



# Watertown City Council

Mayor Steve Washburn  
Deborah Everson  
Lindsay Guetzkow  
Adam Pawelk  
Michael Walters

9/8/2020 - 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 at 6:30 p.m. Tuesday, September 8, 2020 in the Council Chambers of City Hall by Mayor Steve Washburn.

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

City Staff present at City Hall: City Administrator Shane Fineran, City Engineer Andrew Budde, Utilities Superintendent Doug Kammerer, and Clerk/Treasurer Lynn Tschudi.

Those who signed in: Stacy Jeske, Danny & Kathy Rosckes, Matt Rosckes, Jordan Lemmerman, JR Theisen, Pam Blacketter, Scott & Stephanie Eaton, Sydney Lehrke, Nathan & Sara Baluski, Todd Carlson, Scott & Deb Koehnen, Kelly Thaemert, Craig & Joanne Kohls, Kevin Berg, Steve Keller, and Joyce Peterson. And many others who did not sign in.

## 2. Adopt Agenda

**EVERSON MOVED, GUETZKOW SECONDED A MOTION TO ADOPT THE AGENDA AS PRESENTED. MOTION CARRIED 5-0.**

## 3. Consent Agenda Discussion And Approval

**WALTERS MOVED, PAWELK SECONDED A MOTION TO ADOPT THE CONSENT AGENDA AS PRESENTED. MOTION CARRIED 5-0.**

3.A. Adopt A Motion To Approve City Council Workshop Meeting Minutes Of August 25, 2020

3.B. Adopt A Motion To Approve City Council Regular Meeting Minutes Of August 25, 2020

3.C. Consider Resolution #2020-106, Accepting Resignation Of Fire Fighter And Authorizing Recruitment

## 4. Open Forum

## 5. New/Old Business

## 5.A. Ordinance 421 – UTV Operation On City Streets

City Administrator Fineran stated the City currently prohibits the operation of any ATVs on any City streets. After multiple open forum visits from residents, Ordinance 421 is being presented to allow UTV or side by sides to operate on City streets. The current ordinance has been in publication since the 1980's. The amended ordinance would still not allow Class 1 ATVs (4 wheelers) to operate on City streets. The state statute the City is referencing back to is 84.92-84.928 which discusses Class 2 ATVs operating on roadways. Fineran stated the City will not be issuing any permits to these side by sides.

Council Member Pawelk asked what will be required of these UTVs. Fineran said the vehicles will need to be registered with the State of Minnesota/Minnesota DNR. There is not a local license that Watertown would issue.

Council Member Walters asked about insurance requirements. Fineran said any state registered vehicle needs to have liability insurance. Everson asked if the driver needs to be a licensed driver. Fineran said the state statute noted the driver must be a licensed driver in most cases. Everson asked if any of these vehicles would be in violation of the noise ordinance. Fineran said the statute notes that the vehicle must have a muffler on it, so any noise violation would be up to law enforcement. Council Member Guetzkow clarified that the side by sides would need to operate within the rules of the road. Fineran said yes. Guetzkow said that 4 wheelers will still not be allowed on City streets if this ordinance passes. Fineran said correct.

Mayor Washburn asked what a permitting process would look like through the City. Fineran explained the regulations the City could take to permit the side by sides.

### **EVERSON MOVED, GUETZKOW SECONDED A MOTION TO OPEN THE PUBLIC HEARING. MOTION CARRIED 5-0.**

Jesse Sinsabaugh 930 Aspen Circle – Stated he owns a Class 2 UTV. He noted that snowmobiles are not regulated yet they drive through town. He said ATVs and UTVs do not drive through yards, they stay on the roads. The drivers are usually going to support business.

Kelly Thaemert 208 Jefferson Ave NW – Stated her husband was pulled over by the police in their driveway for driving their UTV. She said they use their UTV to run into town and visit their land just outside of Watertown. She does not think the ATVs should be allowed on the streets. Thaemert feels the UTVs are more regulated.

Nathan, residence unknown – Bought his side by side to plow the driveway. He does not understand why they are not allowed to be on City streets because they are safer than a motorcycle.

Scott Eaton 656 Castle Ridge Rd – Eaton asks that those who drive the UTVs be respectful with speed and noise. He said there are trucks and Harleys that are much louder than the UTVs.

Kevin Berg Rose Avenue – Stated he has never had an issue with an ATV or UTV in rural Watertown where he lives. He does not see the City of Watertown experiencing any issues with them either.

### **PAWELK MOVED, WALTERS SECONDED A MOTION TO CLOSE THE PUBLIC HEARING. MOTION CARRIED 5-0.**

Washburn asked how often the vehicles need to be registered with the state. Fineran stated the registration is good for three years through the Minnesota DNR. Everson asked Fineran to clarify the definition of Class 2 ATV. Fineran read the definition.

### **WALTERS MOVED, GUETZKOW SECONDED A MOTION TO ADOPT ORDINANCE 421, AMENDING CHAPTER 54, ARTICLE V. MOTION CARRIED 5-0.**

## 5.B. Financial System Software RFP Consultant Services

City Clerk/Treasurer Tschudi explained to council that the current financial software is very outdated and not reliable. Tschudi began researching replacement software in early 2020 but became overwhelmed due to time constraints and lack of knowing the major software providers for government software. The City auditing firm provides a service to assist with financial software research. Tschudi explained the benefits of hiring Abdo, Eick & Meyers Financial Solutions, LLP (AEMFS) to assist with the process of software selection. Although the software is not budgeted until 2021, the entire process is lengthy so Tschudi would prefer to get started now. She said the total cost would be \$7,350 and would be paid for out of the operating budget.

Council Member Everson said she feels the \$7,350 is a large amount to pay someone to look for software when we do not get anything in the end. Pawelk asked what the total software will cost. Fineran said it will likely cost anywhere from \$60,000 to \$80,000. Pawelk said the consultant fee could be compared to the "soft costs" the City pays for engineering work on large projects. He feels this is an important part of the process to know we are investing in the correct product. Guetzkow agreed with Pawelk and compared the software as an important part of the team. She compared AEMFS to acting as a broker in the software selection process. Mayor Washburn asked if AEMFS will help with contract negotiations once a vendor is selected. Tschudi said they will negotiate terms and fees.

**GUETZKOW MOVED, PAWELK SECONDED A MOTION TO ADOPT RESOLUTION 2020-107, APPROVING DEVELOPMENT FOR FINANCIAL SOFTWARE RFP PROCESS WITH AEMFS. MOTION CARRIED 5-0.**

## 5.C. Capital Project #UC047 – Well #1 Chemical Feed

Engineer Budde stated that Well No 1 near the water tower has been brought online two years ago with the installation of a new pump. This helped increase the firm capacity to 1,050 gpm for the water supply. Firm capacity is the amount of water that can be produced when the largest well is out of service. Budde explained adding additional capacity allows the city to meet peak daily demands which occur in the summer when irrigation systems are used and varies year to year depending on precipitation.

Engineer Budde said adding water production allows for less required storage and will delay the need for a second water tower. Water production and storage guidance is provided by the Minnesota Department of Health. Well No 1 is only used as an emergency back up because the water is untreated prior to it entering the distribution system. To allow the well to operate in a normal operating 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. Budde said one structure will house chlorine and the other will house fluoride. Both will provide chemical feeds into the water from the well prior to it entering the distribution system. The proposed plans and specifications would be reviewed and approved by the Minnesota Department of Health for approval prior to construction. Budde said Rice Lake Construction Group submitted the low bid in the amount of \$134,200.

Council Member Everson asked when construction would occur. Budde said the construction would happen in the spring. Everson asked if Rice Lake Construction is concerned about getting materials and or workers. Budde said he is not sure.

Guetzkow asked if the water coming out of Well No 1 will receive the same treatment as what is coming out of the water treatment facility. Utilities Superintendent Kammerer explained that Well No 1 will only be used in an emergency. Kammerer said that the chemicals cannot be placed inside the well because they are corrosive, so they must be stored separately. Guetzkow asked if there are any grant funds available for this purpose. Budde stated he is not aware of any.

Pawelk asked what maintenance is done to the existing wells to make sure they are being exercised. Kammerer explained the process of exercising the wells.

Mayor Washburn asked when the City expects to need a new water tower. Budde said it is population driven and at 5,000 people it is recommended to have a second water tower. Walters asked where the

water tower is planned to be built. Budde said either behind Hecksel Machine or off 30th Street.

Guetzkow asked how long it would take to construct a second water tower and associated wells. Budde said about three years. Guetzkow said that would mean the City should start discussions in 2021. City Administrator Fineran said he will wait to see what the Census numbers come back at.

Washburn asked for the cost of a new water tower. Budde said \$1.2 Million.

**PAWELK MOVED, EVERSON SECONDED A MOTION TO ADOPT RESOLUTION 2020-108, AWARDING CAPITAL PROJECT U047 FOR WELL CHEMICAL FEED FACILITIES. MOTION CARRIED 5-0.**

5.D. Capital Project #UC033 – 2021 Mill & Overlay Plans And Specifications

City Engineer Budde said the first Mill & Overlay project was completed in 2017 and there has been one every year since. For 2021, there has been \$373,000 budgeted for the Mill & Overlay project. \$49,000 will be used from the Utilities budget for manhole casting and catch basins. Budde showed on a map the areas that would be casted and mill & overlaid.

Pawelk asked if the planned side streets within Wildflower need the repair or are just due on a calendar. Budde said the streets were evaluated and in order to not have to drive over newly completed roads, the smaller cul-de-sacs are being repaired early.

Council Member Guetzkow asked that the Arnica Drive residents be included in the communication sent to the Wildflower development regarding the 2021 Mill & Overlay so they are aware of the construction.

The Madison Street Trail construction near the Sugarbush Park would be included in the 2021 Mill & Overlay project. Budde shared the trail location on a map. Washburn asked if the homeowners near Sugarbush Park have been notified of the future trail. Fineran said they have not been directly contacted. Pawelk suggested having a community input session for the Madison Street Trail and Sugarbush Park stub.

Guetzkow asked about contacting the County to discuss a crosswalk at County Road 10 and Madison Street.

**GUETZKOW MOVED, PAWELK SECONDED A MOTION TO ADOPT RESOLUTION 2020-109, AUTHORIZING PLANS AND SPECIFICATIONS FOR THE 2021 PAVEMENT REHABILITATION AND TRAIL PROJECT. MOTION CARRIED 5-0.**

6. Other Reports

Budde updated that the 2020 Mill & Overlay project is very behind schedule.

City Administrator Fineran thanked the businesses who applied for the Coronavirus EDA relief grants. Community clean-up is September 26 at the Industrial Park from 8 am to 11 am.

Pawelk stated there are two openings on the Park Commission.

Walters updated the Chamber has cancelled the downtown trick or treating, the educator's dinner, and ladies night out.

Guetzkow said Carver County is having a hazardous waste collection Saturday September 12 at Hollywood Township.

Washburn updated that the Commission on Aging cancelled the Senior Dinner.

7. Claims

7.A. Approve September 8th, 2020 Claims Roster

**EVERSON MOVED, PAWELK SECONDED A MOTION TO APPROVE THE 2020 CLAIMS AS PRESENTED. MOTION CARRIED 5-0.**

8. Adjournment

**GUETZKOW MOVED, WALTERS SECONDED A MOTION TO ADJOURN THE MEETING AT 8:54 PM. MOTION CARRIED 5-0.**

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