

**Clearwater City Council
Regular Council Meeting Minutes
Clearwater City Council Chamber
July 18, 2016**

CALL TO ORDER

Acting Mayor Ritzer called the regular council meeting of July 18, 2016 to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE

Everyone joined in the pledge of allegiance.

ROLL CALL

- Present: Council Members Crandall, Ranum, Lange, and Ritzer.
- Absent: Mayor Edmonson.
- Staff present: Administrator Kress.
- Public Present: Betty Moffitt, Vern Scott, William Schindele, Kim Nelson, Tim Sawatzke, Dennis Lozinski, Mary Imholte, Daniel Niehoff, and Wally Eisenschenk
- Others Present: Deputy Lemire – Wright County Sheriff’s Office, Kreg Schmidt – Bolton Menk, and Ken Francis – Citizen-Tribune.

A quorum was declared present.

APPROVAL OF AGENDA

MOTION by Crandall, seconded by Lange, to approve the agenda as submitted.

Motion carried unanimously.

PUBLIC COMMENT

Kim Nelson addressed the Council with his concerns about drainage issues in the North Area Street and Utility project area. Pictures were provided to Council for review.

CONSENT AGENDA

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

- a. **Claims/Accounts Payable**
- b. **Approval of 6-06-16 Regular City Council Meeting Minutes**
- c. **Approval of Resolution 2016-30 Accepting Donation Clearwater Fire**
- d. **Approval of Resolution 2016-31 Authorizing Membership in the 4M Fund**
- e. **Approval of Resolution 2016-32 Temporary/Seasonal Lawn Maintenance**
- f. **Approval of Cancelling July 18, 2016 Regular City Council Meeting**

Motion carried unanimously.

WRIGHT COUNTY SHERIFF DEPUTY REPORT

Deputy Lemire informed the Council that there were numerous gas drive-offs in town. Council expressed their appreciation for Deputy Lemire and all other officers.

OLD BUSINESS

- a. **Discussion on Water and Sewer Rates**

Administrator Kress addressed the Council in regards to having a rate study conducted for both the water and sewer accounts. The study would allow Council and staff the ability to restructure the funds to the appropriate level under the current structure. The study would also allow for Council and staff to see what

the rates will need to be if restructuring debt is desired. Kress provided three proposals for conducting a rate study. The proposals were as follows:

- AEM Financial Solutions – \$9,500
- Northland Securities – \$8,000 plus \$200/hour for consulting
- Ehlers – \$15,000

Kress added that Minnesota Rural Water (MRW) conducts a one day study. Kress suggested that a study from MRW would be ideal every couple years to ensure water and sewer funds are balanced.

MOTION by Crandall, seconded by Ranum, to utilize AEM to conduct the water and sewer rate study.

Motion carried unanimously.

b. Consideration of Annexation Area Utility Master Plan

Engineer Schmidt was available to answer any questions relating to the Annexation Area Utility Master Plan. Council was in favor of conducting the study and asked that the plan include Clearwater, Lynden, and Clear Lake Township. The plan will allow Council and staff to plan and budget for potential future infrastructure upgrades.

MOTION by Lange, seconded by Crandall, to approve the Annexation Area Utility Master Plan to be constructed by Bolton and Menk.

Motion carried unanimously.

NEW BUSINESS

a. Discussion on Agenda Requests (Clearwater Legion, CWFD Auxiliary, and Pam Sawatzke.)

William Schindele addressed the Council and was available for questions relating to the agenda request. Schindele asked that the Council waive four special event permits per calendar year and waive the fee. Council held a brief discussion on the requests from the CWFD Auxiliary and Sawatzke family.

MOTION by Crandall, seconded by Lange, to approve the Special Event permit included in the Council packet, allow outside music, close off part of Pine Street, and waive fees for four Special Events per calendar year.

Motion carried unanimously.

MOTION by Crandall, seconded by Ranum, to waive the Special Event permit and sign fees for events taking place on August 6th and another day in October.

Motion carried unanimously.

MOTION by Lange, seconded by Crandall, to approve the Special Event permit for the Sawatzke family on August 6th.

Motion carried unanimously.

b. Discussion and Update on North Area Street and Utility Project

Mr. Schmidt addressed the Council on the North Area Street and Utility project. Schmidt consulted with the Council to determine what the desired approach was to replace driveways from surmountable to

knock-down in the project area. Council confirmed they were interested in replacing the driveways from residents that responded to the various letters that were distributed. It was also requested that new driveways be doweled in using rebar. Kress asked the Council what they would like to do at the corner of Bluff and Ash Street. In previous discussions, the Council had asked for options to fix the corner near the stop sign. Kress provided four options for Council consideration:

- **\$7,500 for modular block**
- **\$4,500 for riprap**
- **\$2,100 for grass**
- **\$1,600 for natural vegetation**

Mr. Schmidt expressed that he was in favor of utilizing natural vegetation that does not need to be mowed and requires very little maintenance. Kress addressed the Council in regards to damage in the City's Right-of-Way throughout the project area. Kress explained that during the project Frontier Communications had made several disturbances in the Right-of-Way. Kress added that despite numerous discussions with Frontier they have neglected to repair the damage. Kress recommended having the contractor (R.L. Larson) for the North Area Street and Utility project repair the damage and bill back Frontier.

MOTION by Lange, seconded by Crandall, to replace driveways in the project area for residents that replied they would like knock-down over surmountable, staff and engineers will be allowed discretion for additional driveway replacements.

Motion carried unanimously.

MOTION by Lange, seconded by Crandall, to utilize natural vegetation at the Corner of Bluff and Ash at an estimated cost of \$1,600.

Motion carried unanimously.

MOTION by Ranum, seconded by Lange, to have R.L. Larson repair damage in the City's Right-of-Way and bill back Frontier.

Motion carried unanimously.

c. Discussion on Purchasing Wood Chipper

Kress presented two bids for the purchasing of a new wood-chipper as included in the Council packet. Kress explained that Public Works Supervisor Schmidt and he recommended purchasing the Bandit 990XP for the following reasons:

- **Nearly double the horsepower over the option provided by Vermeer**
- **The Bandit utilizes a CAT engine as is rated much higher for reliability**
- **The Bandit 990XP has added safety features**
- **The Bandit 990XP produces higher quality wood chips**

MOTION by Ranum, seconded by Crandall, to purchase the Bandit 990XP from Tri-State Bobcat for \$40,715.

Motion carried unanimously.

d. Discussion on Purchasing Tile System for Lions Park Tennis Court

Kress presented two bids to purchase and place a tile system over the Lions Park tennis court. The new system would allow for tennis and pickle ball play at Lions Park. The new system can be placed directly over the existing surface and has a life expectancy of over fifteen years. Kress added that he preferred the Versacourt proposal due to higher reliability and a better warranty. Lastly, Kress mentioned it would take about twenty days for the system to arrive.

MOTION by Crandall, seconded by Lange, to purchase the Versacourt tile system for Lions Park, and if necessary hire a contractor to install.

Motion carried unanimously.

e. Discussion on Crack Sealing, Chip Sealing, and Line Painting

Kress presented the Council Action Request as provided in the Council packet. Council held a brief discussion and asked that Supervisor Schmidt request that leftover sweepings be left with the City for future use. Kress addressed the Council in regards to line painting throughout the City. Specifically, Kress asked if the Council desired to place center lanes, turn lanes, bike lanes, and crosswalks on Ash and Main Street. Council confirmed they wanted center lanes, turn lanes, bike lanes and crosswalks on Ash Street and bike lanes on Main Street. Kress will gather bids for an upcoming Council meeting for consideration.

MOTION by Crandall, seconded by Ranum, to utilize METRO, and Pearson for crack sealing and chip sealing services.

Motion carried unanimously.

REPORTS

- a. **Mayor and Council** – Council reviewed the Mayor report that was available. Members Crandall and Lange expressed that the League of Minnesota Cities conference was a very good opportunity and recommended Council members continue to attend each year.
- b. **Boards** – Kress informed the Council that the Park Commission has been working diligently to put together a design for Eldorado Park. Kress asked for the Council to empower the Commission and allow for \$350,000 for the playground design. Kress asked for the Council to acknowledge that the preference is not to go back and forth between the Council and the Park Commission to complete the playground. Council was in favor of this strategy to complete the upgrade. Kress added that the Sportsmans Park ballfields were almost complete. Lastly, Kress mentioned that the swing set at Sportsmans was near completion.

MOTION by Crandall, seconded by Ranum, to authorize the Park Commission to base the design on a budget of \$350,000.

Motion carried unanimously.

- c. **Staff** – Administrator Kress presented the staff report as included in the Council packet. Kress added that staff would be purchasing tablets as budgeted in the next coming weeks. Member Crandall volunteered to assist Kress with the purchase. Kress mentioned that a budget workshop will be held on August 15th.

7. Other –

- a. **Next Meeting – Regular City Council meeting Monday, August 1, 2016.**
- b. Mr. Eisenschenk expressed his gratitude for the City placing an additional dog waste receptacle near the Ferry Landing site.

ADJOURN:

**MOTION by Ranum, seconded by Lange, to adjourn the council meeting, at 8:36 p.m.
Motion carried unanimously.**



Kevin Kress, City Administrator



Pete Edmonson, Mayor

8-1-16
Date Approved