

**CLEARWATER CITY COUNCIL MEETING MINUTES**  
**REGULAR CITY COUNCIL MEETING**  
**JANUARY 13, 2020**

**1. Call to Order and Pledge of Allegiance: 7:00 p.m. Council Chambers**

- Mayor Lawrence called the Clearwater City Council to order Monday, January 13<sup>th</sup>, 2020 at 7:00 p.m. in the council chambers. Members present were Mayor Lawrence, Council Members Petty, Scott, Kruchten, and Crandall. Also present were members of the Public, Staff and Press.

**2. Approval of Agenda**

- Consent Agenda was corrected to show the meeting minutes dates for December as 2019 instead of 2020.
- Item 4(c) was pulled from the agenda.
- **MOTION** by Scott to approve the agenda with the two changes, seconded by Kruchten, all voted aye. **MOTION CARRIED.**

**3. Public Comment**

- None.

**4. Consent Agenda**

- a. **Claims/Accounts Payable**
- b. **Approval of 12-09-19 City Council Workshop Minutes**
- c. **Approval of 12-09-19 City Council Meeting Minutes**
- d. **Approval of 12-16-19 Special City Council Workshop Minutes**
- e. **Approval of 12-16-19 Special City Council Meeting Minutes**
- f. **Res 2020-01 – Accepting Donation to the Clearwater Fire Department for Extrication Tools**
- **MOTION** by Crandall to approve the Consent Agenda as presented, seconded by Kruchten, all voted aye. **MOTION CARRIED.**

**5. Wright County Sheriff Deputy Report**

- Deputy Sheriff Kroll provided a brief update to the City Council. The bulk of the city's calls over the last month were responding to alarms. Members had some questions about a recent snowmobile theft, but Deputy Kroll was not familiar with the details.

**6. Old Business**

- a. **AEM Contract Cancellation**
  - **MOTION** by Lawrence to terminate contract with AEM effective February 29, 2020 or after 60 days, whichever is acceptable to company, seconded by Crandall, all voted aye. **MOTION CARRIED.**
- b. **Discussion on policy pertaining to replacement of trees and shrubs in right-of-way**
  - The Council discussed an issue on Porter Circle related to some shrubs that were removed during a city street project last summer. The resident has requested that the city replace the shrubs that were removed. Resident claims that they were told that they would be replaced. City Engineer Justin Kannas stated that if the shrubs were supposed to be replaced, the cost would have been included in the project plans. He states the resident was told that they would see if replacement was feasible, but made no promises. Member Scott questioned how we would know if they were in the right-of-way or on private property. Kannas stated that they used Wright County's GIS to determine the right-of-way for this project. No survey was completed. Historically, the city has not replaced shrubs that were in the right-of-way.

- **MOTION** by Crandall to deny the request for replacement if the bushes were in the right-of-way, seconded by Petty. Voting aye – Crandall, Petty, Lawrence, Kruchten. Voting nay – Scott. **MOTION CARRIED.**
- c. **CR 75 Trunk Storm Sewer Project**
  - Pulled from agenda; no action taken.
- d. **Res 2020-02 – Approving Purchase of Fire Truck**
  - Mayor Lawrence stated she had received an email from Clearwater Township stating they were not in favor of the Fire Truck purchase.
  - Member Kruchten noted that the specifications for the vehicle are 62 pages long. He asked if there is anything comparable available in a used vehicle. Chief Pridgeon responded that there is not much out there that is comparable. He stated that we obtained the specifications from Golden Valley, and that this vehicle has a good track record.
  - Member Scott asked about the call volume for 2019. Pridgeon stated it was 326, higher than the previous year’s total.
  - Mayor Lawrence expressed that it would be helpful to have a fire protection agreement in place with the townships before making a decision on this item.
  - **MOTION** by Lawrence to table until the January 27, 2020 meeting, seconded by Scott, all voted aye. **MOTION CARRIED.**
- e. **Update on Water and Sewer Rates**
  - Finance Director Lindrud informed the council that the full rate study was not yet completed, as additional information was needed. However, based on the preliminary review, she would recommend an increase to water and sewer rates of at least 5%. In addition, even with an increase, and including the addition of the I-94 Water Main Loop, the Water Fund is projected to go negative in 2025.
  - Council consensus was to table action until the study is more complete.

## 7. New Business

- a. **Planning and Zoning Application for 52-unit Apartment Building (PID #104-019-000010 and PID #104-020-000020)**
  - Member Petty recused himself and exited Council Chambers during discussion of this project and accompanying approvals.
  - Overview of the project provided by City Planning Consultant Kevin Shay. Some discussion items included the Planner’s and Engineer’s recommendations, which are to be included in a Development Agreement. In addition, there was discussion of the water lines whose connection points will be relocated, the sewer connection that will follow the water lines from Main Street, a private well to be capped, and the city access off Main Street where the city would like to pave in an access road.
  - There was additional discussion about the order of the approvals under consideration. Items were renumbered to reflect the order considered.
    - i. **Approving Resolution 2020-03 – Findings of Fact for Rezoning PID #104-019-000010 and PID #104-020-000020**
      - This resolution required an accompanying ordinance that was not ready for Council consideration.
      - **MOTION** by Lawrence to table, seconded by Crandall, all voted aye. **MOTION CARRIED.**
    - ii. **Approving Resolution 2020-04 Preliminary Plat to Create One New Lot from Two Existing Lots (PID #104-019-000-010 and PID #104-020-000020)**
      - **MOTION** to approve by Crandall, seconded by Scott, all voted aye. **MOTION CARRIED.**
    - iii. **Approving Resolution 2020-05 Final Plat for One New Lot (PID #104-019-000010 and PID #104-020-000020)**

- **MOTION** to approve by Crandall, seconded by Scott, all voted aye. **MOTION CARRIED.**
- iv. **Approving Resolution 2020-06 Planned Unit Development Amendment and Site Plan for a 52-Unit Apartment Building**
  - **MOTION** to approve by Scott, seconded by Kruchten, all voted aye. **MOTION CARRIED.**
- Member Petty returned to the meeting.
- b. **Approving Resolution 2020-07 Setting the 2020 Appointments**
  - Council discussed proposed resolution and made the following changes:
    - Inserted Member Crandall as Acting Mayor
    - Replace Deb Petty with Administrator Smythe on Fire Relief Board of Trustees
    - Added Finance Director Lindrud as a Signature Card/Check Signer
    - Assigned Member Crandall and Member Scott to an EDA (to be established)
    - Added Member Kruchten to Planning Commission
    - Added Member Petty to Sewer Authority
  - **MOTION** by Scott to approve resolution with changes noted above, seconded by Crandall, all voted aye. **MOTION CARRIED.**
- c. **Approve Resolution 2020-08 Budgeted 3% COLA Increase**
  - **MOTION** by Crandall to approve, seconded by Petty, all voted aye. **MOTION CARRIED.**
- d. **Approve Resolution 2020-09 Pre-Authorization of Claims Payments**
  - **MOTION** by Petty to approve, seconded by Kruchten, all voted aye. **MOTION CARRIED.**

## 8. Reports

### a. Mayor and Council

- Council shared comments from residents, thanking Public Works crew for great job with snow plowing during last big snow event.

### b. Boards

- Sewer Authority has a meeting on Thursday, January 16, 2020 at 5:30 p.m. at Clearwater City Hall.

### c. Staff

- None.

## 9. Other

### a. Regular City Council Meeting Monday, January 27, 2020 at 7:00 p.m.

- Meeting date and time confirmed for next meeting.

### b. Scheduling with Townships for Fire Contract Meeting

- Will schedule a special workshop with townships for January 27, 2020 at 6:00 p.m.

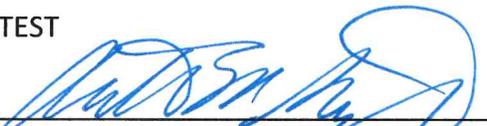
### c. Discussion on Council Attending New/Experienced Official Training and 2020 Legislative Conference

- Dates of upcoming training and other conferences discussed. Mayor Lawrence plans to attend the LMC Legislative Conference. Members will let staff know if they plan to attend others/require registration.

## 10. Adjournment

- **MOTION** to adjourn by Crandall, seconded by Kruchten, all voted aye.
- Meeting adjourned at 8:13 pm

ATTEST

  
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Annita M. Smythe, City Administrator

APPROVED

  
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Andrea Lawrence, Mayor