation

City Administrator Fineran said that the new owner of the Watertown Mobile Home Park (Rock Island Homes) is requesting a reduction in their ERU or equivalent residential units. Currently, the park is being billed for 44 units, however there are only 30 mobile homes existing on the site. A reduction in the ERU would result in a \$6,000 savings for the business owner.

Guetzkow asked if the Riverside Terrace mobile home park is being billed on full capacity or actual units. Fineran said they are being billed on full capacity. Guetzkow asked how often units are replaced or moved out of a mobile home park. Everson asked how the decrease in revenue will affect budgeting. Fineran said this will be easy to budget for since it is the base charge rather than usage charge. Forecasted revenue will be adjusted based on any adjustment made to the ERU's.

Joe Swanson with Rock Island Home addressed council. Swanson said the actual usage can range from very low to over \$3,000 per month. These total bills are being split evenly among home owners. Swanson said there is a high demand for affordable housing and mobile homes are the most affordable means of housing. Swanson made the request because water is not being used on the empty lots. Swanson said they do value city water and sewer services.

Pawelk asked about the 14 empty lots and what restrictions there are on moving new units in. Swanson said that there are at least five lots that will not be able to be built on. The intention is to fill to capacity. Guetzkow asked how connection fees are assessed on new mobile home units. Fineran said that there is one connection to one meter and the rest is the responsibility of the business owner. Fineran said when new mobile homes are brought in, it's strictly a building fee without any SAC/WAC fees. Everson asked what Swanson is hoping the reduction of this fee will do. Swanson said it will create savings for the homeowners.

Washburn told Swanson that he feels like the property is not clean or safe. He thinks the properties are an embarrassment to the city. Washburn feels nothing has been done to improve the conditions at the mobile home park. Swanson addressed Washburn to explain that there has been a decrease in drugs and crimes. He is also performing background checks on all new residents.

WALTERS MOVED, PAWELK SECONDED A MOTION TO ADOPT RESOLUTION 2019-58, APPROVING EQUIVALENT RESIDENTIAL UNIT ASSIGNMENT FOR ROCK ISLAND HOMES. MOTION CARRIED 3-2, WASHBURN AND EVERSON VOTING NEY.

C. 2019 Pavement Maintenance Projects

Fineran explained that there are four planned pavement maintenance projects scheduled for 2019. These include seal coat, replay seal coat, crack seal, and pavement markings. The total budgeted for seal coat is \$111,587. The areas to be completed are Sugarbush, Tuscany and areas around Oak

Grove community park. The replay sealer will be used on the recently milled and overplayed areas that were done in 2017. Pearson brothers was the low quote for the seal coat. The low bidder on the replay seal coating was Bargaen.

Pawelk asked about using the replay on the streets. Public Works Superintendent Mike Dressel explained the benefits and the hope that it will increase the life of the streets. Dressel said the replay can be applied over street paint to preserve it. Dressel would like to see a side by side completed in the future.

Washburn asked what the warranty is on the replay product. Dressel said 2 years.

Fineran said there were 4 responses for the crack seal project. This is completed prior to a seal coat as well as the year following a mill and overlay. There is \$35,000 budgeted for this out of the operating budget. Northwest Asphalt was the low bidder on the crack seal project.

1. Seal Coat Project

GUETZKOW MOVED, EVERSON SECONDED A MOTION TO ADOPT RESOLUTION 2019-48, APPROVING LOW QUOTE FOR SEAL COAT PROJECT. MOTION CARRIED 5-0.

2. Replay Seal Coat Project

WASHBURN MOVED, EVERSON SECONDED A MOTION TO ADOPT RESOLUTION 2019-49, APPROVING LOW QUOTE FOR REPLAY SEAL COAT PROJECT. MOTION CARRIED 5-0.

3. Crack Seal Project

PAWELK MOVED, GUETZKOW SECONDED A MOTION TO ADOPT RESOLUTION 2019-50, APPROVING LOW QUOTE FOR CRACK SEAL PROJECT. MOTION CARRIED 5-0.

4. Pavement Markings Project

EVERSON MOVED, WALTERS SECONDED A MOTION TO ADOPT RESOLUTION 2019-51, ACCEPTING LOW QUOTE FOR 2019 PAVEMENT MARKINGS. MOTION CARRIED 5-0.

D. 2019 Mill & Overlay Project Award

City Engineer Andrew Budde addressed council to inform them of the low bidder for the 2019 Mill and Overlay project. Omann Contracting was the low bidder for the project at \$199,986.94. The city had budgeted \$335,131 for the mill and overlay project. Guetzkow asked about the deadline for the work. Budde said most of the work will be completed during May and June, with 28 days to complete the work once it is started.

PAWELK MOVED, WALTERS SECONDED A MOTION TO ADOPT RESOLUTION 2019-52, AWARDED THE 2019 MILL AND OVERLAY PROJECT. MOTION CARRIED 5-0.

E. 2019 Cured in Place Pipe Lining Project Award

City Engineer Andrew Budde addressed council to inform them of the low bidder for the 2019 Cured in Place Pipe Lining project. Low bidder was Insituform for a total of \$89,110.70. Budde explained the process that is included in the CIPP. The engineering and inspection cost is 25% of the total. Completion date for this project is May of 2020 due to a backlog of projects with the vendor. The extension of the completion date creates a savings for the city. Budde explained the reasoning for the higher engineering cost for the CIPP.

PAWELK MOVED, EVERSON SECONDED A MOTION TO ADOPT RESOLUTION 2019-53, AWARDING THE 2019 CURED IN PLACE PIPE LINING PROJECT. MOTION CARRIED 5-0.

F. Fire Capital Project - Rescue 12

Fire Chief Ryan Schroeder addressed council to explain the low quote for a 2019 Chevy Suburban to be used as Rescue 12. The fire department will also be equipping the Suburban as an emergency vehicle, so an additional equipment will be needed. The total cost for purchasing the Suburban, equipping the Suburban, as well as additional equipment is \$73,054.05 which is below the budgeted amount of \$90,040. Schroeder explained that a truck committee was formed in order to determine the needs and obtain bids appropriately.

EVERSON MOVED, GUETZKOW SECONDED A MOTION TO ADOPT RESOLUTION 2019-54, AUTHORIZING THE ACQUISITION OF 2019 CHEVROLET SUBURBAN AND APPERTUNANT EMERGENCY EQUIPMENT. MOTION CARRIED 5-0.

G. Fire Capital Project - Heavy Maintenance RFQ

Fire Chief Ryan Schroeder addressed council to inform them of some needed maintenance on equipment. Both Engine 11 and Tanker 11 are in need of heavy maintenance due to their age. Schroeder explained these updates include tires, back-up camera and lighting. The department would like these items to remain functional through the vehicle life. Schroeder is asking for authorization to solicit quotes. Everson asked how long the 1997 tanker will be held in service. Schroeder said until the equipment is 30 years old (2027).

GUETZKOW MOVED, EVERSON SECONDED A MOTION TO ADOPT RESOLUTION 2019-59, AUTHORIZING THE SOLICITATION OF QUOTES FOR HEAVY MAINTENANCE FOR TANKER 11 AND ENGINE 11. MOTION CARRIED 5-0.

6. Other Reports

Ryan Schroeder reported that 2019 has been busy and on pace to break the record for number of calls. Recent calls include a fire at the mobile home park. Training has taken place two times a month as well as during meetings. The administrative side has been busy with updating policies and they are currently hiring new candidates.

Mike Dressel asked residents for patience when plowing gravel areas and trails. Dressel would like to not plow trails this snowfall due to damaging the yards.

Fineran updated that the annual Community Clean-up is April 27th at the industrial park from 8-11am.

Pawelk updated that the park commission met to discuss a trail and sidewalk master plan. Next park board

meeting is April 17th at 6:30.

Walters updated the state of the city meeting was in March.

Everson updated on the fire advisory board meeting.

Washburn updated on the senior dance which was well attended on April 6th. Washburn also reported that the Star Tribune attended the Commission on Aging meeting on April 3rd to learn more about what Watertown is doing to assist in the aging of the residents. Washburn said the city is active in looking for senior housing developers.

7. Claims

PAWELK MOVED, WALTERS 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. Membes of the public are welcome to attend.

EVERSON MOVED, GUETZKOW SECONDED A MOTION TO ADJOURN THE MEETING AT 8:27 PM. MOTION CARRIED 5-0.

Steve Washburn, Mayor

ATTEST: _____
Lynn Tschudi, Clerk/Treasurer