



Watertown City Council  
Regular Meeting

Mayor Steve Washburn  
Lindsay Guetzkow  
Adam Pawelk  
Michael Walters  
Dan Schuette

11/15/2022 - 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 6:35 p.m. on Tuesday, November 15, 2022, by Mayor Steve Washburn.

Councilmembers present: Steve Washburn, Mike Walters, Dan Schuette, and Adam Pawelk,

Councilmembers absent: Lindsay Guetzkow.

City Staff present: City Administrator Jake Foster, Fire Chief Tom Hanson and Administrative Services Director Maggie Reisdorf.

Others Present: Kay Thul.

2. Adopt Agenda

**COUNCILMEMBER SCHUETTE REQUESTED TO APPROVE THE AGENDA AS PRESENTED.  
COUNCILMEMBER WALTERS SECONDED. MOTION CARRIED 4-0.**

3. Consent Agenda Discussion And Approval

**COUNCILMEMBER WALTERS MOVED TO ADOPT THE CONSENT AGENDA AS PRESENTED.  
PAWELK SECONDED. MOTION CARRIED 4-0.**

3.A. 3A - October 25, 2022 City Council Workshop Meeting Minutes

3.B. 3B - October 25, 2022 City Council Meeting Minutes

3.C. 3C - WWTF Pay Applications No. 5 And No. 6

3.D. 3D - 2022 M&O Pay Application No. 4

3.E. 3E - American Legion Donation

3.F. 3F - 2023 Property Assessment Services Contract

3.G. 3G - PTO For Hourly Election Workers

4. Open Forum

5. New/Old Business

5.A. 5A - Utility Credit Request - Immaculate Conception Church

Foster introduced this item to the City Council. He explained that the local church, Immaculate Conception Church, contacted the city regarding high water usage on their utility bill. He informed that their October utility bill showed an abnormally high amount of water usage. Foster explained that when the church looked into the matter, they discovered that an outdoor hose had been left on resulting in the use of 49,000 gallons of water. He explained that their water usage is usually 1,000 gallons per month.

Foster explained that the church is asking for the city to consider waiving the sewer portion of the bill (based on water usage) since no water went down the sewer. He explained that these requests have occurred in the past and generally the City Council approves at least the waiver of sewer charges if it can be determined it didn't drain into the system.

Foster said that the sewer fees asking to be waived is in the amount of \$296.72.

**WALTERS MOVED TO APPROVE THE CREDIT IN THE AMOUNT OF \$296.72 FOR IMMACULATE CONCEPTION'S UTILITY BILL FOR THE SEWER PORTION. SCHUETTE SECONDED. MOTION PASSED 4-0.**

5.B. 5B - 700 Lewis Avenue - Verizon CUP Amendment

Foster introduced this item to the City Council.

He informed that Verizon Wireless and American Tower Corporation (ATC) submitted an application to the city for a Conditional Use Permit (CUP) Amendment and Site Plan Review for the cellular antenna located at 700 Lewis Ave N.

Foster reviewed the application's requests that included the CUP amendment that would allow adding additional wireless antennas onto the existing tower and an updated site plan review. He said that the following is regulated by the City's Code: Chapter 60: Wireless Communications Towers and Antenna.

Foster reviewed the plans to add three (3) additional wireless antennas onto the northern existing wireless tower located at 700 Lewis Ave N. He mentioned that the site currently has two towers on it. He informed that the city initially issued the CUP to allow for the construction of the tower in 2006.

He received the current equipment on the tower and the proposed additional equipment and how the review showed that the request would meet City Code.

Foster said that the request was reviewed by the Planning Commission and that the Commission found that the criteria for granting the CUP amendment was satisfied and recommended it to the City Council for approval.

Foster recommended that the City Council approve Resolution 2022-80 Approving the Conditional Use

Permit Amendment and Site Plan Review with several conditions as recommended by the Planning Commission.

**WALTERS MOVED TO APPROVE RESOLUTION 2022-80. SCHUETTE SECONDED. MOTION PASSED 4-0.**

5.C. 5C - Automatic External Defibrillator Replacement

5.C. 700 Lewis Ave – Verizon CUP Amendment

Fire Chief, Tom Hanson, introduced this item to the City Council. He informed that at the August 23<sup>rd</sup>, 2022 City Council meeting, the City Council approved staff to solicit quotes for the replacement of the fire department's current AEDs on department apparatus.

Hanson explained that in the 2020 CIP, the fire department had planned to replace the AEDs as they were nearing their end of usable life.

Hanson recommended to the City Council approving Resolution 2022-81 that would allow for the purchase of seven (7) Philips Brand AEDs. He mentioned that the city current has six (6) AEDs, but is recommending increasing it to seven to add one to the Officer/Command Vehicle.

Hanson presented the three quotes to the City Council and recommended the quote from Philips in the amount of \$7,854.56.

Hanson informed that it funds would come from the Fire Department CIP fund.

**WALTERS MOVED TO APPROVE RESOLUTION 2022-81. SCHUETTE SECONDED. MOTION PASSED 4-0.**

Walters stated that these are lifesaving devices that are needed for the fire department to do their jobs.

5.D. 5D - Fire Fighter Pension Level Increase

Fire Chief, Tom Hanson, introduced this item to the City Council. He explained that at a June 28<sup>th</sup>, 2022, City Council work session, Sharyn North from MN PERA came to meet with the City Council to discuss the current Watertown Fire Department benefit level.

Hanson explained that in 2018, the Watertown Fire Relief Association was authorized to join the Statewide Volunteer Firefighter Plan through MN PERA. He informed that one stipulation was that there would be a 5-year waiting period before any benefit increases could be considered and implemented. He said that January 1, 2023, is the 5-year mark.

Hanson reviewed with the City Council that the current benefit level for the Watertown Fire Department is \$3,100 annually per firefighter and that the analysis shows that there may be opportunities to increase the rate.

Hanson explained that funding algorithm which includes some funding from Fire State Aid, Investments and the City of Watertown. With the current level of Fire State Aid funding available, Hanson recommended, per the recommendation of PERA, that the City Council at least increase the benefit level to \$3,300 per firefighter to use the entire Fire State Aid funding source.

Hanson added that with investment earning fund coverage as well, that a benefit increase to \$3,400 or \$3,500 could also be considered.

After a thorough analysis and review with PERA, staff recommended to the City Council adopting

Resolution 2022-82 that would approve an increase of \$3,400 (from \$3,100) level annually for its firefighters' retirement benefit, effective January 1<sup>st</sup>, 2023.

Pawelk expressed appreciation for the additional information since the last meeting it was discussed at.

Walters stated that this is something that should be looked at on an annual basis. He said that this benefit is important for the Fire Department and for the firefighters and that it needs to be competitive for retainage/recruitment purposes as well as to support the firefighters. He stressed the importance of paying them fairly and to be comparable to other cities.

Pawelk agreed that it should be reviewed annually.

Washburn thanked Fire Chief, Tom Hanson, and City Administrator, Jake Foster. He thanked them both for their hard work and dedication to their positions.

**PAWELK MOVED TO APPROVE RESOLUTION 2022-82. WALTERS SECONDED. MOTION PASSED 4-0.**

## 6. Other Reports

Reisdorf provided an update on Election Day. She stated that the process went smoothly and that the City of Watertown had a good turnout. She thanked the elections judges and everyone that made the day successful.

Foster thanked staff and the election judges for their work on election day.

Foster reminded the City Council of a special City Council meeting on November 17, 2022 at 8 am to canvas the local election results.

Pawelk mentioned the upcoming Park Commission meeting and their continued focus on the Highland Park Master Plan.

Washburn mentioned that Commission on Aging Holiday Dinner on December 6, 2022.

Washburn congratulated the newly elected officials to the Watertown City Council: Kay Thul, Fred McGuire and Mike Walters.

## 7. Claims

7.A. 7A - Claims Packet 11.15.22

**SCHUETTE MOVED TO APPROVE THE NOVEMBER 15, 2022 CLAIMS PACKET, WALTERS SECONDED. MOTION PASSED 4-0.**

## 8. Adjournment

**WALTERS MOVED TO ADJOURN THE MEETING AT 7:03 PM, SCHUETTE SECONDED. MOTION PASSED 4-0.**

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Steve Washburn, Mayor

ATTEST: \_\_\_\_\_

Margaret Reisdorf, Admin. Services Director