

WATERVILLE CITY COUNCIL
PUBLIC HEARINGS AND REGULAR COUNCIL MEETING
November 6, 2017, 5:30 P.M.

There were public hearings and the regular Council meeting of the Waterville City Council held in Council Chambers at 5:30 p.m. on November 6, 2017.

Present: McIntyre, Grobe, Smith, and Acting Mayor Wollin

Absent: Mayor Schmidtke

Also Present: Administrator/Clerk Teresa Hill, Jason Moran City Attorney

Absent: Jason Femrite

1. Call to Order / Roll Call / Pledge of Allegiance. Acting Mayor Wollin called the meeting to order at 5:30 p.m., noting that all Council members were present, except Mayor Schmidtke. Also present was Teresa Hill, Administrator/Clerk, and Jason Moran City Attorney. Pledge of Allegiance was recited.

2. Public Hearings

A. Delinquent Utilities Assessments. No one addressed Council at the public hearing. Acting Mayor Wollin closed public comment.

B. Proposed Ordinance No. 75-2017. No one addressed Council at the public hearing. Acting Mayor Wollin closed public comment.

3. Approval of Agenda/Additional Items to Agenda. Motion by Smith, seconded by McIntyre to approve the agenda. Unanimous vote. Motion carried.

4. Approval of Minutes – October 3, 2017 Regular meeting. Motion by Smith, seconded by McIntyre to approve the minutes of October 3, 2017. Unanimous vote. Motion carried.

5. Written Petitions, Request etc.

A. Utility Bill Insert – Chamber. Motion by McIntyre, seconded by Grobe to approve the utility bill insert for the Chamber. Unanimous vote. Motion carried.

B. Street Lighting Request – Richard Gorell. Mr. Gorell advised that he lives at the end of Marian Street. The street light stops 300 yards east of his property. It is very dark out there. They had submitted a petition last year requesting a street light in that area. Xcel was supposed to give an estimate on the cost of the light. Ms. Hill advised that Xcel was going to take a look at the spacing. If the Council wants them to go ahead with that they would have to see how they can service that area. There is a certain span between lights to go overhead. Discussion regarding the lighting in that area. Motion by Smith, seconded by Wollin to have Ms. Hill contact Xcel and have them give us a proposal on how many lights would be needed on Tetonka Blvd. and Marian Street. Unanimous vote. Motion carried.

C. Habitat for Humanity Bill Insert. Motion by McIntyre, seconded by Wollin to approve the Habitat for Humanity bill insert. Unanimous vote. Motion carried.

6. Unfinished Business.

A. 5th and 6th Street Parking. 1. Paquin Street Road Closure Request; and 2 One-way traffic proposal. Mr. McIntyre said there are various issues with doing what they want to do. Some of the problem is on Paquin Street. We will have to get a hold of the County to let us stop traffic twice a day during certain hours of drop-off and pick-up. Mr. McIntyre said with his meetings with Mr. Whitehurst we need to look at doing what needs to be done. We can have buses on Paquin Street and eliminate some of the car parking in that area. They could eliminate all the parking on 6th Street and turn 5th Street into a one-way from Common to Paquin. Mr. McIntyre will meet with the County to see if they can put together a proper plan and get notice to teachers, parents and to the public. Picking up and dropping off children on 6th Street is a hazard with the traffic. Ms. Grobe was concerned about the blocking of 6th Street. Ms. Grobe said parents need a way to get their children to and from the school. 6th Street the parents could turn left onto Paquin and have designated areas to drop off their children. On 5th Street it would be a one-way from Common up to Paquin. They would have to make a left hand turn onto Paquin. Discussion on how they can get into the school parking area. Mr. Couch said that he sees the flow almost every day. Everyone bottlenecks in the area of 5th Street and Paquin Street intersection. Motion by McIntyre, seconded by Smith to make a formal request of the County Board to have designated times of closing Paquin Street between 5th and 6th Street for student drop-off and pick-up during the school hours. Voting for: Smith, McIntyre, Wollin; Voting against: Grobe; Motion carried.

7. Citizen Time (Comments, Information from those present) – no one addressed Council.

8. New Business

A. Daryl Knish Purchase of Property Request. Mr. Knish advised that he and Jason Moran went over the particulars of his request to purchase property. Mr. Moran said it is up to the Council if they wish to sell Mr. Knish the property. Mr. Knish is proposing to buy a strip of land by the wastewater treatment plant next to the property that he owns. His proposal is to buy it for \$15,000 and he has proposed that he will take care of all of the closing costs including any survey work. He has also proposed that he would fix the issue with the road out there if there is an issue. Discussion regarding the size of the strip of land he is proposing to purchase. Discussion regarding the square footage of the property he is proposing to purchase. The property is approximately 60 feet wide, it is unsure of the length. Acting Mayor Wollin said we have to look at public interest to see if other people want to look at it. Mr. McIntyre said that is a good value piece of land to the lake that we have. We should look at developing it properly. He believes that it would be a nice access to the lake for any residents in Waterville. Mr. McIntyre said he believes it should be surveyed. Ms. Hill said there are survey stakes along Mr. Knish's border. Mr. McIntyre said he would like to keep the property as City property. Ms. Hill said if the City sold the property on public sale it would have to be at least 75 feet wide. Motion by Wollin, seconded by McIntyre to table the Daryl Knish purchase of property request to get more information. Unanimous vote. Motion carried.

B. Resolution 2017R-031 Adopting Assessment Roll for Delinquent Utility bills. Motion by McIntyre, seconded by Wollin to adopt Resolution 2017R-031 Adopting Assessment Roll for Delinquent Utility Bills. Unanimous vote. Motion carried.

C. Adoption of Ordinance No. 75-2017 Amending Ordinance No. 75 titled "Special Vehicles" Motion by McIntyre, seconded by Smith to approve the adoption of

Ordinance No. 75-2017 Amending Ordinance No. 75 titled “Special Vehicles” and approving the 2nd reading. Unanimous vote. Motion carried.

D. Resolution 2017R-032 Approving Gambling Premises for Waterville Lions Club. Motion by Smith, seconded by Wollin to adopt Resolution 2017R-032 approving gambling premises for Waterville Lions Club. Unanimous vote. Motion carried.

E. 1 Day Temporary Consumption and Display Permit – Waterville Festival Organization. Motion by Wollin, seconded by Smith to approve the 1 day temporary consumption and display permit for the Waterville Festival Organization. Unanimous vote. Motion carried.

F. Re-Assessment of Tax Forfeited Property Assessments. Ms. Hill advised two different properties went back to the County on tax forfeiture. After they sell the property whatever is left that the proceeds do not cover they notify us and we have the ability to reassess what would have been on the taxes. Parcel 24.510.0890 there is \$135.58 outstanding yet on the 2006 watermain project and delinquent utilities of \$448.61 that were from 2017. On Parcel 24.510.0410 there are delinquent utilities of \$707.15 that would be delinquent for 2017. Ms. Hill said she needs to know if the Council wishes to reassess the property or forgive them. Ms. Hill said with the delinquent utilities the services have been off to those properties for approximately 4 years so there has not been any strain on the system from those properties. Ms. Hill said the \$135.58 of the 2006 watermain project is a bonded revenue project and it was assessed to pay for the bonds. Ms. Hill said if Council wants to reassess; the property owners will have to receive a notice for a public hearing. Motion by McIntyre, seconded by Smith to do a reassessment of the tax forfeited property assessments based on the full amount. Unanimous vote. Motion carried.

G. Long Range Trail Plan. Ms. Hill said at the last meeting Mr. Forrest Harty had recommended that the City Council make a formal action acknowledging a formal long range plan for the trail that would go to the bridge and he would want to submit that to MNDOT as a justification or reason not to remove that bridge. Motion by Smith, seconded by Wollin to approve the long range trail plan. Unanimous vote. Motion carried.

H. Approval of Street Patching, manhole and gate valve repairs. Ms. Hill said this is over her spending authority. She does not know if the repairs will occur because it has turned cold and the plants may close down. Motion by Smith, seconded by Wollin to approve the street patching, manhole and gate valve repairs contingent on the weather. Unanimous vote. Motion carried.

I. Meeting Date for February 2018 meeting (Caucus night – no meetings) Discussion regarding when to hold the February 2018 Council meeting. Motion by Wollin, seconded by Grobe to hold the Regular 2018 February meeting on Thursday, February 8, 2018 at 6:00 p.m. Unanimous vote. Motion carried.

J. Resolution 2017R-033 Establishing Polling Place for 2018 Elections. Motion by Wollin, seconded by Grobe to reaffirm the polling places by adopting Resolution 2017R-033 Establishing Polling Places for 2018 elections. Unanimous vote. Motion carried.

K. Buchannon Street Water Issue. Acting Mayor Wollin said this has been going on for a year or more. Motion by McIntyre, seconded by Smith to have Mr. Femrite look at

Buchannon Street water issue and advise as to what would be the best plan to take care of that issue and bring it back to Council. Unanimous vote. Motion carried.

L. Wapasha Pay Estimate #26. Motion by McIntyre, seconded by Smith to approve pay estimate #26 to Wapasha Construction in the amount of \$19,872.02. Unanimous vote. Motion carried.

9. Engineer's Report. Mr. Femrite was not present at the meeting.

10. Attorney's Report. Mr. Moran advised that in one of his Cities he is doing a review of some of their franchise agreements. He will be taking a look at the City of Waterville's franchise agreements as well. Some of those agreements are probably coming close to renegotiation time. Most of the agreements are probably 10 to 15 years old, maybe some are even 20 years in duration. When those things do come time to renegotiate there are certain concessions Cities typically get in exchange for franchise agreements such as free cable, sometimes free telephone services, extensions to public works buildings, fire department. He is not sure Waterville is getting some of those, so when it is time to renegotiate those we want to make sure you are getting some of those that other Cities get. He may raise the issue in January.

11. Administrator's Report. Ms. Hill said that the National Honor Society from school came and did a project for the City. They did some work in the community garden, did some work for public works and some work for her. She said their assistance was very much appreciated. Acting Mayor Wollin requested that a thank you card be sent to them.

12. Council Discussion.

A. Mr. McIntyre said he thinks we need to look at an area where we could have a compost area. The burning of the leaves in the fall affects a lot of people. He knows because he has asthma and he goes by that and breathes that and the next thing he knows he has to use his whif to clear his lungs. We need to set up and have a committee put together to see what we can do to start establishing a compost area. All those leaves can be taken care of in the fall and anytime during the year. When you look at the amount of trees and leaves we have in the area and seeing the amount that is being burned by people we need to take a serious look at it. It is also an environmental issue. Ms. Hill said that is something that has been in discussion and they were kind of looking at the area down by the treatment plant on the far side. They were thinking about a plan in which it could be gated off. She is currently doing research as far as permitting that site to be used because it is on shoreland. We were not going to propose anything until we knew it could be even permitted. On your thought process there is some ground by the treatment plant area. When they did the work down there they leveled a bunch of ground that would make it pretty usable for that. To the far east of the plant there is a boat launch and we own property on the other side of that. You can see where the contractor did some dirt work in there. That is the area we were maybe thinking, but we need to put a whole plan together on it. One of the key pieces is because it is a compost site that is going to be near a water source we need to make sure that we get proper permitting in order to even think about doing that. Acting Mayor Wollin said he thinks that is a great idea. Acting Mayor Wollin said he believes there are several areas around town that we could use if that one does not get used. The big thing is accessibility, and we don't want people using it as a dump. Mr. McIntyre said it would have to be properly monitored and gated so people can't just throw things there. We have time before next spring, it would be good if we would pull that together. He is prepared to work on it. Ms. Hill will put it on the next agenda.

B. Mr. McIntyre said if you look downtown we have not done anything in stripe for parking. If you look at how people park on our streets. If people parked properly and we were striped he could probably park another ten cars or put a couple of trucks in there. Acting Mayor Wollin said when there is nobody there they just park where they can and you can't follow up. Mr. McIntyre said they have Lions Bingo at Bullheads on Saturday and you have people who are trying to go shopping in stores and if you saw what it was like with that parking, it is just enough that you can't get another car in. Acting Mayor Wollin said that is an excellent idea, could we have the City crew take a look at that? He does not know if there is a specific length that you should have. Mr. Moran said they have specs on that, he is sure Jason Femrite could assist us with the specs on that. Ms. Hill said Mr. Femrite actually did a couple parking layouts of the downtown area when we were talking about doing diagonal parking. Looking at the number of spaces we would have going with regular parking and what you would gain by diagonal. She can talk to him. Mr. McIntyre said it is not just Main Street. It is also Third Street and 2nd Street. Acting Mayor McIntyre said he thinks we could do the whole downtown area, we would have to take a look at the map. That would make us look better as a town, more efficient. Mr. Smith asked how long ago that information was done by Mr. Femrite. Ms. Hill said it has been less than five years. Ms. Hill said she is sure Mr. Femrite has it available. Mr. McIntyre said to put it on the next agenda, that way we are preparing to be able to do something in the spring.

13. Approval of Disbursements. Motion by McIntyre seconded by Grobe to approve the disbursements in the amount of \$1,534,168.59. Unanimous vote. Motion carried.

14. Impress Cash Fund. Motion by Grobe seconded by Smith to approve the impress cash fund in the amount of \$18.05. Unanimous vote. Motion carried.

15. Adjourn. Motion by McIntyre seconded by Wollin to adjourn. Unanimous vote. Motion carried. Meeting adjourned 6:30 p.m.

David Wollin, Acting Mayor

Teresa Hill, Administrator/Clerk