

**Clearwater City Council  
Regular Council Meeting Minutes  
Clearwater City Council Chamber  
July 6, 2015**

**CALL TO ORDER**

Mayor Edmonson called the regular council meeting of July 6, 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 Ritzer, Crandall, Lange, and Ranum.
- Absent: NONE
- Staff present: Administrator Kress
- Public Present: Dan Niehoff, Maria Sizer
- Others Present: Justin Wilmes of the Wright County Sheriff's Department, Kevin Bittner – Bolton-Menk, Joel Odens – Bolton-Menk, and Ken Francis – Clearwater Tribune

A quorum was declared present.

**APPROVAL OF AGENDA**

**MOTION by Lange, seconded by Ritzer, to approve the agenda with the addition of letter “d” (Solar Open House) and letter “e” (update on mosquito spraying) under New Business.**

**Motion carried unanimously.**

**PUBLIC COMMENT**

Dan Niehoff addressed the Council and asked if they were going to be discussing private trees as part of the meeting. Administrator Kress informed the Council that he hadn't heard from the City Attorney until the morning of the Council meeting. Mr. Kress then informed the Council that they could discuss private tree replacement if they desired to do so under staff reports.

**CONSENT AGENDA**

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

**Claims/Accounts Payable**

**Approval of 6-15-15 Regular City Council Work Session Minutes**

**Approval of 6-15-15 Regular City Council Meeting Minutes**

**Resolution 2015-29 Rejoice Lutheran Church Gambling Permit**

**Resolution 2015-30 Temporary 3.2 On-Sale License for Clearwater Lions**

**Resolution 2015-31 Purchasing Equipment from Ziegler Cat in the amount of \$185,485.00.**

**Approval to include DOT alcohol and drug testing policy in Employee Handbook**

**Motion carried unanimously.**

**WRIGHT COUNTY SHERIFF DEPUTY REPORT**

Deputy Wilmes was present to update the Council on criminal activity in the City. Mr. Wilmes informed the Council that there were three loose sheep in town that were captured by police. There were several arrests made in regards to theft from vehicles. It was also noted that there has been several reports of fraud in the area. Wilmes encouraged the public to lock their car doors and report any suspicious activity immediately.

## OLD BUSINESS

### **a. Discussion on hiring a contracted City Planner/EDA consultant**

Administrator Kress discussed including some of the EDA consultant description in the RFP for city planning services. Kress went over some background on why a city planner and EDA consultant would be beneficial to the city. Council consensus was that Mr. Kress could draft the position and send the RFP out for consideration.

## NEW BUSINESS

### **a. Discussion and update on North Area Street and Utility Project**

Kevin Bittner discussed the progress of the project. Mr. Niehoff expressed his concern about the transition from high curb to low curb and the retention of water at the corners of city streets. Niehoff was also concerned about the lack of erosion control as part of the project. Bittner explained that these issues would be resolved as part of the final inspection. Maria Sizer expressed her concern about her property stakes being removed. Bittner explained that the property stakes have been inventoried and will be replaced. Sizer was also concerned about the construction of her private driveway. This issue will be addressed at the construction meeting on Wednesday and the contractor will be asked to resolve any issues with private driveways. Mr. Kress asked if the Council would be interested in paving the entire section of alleyway that was discussed at the last Council meeting. The topic will be discussed at the next Council meeting after Mr. Kress can review the property with Public Works Supervisor Schmidt.

### **b. Discussion on Eldorado Park upgrades**

Mr. Odens addressed the Council on the Eldorado Park upgrades. There was a discussion on the amenities included in the current park plan. Council discussed that they would like the Park Commission to have back up amenities for the project. Council asked that the City Administrator and Mayor work on obtaining an access to the park from a private landowner on the north side of the proposed plan. Council agreed that if the project is to take place it would be best to bid it out spring of 2016. Mr. Kress suggested incorporating a dog park into the current park plan. There was a discussion on making the pavilion and splash pad the main amenities. The Council also discussed if the park was to be completed in one phase or multiple phases. It was the Council consensus that the park be upgraded in one phase. Kress recommended coming up with an appropriate dollar amount for the project and a bidding timeline. A new scope of the project would have to be developed moving forward.

### **c. Discussion on Clearwater Heritage Days Requests (agenda request)**

Edmonson led the discussion on the Clearwater Heritage Days event. Member Crandall suggested obtaining a new speaker stand bracket for the speakers. Member Crandall and Mr. Kress will investigate the cost of speaker stand brackets. Member Ritzer questioned who would be participating in the parade. Administrator Kress informed the Council this discussion item was listed under staff reports.

**MOTION by Crandall, seconded by Lange, to approve the Clearwater Heritage Days requests as outlined in the Council packet.**

**Motion carried unanimously.**

### **d. Solar Open House (added during “approval of agenda”)**

Mayor Edmonson asked that some literature be put together to distribute during the Clearwater Heritage Days parade. Members asked that a flyer be created to distribute during the parade route. Council asked that staff create the flyer for distribution.

### **e. Update on Mosquito Spraying (added during “approval of agenda”)**

Member Ranum informed the Council that he has received several complaints that the spraying is not working as well. There were questions on whether the parks were being sprayed. Several members also inquired about riding along during the spraying. Staff will follow up at the next meeting.

**REPORTS**

- a. **Mayor and Council – NONE.**
- b. **Boards – NONE.**
- c. **Staff –** Kress discussed his findings in regards to private tree replacement. He informed the Council that the City Attorney determined there are no guidelines for setting a private tree replacement policy. The Council can determine a dollar amount for replacing a private tree. The City Attorney also recommended creating a policy that outlines specific trees that can be planted as well as the process for replacement. The attorney also suggested having the resident purchase the replacement, be reimbursed by the city, and then sign a waiver that the city will not be liable for the new tree. Kress also advised that he is waiting for several vendors to supply prices for trees. Mr. Niehoff informed the Council he is looking for a replacement tree of approximately 8’’. There was a brief discussion on when it is best to plant a tree. It was determined that spring or fall is best. Kress informed the Council that there will be a workshop held on July 20<sup>th</sup> to discuss nuisance and abandoned cars ordinances. Mr. Kress outlined the process for National Night Out. Member Lange stated he would write a letter to the editor to update residents on the event. There was a brief discussion on who would be in attendance at the parade during Heritage Days. Council determined all but member Ranum would be in attendance. Heritage Days will provide the candy. Mr. Kress informed the Council that he discovered the existing park equipment at Lions Park had not been officially donated to the City. In conversation with several members of the Lions Club it was determined that it was their intention to donate the equipment to the City. Administrator Kress asked that member Ritzer coordinate the process at the next Lions Club meeting. Members asked that Kress touch base with Public Works Supervisor Schmidt to determine if the existing equipment is in satisfactory condition to move to another park. Mr. Kress informed the Council that both Outdoor Recreation grants failed for Eldorado and Lions Park.

**MOTION by Crandall, seconded by Lange, to mail out the notice for National Night Out.  
Motion carried unanimously.**

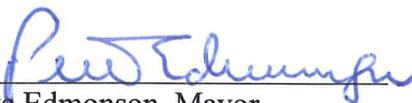
**MOTION by Ritzer, seconded by Crandall, to approve the entry into the parade and allow the maintenance department to receive PTO credit for attendance.  
Motion carried unanimously.**

- 2. **Other**
  - a. **Next Meeting – Monday, July 20, 2015**

**ADJOURN**

**MOTION by Ritzer, seconded by Crandall, to adjourn the council meeting, at 8:39 p.m.  
Motion Carried unanimously.**

  
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Kevin Kress, City Administrator

  
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Pete Edmonson, Mayor

7-20-2015  
Date Approved