



Watertown City Council  
Regular Meeting

Mayor Michael Walters  
Kay Thul  
Adam Pawelk  
Fred McGuire  
Dan Schuette

4/11/2023 - 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, April 11, 2023, by Mayor Michael Walters.

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

Councilmembers absent: Dan Schuette

City Staff present: City Administrator Jake Foster, Administrative Services Director Margaret Reisdorf, and Public Works Superintendent Mike Dressel.

Others Present: Andrew Budde City Engineer and Phillip Schrupp City Engineer.

2. Adopt Agenda

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

3. Consent Agenda Discussion And Approval

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

Walters pointed out several items being passed under the consent agenda. He expressed thanks to the Watertown Lion's Club for their monetary donation to the parks, and the donation of three benches: one from the Watertown Fine Arts Council and two from resident Ms. Nancy Anderson to be placed in the dog park area.

Walters also thanked Sam Schuler and the Schuler family for their request to place a Little Free Library adjacent to the Wetlands of Watertown. He mentioned that the family is excited to install the library and

maintain it and offer it to the public.

Walters welcomed Wesley Christ on his appointment to the City's Park Commission.

- 3.A. 3A - March 28, 2023 City Council Meeting Minutes
  - 3.B. 3B - Lions Donation
  - 3.C. Community Center Use And Fee Waiver
  - 3.D. WWTF Pay Application No. 11
  - 3.E. 3E - ICC Gambling
  - 3.F. 3F - Call For Public Hearing
  - 3.G. 3G - Bench Donations
  - 3.H. 3H - Little Free Library Placement Request
  - 3.I. 3I - Parks Commission Appointment - Christ
- 4. Open Forum
  - 5. New/Old Business
    - 5.A. Grove Street Rink Coating

Dressel introduced this item to the City Council. He informed that at the February 28<sup>th</sup>, 2023, City Council meeting, the City Council approved the solicitation of quotes for the acrylic coating of the Grove Street Hockey Rink. Dressel stated that staff reached out to three companies for quotes and that two were received.

Surface Pro	\$28,500.00
Court Surfacing & Repair	\$25,450.00
C & H Sport Surfaces	No quote

Dressel informed that the low quote was from Court Surfacing and Repair. He stated that this company has done work for the city in the past and that the latest project was the Wildflower basketball court.

Dressel explained that the company would be able to come in and do the work in May or June, depending on the weather. Dressel stated that the company is recommending a light blue surface color with white stripes for court lines.

Dressel stated that the project budget is \$30,000 and therefore came in under budget.

McGuire asked if there could be a different color for the "kitchen" part of the pickleball court.

Dressel stated that he could look into a different color.

Thul agreed to the looking into of a different color for that part of the court.

**MCGUIRE MOVED TO APPROVE RESOLUTION 2023-19 APPROVING THE LOW QUOTE FOR THE**

**ACRYLIC COATING ON THE GROVE STREET HOCKEY RINK AND APPROVED SOLICITING QUOTES FOR THE ADDED COLOR NOT TO EXCEED \$3,000. THUL SECONDED. MOTION PASSED 4-0.**

5.B. 5B - 2023 Mill And Overlay

City Engineer, Phillip Schrupp, introduced this item to the City Council. He informed that at the February 28<sup>th</sup> City Council meeting, that staff presented the final plans and specifications of the 2023 Mill and Overlay project and gave staff authorization to bid out the 2023 Mill and Overlay project.

Schrupp provided an overview of the scope of the project and what is all included within the project.

He informed that the project was bid out with the entirety of the project scope, along with two alternative projects.

Schrupp stated that project bids were opened on March 30, 2023 and that eight (8) total bids were received. He mentioned that the low bid came from WM Mueller and Sons from Hamburg, MN.

Schrupp provided a breakdown of the bids.

<b>Bidder:</b>	<b>Total Base Bid Plus Two Alternatives:</b>
WM Mueller & Sons	\$1,477,193.90
Valley Paving	\$1,519,618.67
Mid Minnesota Hot Mix	\$1,544,810.38
Park Construction	\$1,571,305.94
Bituminous Roadways	\$1,588,847.93
Omann Brothers Paving	\$1,674,145.23
Duininck	\$1,697,228.54
GMH Asphalt	\$1,945,614.71

The low bid for each portion of the project is summarized below:

<b>Project Part:</b>	<b>Engineer's Estimate:</b>	<b>Low Bidder:</b>
Base Bid	\$1,782,628.00	\$1,402,387.51
Alt 1– 30 <sup>th</sup> Street Paving	\$83,439.00	\$57,890.55
<u>Alt 2 – Forest Hills Sidewalk</u>	<u>\$21,267.00</u>	<u>\$16,915.84</u>
<b>Totals -</b>	<b>\$1,887,334.00</b>	<b>\$1,477,193.90</b>

Schrupp informed that the engineer's estimate for the project was about \$1.9 million and that the project came in about \$300,000 below budget. He explained that the budget for the project was over \$2 million. He expected that after legal fees/bonding fees/engineering fees that the total project cost would be about \$1.7 million.

Walters asked why the city is only planning to pave part of 30<sup>th</sup> street.

Schrupp informed that the city has been receiving numerous complaints over the year regarding washout of the gravel street and burnouts of vehicles. He said that by paving that one part of the street, some of the concerns could be addressed. He explained that the remainder of the street has always been planned for when future development comes in and directs utility placement and street upgrades.

Walters stated that residents are going to wonder why only half will be paved.

Dressel informed that the section of 30<sup>th</sup> Street that was bid out was an alternate within the project to

cost out how to fix a lot of issues in that stretch of street.

Walters said that he understood, but still expressed concern over its "incompleteness".

Budde informed that the street is a "split road" that is shared between the City of Watertown and Watertown Township. He reiterated that the city has been historically waiting to make significant improvements because of future development. He explained that if the city paved the street now that in the future a developer could come in, change the plans, and have to dig up the street again. He informed that it is a tough decision.

Pawelk said that if the city were to pave it would the city be setting itself up for failure in the future if a developer comes in and digs it up and completely changes it. He explained that there could be backlash now for not doing something, but also backlash in the future for having to rip up the street.

Budde explained that the city could price out what the remaining paving of the street would cost. Budde stated that the project would include just adding asphalt to the top, but that the city would have to consider when the street would transition from an urban street to a city street and the costs associated with that. Budde said that he could look into different cost scenarios, nonetheless.

Thul agreed to cost it out.

**McGUIRE MOVED TO APPROVE RESOLUTION 2023-21 AWARDDING TO 2023 MILL & OVERLAY PRPJECT TO WM MUELLER & SONS FOR THE BASE BID PLUS TWO ALTERNATIVES FOR A TOTAL CONTRACT AMOUNT OF \$1,477,193.90 AND DIRECT THE ENGINEER TO COST OUT ADDITIONAL INFORMATION REGARDING 30<sup>TH</sup> STREET. WALTERS SECONDED. MOTION PASSED 4-0.**

#### 5.C. 5C - Food Truck - Mobile Food Units

Foster introduced this item to the City Council. He informed that at the February 28, 2023 City Council workshop meeting, that the City Council discussed creating and implementing a standalone mobile food unit (food truck) license to address concerns raised by residents and business owners in 2022.

He explained that at that meeting, the City Council discussed several items related to the code, requirements, and licensing process for mobile food units. He said that based on the feedback, staff created a draft ordinance for the City Council to consider approving.

Foster references a redlined version of the ordinance change in the attachment section that included the following items:

Items of note:

- Cost will remain consistent with current solicitor/peddler's permit - \$100 (to cover staff time).
- MN Department of Health (MDH) licensure will be required.
- The City will continue to perform the standard background check (same as solicitor's permit), as staff does not feel that the criminal background components used in the MDH are not adequate.
- Parking a food truck is not permitted within the Central Business District or within 200 feet of a restaurant unless prior approval is given by the City Administrator or designee.
- Units may not be parked in the same location within 24 hours and cannot park on City streets overnight.
- Parking/operation is permitted on public property, (parks, streets, etc.) with the prior permission of an adjacent property owner where relevant.
- Mobile Food Unit operator is responsible for ensuring traffic and access to homes and buildings is not impeded by their property or patrons.
- Parking is not permitted on State Highways or County Roads
- Operation is only permitted between the hours of 8:00 AM and 8:00 PM unless prior approval is provided by the City Administrator or designee.
- The City retains the right to require operators to move as stated on the permit application.

Walters asked if city staff had asked the business owner who had questions in 2022 for their input on the code changes.

Foster informed that they had reviewed the changes and were in favor of the recommended code changes.

Pawelk stated that based on previous discussions, the code changes look to capture the discussion and desires of the City Council, the business owners and address resident concerns as well. Pawelk asked if the ordinance changes had legal review and how the changes compare to other cities.

Foster stated that yes there had been review and that it was very similar to what other surrounding cities have been doing.

**THUL MOVED TO ADOPT ORDINANCE 436 APPROVING THE RECOMMENDED UPDATES TO CHAPTER 42: PEDDLERS AND SOLICITORS TO INCLUDE SPECIFIC INFORMATION ON MOBILE FOOD UNITS. MCGUIRE SECONDED. MOTION PASSED 4-0.**

5.D. 5D - Highland Park Master Plan

Foster introduced this item to the City Council. He explained that over the past year city staff, highland park stakeholders, and the Park Commission have been developing a Master Plan for Highland Park to determine and prioritize park amenities and future upgrades to the park. He informed that the document plan will support that city during future grant or loan opportunities.

Foster explained that the Highland Park Master Plan is not meant to subscribe that city to make every and each improvement within the plan, but to support projects as they come up. He stated that after several meetings, the Park Commission is recommending to the City Council approval of the document pending some changes that were provided by the City Engineer.

Pawelk stated that he appreciated all the efforts of the Park Commission, staff, and stakeholders through the process of creating the document. He said that were many good meetings, conversations, and guidance. He mentioned that he was happy with the overall process and glad to see it getting in place.

Thul said that she appreciated all the hard work as well.

Walters added that there was great collaboration amongst everyone who worked on the document.

**PAWELK MOVED TO APPROVE THE HIGHLAND PARK MASTER PLAN. WALTERS SECONDED.**

**MOTION PASSED 4-0.**

6. Other Reports

Foster explained that city staff is preparing for potential flooding in certain spots within the city.

Foster stated that Metronet is pulling permits for the installation of fiber.

Foster informed that the city received a development application for the Nesvold property.

Foster mentioned that Planning Commission meetings may change from the 4<sup>th</sup> Thursday of the month to the 2<sup>nd</sup> Thursday of the month.

Pawelk informed that the Park Commission would be meeting next Wednesday, April 19, 2023.

Foster stated that the Park Commission would be discussing the Mullen property, the naming of that park, and the Highland Park Bathrooms.

7. Claims

7.A. 7A - Claims Packet 4.11.23

McGuire asked about the Loffler invoice and why it was so high.

Foster stated that some of the high fees come from annual software package renewal fees.

**MCGUIRE MOVED TO APPROVE THE APRIL 11 2023, CLAIMS PACKET. THUL SECONDED.  
MOTION PASSED 4-0.**

8. Adjournment

**THUL MOVED TO ADJOURN THE MEETING AT 7:20 PM. MCGUIRE SECONDED. MOTION PASSED 4-0.**

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

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Michael Walters, Mayor

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

Margaret Reisdorf, Admin. Services Director