



Watertown City Council
Regular Meeting

Mayor Michael Walters
Kay Thul
Adam Pawelk
Fred McGuire
Dan Schuette

2/28/2023 - 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, February 28, 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, City Engineer Andrew Budde, Public Works Superintendent Mike Dressel, Public Works Utility Superintendent Doug Kammerer, Public Works Logan Pysick, Fire Chief Tom Hanson, City Deputy RJ Cripps, and Administrative Services Director Maggie Reisdorf.

Others Present: Firefighter Travis Morgan and Firefighter Geoff Fischer.

2. Adopt Agenda

Foster recommended to the City Council adding a pay application for the 2022 Mill and Overlay Project in the amount of \$36,709.73 to the contractor, William Mueller and Sons, Inc.

COUNCILMEMBER PAWELK MOVED TO APPROVE THE AGENDA AS AMENDED. COUNCILMEMBER MCGUIRE SECONDED. MOTION CARRIED 4-0.

3. Consent Agenda Discussion And Approval

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

3.A. February 14, 2023 City Council Workshop Meeting Minutes

3.B. February 14, 2023 City Council Meeting Minutes

3.C. 3C - 2022 CIPP Pay App No. 1

3.D. 3D - 2021 CIPP Pay App No.2

4. Open Forum

4.A. Utilities Update

Kammerer introduced this item to the City Council. He provided to the City Council a detailed Water Pump Report, Wastewater Treatment Report, Septic Hauler Report and Chemical Report.

Kammerer explained that there have been comments about city needing to expand because of the city allowing septic haulers to dump into the city's system. He stated that the reason for the expansion is because of new standards being implemented by the Minnesota Pollution Control Agency. He explained that even as septic haulers dump into the system, the city is not changing or increasing any of its operations that are already in place.

Kammerer reviewed the construction status of the Wastewater Treatment Facility expansion project. He said that the project is on track and there have been no significant issues. He recommended doing a walk through on the site with the City Council in the spring.

Walters thanked Kammerer for the information. He expressed appreciation for the explanation on the septic haulers and how the city is taking in added revenue while not increasing operations that are already planned for.

4.B. Carver County Sheriff's Office Update

Deputy Cripps provided his monthly report to the City Council. He informed that things are "business as usual". He provided a reminder to residents and the public to keep their car doors locked, the remove garage door remotes and remove valuables.

Walters said that he had received some speeding concerns within the downtown area. He explained that the downtown is 30 miles per hour and that while it is a fast speed for the downtown area, he understood how it can be perceived as being very fast. He asked Deputy Cripps to keep monitoring.

Deputy Cripps agreed that even if someone is driving within the speed limit at 30 miler per hour throughout the downtown, it can seem very fast. He stated that he has talked with several concerned people. He says that the continue to monitor speeds and people on their phones.

Pawelk asked about the activity of teens parking in public parking lots and loitering. He requested increased patrol and ticketing, instead of warnings. He explained that he understands that they will keep moving and loitering elsewhere. He said that by issuing tickets, it could hopefully reduce the loitering.

Deputy Cripps stated that the department is aware of this happening and can to more ticketing instead of warnings.

4.C. Fire Department Update

Hanson provided a monthly Fire Department report. He explained that the 2022 Fire Department annual report has been completed and is available for review. He provided a review of the 44 calls for service in January 2023.

Hanson provided released data reported from the fire departments within Carver County. He said that

the data is used for comparison purposes. He reported the following for the City of Watertown Fire Department (our of 11 departments):

- 4th – Call Volume
- 5th – Firefighter Wages and Salaries
- 6th – Population Served
- 6th – Pension

Walters thanked Hanson for the information. He said that the information is helpful for ongoing discussions related to hourly pay and pension contributions that the city reviews on an annual basis.

4.D. Fire Department Badge Pinning Ceremony

Hanson performed a badge pinning ceremony and oath of office for two new firefighters, Travis Morgan, and Geoff Fischer. He welcomed them to the firefighter family. He thanked their families for their support as well. He explained that both of them recently finished the firefighter academy after five and a half months.

Hanson explained that being a firefighter is a big commitment and that a lot goes into being a great firefighter. He reviewed the responsibilities and commitment of the firefighter position.

5. New/Old Business

5.A. Grove Street Rink Coating

Dressel introduced this item to the City Council for review and discussion.

Dressel informed that in 2020, the City Council approved making improvements to the Grove Street Hockey Rink which included the installation of footings for pickleball nets (summer). He explained that at that time, the City Council did not approve the acrylic coating for the pickleball and basketball courts because of the cost and the uncertainties that surrounded the economy with the COVID-19 pandemic.

Dressel stated that the rink was finished in 2020 for the skating season. He explained that after that, the city experienced some warranty issues that needed to be addressed by the contractor. He said that the issues were not corrected until the summer of 2022. Dressel stated that once the issues had been corrected, staff contacted acrylic surfacing contractors to see if this phase of the project could be completed before the 2022-2023 winter season. He explained that all the contractors were busy for the rest of the year.

Dressel further explained that prior the rink being rebuilt, that there were some old basketball hoops on site attached to light poles. He explained that the hoops were removed because of their age and condition. Dressel stated that in the 2024 Capital Improvement Plan (CIP), that staff budgeted for new basketball hoops and poles, as well as new lights and light poles.

Dressel said that staff is recommending approval for the solicitation of quotes for the Grove Street Rink Acrylic Surfacing and for it to include the addition of the painting of a basketball court to support the 2024 CIP plans. The acrylic surfacing would also include the pickle ball court paintings.

Pawelk explained that this project has had historical support from the Park Commission.

Thul said she was excited for the pickleball courts stating that it is very popular.

Thul asked if the tennis courts could accommodate pickleball too.

Dressel said that it was something that staff reviewed. He explained that because the tennis courts

were funded through a grant, that the agreement is that it has to be used solely for tennis and cannot be used for another purpose.

McGuire asked if a net should be placed between the pickleball and basketball courts.

Dressel explained that the city could monitor the use of the courts and if issues arise with them being in use close to one another. He said that the city could reassess if it becomes an issue.

THUL MOVED TO AUTHORIZE TO SOLICITATION OF QUOTES FOR THE GROVE STREET HOCKEY RINK ACRYLIC PAINTING PROJECT. MCGUIRE SECONDED. MOTION PASSED 4-0.

5.B. Polaris Ranger RFQ

Pysick introduced this item to the City Council. He explained that the 2023 CIP includes a planned for replacement of the city's current side-by-side. He said that the utility department currently uses a 2004 Kubota 900 UTV for things like sewer jetting, manhole and valve box rehab, pond maintenance, cash basin cleaning and more.

Pysick stated that the city is planning to replace the current vehicle with a Polaris Ranger 1000 as the other vehicle is entering its 19 year of service and is becoming a detriment with ongoing maintenance costs.

Pysick explained that the new side-by-side will have a cab (the current does not) which will allow the vehicle to be used year-round. He said that the anticipated cost is \$35,000. He recommended to the City Council allowing staff to solicit quotes for the vehicle.

Pawelk asked what the delivery time of the vehicle would be once ordered.

Pysick stated that there is a wait list and that it can take between 6-8 months for delivery. He explained that once received, the city will auction off the old one.

MCGUIRE MOVED APPROVE TO APPROVE ALLOWING STAFF TO SOLICIT QUOTES FOR THE POLARIS RANGER 1000. PAWELK SECONDED. MOTION PASSED 4-0.

5.C. Trunk Sanitary Sewer Extension

Budde introduced this item to the City Council.

He explained that the city's comprehensive plan identifies a trunk gravity sanitary sewer main/force main that is needed for the area south of 30th Street as future development occurs. He said that in 2021, staff investigated options for extending this sewer line and that several designs and phasing options were identified. He stated that after review it was ultimately decided that the best design approach would be to extend the 18 inch gravity sewer from the current Forest Hills Development near Newton Ave/CSAH 20 as far south as possible. He explained that it was further identified that extending the trunk sewer main to CSAH 10/Madison Ave would help alleviate several current operational issues and also open up additional land for development.

Budde said that the design would allow the extension of trunk gravity line in the future when other capacity issues come into play.

Budde reviewed several benefits of extending the sewer main to CSAH 10/Madison Ave.

Budde stated that the timing for the project design is important as it is tied to the design of the future water tower (#2). He mentioned that both projects require discussions with surrounding property owners. Budde said that by designing and coordinating both projects at the same time, it will provide benefit in the easement acquisition process.

Budde said that the city has budgeted for \$1,167,000 for the extension of the gravity sanitary sewer from CSAH 20/Newton Ave to CSAH 10/Madison Street and another \$100,000 to eliminate the Newton Ave Lift Station. He informed that the project is planned to be funded through bond proceeds, sanitary sewer funds and/or CARES Act funds.

Budde recommended that the City Council consider approving the authorization for the preparation of final plans and specifications for the trunk gravity sewer from CSAH 20/Newton Ave to CSAH 10/Madison Street.

Pawelk asked if the budget included engineering fees.

Budde said yes it included engineering fees, but not easement acquisition fees. He estimated the easement discussions and acquisition process to take about six months.

Thul asked what the easement process included.

Budde informed that the city needs to acquire easement rights over its utilities to construct them and access them. He explained that the easement usually runs over the utility line and a little beyond the width. He stated that all discussion and negotiations are "at will" and the agreements are mutual. He explained that the process can take a while because there can be several meetings and a period of time in which the property owner may want to do their own research.

Thul asked if the plan was to pass some of the project costs to future developers.

Budde explained that at this point for this particular project, the city was not currently planning to pass on costs. He said that if the city were to use the ARPA funds, the project would essentially be subsidized with these funds. He explained that the city could discuss charging future developers, but that even if developers come in to do projects on the neighboring sites, there is a lot of infrastructure that they have to pay for to get their developments built.

There was general discussion on the idea of future developers contributing to this project.

Foster explained that if the full ARPA funds of \$493,000 were used to support the project, that it would be a long-term community investment. He said that the previous City Council wished the money to be used to support a long-term community investment that would benefit the entire community.

Walters agree that using the money this way is forward thinking and best in the long run.

PAWELK MOVED TO AUTHORIZE THE PREPARATION OF FINAL PLANS AND SPECIFICATIONS FOR THE TRUNK SANITARY SEWR FROM CSAH 20/NEWTON AVE. TO CSAH 10/MADISON STREET. THUL SECONDED. MOTION PASSED 4-0.

5.D. 2023 Mill And Overlay

Budde introduced this item to the City Council.

He stated that on July 26, 2022, the City Council approved the preparation of plans and specifications for the 2023 Mill & Overlay project that includes the mill and overlay of Arnica Drive, Iris Drive and the replacement of the north parking lot at the fire station and water treatment plant. He added that the project also includes the reconstruction of the trail along Arnica Drive.

Budde stated that the planning process has included obtaining Right-of-way agreements from residents on Arnica Drive as a way to construct the trail and match existing driveway grades. He said that staff has obtained some agreements and is still working on others.

Budde explained that during the design process, staff identified other locations where additional minor improvements will be needed to improve safety and ongoing maintenance efforts. He stated that these include extending the trail on Angel Ave to connect with the Luce Line Trail. He said it would also include improving sight lines by removing trees/brush. He said that staff is working with the MN DNR for a potential cost share on this part of the project and for permitting requirements.

Budde added that staff is also recommending adding paving a portion of 30th Street at the south end of Arnica Drive to reduce erosion and grading maintenance. He recommended also replacing the sidewalk along Butternut Lane in the Forest Hills neighborhood. Budde said that these items would be bid as alternates.

Budde said that if approved, the project would be advertised for and the opening of bids would take place on March 30, 2023. He estimated the project to be awarded at the April 11, 2023, City Council meeting.

Budde reviewed the budget for the project. He said that in the 2023 CIP, the city has budgeted \$1,030,000 for the Wildflower Mill and Overlay project, \$150,000 for the fire station, Water Treatment and State Street work, \$50,000 for the Wildflower Basketball Court and trail, \$50,000 for the Forest Hill Sanitary Access and \$42,00 for utility adjustments. The total being \$1,322,000.

Budde explained that as part of the 2024 CIP, the city is budgeting \$650,000 for a Mill and Overlay project for Landings and Reo Road. He said that associated utility improvements are also planned for \$42,000 for a total 2024 project cost of \$692,000.

Budde stated that the City Council discussed combining the 2023 and 2024 projects.

Budde reviewed the budget and engineer's estimates for the projects:

Location:	Budget:	Engineers Estimate:
2023 Mill & Overlay (Wildflower)	\$1,172,000	\$1,286,000
Fire Depart. & Water Treatment Parking Lot	\$150,000	\$105,000
<u>2024 Mill & Overlay (Landings & Reo Road)</u>	<u>\$692,000</u>	<u>\$664,000</u>
Total	\$2,014,000	\$2,055,000

Budde recommended to the City Council approving the 2023 and 2024 project plans and specifications and the authorization to bid for the projects.

Thul pointed out a red highlighted path on the plans and specification document.

Budde state that it is the Paul Avenue drive path. He informed that in order to make the path more drivable for the public works department to drive on, the plan is to take millings from the mill and overlay projects and recycle them by placing them on the Paul Ave drive path. He explained that it will serve as a temporary road base until the road can be built up in the future.

Thul said she appreciated the recycling of the millings for a good use.

MCGUIRE MOVED TO ADOPT RESOLUTION #2023-11 APPROVING THE PLANS AND SPECIFICATIONS AND THE AUTHORIZATION TO BID FOR THE 2023 BILL AND OVERLAY PROJECT. PAWELK SECONDED. MOTION PASSED 4-0.

Pawelk stated that is a big project, especially with the two years being combined. He mentioned the benefits of combining the projects including bonding once, and coordinating and impacting properties only once. He said he hoped that the bids would come in favorably.

5.E. 5E - Sugarbush Park Playground

Foster introduced this item to the City Council for review and discussion. He explained that at the February 14, 2023 City Council meeting, the City Council approved the purchase and installation of the sugarbush playground equipment for Phase II of the project. He stated that the approved quote did not include six (6) items that were presented in the drawing. He explained that the vendor accidentally left them off the purchase order.

Foster reviewed the following items and their costs:

2 Pod Climber 16" DB - \$704 (total for 2 items)
1 Pod Climber 10" DB - \$347
1 Wobble Pod DB - \$1,902
1 Curva Spinner DB - \$2,326
1 Cozy Dome DB - \$5,503
Total - \$10,782

Foster explained that the installation cost for the items was included in with the quote, but that the \$10,782 was not. He said that the quote was \$63,329.28 and that with the additional \$10,782, it would put the project over the \$65,000 budget. He explained that the cost would go up to \$74,111.28.

Foster stated that staff is recommending approval for the purchase of all of the items except the Curva Spinner which would put the total project cost at \$71,875.28. He said that the recommended is based on staff's review of the playground.

Pawelk expressed frustration with the vendor for misquoting and not including all the presented items in the park design. He stated that he wants to continue moving forward regardless.

PAWELK MOVED APPROVE MOVING FORWARD WITH THE PURCHASE OF THE 5 ADDITIONAL ITEMS, NOT INCLUDING THE CURVA SPINNER. WALTERS SECONDED. MOTION PASSED 4-0.

5.F. 5F - Investment Of City Funds

Foster introduced this item to the City Council. He informed that staff has been researching the ability to invest some city funds that are currently held within the capital and enterprise accounts in order to obtain a higher return than traditionally seen in a normal checking account.

Foster stated that per the City's Investment Policy, that staff is proposing to invest the \$1.3 million of capital funds for the fire department ladder truck (tentative delivery – spring 2024) and up to \$3 million in water and sewer capital funds. He explained that the investments would be in Certificate of Deposits (CDs), in a staggered format. He explained that they are backed by the FDIC and are currently yielding rates between 4.5 – 5.0%.

Foster informed that staff would be working with RBC Wealth Management, a financial advising company that the city has worked with in the past.

Pawelk expressed some concerns and asked that staff do a final consultation with the city's financial advisor as far as the amount of funds that should be dedicated towards investments.

Thul stated that she thought would be a good idea and good investment. She explained that CDs are very safe and a good investment choice.

Walters stated that he was in favor of investing the funds, but looked to staff to make sure that the city is operating and managing it per the city's investment policy. He expressed appreciation for staff looking into it.

THUL MOVED TO APPROVE STAFF WORKING WITH RBC WEALTH MANAGEMENT TO INVEST CITY FUNDS PER THE CITY'S INVESTMENT POLICY. MCGUIRE SECONDED. MOTION PASSED 4-0.

Thul said she liked the idea of staggering investments.

5.F.i. Enterprise Funds CD Ladder

5.F.ii. Fire Truck Fund CD Ladder

6. Other Reports

Dressel stated that the outdoor weather warning sirens would be starting up again on March 1, 2023 at 1 pm.

Walters informed that he recently did a State of the City at the recent Chamber of Commerce meeting.

Walters said that at the last EDA meeting, the EDA approved a loan for the restaurant, La Catrina.

7. Claims

7.A. Claims Packet 2/28/23

PAWELK MOVED TO APPROVE THE FEBRUARY 28, 2023 CLAIMS PACKET. MCGUIRE SECONDED. MOTION PASSED 4-0.

8. Adjournment

WALTERS MOVED TO ADJOURN THE MEETING AT 8:19 PM. THUL SECONDED. MOTION PASSED 4-0.

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

Michael Walters, Mayor

ATTEST: _____

Margaret Reisdorf, Admin. Services Director