



Watertown City Council
Regular Meeting

Mayor Michael Walters
Deborah Everson
Jim Kasheimer
Fred McGuire
Kay Thul

2/10/2026 - Minutes

1. Call To Order And Roll Call

Pursuant to due call and notice thereof, the regular meeting of the Watertown City Council was called to order in the Council Chambers of City Hall at 6:30 p.m. on Tuesday, February, 2026, by Mayor Mike Walters.

Councilmembers present: Mike Walters, Jim Kasheimer, Kay Thul, Fred McGuire and Deborah Everson

Councilmember(s) absent: None

City staff present: City Administrator Dan Tolsma, Deputy Clerk-Treasurer and Interim Public Services Superintendent Mike Loehrs

2. Adopt Agenda

COUNCILMEMBER DEBORAH EVERSON MOVED TO ADOPT THE AGENDA AS PRESENTED.

COUNCILMEMBER JIM KASHEIMER SECONDED. MOTION CARRIED 5-0

3. Consent Agenda Discussion And Approval

COUNCILMEMBER KAY THUL MOVED TO APPROVE THE CONSENT AGENDA AS PRESENTED.

COUNCILMEMBER FRED MCGUIRE SECONDED. MOTION CARRIED 5-0

3.A. January 26, 2026 City Council Work Session Minutes

3.B. January 26, 2026 City Council Regular Meeting Minutes

3.C. RFA - Step Movement For Connie Kammerer

4. Open Forum

5. New/Old Business

5.A. RFA - Request For Community Room Rental Refund

City Administrator Dan Tolsma presented a request for community room rental refund for three rooms Bass Nation rented for their event, but they came in to cancel one week before the event and then was asking for a refund due to their low attendance numbers expected. Our rental policy states in the signed contract "there shall be no refund of rental fees". Staff discussed refunding \$325.13 of the \$460 that was paid for the rental due to a rental was turned down for one of the rooms during that same time.

Council discussed to revisit the policy for future use and will discuss further at an upcoming workshop.

COUNCILMEMBER MCGUIRE MOVED TO APPROVE THE REFUNDING OF A PORTION OF COMMUNITY CENTER RENTAL FEES TO STEVE JOHNSON OF BASS NATION IN THE AMOUNT OF \$325.13.

COUNCILMEMBER MIKE WALTERS SECONDED. MOTION CARRIED 3-2 (McGuire, Walters, Kasheimer voting AYE) (Everson and Thul voting NAY)

5.B. RFA - Public Services Used Forklift Purchase Request

Mike Loehrs presented on the request for purchasing a used forklift. Mike received three quotes, one from Herc-u-lift for a 2004 Mitsubishi, second from Quality Equipment for a 2015 Yale, and the third was Birnstengel Equipment for a 2014 Yale. Staff is recommending purchasing the Birnstengel Equipment 2014 Yale.

COUNCILMEMBER WALTERS MOVED TO APPROVE THE PUCHASE OF THE YALE GLPO50XV 5000-POUND FORKLIFT FROM BIRNSTENGEL EQUIPMENT FOR THE PRICE OF \$7,900.00.

COUNCILMEMBER EVERSON SECONDED. MOTION CARRIED 5-0

6. Other Reports

City Administrator Tolsma updated the council on a recent facility study meeting he attended with the engineer, Mike Loehrs, Logan Pysick and Fire Chief Hanson.

Tolsma also reported on that the Parks Commission have been working on the Adopt-A-Park program. He has heard from a few groups and residents that are interested. Council agreed to also join the program.

Councilmember Kasheimer reported on getting calls regarding the compost site with large trucks dumping. Discussion followed on procedures needed in place to resolve this ongoing issue. Dan said he would gather options for the council to discuss the pros and cons to make a decision.

Councilmember Everson reported on the Watertown Festival and the Winter Frolic kick off this weekend, starting February 14th, another event on February 16th and events going through February 22nd.

Councilmember Walters mentioned he will be giving the State of the City Address at the next Chamber meeting on Wednesday the 18th.

Walters also mentioned that they currently doing an employee wage study.

7. Claims

COUNCILMEMBER EVERSON MOVED TO APPROVE THE CLAIMS ROSTER AS PRESENTED.

COUNCILMEMBER THUL SECONDED. MOTION CARRIED 5-0

7.A. February 10, 2026 Claims

8. Adjournment

COUNCILMEMBER WALTERS MOVED TO ADJOURN AT 7:12PM.

COUNCILMEMBER KASHEIMER SECONDED. MOTION CARRIED 5-0

309 Lewis Avenue South; P.O. Box 279, Watertown, MN 55388

Michael Walters, Mayor

ATTEST: _____

Dan Tolsma, City Administrator