

APPROVED MINUTES  
WATKINS CITY COUNCIL  
THURSDAY, JANUARY 11, 2024

Mayor Rowan called the regular meeting to order at 7 p.m. at City Hall.

PRESENT: Mayor Chris Rowan, Tootz Tschumperlin, Sue Unterberger, Marc Wirz, Brenda Carlson  
ABSENT: None

Others: Kent Louwagie, Jody Bauer, Shawny Kramer, Steven Landwehr, Tom Landwehr, Chuck Unterberger, Public Works Director Steve Geislinger, Deputy Sandstrom, Deputy Clerk Sarah Jacobsen-Krone, Clerk Deb Kramer.

MOTION BY TSCHUMPERLIN TO APPROVE THE AGENDA, SECONDED BY WIRZ. MOTION CARRIED.

MOTION BY WIRZ TO APPROVE THE CONSENT AGENDA, SECONDED BY CARLSON. MOTION CARRIED.

Items on the Consent Agenda: December 14<sup>th</sup> special and regular meeting minutes, December financial report, Resolution No. 2024-1 - Resolution Accepting Donations, Resolution 2024-2 – Resolution Approving Transfer of Funds, Resolution No. 2024-3 – Resolution Approving Payment of Certain Monthly Bills, Resolution No. 2024-4 – Resolution Approving Payment of Certain Monthly Bills for Ambulance Service, delinquent water bills for shutoff.

Public Forum - Chuck Unterberger noted the VFW Post would like to move forward with installing a couple of pickle ball courts at the VFW Park. Wirz asked about noise while playing the game. Unterberger noted he talked to three of the property owners near the park and they were okay with the project. The VFW would like to move forward with getting bids. They do not intend to install lights.

MOTION BY WIRZ TO APPROVE THE AMBULANCE BILLS FOR PAYMENT AS PRESENTED, SECONDED BY CARLSON. MOTION CARRIED.

MOTION BY CARLSON TO APPROVE THE 4<sup>TH</sup> QUARTER AMBULANCE REPORTS, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

Council reviewed the 2024 ambulance roster. Chief Jody Bauer noted Jared Theis and Nathan Theis should be added to the roster.

MOTION BY WIRZ TO APPROVE THE 2024 AMBULANCE ROSTER, SECONDED BY CARLSON. MOTION CARRIED.

Steven Landwehr and Tom Landwehr requested to renew the agricultural lease and gravel lease for another five years. Wirz noted the city updated both leases 5 years ago to bring it more current with lease amounts, etc. Wirz felt the current terms were still in range.

MOTION BY WIRZ TO APPROVE RENEWAL OF THE AGRICULTURAL LEASE AND GRAVEL LEASE WITH SAME TERMS, SECONDED BY UNTERBERGER. MOTION CARRIED.

City Engineer Kent Louwagie presented pay application #3 from Geislinger & Sons for the work completed in December on the lift station project. The amount of the pay request is \$172,907.28. Kent recommended payment of the application.

MOTION BY CARLSON TO APPROVE PAYMENT APPLICATION #3 TO GEISLINGER AND SONS FOR \$172,907.28, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

Geislinger noted there has been some clean up done in the drainage ditch in the lift station area and would like to see Clearwater River Watershed District get involved in the clean up as well. Council noted a council member should attend an upcoming watershed meeting to discuss this.

MOTION BY WIRZ TO ACCEPT THE SHERIFF'S REPORT, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

City logo contest – The four finalists were put out to city residents to vote on and number 3 had the most votes with five votes.

MOTION BY CARLSON TO SELECT #3 AS THE WINNER IN THE CITY LOGO CONTEST, SECONDED BY WIRZ. MOTION CARRIED.

Sarah Jacobsen-Krone submitted #3. Council agreed to do the logo in black and white.

Council reviewed Ordinance No. 2024-1, Ordinance Amending Chapter 72, Parking Regulations. The city attorney reviewed the ordinance and made a few minor changes. Kramer noted it was decided to keep the section in regarding unloading livestock. This ordinance amendment will allow the city to declare a snow emergency when conditions permit and any vehicles parked on city streets in violation of the declared emergency will be towed.

MOTION BY CARLSON TO APPROVE ORDINANCE NO. 2024-1, ORDINANCE AMENDING CHAPTER 72, PARKING REGULATIONS, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

Council reviewed a calculation sheet for sewer rates. Kramer noted she would like to go over this with MRWA before making a decision on a rate increase. A 90-day notice would need to be given to Clear Lake Subordinate Service District to increase their sewer rates. Rates and possible increase will be discussed further at the February meeting.

MOTION BY UNTERBERGER TO ADOPT ORDINANCE NO. 2024-2, ORDINANCE ADOPTING THE 2024 FEE SCHEDULE, SECONDED BY CARLSON. MOTION CARRIED.

Council reviewed an interim ordinance to establish a one-year moratorium on small box discount stores in the city. This would allow the city time to hold hearings to consider regulations for this type of use.

MOTION BY CARLSON TO ADOPT INTERIM ORDINANCE NO. 2024-3, AN ORDINANCE ESTABLISHING A ONE-YEAR MORATORIUM ON SMALL BOX DISCOUNT STORES IN THE CITY OF WATKINS, SECONDED BY UNTERBERGER. MOTION CARRIED.

MOTION BY UNTERBERGER TO CALL FOR A PUBLIC HEARING FEBRUARY 8, 2024 AT 7:15 P.M. TO CONSIDER REGULATION OF SMALL BOX DISCOUNT STORES, SECONDED BY WIRZ. MOTION CARRIED.

2024 pool season – Council advised to get letters out to staff to see who is returning and if there is any time off needed for school trips, etc. that would conflict with the swimming lesson schedule. Council advised to check with the WSI instructor about doing a short refresher course here.

Planning Commission update – A resident looking to add a front porch may have to apply for a variance. The board reviewed some language to add trucking businesses as permitted uses in the B-2 and M-1 Districts and to add more regulation to residential use in the B-1 District.

MOTION BY CARLSON TO APPROVE A TEMPORARY ON-SALE LIQUOR LICENSE FOR THE WATKINS LIONS CLUB FOR WINTER BALL EVENT MARCH 2-3, 2024 AT THE VILLAGE HALL, SECONDED BY UNTERBERGER. MOTION CARRIED.

AED invoice for unit by Western View Apartments – Louisiana Pacific Corp. donated funds to purchase the AED but will not pay for annual monitoring. The invoice is \$375.

MOTION BY CARLSON TO PAY THE AED MONITORING INVOICE, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

Council agreed to take over the annual monitoring of the unit.

AED for pool – The city is able to get a used AED for the pool through a University of MN program. The AED is “as is” and the city needs to sign off on a transfer of ownership agreement.

MOTION BY WIRZ TO SIGN THE TRANSFER OF OWNERSHIP AGREEMENT FOR THE AED, SECONDED BY CARLSON. MOTION CARRIED.

MOTION BY TSCHUMPERLIN TO ADOPT RESOLUTION NO. 2024-5, RESOLUTION ADOPTING 2024 APPOINTMENTS, SECONDED BY UNTERBERGER. MOTION CARRIED.

MOTION BY WIRZ TO ADOPT RESOLUTION NO. 2024-6, RESOLUTION AUTHORIZING SIGNATURE STAMPS FOR MAYOR AND ACTING MAYOR, SECONDED BY CARLSON. MOTION CARRIED.

MOTION BY TSCHUMPERLIN TO ADOPT RESOLUTION NO. 2024-7, RESOLUTION MAKING APPOINTMENTS FOR AUTHORIZED SIGNERS, SECONDED BY WIRZ. MOTION CARRIED.

Resolution No. 2024-8 – off-site gambling permit for Lions Club event. The Lions have decided not to do gambling at the March 2-3 event.

Public safety aid payment was received in December in the amount of \$45,248. Both the Fire Department and Ambulance Service would have a use for these funds.

The annual fire protection meeting will be Wednesday, February 14<sup>th</sup> at 7 p.m. at the Fire Hall.

The tour of Brodin Studios operations may be rescheduled. This will be determined after the January 17<sup>th</sup> EDA meeting.

Deputy Clerk Jacobsen-Krone requested to attend the MN Municipal Clerk's Institute in May in St. Cloud. This is a 3-year continuing education program leading to professional accreditation. Each year the institute requires a 5-day, 40-hour curriculum. The fee is \$470 this year. There are some grants available through MCFOA in \$100, \$200 and \$300 increments to apply for.

MOTION BY CARLSON TO APPROVE THE CLERK'S TRAINING, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

Public Works Director Geislinger noted the stove at the Village Hall is not working properly. Discussion was held on replacing it with a new or used stove. The stove would need to be NSF certified. This will be checked into further and discussed at the February meeting.

Geislinger noted the eyewash station at City Hall does not have hot water to it. Kramer Plumbing quoted \$2,079 to install a mixer. Wirz suggested checking to see if a wall mounted unit would be considered OSHA compliant. This would allow for room temperature water to be available at all times. Staff will check with MMUA on this.

Geislinger noted Centra Sota Cooperative was doing conversion over the weekend but did not give the city advance notice. This is the second time this has happened. Centra Sota is pumping water steady during this time and the city wasn't prepared for the draw down on water. It was also noted that no one seemed to be around the facility Sunday while this conversion was going on. Wirz noted he would talk to an employee at Centra Sota about this. Geislinger noted the city should have 3 to 4 days' notice.

Carlson noted she had a couple of complaints. One has been taken care of. The other was a home on 4<sup>th</sup> Street North with a brush pile in the front yard. All complaints need to be submitted in writing to City Hall and must be signed. The form is available at City Hall and on the website.

130 Cedar Avenue North was cleaned up December 28<sup>th</sup>. Once the contractor's invoice is received, the property owner will be billed. If it goes unpaid, it would be certified to the real estate taxes.

MOTION BY TSCHUMPERLIN TO APPROVE PAYMENT OF THE BILLS AS PRESENTED, SECONDED BY CARLSON. MOTION CARRIED.

Next regular meeting is Thursday, February 8<sup>th</sup> at 7 p.m.

MOTION BY CARLSON TO ADJOURN THE MEETING, SECONDED BY TSCHUMPERLIN. MOTION CARRIED.

Adjourned at 8:19 p.m.

Submitted by

Deb Kramer, Clerk

ATTEST:

Chris Rowan, Mayor