

**MINUTES OF THE
WATERTOWN CITY COUNCIL
Regular Meeting Tuesday, April 14, 2009**

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, April 14, 2009** 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, Jodi Martinez, Earline King, Rick Mann and Steven Duske.

The following staff members were present: City Administrator David Mandt, Senior Planner Crystal Foust, Planning Consultant Mark Kaltsas and City Clerk-Treasurer and Finance Director Steven Wallner.

Also present were: John McCain, Mary Haugen, Jennie Menke, Tony Vavoulis, Adam Jochum.

2. ADOPT AGENDA

Staff asked that item 4A (Town Deputy at Open Forum) be added to the agenda.

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

3. REVIEW OF CONSENT AGENDA

- A. Council minutes for March 24, 2009 meeting
- B. Pay request from MNSPECT
- C. Pay request from Hoff, Barry, Kozar
- D. Application for on-sale strong beer license by Crow River Coffee Co.
- E. Verizon tower lease amendment agreement
- F. Request for use of ball field concession stand by WAYM

Duske asked to have Item 3D pulled for discussion.

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

4. OPEN FORUM

- A. Watertown Deputy Greg Gowan gave the Council an update on recent calls he has made in the community.

5. CELEBRATE WATERTOWN

- A. Mandt updated the Council on the River Rumble, which will be Saturday, Sept. 12 from 10 a.m. to 3 p.m. in the downtown area of Watertown. He stated that there will be a request in the future from the Chamber for street closings.

6. NEW/OLD BUSINESS

A. Elementary School soccer fields grading request. The Crow River Soccer Club has initiated an effort to improve the two existing fields at the elementary school by increasing the width of the playing fields to high school standards. The Soccer Club and Watertown-Mayer Schools are requesting the city's permission to perform some grading work on future city park property adjacent to the elementary school. The proposed grading moves the existing sloped area on the east edge of the elementary fields farther to the east. The graded area will be top soiled, seeded and covered with erosion blanket. Excess soil from the grading work will be placed as fill in low areas on the city's property where it may be needed for future development. The work will be privately funded and performed by licensed contractors. Drawings were provided by McCain. City Engineer David Martini of Bolton & Menk reviewed the grading plan and offered five comments in a letter to the city administrator.

1. The proposed grading requires excavation on the west edge of the city's newly acquired park property. The proposed grading will encroach onto city property approximately 50 feet in some locations. Creating a flatter transition between the fields and the park property will require more usable space in the park to be consumed.

2. The finished slopes are proposed to be 3:1 grade. Generally, slopes that are steeper than 4:1 are difficult to maintain and may be too steep to comfortably sit on for spectators. It is unlikely that such steep slopes will be incorporated into the final grading plan for the city park property.

3. Design elements for "Street A" such as street width, urban or rural drainage and parking still need to be determined to properly evaluate the impact of the proposed grading plan. Depending on the final design of the street, retaining walls may ultimately be required to accommodate the larger soccer fields.

4. In the event that the city chooses to allow the proposed grading on city property, it is recommended that the proposed slopes be considered temporary since additional grading and or the construction of retaining walls may be required to complete the city's master park plan and the construction of "Street A".

5. As a result of the larger fields, the city should consider requiring the school district to be responsible for the additional costs associated with retaining wall construction or restoring the fields to their original size if it is necessary to complete the city's master park plan and construction of "Street A".

McDonald and Duske stated that they support the plan for the two soccer fields in the area of the elementary school. Mann stated that this was the first time he had seen the proposed grading plan and should be contingent on the city's master park plan. Martinez stated that she thought of these fields as a temporary fix for now. Mandt stated that parking would be a problem. Duske stated that the city and school district should partner to solve the parking problem. Haugen stated that the goal of the school district is to have high school fields on school property, not necessarily at the high school. She stated that it was an architectural mistake to have the fields made smaller. She stated that this was based on the fact that the fields were being located at the elementary school and the assumption was that the fields would be used by elementary-age children.

DUSKE MOVED, MCDONALD SECONDED A MOTION TO ALLOW THE GRADING WITH THE FIVE BOLTON AND MENK RECOMMENDATIONS.

MCDONALD MOVED, MARTINEZ SECONDED AN AMENDMENT TO THE ORIGINAL MOTION TO HAVE A COUNCIL SUB-COMMITTEE OF DUSKE AND MARTINEZ MEET WITH THE SCHOOL BOARD ON THE ISSUES.

AMENDMENT CARRIED 4-1 WITH MANN VOTING NAY.

ORIGINAL MOTION CARRIED 5-0.

7. COMMITTEE REPORT

- A. EDA recommendation to sign purchase agreement with Centra Sota. The EDA in conjunction with the city has been working on a plan to redevelop the south end of Lewis Avenue. The city conducted an appraisal of certain properties in the downtown. The city has worked with several property owners over the last year to negotiate the terms of a purchase agreement. It is the intent of the EDA to purchase key properties for a period of one year. This will provide the city time to find the appropriate end user for the property. At the end of one year, the city can opt out of the agreement and only be subject to the loss of the escrow money spent to secure the property (\$3,000).

Staff presented a purchase agreement to acquire 413 Lewis Ave. S and 104 Kieffer Street SW from Centra Sota, who has agreed to the terms. The initial cost of the purchase agreement is \$330.87 to secure the property for six months. Following this period, the city can extend the review period for another six months at a cost of \$330.87. This takes into account the shared cost of the Phase II environmental survey which Centra Sota agreed to pay \$2,338.25. The total cost to the city for securing the property for one year is \$3,000. The purchase agreement provides the city an option to acquire both properties or one or a portion of the other. The cost for 413 Lewis Ave. S. is \$261,360 and 104 Kieffer Street SW is \$507,036. Should the city choose not to acquire 104 Kieffer Street SW, the city can acquire a portion of the property for \$119,088. The city has up to one year to complete a deal on the properties and convey them to another party.

Mandt stated that this is crucial to the development of the downtown area and provide a new way out of the downtown. Duske assured the people in attendance and watching on cable TV that the city is not in the real estate business. He stated that it is the goal of the city to improve the downtown. Duske stated that the EDA has the money available for the proposal and no tax dollars will be involved. Mandt stated that the city has met with all property owners in the area and would like them to relocate to the city's industrial park or elsewhere in the community.

DUSKE MOVED, KING SECONDED TO ADOPT RESOLUTION 2009-4-14-2 AUTHORIZING THE ECONOMIC DEVELOPMENT AUTHORITY TO EXECUTE A PURCHASE AGREEMENT FOR PROPERTY LOCATED AT 413 LEWIS AVE. S. AND 104 KIEFFER STREET SW. MOTION CARRIED 5-0.

- B. EDA recommendation to approve creating a feasibility study for the Downtown Redevelopment Project. The city is proposing to make certain public improvements consisting of the extension of Lewis Avenue South, installation

and extension of trunk sanitary sewer and water and restoration along Lewis Avenue from City Hall to Fremont Street and to assess the benefited property owners for all or a portion of the costs.

MARTINEZ MOVED, MANN SECONDED A MOTION TO ADOPT RESOLUTION 2009-4-14-3 ORDERING THE PREPARATION OF A FEASIBILITY STUDY ON PROPOSED IMPROVEMENTS FOR THE DOWNTOWN REDEVELOPMENT PROJECT. MOTION CARRIED 5-0.

MCDONALD RECESSED THE MEETING FOR A BREAK.

MCDONALD REOPENED THE MEETING AFTER A FIVE MINUTE BREAK.

- C. Seasonal summer Public Works employees. Public Works Committee discussed summer employment and decided to hire two of last year's employees. The city has budgeted for three summer employees and will discuss the third position in the coming month. Staff and Public Works Committee recommended hiring Logan Pysick and Garret Genereux at \$9.00 per hour. Duske suggested advertising for the third position. He stated that there may be some adults who have been laid off who are looking for work.

KING MOVED, DUSKE SECONDED A MOTION TO HIRE LOGAN PYSICK AND GARRET GENEREUX AS SUMMER EMPLOYEES AT \$9.00 PER HOUR. MOTION CARRIED 5-0.

- D. Planning Commission recommendation to approve Verizon Wireless CUP extension. A conditional use permit for Verizon was approved by the Council in April 2008. Verizon has asked to have the CUP extended an additional year for construction of a monopole at 700 Lewis Ave. N. A public hearing was held March 12, 2009 and there was no public comment. Staff recommended approving Resolution 2009-4-14-1 extending the Verizon Wireless CUP for one year with these comments: a signed lease agreement between the city and Verizon for the proposed lessee premise area with agreed terms and conditions; Verizon Wireless must provide a signed set of drawings to the city staff prior to issuance of the building permit which includes engineer's stamp and registration number; monopole is designed to accommodate a total of three users with one being Verizon Wireless; Engineer will review plans and make sure they are in compliance with the comments made by city engineer in letter dated July 31, 2008.

MANN MOVED, KING SECONDED A MOTION TO ADOPT RESOLUTION 2009-4-14-1 APPROVING A CONDITIONAL USE PERMIT FOR CONSTRUCTION OF A WIRELESS COMMUNICATION MONOPOLE AND EQUIPMENT SHELTER AT 700 LEWIS AVENUE NORTH IN WATERTOWN. MOTION CARRIED 5-0.

8. CONSULTANTS' REPORTS

9. MAYOR'S REPORT

- A. McDonald gave a report of his recent trip to Ireland.

10. COUNCIL MEMBERS' REPORTS

- A. Committee Assignments. Mandt stated that King would like to withdraw as a liaison to the city on the Collaborative Committee. Martinez volunteered to take her place on that committee. McDonald will fill in for Martinez on this committee and Planning Commission when needed.

11. STAFF REPORTS

- A. City Administrator
 - 1. Mandt stated that the Community Clean Up Day is Saturday, May 2 from 8 to 11 a.m. at Public Works.
- B. Senior Planner
 - 1. Foust stated that the Community Park Open House will be held from 2 to 7:30 p.m. Thursday, April 23 at City Hall.
- C. Public Works
 - 1. Kammerer gave an update on Public Works projects
- D. Finance Director
 - 1. Request for approval of voucher list/claims roster

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

12. ADJOURNMENT

THERE BEING NO FURTHER BUSINESS THE MEETING WAS ADJOURNED AT 8:05 PM.

ATTEST:

Steven Wallner
Clerk-Treasurer

K.J. McDonald
Mayor