

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

Mayor Steve Washburn
Deborah Everson
Lindsay Guetzkow
Adam Pawelk
Michael Walters

1. Call to Order and Roll Call

Please note that, pursuant to the authority provided by Minn. Stat. Sec. 13D.021, subd. 1(1), the City Administrator and the City Attorney have determined that in-person meetings of the City Council are not practical or prudent due to the COVID-19 public health pandemic and the declared national, state, and local emergencies. Further, the City Administrator and the City Attorney have determined that it is not feasible nor practical or prudent due to the health pandemic to have members of the public, city staff, or members of the City Council in attendance at the regular meeting location. Meetings of the Council will be conducted by electronic or telephonic means. Under Minn. Stat. Sec. 13D.021, subd. 3, to the extent practical and possible, the City Council will allow individuals to monitor the meeting electronically as provided below:

Meeting Registration Link: https://zoom.us/webinar/register/WN_B_hc2XYmR2uqf20tEBqKrA

Pursuant to due call and notice thereof, the regular meeting of the Watertown City Council was called to order at 6:31 p.m. Tuesday, April 28, 2020 in the Council Chambers of City Hall by Mayor Steve Washburn. Council Members present online using Zoom.com: Washburn, Mike Walters, Deborah Everson, Lindsay Guetzkow, and Adam Pawelk.

City Staff present at City Hall: City Administrator Shane Fineran.

City Staff present online: City Engineer Andrew Budde, Public Utilities Superintendent Doug Kammerer, and Clerk Treasurer Lynn Tschudi.

2. Adopt Agenda

GUETZKOW MOVED, EVERSON SECONDED A MOTION TO ADOPT THE AGENDA AS PRESENTED. MOTION CARRIED 5-0 AFTER ROLL CALL VOTE.

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.

WALTERS MOVED, PAWELK SECONDED A MOTION TO ADOPT THE CONSENT AGENDA AS PRESENTED. MOTION CARRIED 5-0 AFTER ROLL CALL VOTE.

- A. Adopt a motion to approve City Council Work Session Meeting Minutes from April 14, 2020
- B. Consider Resolution #2020-64, Approving Liquid Waste Hauler Licenses
- C. Consider Resolution #2020-66, Approving Step Movement for Lynn Tschudi
- D. Consider Resolution #2020-71, Appointing Seasonal Maintenance Assistants

4. Open Forum

5. New/Old Business

A. Sanitary Sewer Man Hole Rehabilitation (Presenter: Doug Kammerer)

Utilities Superintendent Doug Kammerer explained to council that the utilities staff inspects the manholes annually to make sure they are in working condition. There were two manholes identified with deteriorating qualities and leaks. One is at Franklin Avenue South and Fremont Street and the other is on the Westminster North cul de sac. Kammerer said the cost of repairs are \$12,569. Pawelk asked about repairs versus replacement. Kammerer said the replacement would require digging into the street and settling could happen over the years. With the repair, the manhole is left intact and the work is done from the inside out.

GUETZKOW MOVED, WALTERS SECONDED A MOTION TO ADOPT RESOLUTION 2020-67, APPROVING MANHOLE MAINTENANCE QUOTE. MOTION CARRIED 5-0 AFTER ROLL CALL VOTE.

B. 2020 Cured in Place Pipe Project (Presenter: Andrew Budde)

City Administrator Shane Fineran said in March the city council authorized plans and specs for the Cast In Place Pipe project (CIPP). This will be year two of a five-year project to line sewer pipes rather than having to completely replace the older clay pipes. The low bidder for the 2020 Cast In Place Pipe project is Visu-Sewer with a total bid of \$111,303. The city budgeted \$140,900 for this project.

WALTERS MOVED, EVERSON SECONDED A MOTION TO ADOPT RESOLUTION 2020-68, AWARDING THE 2020 CIPP PROJECT. MOTION CARRIED 5-0 AFTER ROLL CALL VOTE.

C. Well #1 Chemical Feed (Presenter: Andrew Budde)

City Engineer Andrew Budde explained that Well No. 1 located near the water tower was brought online two years ago with a new pump operating at 300 gallons per minute. The well is generally used as a back-up system and does not have any chemical treating capabilities. Budde stated to allow the well to operate in a normal capacity it is required to add a chemical feed system. The improvements would include the construction of two small building structures near the well and tower. All proposed plans and specifications would be reviewed and approved by the Minnesota Department of Health for approval prior to construction. Budde noted the total project will be under the \$175,000 and can be solicited by quotes rather than public bidding.

Pawelk asked how many times Well No. 1 has been used since it was brought online. Kammerer said it has not been used since there was not a chemical feed system.

Guetzkow asked Kammerer how residents get water into their homes from the wells. Kammerer explained the process of water from water tower and wells to homes. Everson asked if Well No. 1 will continue to be used for only emergencies. Kammerer said he would like to keep the water going through the water plant first, but yes, Well No. 1 would be an emergency back-up.

Pawelk asked how many times Kammerer expects the well to operate annually. Budde said if this well is not brought online, the city would need a second water tower very soon. Walters asked when the next water tower will be built. Budde said in year 2022. Walters asked if the money spent for this well is wasted since the city will be getting a new water tower. Budde said the two are slightly different being that the water tower storage is based on the population and number of homes.

GUETZKOW MOVED, PAWELK SECONDED A MOTION TO ADOPT RESOLUTION 2020-69,

APPROVING PLANS AND SPECIFICATIONS FOR WELL NO. 1 CHEMICAL FEED FACILITIES. MOTION CARRIED 5-0 AFTER ROLL CALL VOTE.

D. MnDot Highway 25 Cooperative Agreement (Presenter: Shane Fineran)

City Administrator Fineran said that MnDOT has submitted Cooperative Construction Agreement for the planned reconstruction of Highway 25 in Watertown. The project is generally from White Street to Hutchinson Road. There are some shared cost that the city will be responsible for which will include utility relocation and pedestrian flasher signage and crosswalks. The costs are \$90,000 to be apportioned between utility capital and capital investment funds. Fineran said staff is inquiring about support from Carver County in accessing the ½ cent sales tax revenue enacted to support transportation projects within the county.

Fineran informed council the Highway 25 project has been pushed back to 2021 by MnDOT.

Guetzkow is disappointed in the delay for the construction project. She asked if the mill and overlay project on Highway 25 will still occur in 2020.

Fineran said he believes it will. Guetzkow asked if there has been any communication with businesses on the change of construction dates. Fineran said the businesses will have a conference call with MnDOT.

Pawelk asked if this will delay any city projects. Fineran said no.

WALTERS MOVED, EVERSON SECONDED A MOTION TO ADOPT RESOLUTION 2020-70, APPROVING MNDOT AGREEMENT NO. 1036561 WITH THE STATE OF MINNESOTA, DEPARTMENT OF TRANSPORTATION. MOTION CARRIED 5-0 AFTER ROLL CALL VOTE.

E. Extension of Local Emergency for COVID-19 (Presenter: Shane Fineran)

Fineran said on March 15, 2020 the Mayor declared a local state of emergency in response to the COVID-19 pandemic. In response, the City Council ratified and extended the local state of emergency via resolution 2020-43 through April 30, 2020.

City Hall has been closed to the public and all business is being done via telework when possible and essential services continued with social distancing rules being followed.

On April 13, 2020 the Governor extended the statewide emergency declaration through May 13, 2020. Staff is recommending the local state of emergency be extended and tied to future statewide declarations for the duration of the pandemic response.

Everson asked if this is not approved how it will affect residents. Fineran said the city loses the flexibility to purchase response tools such as cleaning supplies. It also maintains eligibility for reimbursement for federal and state disaster assistance.

Guetzkow asked if this will open public buildings. Fineran said no, that will be driven by Governor orders.

PAWELK MOVED, WALTERS SECONDED A MOTION TO ADOPT RESOLUTION 2020-65, A RESOLUTION ENACTED PURSUANT TO MINNESOTA STATUTES SECTION 12.29 EXTENDING THE PERIOD OF DECLARED LOCAL EMERGENCY. MOTION CARRIED 5-0,

AFTER ROLL CALL VOTE.

6. Other Reports

Fineran updated council on the resident Chamber Bucks effort. Fineran commended Deputy Clerk/Treasurer Christine Damman for her efforts in calling the rental properties for information.

Walters said there is a Planning Commission meeting on April 30.

Guetzkow said the EDA met on April 28 to review the Southfork BBQ applications.

Everson said the EDA also approved the growth partnership initiative and entered into agreements with Stonwerk and Hecksel Machine.

Washburn is appreciative of the can-do attitude throughout the community.

7. Claims

A. Approve April 28, 2020 Claims Roster

EVERSON MOVED, GUETZKOW SECONDED A MOTION TO ADOPT THE 2020 CLAIMS AS PRESENTED. MOTION CARRIED 5-0 AFTER ROLL CALL VOTE.

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. Members of the public are welcome to attend.

GUETZKOW MOVED, WALTERS SECONDED A MOTION TO ADJOURN THE MEETING AT 7:46 PM. MOTION CARRIED 5-0 AFTER ROLL CALL VOTE.

Steve Washburn, Mayor

ATTEST: _____
Lynn Tschudi, Clerk/Treasurer