

**CLEARWATER CITY COUNCIL MEETING MINUTES
REGULAR CITY COUNCIL MEETING
MARCH 9, 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, March 9, 2020 at 7:00 p.m. in the council chambers. Members present were Mayor Lawrence, Council Members Petty, Scott, Crandall, and Kruchten. Also present were members of the Public, Staff and Press.

2. Approval of Agenda

- **MOTION** by Crandall to approve the agenda as presented, seconded by Petty, all voted aye. **MOTION CARRIED.**

3. Public Comment

- None.

4. Consent Agenda

- a. **Claims/Accounts Payable in the Amount of \$153,018.18.**
- b. **Approval of 02-10-20 Regular City Council Meeting Minutes**
- c. **Res 2020-14 – Approving Temporary Gambling Permit**
- d. **Res 2020-15 – Accepting Donation to Fire Department**
- e. **Res 2020-16 – Approving 2019 Year-end Transfers**
- f. **Res 2020-17 – Approving Closure of Fund 309**
- g. **Res 2020-18 – Approving Contract Renewal – Tri-County Humane Society**
- **MOTION** by Kruchten to approve the Consent Agenda as presented, seconded by Crandall. Voting aye – Lawrence, Petty, Kruchten, Crandall. Abstained – Scott. **MOTION CARRIED 4-0.**

5. Wright County Sheriff Deputy Report

- Deputy's report given after items 6.a. and 6.b. below.
- Deputy Kroll provided a review of the monthly calls report. Member Scott asked about authority to enforce J-braking of trucks exiting I94. This is the responsibility of state patrol. Members did not have any other questions.

6. Old Business

a. Utility Updates

- Members reviewed the revised utility rate report from Finance Director Lindrud. Staff continues to recommend a rate increase. Members would like a projection showing revenues generated and an estimate of the average bill amount increase using various rate increases between 3-12% for water rates only. Staff will bring that for the next meeting. Members expressed appreciation for the good work done by Lindrud on the rate study.
- Members also discussed the impact of the WAC/SAC waiver program on utility revenues. Member Petty stated that the program reduces but does not eliminate these revenues. Administrator Smythe explained that her understanding from staff is that these fees are being waived for all new homes. Members requested that staff review meeting minutes, as there should be limits on this program. Will revisit at next meeting.

- b. Res 2020-23 – Authorizing PFA Loan Application for I94 Water Main Loop Project**
 - **MOTION** by Crandall to approve, seconded by Lawrence. Voting aye – Crandall, Lawrence, Petty, Kruchten. Voting nay – Scott. **MOTION CARRIED 4-1.**
- c. I94 Pedestrian Crossing Update**
 - Engineer Kannas explained to the Council that MnDot has agreed to add a requested crossing to their upcoming bridge project, however, the city would be responsible for the trail connection costs at either end of the bridge. The city also raised concerns about traffic issues near Kwik Trip, and asked that the city be allowed to participate in their design discussions. Members agreed that we should pursue further and make sure to consider our 2018 Transportation Plan. It was also noted that the city’s Comprehensive Plan should be updated to incorporate the Transportation Plan.
- d. Business License Ordinance Discussion**
 - Smythe recommended that this item be revisited at the April workshop meeting, as amendments are needed for the old ordinance before reviving. Examples, purpose statement for the ordinance, penalties for non-compliance, and updates related to specific business types, as suggested by Sheriff. Members agreed.

7. New Business

- a. Approving Support for Widening of I94**
 - **MOTION** by Petty to approve being included in a letter of support for widening I94 between Albertville and Monticello, seconded by Crandall, all voted aye. **MOTION CARRIED.**
- b. Res 2020-19 – Approving Signatories for Municipal Accounts**
 - **MOTION** to approve by Crandall, seconded by Scott, all voted aye. **MOTION CARRIED.**
- c. Res 2020-20 – Appointing Park Commission Member and Declaring Vacancy**
 - Resolution amended to re-appoint both members Vasecka and Dufour and remove language about vacancy.
 - **MOTION** by Scott to approve with the changes noted, seconded by Kruchten, all voted aye. **MOTION CARRIED.**
 - Member Petty advised staff to post vacancies prior to the end of terms in future so that other interested people can apply. He acknowledged that the transition to new staff made that difficult in this case. Smythe noted that the city does have current vacancies on other Boards, if there are people interested in serving.
- d. Res 2020-21 – Approving Contract with Northland Securities**
 - **MOTION** to approve by Lawrence, seconded by Crandall, all voted aye. **MOTION CARRIED.**
- e. Res 2020-22 – Approving Step Scale Amendment and Staff Promotion**
 - **MOTION** to approve by Crandall, seconded by Kruchten, all voted aye. **MOTION CARRIED.**
- f. Authorizing Attorney Review**
 - **MOTION** to approve by Lawrence, seconded by Scott, all voted aye. **MOTION CARRIED.**
 - Additional discussion by Members of city’s legal needs.
 - **MOTION** by Scott to authorize an RFP for City Attorney, seconded by Kruchten, all voted aye. **MOTION CARRIED.**
- g. Res 2020-24 – Certifying Lien for Unpaid Charges**
 - **MOTION** to approve by Petty, seconded by Crandall, all voted aye. **MOTION CARRIED.**
- h. Authorizing Fire Truck Repairs**
 - Smythe explained that these repairs are needed as a result of damage incurred while assisting with the Becker metals facility fire. A claim will be submitted to Becker for the repairs.
 - **MOTION** to approve by Petty, seconded by Crandall, all voted aye. **MOTION CARRIED.**

- Member Scott noted that he would like to see if we have mutual aid agreements. Smythe stated it is her understanding that we do.

8. Committee Reports

a. Mayor and Council

- Mayor Lawrence updated that she plans to attend the LMC Legislative Conference March 19. Finance Director Lindrud will accompany her.
- The Mayor is also attending the quarterly Wright County Mayor's Association meeting in Monticello on March 11. Administrator Smythe will also attend.
- Member Kruchten stated that the Facility Needs Committee has not met yet. Staff will work with Kruchten to get this scheduled this spring.

a. Boards

- Member Petty gave an overview of the recent Parks Commission meeting. The local disc golf organization has put together a 10-year plan for updating the course. They are requesting \$2,000 for improvements to the park for 2020. The 10-year plan and 2020 improvements requested was provided to Council.
- **MOTION** by Lawrence to approve the request for \$2,000 in improvements to Sportsman's Park for the disc golf course from the Local Option Sales Tax fund, seconded by Crandall, all voted aye. **MOTION CARRIED.**
- Petty noted that April Vasecka is the new Park Commission Chair for 2020.
- A question was raised at the Park Commission meeting about policy for paying members for activities outside of meetings. There were evidently some statements to members Vasecka and Scott that there would be pay for the many hours of work they provided on the Spring Street Park project last spring.
- **MOTION** by Petty to approve one extra payment of \$50 each for Park Commissioner Vasecka and Park Commissioner Scott for the work at Spring Street Park, seconded by Lawrence. Voting aye – Petty, Lawrence, Crandall, and Kruchten. Abstained – Scott. **MOTION CARRIED 4-0.**
- Members concurred that the general policy for Board stipends is that members will be paid the stipend for attendance at scheduled meetings. Any additional hours outside of scheduled meetings is on a volunteer basis.
- The City Council has adopted a policy that applies to Council attendance at outside activities. Staff will check, however, it is believed that pre-approval by the Council of any costs for attending outside activities is needed.

b. Staff

- Smythe updated that the Presidential Primary Election is completed and that there were not any major issues. Smythe and Eckerman delivered results to Wright County.
- Smythe stated that progress is being made on re-establishing the EDA. There are some measures Council will need to take at a future meeting.
- Staff are awaiting a response from the sheriff for the next steps related to the missing records.

9. Other

a. Next Meeting Date

- The next regular meeting will be March 23, 2020 at 6:00 p.m. to review the city's 2019 audit results.
- The next city workshop will be March 23, 2020 at 6:30 p.m. to discuss the fire contracts and personnel policy.

- Staff recommended an April workshop to discuss the Business License Ordinance and Rental Ordinances. Council will consider this at the April 13, 2020 regular meeting.
- Members asked for an update on Food Shelf agreement. This is still in progress.
- Members asked for an update on the code enforcement at the Pesola property. The city attorney was authorized to proceed with court action.

10. Adjournment

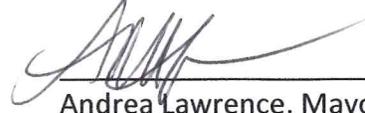
- **MOTION** to adjourn by Petty, seconded by Kruchten, all voted aye.
- Meeting adjourned at 8:42 p.m.

ATTEST



Annita M. Smythe, City Administrator

APPROVED



Andrea Lawrence, Mayor