



Watertown City Council
Regular Meeting

Mayor Steve Washburn
Lindsay Guetzkow
Adam Pawelk
Michael Walters
Dan Schuette

6/28/2022 - 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, June 28, 2022, by Mayor Steve Washburn.

Councilmembers present: Steve Washburn, Adam Pawelk, and Michael Walters.

Councilmembers absent: Lindsay Guetzkow, and Dan Schuette.

City Staff present: City Administrator Jake Foster, City Engineer Andrew Budde, Administrative Services Director Maggie Reisdorf and Doug Kammerer Utility Superintendent.

Others Present: Tim Liftin, Tour De Tonka Director, Stephanie Alexander, WeCAB Representative.

2. Adopt Agenda

WASHBURN REQUESTED TO ADD A PRESENTATION DURING THE OPEN FORUM SECTION BY TOUR DE TONKA. COUNCILMEMBER PAWELK MOVED TO ADOPT THE AGENDA WITH THE REQUESTED ADDITION. WALTERS SECONDED. MOTION CARRIED 3-0.

3. Consent Agenda Discussion And Approval

COUNCILMEMBER WASHBURN MOVED TO ADOPT THE CONSENT AGENDA. WALTERS SECONDED. MOTION CARRIED 3-0.

3.A. 3A - June 14, 2022 Workshop Meeting Minutes

3.B. 3B - June 14, 2022 Regular Meeting Minutes

3.C. 3C - Temporary Liquor License - Immaculate Conception Fall Festival

- 3.D. 3D - Temporary Liquor License - Lions - Rails To Trails
- 3.E. 3E - Accept Donation From Legion Post 121
- 3.F. 3F - Accept Donation From Lions
- 3.G. 3G - Night To Unite Street Closure
- 3.H. 3H - Tort Liability Waiver
- 3.I. 3I - Approve JPA With Carver County For CSAH 10-24 Improvements
- 3.J. 3J - WWTF Expansion Pay App 2
- 3.K. 3K - Spring Mill Rezoning Ordinance

4. Open Forum

4.A. WeCab Presentation

4.A. WeCAB Presentation.

Stephanie Alexander, WeCab, introduced this item to the City Council. She thanked the City Council and the city for their ongoing financial and general support for the WeCAB program.

Alexander read a letter of appreciation from a customer of WeCAB to highlight the positive, individual impact that the program has for users.

She provided statistics on the program including information on the number of drivers, regional rides, the demographics of drivers and riders and the various transportation needs of users.

Washburn asked how COVID impacted operations.

Alexander stated that is impacted operation of WeCAB significantly. However, due to the importance of their work, she explained that WeCAB prioritized getting PPE and other safety systems set up to get operations up and running again after things shutting down.

Washburn thanked Alexander for her report and expressed appreciation for the program.

4.B. Tour De Tonka Presentation (Added).

Tour De Tonka Director, Tim Liftin, introduced this item to the City Council. He provided information on the upcoming Tour De Tonka event that will take place on August 6, 2022.

He provided information on the history of the event, statistics and other information.

Liftin expressed gratitude for the ongoing support and partnership of the City Council and the City of Watertown.

5. New/Old Business

5.A. 5A - Solicitation Of Quotes For Automated Well Drawdown Gauges

Utility Superintendent, Doug Kammerer, introduced this item to the City Council.

Kammerer explained that within the last year, the Minnesota Department of Natural Resources (DNR) reviewed “drawdown schedules” related to well water pumping. He informed that historically, staff could record drawdowns on a weekly or monthly basis. He explained that the reading is done manually through a manual draw down gauge and it takes about two hours to record the data from all city wells.

Kammerer provided information on the installation of an automated system that would automatically record drawdown information by the minute, hour, day, week, or month. He explained that the data would download into a computer system.

Kammerer stated that \$75,000 is budgeted in the CIP for this upgrade and recommended that the City Council approve Resolution 2022—53 of which would authorize the solicitation of quotes for the drawdown gauges for well 1, 2, 3, and 4.

PAWELK MOVED TO APPROVE RESOLUTION #2022-53 AUTHORIZING THE SOLICITATION OF QUOTES FOR AUTOMATED WELL DRAWDOWN GAUGES. WALTERS SECONDED. MOTION PASSED 3-0.

5.B. 5B - Ladder Truck 11 Financing

Administrative Services Director, Maggie Reisdorf, introduced this item to the City Council.

She stated that at the February 22, 2022 City Council meeting, the City Council approved staff to solicit pricing for the replacement of the 1997 American LaFrance 65’ Telesquirt Ladder Truck. She informed that staff had solicited quotes from CustomFIRE; an authorized dealer for Sutphen Corporation.

Reisdorf stated that staff received and finalized the specification documentation from the manufacturer and then solicited quotes based on the final truck designs.

She informed that at the May 24, 2022 City Council meeting, the City Council approved the solicited quote of \$1,372,124.99 for the purchase of the truck per the additionally approve contract.

Reisdorf said that the City Council also reviewed prepayment options at the May 24, 2022 meeting, however did not move forward with any prepayment decisions at that time.

Reisdorf provided a summary of the June 1, 2022 Fire Advisory meeting in which the Advisory Board expressed support for the purchase of the Ladder Truck, however expressed concern and rejected any prepayment options.

Reisdorf explained that staff is looking to the City Council make a discussion on whether a prepayment option should be used as part of the financing process.

Reisdorf suggested that if the City Council does not do a prepayment option, to consider allowing staff to do a full analysis of potential investment options for not only the funds that would go towards the ladder truck, but all city funds to determine if an investment portfolio would yield better interest earnings than the standard low interest checking account.

Washburn thanked staff and the City Council for the work with the Fire Advisory Board. He expressed support for not doing a prepayment option and to investigate an investment portfolio.

Walters agreed with Washburn.

WALTERS MOVED TO FINANCE THE SUTPHEN LADDER TRUCK PURCHASE WITHOUT A PREPAYMENT OPTION AND ALLOW STAFF TO MOVE FORWARD WITH AN INVESTMENT ANALYSIS OPTIONS OF THE FUNDS. PAWELK SECONDED. MOTION PASSED 3-0.

5.C. 5C - Utility Shut Offs

Foster introduced this item to the City Council.

He stated that the City of Watertown issued monthly bills for water and sewer services to used connected to the system. He informed that the city generally addresses delinquent utility bills three to four times during the year and is done through a process that is stipulated in the city code.

Foster said that staff went through this process recently and that the list of delinquent utilities went from 40 to 2 accounts and that staff is recommending that because of nonpayment after several attempts to reach out, to shut off the water to these two accounts.

Walters stated that the city has always been great with working with people who have delinquent accounts. He expressed confidence in staff doing a great job connecting with people and working with them to get their bills current.

WALTERS MOVED TO OPEN THE PUBLIC HEARING FOR THE DELINQUENT UTILITIES ACCOUNTS AT 7:12 PM. PAWELK SECONDED. MOTION PASSED 3-0.

No letters were submitted to staff by email, letter or by mail.

There were no audience members in attendance to speak on said topic.

WALTERS MOVED TO CLOSE THE PUBLIC HEARING FOR THE DELINQUENT UTILITIES ACCOUNTS AT 7:12 PM. PAWELK SECONDED. MOTION PASSED 3-0.

WALTERS MOVED TO APPROVE RESOLUTION NO. 2022-54 AUTHORIZING UTILITY SHUT-OFF FOR DELINQUENT ACCOUNTS. PAWELK SECONDED. MOTION PASSED 3-0.

5.D. 5D - Surface Water Management Plan

City Engineer, Andrew Budde, introduced this item to the City Council.

He stated that in 2018, the City of Watertown started the process of preparing their 2040 Comprehensive Plan, which is required by the Metropolitan Council. Budde explained that as part of the process, staff began working on updating the Local Water Plan which includes detailed information on the city's water supply, sanitary sewer service and stormwater management in the city's planning areas.

Budde said that the requirements for the storm water portion are largely met by the existing Surface Water Management Plan (SWMP) that the city updated in 2015 and of which is referenced in the city's 2040 Comprehensive Plan.

Budde stated that during the preliminary stages of updating the SWMP, the city was notified by the Carver County Water Management Organization (CCWMO) that their organization was working on updating their stormwater rules within the next two years. This meant that once the rules were updated, every city would have to update their plans (again) to meet the new rules of the CCWMO.

As a result, Budde explained that city staff and the CCWMO agreed to minimally update the city's SWMP with only the requirements needed for the comprehensive plan approval process and then to revisit any further updates after the CCWMO approved their new rules.

The new CCWMO rules were adopted in May 2020. Budde said that once approved, it stated a two-year time frame in which the city had to update and approve their SWMP based on the new rules.

Budde reviewed the most significant changes that were made to the document including the

identification of untreated areas within the city and the development of strategies that would provide treatment to these areas in the future.

Budde stated that staff has been working with the CCWMO as they reviewed and provided comments on the updated and proposed SWMP to ensure that it complies with the new rules. The CCWMP approved the City of Watertown's SWMP at their June 14, 2022 County Board meeting.

Budde recommended that the City Council approve Resolution 2022-55 that approves the City of Watertown's Surface Water Management Plan.

Pawelk thanked Budde for the great explanation of the process to update the document. He agreed that it is a guiding document that will provide future opportunities for funding/grants.

PAWELK MOVED TO APPROVE RESOLUTION NO. 2022-55 APPROVING THE CITY OF WATERTOWN'S UPDATED SURFACE WATER MANAGEMENT PLAN. WALTERS SECONDED. MOTION PASSED 3-0.

6. Other Reports

Foster stated that there are some setback issues that staff is navigating through in the Rosewood Lanes areas. He informed that staff is looking into whether zoning text amendment is needed. But that there are some permits delays because of the setback issues.

Foster informed that the City engineer would be out doing fieldwork at Mullin Park to finish survey work since the river levels are low.

6.A. May 2022 Carver County Sheriff's Report For Watertown

Foster explained that the report was for informational purposes only.

7. Claims

7.A. 7 - Claims Packet 6.28.2022

WALTERS MOVED TO APPROVE THE JUNE 28, 2022 CLAIMS PACKET, PAWELK SECONDED. MOTION PASSED 3-0.

8. Adjournment

PAWELK MOVED TO ADJOURN THE MEETING AT 7:33 PM, WALTERS SECONDED. MOTION PASSED 3-0.

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

Steve Washburn, Mayor

ATTEST: _____

Maggie Reisdorf, Admin. Services Director