

PUBLIC WORKS / FINANCE / SAFETY COMMITTEE MEETING

Monday, March 4, 2019

Present: Mayor Caron and Council Members Albertsen, Buhler, Danforth, Lalim, Mantey, Roby, Solum, Thorson & Vilhauer

Also Present: Heath VonEye, Mike Boerger, Kristen Bobzien, Matt Roby, Colin Paulsen, Bob Faehn & others

The meeting was called to order by Mayor Sarah Caron.

Approval of the Consent Agenda

Motion was made by Beth Mantey and seconded by Don Roby to approve the following items on the Consent Agenda: minutes from the February 19, 2019 Public Works/Finance/Safety Committee meeting. All voted in favor and motion carried.

Public Comment

None

Approval of the Agenda

Motion was made by Glen Vilhauer and seconded by Dan Albertsen to approve the agenda; all voted in favor and motion carried.

Council Authorization for Mayor to sign the 2018 Annual Municipal Separate Storm Sewer Systems (MS4) Report for the Department of Environment and Natural Resources (DENR).

City Engineer Heath VonEye reviewed the 2018 MS4 Report, and requested authorization for the Mayor to sign the report for submittal to the DENR. The report is a result of the Clean Water Act which requires communities to implement Best Management Practices to prevent erosion and sediment from entering the surface waters of the state. Heath reviewed the six minimum control measures of the report and answered questions from the council. Motion was made by Adam Lalim and seconded by Beth Mantey to recommend authorizing the Mayor to sign the report; all voted in favor and motion carried.

Request award of Landfill Compactor to Butler Machinery for their bid pursuant to Sourcewell (formerly NJPA) pricing with a \$245,000 - 5 years, 10,000 hour repurchase agreement.

Wastewater & Solid Waste Superintendent Mike Boerger requests acceptance of a bid submitted by Butler Machinery for a landfill compactor in the amount of \$753,567.03. The new compactor comes with a five-year repurchase agreement of \$245,000.00, making the net purchase price \$508,567.03. This is \$108,115.97 below the 2020 CIP budgeted amount for this purchase. The new compactor will replace the existing compactor prior to its warranty and repurchase agreement expiration date. The old compactor will bring in a repurchase amount of \$103,317.00. Mike explained that by utilizing Sourcewell (formerly NJPA) we get a bid price without the time-consuming process of developing specs. Motion was made by Bruce Buhler and seconded by Beth Mantey to recommend acceptance of the bid from Butler Machinery; all voted in favor and motion carried.

Discussion of Campaign Finance Ordinance.

Mayor Caron introduced a proposed Campaign Finance Ordinance and explained that this is a government transparency issue that she has been intending to bring forward for some time, and would like to have implemented before petitions are taken out for the next election. City Attorney Matt Roby had researched other communities' ordinances, and distributed a draft document for the

council's review and input. Matt explained that a Statement of Financial Interest is required by state law, but is not included in Watertown's ordinance. This would put that requirement into our ordinance along with other disclosure requirements for local elections, which would be the same requirements that a legislator or county commission would be subject to. Campaigns would be limited to \$1000 maximum contribution from individuals, and require the disclosure of anyone who contributes \$100 or more. Bob Faehn was present and spoke in favor of the proposed ordinance. He stated that this would allow the public to know who supports the candidates, who might be pulling strings in the background, and if outsiders are influencing decisions of our community. He feels this will help keep campaigns cleaner and out of the shadow. No formal action was taken.

Old Business

None

New Business

Transportation Plan Grant Application

Heath distributed a grant application he submitted to the SDDOT for SPR Funded Transportation Study. The City is not committed unless the grant is awarded, and we choose to enter into an agreement with the state. The estimated cost of a transportation study is \$200,000.00. The grant requires a minimum 20% match. On the application, a 25% match, or \$50,000.00, was offered by the city, which would be placed into the 2020 budget. The last transportation plan was completed in 2005. Heath explained that First District is in the process of updating our Comprehensive Land Use Plan, and we completed a Pavement Management Study in 2017. So after updating our transportation plan, we will be well-suited for several years in planning major transportation improvements in and around Watertown. Mayor Caron added that the 2005 study has been a very valuable tool in our transportation planning. We have implemented many of the streets suggested in the plan, and if we are awarded the grant, we get an excellent deal with the state picking up 75% of the cost of an updated study. If awarded the grant, the agreement will be brought back to the council for authorization to accept. If we are not awarded the grant, we can re-apply next year. No action was taken.

Discussion on Construction Project Authorization to Advertise for Bids

Heath asked the council's consideration of foregoing the step of staff requesting authorization to advertise for bids for construction projects. The projects have already been approved through the previous year's budget cycle, and the additional step of requesting authorization to bid can delay the project getting bid out. The bid results would still come before the council for authorization of bid award. After discussion, the council concurred with foregoing the step of requesting authorization to advertise for bids for construction projects, and also to expand this for any items that are budgeted for all departments. Any irregularities, such as a budget shortfall, will still be brought before the council. Staff will give periodic construction project updates which will aid the council members when approached by the public with questions. No formal action was taken.

Discussion on Full-Service Restaurant Liquor Licensing Fee

Matt Roby led the discussion on setting the license fee for full-service on-sale restaurant licenses. In March of 2009, council passed a resolution creating a new class of alcoholic beverage licenses that were permitted for restaurants that have over 60% of gross sales related to food. The fee for these liquor licenses was set at \$205,000.00, based on a survey of "regular" liquor license holders as to the fair market value of their licenses. The resolution has now expired, and the law no longer requires the fee to be set according to the fair market value. The law now allows the municipality to raise or lower the fee as they see fit, with a limit of being no lower than the population of the municipality at the last federal census. Matt seeks input as to what the fee should be set at on the new resolution. It was mentioned that the current fee of \$205,000.00 is high enough that it could be hindering economic development, as no one has bought this particular license in the past 10 years.

After discussion, it was decided that Matt would do further research of other communities' liquor license fees. This was a discussion only and no formal action was taken.

Executive Session

Motion made by Beth Mantey and seconded by Adam Lalim to adjourn meeting to Executive Session at approximately 5:15 p.m.; all voted in favor and motion carried.

Respectfully submitted,
Lori Marscheider