



## Watertown City Council

Mayor Steve Washburn  
Deborah Everson  
Lindsay Guetzkow  
Adam Pawelk  
Michael Walters

### 10/13/2020 - 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 at 6:30 p.m. Tuesday, October 13, 2020 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 at City Hall: City Administrator Shane Fineran and Lynn Tschudi.

Guest: Darren Schuler.

Those who signed in: Nancy Pysick.

#### 2. Adopt Agenda

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

#### 3. Consent Agenda Discussion And Approval

**EVERSON MOVED, WALTERS SECONDED A MOTION TO APPROVE THE CONSENT AGENDA AS PRESENTED. MOTION CARRIED 5-0.**

3.A. Adopt A Motion To Approve City Council Workshop Meeting Minutes Of September 22, 2020

3.B. Adopt A Motion To Approve City Council Regular Meeting Minutes Of September 22, 2020

3.C. Consider Resolution #2020-116, Accepting Grant Funds

- 3.D. Consider Resolution #2020-117, Approving Letter Of Credit Reduction
- 3.E. Consider Resolution #2020-118, Electing To Participate In LHIC Program
- 3.F. Adopt Resolution #2020-119, Appointing Brian Lonquist To The Park Commission

#### 4. Open Forum

#### 5. New/Old Business

##### 5.A. Introduction Of Watertown-Mayer School District Superintendent

Watertown-Mayer Superintendent Darren Schuler approached the podium to address council. Schuler introduced himself and stressed that the school/city relationship is very important. Schuler updated on the back to school models at Watertown-Mayer Schools. Superintendent Schuler explained that the models are dependent on COVID numbers from Carver County, the school district, and the City of Watertown.

Schuler updated that the school district has released bids for improvements to all three buildings in the district. The outside projects include the track and football field with bids occurring in January 2021.

Council Member Everson asked if there is a plan in place for those distance learning students who are not connecting with teachers or logging in. Schuler said those students are being identified and are being contacted individually by the principal. The second step is the social worker contacting the families. The third step is the county contacting the family. Schuler said it is difficult for parents to help the students, but the students do need help from someone.

Council Member Guetzkow stated how important projects through town impact both the school and the City. She gave examples of road construction and the Carver County Officers.

Council welcomed Schuler to the community.

##### 5.B. Domestic Violence Awareness Month

Christy Larson with Southern Valley Alliance approached council. Larson stated Southern Valley Alliance, located in Belle Plaine, is the only domestic violence service provider in Carver County. They provide legal support, emergency support, and many other services. Last year they served over 1,500 people dealing with domestic violence. Larson explained that October is domestic violence awareness month. Washburn thanked Larson and is glad to help get the word out about domestic violence. Mayor Washburn read the proclamation.

Guetzkow suggested posting the proclamation on the City of Watertown Facebook site along with resources to the Southern Valley Alliance website.

**WALTERS MOVED, EVERSON SECONDED A MOTION TO ADOPT A PROCLAMATION DECLARING OCTOBER DOMESTIC VIOLENCE AWARENESS MONTH. MOTION CARRIED 5-0.**

##### 5.C. Community Center Re-Opening Plan

City Administrator Fineran said the community center is heavily used by many non-profit groups throughout the Watertown. Pre-pandemic there were about 20 civic groups actively using the facility in addition to the paid events such as wedding receptions and Christmas parties. Fineran said with a re-opening plan, the City would make available room A and B to the local civic groups with each room being limited to 10 people. All groups would be required to complete a rental agreement, pay a damage deposit, and provide a copy of insurance. Each of the civic groups would need to provide a COVID response plan in addition to the rental agreement. The community center would only be available to one group at a time, with the City having

priority for their regularly scheduled meetings. Fineran said cleaning at City Hall is occurring three times per week, but the meeting rooms are not being cleaned daily. It would be the responsibility of each of the groups to clean before they leave. Fineran informed council that staff does not support the re-opening of the community center, but they support any decision that is made by council.

Council Member Pawelk asked where and when the groups have been meeting. Washburn said toastmasters has been meeting at Highland Park, as well as the Chamber of Commerce, Rails to Trails, and the Lions. Pawelk asked what the alternative would be. Washburn said Toastmasters is asking for an indoor location. Guetzkow said as the weather changes, an indoor location is needed. She said Zoom may not be an option for everyone. Guetzkow said some groups are reserving tables at local restaurants; taking space away from their paying customers.

Everson asked if the groups will have the option of one or two rooms or if staff is looking to land on one option. Everson is asking how to minimize resident and employee contact outside of what is already being done. Administrator Fineran said by not allowing meetings during the day it would limit staff interaction. Council Member Walters asked how much the security deposit is. Fineran said \$250, however these groups have never been asked to pay this in the past. Walters asked the room capacity of the three rooms. Fineran said 275 people. Walters suggested using a Graco sprayer to sanitize daily. Walters also said the offices are separated from the meeting rooms, so employees should not need to be near the attendees. Guetzkow asked staff to walk through the chart included in the packet. Fineran explained he surveyed nearby cities asking if they were open for event space and what the capacity is. Mayor Washburn asked if Saturday and Sunday would be open for the groups to rent.

Washburn proposed 5-9pm on Tuesday, Wednesday and Thursday 5-9pm, all day on Friday, Saturday, Sunday, closed on Mondays. Washburn explained that the intent is to avoid the schedules of employees and utilize the current cleaning schedule. Guetzkow suggested enforcing a cleaning fee and damage fee. Walters voiced his concern on the restriction of 10 people per room and no daytime hours. Guetzkow feels that 25% capacity for each room is much more accommodating. Council Member Guetzkow noted that the community center is paid for by the taxpayers and by staying closed the City is doing the community a disservice.

Council Member Everson would like to see a starting point to know which groups are utilizing the facility.

Mayor Washburn clarified that the room assignments will be on a first come first serve basis. Washburn suggested using only room A at a 25% capacity for less of a cleaning burden. Council will continue to have B & C for meetings and not have to worry about opening and closing the wall. Guetzkow would like to see which groups are not back to using the community center by January and what the hurdle is. Council Member Pawelk stressed that it is important to keep the employees safe.

**WALTERS MOVED, EVERSON SECONDED A MOTION TO RE-OPEN THE COMMUNITY CENTER ROOM A AT 25% CAPACITY WHEN NOT IN CONFLICT OF CITY BUSINESS, AND WITH ALL ADDITIONAL CLEANING COSTS ADDED TO THE BUDGET, FOR THE FOLLOWING TIMES: TUESDAY – THURSDAY 5-9 PM, ALL DAY FRIDAY, SATURDAY AND SUNDAY. MOTION CARRIED 5-0.**

## 6. Other Reports

City Administrator Fineran reported the 2020 Mill and Overlay project is in the restoration phase. The hockey rink will have boards installed during November. The Xcel gas line project should be finishing in the next few weeks.

Council Member Pawelk reported there is a Park Commission meeting Wednesday, October 21 at 6:30 p.m. Pawelk noted there is a new Park Commission member who has been appointed.

Council Member Everson reported the EDA met to approve agreements for the coronavirus relief grants.

Council Member Guetzkow reported the Community Education Advisory Board met on Thursday, October 8. Community Ed will not be printing paper catalogs but rather sending postcards to residents. Guetzkow updated the Community Learning Center playground will be replaced in the spring.

Mayor Washburn updated the Luce Line trail connection turned out very well. He said the local businesses have been thanking the EDA for their work to give money back to the businesses. Washburn shared the Barn Quilt Tour book.

7. Claims

7.A. Approve October 13th, 2020 Claims Roster

**GUETZKOW MOVED, EVERSON SECONDED A MOTION TO APPROVE THE 2020 CLAIMS AS PRESENTED. MOTION CARRIED 5-0.**

8. Adjournment

**WALTERS MOVED, PAWELK SECONDED A MOTION TO ADJOURN THE MEETING AT 8:15 PM. MOTION CARRIED 5-0.**

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

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Mayor, Steve Washburn

ATTEST: \_\_\_\_\_  
Clerk/Treasurer, Lynn Tschudi