

**MINUTES OF THE
WATERTOWN CITY COUNCIL
Regular Meeting Tuesday, January 25, 2011**

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, on **Tuesday, January 25, 2011** by Mayor K. J. McDonald at 6:30 PM in the Watertown City Hall Council Chambers.

Upon roll call the following Council Members were present: McDonald, Stephen Crowder, Nicholas Hoese, Rick Mann and Michael Walters.

The following staff members were present: City Administrator Luke Fischer, Senior Planner Crystal Foust and Finance Director/City Clerk Steven Wallner.

Also present were: Ben Maas and Scott Richter.

2. ADOPT AGENDA

Fischer asked to have Item 6C (Paul Avenue cost sharing) added to the agenda.

MANN MOVED, HOESE SECONDED A MOTION TO ADOPT THE AGENDA AS AMENDED. MOTION CARRIED 5-0.

3. REVIEW OF CONSENT AGENDA

- A. Motion to approve minutes from January 11, 2011 regular city council meeting
- B. Motion to appoint Jim Sandquist to the Planning Commission
- C. Motion to appoint Joel Skoog to the Parks Commission
- D. Motion to approve downtown project developer term sheet
- E. Motion to award water heater replacement
- F. Motion to authorize staff to study community park foundation
- G. Motion to approve pay requests from MK Land Corporation
- H. Motion to approve pay request from MNSPECT
- I. Motion to approve pay request from Melchert, Hubert, Sjodin
- J. Motion to approve regional safety group
- K. Motion to approve land owners bill of rights
- L. Motion to authorize request for quotes for replacement of automatic switch gear at the Wastewater Treatment Facility
- M. Motion to authorize request for quotes for the replacement of power flame burner at the Wastewater Treatment Facility

CROWDER MOVED, WALTERS SECONDED A MOTION TO ADOPT THE CONSENT AGENDA. MOTION CARRIED 5-0.

4. OPEN FORUM

5. CELEBRATE WATERTOWN

- A. Fischer stated that the State of the City address will be given at the Watertown Chamber of Commerce meeting Wednesday, Feb. 16.

6. NEW/OLD BUSINESS

- A. Consider Riverside Terrace Sewer Charge

Wallner stated that Scott Richter, manager of Riverside Terrace Mobile Home Park, contacted City Hall about the utility bill for November which he thought was high. The usage was 684,000 gallons. The average usage for November from 2002 to 2009 is 557,000. Staff read meters the next week and found the December usage for the par was 1,119,000 gallons. The average usage for December from 2002 to 2009 is 546,000. Staff contacted Richter, who began looking for a leak, which he found at an unoccupied unit. The manager stated that the water was running onto the ground and not into the sewer system. Richter asked the city for a reduction in the sewer charges for November and December.

Staff put together two options for the Council to consider: (1) A reduction to the average usage of 700,000 gallons or \$3,382.40 or (2) A reduction to the high usage of 448,000 gallons or \$2,162.72.

Crowder stated that he would be inclined to take the higher amount since the water didn't need to be treated. Walters stated that he would favor the 448,000 gallons reduction. He stated that there is no way of telling if there was a leak in November.

WALTERS MOVED, MANN SECONDED A MOTION TO APPROVE A REDUCTION OF 448,000 GALLONS OR \$2,162.72. MOTION CARRIED 5-0.

- B. Consider EDA Appointment

Fischer stated that two people had applied for the open position on the EDA. The applications were James Rivord and Ken Grotbo. Rivord currently serves on the EDA and the Planning Commission.

MCDONALD MOVED, WALTERS SECONDED A MOTION TO APPOINT KEN GROTBO TO THE WATERTOWN ECONOMIC DEVELOPMENT AUTHORITY. MOTION CARRIED 5-0.

- C. Paul Avenue cost sharing

Fischer gave the Council the background on this topic. He stated that on June 22, 2010 prior to construction, Council Members Mann and Dan Geiger met with school officials to discuss a cost sharing arrangement. At that time soft costs were not available. The school paid for their share of the hard costs. He stated that city representatives met with school representatives January 11 about the soft costs associated with the construction, as presented by City Engineer Dave Martini. The school district requested some assurance, prior to releasing funds, that payment for soft costs would be the school's final obligation associated with 2010 improvements.

MANN MOVED, MCDONALD SECONDED A MOTION TO APPROVE FULL PAYMENT OF SOFT COSTS FROM THE WATERTOWN-MAYER SCHOOL DISTRICT AS FINAL PAYMENT FOR 2010 IMPROVEMENTS ASSOCIATED WITH

PAUL AVENUE, STREET A AND PAUL AVENUE PEDESTRIAN TRAIL UPON REVIEW BY CITY LEGAL COUNSEL. MOTION CARRIED 5-0.

7. COMMITTEE REPORT

- A. Crowder gave a report on his first Planning Commission meeting.

8. CONSULTANTS' REPORT

9. MAYOR'S REPORT

10. COUNCIL MEMBERS' REPORTS

11. STAFF REPORTS

- A. Administrator's Report

Fischer stated that the downtown redevelopment project is making progress.

- B. Senior Planner's Report

Foust stated that the Youth Commission (Splatter) is planning events for this year. She also stated that the sub-committee of the Park Commission is evaluating historical names for trails in the city.

- D. Finance Director

1. Approve Claims Roster/Voucher List

HOESE MOVED, MANN SECONDED A MOTION TO APPROVE THE CLAIMS ROSTER/VOUCHER LIST. MOTION CARRIED 5-0.

12. ADJOURNMENT

THERE BEING NO FURTHER BUSINESS THE MEETING WAS ADJOURNED AT 7:14 PM.

ATTEST:

Steven Wallner
Clerk-Treasurer

K.J. McDonald
Mayor