

**Clearwater City Council
Regular Council Meeting Minutes
Clearwater City Council Chamber
March 16, 2015**

CALL TO ORDER

Mayor Edmonson called the regular council meeting of March 16, 2015 to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE

Everyone joined in the pledge of allegiance.

ROLL CALL

- Present: Mayor Edmonson, Council Members Crandall, Lange, Ranum and Ritzer.
 - Absent: Council Members
 - Staff present: Interim City Administrator Derus, Administrator-in-Training Kress
 - Public Present: Dan Niehoff, 425 North Walnut Street, Cathy Scott, 530 Bluff Street.
 - Others Present: Ken Francis – Clearwater Tribune
- A quorum was declared present.

APPROVAL OF AGENDA

MOTION by Crandall, seconded by Ranum, to approve the agenda as submitted, with the following changes:

- **Add Municipal Advisory Services Agreement for Northland Securities under “New Business” item (b).**
- **Correct “Consent Agenda” letter (e) to reflect that there is only one employee in consideration for rehire.**

Motion carried unanimously.

PUBLIC COMMENT

Kim Nelson thanked the City Council for finding ways to finding funding sources and mitigating costs throughout the city. He also asked that Council review the Special Assessment policy to determine values before the project is finished.

OATH OF OFFICE

- Kevin Kress was administered the Oath of Office by Mayor Edmonson.

CONSENT AGENDA

ITEMS “B”, “D” AND “M” WERE PULLED FROM THE CONSENT AGENDA. ITEM “M” WAS MOVED TO ITEM “B” UNDER NEW BUSINESS.

MOTION by Ritzer, seconded by Lange, to approve the following Consent Agenda items:

- Claims/Accounts Payable
- Approval of COBRA payment for Administrator-in-Training
- Summer Help in Public Works Department
- Approval of new light fixtures in Lions Hall meeting room by Severson Electric
- Approval of Street Sweeping bid from Pearson Bros, Inc.

Approval of PW Supervisor to attend the Management & Supervisory Leadership Program
Approval of sewer televising and cleaning by Ritter & Ritter Sewer Services, Inc.
Resolution 2015-10 rescinding the current Investment Policy and approval of revised policy
Resolution 2015-11 approving authorized signers for Investments with US Bank
Resolution 2015-12 approving additional Audit preparation fees to AEM in the amount of \$2,436.25

Motion carried unanimously.

MOTION by Crandall, seconded by Ritzer to approve the 3-2-15 minutes as requested by Mayor Edmonson.

Motion carried unanimously

MOTION by Lange, seconded by Ranum to approve Administrator-in-Training attending the MCFOA conference in Welch, MN from March 17-20th, 2015.

WRIGHT COUNTY SHERIFF DEPUTY REPORT

No Wright County Sheriff Department Deputy at the meeting.

OLD BUSINESS

AEM Services Agreement, for Financial Services and Staff Training update

MOTION by Crandall, seconded by Ritzer, to approve the AEM Services Agreement, for financial Services and Staff Training update.

Motion carried unanimously.

Update on Special Assessment Policy

Interim Administrator Derus discussed that Engineer Kevin Bittner is recommending that the City assess the NE area project at a greater percentage (35-40%) than the approximately 22% that was discussed previously. Several residents were concerned about not having their assessments prior to bid closing as is required per the current Special Assessment Policy. Staff is going to follow up with Bittner in regards to holding the original 22% assessment.

NEW BUSINESS

Audit Presentation

The Council viewed a PowerPoint for the 2014 Audit from KDV presented by Caroline Stutsman.

Financing North Area Street & Utility Project

MOTION by Crandall, seconded by Ritzer, to approve the Municipal Advisory Services Agreement with Northland Securities, INC. as part of the 2015 North Area Street & Utility project.

Motion carried unanimously.

Resolution 2015-13 awarding bid North Area Street & Utility Improvements

Member Ritzer expressed his concern about awarding the bid prior to having the Special Assessment figures calculated for individual residents as required by the current policy. Member Ranum asked for clarification on amending the Special Assessment policy to allow the City to calculate assessments after the bid has been awarded. Derus recommended having the City Attorney weigh in on adjusting the current Special Assessment policy to allow for assessments to be calculated after a bid is awarded.

MOTION by Crandall, seconded by Ranum to Table Resolution 2015-13 to the next Council meeting on Monday, April 6 2015 at 7:00PM.

REPORTS

Mayor and Council

Mayor Edmonson commented briefly on the Sewer Authority regarding the email and video that was sent to the Governor Dayton, encouraging him to include our bonding grant request in this year's legislative bonding bill. Edmonson also asked the other members of the Council if anyone could attend the Wright County Mayors meeting, as he is unable to attend. Member Crandall may attend in place of Mayor Edmonson.

Boards – Park Board Minutes

Member Ritzer asked that the draft Park Board Minutes be corrected to correct the spelling of visitor Alida Neuman. Kress will address the minute correction with the Secretary of the Park Board. Ritzer also asked for an update on the opening of the Lions Park bathrooms, drinking fountain, security cameras, update on rekeying, and if the Lions had removed their chairs. Kress will ask PW Supervisor Schmidt at the staff meeting tomorrow morning.

EDA Minutes.

No comments.

Staff –

WCEDP Meeting on Friday, April 17, 2015.

No comments

Lions Park Community Build.

Kress briefly discussed the Lions Park Community Build for playground equipment. Ritzer also mentioned that the Legacy Grant failed and he is looking into the Community Build

OTHER

Next Meeting

The next Meeting is Monday, April 6, 2015 at 7:00 PM

ADJOURN

MOTION by Lange, seconded by Ritzer, to adjourn the council meeting, at 8:42 p.m.

Motion Carried unanimously.

Robert Derus, Interim City Administrator

Pete Edmonson, Mayor

Date Approved