

**WATERVILLE CITY COUNCIL
REGULAR MEETING
October 3, 2023, 6:00 p.m.**

There was a regular meeting that the Waterville City Council held in the Council Chambers at 6:00 p.m. on October 3, 2023.

Call to Order / Roll Call/Pledge of Allegiance

Present: Mayor Bill Conlin, Council members: Dave Wollin, Tim Smith, Roy McIntyre, and Jennifer Grobe

Also Present: Administrator Teresa Hill and City Attorney Jason Moran

Absent: City Engineer Jason Femrite

Mayor Conlin called the meeting to order at 6:00 p.m. Announced present members of Council and Staff and then led the Pledge of Allegiance.

Approval of Agenda/Additional Items to Agenda

Motion by McIntyre, Seconded by Grobe to approve the agenda Motion Carried 5-0 .

Consent Agenda

A. Approval of Minutes- August 28, 2023, August 31, 2023, September 5, 2023, and September 12, 2023 B. Approval of Disbursements 1. Electronic Fund Transfers (35501E- 35528 E) \$39,256.52 2. Payroll Check Numbers (2023333-2023373) \$46,112.89 3. Computer Generated Checks and Overtime (38006-38069) \$127,005.93 4. Total Disbursements \$ 212,375.34 C. Impress Cash Fund-\$89.66 D. Chamber Request to Place Chamber Brochure Holders on Park Sign Posts. **Motion by Wollin, Seconded by Smith to adopt the Consent Agenda with the change of September 5th Minutes within the Truth of Taxation for the date to be changed to November 28th, 2023. Motion Carried 5-0 .**

Written Petitions and Requests

Resolution 2023R-030 Approving Conditional Use Request of Dana and Kathy Schnepf

Administrator Hill conveyed to the Council that the Planning and Zoning Commissions had a meeting and the public had no comments and is recommending approval of the Conditional Use without any conditions. **Motion by Wollin, Seconded by Smith to adopt Resolution 2023R-030 Motion Carried 5-0 .**

Resolution 2023R-031 Approving Bridge L8751 Plans

Administrator Hill conveyed that the 3rd Street bridge is in the plans to be replaced, it seems everything is in line for the future. When this bridge was originally talked about; the County was not aware that this was a pinch point; this in turn was then reevaluated along with the hydrology studies from the State. With this information, they were able to use the same design as before with a few minor changes to incorporate additional hydraulic capacity. It was mentioned that this project would start in 2024 for the next bidding cycle. There was no specified time frame of completion, but noting that Mr. Tiegs was willing to include language in the bid documents that prohibits work during Bullhead days and is willing to add any other event that happens within that area of the City. **Motion by Wollin, Seconded by McIntyre we to approve Resolution 2023R-031 Motion Carried 5-0 .**

Unfinished Business

Franchise Fees

Attorney Moran summarized for Council and Staff what Franchise fees are and how they can be used. Also mentioned Utility Fund Fees are allowed within any city. The City can obtain these Utility Fund Fees along with other utility providers such as: Energy Companies, Gas Companies, Cable Companies, Internet Companies, and Phone Companies. The fees collected by these providers will build cash flow for projects. Mentioning that Janesville generates approximately \$171,000 in Franchise Fees last year. The amount of generated revenues can range from 1% to a maximum of 5% per account. Or, the City has the option to set a dollar amount per utility provider. The Administrator would establish a fund for this money source. To obtain these it will require an ordinance, a discussion with the provided utility company, and a public hearing before this can start. This process will take anywhere from two to three months just to get started. Discussion held on the Midco 5% franchise fee. Council and Staff discussed how a flat dollar amount per utility versus a percentage. So, if Citizens were a part of more than one type of utility, fees would not exceed more than \$5.00 to \$10.00 per household. There was mention of Le Center, Elysian, Janesville, Montgomery, and Waterville collecting fees. It was requested to also include comparisons from Waseca, Morrystown, and Faribault, and are they doing a fee or a percentage or both. **Administrator Hill** stated that she could reach out to some of the providers and see if they would be able to generate an outlook for Waterville with the number of homes they service. **Attorney Moran** stated that he and the Administrator will bring more in-depth revenue information to the next meeting starting at \$2.00 per utility. Waterville can also due a fee for storm water, which is a Utility Fund Fee of .50¢ per home. This will accrue

funds for Storm Water allowing for proper scheduled maintenance and to offset future projects. **Motion by Smith, Seconded by Wollin we direct Teresa and Jason to look into the Franchise Fee development and storm water fee to see what it looks like Motion Carried 5-0 .**

Citizen Time

Mayor Conlin opened the floor to any Citizens wishing to speak. **County Commissioner Dave Preisler** recognized Council members Smith and McIntyre for their attendance at the elected officials' meeting. Commissioner Preisler conveyed to Council the current happenings at the County level. The County is in the final planning for bonding requests. The preliminary levy at the County level is 6.5% and will go down. This is dependent on what revenue sources are received and approved. The biggest changes from the State legislator will be within public health and soil and conservation district. The brunt of the increase will be seen on agricultural land due to the biggest increases in land value. Also, the Bonding tour is on the way, which will be on a very tight schedule. They will have Mike Schultz from the Soil and Water Conservation District and Holly Bushman Environmental Resources Specialist as their presenters. Most of this tour will be in the unincorporated parts of the County. This is a true partnership between the County and Cities to come to a successful outcome for our waters. Next spring will look for letters of support and Citizens to show up and give testimony at the legislative session. Finishing up the County Road projects: one started today by Pete's Slue with most being completed end of next week, Hwy 13 in Montgomery is behind and will be done around November 1st, 2023. Requirements are being enforced to have holding water back on agricultural land. This is to create an approximate 200 feet of natural buffers. The Board has formal approved information about who has not complied with natural buffers. All most all property owners have complied. If compliance is not met, fines will start. Minnesota's Buffer Law requires perennial vegetative buffers. These buffers help filter out phosphorus, nitrogen, and sediment. Continuing conversation with the Commissioner pertaining to the LETG funding. The County at this point will be banking the funds waiting out to see how long LETG will last. When or if this program ends it will be a priority to coordinate between the Sheriff and the Cities to be on the same platform. Preisler's final comment was that the County is in need a new tower and none of these funds are currently committed. **Phill Langerud 503 Marian Street.** Approached Council to thank the City staff for having things looking nice. Mentioning: mowing that has been done on Main Street and East Hwy 13, sprucing up of parking Public Works Building, the boat landing, the painting of the beach house, and addressing weeds on the City beach. Mr. Langerud did bring forth a request to the Council, to complete the decision for the placement of a bicycle sculpture. The Chamber was awarded a grant from the Southern Minnesota Initiative Foundation for a marketing adventure in the amount of \$7,000.00 to work with a college media marketing group to create a video. This marketing adventure would highlight Waterville's activities, amenities along with highlighting Sakatah Signing Hills State Trail and the bicycle sculpture. A decision from Council soon would be ideal to have this sculpture North of the Police Department. This video will be posted on different media platforms as well that pertain to the Southern Minnesota region.

New Business

Expense Requests

Administrator Hill went through the department expense requests due to obtaining permission for purchase over the \$500.00 threshold. There was discussion between Council and Staff and how this would be obtainable.

Motion by Wollin, Seconded Smith by to approve line items talk to leads so this was not in deficit Motion Carried 5-0 .

Reports

Attorney Report

Attorney Moran had nothing to report.

Engineer's Report

Engineer Femrite was not in attendance at the meeting

Council Discussion

Council Grobe asked about the cut to the Drug Task Force of \$7,000.00 out of the Budget. Council and Staff discussed the benefits that have helped Waterville in the past and felt that with increase of fentanyl this should not be cut. There was suggestion to reach Task Force and see what they are doing for the City. **Council McIntyre** Thanks Mark Krenik! We had a great report that he provided and listed the City of Waterville in the top ten in the state. We notice his hard work and efforts. **Administrator Hill** mentioned she requested Mike Schultz and Holly Bushman present to council.

Adjourn

Motion by Wollin, Seconded by Smith to adjourn. Motion Carried 5-0. The meeting adjourned at 7:02 p.m.

William Conlin, Mayor

Teresa Hill, Administrator-Clerk