

**MINUTES OF THE
WATERTOWN CITY COUNCIL
Regular Meeting Tuesday, June 22, 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, June 22, 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, Earline King, Rick Mann, Steve Duske and Dan Geiger.

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

2. ADOPT AGENDA

Wallner asked to have Item 7C (Update on cost sharing with Carver County on Co. Rd. 20 project) added to the agenda.

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

3. REVIEW OF CONSENT AGENDA

- A. Council Minutes for June 8, 2010 meeting
- B. Planning Commission minutes for May 13, 2010 meeting
- C. Planning Commission recommendation to approve rezoning for 204 Newton Ave NE – Ordinance 350
- D. Park Commission recommendation to appoint Michael Madsen
- E. Pay request City Attorney – Melchert, Hubert, Sjodin, PLLP
- F. 2009 Audit Report

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

4. OPEN FORUM

5. CELEBRATE WATERTOWN

- A. Wallner informed the Council about the events in the Rails to Trails Festival being held July 23-24.

6. NEW/OLD BUSINESS

7. COMMITTEE REPORT

- A. Planning Commission Recommendation to Approve Alternative Energy System – Ordinance 351

Foust presented information to the Council on the proposed Ordinance 351 – Alternative Energy Systems. A wind energy ordinance had been previously discussed at a Planning Commission meeting in August and September 2009. Planning Commission indicated they wanted to incorporate other forms of alternative energy systems into the ordinance. As a result, the ordinance includes solar energy systems. The ordinance sets guidelines for design as well as establishes the process by which the city could approve or deny an application. The Planning Commission recommended that the Council approve Ordinance 351.

The Council decided not to take any action and bring this item back to the next council meeting.

B. EDA Recommendation to Prepare Plans and Specifications for Downtown Redevelopment Project – Resolution 2010-06-22-1

The Economic Development Authority and City Council have been working on a plan to redevelop the south end of Lewis Avenue South and extend it to Fremont Street to make another entryway into the downtown area. In 2009, a feasibility study was conducted to address the public improvements associated with the construction of the street extension. Following the feasibility study, the City prepared an estimate of all costs associated with the public improvements. The City identified several sources of funding and secured grants for the project totaling \$590,486 (\$296,318 from Met Council, \$219,403 from DEED and \$74,765 from Carver County). The improvements for which the grant funding has been secured must be completed by Dec. 31, 2011.

The EDA recommended to the Council to authorize the City Engineer to prepare plans and specifications for the Downtown Redevelopment Public Improvements at a cost to be negotiated.

Martini presented a fee estimate to the Council for services related to the design and bidding of the infrastructure associated with the project. Estimated detail design services would be \$60,500. Estimated survey services would be \$12,000 and retaining wall and contaminated soil investigation by Braun Intertec would be \$7,000. Martini anticipated that bids for the project would be presented at the Sept. 14, 2010 council meeting.

Wallner stated that the EDA met with prospective developers Tuesday morning, June 22, 2010 and recommended to the Council that they enter into an agreement with Rice Lake Development III and extend the purchase agreement with Centra Sota another three months.

DUSKE MOVED, KING SECONDED A MOTION TO ADOPT RESOLUTION 2010-06-22-1 AUTHORIZING THE CITY ENGINEER TO PREPARE PLANS AND SPECIFICATIONS FOR THE DOWNTOWN REDEVELOPMENT PUBLIC IMPROVEMENTS PROJECT AT A COST TO BE NEGOTIATED. MOTION CARRIED 5-0.

C. Update on cost sharing with Carver County for County Road 20 Project

Mann presented the Council with information from the meeting he and Dan Geiger had with Carver County representatives about cost sharing on County Road 20 project. Mann stated that the County would not agree to pay anymore than 18% of

the construction costs as per the previously signed agreement with the City. Mann stated that the County said this was the same agreement they made with other projects in the past. Geiger stated that the County was willing to help the City with costs associated with the lighting and relocation of power line at the "Y" intersection roundabout. Duske stated that the City will be paying much more than its share on the project. He stated that the City should have let the county do the project with the City recommending additions they saw as necessary.

8. CONSULTANTS' REPORTS

A. City Engineer – Bolton & Menk, Inc.

1. Pay Estimate #1 from Wm. Mueller & Sons, Inc.

DUSKE MOVED, GEIGER SECONDED A MOTION TO APPROVE THE PAY REQUEST FROM WM. MUELLER & SONS, INC. FOR WORK COMPLETED ON THE HWY. 25 PROJECT AMOUNTING TO \$163,583.12. MOTION CARRIED 5-0.

2. Project Update

Martini stated that their engineering firm is working with Nye's Watertown Repair on the contaminated soil issue at their location. He also stated that the final overlay in Tuscany Village has some workmanship issues and will be dealt with accordingly. Council Member Steve Duske has volunteered to assist.

3. Pay Request from City Engineer

GIEGER MOVED, MANN SECONDED A MOTION TO APPROVE THE PAY REQUEST FROM BOLTON & MENK, INC. FOR \$67,541.87. MOTION CARRIED 5-0.

9. MAYOR'S REPORT

- A. McDonald cautioned drivers to be careful and slow down in the construction areas in town.

10. COUNCIL MEMBERS' REPORT

- A. Duske thanked the Public Works Department for redoing the batting cage at Highland Park and their excellent work in keeping the field in good condition.

11. STAFF REPORTS

A. Administrator's Report

Wallner stated that the Personnel Committee had narrowed the list of candidates for city administrator down to six. These candidates will be interviewed next week.

B. Senior Planner Report

1. Batting Cage at Evergreen Park

Foust stated that the Public Works Department will be working with the Watertown Little League to put up the batting cage. Duske stated that the Park Coordinator should be involved in this project.

2. Building Permit Incentive Program

Foust stated that the program will expire at the end of June. So far eight permits have been issued under the program. The program was intended to apply to the first 10 new homes. She stated that most of the permits would have been issued even if the incentive program had not been in place. Staff recommended extending the program for a total of 20 homes. The consensus of the Council was that the program is not generating enough homes on its own to extend beyond the original ten permits.

KING MOVED, MANN SECONDED A MOTION TO OFFER TWO MORE PERMITS FOR A TOTAL OF TEN UNDER THE BUILDING PERMIT INCENTIVE PROGRAM. MOTION CARRIED 5-0.

D. Finance Director

1. Approval for Five-Year Extension for City Auditor – LarsonAllen, LLP

Wallner stated that the original three-year agreement with LarsonAllen has come to an end. He stated that there has been a good working relationship with the audit team and recommended a five-year extension to provide for consistency.

DUSKE MOVED, MANN SECONDED A MOTION TO APPROVE A FIVE-YEAR EXTENSION OF THE AUDIT AGREEMENT WITH LARSONALLEN LLP. MOTION CARRIED 5-0.

2. Request for Approval of Voucher List/Claims Roster

MANN 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 8:15 PM.

ATTEST:

Steven Wallner
Clerk-Treasurer

K.J. McDonald
Mayor