



Watertown City Council  
Regular Meeting

Mayor Michael Walters  
Adam Pawelk  
Fred McGuire  
Dan Schuette  
Kay Thul

10/10/2023 - Minutes

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 in the Council Chambers of City Hall at 6:30 p.m. on Tuesday, October 10, 2023, by Mayor Mike Walters.

Councilmembers present: Mike Walters, Adam Pawelk, Fred McGuire, and Kay Thul.

Councilmembers absent: Dan Schuette

City Staff present: City Administrator Jake Foster, Admin Service Director Michael Sommerfeld

2. Adopt Agenda

**COUNCILMEMBER THUL MOVED TO APPROVE THE AGENDA AS PRESENTED. COUNCILMEMBER MCGUIRE SECONDED. MOTION CARRIED 4-0.**

3. Consent Agenda Discussion And Approval

**COUNCILMEMBER MCGUIRE MOVED TO APPROVE THE CONSENT AGENDA AS PRESENTED. COUNCILMEMBER THUL SECONDED. MOTION CARRIED 4-0.**

3.A. 3A - Forest Hills 8th LOC Reduction

3.B. 3B - WWTF Pay App No. 17

3.C. 3C - 2023 CofC Halloween Street Closure

3.D. 3D - 2023 Peace Lutheran Food Drive Use Of Parking Lot

3.E. 3E - Crow River Bank Restoration Pay App 1

3.F. 3F - 2023 Mill And Overlay Pay App No. 4

3.G. 3G - 2020 Mill And Overlay Project Closeout

4. Open Forum

5. New/Old Business

5.A. 5A - Kieffer Street Drainage Improvements

Phillip Schrupp, Bolten & Menk presented the information for the Keifer Street Drainage project. Over the years the city has received several complaints about the drainage along the Keefer Street drainage and potential flooded basements between Franklin and Westminster. This is a unique area that is platted right away and is responsible of the city, but does not currently have a street in it. The area has partial encroachment by St. John's Lutheran Church, and then the other half is a lower side that drains generally to the southern area there.

There's many volunteer trees, 10 to 12 inches. Over the time, many volunteer trees have come up and leaf litter has impeded the flow. If authorized, staff would complete the design and construct the site in a manner that allows the drainage away from the residential property to alleviate the potential flooding issues. The project will include clearing the existing trees within the right-of-way, grading the area to drain to the south towards Westminster Ave, and then adding storm sewer that will connect into the existing system. If authorized, Public Works would plan on removing the trees within the city right-of-way this winter in advance of the project. All trees outside of the right-of-way will be protected to the extent possible, unless a homeowner is requesting, then we would listen to their request to remove a tree.

Staff anticipates notifying the property owners along the project and reaching out in person to provide clarity about the project. Plans and specifications are anticipated to be completed in December for council approval. Quoting opening could occur in late January, and then the project could be awarded in February by council approval. The general budget impacts, this would be a general storm sewer repairs. They're programmed in the CIP for a project of this nature. It's anticipated to be cost in the \$50,000 range. Funding is a stormwater capital funds. Staff is recommending authorization of preparation and plans and specifications for the Kieffer Street drainage improvements

Councilmember McGuire had a question regarding the difference between a previous proposal that came in before the council in the Forrest Hills area.

Jake Foster explained this is different because this is actually city property, because when they extended Kieffer Street extends, there is a unimproved right of way the city owns. When the City staff talked to the neighbors in that area, the water actually drains into their backyards and homes. This has been an issue for a number of years, and in evaluating it, talking with staff, talking with engineers, talking with the homeowners, because it is on city property, it's technically dedicated right away, it is essentially the cities responsibility. The many difference from the Forest Hills one, it was on private property. The utility right of way goes right up to the park lot of St. Paul's church and there is a possibility to narrow the right of way to eliminate the encroachment of the parking lot. The work on this project would be done in Spring 2024.

**MAYOR WALTER MOVED TO AUTHORIZE THE PREPARATION OF PLANS AND SPECIFICATIONS FOR THE KEIFER STREET DRAINAGE PROJECT. COUNCILMEMBER THUL SECONDED. MOTION CARRIED 4-0.**

6. Other Reports

Jake Foster reported, Phillip Schrupp. and Mike Dressel meet with Kyle Jarvis from the Chamber regarding the 2025 Mill and Overlay project which will be involving the downtown Lewis Avenue area. The current streetlights are in the middle of our sidewalk and are not ADA compliant. There is a possibility for grant money to make the necessary improvements to make our downtown ADA compliant. There will be a meeting on this topic on October 24, 2023 at 10 am. this will include the business community, EDA, Planning Commission, Commission on Aging, and also Erin Schuller, Superintendent of the school district. Staff did interview one candidate for the Deputy Clerk position so far and are waiting on another potential candidate.

Public Works Superintendent, Doug Kammerer gave a update on the water plant construction process. The construction is on schedule and hopefully the council can get a tour of the new facility soon.

Councilmember Pawelk stated the Highland Park construction is almost finished.

Councilmember Thul reported on the Commission on Aging, the Senior Dance was a success and the Senior Dinner will be on December 5th.

Councilmember McGuire asked for a updated on the water tower. Mr. Foster gave a update on the negotiation on the potential water tower property. The landowner basically backed out of the previous agreement.

7. Claims

**COUNCILMEMBER MCGUIRE MOVED TO APPROVE THE OCTOBER 10, 2023 CLAIMS PACKET. COUNCILMEMBER PAWELK SECONDED. MOTION PASSED 4-0.**

7.A. 7A - 10-10-23 Claims

8. Adjournment

**COUNCILMEMBER MCGUIRE MOVED TO ADJOURN THE OCTOBER 10, 2023 CLAIMS PACKET. COUNCILMEMBER PAWELK SECONDED. MOTION PASSED 4-0.**

**309 Lewis Avenue South; P.O. Box 279, Watertown, MN 55388**

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Michael Walters, Mayor

ATTEST: \_\_\_\_\_

Jake Foster, City Administrator