

**MINUTES OF THE
WATERTOWN CITY COUNCIL
Regular Meeting Tuesday, July 24, 2007**

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, July 24, 2007** 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, Rick Mann, Dan Geiger and Earline King. Council member Steve Duske was absent.

The following staff members were present: City Attorney Dave Hubert, City Engineer David Martini, City Planner Crystal Foust, City Finance Director Steven Wallner, City Administrator David Mandt.

Others present were: Terry Hartman.

2. ADOPT AGENDA

Staff asked to have item 3F pulled from the consent agenda and asked to have items 7A (Wetland mitigation) and 7B (Woodfield easements) added to the agenda. Geiger asked to have items 3D, 3E and 3G pulled from the consent agenda and moved to 7C, 7D and 7E.

GEIGER MOVED, KING SECONDED A MOTION TO ADOPT THE AGENDA AS AMENDED. MOTION CARRIED 4-0.

3. REVIEW OF CONSENT AGENDA

- A. Council Minutes
- B. Pay request from city attorney
- C. Pay request from MK Land
- H. Personnel Committee recommendation for 2007 annual staff reviews
- I. Claims roster

Mann asked to have item 3H pulled for discussion. He stated that the Council did not vote separately on the COLA increases in January that were automatically approved through the budget. He stated that business shouldn't be conducted like that. In the future he would like to see these proposed increases discussed before any decision is made.

4. CONSENT AGENDA APPROVAL

KING MOVED, GEIGER SECONDED A MOTION TO ADOPT THE CONSENT AGENDA AS AMENDED. MOTION CARRIED 4-0.

5. **OPEN FORUM**

- A. City Deputy Derek Sanderson asked for feedback on the Rails to Trails Festival. Comments were good as to how the Sheriff's Dept. covered the Festival.

6. **CELEBRATE WATERTOWN**

- A. Mandt gave the Council a report on the Rails to Trails Festival and thanked the Lions Club for their efforts in taking over the celebration this year.

7. **NEW/OLD BUSINESS**

- A. Wetland mitigation for Woodfield subdivision. Hartman is attempting to sell a major portion of Woodfield. The amount of wetland impact for the remaining portion (primarily the new elementary school) will be reduced from 2.16 acres to .27 acre. Hartman proposes to purchase .27 acre of new wetland credit and .27 acre of public value credit from a wetland bank owned by Jeffrey Richards. This is set forth in a letter to the city dated June 26, 2007 from David Poggi, PE of Bolton & Menk, Inc. The credits must be purchased by Dec. 31, 2007. Hartman will provide the city with an irrevocable letter of credit in the amount of \$20,000. The letter of credit shall be for a minimum of two years and will be automatically renewable annually unless the issuer of the letter of credit give the city 30 days written notice by certified mail of its intent not to renew the letter of credit.

MCDONALD MOVED, MANN SECONDED A MOTION TO APPROVE THE AGREEMENT BETWEEN THE CITY AND HARTMAN COMMUNITIES, LLC. MOTION CARRIED 4-0.

- B. Easement agreement between Hartman Communities, Watertown-Mayer School District and City of Watertown. Staff recommended two council members (McDonald and Geiger) represent the city in negotiations. Sewer and water main for Woodfield and elementary school cross school property. Some improvements are in the easement area. The purpose of the agreement is to determine who is responsible for the costs if the water or sewer main breaks.

MANN MOVED, KING SECONDED A MOTION TO HAVE MCDONALD AND GEIGER REPRESENT THE CITY IN NEGOTIATIONS FOR THE EASEMENT AGREEMENT WITH W-M SCHOOL DISTRICT AND HARTMAN COMMUNITIES. MOTION CARRIED 4-0.

- C. Ordinance 307 adding a new article pertaining to waterworks systems and facilities. This ordinance was drafted by staff to allow the city to charge a service connection fee at the time a building permit or water connection permit is issued for all buildings. The connection charge would be based on equivalent residential units (ERU) as assigned in Section 58-107, Table 1 of the City Code. Geiger questioned the method for determining ERU in Table 1 of Ordinance 306 (Item 7D). He stated that he prefers using estimated usage rather than square footage for commercial buildings. He would like to see a change in the table. Martini stated that the intent of the ordinances is to make the sewer and water ordinances consistent through the

use of the table. The number for this ordinance was erroneously listed as 302 in the agenda.

GEIGER MOVED, MANN SECONDED A MOTION TO APPROVE ORDINANCE 307 CONTINGENT ON CITY STAFF REVIEWING THE ERU IN TABLE I WITH THE LEAGUE OF MINNESOTA CITIES TO SEE HOW OTHER CITIES ARE CALCULATING THEIR FEES. MOTION CARRIED 4-0.

- D. Ordinance 306 pertaining to utilities by amending Table 1 of Section 58-107. This ordinance was drafted by staff to add specific users who are allowed per the Business Park Ordinance. The ERU table is used to determine the service connection charges for sewer and water if Ordinance 307 is adopted.

GEIGER MOVED, KING SECONDED A MOTION TO APPROVE ORDINANCE 306 CONTINGENT ON STAFF REVIEWING THE TABLE FOR POSSIBLE CHANGES. MOTION CARRIED 4-0.

- E. Kings Highlands Park Cool Topper proposal. City has opportunity to purchase Cool Topper for less than half of the list price with free installation by Landscape Structures. Geiger stated he didn't think the city should purchase the Cool Topper. He was concerned that it wouldn't stand up during the winter. McDonald disagreed and stated that it would add longevity to the park items under it.

KING MOVED, MCDONALD SECONDED A MOTION TO PURCHASE THE COOL TOPPER FOR \$3,000 AND HAVE IT INSTALLED BY LANDSCAPE STRUCTURES IN KINGS HIGHLANDS PARK. MOTION CARRIED 3-1. GEIGER VOTED NAY.

8. CITY STAFF REPORTS

- A. Mandt stated that a downtown business owner has asked to have weekly classic car cruises. The consensus of the Council was that it would be okay.
- B. Mandt stated that Paul Avenue is to be paved this week.

9. COMMITTEE REPORT

- A. Update from EDA: Marketing Plan. Mandt stated that the EDA has hired the Herald Journal to handle the marketing plan. A timeline and budget will be presented to the Council in August.

10. ATTORNEY'S REPORT

11. ENGINEER'S REPORT

- A. Pay request from Engineer.

GEIGER MOVED, MANN SECONDED A MOTION TO APPROVE THE PAY REQUEST FROM THE CITY ENGINEER. MOTION CARRIED 4-0.

- B. Martini gave the Council a project and development updates.

12. MAYOR'S REPORT

- A. McDonald stated that he received a letter from a resident regarding dogs relieving themselves on neighbor's lawns.
- B. McDonald stated that according to the Sheriff's report there is an increase in vandalism this year compared to last year.
- C. McDonald stated that there was a "Welcome Home" celebration for Steve Sarvi and Sam Royce Friday, July 20. These men returned home after more than a year of service in Iraq.
- D. McDonald showed the Council several historic photographs that will be hung in the hallways of City Hall. The photographs will be hung as soon as they are framed.

13. COUNCIL MEMBER'S REPORT

- A. Geiger reported that he went on a tour of the new elementary school building
- B. King reported that she had been told that teachers would be moving into the new elementary by the end of August.

14. ADMINISTRATOR'S REPORT

- A. Mandt stated that there had been discussion at a workshop prior to the council meeting on the 2007 trail plan. It was recommended that a cost study be conducted on four trails for completion this year.

GEIGER MOVED, MANN SECONDED A MOTION TO AUTHORIZE THE CITY ENGINEER TO PROVIDE COST ESTIMATES ON FOUR TRAILS NOT TO EXCEED \$2000. MOTION CARRIED 4-0.

- B. Mandt stated that the city staff is working on obtaining three quotes from contractors for improvements to the Community Center.

15. FINANCE DIRECTOR REPORT

- A. Wallner presented the Council with the pay request from auditor Stuart Boniwell. He had reduced his fee by \$2000 after being informed that the city was disappointed with Boniwell in regard to meeting deadlines.

16. CITY PLANNER REPORT

- A. Foust informed the Council of the next Comp Plan Task Force meeting Thursday, July 26.

17. **ADJOURNMENT**

THERE BEING NO FURTHER BUSINESS THE MEETING WAS ADJOURNED AT 7:45 PM.

Respectfully Submitted,

ATTEST:

Steven Wallner
Clerk-Treasurer

K.J. McDonald
Mayor