



Watertown City Council  
Regular Meeting

Mayor Michael Walters  
Kay Thul  
Adam Pawelk  
Fred McGuire  
Dan Schuette

1/10/2023 - 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, January 10, 2023, by Mayor Michael Walters.

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

Councilmembers absent: None.

City Staff present: City Administrator Jake Foster, City Engineer Andrew Budde, Public Works Superintendent Mike Dressel, Public Works Senior Maintenance Worker, Mike Loehrs, and Administrative Services Director Maggie Reisdorf.

Others Present: Residents and Family in attendance for the City Council Oaths of Office.

2. Oath Of Office

2.A. Councilmember Kay Thul

2.B. Councilmember Fred McGuire

2.C. Mayor Michael Walters

3. Adopt Agenda

**COUNCILMEMBER THUL MOVED TO APPROVE THE AGENDA AS PRESENTED. COUNCILMEMBER MCGUIRE SECONDED. MOTION CARRIED 5-0.**

4. Consent Agenda Discussion And Approval

**COUNCILMEMBER SCHUETTE MOVED TO ADOPT THE CONSENT AGENDA AS PRESENTED.**

**PAWELK SECONDED. MOTION CARRIED 5-0.**

Walters thanked firefighter Jim Winter for his service and dedication on the Watertown Fire Department and wished him the best on his future endeavors.

- 4.A. 3A - December 13, 2022 City Council Meeting Minutes
  - 4.B. 3B - Step Movement For Robert Hoen
  - 4.C. 3C - Step Movement For Jake Foster
  - 4.D. 3D - Audit Services
  - 4.E. 3E - 2023 Fee Schedule
  - 4.F. 3F - Accept Firefighter Resignation
  - 4.G. 3G - Surplus AEDs
  - 4.H. 3H- WWTF Pay Application No. 8
  - 4.I. 3I - Organizational Statement And Resolution
  - 4.J. 3J - Update Authorized Signors
5. Open Forum
6. New/Old Business
- 6.A. 5A - Solicitation Of Quote For Brush Chipper

Foster introduced this item to the City Council. He stated that as part of the 2023 CIP, the city planned to discuss the acquisition of a brush chipper at an anticipated cost of \$85,000. Foster reviewed benefits for the recommended purchase.

Loehrs provided additional information on the need for the brush chipper within the public works department. He explained that at the beginning of 2022, the city added an additional employee in anticipation of increased work load and projects related to tree maintenance and removal and compost site maintenance.

Loehrs stated that staff is recommending to the City Council to solicit quotes for the brush chipper and that quotes would be brought back to them at a later meeting for additional review and discussion.

Pawelk asked what the cost to rent a brush chipper is currently costing the city on an annual basis. He also asked for staff time spent currently on these tasks.

Dressel added that the brush chipper will be used to maintain and service trees around the city and would not be used on compost site materials. He explained that it costs about \$3,000 per year to rent a brush chipper for needed projects. He said that the purchase of the equipment would allow for better work flow improvements and project management.

Thul asked how many times it is rental on an annual basis.

Dressel said about six times a year.

Thul asked about the solicitation for bid process.

Dressel explained the process and mentioned that for this piece of equipment, the city would be using the state bidding process that allows cities to get equipment at government negotiated prices.

Thul asked if the city could consider buying used equipment.

Dressel said that he could look into it and provide that information to the City Council as well.

**PAWELK MOVED TO AUTHORIZE THE SOLICITATION OF QUOTES FOR THE BRUSH CHIPPER. SCHUETTE SECONDED. MOTION PASSED 5-0.**

6.B. 5B - Mullen Restoration And Streambank Update

Budde introduced this item to the City Council. He started by reviewing the history and background of the Mullen and Streambank Projects' timelines. He provided updates on the projects' scopes, grant funding support and city financial support. Budde reviewed the current state of project plans and specifications. He also provided financial updates and the 2023 project timeline schedule.

Budde explained that he wanted to provide an update to the City Council at the meeting and that no actions were needed at this time.

There was discussion on additional grant funding opportunities that may be available to further fund the project.

7. Other Reports

Foster stated that the city closed on the purchase of the Mullen property in December.

Foster mentioned that the city would be going away from Dropbox for city packets and instead trying Microsoft Teams.

Foster said that he would be reaching out the City Council and staff to set up a goal setting session in the near future.

Walters reviewed some concerns that have been brought to the city's attention regarding speeding cars and safety around the city. He mentioned that at the second City Council meeting of every month, that the Fire Chief and City Deputy would be in attendance to present reports and answer public questions or address concerns. He also stated that the city will be providing additional reports regularly from the city inspector, city engineer and public works with the goal to increase accountability. Walters mentioned that the city is looking for grant funding for the future water tower project.

Foster stated that the city's lobbyist has been working at the state level to secure funding for the water tower project and that a bill was recently introduced at the committee level on the topic.

8. Claims

8.A. 7A - Claims Packet 1.10.23

**SCHUETTE MOVED TO APPROVE THE JANUARY 10, 2023 CLAIMS PACKET, THUL SECONDED. MOTION PASSED 5-0.**

9. Adjournment

**PAWELK MOVED TO ADJOURN THE MEETING AT 7:19 PM, MCGUIRE SECONDED. MOTION PASSED  
5-0.**

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

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Michael Walters, Mayor

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

Margaret Reisdorf, Admin. Services Director