

PUBLIC NOTICES

PUBLIC NOTICE WATERVILLE CITY COUNCIL REGULAR MEETING June 1, 2021, 5:00 p.m.

There was a meeting of the Waterville City Council held at City Hall at 5:00 p.m. on June 1, 2021.

Present: Schmidtke, McIntyre, Grobe, Smith, and Wollin. Absent: none. Also Present: Administrator/Clerk Teresa Hill, Attorney Jason Moran, Police Chief John Manning. Also Absent: Jason Femrite, City Engineer

Call to Order / Roll Call / Pledge of Allegiance

Mayor Schmidtke called the meeting to order noting that all Council was present and also Teresa Hill, Jason Moran and John Manning. Pledge of Allegiance was recited.

Approval of Agenda / Additional Items to Agenda

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

Consent Agenda

A. Approval of Minutes - May 4, 2021, May 10, 2021, and May 19, 2021

B. Approval of Disbursements

1. Payroll Check Numbers (2021209-2021249) \$40,108.85
2. Computer Generated Checks and Overtime (35847-35910) \$92,329.26

3. Electronic Fund Transfers (34958E-34971E) \$23,160.52

4. Total Disbursement \$155,598.63

C. Impress Cash Fund \$38.43

D. Employment Resignation

E. Noise Ordinance Exclusion for Bullhead Days

Motion by Wollin, seconded by McIntyre to approve the Consent Agenda. Motion Carried 5-0

Written Petitions and Request

Resolution 2021R-012 Approving Variance Request of Bart Hanson. City Council reviewed the Planning and Zoning Commission approval recommendation for variance request for Bart Hanson. Motion by Smith Seconded by Wollin to approve Resolution 2021R-012 Approving the variance request for Bart Hanson. Motion carried 5-0.

Resolution 2021R-013 Approving Variance Request of Joseph Erickson. Tabled until the arrival of Mr. Erickson.

Split of Property Request for Gene Turk. Council Member Smith abstained from this due to property interest. Motion by Wollin, Seconded by Schmidtke to approve the split of property request for Gene Turk. Motion Carried 4-0. Voting For: Schmidtke, Wollin, McIntyre, Grobe. Abstained: Smith

Temporary No Parking Request for Fishing Contest. Administration requested that the Council consider no temporary no parking on the boat landing side of 1st Street North between Lake Street and the Bridge for safety reasons during the time of the Fishing Contest. Motion by McIntyre, Seconded by Grobe to approve request for temporary no parking for the fishing contest. Motion Carried 5-0.

Unfinished Business - None Citizen Time

No Residents Addressed the Council.

New Business

2020 Audit Presentation. Sheila Jungwirth from Abdo, Eick and Myers presented the 2020 Audit. There were no legal compliance issues. There were 3 audit findings for internal control. 1. Findings for segregation duties were due to limited staff size. More than 4 employees would be needed to eliminate the finding. 2. Preparation of financial statements. More than 95% of the clients have this finding because it is outsourced. 3. Material audit adjustment because some audit adjustments were made by the auditors. General Fund Balance reserve is over the 76% of the next years budget. Fund balance for 2020 increased by about \$28,000. General Fund Revenues by type were consistent from previous years. Capital Project fund balances decreased slightly. Special Revenue Fund Balance for EDA increase was due to dollars being transferred out of the revolving loan fund for the 1-time exemption the City participated in. Cares Act funds that were received were expended. Debt Service fund payments are staying fairly consistent over the next 10 years. Water fund Cash Flow from operations are not enough to cover operating costs and debt service and is relying on cash reserves. This needs to be monitored and make sure that revenues will cover the costs. Sewer Fund Cash flows from operations in 2020 was able to turn its self around a bit. It broke about even when in comes to cash flow. Need to monitor to build back up the reserves. Cash in investments at the end 2020 was \$1,585,535.00. The Drop In cash had to do with debt refunding and debt. Ratio Data from 2019. Tax rate, Long Term Debt and Debt service expenditures are in line with the County and other class 4 cities.

2-Way Radio Repeater Request. Ken from 2 Way radio informed the Council that the school system has coverage issues going out west. He is requesting that the city consider the placement of a repeater on the water tower. Motion by Wollin to allow them to do that. A rental fee would need to be reviewed. Wollin stated that this is a safety issue for the school. Access and mounting issues were discussed. A contract would need to be reached with the school. Smith asked if Mark had any issues with this. Administrator Hill stated security issues, equipment permanently mounted and concerns over rust issues. Smith said if their equipment causes any damage, it should be their cost. Motion by Wollin, seconded by McIntyre to rescind the motion. Motion carried 5-0.

Resolution 2021R-013 Approving Variance Request of Joseph Erickson. Attorney Moran explained that he requested an after the fact variance. A Cease-and-desist order was issued on May 15 and fill was continued to be brought in. Mr. Erickson commented not after the cease and desist. Administrator Hill advised that after the planning and zoning commission meeting there was a complaint that Mr. Erickson was bringing in fill. An officer obtained photos and there is additional fill on the property from the commission meeting to May 25th. Mr. Erickson said there was a pile of Sod and asked if he couldn't bring in sod. Attorney Moran advised that when a cease-and-desist order is issued you are not to do any work. Administrator Hill presented photos that were taken on the 25th and pointed out the piles that were not previously present on the photos taken on the 18th. Mr. Erickson said he could get rid of that. Mr. Erickson explained that he had not lived in a city before and he had no idea that there were rules as to if he wanted another drive way or not. Mr. Moran advised that he has applied for an after the fact vari-

ance and typically on an after the fact variance the council would look at imposing some sort of penalty. The County imposes a \$1,500 penalty. At the public hearing residents expressed concerns over water runoff. The Planning and Zoning commission recommended approval with the condition that the concrete slab needs to be removed to come back into compliance. Motion by Grobe, Seconded by Wollin to approve Resolution 2021R-013 and the removal of the cement in 4 months. Motion Carried 5-0.

Waterville Relief Association Benefit Increase Request. The Waterville Relief Association requested an increase in the retirement to \$2,100 per year. Motion by McIntyre, Seconded by Smith to approve the benefit increase as requested. Motion Carried 5-0.

Bullhead Days Queen Float Request - Lori Demars. Ms. Demars presented written documentation on insurance coverage along with a request for the city to insure and store the float. Mayor Schmidtke commented that there is no room for storage. The old shop and new shop are full. Discussion was held on insurance coverage and if the tow vehicle needed to be a city vehicle. Council Member McIntyre commented that we would be biting a big liability. Council member Wollin commented that he hears that the city doesn't support things that are positive like this. Which is a positive for our town. So, is there a way we could support it without a big financial liability but it would show our support for Bullhead Days. Councilmember McIntyre commented that it is a chamber project and it is up to them to take care of any floats or anything else. If he puts a float in the parade, he is liable for it. Council member Grobe questioned "The chamber doesn't cover this?" Administrator Hill advised that the chamber can not cover it because they do not have the type of insurance that is required. The City does contribute to Bullhead Days to go towards coverage for the festival and events. They cannot write a policy to cover this. Council member Smith requested that we table this. He would not want to be in favor of putting it under the city insurance but would like to look at other ways. If the chamber could put it under their insurance and the City could kick in on the cost. Even taking small chances is not a good idea. Motion by Smith, Seconded by Wollin to Table pending further information. Motion Carried 5-0.

Abuse/Mis-Use of City Property - Sarah Smith. Sarah Smith, 500 South Tetonka Bay Drive. Ms. Smith presented Council a picture from Beacon denoting a portion of parcel number 24.999.0770 and 5 photos and written explanations of the photos. Ms. Smith commented that she was here to address a nuisance and harassment issue involving the city owned property. Ms. Smith presented information to the Council to support the nuisance and harassment including information on a Judgement issued by Le Sueur County and the evidence of a Harassment restraining order. Ms. Smith informed council that City property is now being used to continue harassment. Ms. Smith removed 3 plants and 2 large spinners from City property that boarder the drive way. Ms. Smith advised council that she considered these items to be harassment directly aimed at her husband and herself. The Items were unwanted and unnecessary. Ms. Smith requested "I am hereby asking you, City Council and Teresa, please do not let Barb Schluender, or any other Waterville citizen place plants and Garden décor on City Parcel #24.999.0070. Motion by McIntyre, seconded by Grobe that no one can put anything on that parcel unless there is approval of the City Council. Motion carried 4-0. Voting for: Schmidtke, Wollin, McIntyre and Grobe. Voting against: None. Abstained: Smith.

Well Inspection Approval. An estimate from McCarthy Well was presented for pump removal and inspection for the 2nd well. Motion by McIntyre, Seconded by Grobe to approve the well inspection quote. Motion carried 5-0.

Resolution 2021R-014 Donation from Schott Family Fund of the Mankato Area Foundation. Motion by McIntyre, Seconded by Smith to approve Resolution 2021R-014. Motion Carried 5-0.

Request for Establishing Permit Fees for Lan Alteration Permits and After the Fact Zoning Permits. The Planning and Zoning Commission and Administration is requesting a permit fee of \$30.00 be established for Land Alteration fees and after the Fact Permit fees be doubled not including Variances and Conditional Uses. Motion by McIntyre, Seconded by Smith to approve the permit fees and after the fact zoning permit fees. Motion Carried 5-0.

Resolution 2021R-015 A Resolution to Accept the Coronavirus Local Fiscal Recovery Fund Established Under the American Rescue Plan Act. Item was tabled until funds are certified from the State.

Code Enforcement Officer Vacancy. Administration informed Council that the Code Enforcement Officer said he would be needing the whole summer off. Motion by Smith, seconded by McIntyre to approve the tentative approval of the new employee for code enforcement officer vacancy if he meets the conditions that Teresa set forth. Motion Carried 5-0

Reports

Attorney's Report. Attorney Moran informed Council that he has been working on the Cumiskey Platt, FEMA Deed Restrictions, Gene Turk's split of property, Criminal matters, Fire Hall site, Covid funds and the City Disaster Declaration has expired.

Administrator's Report. Administrator-Hill wanted to let renters know that there is assistance available for renters to get help with utilities and rent if they are behind due to Covid. Water shut offs have not been done due to Covid and will be resuming this. They have assistance and payment arrangements available.

Council Discussion

Council member Wollin inquired about the resident on East Main Street that was incarcerated. It was the Attorneys understanding that the citizen is still not a resident of the City of Waterville. Council Member McIntyre commented that it is nice to have Main Street done and the line painting. It was also a very good ceremony at the Veterans Memorial. Mayor Schmidtke thanked Teresa for everything came out good on the Abdo, Eick and Myers audit. It looked like it showed housing was starting to show some money. Administrator Hill commented that the Auditor referred to the tax revenue shift so we ended up \$28,000 more than anticipated due to the shift of debt.

Adjourn

Motion by McIntyre, Seconded by Smith to Adjourn. Motion Carried 5-0. Meeting adjourned at 6:37 p.m.

Alan Schmidtke, Mayor

Teresa Hill, Administrator-Clerk

(Published in the MN South Lake Region LifeEnterprise, Thursday, August 12, 2021; No. LE197-8-12)

PUBLIC NOTICE

2020 ANNUAL DISCLOSURE STATEMENT

Name of TIF Authority: Waterville

Name of Municipality: Waterville

The following information represents the annual disclosure of tax increment districts for the year ended December 31, 2020.

LifeEnterprise 8/12/2021

(Name of the Newspaper) on (Date of Publication)

	Name of TIF District
	TIF 1-5
Current net tax capacity	\$ 13,445
Original net tax capacity	\$ 2,090
Captured net tax capacity	\$ 11,355
Principal and interest payments due in 2021	\$ 14,373
Tax increment received in 2020	\$ 20,835
Tax increment expended in 2020	\$ 15,073
Month and year of first tax increment receipt	6 / 2009
Date of required decertification	12/31/2034

Additional information regarding each district may be obtained from:

Teresa Hill, Name of TIF Representative

200 3rd Street S., Waterville, MN 56096

Phone: 507-362-8300

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PUBLIC NOTICE

WATERVILLE CITY COUNCIL REGULAR MEETING June 24, 2021, 12:30 p.m.

There was a meeting of the Waterville City Council held at City Hall at 12:30 p.m. on June 24, 2021.

Present: Schmidtke, McIntyre, Grobe, Smith, and Wollin. Absent: none. Also Present via Phone: Administrator/Clerk Teresa Hill, Attorney Jason Moran.

Call to Order / Roll Call / Pledge of Allegiance

Mayor Schmidtke called the meeting to order noting that all Council was present and also Teresa Hill, Jason Moran on speaker phone. Pledge of Allegiance was recited.

Approval of Agenda / Additional Items to Agenda

Motion by Wollin, Seconded by McIntyre to approve the agenda as written. Motion Carried 5-0.

Old Business

Resolution 2021R-015 Applying for the Coronavirus Local Fiscal Recovery Fund Established under the American Rescue Plan. Administrator-Clerk Hill explained that the resolution allows us to notify the State that we will be using the funds and start the application process. Motion by Smith, Seconded by McIntyre to approve Resolution 2021R-015. Motion Carried 5-0.

New Business

Liquor License Approval - Funky Monkey LLC. Attorney Moran informed the Council that there were some discrepancies on the application. Corporation and Real Estate. It was requested that this item be tabled to the July meeting. Motion by McIntyre, Seconded by Smith to table the liquor license request for the Funky Monkey. Motion Carried 5-0.

Resolution 2021R-016 Approving Variance Request for Brad Meister Construction. Council Member Smith inquired about issues or discussion held at the Planning and Zoning Commission Meeting. Administrator-Hill informed Council that there were no objections at the meeting and there was discussion on the irregular shape of the lot and that it met conditions. Motion by Smith, Seconded by Wollin to approve Resolution 2021R-016 approving variance request for Brad Meister Construction. Motion Carried 5-0.

July Meeting Date. Discussion was held on the Council's availability to reschedule the July 6th Council Meeting. Motion by Smith Seconded by Wollin to set the July regular meeting date and time for July 13th at 5:00 p.m. Motion Carried 5-0.

On Call / Standby Pay Personnel Policy Amendment and AFSCME Memorandum of Understanding. Administrator Hill informed Council that the HR Committee met and addressed on call time for the new hires and Mark. The proposal would put them on call from the time they got off to the time they clocked back in the following morning. They would need to be within 30 minutes and also includes the plant checks on the weekend. The Compensation would be 10 hours added to the Comp. bank and it does include the weekend plant check. AFSCME was in agreement and asked to submit a memorandum of understanding when Council approved. Council Member Wollin asked if it was ok with the contract, correct? Administrator Hill responded Correct. Motion by McIntyre, Seconded by Wollin to approve on call/ standby pay personnel policy amendment and for AFSCME for the Water and Sewer. Motion Carried 5-0.

Adjourn

Motion by Smith, Seconded by McIntyre to Adjourn. Motion Carried 5-0. Meeting Adjourned at 12:38 p.m.

Alan Schmidtke, Mayor

Teresa Hill, Administrator-Clerk

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