

**WATERVILLE CITY COUNCIL
REGULAR MEETING
April 2, 2024, 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 April 2, 2024.

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, City Attorney Jason Moran, and City Engineer Jason Femrite

Mayor Conlin called the meeting to order at 6:00 p.m. Announced present members of Council along with City Attorney Jason, Moran, City Engineer Jason Femrite and City Administrator Teresa Hill. Pledge of Allegiance was recited.

Approval of Agenda/Additional Items to Agenda

Administrator Hill requested the addition of item 6E. Vacation Request-A portion of 3rd Street In Front of Township Hall. **Motion by Wollin, Seconded by Smith to accept the agenda with the addition of 6E Street Vacation Request. Motion Carried 5-0 .**

Consent Agenda. A. Approval of Minutes- March 12, 2024. B. Approval of Disbursements: 1. Electronic Fund Transfers (35693E-35711E) \$45,905.28. 2. Payroll Check Numbers (2024081-2024122) \$48,437.51. 3. Computer Generated Checks and Overtime (38407-38466) \$87,844.08. 4. Total Disbursements \$ 182,186.87. C. Impress Cash Fund-\$8.73. D. Resolution 2024R-009 Accepting Donations. **Motion by McIntyre, Seconded by Smith to approve the consent agenda. Motion Carried 5-0.**

City Proclamation Keegan Kuball Day. Councilmember Wollin conveyed to Mr. Kuball how proud the City of Waterville is of him. The proclamation establishing April 2, 2024 to be Keegan Kuball day was read into record and presented to Keegan Kuball.

Public Hearing on Flood Plain Ordinance. Motion by Smith, Seconded by McIntyre to open the Ordinance Public Hearing for the Flood Plain. Motion carried 5-0. Floor was opened for public comment. There were no comments oral or written received. **Motion by Smith, Seconded by McIntyre to close the public hearing on the Flood Plain Ordinance revisions. Motion carried 5-0. Second Reading and Adoption. Motion by Wollin, Seconded by Smith to approve the 2nd reading and adoption of the Flood Ordinance. Motion Carried 5-0.**

Petitions and Requests

Ronald Solyntjes Conditional Use Permit Application Time Extension. Motion by Wollin, Seconded by Smith to adopt the Conditional Use application time extension of 60 days. Motion carried 5-0.

Petition to Vacate a Portion of Faribault Street. Motion by Smith, Seconded by McIntyre to approve the petition to vacate that portion of the street from Hamilton Street to Highway 13 and set a public hearing for May 7th at 6:00 p.m. Motion Carried 5-0.

Addition Street Road Dedication for parcel 24.430.0280. A request was presented to dedicate a portion of parcel 24.430.0280 as road right-of way. **Motion by Smith, Seconded by Wollin to instruct Teresa, Jason Moran and Jason Femrite to work together with the property owner to dedicate that section of Addition Street to the City and allow them to write the deeds. Motion Carried 5-0.**

Memorial Day Ceremony Request. Brenda and Don Novack submitted a written request for street closure and flags to be flown at half-staff for the Memorial Day Service held at the Veterans Memorial. Discussion was held on staffing to raise and lower the flags. The Novacks would take care of the flag at the Lions park if they received a key. **Motion by McIntyre seconded by Wollin to approve the Memorial day ceremony request. Motion Carried 5-0.**

Vacation Request-A portion of 3rd Street In Front of Township Hall. Township Supervisor Alan Gehrke presented a project to change the roof overhang at the Township Hall that would extend over the existing property line but encroach further than the existing entrance. Discussion was held on possible street vacation or granting an Appurtenant Easement to allow the encroachment along with a variance request and setting precedence. **Motion by Smith, seconded by Wollin to table the vacation request and let Jason and Teresa work with the township and put it back on the May 7th meeting. Motion Carried 5-0.**

Old Business

Roof Repairs. Motion by Smith, Seconded by Grobe to set a work session to talk about the City Hall roof repairs for April 11, 2024 at 2:00 p.m. at City Hall. Motion Carried 5-0.

Citizen Time.

No individuals present wished to address the Council

New Business

MN Housing Grant. Resolution 2024R-010 Grant Navigator Support for Project. Administrator Hill advised that the League of Mn Cities has a grant to help cover grant writing costs and a resolution is needed for the city to apply. **Motion by Wollin, Seconded by Smith to approve that. Motion carried 5-0. Grant Writer Contract.** Administrator Hill advised that Mr. Nytes would be paying for \$5,000 of the grant and if awarded, the League grant could cover the remaining portion of a MN Workforce grant. The required City Contribution would be the discounted land sale. **Motion by Smith, Seconded by Wollin to approve the Grant Writer Contract. Motion Carried 5-0. Motion by Wollin, Seconded by McIntyre to approve Resolution 2024-011 Housing Project with the inclusion of the property market value. Motion Carried 5-0.**

Waterville Festival Committee Street Closure. Discussion was held on additional street closure and fire protection access. No action was taken.

Mosquito Control. Discussion was held on the number of treatments to be contracted and timing of the treatments. Council agreed to have 7 biweekly treatments with the option to add 2 or 3 more if needed at Administrator Hill's discretion. **Motion by McIntyre, Seconded by Wollin to approve Mosquito control. Motion Carried 5-0.**

DNR Forestry Fire Protection Agreement. Attorney Moran advised that this agreement would allow the city to bill the DNR for grass fires. Without an agreement the cost may not be recouped. DNR has approved the agreement. **Motion by Wollin, Seconded by Smith to approve the Forestry Protection Agreement. Motion Carried 5-0.**

Music at the Beach. The Park Board would like permission to hold a concert at the Beach on July 18th at 7:00 p.m. **Motion by Smith, Seconded by Wollin to approve the music at the beach proposal. Motion Carried 5-0.**

Dock Purchase. Mayor Conlin requested that the city purchase an 80-inch-wide floating accessible dock with a ramp to be placed on Sakatah Bay by Lake Street. Mayor Conlin solicited for help funding the dock and received donations from the Southern Mn Lakes Sparring and Angling for \$12,000, Waterville Sportsman Club for \$3,000, a commitment from Mr. Ron Haslip for \$5,000, and another commitment from the Corner Bar and Grill for \$5000 to cover the cost to purchase the dock. Stormy's Motor Sports and Marine rebid the dock with a 5% discount. The cost of the dock would be \$23,683.00 and would be covered by the donations. **Motion by Smith, Seconded by Wollin to approve the dock purchase for the given amount and thank the businesses and individuals for their donations. Motion Carried 5-0.** Discussion held on storage of the dock in the Lagoons.

G. Budget Amendments. Administrator Hill presented budget amendments for 2023. **Motion by Wollin, Seconded by McIntyre to approve the budget amendments. Motion Carried 5-0.**

Reports

Attorney Report. Attorney Moran recommended that the Township apply for a Variance and an easement would be drafted to run alongside the request through the process. The Easement would be drafted to protect the city from all and any falls, Township would ensure the structure and indemnify the City in the event if there is any type of action. We are not giving up real estate just an easement and if the building were to be damaged, they would need to come into compliance. **Motion by Smith, seconded by Wollin to rescind the previous motion to table the vacation request for a portion of 3rd street in front of the township. Motion Carried 5-0. Motion by Smith, Seconded by McIntyre to allow Teresa and Jason Moran to work with the Property owner to set up the Variance process and if that goes through, we will forward with the rest of the plan for an easement. Motion Carried 5-0.** Mr. Moran thanked the Council for passing the DNR Agreement. Jacob Lee has relocated the sewer line per the Nytes agreement. The Police Department has been very busy. There have been a lot of out-of-town dishonored checks. He advised the business to watch the checks that they are taking in. Mr. Moran also worked with Teresa on some Planning and Zoning Issues.

Engineer's Report. Jason Femrite reported that they will be working with the architect on the fire hall. Administrator Hill added that there was a meeting on the Hydrology Study and the County now has a site that can be used to track progress and updates. The City website will be tied to that information page.

Council Discussion

Councilmember Smith did a walk around City Hall and advised that there are other issues that need to be addressed alongside the roof. Some Tuck pointing and exterior degradation of the brick would need to be addressed.

Councilmember McIntyre requested Alan Hiller look at holes on Sakatah Boulevard. **Council member Grobe** added that there is another one down by the school.

Councilmember Smith thanked Alan and the guys for doing a great job of cleaning up the parks. He noticed specifically the Lagoons Park has had a lot of work done to it and it is getting to look nice.

Adjourn

Motion by McIntyre, Seconded by Smith to adjourn. Motion Carried 5-0. Meeting adjourned at 7:11 p.m.

William Conlin, Mayor

Teresa Hill, Administrator-Clerk