

**MINUTES OF THE  
WATERTOWN CITY COUNCIL  
Regular Meeting Tuesday, May 11, 2010**

**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, May 11, 2010** 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, Steve Duske and Earline King. Council Members Rick Mann and Dan Geiger were absent.

The following staff members were present: City Engineer David Martini of Bolton & Menk, Inc., Senior Planner Crystal Foust, Public Works Supt. Doug Kammerer and Acting Administrator/City Clerk-Treasurer and Finance Director Steven Wallner.

**2. ADOPT AGENDA**

Wallner asked to have Item 6C (Feasibility Study for Co. Rd. 20 underpass options) pulled from the agenda.

**DUSKE MOVED, KING SECONDED A MOTION TO ADOPT THE AGENDA AS AMENDED. MOTION CARRIED 3-0.**

**3. REVIEW OF CONSENT AGENDA**

- A. Council Minutes for April 27, 2010 meeting
- B. Approval of final pay request for Johnson Park Bank Restoration
- C. Approval of resignation of firefighter George Motzko Jr.
- D. Approval of temporary handicap parking for Church Fall Festival
- E. Approval of amendment to Personnel Policy Cell Phone Use

**KING MOVED, DUSKE SECONDED A MOTION TO ADOPT THE CONSENT AGENDA. MOTION CARRIED 3-0.**

**4. OPEN FORUM**

**5. CELEBRATE WATERTOWN**

- A. Kammerer congratulated the staff and workers for a successful clean up day May 1.

**6. NEW/OLD BUSINESS**

- A. Universal Design Home Project

Foust presented the information on the project which is a partnership with the City of Watertown, Commission on Aging and Carver County Office of Aging. Universal Design incorporates simple, proven ideas to make any home more comfortable for a wide range of people during their lives. The plan is to submit a grant application to the Bremer Foundation to cover costs of building permit, consultant and video taping material. If approved, the home would be built in a development in Watertown in time

for the spring Parade of Homes. Staff is working with a developer in Watertown for construction of the model home. Staff recommended that the Council approve a letter of support for the grant application.

Duske suggested ideas for the project including thermal well, passive solar heating, 40 inch doorways and alternative energy sources.

**MCDONALD MOVED, DUSKE SECONDED A MOTION TO APPROVE A LETTER OF SUPPORT FOR THE UNIVERSAL DESIGN MODEL HOME TO ACCOMPANY THE GRANT APPLICATION TO THE OTTO BREMER FOUNDATION. MOTION CARRIED 3-0.**

B. Request for Contribution to the Watertown Chamber Task Force

Wallner stated that the Chamber of Commerce has started a new group, Watertown Chamber Task Force, to focus on promoting businesses during 2010 and road construction projects. They intend on placing additional signage directing local residents and visitors to the businesses as well as produce flyers and advertising. Wallner estimated the cost of this project would be \$5400 to \$6000. Wallner suggested the city provide \$2,000 toward the project which would be procured by moving \$2,000 from Refuse/Garbage Disposal to Donations for Civic Organizations. He also suggested that a request be made of the EDA for \$1,000.

**MCDONALD MOVED, KING SECONDED A MOTION TO APPROVE \$2,000 FOR THE WATERTOWN CHAMBER TASK FORCE MARKETING EFFORTS. MOTION CARRIED 3-0.**

7. **COMMITTEE REPORT**

A. Personnel Committee recommendation to hire Mark Kaltsas of MK Land Corp. to update City ordinances

Foust presented the information to the Council about updating city ordinances to be consistent with the goals, policies and objectives outlines in the 2030 Comprehensive Plan. The city received a quote of \$5,000 from Mark Kaltsas of MK Land Corp to update six ordinances prioritized by city staff. They are Zoning, Subdivision, Natural Resource Preservation, Shoreland, Wetland and Historic Preservation. Duske suggested a seventh ordinance, Adequate Public Facility.

**DUSKE MOVED, KING SECONDED A MOTION TO HIRE MARK KALTSAS OF MK LAND CORP TO UPDATE THE SEVEN ORDINANCES PRIORITIZED BY THE COUNCIL (ZONING, SUBDIVISION, NATURAL RESOURCE PRESERVATION, SHORELAND, WETLAND, HISTORIC PRESERVATION AND ADEQUATE PUBLIC FACILITY). MOTION CARRIED 3-0.**

8. **CONSULTANTS' REPORTS**

9. **MAYOR'S REPORT**

- A. McDonald stated that he was disappointed with President Obama's appointment of the newest member to the Supreme Court.

**10. COUNCIL MEMBERS' REPORT**

- A. King stated that she had completed another walking audit of a trail in the city.
- B. Duske stated that he had been with the Acting City Administrator and looked at projects to address in the future. He also expressed a concern about the lawns not mowed in Rohs Way subdivision.

**11. STAFF REPORTS**

A. Administrator's Report

1. Update of Administrator Search

Wallner stated that the city has received 20 applications of which 6 have met the minimum requirements.

C. Public Works

- 1. Kammerer gave the Council an update on estimates for crack sealing and seal coating. He stated that the crack sealing will be approximately \$4,726 which is less than the \$8,000 budgeted and the seal coating will be approximately \$24,281 which is less than the \$30,000 budgeted. He also mentioned that the tree in City Center Park had been removed and spading for the new trees will begin Monday.

D. Finance Director

- 1. Request for approval of voucher list/claims roster

**KING MOVED, DUSKE SECONDED A MOTION TO APPROVE THE VOUCHER LIST/CLAIMS ROSTER. MOTION CARRIED 3-0.**

**12. ADJOURNMENT**

**THERE BEING NO FURTHER BUSINESS THE MEETING WAS ADJOURNED AT 7:27 PM.**

**ATTEST:**

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Steven Wallner  
Clerk-Treasurer

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K.J. McDonald  
Mayor