

**MINUTES OF THE
WATERTOWN CITY COUNCIL**
Regular Meeting Tuesday, January 28, 2020

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, January 28, 2020 in the Council Chambers of City Hall by Mayor Steve Washburn.

Council Members present: Washburn, Deborah Everson, Lindsay Guetzkow, and Adam Pawelk.

City Staff present: City Administrator Shane Fineran, City Engineer Andrew Budde, Clerk/Treasurer Lynn Tschudi, Fire Chief Ryan Schroeder, Utilities Superintendent Doug Kammerer, and Public Works Superintendent Mike Dressel.

Those who signed in: Bonnie Salazar, Mario Cortolezzis, Kyle Jarvis, Mari Schultz, Deb Koehnen, Steve & Darlene Duske, Jim Sandquist, and Jim May.

2. Adopt Agenda

GUETZKOW MOVED, EVERSON SECONDED A MOTION TO ADOPT THE AGENDA AS PRESENTED. MOTION CARRIED 4-0.

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.

EVERSON MOVED, GUETZKOW SECONDED A MOTION TO ADOPT THE CONSENT AGENDA AS PRESENTED. MOTION CARRIED 4-0.

- A. Adopt a motion to approve City Council Workshop Meeting Minutes from January 14, 2020
- B. Adopt a motion to approve City Council Regular Meeting Minutes from January 14, 2020
- C. Consider Resolution #2020-11, Appointing Commission on Aging Members
- D. Consider Ordinance #418, Amending Municipal Code Chapter 62-168, Judicial Review
- E. Consider Resolution #2020-16, Declaring Surplus Equipment and Authorizing Sale

4. Open Forum

5. New/Old Business

A. Capital Project #CI002 - Dump/Plow Truck

Mike Dressel approached council regarding the Sterling dump plow truck replacement. He stated the quotes for the new Mack truck came back under budget.

Everson asked when the new truck will be available. Dressel said October 2020. Guetzkow asked what the original budget was. Fineran said \$245,000 and the quote came in \$3,000 under budget. Pawelk is appreciative of staff providing used vehicle comparisons but still notes that the government state bid program is still the best deal.

PAWELK MOVED, EVERSON SECONDED A MOTION TO ADOPT RESOLUTION 2020-13, AUTHORIZING THE ACQUISITION OF MACH 42FR CHASSIS AND APPERTUNANT EQUIPMENT. MOTION CARRIED 4-0.

B. Capital Project #UC004 - Utility Pick-UP

Doug Kammerer approached council regarding replacement of the 2002 Chevy pickup. Kammerer is hoping to upgrade the truck to a 1 ton in order to pull trailers with pumps. Ranger Chevrolet was able to bid a truck with the following options: 4wd, plow pkg, bed liner, etc – at a price of \$39,400 plus tax and license. Guetzkow noted this vehicle is coming in under budget. Everson asked for clarification on the 2002 Chevy pickup that was “totaled” out for hail damage. Fineran explained that the insurance settlement received was recognized in the utilities capital fund.

GUETZKOW MOVED, PAWELK SECONDED A MOTION TO ADOPT RESOLUTION 2020-14, AUTHORIZING THE ACQUISITION OF 1 TON TRUCK PICK UP. MOTION CARRIED 4-0.

C. Capital Project #FC002 - Grass Rig Apparatus

Fire Chief Schroeder approached council regarding the need for a new grass rig apparatus UTV. The truck committee determined a Polaris UTV and trailer pulled by a GMC Sierra will best fit the needs of the fire department. Schroeder is looking to solicit quotes for the mentioned equipment. Washburn noted council is only approving the solicitation of quotes.

EVERSON MOVED, GUETZKOW SECONDED A MOTION TO APPROVE RESOLUTION 2020-17, AUTHORIZING THE SOLICITATION OF QUOTES FOR FIRE GRASS RIG AND UTV. MOTION CARRIED 4-0.

D. Capital Project #PF006 - Hwy 25 Pedestrian Connection

City Administrator Fineran said it has been in discussion to make a connection from Highway 25 to Lewis Avenue for the past few months. The comprehensive plan identified Territorial Street as a primary pedestrian connection. Fineran stated this is also one of the busiest connections in the city. Fineran said the public feedback session from the Territorial Street community engagement session was primarily negative, so council directed staff to investigate Madison Street as a possible connection. Another community public feedback meeting was held and results were brought forth to the Park Commission. The park commission made a recommendation for Territorial Street as the primary pedestrian connection.

City Engineer Budde detailed Options 1, 2, 3 on Territorial covering: cost, footprint, material used, tree impact, driveway impact, boulevard or no boulevard. Budde detailed Options 1, 2, 3, 4 on Madison covering the same items. He explained the reasoning for the varying costs including some right of way acquisition.

Pawelk recapped the January park board meeting for council. Pawelk noted that some commissioners liked Territorial in order to connect the east side to the west side, or rather the two schools. He said

others liked Madison for connecting the businesses on Highway 25 to the businesses on Lewis Avenue. Pawelk noted the vote was 4 to 3 in favor of Territorial. He said the commissioners voting against it were in favor of Madison because there was less tree impact, it seemed safer, and a better connection for businesses.

Washburn asked what the feel for the last park board meeting was. Pawelk said the last meeting was mixed, but overall more in favor of Madison. Fineran said the feedback from the January park board meeting was generally more positive than the Territorial meeting.

Everson asked about snow removal for option 1 on Territorial. Fineran said any option with a boulevard is preferred for snow storage, however the city can do it without a boulevard – it is just an additional step.

Washburn asked if concrete will be used. Budde said all sidewalks will be concrete. Washburn asked for clarification along Madison for options 1 and 2.

Guetzkow asked how much additional time would be needed for plowing a tight to curb sidewalk. Mike Dressel said it could take anywhere from 10-20 minutes per block plus snow hauling.

Steve Duske – 100 Franklin Street

Expressed his tiredness for the project. He said he does not feel like the park commission listened to him. He feels Madison is a better choice.

Kyle Jarvis – 1175 Landings Lane

He has safety concerns with the trail at Territorial Street. He also feels like Madison Street is a natural junction to the Luce Line Trail. He said a trail on Madison Street will bring traffic from Highway 25 to the Central Business District. Jarvis thinks option #1 on Madison makes a great deal of sense to preserve the tree canopy with less traffic than Territorial Street.

Jim Sandquist – 212 Franklin Ave

Asked council if they do go with Madison Street, there would need to be additional discussion on the snow removal and which sections would be repaired and replaced.

Everson said she wants to build something that will be utilized by residents and enhances future growth. Guetzkow agreed with Everson and added pedestrian safety. Washburn said ultimately in the future there will three connections and the city needs to start somewhere.

EVERSON MOVED, GUETZKOW SECONDED A MOTION TO CREATE A CONNECTION FROM HIGHWAY 25 TO LEWIS AVE VIA MADISON STREET. MOTION CARRIED 4-0.

GUETZKOW MOVED, EVERSON SECONDED A MOTION TO APPROVE OPTION 1 ON MADISON STREET AS PRESENTED. MOTION CARRIED 4-0.

GUETZKOW MOVED, EVERSON SECONDED A MOTION TO AMEND RESOLUTION 2020-15 TO APPROVE OPTION 1 OF THE MADISON STREET SW CORRIDOR. MOTION CARRIED 4-0.

1. Territorial Street Information
2. Madison Street Information

E. Trail and Sidewalk Master Plan

Fineran updated council on the completed trail and sidewalk master plan. He said the city received \$7,500 from Carver County SHIP grant to create the master plan. Fineran said Bolton & Menk used an application called InputID to gather feedback from the community to incorporate resident suggestions into the final document.

Washburn asked for clarification on page 26 for the Madison Street sidewalk connection. Washburn noted that he feels many of the numbers seem low. Budde said initially it was created using a linear foot calculation but does agree that there seems to be an error. Council reviewed the document. Fineran asked council to focus more on the corridors rather than the figures. Washburn would like to see the numbers closer to the available numbers for planning purposes. Bolton & Menk to make changes prior to formal adoption.

F. Capital Project #UC049 - Sewer Main River Crossing Protection

City Engineer Budde said during summer 2019 staff identified erosion across from the main lift station. The erosion is near the city manholes for the wastewater treatment facility. Budde explained that if the erosion is not repaired, the high water could wash directly into the manholes. Since the repairs would be less than 150 feet, there would not need to be a DNR permit for the repairs. Most of the repairs are on city property, but there may need to be right of way entry. Fineran said it is owned by the Riverside Terrace mobile home park, so it should be manageable. Everson asked if the \$50,000 would cover all costs. Budde said yes.

GUETZKOW MOVED, PAWELK SECONDED A MOTION TO ADOPT RESOLUTION 2020-18, APPROVING THE DEVELOPMENT OF PLANS AND SPECIFICATIONS AND SOLICITATION OF QUOTES FOR THE SEWER MAIN RIVER CROSSING PROTECTION PROJECT. MOTION CARRIED 4-0.

G. Staffing & Compensation Study

Fineran said council discussed a compensation study at the last work session. David Drown & Associates would complete a staffing and compensation study to help plan for the future of the workforce at the city. Fineran said there has not been a study done at the city in over 10 years. This is important in attracting new staff and retaining current staff. Fineran said David Drown & Associates will also be testing the pay equity at the city. Fineran said the price for the study is \$9,000 and there are funds budgeted for this service in 2020.

Washburn asked for clarification on the pay equity audits. Fineran explained the process for the pay equity audits done by the state of Minnesota.

Everson asked if there will be a five or ten year plan based on the study generated from David Drown & Associates.

Washburn does not think this is something we should be doing. He thinks the city compensates employees well and does not see why this needs to be done today.

Pawelk said he wants to make sure that the current steps and pay grades are correct for the jobs that people are doing. Being that it has not been done in over 10 years, he feels this would be a worthwhile project. Pawelk said maybe there is a different way to get there other than a \$9,000 study.

Fineran talked to the council about creating career ladders in a wage scale as part of the compensation study. Guetzkow asked if that is something staff could do. Fineran said as far as time and expertise, no.

Everson said she hopes if a staff member feels they are not being compensated fairly that they would approach council so they can deal with that. Washburn said he agrees, but hopes staff would discuss with the City Administrator.

Resolution failed for lack of a motion.

6. Other Reports

Fineran updated that staff has been busy cleaning up outside Christmas decorations and making ice at the skating rink. There is a vacancy on the park commission. Fineran updated that staff is on the mock up phase of the new city website. They have also transitioned to their new managed IT service.

Washburn updated on the Carver County Leaders meeting. He said Carver County is the healthiest, wealthiest and most educated county. Washburn asked staff to create an email retention policy.

7. Claims

PAWELK MOVED, EVERSON SECONDED A MOTION TO ADOPT THE 2019 & 2020 CLAIMS AS PRESENTED. MOTION CARRIED 4-0.

A. Approve 2019 Claims Roster

B. Approve 2020 Claims Roster

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 9:28 PM. MOTION CARRIED 4-0.