



AGENDA
CLEARWATER CITY COUNCIL MEETING
MONDAY, JUNE 8, 2020

- 1. Call to Order: 7:00 p.m. via Zoom Web Conference**
- 2. Approval of Agenda**
- 3. Wright County Sheriff's Report**
- 4. Public Forum**
- 5. Consent Agenda**
 - a. Claims/Accounts Payable in the Amount of \$110,711.35**
 - b. Approval of Minutes from 05-11-2020 Regular City Council Meeting**
 - c. Approval of Minutes from 05-20-2020 Special City Council Meeting**
 - d. Approval of Minutes from 05-28-2020 Special City Council Meeting**
 - e. Res 2020-34 – Accepting Donation to Fire Department**
 - f. Res 2020-35 – Appointing EDA Members**
 - g. Res 2020-36 – Appointing Planning Commission Member**
 - h. Res 2020-37 – Approving Liquor License for Lulu's Kitchen**
- 6. Old Business**
 - a. Res 2020-38 – Revisions to COVID-19 Emergency Order**
 - b. Res 2020-29 – Linn Street Vacation**
 - c. Revisit Blaine Brothers Reimbursement**
 - d. Consider Fire Contract Proposal**
- 7. New Business**
 - a. Consider Special Event Permit – Leiviska Disc Golf Design**
 - b. Consider Special Event Permit – Clearwater Legion Riders**
 - c. Consider Adopting Citizen Concerns Policy**
- 8. Committee Reports**
 - a. Mayor and Council**
 - b. Boards**
 - c. Staff**
- 9. Other Business**
 - a. Next Meeting Date**
- 10. Adjournment**



To: Honorable Mayor Lawrence and Members of the Clearwater City Council

From: Annita Smythe, City Administrator

Date: June 8, 2020

Re: City Council Meeting June 8, 2020

1. **Call to Order: 7:00 p.m. Zoom Web Conference**
2. **Approval of Agenda**
3. **Wright County Sheriff's Report**
4. **Public Forum**
5. **Consent Agenda *(Please see attached Consent Agenda)***
 - a. **Claims/Accounts Payable in the Amount of \$110,711.35**
 - b. **Approval of Minutes from 05-11-2020 Regular City Council Meeting**
 - c. **Approval of Minutes from 05-20-2020 Special City Council Meeting**
 - d. **Approval of Minutes from 05-28-2020 Special City Council Meeting**
 - e. **Res 2020-34 – Accepting Donation to Fire Department**
 - f. **Res 2020-35 – Appointing EDA Members**
 - g. **Res 2020-36 – Appointing Planning Commission Member**
 - h. **Res 2020-37 – Approving Liquor License for Lulu's Kitchen**
6. **Old Business**
 - a. **Res 2020-38 – Revisions to COVID-19 Emergency Order**

Staff are requesting the Mayor consider extending the city's emergency order and the Council consider various additional items related to the COVID-19 emergency that has been declared and extended by the governor. This resolution is in draft format, as staff are not sure what actions Council wishes to take on each of the items shown in the original emergency order and the new items that have come up since. Please review the attached for your discussion and consideration.
 - b. **Res 2020-29 – Linn Street Vacation**

This resolution was tabled from the May 11 meeting. After speaking further with our attorney, he noted that the Council has already approved this vacation. The purpose of this resolution is to make technical corrections to the earlier resolution, which failed to retain an easement as the Council intended and to correct the exhibits that were attached. He does not believe there is legal authority for the Council to rescind a previously approved street vacation. However, he did state that there is no need to provide refunds to property owners that are benefiting from the vacation. The County Attorney's office is verifying who would be entitled to the property under Mn Statutes. I hope to have a response from them in time for the meeting Monday. However, their response would only address any refunds that may be owed; it would not address the technical issues with

the initial resolution of vacation. My recommendation is to adopt the attached resolution and suspend any refunds until we learn who will receive the property.

c. Revisit Blaine Brothers Reimbursement

I have spoken with Dean Dally at Blaine Brothers regarding the reimbursement approved by the Council at the May 11 meeting. He thanked the Council for this consideration. He pointed out, however, that the amount approved was not the amount that had been discussed with him by the prior city engineer. He was expecting reimbursement in the amount of \$111,446. I asked the current engineer Justin Kannas to check into the discrepancy, and am awaiting his response. Mr. Dally is requesting that the Council consider an additional reimbursement in the amount of \$14,206.

d. Consider Fire Contract Proposal

Please see the attached draft fire contract along with the calculation proposed under the “Rose Method”, which is a compromise between the earlier methods proposed. The contract is written to include one or both townships as parties, as it is unclear at this time if either plans to continue services. I have not changed any of the other provisions, as there wasn’t any consensus at the previous meeting on any of the provisions.

7. New Business

a. Consider Special Event Permit – Leiviska Disc Golf Design

Please see attached special event permit request from Cale Leiviska for a special event at the Disc Golf course. Mr. Leiviska has met with city staff and has cured the majority of the code violations at the property. The remaining items would be addressed through this permit. Note that our discussions did not address any of the materials provided by Wayne Murphy at the May 11 meeting, as it was not necessary to address those items with regards to the Disc Golf use of the property. In addition, Mr. Leiviska had already addressed many of the code issues prior to receiving these materials. Mr. Leiviska plans to attend the meeting to answer any questions.

b. Consider Special Event Permit – Clearwater Legion Riders

Please see attached special event permit request from the Legion Riders. It is my understanding that this is an annual event. Our Deputy Clerk has included a memo in your materials that provides additional background information on this event.

c. Consider Adopting Citizen Concerns Policy

Please see attached proposal for a Citizen Concerns Policy. It is my understanding that the city has an existing complaints policy, but I have only been able to locate a one page summary. This proposal is more detailed and outlines a formal process for complaint handling internally. It also dovetails with the administrative fines process adopted a few years ago. The language came from a policy at another similar-sized city.

8. Committee Reports

- a. Mayor and Council**
- b. Boards**
- c. Staff**

9. Other Business

a. Next Meeting Date

Staff are recommending we hold a capital budget workshop for our June 22, 2020 meeting date.

10. Adjournment



Wright County Sheriff's Office

Sheriff Sean Deringer

3800 Braddock Ave. NE, Buffalo, MN 55313
1-800-362-3667 Fax: 763-682-7610



Clearwater Monthly Report 2020

Printed on June 1, 2020

| Incident Start Date/Time | Initial Call | CFS # | Final Incident | Case Number | How Reported |
|--------------------------------------|----------------------|------------|----------------------|-------------|--------------|
| 911 Abandoned Total: 1 | | | | | |
| 05/24/20 21:56 | 911 Abandoned | 2020037523 | | | 911 |
| 911 Hang-up Total: 2 | | | | | |
| 05/04/20 08:39 | 911 Hang-up | 2020032251 | | | 911 |
| 05/06/20 12:01 | 911 Hang-up | 2020032769 | | | 911 |
| 911 Open Line Total: 3 | | | | | |
| 05/23/20 10:52 | 911 Open Line | 2020037063 | Unwanted Person | WP20013674 | 911 |
| 05/25/20 12:24 | 911 Open Line | 2020037664 | | | 911 |
| 05/26/20 09:50 | 911 Open Line | 2020037923 | | | 911 |
| Agency Assist Total: 2 | | | | | |
| 05/10/20 14:29 | Agency Assist | 2020033785 | Agency Assist | WP20012505 | Phone |
| 05/18/20 14:50 | Agency Assist | 2020035768 | Agency Assist | WP20013197 | Phone |
| Animal Total: 3 | | | | | |
| 05/15/20 21:04 | Animal | 2020035107 | | | Phone |
| 05/20/20 14:35 | Animal | 2020036292 | Animal | WP20013387 | Phone |
| 05/21/20 21:43 | Animal | 2020036678 | Animal | WP20013546 | 911 |
| Animal - Barking Dog Total: 1 | | | | | |
| 05/12/20 22:52 | Animal - Barking Dog | 2020034360 | Animal - Barking Dog | WP20012709 | Phone |
| Check Welfare Total: 5 | | | | | |
| 05/01/20 18:13 | Check Welfare | 2020031713 | Check Welfare | WP20011797 | Phone |
| 05/01/20 21:40 | Check Welfare | 2020031772 | Check Welfare | WP20011821 | Phone |
| 05/07/20 15:47 | Check Welfare | 2020033080 | Check Welfare | WP20012292 | Phone |
| 05/18/20 22:19 | Check Welfare | 2020035897 | Check Welfare | WP20013246 | Phone |
| 05/21/20 15:52 | Check Welfare | 2020036584 | Check Welfare | WP20013500 | Phone |
| Citizen Aid Total: 1 | | | | | |
| 05/23/20 21:42 | Citizen Aid | 2020037232 | Animal | WP20013728 | Phone |
| Civil Complaint Total: 8 | | | | | |
| 05/01/20 12:33 | Civil Complaint | 2020031607 | Civil Complaint | WP20011759 | Phone |
| 05/11/20 08:13 | Civil Complaint | 2020033914 | Civil Complaint | WP20012550 | Phone |
| 05/14/20 11:46 | Civil Complaint | 2020034664 | Civil Complaint | WP20012828 | Phone |
| 05/15/20 22:36 | Civil Complaint | 2020035143 | CSC Sex Offense | WP20012996 | Phone |
| 05/18/20 06:30 | Civil Complaint | 2020035643 | Civil Complaint | WP20013151 | Phone |
| 05/21/20 14:23 | Civil Complaint | 2020036558 | Civil Complaint | WP20013486 | Phone |
| 05/26/20 15:01 | Civil Complaint | 2020038033 | Civil Complaint | WP20013997 | 911 |
| 05/27/20 21:33 | Civil Complaint | 2020038405 | Civil Complaint | WP20014130 | Phone |

| Incident Start Date/Time | Initial Call | CFS # | Final Incident | Case Number | How Reported |
|---|--------------------------|------------|-----------------------------|-------------|--------------|
| Civil Process Total: 2 | | | | | |
| 05/01/20 16:19 | Civil Process | 2020031673 | | | Officer |
| 05/02/20 11:51 | Civil Process | 2020031885 | | | Officer |
| Commercial General Alarm Total: 4 | | | | | |
| 05/15/20 11:04 | Commercial General | 2020034928 | Commercial General Alarm | WP20012926 | Phone |
| 05/15/20 11:43 | Commercial General | 2020034950 | | | Phone |
| 05/16/20 09:39 | Commercial General | 2020035237 | Commercial General Alarm | WP20013025 | Phone |
| 05/18/20 04:52 | Commercial General | 2020035637 | | | Phone |
| Court Order Violation Total: 1 | | | | | |
| 05/29/20 16:00 | Court Order Violation | 2020038873 | Court Order Violation | WP20014289 | 911 |
| Criminal Damage to Property Total: 3 | | | | | |
| 05/07/20 15:55 | Criminal Damage to | 2020033086 | Criminal Damage to Property | WP20012294 | 911 |
| 05/18/20 19:37 | Criminal Damage to | 2020035860 | Criminal Damage to Property | WP20013232 | Phone |
| 05/28/20 17:16 | Criminal Damage to | 2020038623 | Criminal Damage to Property | WP20014204 | Phone |
| DNR Wildlife Violations Total: 1 | | | | | |
| 05/15/20 23:36 | DNR Wildlife Violations | 2020035158 | DNR Wildlife Violations | WP20013000 | Phone |
| Domestic Disturbance Total: 1 | | | | | |
| 05/28/20 09:01 | Domestic Disturbance | 2020038476 | Disorderly | WP20014152 | Phone |
| Drugs Total: 1 | | | | | |
| 05/07/20 22:56 | Drugs | 2020033162 | Drugs | WP20012326 | 911 |
| Executive Order Total: 1 | | | | | |
| 05/19/20 12:02 | Executive Order | 2020035985 | Executive Order | WP20013284 | Phone |
| Extra Patrol; Phone Call Total: 1 | | | | | |
| 05/20/20 20:35 | Extra Patrol; Phone Call | 2020036409 | Extra Patrol | WP20013433 | Phone |
| Fraud - Checks - Cards Total: 2 | | | | | |
| 05/21/20 14:56 | Fraud - Checks - Cards | 2020036568 | Fraud - Checks - Cards | WP20013492 | Phone |
| 05/24/20 22:09 | Fraud - Checks - Cards | 2020037526 | Fraud - Checks - Cards | WP20013838 | 911 |
| Harassment Total: 1 | | | | | |
| 05/27/20 20:07 | Harassment | 2020038384 | Harassment | WP20014119 | Phone |
| Indecent Exposure Total: 1 | | | | | |
| 05/08/20 14:15 | Indecent Exposure | 2020033286 | Juvenile - Complaint | WP20012363 | Phone |
| Juvenile - Complaint Total: 2 | | | | | |
| 05/18/20 14:11 | Juvenile - Complaint | 2020035754 | Juvenile - Complaint | WP20013193 | Phone |
| 05/24/20 00:24 | Juvenile - Complaint | 2020037267 | Juvenile - Complaint | WP20013745 | Phone |
| Lost - Found Property Total: 3 | | | | | |
| 05/14/20 18:48 | Lost - Found Property | 2020034791 | Lost - Found Property | WP20012878 | 911 |
| 05/23/20 11:07 | Lost - Found Property | 2020037067 | Lost - Found Property | WP20013673 | |
| 05/24/20 16:03 | Lost - Found Property | 2020037409 | Lost - Found Property | WP20013794 | |

| Incident Start Date/Time | Initial Call | CFS # | Final Incident | Case Number | How Reported |
|--|-------------------------|------------|-------------------------------|-------------|--------------|
| Medical - Bleeding - Lacerations Total: 1 | | | | | |
| 05/01/20 18:02 | Medical - Bleeding - | 2020031712 | | | 911 |
| Medical - Chest Pain Total: 1 | | | | | |
| 05/23/20 08:14 | Medical - Chest Pain | 2020037035 | | | Phone |
| Medical - Fall Under 6 Feet Total: 1 | | | | | |
| 05/09/20 04:48 | Medical - Fall Under 6 | 2020033450 | | | 911 |
| Medical - Headache Total: 1 | | | | | |
| 05/09/20 21:03 | Medical - Headache | 2020033655 | Medical - Headache | WP20012465 | Phone |
| Medical - Heart Problems Total: 1 | | | | | |
| 05/24/20 14:39 | Medical - Heart | 2020037386 | | | 911 |
| Medical - Seizure Total: 1 | | | | | |
| 05/20/20 12:17 | Medical - Seizure | 2020036251 | | | 911 |
| Medical - Sick Total: 2 | | | | | |
| 05/27/20 18:37 | Medical - Sick | 2020038364 | | | 911 |
| 05/31/20 12:39 | Medical - Sick | 2020039452 | | | 911 |
| Medical - Unconscious - Fainting Total: 2 | | | | | |
| 05/17/20 09:44 | Medical - Unconscious - | 2020035487 | Death Investigation - Natural | WP20013100 | 911 |
| 05/27/20 20:24 | Medical - Unconscious - | 2020038388 | | | 911 |
| Motorist Aid Total: 1 | | | | | |
| 05/24/20 22:38 | Motorist Aid | 2020037537 | | | |
| MVA - Injuries Total: 1 | | | | | |
| 05/06/20 00:16 | MVA - Injuries | 2020032687 | Vehicle Off Road | WP20012151 | |
| MVA - No Injuries Total: 4 | | | | | |
| 05/01/20 13:28 | MVA - No Injuries | 2020031621 | MVA - No Injuries | WP20011764 | |
| 05/18/20 00:30 | MVA - No Injuries | 2020035625 | MVA - No Injuries | WP20013139 | |
| 05/26/20 14:16 | MVA - No Injuries | 2020038012 | MVA - No Injuries | WP20013991 | |
| 05/29/20 17:33 | MVA - No Injuries | 2020038905 | MVA - No Injuries | WP20014305 | |
| Neighborhood Dispute Total: 2 | | | | | |
| 05/25/20 15:04 | Neighborhood Dispute | 2020037704 | Neighborhood Dispute | WP20013897 | |
| 05/31/20 21:13 | Neighborhood Dispute | 2020039586 | Neighborhood Dispute | WP20014571 | 911 |
| Noise Total: 3 | | | | | |
| 05/08/20 23:24 | Noise | 2020033425 | Ordinance Violation | WP20012412 | |
| 05/09/20 10:41 | Noise | 2020033508 | Noise | WP20012426 | |
| 05/27/20 16:33 | Noise | 2020038331 | Noise | WP20014100 | |
| Off-Road Vehicle Complaint Total: 3 | | | | | |
| 05/05/20 11:33 | Off-Road Vehicle | 2020032519 | Off-Road Vehicle Complaint | WP20012086 | Phone |
| 05/11/20 17:20 | Off-Road Vehicle | 2020034050 | Off-Road Vehicle Complaint | WP20012592 | Phone |
| 05/17/20 18:32 | Off-Road Vehicle | 2020035574 | Off-Road Vehicle Complaint | WP20013125 | Phone |

| Incident Start Date/Time | Initial Call | CFS # | Final Incident | Case Number | How Reported |
|--------------------------|--------------|-------|----------------|-------------|--------------|
|--------------------------|--------------|-------|----------------|-------------|--------------|

Off-Road Vehicle Complaint; Dispatch - CAD - Addressing Problems Total: 1

| | | | | | |
|----------------|------------------|------------|----------------------------|------------|-------|
| 05/12/20 18:22 | Off-Road Vehicle | 2020034308 | Off-Road Vehicle Complaint | WP20012684 | Phone |
|----------------|------------------|------------|----------------------------|------------|-------|

SIA Area Watch Total: 2

| | | | | | |
|----------------|----------------|------------|--|--|--|
| 05/21/20 22:19 | SIA Area Watch | 2020036687 | | | |
| 05/29/20 12:50 | SIA Area Watch | 2020038820 | | | |

SIA Business Walk Through Total: 1

| | | | | | |
|----------------|-------------------|------------|--|--|--|
| 05/14/20 18:40 | SIA Business Walk | 2020034789 | | | |
|----------------|-------------------|------------|--|--|--|

SIA City Council - City Hall Total: 2

| | | | | | |
|----------------|-------------------------|------------|--|--|---------|
| 05/11/20 18:00 | SIA City Council - City | 2020034064 | | | Officer |
| 05/11/20 18:53 | SIA City Council - City | 2020034075 | | | |

SIA Parks Total: 12

| | | | | | |
|----------------|-----------|------------|--|--|--|
| 05/01/20 16:17 | SIA Parks | 2020031671 | | | |
| 05/03/20 17:21 | SIA Parks | 2020032158 | | | |
| 05/04/20 13:48 | SIA Parks | 2020032309 | | | |
| 05/05/20 16:17 | SIA Parks | 2020032581 | | | |
| 05/06/20 16:22 | SIA Parks | 2020032844 | | | |
| 05/09/20 08:53 | SIA Parks | 2020033485 | | | |
| 05/15/20 08:06 | SIA Parks | 2020034894 | | | |
| 05/20/20 08:28 | SIA Parks | 2020036197 | | | |
| 05/26/20 16:20 | SIA Parks | 2020038051 | | | |
| 05/27/20 16:21 | SIA Parks | 2020038322 | | | |
| 05/29/20 12:25 | SIA Parks | 2020038811 | | | |
| 05/29/20 21:11 | SIA Parks | 2020038982 | | | |

Squad Damage Total: 1

| | | | | | |
|----------------|--------------|------------|--------------|------------|--|
| 05/11/20 09:42 | Squad Damage | 2020033933 | Squad Damage | WP20012552 | |
|----------------|--------------|------------|--------------|------------|--|

Stolen - Vehicle Total: 1

| | | | | | |
|----------------|------------------|------------|-----------------|------------|-------|
| 05/13/20 00:03 | Stolen - Vehicle | 2020034367 | Civil Complaint | WP20012712 | Phone |
|----------------|------------------|------------|-----------------|------------|-------|

Stolen - Vehicle; Pursuit Total: 1

| | | | | | |
|----------------|---------------------------|------------|------------------|------------|-----|
| 05/02/20 01:49 | Stolen - Vehicle; Pursuit | 2020031825 | Stolen - Vehicle | WP20011836 | 911 |
|----------------|---------------------------|------------|------------------|------------|-----|

Suspicious - Circumstances Total: 2

| | | | | | |
|----------------|--------------|------------|---------------------|------------|-------|
| 05/22/20 20:32 | Suspicious - | 2020036939 | Traffic - Complaint | WP20013627 | Phone |
| 05/24/20 23:11 | Suspicious - | 2020037548 | Civil Complaint | WP20013845 | 911 |

Suspicious - Person - Vehicle Total: 5

| | | | | | |
|----------------|-----------------------|------------|-------------------------------|------------|-------|
| 05/02/20 02:16 | Suspicious - Person - | 2020031829 | Stolen - Vehicle | WP20011838 | Phone |
| 05/03/20 16:37 | Suspicious - Person - | 2020032147 | Suspicious - Person - Vehicle | WP20011958 | Phone |
| 05/03/20 22:16 | Suspicious - Person - | 2020032209 | Suspicious - Person - Vehicle | WP20011978 | 911 |
| 05/14/20 02:17 | Suspicious - Person - | 2020034591 | Suspicious - Person - Vehicle | WP20012797 | 911 |
| 05/20/20 23:19 | Suspicious - Person - | 2020036438 | Suspicious - Person - Vehicle | WP20013440 | Phone |

Theft Total: 1

| | | | | | |
|----------------|-------|------------|-------|------------|-------|
| 05/26/20 12:46 | Theft | 2020037980 | Theft | WP20013978 | Phone |
|----------------|-------|------------|-------|------------|-------|

| Incident Start Date/Time | Initial Call | CFS # | Final Incident | Case Number | How Reported |
|--------------------------|--------------|-------|----------------|-------------|--------------|
|--------------------------|--------------|-------|----------------|-------------|--------------|

Theft - From Vehicle Total: 5

| | | | | | |
|----------------|----------------------|------------|----------------------|------------|-------|
| 05/20/20 10:28 | Theft - From Vehicle | 2020036223 | Theft - From Vehicle | WP20013362 | 911 |
| 05/22/20 06:39 | Theft - From Vehicle | 2020036720 | Theft - From Vehicle | WP20013565 | 911 |
| 05/26/20 07:57 | Theft - From Vehicle | 2020037895 | Theft - From Vehicle | WP20013949 | Phone |
| 05/27/20 06:28 | Theft - From Vehicle | 2020038185 | Theft - From Vehicle | WP20014051 | Phone |
| 05/27/20 07:41 | Theft - From Vehicle | 2020038191 | Theft - From Vehicle | WP20014055 | Phone |

Theft - Shoplifting Total: 2

| | | | | | |
|----------------|---------------------|------------|---------------------|------------|-------|
| 05/15/20 14:04 | Theft - Shoplifting | 2020034989 | Theft - Shoplifting | WP20012947 | Phone |
| 05/18/20 15:24 | Theft - Shoplifting | 2020035781 | Theft - Shoplifting | WP20013199 | Phone |

Threats Total: 2

| | | | | | |
|----------------|---------|------------|---------|------------|-------|
| 05/11/20 13:35 | Threats | 2020033987 | Threats | WP20012569 | Phone |
| 05/23/20 20:10 | Threats | 2020037206 | Threats | WP20013721 | Phone |

Traffic Stop Total: 16

| | | | | | |
|----------------|--------------|------------|--------------|------------|---------|
| 05/05/20 01:05 | Traffic Stop | 2020032441 | | | Officer |
| 05/05/20 23:06 | Traffic Stop | 2020032679 | | | Officer |
| 05/06/20 01:51 | Traffic Stop | 2020032693 | | | Officer |
| 05/08/20 22:04 | Traffic Stop | 2020033405 | Traffic Stop | WP20012399 | Officer |
| 05/08/20 23:18 | Traffic Stop | 2020033424 | Traffic Stop | WP20012411 | Officer |
| 05/15/20 01:30 | Traffic Stop | 2020034870 | | | Officer |
| 05/15/20 20:25 | Traffic Stop | 2020035096 | | | Officer |
| 05/16/20 12:52 | Traffic Stop | 2020035289 | | | |
| 05/23/20 17:05 | Traffic Stop | 2020037145 | Traffic Stop | WP20013705 | Officer |
| 05/23/20 19:52 | Traffic Stop | 2020037202 | | | Officer |
| 05/24/20 13:57 | Traffic Stop | 2020037377 | | | Officer |
| 05/24/20 15:17 | Traffic Stop | 2020037398 | | | Officer |
| 05/25/20 20:41 | Traffic Stop | 2020037798 | | | Officer |
| 05/28/20 21:39 | Traffic Stop | 2020038693 | | | Officer |
| 05/29/20 15:57 | Traffic Stop | 2020038870 | Traffic Stop | WP20014288 | Officer |
| 05/29/20 21:03 | Traffic Stop | 2020038978 | | | Officer |

Warrant - Arrest Total: 2

| | | | | | |
|----------------|------------------|------------|------------------|------------|---------|
| 05/14/20 21:07 | Warrant - Arrest | 2020034825 | Warrant - Arrest | WP20012891 | Officer |
| 05/21/20 03:20 | Warrant - Arrest | 2020036456 | Warrant - Arrest | WP20013445 | Phone |

Total Records: 130

CITY OF CLEARWATER

06/04/20 8:45 AM

Page 1

Payments

Current Period: June 2020

Payment Batch 06082020 AP \$87,565.42

| | | | |
|---------------------|------------------------------------|-----------------------------|-----------------------|
| Refer | <u>0 ALEX AIR APPARATUS, INC</u> | <u>Ck# 022494 6/8/2020</u> | |
| Cash Payment | E 230-42200-123 Operating Supplies | WILDFIRE HELMETS/GOGGLES | \$299.38 |
| Invoice 41593 | 5/14/2020 | | |
| Transaction Date | 6/8/2020 | Due 0 LAKE CENTRAL BA 10100 | Total \$299.38 |

| | | | |
|---------------------|------------------------------------|-----------------------------|-------------------------|
| Refer | <u>0 BANYON DATA SYSTEMS, INC.</u> | <u>Ck# 022495 6/8/2020</u> | |
| Cash Payment | E 100-41000-150 Software & Support | SOFTWARE SUPPORT | \$146.25 |
| Invoice 160296 | 6/1/2020 | | |
| Cash Payment | E 600-49400-150 Software & Support | SOFTWARE SUPPORT | \$19.50 |
| Invoice 160296 | 6/1/2020 | | |
| Cash Payment | E 601-49450-150 Software & Support | SOFTWARE SUPPORT | \$19.50 |
| Invoice 160296 | 6/1/2020 | | |
| Cash Payment | E 603-43200-150 Software & Support | SOFTWARE SUPPORT | \$9.75 |
| Invoice 160296 | 6/1/2020 | | |
| Cash Payment | E 600-49400-150 Software & Support | SOFTWARE SUPPORT | \$87.75 |
| Invoice 160296 | 6/1/2020 | | |
| Cash Payment | E 601-49450-150 Software & Support | SOFTWARE SUPPORT | \$87.75 |
| Invoice 160296 | 6/1/2020 | | |
| Cash Payment | E 603-43200-150 Software & Support | SOFTWARE SUPPORT | \$19.50 |
| Invoice 160296 | 6/1/2020 | | |
| Cash Payment | E 100-41000-150 Software & Support | SOFTWARE SUPPORT | \$146.25 |
| Invoice 160296 | 6/1/2020 | | |
| Cash Payment | E 600-49400-150 Software & Support | SOFTWARE SUPPORT | \$19.50 |
| Invoice 160296 | 6/1/2020 | | |
| Cash Payment | E 601-49450-150 Software & Support | SOFTWARE SUPPORT | \$19.50 |
| Invoice 160296 | 6/1/2020 | | |
| Cash Payment | E 603-43200-150 Software & Support | SOFTWARE SUPPORT | \$9.75 |
| Invoice 160296 | 6/1/2020 | | |
| Cash Payment | E 100-41000-150 Software & Support | SOFTWARE SUPPORT | \$363.75 |
| Invoice 160296 | 6/1/2020 | | |
| Cash Payment | E 600-49400-150 Software & Support | SOFTWARE SUPPORT | \$48.50 |
| Invoice 160296 | 6/1/2020 | | |
| Cash Payment | E 601-49450-150 Software & Support | SOFTWARE SUPPORT | \$48.50 |
| Invoice 160296 | 6/1/2020 | | |
| Cash Payment | E 603-43200-150 Software & Support | SOFTWARE SUPPORT | \$24.25 |
| Invoice 160296 | 6/1/2020 | | |
| Transaction Date | 6/8/2020 | Due 0 LAKE CENTRAL BA 10100 | Total \$1,070.00 |

| | | | |
|---------------------|---------------------------------------|----------------------------|------------|
| Refer | <u>0 BEUNING, LLC</u> | <u>Ck# 022496 6/8/2020</u> | |
| Cash Payment | E 100-45200-126 Rental/Lease | LIBRARY RENT | \$1,390.00 |
| Invoice 2115 | 5/18/2020 | | |
| Cash Payment | E 100-45200-205 Taxes and Assessments | TAXES | \$232.31 |
| Invoice 2116 | 5/18/2020 | | |
| Cash Payment | E 100-45200-305 Contracted Services | LAWN CARE | \$46.29 |
| Invoice 2116 | 5/18/2020 | | |
| Cash Payment | E 100-45200-362 Property Ins | INSURANCE | \$119.91 |
| Invoice 2116 | 5/18/2020 | | |
| Cash Payment | E 100-45200-382 Utilities | UTILITIES | \$21.78 |
| Invoice 2116 | 5/18/2020 | | |

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|------------------|--|-----------|--------------------------------|---------------|--------------|--------------------|
| Transaction Date | 6/8/2020 | Due 0 | LAKE CENTRAL BA | 10100 | Total | \$1,810.29 |
| Refer | 0 <u>BOLTON & MENK, INC.</u> | | <u>Ck# 022497 6/8/2020</u> | | | |
| Cash Payment | E 100-41700-303 Engineering Fees | | CDI PROPERTY | | | \$175.00 |
| Invoice | 0249215 | 4/23/2020 | | Project 19-09 | | |
| Cash Payment | E 100-41700-303 Engineering Fees | | GENERAL ENGINEERING | | | \$212.50 |
| Invoice | 0249215 | 4/23/2020 | | | | |
| Cash Payment | E 100-41700-303 Engineering Fees | | TO PLASTICS | | | \$87.50 |
| Invoice | 0249215 | 4/23/2020 | | Project 19-08 | | |
| Cash Payment | E 416-47000-303 Engineering Fees | | 2019 SE AREA STREET IMP | | | \$265.00 |
| Invoice | 0249215 | 4/23/2020 | | Project 18-04 | | |
| Cash Payment | E 600-49400-303 Engineering Fees | | 194 WATERMAIN CROSSING | | | \$1,022.50 |
| Invoice | 0249215 | 4/23/2020 | | Project 17-02 | | |
| Cash Payment | E 651-43100-303 Engineering Fees | | CR75 TRUNK STORM | | | \$262.50 |
| Invoice | 0249215 | 4/23/2020 | | Project 19-02 | | |
| Cash Payment | E 100-41700-303 Engineering Fees | | 194 PEDESTRIAN BRIDGE | | | \$262.50 |
| Invoice | 0249215 | 4/23/2020 | | Project 19-05 | | |
| Transaction Date | 6/8/2020 | Due 0 | LAKE CENTRAL BA | 10100 | Total | \$2,287.50 |
| Refer | 0 <u>CARD SERVICES</u> | | <u>Ck# 022498 6/8/2020</u> | | | |
| Cash Payment | E 230-42200-212 Motor Fuels | | FUEL FD | | | \$130.03 |
| Invoice | APRIL 2020 | 5/1/2020 | | | | |
| Transaction Date | 6/8/2020 | Due 0 | LAKE CENTRAL BA | 10100 | Total | \$130.03 |
| Refer | 0 <u>CCP INDUSTRIES INC.</u> | | <u>Ck# 022499 6/8/2020</u> | | | |
| Cash Payment | E 100-43200-123 Operating Supplies | | BIG ROLL PAPER TOWELS | | | \$196.40 |
| Invoice | IN02532830 | 5/12/2020 | | | | |
| Transaction Date | 6/8/2020 | Due 0 | LAKE CENTRAL BA | 10100 | Total | \$196.40 |
| Refer | 0 <u>CITIZEN TRIBUNE</u> | | <u>Ck# 022500 6/8/2020</u> | | | |
| Cash Payment | E 100-41410-351 Legal Notices Publishing | | NOTICE OF OPEN BOARD POSITIONS | | | \$94.67 |
| Invoice | 135170 | 5/16/2020 | | | | |
| Cash Payment | E 100-41410-351 Legal Notices Publishing | | NOTICE OF PUBLIC HEARINGS | | | \$628.56 |
| Invoice | 135200 | 5/23/2020 | | | | |
| Transaction Date | 6/8/2020 | Due 0 | LAKE CENTRAL BA | 10100 | Total | \$723.23 |
| Refer | 0 <u>CLARKE MOSQUITO CONTROL</u> | | <u>Ck# 022501 6/8/2020</u> | | | |
| Cash Payment | E 100-41800-305 Contracted Services | | MOSQUITO MANAGEMENT | | | \$3,244.50 |
| Invoice | 001010320 | 5/15/2020 | | | | |
| Transaction Date | 6/8/2020 | Due 0 | LAKE CENTRAL BA | 10100 | Total | \$3,244.50 |
| Refer | 0 <u>CLEAR LAKE/CLWTER SEWER AU</u> | | <u>Ck# 022502 6/8/2020</u> | | | |
| Cash Payment | E 601-49450-300 Sewer Usage | | SEWER FLOW APRIL 2020 | | | \$27,915.28 |
| Invoice | 1003 APRIL 2020 | 5/11/2020 | | | | |
| Transaction Date | 6/8/2020 | Due 0 | LAKE CENTRAL BA | 10100 | Total | \$27,915.28 |
| Refer | 0 <u>CLEARWATER PARTS CITY AUTO</u> | | <u>Ck# 022503 6/8/2020</u> | | | |
| Cash Payment | E 100-43200-123 Operating Supplies | | ANTIFREEZE/GORILLA TAPE | | | \$29.98 |
| Invoice | 62-449903 | 5/14/2020 | | | | |
| Cash Payment | E 100-43200-123 Operating Supplies | | ANTIFREEZE/GORILLA TAPE | | | \$12.99 |
| Invoice | 62-448905 | 5/7/2020 | | | | |
| Cash Payment | E 100-43200-123 Operating Supplies | | QUICK LINK | | | \$2.97 |
| Invoice | 62-449404 | 5/11/2020 | | | | |

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|------------------|---|------------------------------|-----------------|-------|--------------|----------|
| Cash Payment | E 100-43210-421 2014 Caterpillar Loader | TERRA CAIR DEF | | | | \$13.78 |
| Invoice | 62-451707 | 5/27/2020 | | | | |
| Transaction Date | 6/8/2020 | Due 0 | LAKE CENTRAL BA | 10100 | Total | \$59.72 |
| Refer | 0 CLEARWATER RENTAL CENTER | Ck# 022504 | 6/8/2020 | | | |
| Cash Payment | E 240-45300-307 Repair & Maintenance C | AERATOR PULL BEHIND | | | | \$50.00 |
| Invoice | 051920 | 5/19/2020 | | | | |
| Transaction Date | 6/8/2020 | Due 0 | LAKE CENTRAL BA | 10100 | Total | \$50.00 |
| Refer | 0 CONTINENTAL RESEARCH CORP | Ck# 022505 | 6/8/2020 | | | |
| Cash Payment | E 100-43200-123 Operating Supplies | H SOL GLSSBLK | | | | \$149.00 |
| Invoice | 0013814 | 4/29/2020 | | | | |
| Transaction Date | 6/8/2020 | Due 0 | LAKE CENTRAL BA | 10100 | Total | \$149.00 |
| Refer | 0 DINGES FIRE COMPANY | Ck# 022506 | 6/8/2020 | | | |
| Cash Payment | E 230-42200-123 Operating Supplies | LIQUID HAND SANITIZER | | | | \$324.13 |
| Invoice | 08542 | 4/13/2020 | | | | |
| Transaction Date | 6/8/2020 | Due 0 | LAKE CENTRAL BA | 10100 | Total | \$324.13 |
| Refer | 0 EDMONSON, PETE | Ck# 022507 | 6/8/2020 | | | |
| Cash Payment | E 600-49400-120 Reimbursement | REFUND OVER PAYMENT | | | | \$58.13 |
| Invoice | 255 LIME | 6/2/2020 | | | | |
| Transaction Date | 6/8/2020 | Due 0 | LAKE CENTRAL BA | 10100 | Total | \$58.13 |
| Refer | 0 FASTENAL | Ck# 022508 | 6/8/2020 | | | |
| Cash Payment | E 100-43200-123 Operating Supplies | 14AW GBLUBUTPKLF | | | | \$34.00 |
| Invoice | MNST1149428 | 4/29/2020 | | | | |
| Transaction Date | 6/8/2020 | Due 0 | LAKE CENTRAL BA | 10100 | Total | \$34.00 |
| Refer | 0 FIDELITY SECURITY LIFE | Ck# 022509 | 6/8/2020 | | | |
| Cash Payment | E 100-41400-131 Employer Paid Health | VISION PREMIUM DP | | | | \$4.32 |
| Invoice | 2509288 | 5/17/2020 | | | | |
| Cash Payment | E 100-43200-131 Employer Paid Health | VISION PREMIUM PW | | | | \$41.25 |
| Invoice | 2509288 | 5/17/2020 | | | | |
| Cash Payment | E 100-41100-131 Employer Paid Health | VISION PREMIUM AS | | | | \$11.23 |
| Invoice | 2509288 | 5/17/2020 | | | | |
| Cash Payment | E 100-41400-131 Employer Paid Health | VISION PREMIUM DP | | | | \$4.32 |
| Invoice | 2509288 | 5/17/2020 | | | | |
| Cash Payment | E 100-43200-131 Employer Paid Health | VISION PERMIUM PW | | | | \$41.25 |
| Invoice | 2509288 | 5/17/2020 | | | | |
| Cash Payment | E 100-41100-131 Employer Paid Health | VISION PREMIUM AS | | | | \$11.23 |
| Invoice | 2509288 | 5/17/2020 | | | | |
| Transaction Date | 6/8/2020 | Due 0 | LAKE CENTRAL BA | 10100 | Total | \$113.60 |
| Refer | 0 GRANITE ELECTRONICS | Ck# 022510 | 6/8/2020 | | | |
| Cash Payment | E 230-42200-230 Repairs & Maint - Bldg | PAGER MINITOR VI FOR SERVCIE | | | | \$44.60 |
| Invoice | 154004569-1 | 4/17/2020 | | | | |
| Transaction Date | 6/8/2020 | Due 0 | LAKE CENTRAL BA | 10100 | Total | \$44.60 |
| Refer | 0 GRANITE WATER WORKS INC. | Ck# 022511 | 6/8/2020 | | | |
| Cash Payment | E 600-49400-123 Operating Supplies | 3/4" BRONZE CONN | | | | \$131.40 |
| Invoice | 117802 | 5/13/2020 | | | | |
| Transaction Date | 6/8/2020 | Due 0 | LAKE CENTRAL BA | 10100 | Total | \$131.40 |
| Refer | 0 HAWKINS, INC | Ck# 022512 | 6/8/2020 | | | |

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|------------------|-------------------------------------|-------------------------------------|-----------------|---------------|-------------------------|
| Cash Payment | E 600-49400-123 Operating Supplies | CHLORINE/HYDROFLUOSILIC ACID | | | \$874.03 |
| Invoice | 4715695 | 5/14/2020 | | | |
| Transaction Date | 6/8/2020 | Due 0 | LAKE CENTRAL BA | 10100 | Total \$874.03 |
| Refer | 0 LANDFORM PROFESSIONAL SVC | Ck# 022513 | 6/8/2020 | | |
| Cash Payment | E 100-41920-313 City Planner Fees | CLEARWATER ESTATES PLAT EIGHT | | | \$693.50 |
| Invoice | 30413 | 5/5/2020 | | | |
| Cash Payment | E 100-41920-313 City Planner Fees | AUDRA K SALON SITE PLAN | | | \$297.50 |
| Invoice | 30413 | 5/5/2020 | | Project 20-03 | |
| Transaction Date | 6/8/2020 | Due 0 | LAKE CENTRAL BA | 10100 | Total \$991.00 |
| Refer | 0 MCDONALD HOPKINS LLC | Ck# 022514 | 6/8/2020 | | |
| Cash Payment | E 100-41600-304 Legal Fees | MISSING FILES INCIDENT | | | \$1,448.55 |
| Invoice | 1384886 | 5/21/2020 | | | |
| Transaction Date | 6/8/2020 | Due 0 | LAKE CENTRAL BA | 10100 | Total \$1,448.55 |
| Refer | 0 METRO WEST INSPECTION SVCS | Ck# 022515 | 6/8/2020 | | |
| Cash Payment | E 100-42400-305 Contracted Services | FINALED PERMITS MAY 2020 | | | \$3,187.21 |
| Invoice | 2441 | 5/28/2020 | | | |
| Transaction Date | 6/8/2020 | Due 0 | LAKE CENTRAL BA | 10100 | Total \$3,187.21 |
| Refer | 0 MN DEPARTMENT OF HEALTH - W | Ck# 022516 | 6/8/2020 | | |
| Cash Payment | E 600-49400-306 MDS TEST FEE | WATER SERVICE CONNECTION FEE | | | \$1,613.52 |
| Invoice | 2ND QTR 2020 | 5/14/2020 | | | |
| Transaction Date | 6/8/2020 | Due 0 | LAKE CENTRAL BA | 10100 | Total \$1,613.52 |
| Refer | 0 NCPERS | Ck# 022517 | 6/8/2020 | | |
| Cash Payment | G 100-21708 Life Insurance | PREMIUM JUNE | | | \$96.00 |
| Invoice | JUNE 2020 | 5/13/2020 | | | |
| Transaction Date | 6/8/2020 | Due 0 | LAKE CENTRAL BA | 10100 | Total \$96.00 |
| Refer | 0 PREMIUM WATERS, INC. | Ck# 022518 | 6/8/2020 | | |
| Cash Payment | E 100-43200-384 Bottled Water | BOTTLED WATER | | | \$11.40 |
| Invoice | 10043200384 | 4/30/2020 | | | |
| Transaction Date | 6/8/2020 | Due 0 | LAKE CENTRAL BA | 10100 | Total \$11.40 |
| Refer | 0 QUADIENT INC. | Ck# 022519 | 6/8/2020 | | |
| Cash Payment | E 100-41000-322 Postage | POSTAGE LEASE PAYMENT QTR 3 | | | \$107.39 |
| Invoice | N8292810 | 5/6/2020 | | | |
| Cash Payment | E 600-49400-322 Postage | POSTAGE LEASE PAYMENT QTR 3 | | | \$150.35 |
| Invoice | N8292810 | 5/6/2020 | | | |
| Cash Payment | E 601-49450-322 Postage | POSTAGE LEASE PAYMENT QTR 3 | | | \$150.35 |
| Invoice | N8292810 | 5/6/2020 | | | |
| Cash Payment | E 603-43200-322 Postage | POSTAGE LEASE PAYMENT QTR 3 | | | \$21.48 |
| Invoice | N8292810 | 5/6/2020 | | | |
| Transaction Date | 6/8/2020 | Due 0 | LAKE CENTRAL BA | 10100 | Total \$429.57 |
| Refer | 0 RUPP, ANDERSON, SQUIRES & WA | Ck# 022520 | 6/8/2020 | | |
| Cash Payment | E 100-41600-304 Legal Fees | MISC/NUISANCE ABATEMENT/LINN STREET | | | \$136.00 |
| Invoice | 10893 | 5/14/2020 | | | |
| Transaction Date | 6/8/2020 | Due 0 | LAKE CENTRAL BA | 10100 | Total \$136.00 |
| Refer | 0 RYAN SIMS | Ck# 022521 | 6/8/2020 | | |

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|------------------|---|---|--------------------------|
| Cash Payment | E 230-42200-123 Operating Supplies | BATTERIES FOR CO MONITORS - REIMBURSE | \$12.93 |
| Invoice | MAY 2020 | 5/10/2020 | |
| Transaction Date | 6/8/2020 | Due 0 LAKE CENTRAL BA 10100 | Total \$12.93 |
| Refer | 0 SANITATION SERVICES | Ck# 022522 6/8/2020 | |
| Cash Payment | E 240-45300-383 Sanitation | HANDICAP RESTROOM PARKS | \$141.50 |
| Invoice | 10337 | 5/22/2020 | |
| Transaction Date | 6/8/2020 | Due 0 LAKE CENTRAL BA 10100 | Total \$141.50 |
| Refer | 0 SELECT ELECTRIC, INC. | Ck# 022523 6/8/2020 | |
| Cash Payment | E 600-49400-307 Repair & Maintenance C | REPAIR OPEN IN GENERATOR FEEDER CIRCUIT | \$235.77 |
| Invoice | 8822 | 5/21/2020 | |
| Transaction Date | 6/8/2020 | Due 0 LAKE CENTRAL BA 10100 | Total \$235.77 |
| Refer | 0 TINA JENSON | Ck# 022524 6/8/2020 | |
| Cash Payment | E 240-45300-906 Contractual Reimb Fine/ | REFUND LIONS BLDG RENTAL/DEPOSIT | \$186.80 |
| Invoice | 071820 | 5/30/2020 | |
| Transaction Date | 6/8/2020 | Due 0 LAKE CENTRAL BA 10100 | Total \$186.80 |
| Refer | 0 TRAUT WELLS, INC | Ck# 022525 6/8/2020 | |
| Cash Payment | E 600-49400-123 Operating Supplies | SPORTSMAN #2005554 | \$25.00 |
| Invoice | 324719 | 4/30/2020 | |
| Cash Payment | E 600-49400-123 Operating Supplies | CITY HALL #200623 | \$25.00 |
| Invoice | 325055 | 5/19/2020 | |
| Cash Payment | E 600-49400-123 Operating Supplies | LIONS #200708 | \$25.00 |
| Invoice | 325461 | 5/28/2020 | |
| Transaction Date | 6/8/2020 | Due 0 LAKE CENTRAL BA 10100 | Total \$75.00 |
| Refer | 0 VERIZON WIRELESS | Ck# 022526 6/8/2020 | |
| Cash Payment | E 100-43200-321 Communications | PHONE | \$2.92 |
| Invoice | 98538885312 | 5/3/2020 | |
| Transaction Date | 6/8/2020 | Due 0 LAKE CENTRAL BA 10100 | Total \$2.92 |
| Refer | 0 WILLIAM SCHINDELE | Ck# 022527 6/8/2020 | |
| Cash Payment | E 100-41000-305 Contracted Services | SERVICE WINDOW CITY HALL | \$872.90 |
| Invoice | SWL-2304 | 5/7/2020 | |
| Cash Payment | E 100-41000-305 Contracted Services | TRIM FOR OFFICE WINDOW | \$25.76 |
| Invoice | HD 51827 | 5/22/2020 | |
| Transaction Date | 6/8/2020 | Due 0 LAKE CENTRAL BA 10100 | Total \$898.66 |
| Refer | 0 WRIGHT COUNTY AUDITOR/TREA | Ck# 022528 6/8/2020 | |
| Cash Payment | E 100-41410-307 Repair & Maintenance C | PVC CARDS POLLING PLACE CHANGE | \$305.37 |
| Invoice | ELECT 20-6 | 3/23/2020 | |
| Cash Payment | E 100-42100-305 Contracted Services | MAY PATROL SERVICES | \$19,093.00 |
| Invoice | MAY 2020 | 5/1/2020 | |
| Cash Payment | E 100-42100-305 Contracted Services | JUNE PATROL SERVICES | \$19,093.00 |
| Invoice | JUNE 2020 | 5/26/2020 | |
| Transaction Date | 6/8/2020 | Due 0 LAKE CENTRAL BA 10100 | Total \$38,491.37 |
| Refer | 0 WRIGHT COUNTY RECORDERS D | Ck# 022529 6/8/2020 | |
| Cash Payment | E 100-41910-311 Recording Fee | EASEMENT RECORDING | \$92.00 |
| Invoice | 202000000021 | 3/31/2020 | |

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| | | | | | |
|------------------|----------|-----------------------|-------|--------------|----------------|
| Transaction Date | 6/8/2020 | Due 0 LAKE CENTRAL BA | 10100 | Total | \$92.00 |
|------------------|----------|-----------------------|-------|--------------|----------------|

Fund Summary

| | | |
|---------------------------|-------------------------|-------------|
| | 10100 LAKE CENTRAL BANK | |
| 651 STORM SEWER | | \$262.50 |
| 603 REFUSE (GARBAGE) FUND | | \$84.73 |
| 601 SEWER FUND | | \$28,240.88 |
| 600 WATER FUND | | \$4,335.95 |
| 416 SE AREA PROJECT | | \$265.00 |
| 240 PARKS AND RECREATION | | \$378.30 |
| 230 FIRE AND RESCUE | | \$811.07 |
| 100 GENERAL FUND | | \$53,186.99 |
| | | <hr/> |
| | | \$87,565.42 |

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|--|-------------|
| Pre-Written Checks | \$87,565.42 |
| Checks to be Generated by the Computer | \$0.00 |
| Total | <hr/> |
| | \$87,565.42 |

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Payment Batch 060820 AP 2 \$1,769.70

| | | | |
|------------------|---|-----------------------------|-------------------------|
| Refer | 0 GOPHER STATE ONE-CALL | Ck# 022530 6/8/2020 | |
| Cash Payment | E 600-49400-151 W/S Locates | FAX TICKETS | \$31.73 |
| Invoice | 50293 5/31/2020 | | |
| Cash Payment | E 601-49450-151 W/S Locates | FAX TICKETS | \$31.72 |
| Invoice | 50293 5/31/2020 | | |
| Transaction Date | 6/8/2020 | Due 0 LAKE CENTRAL BA 10100 | Total \$63.45 |
| Refer | 0 KENNEDY & GRAVEN, CHARTERE | Ck# 022531 6/8/2020 | |
| Cash Payment | E 100-41600-304 Legal Fees | GENERAL MATTERS | \$1,111.25 |
| Invoice | 155032 5/29/2020 | | |
| Transaction Date | 6/8/2020 | Due 0 LAKE CENTRAL BA 10100 | Total \$1,111.25 |
| Refer | 0 MARKLOWITZ, BECKY | Ck# 022532 6/8/2020 | |
| Cash Payment | E 100-41000-125 Cleaning Service-Unifor | CITY HALL CLEANING SVC | \$250.00 |
| Invoice | 900869 5/31/2020 | | |
| Cash Payment | E 100-45200-125 Cleaning Service-Unifor | LIBRARY CLEANING SVC | \$160.00 |
| Invoice | 900869 5/31/2020 | | |
| Cash Payment | E 240-45300-125 Cleaning Service-Unifor | LIONS PARK CLEANING SVC | \$50.00 |
| Invoice | 900869 5/31/2020 | | |
| Cash Payment | E 230-42200-125 Cleaning Service-Unifor | FIRE DEPT CLEANING SVC | \$60.00 |
| Invoice | 900869 5/31/2020 | | |
| Cash Payment | E 240-45300-125 Cleaning Service-Unifor | SPORTSMAN PARK CLEANING | \$30.00 |
| Invoice | 900869 5/31/2020 | | |
| Transaction Date | 6/8/2020 | Due 0 LAKE CENTRAL BA 10100 | Total \$550.00 |
| Refer | 0 MCFOA | Ck# 022533 6/8/2020 | |
| Cash Payment | E 100-41100-433 Dues and Subscriptions | MEMBERSHIP APP | \$45.00 |
| Invoice | 2020 6/4/2020 | | |
| Transaction Date | 6/8/2020 | Due 0 LAKE CENTRAL BA 10100 | Total \$45.00 |

Fund Summary

| | | |
|--------------------------|-------------------------|-------------------|
| | 10100 LAKE CENTRAL BANK | |
| 601 SEWER FUND | | \$31.72 |
| 600 WATER FUND | | \$31.73 |
| 240 PARKS AND RECREATION | | \$80.00 |
| 230 FIRE AND RESCUE | | \$60.00 |
| 100 GENERAL FUND | | \$1,566.25 |
| | | <u>\$1,769.70</u> |

| | |
|--|-------------------|
| Pre-Written Checks | \$1,769.70 |
| Checks to be Generated by the Computer | \$0.00 |
| Total | \$1,769.70 |

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Payment Batch EFT MAY 2020 \$21,376.23

| | | | | |
|------------------|---|-----------------------------|--------------|-------------------|
| Refer | 0 ADVANCED DISPOSAL | Ck# 011445E 5/11/2020 | | |
| Cash Payment | E 240-45300-383 Sanitation | PARK REFUSE/RECYCLE | | \$43.37 |
| Invoice | G20001954029 4/30/2020 | | | |
| Cash Payment | E 603-49500-383 Sanitation | RECYCLE | | \$1,940.00 |
| Invoice | G20001954029 4/30/2020 | | | |
| Cash Payment | E 603-43200-383 Sanitation | REFUSE | | \$5,470.00 |
| Invoice | G20001954029 4/30/2020 | | | |
| Cash Payment | E 100-43200-383 Sanitation | MAINT REFUSE/RECYCLE | | \$53.82 |
| Invoice | G20001954029 4/30/2020 | | | |
| Transaction Date | 5/11/2020 | Due 0 LAKE CENTRAL BA 10100 | Total | \$7,507.19 |
| Refer | 0 AFLAC | Ck# 011446E 5/11/2020 | | |
| Cash Payment | G 100-21706 Hospitalization/Medical Ins | EMPLOYEE PAID INS JS | | \$50.55 |
| Invoice | 637380 4/27/2020 | | | |
| Transaction Date | 5/11/2020 | Due 0 LAKE CENTRAL BA 10100 | Total | \$50.55 |
| Refer | 0 ANNANDALE STATE BANK | Ck# 011468E 5/31/2020 | | |
| Cash Payment | E 230-42200-123 Operating Supplies | FD AMAZON | | \$14.01 |
| Invoice | 050420 5/4/2020 | | | |
| Cash Payment | E 100-43200-123 Operating Supplies | PW FLEET FARM | | \$25.14 |
| Invoice | 050720 5/7/2020 | | | |
| Cash Payment | E 100-43200-123 Operating Supplies | PW SWANSTON | | \$374.24 |
| Invoice | P59068 5/14/2020 | | | |
| Cash Payment | E 100-43200-123 Operating Supplies | PW HOME DEPOT | | \$25.76 |
| Invoice | 052620 5/26/2020 | | | |
| Cash Payment | E 100-41000-433 Dues and Subscriptions | ZOOM SUBSCRIPTION | | \$16.16 |
| Invoice | 052620 5/26/2020 | | | |
| Transaction Date | 5/31/2020 | Due 0 LAKE CENTRAL BA 10100 | Total | \$455.31 |
| Refer | 0 CINTAS | Ck# 011455E 5/14/2020 | | |
| Cash Payment | E 100-43200-125 Cleaning Service-Unifor | PW CLEANING SVCS | | \$131.44 |
| Invoice | 4047170989 | | | |
| Cash Payment | E 100-41000-125 Cleaning Service-Unifor | CITY HALL CLEANING SVC RUGS | | \$82.93 |
| Invoice | 4048838770 | | | |
| Cash Payment | E 100-45200-125 Cleaning Service-Unifor | LIBRARY CLEANING SVCS RUGS | | \$22.18 |
| Invoice | 4048838838 | | | |
| Transaction Date | 5/14/2020 | Due 0 LAKE CENTRAL BA 10100 | Total | \$236.55 |
| Refer | 0 DELTA DENTAL | Ck# 011447E 5/1/2020 | | |
| Cash Payment | E 100-43200-131 Employer Paid Health | DENTAL PREMIUM PW | | \$84.15 |
| Invoice | RIS0002760240 5/1/2020 | | | |
| Cash Payment | E 100-41400-131 Employer Paid Health | DENTAL PREMIUM DP | | \$21.18 |
| Invoice | RIS0002760240 5/1/2020 | | | |
| Cash Payment | E 100-41100-131 Employer Paid Health | DENTAL PREMIUM AS | | \$51.64 |
| Invoice | RIS0002760240 5/1/2020 | | | |
| Cash Payment | E 230-42200-131 Employer Paid Health | DENTAL PREMIUM AS | | \$10.33 |
| Invoice | RIS0002760240 5/1/2020 | | | |
| Cash Payment | E 100-43100-131 Employer Paid Health | DENTAL PREMIUM PW | | \$84.14 |
| Invoice | RIS0002760240 5/1/2020 | | | |

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| | | | |
|------------------|--------------------------------------|-----------------------------|-------------------------|
| Cash Payment | E 600-49400-131 Employer Paid Health | DENTAL PREMIUM PW | \$107.29 |
| Invoice | RIS0002760240 5/1/2020 | | |
| Cash Payment | E 601-49450-131 Employer Paid Health | DENTAL PREMIUM PW | \$107.29 |
| Invoice | RIS0002760240 5/1/2020 | | |
| Cash Payment | E 603-43200-131 Employer Paid Health | DENTAL PREMIUM DP | \$2.49 |
| Invoice | RIS0002760240 5/1/2020 | | |
| Cash Payment | E 603-49500-131 Employer Paid Health | DENTAL PREMIUM DP | \$2.49 |
| Invoice | RIS0002760240 5/1/2020 | | |
| Transaction Date | 5/11/2020 | Due 0 LAKE CENTRAL BA 10100 | Total \$471.00 |
| Refer | 0 FRONTIER COMMUNICATIONS | Ck# 011448E 5/11/2020 | |
| Cash Payment | E 100-41000-321 Communications | 558-2428 CITY | \$321.98 |
| Invoice | APRIL 2020 4/28/2020 | | |
| Cash Payment | E 230-42200-321 Communications | 558-6561 FD /DISPATCH | \$63.87 |
| Invoice | APRIL 2020 4/28/2020 | | |
| Cash Payment | E 100-43200-321 Communications | 558-2233 MAINT | \$126.75 |
| Invoice | APRIL 2020 4/28/2020 | | |
| Cash Payment | E 601-49450-321 Communications | 558-4678 LIFT STATION | \$54.02 |
| Invoice | APRIL 2020 4/28/2020 | | |
| Transaction Date | 5/11/2020 | Due 0 LAKE CENTRAL BA 10100 | Total \$566.62 |
| Refer | 0 HEALTH PARTNERS | Ck# 011460E 5/28/2020 | |
| Cash Payment | E 100-43200-131 Employer Paid Health | HEALTH INS PREM JK AK NS | \$1,023.22 |
| Invoice | | | |
| Cash Payment | E 100-43100-131 Employer Paid Health | HEALTH INS PREM JK AK NS | \$1,023.22 |
| Invoice | | | |
| Cash Payment | E 100-41400-131 Employer Paid Health | HEALTH INS PREM DP | \$796.42 |
| Invoice | | | |
| Cash Payment | E 100-41100-131 Employer Paid Health | HEALTH INS PREM AS | \$1,078.77 |
| Invoice | | | |
| Cash Payment | E 600-49400-131 Employer Paid Health | HEALTH INS PREM JK AK NS | \$1,548.43 |
| Invoice | | | |
| Cash Payment | E 601-49450-131 Employer Paid Health | HEALTH INS PREM JK AK NS | \$1,548.43 |
| Invoice | | | |
| Cash Payment | E 603-43200-131 Employer Paid Health | HEALTH INS PREM AS | \$93.70 |
| Invoice | | | |
| Cash Payment | E 603-49500-131 Employer Paid Health | HEALTH INS PREM AS | \$93.70 |
| Invoice | | | |
| Cash Payment | E 230-42200-131 Employer Paid Health | HEALTH INS PREM AS | \$215.75 |
| Invoice | | | |
| Transaction Date | 5/28/2020 | Due 0 LAKE CENTRAL BA 10100 | Total \$7,421.64 |
| Refer | 0 LINCOLN NATIONAL LIFE INSURA | Ck# 011462E 5/11/2020 | |
| Cash Payment | E 100-43200-134 Employee Paid Life | PW LIFE INS PREMIUM | \$215.73 |
| Invoice | MAY 2020 5/14/2020 | | |
| Cash Payment | E 100-41400-134 Employee Paid Life | DP LIFE INS PREMIUM | \$60.40 |
| Invoice | MAY 2020 5/14/2020 | | |
| Cash Payment | E 100-41100-134 Employee Paid Life | AS LIFE INS PREMIUM | \$87.12 |
| Invoice | MAY 2020 5/14/2020 | | |
| Transaction Date | 5/11/2020 | Due 0 LAKE CENTRAL BA 10100 | Total \$363.25 |
| Refer | 0 MIDCO BUSINESS | Ck# 011456E 5/14/2020 | |

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Payments

Current Period: May 2020

| | | | |
|------------------|-------------------------------------|---|-----------------------|
| Cash Payment | E 240-45300-321 Communications | BUSINESS INTERNET LIONS PARK | \$125.00 |
| Invoice | MAY 2020 | 5/11/2020 | |
| Transaction Date | 5/14/2020 | Due 0 LAKE CENTRAL BA 10100 | Total \$125.00 |
| Refer | 0 NOW IT CONNECTS, INC | Ck# 011457E 5/14/2020 | |
| Cash Payment | E 100-41000-305 Contracted Services | MICROSOFT 365 | \$124.50 |
| Invoice | 19441 | 5/1/2020 | |
| Cash Payment | E 100-41000-305 Contracted Services | EXCHANGE ONLINE PLAN | \$36.00 |
| Invoice | 19441 | 5/1/2020 | |
| Cash Payment | E 100-41000-305 Contracted Services | SYMANTEC ANTI VIRUS | \$175.47 |
| Invoice | 19441 | 5/1/2020 | |
| Cash Payment | E 100-41000-305 Contracted Services | MANAGED SRVCS OFFICE 365/SYMANTEC ONLINE BACKUP | \$159.97 |
| Invoice | 19441 | 5/1/2020 | |
| Transaction Date | 5/14/2020 | Due 0 LAKE CENTRAL BA 10100 | Total \$495.94 |
| Refer | 0 PSN | Ck# 011467E 5/3/2020 | |
| Cash Payment | E 100-49000-182 Bank Fees | PSN SERVICE FEES | \$19.87 |
| Invoice | 215741 | 5/3/2020 | |
| Cash Payment | E 600-49400-182 Bank Fees | PSN SERVICE FEES | \$212.40 |
| Invoice | 215736 | 5/3/2020 | |
| Cash Payment | E 601-49450-182 Bank Fees | PSN SERVICE FEES | \$212.40 |
| Invoice | 215736 | 5/3/2020 | |
| Transaction Date | 5/3/2020 | Due 0 LAKE CENTRAL BA 10100 | Total \$444.67 |
| Refer | 0 US BANK CORP PAYMENT SYSTE | Ck# 011466E 5/26/2020 | |
| Cash Payment | E 230-42200-123 Operating Supplies | FD AMAZON | \$51.36 |
| Invoice | 588211 | 4/11/2020 | |
| Cash Payment | E 230-42200-123 Operating Supplies | FD AMAZON | \$34.49 |
| Invoice | 212869 | 4/15/2020 | |
| Cash Payment | E 230-42200-123 Operating Supplies | FD AMAZON | \$231.41 |
| Invoice | 277386 | 4/20/2020 | |
| Cash Payment | E 100-41000-321 Communications | PW PHONE | \$158.97 |
| Invoice | 813747 | 4/21/2020 | |
| Cash Payment | E 230-42200-123 Operating Supplies | FD AMAZON | \$24.02 |
| Invoice | 042120 | 5/1/2020 | |
| Cash Payment | E 230-42200-123 Operating Supplies | FD AMAZON | \$215.20 |
| Invoice | 189982 | 5/3/2020 | |
| Cash Payment | E 230-42200-123 Operating Supplies | FD AMAZON | \$42.24 |
| Invoice | 184350 | 5/3/2020 | |
| Transaction Date | 5/26/2020 | Due 0 LAKE CENTRAL BA 10100 | Total \$757.69 |
| Refer | 0 WRIGHT HENNEPIN COOP ELECT | Ck# 011458E 5/25/2020 | |
| Cash Payment | E 601-49450-382 Utilities | COUNTY ROAD 7 | \$66.67 |
| Invoice | APRIL 2020 | 5/14/2020 | |
| Cash Payment | E 240-45300-382 Utilities | KELSEY AVE | \$23.81 |
| Invoice | APRIL 2020 | 5/14/2020 | |
| Cash Payment | E 100-43100-382 Utilities | CEDAR SOUTH | \$369.66 |
| Invoice | APRIL 2020 | 5/14/2020 | |
| Transaction Date | 5/25/2020 | Due 0 LAKE CENTRAL BA 10100 | Total \$460.14 |
| Refer | 0 XCEL ENERGY | Ck# 011461E 5/14/2020 | |

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Payments

Current Period: May 2020

| | | | |
|--------------------|---------------------------|-------------------------------|--------------------------------|
| Cash Payment | E 240-45300-382 Utilities | 1100 CR 75-LIONS PAV-GAS | \$243.08 |
| Invoice 0836761759 | | | |
| Cash Payment | E 240-45300-382 Utilities | 1100 CR 75-LIONS PAV-ELEC | \$143.29 |
| Invoice 0415713166 | | | |
| Cash Payment | E 601-49450-382 Utilities | 1038 MAIN - LIFT | \$233.71 |
| Invoice 0836760900 | | | |
| Cash Payment | E 100-43100-382 Utilities | 540 HWY 24-STREET LIGHTS | \$55.25 |
| Invoice 0836760628 | | | |
| Cash Payment | E 600-49400-382 Utilities | 1047 PORTER-PUMP | \$675.19 |
| Invoice 0836760477 | | | |
| Cash Payment | E 240-45300-382 Utilities | 20802 27TH -BALL PARK | \$15.92 |
| Invoice 0836761260 | | | |
| Cash Payment | E 100-41000-382 Utilities | 605 CR 75-CITY HALL | \$184.22 |
| Invoice 0836759146 | | | |
| Cash Payment | E 230-42200-382 Utilities | 605 CR 75-FIRE HALL | \$184.21 |
| Invoice 0415711383 | | | |
| Cash Payment | E 800-45200-382 Utilities | 740 CLEARWATER CENTER LIBRARY | \$225.82 |
| Invoice 0836758765 | | | |
| Cash Payment | E 600-49400-382 Utilities | 1002 MAIN-WELL | -\$298.71 |
| Invoice 0836761278 | | | |
| Cash Payment | E 100-43200-382 Utilities | 1275 CR 75-MAINT | \$311.91 |
| Invoice 0836757959 | | | |
| Cash Payment | E 100-43100-382 Utilities | MAIN ST-STREET LIGHTS | \$46.79 |
| Invoice 836763121 | | | |
| Transaction Date | 5/14/2020 | Due 0 LAKE CENTRAL BA 10100 | Total <u>\$2,020.68</u> |

Fund Summary

| | 10100 LAKE CENTRAL BANK |
|---------------------------|-------------------------|
| 800 LIBRARY FUND | \$225.82 |
| 603 REFUSE (GARBAGE) FUND | \$7,602.38 |
| 601 SEWER FUND | \$2,222.52 |
| 600 WATER FUND | \$2,244.60 |
| 240 PARKS AND RECREATION | \$594.47 |
| 230 FIRE AND RESCUE | \$1,086.89 |
| 100 GENERAL FUND | \$7,399.55 |
| | <u>\$21,376.23</u> |

| | |
|--|--------------------|
| Pre-Written Checks | \$21,376.23 |
| Checks to be Generated by the Computer | \$0.00 |
| Total | <u>\$21,376.23</u> |

CITY OF CLEARWATER

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Cash Balance Report

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June 2020

| Fund | Total |
|-------------------------------|----------------|
| 100 GENERAL FUND | \$706,207.40 |
| 200 PARK DEDICATION FEE | \$229.91 |
| 230 FIRE AND RESCUE | -\$28,440.84 |
| 240 PARKS AND RECREATION | \$206.89 |
| 250 ECONOMIC DEV. AUTHORITY | \$63,993.58 |
| 260 SMALL CITIES AID | \$32,866.16 |
| 270 LOCAL OPTION SALES TAX | \$1,264,071.64 |
| 315 GO IMP BOND 2015 | \$139,924.84 |
| 316 GO IMP BOND 2019 | \$4,839.75 |
| 415 STREETS CURBS | \$0.25 |
| 416 SE AREA PROJECT | \$106,460.73 |
| 420 FIRE CAPITAL FUND | \$0.48 |
| 430 PUBLIC WORKS RESERVE FUND | \$311,665.31 |
| 600 WATER FUND | \$657,749.02 |
| 601 SEWER FUND | \$835,378.46 |
| 603 REFUSE (GARBAGE) FUND | -\$1,117.60 |
| 651 STORM SEWER | \$41,655.03 |
| 800 LIBRARY FUND | -\$11,274.07 |
| | <hr/> |
| | \$4,124,416.94 |

CLEARWATER CITY COUNCIL MEETING MINUTES
REGULAR CITY COUNCIL MEETING
MAY 11, 2020

1. Call to Order: 7:00 p.m. via Zoom Web Conference

- Mayor Lawrence called the Clearwater City Council to order Monday, May 11, 2020 at 7:04 p.m. via Zoom Web Conference. 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 Scott to approve the agenda, seconded by Crandall, all voted aye. **MOTION CARRIED.**

3. Public Forum

a. Election Judge Pay – Donna Mae Heaton

- Not present, item pulled.

b. Request for Ordinance Amendment – Chickens

- Katie Neuman presented on behalf of several residents who are asking the council to amend City Code to allow residents to have chickens. Neuman provided an overview of her research and example ordinances from other Minnesota cities that allow chickens.
- Members had questions about how a program would work and concerns about issues that may arise. Neuman is proposing a resident volunteer committee to assist with possible code enforcement concerns. Member Petty noted that he would like to try a program on a limited basis to see how it is received.
- Following discussion, Members' consensus was for Administrator Smythe to work with Neuman, Sarah Tasa, and Member Crandall to bring back a proposed ordinance for consideration at the next regular meeting. Member Scott was opposed to the plan.

c. Disc Golf Course – City Code Concerns

- Administrator Smythe provided some background on the city code concerns with the new disc golf course. Most of the issues noted in the May 4 letter have been addressed by the operator Cale Leiviska, and he is continuing to work with the city to address the other items. The primary request is for the council to allow operations to continue while the code issues get addressed.
- Member Kruchten had concerns about the overnight camping. Member Petty noted that there are a lot of issues, but the main question is if we will allow the disc golf to stay open while the code issues are addressed. Member Scott stated that they need to keep working on these items.
- Disc Golf Operator Cale Leiviska addressed the council. He explained that there were some issues when they first opened due to the very strong response to the opening and excitement for the project. He is working with both city staff and the Clearwater Estates association to address these items. He noted that traffic has slowed some since the opening and he has plans to address the traffic speeds. He is also working with the clubhouse owner for further amenities. He was not aware of the camping restrictions and is no longer doing that. He has pushed back the planned tournament to August.
- Mayor Lawrence asked members how they felt about letting the disc golf stay open pending resolution of the code concerns. Petty stated that if they are allowed to remain open, there needs to be a timeline on resolution.
- **MOTION** by Petty to allow disc golf course to remain open while the tenant and owners address the code concerns, with an update to be provided to the council at the June meeting, seconded by Crandall, all voted aye. **MOTION CARRIED.**

4. Consent Agenda

a. **Claims/Accounts Payable in the Amount of \$63,139.38**

b. **Approval of 04-13-2020 Regular City Council Meeting Minutes**

c. **Res 2020-28 – Accepting Donation to Fire Department**

d. **Q1-2020 Financial Report**

- **MOTION** by Kruchten to approve Consent Agenda as presented, seconded by Scott, all vote aye.
MOTION CARRIED.

5. Wright County Sheriff Deputy Report

- Deputy Austin Linn gave the sheriff's update. Overall, calls were similar to previous months. An item of note were that there were no gas drive-offs for April. Members were surprised but pleased.
- Member Scott had questions about an incident at one of the city parks during fishing opener. Smythe explained that Lt. Sandin had reached out and noted that issues that came out of that incident will be addressed by his team.

6. Old Business

a. **Report - COVID-19 Budget Impact**

- Finance Director Lindrud provided a summary of the potential risks to the city's revenue sources as a result of COVID-19. There is a lot of uncertainty. The state's latest budget projection shows a projected deficit, which could possibly impact the city's LGA. In addition, Wright County has waived some late payment penalties for property taxes, which result in some taxes being paid late. If that happens, it will delay collections by the city. We could also see some increase in tax delinquencies. We believe we have sufficient resources to support our 2020 budget, but should consider these items for 2021 budgeting. For utility funds, commercial usage was down overall, while residential usage was up. It was not a complete wash but is not alarming at this point. March delinquencies were lower than normal, but we will see what May looks like. Overall, we think we will have better information in July when our first half tax settlements and LGA normally come in.

b. **Review Results of Desktop Hydrogeologic Study**

- Engineer Kannas gave an overview of the results of the desktop study. The study was able to identify some locations that may be suitable alternatives for a new city well. The results were very preliminary and will require further testing and study. If the locations meet requirements for a new well, the city may decide to move our existing well in lieu of completing the County Road 75 Storm Water Project. Movement of our well would better address the risks identified in the Wellhead Protection Plan versus the storm water project, and costs would be about the same. Kannas will update further later this summer once further testing is completed.

c. **Revisit Blaine Brothers Reimbursement**

- Smythe provided an overview of the request for reimbursement from Blaine Brothers. This item had been discussed earlier in the year and deferred pending the outcome of the County Road 75 Storm Water project. Given the results of the desktop study, this project will now be delayed further and possibly cancelled. Blaine Brothers does not wish to wait further for reimbursement.
- Crandall thinks we should move forward on the reimbursement.
- **MOTION** by Crandall to reimburse Blaine Brothers the full amount of \$97,240, seconded by Scott.
- Petty and Kruchten had questions about costs and availability of funds. The reimbursement recommended by the City Engineer is \$97,240. Staff are recommending we split the cost 1/3 each from general fund, water fund, and sewer fund, with the general fund paying back the water and

sewer funds for their share when we receive future tax settlements. Lawrence wondered if we shouldn't defer some portion of payment, given the COVID-19 situation. Kruchten suggested paying portions as we receive funds. Crandall stated that we shouldn't make Blaine Brothers wait.

- Engineer Kannas suggested that any payment approved be contingent upon Blaine Brothers completing site improvements with a final inspection by the engineer, as-builts provided to the city, and filing the pending easement agreement.
- **AMENDMENT to MOTION** accepted by Crandall – payment of \$97,240 to be paid to Blaine Brothers following site plan improvements inspected by City Engineer, as-built record drawings provided to city, and filing of required easement, with funds to be paid 1/3 each from general fund, water fund, and sewer fund, with water/sewer to be paid back from future tax settlements.
- **VOTE on AMENDED MOTION** – Voting aye – Lawrence, Crandall, Kruchten, and Scott. Petty abstained. **MOTION CARRIED 4-0, with 1 ABSTENTION.**

d. Res 2020-29 – Linn Street Vacation

- Smythe explained that this resolution is to address some irregularities in the original resolution, and to reserve the easement as the council intended, which did not happen with the original resolution. Member Petty had several questions and comments. He is concerned that this would not accomplish one of their goals, which is to decide how the vacated road is split. He is also concerned that the city would be responsible for the costs. Member Kruchten asked how much had been spent to date. Finance Director Lindrud stated it was about \$4,500. Petty stated he did not believe the council would have agreed to vacate if they had to cover the costs. Smythe noted that statute requires a finding of a public benefit to the vacation. If the council did not believe there was a public benefit, they should not have proceeded, as it doesn't meet statutory requirements. In addition, the council does not have authority to decide who gets the property after vacation, that power is reserved to the county. Petty would like to find out if there is a way to still accomplish what they wanted. Mayor Lawrence suggested we consider the resolution as drafted.
- **MOTION** by Lawrence to approve Res 2020-29, seconded by Crandall. All voted nay. **MOTION FAILED 5-0.**
- **MOTION** by Petty to table and get clarification from Wright County who gets the property if vacated, seconded by Scott, all voted aye. **MOTION CARRIED.**

e. Clarify 2019 Park Approval for Dugout Fencing – Sportsman's Park

- Smythe explained that a question came up about replacement of the dugout fencing in Sportsman's Park, which the Council approved last June. The amateur ball team wants to lower the height of the fencing for better visibility. Staff believe the higher fencing addresses safety concerns. The minutes do not reflect whether or not the fencing height was discussed with the Council.
- Council Members did not recall a discussion about the fencing height. Member Petty asked if the youth ball league had given input. Smythe stated that they had not. Members considered tabling the item to determine the wishes of youth ball. Smythe asked if the youth ball's wishes would be definitive. Members consensus was yes, if youth ball is okay with a lower height, then lower it. If youth ball wants to keep the higher height, then keep this height.

f. Consider Fire Contract Proposals

- Smythe reported that the townships had reviewed the two proposed calculation methods that resulted from our discussions in February. The township Boards prefer Method 1, outlined in the agenda materials. Member Petty stated he prefers Method 2.
- Smythe further explained that the agenda packet includes a rough draft of a proposed contract based on the template provided by the Association of Townships. It has been modified to include

items previously discussed, and addresses several of the items that Mike Couri asked for on behalf of the townships. One item that was excluded was the township request for monthly reports. The city does not currently create these, and due to the seasonality of cash flows, staff believe they would not provide reliable data. Staff prefer to provide annual reports following our audit entries.

- The township Boards would like to meet next week to further discuss these proposals. A special meeting was scheduled for May 20 at 1:30 via zoom.

g. Code Enforcement Discussion for 420 Main Street

- Member Kruchten had asked for an update on the code enforcement action on this property. Smythe explained that it is in our attorney’s hands. Due to COVID-19, the courts were not accepting filings of this type of case, but he will check if they are now open. If so, he will file the requested order to clean-up the property.

7. New Business

a. Public Hearing – Res 2020-30 – Modifying Enabling Resolution for Clearwater EDA

- Mayor Lawrence opened the public hearing at 9:39 p.m.
- Administrator Smythe provided an overview, noting that the resolution under consideration expands the statutory powers of the EDA as permitted by state law and also allows more than two city council members to sit on the EDA Board.
- Members had no questions. There were no comments received from the public. Smythe noted that no requests were received from the public to attend the hearing, and that there were not any callers on the line waiting to address this issue.
- Mayor Lawrence called for any additional comments from the public. Receiving none, the Public Hearing was closed at 9:42 p.m.
- **MOTION** by Crandall to approve Res 2020-30, seconded by Kruchten, all voted aye. **MOTION CARRIED.**

b. Res 2020-31 – Approving Site Plan for 630 County Road 75 NW

- Administrator Smythe explained that this is the site plan for the new owners of the hardware store to convert the building to office space.
- Member Petty asked if Planning Commission had any concerns. None were noted. Member Kruchten stated he had concerns about the pizza truck, but they were not relevant to this site plan.
- **MOTION** by Crandall to approve Res 2020-31, seconded by Kruchten. Voting aye – Lawrence, Crandall, Petty, and Kruchten. Voting nay – Scott. **MOTION CARRIED 4-1.**

c. Discussion of 2020 Road Projects

- Smythe gave a summary of the memo outlining the proposed road projects. The options are basically to conduct quick improvements that are less expensive with a mill and overlay, or defer these projects and plan for longer term options that will also address the utilities underneath. In addition, the memo outlines some possible funding options, which include bonding, spending down of reserves, and assessments.
- Members had several questions and spent considerable time discussing the options.
- Consensus decision was to patch the areas in question as best we can, and build these projects into our Capital Improvement Plan for the future.

d. Discussion of Fire Fundraising

- Member Kruchten wanted information about our Fire Department’s fundraising efforts.

- Staff noted that the Fire Relief may hold fundraisers, but the Fire Department may not, as it is a department of the city with statutory restrictions on sources of revenue.
- Fire Chief Pridgeon and Fire Relief Treasurer Hanebuth noted the fundraising efforts the Relief currently conducts. Kruchten asked about the ability to raise additional funds through items such as pull tabs. It was explained that these actions would reduce revenues to local charities such as the American Legion and Lions Club who also use these as revenue sources, and who contribute donations to the Fire Department.
- Kruchten also asked why our department expenditures appear to exceed those in neighboring towns, St. Augusta and Kimball noted. Pridgeon explained some of the differences between departments, including size and makeup of the fire area, the fact that our department covers sections of I94 and those cities do not, and specifics about replacing equipment in recent years that is beyond its recommended useful life. Member Kruchten stated that he believes we should be able to provide more specifics to our contracted townships on why our expenditures are higher than other area departments.
- e. Consider Purchase of a Tornado Siren for Cedar South Neighborhood**
 - Council considered a resident request for an additional tornado siren near the Cedar South neighborhood. Fire Chief Pridgeon stated that there is one in the area near County Road 7, believed to belong to Clearwater Township.
 - Mayor Lawrence stated that she has heard the siren when she is outside her home in this neighborhood.
 - Members noted that the sirens are meant to warn people who are outdoors. It’s possible that people indoors may not hear them.
 - Consensus was that a new siren was not needed.

8. Committee Reports

a. Mayor and Council

- Mayor Lawrence stated that the COVID-19 Emergency Team had met a couple of times and discussed plans for the future once the governor allows a return to normal operations.

b. Boards

- Member Crandall noted that Planning Commission had met and the meeting went well.
- Member Petty reported that the Sewer Authority Board had met and decided to post the vacant Plant Operator position.

c. Staff

- Administrator Smythe reported that staff remain busy with numerous items, including two development projects in addition to the two on tonight’s agenda.
- Public Works Supervisor Schmidt reported that staffer Abe Knowles had a baby boy last week and that the family is doing well.

9. Other Business

a. Next Meeting Date

- Next meeting dates are as follows:

May 20, 2020 at 1:30 p.m. – Special Joint Meeting with Clearwater and Lynden Townships

May 28, 2020 at 7:00 p.m. – Special Meeting

June 8, 2020 at 7:00 p.m. – Next Regular Council Meeting

b. Other

- Member Petty raised concerns about items from the previous year that were approved by Council but not completed. Smythe was not aware of these issues. Petty wants a method to track or

provide updates to the Council. Smythe noted that staff are always available to answer questions and do have methods to track things internally. However, the new staff aren't aware of the issues outstanding from the previous administration. Staff will work with Petty on this concern.

10. Adjournment

- **MOTION** to adjourn by Petty, seconded by Crandall, all voted aye. **MOTION CARRIED.**
- Meeting adjourned at 10:50 p.m.

ATTEST

APPROVED

Annita M. Smythe, City Administrator

Andrea Lawrence, Mayor

DRAFT

**CLEARWATER CITY COUNCIL MEETING MINUTES
SPECIAL CITY COUNCIL MEETING
MAY 20, 2020**

1. Call to Order: 1:30 p.m. via Zoom Web Conference

- Mayor Lawrence called the Clearwater City Council to order Wednesday, May 20, 2020 at 1:33 p.m. via Zoom Web Conference. Members present were Mayor Lawrence, Council Members Petty, Kruchten, Scott, and Crandall. Also present was Administrator Smythe and guests from Clearwater and Lynden Townships.

2. Consider Fire Contract Proposal

- At the last meeting on this topic, there was a consensus among the three entities to bring back two calculation methods outlined at the meeting. These are shown in the materials as method 1 and method 2. Staff added secondary calculations of each using a proposed 2021 budget to show the impact of the debt for the new fire truck purchase authorized by the City Council earlier this year. City staff also produced a draft contract for consideration utilizing a template from the Minnesota Association of Townships and adding in several new items requested by the townships. There were some reports requested by the townships which were excluded because they are not reports the city currently creates.
- At the start of the meeting, the township representatives that were present expressed a preference for method 1, while the city council preferred method 2. A lengthy debate ensued about the merits and fairness level of each method, but no agreement was reached.
- Next considered was the proposed contract language. Members of all entities had additional concerns. City Council members expressed that the agreement was not fair to the city, as the city covers the lion’s share of the costs but doesn’t participate equally in the benefits. Townships expressed that the city has too much control and they wanted more input into operations. Townships also expressed that they want more data from the city. There was a debate over what data should be provided. Discussion then circled back to disagreement over the cost sharing.
- Clearwater Board Member Rose Thelen suggested a third method of splitting the costs. Members had some concerns and wanted additional time to review the details of the “Rose Method”.
- Mike Couri, township attorney, suggested that if members could agree on a calculation method, the other contract terms could be taken offline to a smaller group. He also suggested the townships are discussing options that include not getting service from the city. Member Petty asked if the city should also be considering other options. Couri stated the townships intend to stay with the city for 2021 but he does not know beyond that.
- Member Lawrence suggested reconvening at a future date after each entity has time to consider various factors. Smythe will send out the new calculation referred to as the “Rose Method” to the city council and town clerks.
- Clearwater Township Chair Bill Langenbacher thanked everyone for their efforts to date.

3. Adjournment

- **MOTION** to adjourn by Crandall, seconded by Scott, all voted aye.
- Meeting adjourned at 2:58 p.m.

ATTEST

APPROVED

Annita M. Smythe, City Administrator

Andrea Lawrence, Mayor

**CLEARWATER CITY COUNCIL MEETING MINUTES
SPECIAL CITY COUNCIL MEETING
MAY 28, 2020**

1. Call to Order: 7:00 p.m. via Zoom Web Conference

- Mayor Lawrence called the Clearwater City Council to order Thursday, May 28, 2020 at 7:05 p.m. via Zoom Web Conference. Members present were Mayor Lawrence, Council Members Petty, Kruchten, Scott, and Crandall. Also present was Administrator Smythe and several guests.

2. Public Hearing – Res 2020-32 – Approving TIF Request – Mississippi Ridge

- Mayor Lawrence opened the public hearing at 7:06 p.m.
- Jessica Green from Northland Securities provided an overview of the proposed TIF Plan and District. The requested TIF amount is \$600,000 in a Redevelopment District. Based on the financial data and reports provided and certain financial assumptions, it appears that the developer has about \$1.2 million of eligible costs which the district could support. Using the \$600,000 requested, it appears the TIF Note would be repaid in about 12 years. Ms. Green explained that the proposal is for a pay-as-you-go (PAYGO) district, which means the city only makes payments when tax revenue is received. The split would be 10% retained by the city for administrative costs and 90% paid to the developer. Payments would end the earlier of 15 years or when the Note is paid in full.
- Members had questions about TIF in general and how it works under statute. Ms. Green answered several questions related to this.
- Resident Katie Neuman asked what type of housing it would be. Developer Mike Gohman explained that it is a 52-unit apartment building. The intent is for it to be transitional housing for people age 50 and older. Ms. Green noted that this type of TIF district does not have any restrictions on the type of housing.
- Members had a handful of questions about the site plan, which were addressed by Mr. Gohman.
- Members had questions about what happens to the TIF if the property was sold. Mr. Gohman explained that he did not have any current plans to sell and that the financials would make it difficult to sell until after the TIF is paid. Ms. Green explained that the developer's costs will be incurred up front, and the TIF reimburses those costs over time, so it would not necessarily make sense for the TIF to follow the property, since the current owner is incurring the costs. Ms. Green also noted that the TIF is needed to cover the debt service on the property to make it a viable project. Mr. Gohman concurred, and further explained that even though rents are lower here than in the metro area, construction costs are similar.
- Mayor Lawrence closed the public hearing at 8:16 p.m.
- Member Scott asked when the development agreement would be available. Administrator Smythe stated that they hoped to have it for the next Council meeting.
- **MOTION** by Crandall to approve Res 2020-32, seconded by Petty, all voted aye. **MOTION CARRIED.**

3. Res 2020-33 – Site Plan Approval – Andra K Salon & Spa

- Member Petty asked if the Planning Commission had any issues. None were noted.
- Member Scott wanted to know if the building elevation was standard. Smythe believed so, explained that the city engineer had reviewed the plans and provided comments.
- Member Kruchten noted that the Ash St entrance appears to cross two parcels. Smythe explained that both parcels are owned by one owner, and that an access easement for both parcels is one of the conditions of approval.
- Smythe explained two changes staff are recommending to the Planning Commission's approved resolution, which are based on the timing of the project. One is to allow issuance of the building

permit while the easement is in progress. The second is to allow issuance of the building permit while application for the sign permit is pending.

- **MOTION** by Petty to approve Res 2020-33 as drafted, including the two staff recommendations, seconded by Crandall, all voted aye. **MOTION CARRIED.**

4. Ord 2020-02 – Animal Ordinance Amendments

- Smythe provided a brief overview of the proposed ordinance. Members had questions about specific provisions which were covered in the proposal. Smythe noted that the Council would need to decide the length of any permits issued and the permit fee if the ordinance is adopted. There was some discussion around these items.
- Members discussed enforcement concerns and whether to add a sunset provision. Guest speaker Katie Neuman, who assisted with the drafting, was concerned that residents would incur significant costs to build enclosures and acquire chickens, only to then have to remove them if the ordinance has a sunset. Member Petty thought we need a sunset so that residents were on notice that the ordinance could be repealed if chickens become a code enforcement problem. Members agreed to a longer sunset to try to address Ms. Neuman’s concerns.
- **MOTION** by Petty to approve Ord 2020-02 with the following changes: 1) amend the language in section 10-94(c) to make it clear that free range is allowed within a fenced yard or a chicken enclosure, 2) add a section 10-99 with a sunset provision so that the ordinance sunsets on February 1, 2022, unless extended by the City Council, 3) amend section 10-96 to state that permits will expire February 1, 2022, unless extended by the City Council, and 4) set the chicken permit fee to match the fee for dog licenses, seconded by Crandall. Voting aye: Lawrence, Petty, Crandall, and Kruchten. Voting nay – Scott. **MOTION CARRIED.**

5. Adjournment

- **MOTION** to adjourn by Scott, seconded by Kruchten, all voted aye.
- Meeting adjourned at 9:08 p.m.

ATTEST

APPROVED

Annita M. Smythe, City Administrator

Andrea Lawrence, Mayor

**CITY OF CLEARWATER
WRIGHT AND STEARNS COUNTIES, MINNESOTA**

A regular meeting of the City Council of the City of Clearwater, Minnesota, was called to order by Mayor Lawrence at 7:00 p.m. via Zoom Web Conference on Monday, June 8, 2020.

The following Council Members were present: Lawrence, Petty, Crandall, Kruchten, and Scott.

The following Council Members were absent: None.

A motion to adopt the following resolution was made by _____ and seconded by _____.

.....

**RESOLUTION 2020-34
ACCEPTING DONATION TO FIRE DEPARTMENT**

WHEREAS, the City of Clearwater has received a donation in the amount of \$100 from a private citizen for the City's Fire Department.

NOW, THEREFORE, BE IT RESOLVED, that the Clearwater City Council hereby accepts the donation in the amount of \$100.

BE IT FURTHER RESOLVED that the City Council and the Fire Department express their thanks and appreciation for the donated funds.

Council members voting in favor:

Opposed or Abstained:

Adopted by the City Council this 8th day of June, 2020.

ATTEST:

APPROVED BY:

Annita M. Smythe, City Administrator

Andrea Lawrence, Mayor

**CITY OF CLEARWATER
WRIGHT AND STEARNS COUNTIES, MINNESOTA**

A regular meeting of the City Council of the City of Clearwater, Minnesota, was called to order by Mayor Lawrence at 7:00 p.m. via Zoom Web Conference on Monday, June 8, 2020.

The following Council Members were present: Lawrence, Petty, Scott, Crandall, and Kruchten.

The following Council Members were absent: None.

A motion to adopt the following resolution was made by _____ and seconded by _____.

.....

**RESOLUTION 2020-35
APPOINTING EDA MEMBERS**

WHEREAS, the Clearwater EDA has been inactive since 2015 due to a lack of Board members; and

WHEREAS, the City Council recently adopted Resolution 2020-30, amending the EDA enabling resolution to allow more than two City Council members to serve on the EDA Board; and

WHEREAS, the EDA Board requires a quorum of three members in order to conduct business.

NOW, THEREFORE, BE IT RESOLVED, that the City Council hereby appoints the following members to the Clearwater EDA effective July 1, 2020 for the terms of office as shown:

- Council Member Vern Scott – term to expire 12/31/2020
- Mayor Andrea Lawrence – term to expire 12/31/2020
- Council Member Kris Crandall – term to expire 12/31/2022

Council members voting in favor:

Opposed or Abstained:

Adopted by the City Council this 8th day of June, 2020.

ATTEST:

APPROVED BY:

Annita M. Smythe, City Administrator

Andrea Lawrence, Mayor

**CITY OF CLEARWATER
WRIGHT AND STEARNS COUNTIES, MINNESOTA**

A regular meeting of the City Council of the City of Clearwater, Minnesota, was called to order by Mayor Lawrence at 7:00 p.m. via Zoom Web Conference on Monday, June 8, 2020.

The following Council Members were present: Lawrence, Petty, Scott, Crandall, and Kruchten.

The following Council Members were absent: None.

A motion to adopt the following resolution was made by _____ and seconded by _____.

.....

**RESOLUTION 2020-36
APPOINTING PLANNING COMMISSION MEMBER**

WHEREAS, the Clearwater Planning Commission currently has two vacancies; and

WHEREAS, the city has received an application from William “Bud” Schindele expressing interest to serve on the Planning Commission; and

WHEREAS, Mr. Schindele has prior city experience working in a seasonal position; and

WHEREAS, staff recommends appointing Mr. Schindele to one of the vacant positions.

NOW, THEREFORE, BE IT RESOLVED, that the City Council hereby appoints William “Bud” Schindele to the Clearwater Planning Commission effective July 1, 2020 for a term of office to expire 12/31/2022.

Council members voting in favor:

Opposed or Abstained:

Adopted by the City Council this 8th day of June, 2020.

ATTEST:

APPROVED BY:

Annita M. Smythe, City Administrator

Andrea Lawrence, Mayor

**CITY OF CLEARWATER
WRIGHT AND STEARNS COUNTIES, MINNESOTA**

A regular meeting of the City Council of the City of Clearwater, Minnesota, was called to order by Mayor Lawrence at 7:00 p.m. via Zoom Web Conference on Monday, June 8, 2020.

The following Council Members were present: Lawrence, Petty, Scott, Crandall, and Kruchten.

The following Council Members were absent: None.

A motion to adopt the following resolution was made by _____ and seconded by _____.

.....

**RESOLUTION 2020-37
APPROVING LIQUOR LICENSE FOR LULU’S KITCHEN**

WHEREAS, the applicant Rouzbeh Toliati, doing business as Lulu’s Kitchen and Bar, Inc., has applied for a liquor license for On-Sale liquor and On-Sale Sunday for the premise located at the address of 1100 Main Street; and

WHEREAS, the applicant has leased the lower level of the existing building, (formerly known as the Golf Course Clubhouse) and the adjoining pool area (see attached exhibit A); and

WHEREAS, the Deputy Clerk of the City of Clearwater, Minnesota, acting on behalf of the City Council as Local Liquor Licensing Authority, reviewed the below establishment for the approval of an On-Sale Liquor and On-Sale Sunday Liquor for the year 2020.

| Licensee | Wine/Beer | Off Sale | On Sale | Sunday | Club |
|----------------------------|-----------|----------|----------|----------|------|
| Lulus Kitchen and Bar, Inc | | | X | X | |

NOW, THEREFORE, BE IT RESOLVED, BY THE COUNCIL OF THE CITY OF CLEARWATER that the approval of the 2020 liquor licenses will be issued upon compliance with all city/state requirements and subject to receiving a copy of the restaurant license and background check.

Council members voting in favor:

Opposed or Abstained:

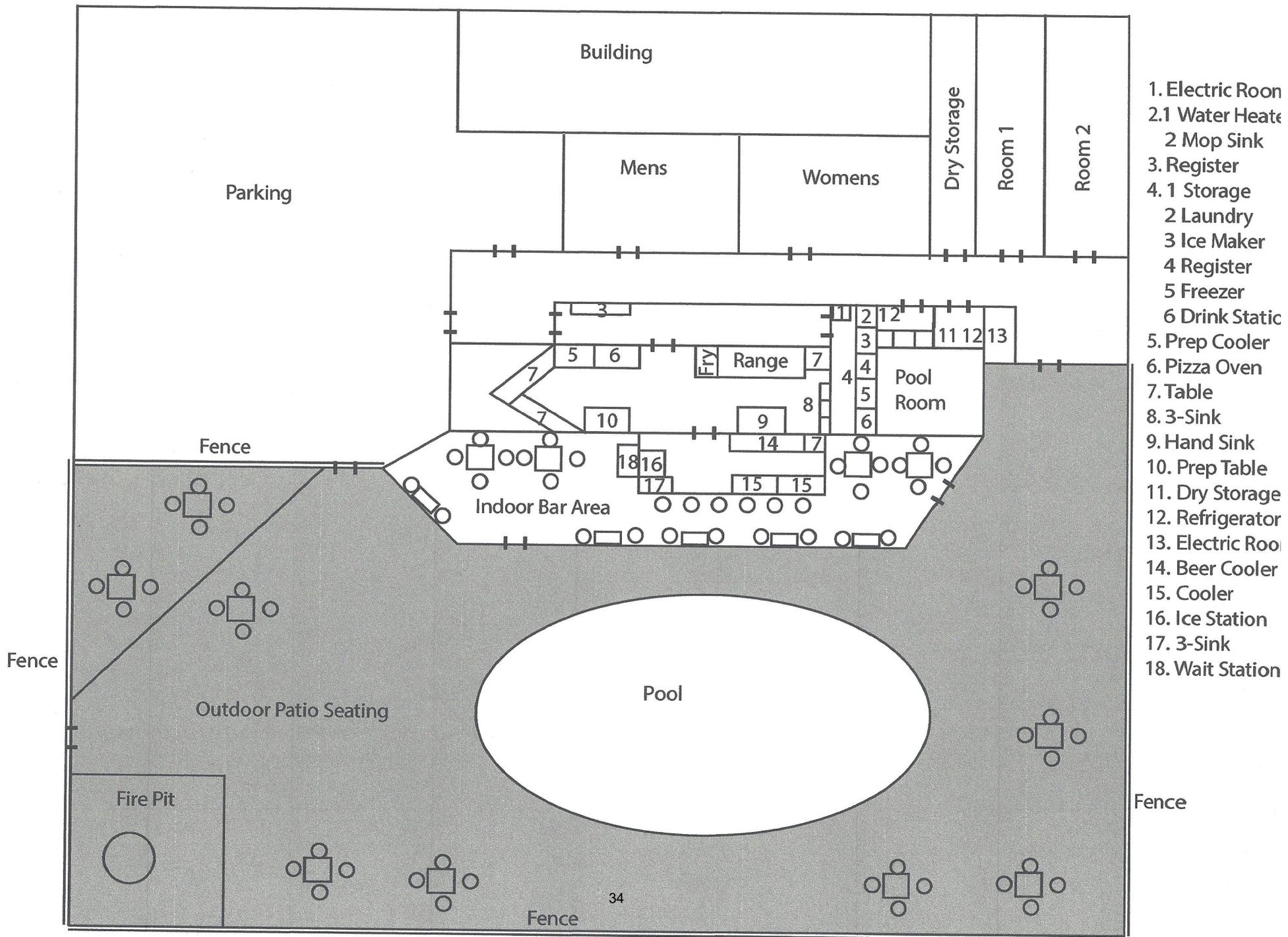
Adopted by the City Council this 8th day of June, 2020.

ATTEST:

APPROVED BY:

Annita M. Smythe, City Administrator

Andrea Lawrence, Mayor



**CITY OF CLEARWATER
WRIGHT AND STEARNS COUNTIES, MINNESOTA**

A regular meeting of the City Council of the City of Clearwater, Minnesota, was called to order by Mayor Lawrence at 7:00 p.m. via Zoom Web Conference on Monday, June 8, 2020.

The following Council Members were present: Lawrence, Petty, Scott, Crandall, and Kruchten.

The following Council Members were absent: None.

A motion to adopt the following resolution was made by _____ and seconded by _____.

.....
**RESOLUTION 2020-38
EXTENDING COVID-19 EMERGENCY ORDER**

WHEREAS, at an Emergency City Council Meeting conducted on March 18, 2020, the Mayor declared a local emergency pursuant to Mn Statutes Section 13D.021 and the City Council issued an Emergency Order addressing various items; and

WHEREAS, Governor Walz has recently extended the emergency at the state level; and

WHEREAS, the City Council desires at this time to review the provisions of the earlier Emergency Order and address some new local issues related to COVID-19.

NOW, THEREFORE, BE IT RESOLVED, that the City Council hereby approves the following provisions related to the COVID-19 Emergency:

1) City Authority

The Mayor hereby extends the local declaration of an emergency related to the COVID-19 pandemic. This action is taken under the city’s authority as a statutory Minnesota city and are intended to comply with the governor’s executive orders. Any or all of these provisions may be modified or suspended if the governor either rescinds the emergency at the state level or issues further emergency orders that conflict with these provisions. In the case of a conflict, the governor’s orders will prevail.

2) Building Closures

City Hall has been re-opened to the public effective June 1, 2020. The public is asked to continue to conduct its business by mail, telephone, or electronic means as much as possible. The public is also asked to maintain social distances when visiting city hall. The Great River Regional Library is allowed to re-open subject to compliance with the governor’s orders. The Lions Building is open for use to the Food Shelf and the Lions Club as tenants, also subject to the governor’s orders. Rentals will be limited as per the governor’s orders.

3) City Parks

All city parks remain open to the public as they have been throughout the emergency. Local playgrounds have re-opened June 1, 2020, with a warning to the public that use is at your own risk due to the fact that the equipment is not regularly sanitized. Use of ball fields and other organized sports activities are limited to those allowed under the governor’s orders. Public restroom facilities will re-open _____

4) Bars and Restaurants

Local bars and restaurants are presently allowed to be open for take-out, drive-thru, and outside dining, per the governor’s orders. The City Council hereby authorizes the temporary expansion of outdoor patio space, the use of temporary tents, and the temporary use of available tables, chairs, or parking lot barricades which the city has available and are not otherwise being used for city business. These provisions will expire when the governor’s restrictions on indoor dining are lifted. Local businesses are responsible to ensure that traffic flow does not become an issue.

5) Liquor Licenses

Liquor Licenses issued for 2020 will receive a credit for the license fees for _____ of the amount due to the inability of businesses to be open during the COVID-19 Stay at Home Order.

6) Utility Bills

The City Council has authorized the temporary suspension of late fees and shut-offs during the emergency. The City Council hereby extends this program until _____ or terminates the program effective _____.

7) Sick Leave Policies for COVID-19

The City Council hereby extends the COVID-19 Sick Leave Policy until _____ or terminates the COVID-19 Sick Leave Policy effective _____.

8) Public Meetings

All public meetings of the city will be conducted via web or teleconferencing until further notice or _____. Instructions for participation in these meetings will be posted on the city’s website.

9) ANY OTHER ISSUES THE COUNCIL WANTS TO ADDRESS??

Council members voting in favor:

Opposed or Abstained:

Adopted by the City Council this 8th day of June, 2020.

ATTEST:

APPROVED BY:

Annita M. Smythe, City Administrator

Andrea Lawrence, Mayor

**CITY OF CLEARWATER
STEARNS AND WRIGHT COUNTIES, MINNESOTA**

RESOLUTION NO. 2020-29

**AN AMENDED AND RESTATED RESOLUTION REGARDING
THE VACATION OF A PORTION OF LINN STREET AND
RETENTION OF DRAINAGE AND UTILITY EASEMENT**

WHEREAS, the City of Clearwater (the “City”) is a municipal corporation, organized and existing under the laws of Minnesota; and

WHEREAS, pursuant to Minn. Stat. § 412.851, the City scheduled a public hearing on September 9, 2019 to consider vacating that portion of Linn Street legally described on the attached Exhibit A and depicted on the attached Exhibit B (the “Street Segment”); and

WHEREAS, notice of the public hearing was posted, published in the City’s official newspaper, and mailed to all owners of affected properties, as required by state statute; and

WHEREAS, on September 9, 2019, the City held a public hearing on the proposed vacation during which all interested parties were heard; and

WHEREAS, the City has the authority, pursuant to Minn. Stat. § 412.851, to vacate city streets or any portion thereof if it appears in the interest of the public to do so; and

WHEREAS, on September 9, 2019, following the public hearing, the City Council adopted Resolution No. 2019-36, A Resolution Vacating a Portion of Linn Street, which did not include language regarding the retention of a drainage and utility easement over a portion of the Street Segment and therefore did not properly accomplish the Council’s intent; and

WHEREAS, the vacation of the Street Segment has not yet been finalized, notice has not been provided to the county auditor, and a notice of completion has not yet been recorded; and

WHEREAS, the City has determined that there is no continuing public need for the Street Segment and that vacating said Street Segment is in the public interest so long as the City retains a drainage and utility easement over a portion thereof.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Clearwater, Minnesota as follows:

1. **Findings.** The recitals set forth in this resolution above are incorporated into and made a part of this resolution and, where applicable, constitute the express findings of the Clearwater City Council.

2. **Vacation.** The City hereby declares that the Street Segment, as legally described on Exhibit A attached hereto and depicted on Exhibit B attached hereto, is vacated, subject to the drainage and utility easement reserved and retained below.
3. **Drainage and Utility Easement.** The City hereby reserves and retains a public drainage and utility easement (the “Easement”) over, under, and across that area of the Street Segment legally described on Exhibit C attached hereto and depicted on Exhibit D attached hereto.
4. **Authorization for Staff Action.** The City Administrator, or her designee, is hereby authorized and directed to prepare and present to the Wright County Auditor a notice that the City has completed these vacation proceedings and record said notice with the Wright County Recorder pursuant to state law. City staff is hereby authorized and directed to take any additional steps necessary to effectuate the intent of this resolution.
5. **Supersedes Previous Resolution.** This amended and restated resolution constitutes the operative resolution pertaining to the vacation of the Street Segment and supersedes Resolution 2019-36.

Adopted by the Clearwater City Council this 8th day of June, 2020.

Andrea Lawrence-Wheeler, Mayor

ATTEST:

Annita M. Smythe, City Administrator

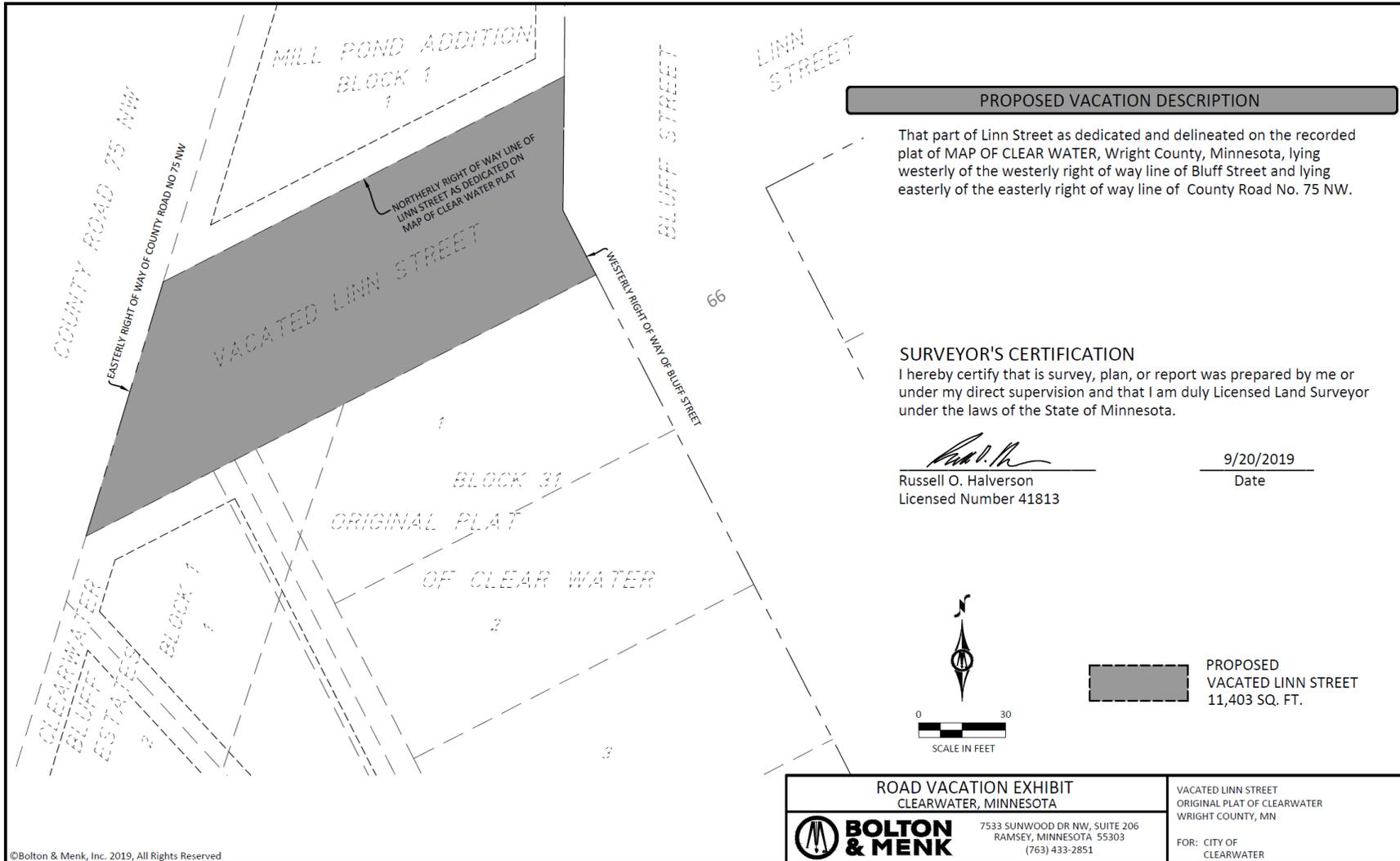
EXHIBIT A

Legal Description of Vacated Street Segment

That part of Linn Street as dedicated and delineated on the recorded plat of MAP OF CLEARWATER, Wright County, Minnesota, lying westerly of the westerly right of way line of Bluff Street and lying easterly of the easterly right of way line of County Road No. 75 NW.

EXHIBIT B

Depiction of Vacated Street Segment



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EXHIBIT C

Legal Description of Retained Drainage and Utility Easement

A perpetual easement for drainage and utility purposes over, under and across that part of vacated Linn Street as dedicated and delineated on the recorded plat of VILLAGE OF CLEARWATER, Wright County, Minnesota, described as follows:

The northerly 17.50 feet of the southerly half said vacated Linn Street lying westerly of the westerly right of way of Bluff Street and lying easterly of the easterly right of way line of County Road No. 75 NW.

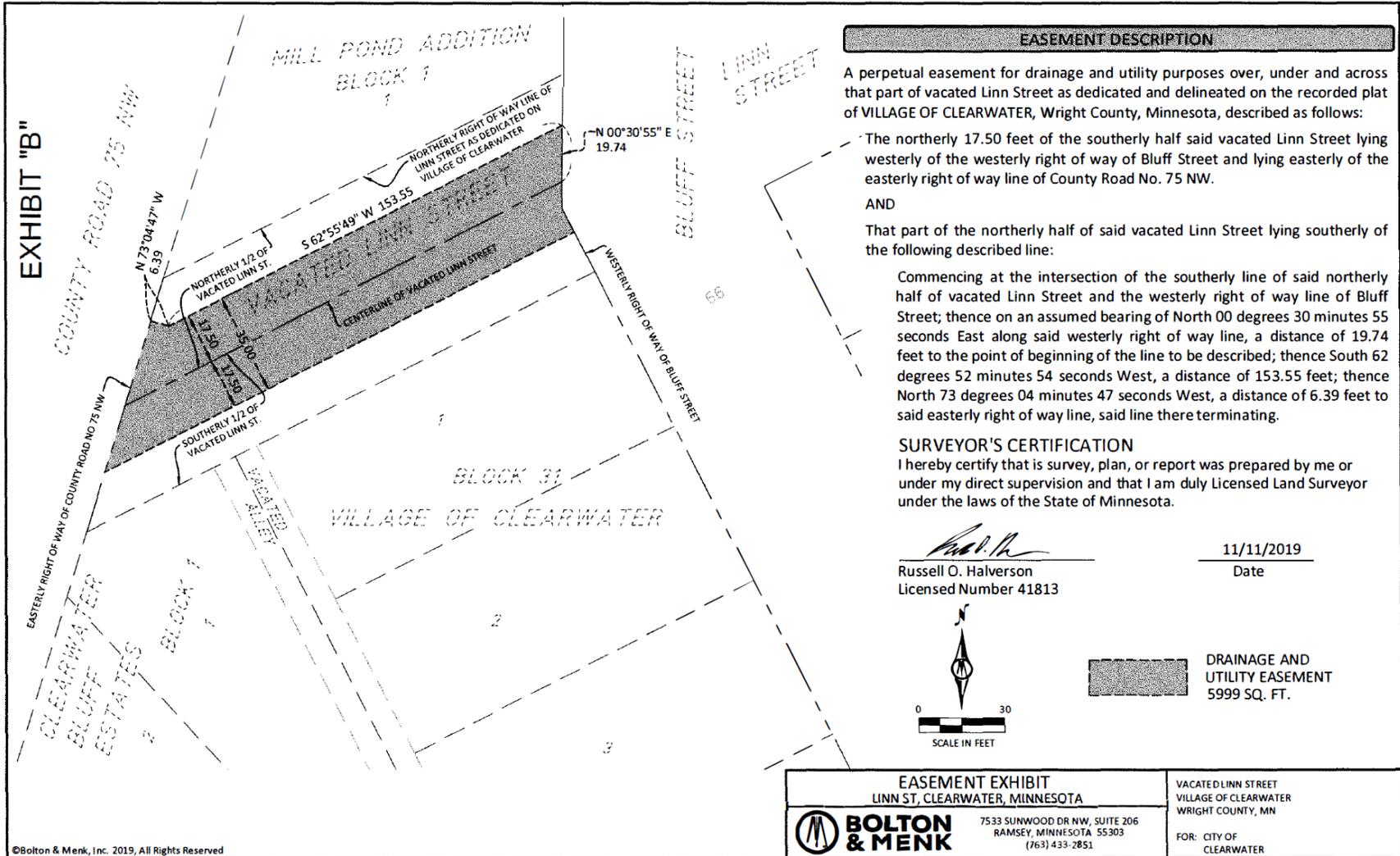
AND

That part of the northerly half of said vacated Linn Street lying southerly of the following described line:

Commencing at the intersection of the southerly line of said northerly half of vacated Linn Street and the westerly right of way line of Bluff Street; thence on an assumed bearing of North 00 degrees 30 minutes 55 seconds East along said westerly right of way line, a distance of 19.74 feet to the point of beginning of the line to be described; thence South 62 degrees 52 minutes 54 seconds West, a distance of 153.55 feet; thence North 73 degrees 04 minutes 47 seconds West, a distance of 6.39 feet to said easterly right of way line, said line there terminating.

EXHIBIT D

Depiction of Retained Drainage and Utility Easement



**CITY OF CLEARWATER
FIRE SERVICES CONTRACT**

This contract is made and entered into this ____ day of _____, 20____ between the City of Clearwater, Minnesota, (“City”), and (“Clearwater Township, Minnesota”) or (“Lynden Township, Minnesota”) (“Town”).

In consideration of the mutual promises and agreements hereinafter set forth the parties do hereby agree as follows:

1. **Fire Service.** Town agrees to purchase from City, and City agrees to provide Town, the following fire services:

- | | |
|--|--|
| <input type="checkbox"/> Structural Firefighting | <input type="checkbox"/> General Medicals |
| <input type="checkbox"/> External Structural Firefighting | Level of Emergency Medical Response |
| <input type="checkbox"/> Interior Structural Firefighting | <input type="checkbox"/> First Responder |
| <input type="checkbox"/> Grass/Forest Firefighting | <input type="checkbox"/> Fire Code Enforcement (city only) |
| <input type="checkbox"/> General Firefighting | <input type="checkbox"/> Hazardous Materials Response |
| <input type="checkbox"/> Vehicles & Equipment | Level of Hazardous Materials Response |
| <input type="checkbox"/> Carbon Monoxide Calls | <input type="checkbox"/> First Responder, Operations |
| <input type="checkbox"/> Other Non-Structural Firefighting | <input type="checkbox"/> Disaster Response |
| <input type="checkbox"/> Rescue | |
| <input type="checkbox"/> Vehicle & Equipment Extrication | |
| <input type="checkbox"/> General Search & Rescue | |
| <input type="checkbox"/> Water Rescue | |
| <input type="checkbox"/> Emergency Medical Services | |
| <input type="checkbox"/> Fire Scenes | |
| <input type="checkbox"/> Rescue Scenes | |

The services indicated above are further explained, or limited, as follows:

- a. **Allocation of Resources.** The parties understand the fire department officer in charge of the particular scene shall exercise judgment to determine, in consideration of all the established policies, guidelines, procedures, and practices, how best to allocate the available resources of the fire department under the circumstances of a given situation. Failure to provide fire services because of poor weather conditions or other conditions beyond the control of City shall not be deemed a breach of this contract.
- b. **No Guarantee.** The parties understand and agree City will endeavor to provide the services indicated above to the best of its ability given the circumstances, but City makes no guarantees that the services it actually provides in a given situation will meet any particular criteria or standard.

2. **Payment.** Town agrees to pay City during the term of this contract the Payment Amount determined annually according to the formula as set forth in Exhibit A which is attached hereto and made a part of this contract. Half of the Payment Amount owed shall be remitted to the City on July 15 and December 15 of each year of this contract. City shall invoice Town for each payment owed,

but failure to submit invoices does not void requirement for Town to remit the Payment Amount.

3. **Fire Advisory Committee.** If this contract is extended beyond 12/31/2021, then Town and City shall hold at least one joint meeting annually during the term of this contract to calculate the Payment Amount for the upcoming year, discuss Town’s satisfaction with the services provided during the year, and to discuss such other issues as each party deems relevant to this contract. The meeting shall be held separately from any regular Town or City meeting and shall be attended by at least one appointed representative from each party’s governing body. The meeting shall also be attended by the City’s Fire Chief or designee. The representative appointed by the City shall act as Chair at the meeting, and minutes shall be taken by a City Staff representative. The Fire Advisory Committee meeting shall comply with open meeting law requirements.
4. **Emergency Service Charge.** Town, in their sole discretion, may exercise their authority to impose and collect an emergency service charge on those receiving emergency services, including fire services, within Town’s Service Territory. City shall have no right to, or interest in, any service fees collected by Towns. If Towns impose an emergency service charge they shall provide City a list of the specific types of information needed in order to successfully impose and collect the charge. City shall make a good faith effort to collect the requested information for each service call to the Service Territory and promptly provide Towns with the information it collected.
5. **Service Territory.** City shall provide fire services as indicated in this contract to the area in each Town as indicated on the map shown on Exhibit B which is attached hereto and made part of this contract. The identified area shall constitute the Town’s Service Territory for the purposes of this contract.
6. **Term.** This contract shall commence on January 1, 2021 and terminate on December 31, 2021 unless otherwise extended by agreement of the parties or otherwise terminated in accordance with Section 7 of this contract.
7. **Termination.** This contract may be terminated at any time during its term by mutual agreement of the parties. Any party may terminate this contract by providing written notice of termination to the other parties via first class mail to the following mailing address:

| | | |
|--------------------------|----------------------|----------------------|
| City of Clearwater | Clearwater Township | Lynden Township |
| Attn: City Administrator | Attn: Town Clerk | Attn: Town Clerk |
| PO Box 9 | PO Box xx | PO Box xx |
| Clearwater, MN 55320 | Clearwater, MN 55320 | Clearwater, MN 55320 |

Upon receipt of such notice, this contract will terminate at 11:59 p.m. on December 31 of the year following the year in which notice was received.

8. **Ownership.** City owns the buildings and equipment associated with the Fire Department and the amounts paid by Town do not give rise to any ownership interest in, or responsibility toward, those items.
9. **City’s Responsibilities.** In addition to any other obligations described herein, City shall:

- a. Authorize and direct the City fire department to provide the fire services described herein to Town's Service Territory;
- b. Develop a detailed annual operational budget for the fire department for each year during the term of this contract and present it to the Fire Advisory Committee for consideration;
- c. Upon Town's request, provide Town access to financial and cost data related to the fire department for any years prior to the current service year for which the City has data pursuant to its Data Practices Retention Schedule;
- d. Disclose to Town any proposed action City or the fire department intends to take that can reasonably be expected to effect the Insurance Services Office Fire Protection Grade in the Service Territory or City's ability to provide the fire services indicated above; and
- e. Promptly disclose to Town any information City can reasonably anticipate will directly affect its ability to perform its obligations under this contract.

10. Town's Responsibilities. In addition to any other obligations described herein, Town shall:

- a. Promptly pay City the Payment Amount as outlined above for the year of service;
- b. Present a budget and levy proposal to the town electors at each annual town meeting during the term of this contract seeking authority to levy funds as needed to pay the Payment Amount; and
- c. Promptly disclose to City any information Town can reasonably anticipate will directly affect its ability to perform its obligations under this contract.

It is understood and agreed Town shall have no responsibility whatsoever toward the fighters or other emergency personnel including any employment related issues such as training, supervision, performance reviews, discipline, compensation, benefits, insurance coverages, compliance with any employment related federal, state, and local laws and rules such as OSHA, ERISA, RLSA, FMLA, or any other employment related issues. It is further agreed Town has no responsibility, beyond paying the agreed upon Payment Amount, for acquiring, operating, maintaining, housing, or replacing equipment as needed to provide the fire services described herein.

11. Insurance Requirements. City shall maintain general liability insurance for its services and shall include Town as additional insureds for the term of this contract and any extensions thereof. City shall also maintain inland marine, automobile, and property insurance coverages. City shall provide Town proof of such insurance coverages and the additional insured endorsement naming the Town annually at the time of insurance renewal.

12. Indemnification. City agrees to defend and indemnify Town against any claims brought or actions filed against Town or any officer, employee, or volunteer of Town for injury to, death of, or damage to the property of any third person or persons, arising from City's performance under this contract for services. Under no circumstances, however, shall City be required to pay on behalf of itself and Town, any amounts in excess of the limits on liability established in Minnesota Statutes Chapter 466 applicable to any one party. The limits of liability for Town and City may not be added together to determine the maximum amount of liability for City. The intent of this subdivision is to impose on City a limited duty to defend and indemnify Town for claims arising out of the performance of this contract subject to the limits of liability under Minnesota Statutes Chapter 466. The purpose of creating this duty to defend and indemnify is to simplify the defense of claims by eliminating conflicts between the parties and to permit

liability claims against both parties from a single occurrence to be defended by a single attorney.

- 13. **No Waiver.** Nothing herein shall be construed to waive or limit any immunity from, or limitation on, liability available to either party, whether set forth in Minnesota Statutes Chapter 466 or otherwise.
- 14. **Modification.** This writing contains the entire agreement between the parties and no alterations, variations, modifications, or waivers of the provisions of this agreement are valid unless reduced to writing, signed by both City and Town, and attached hereto.
- 15. **Subcontracting & Assignment.** City shall not subcontract or assign any portion of this contract to another without prior written permission from Town. Services provided to Town pursuant to a mutual aid agreement City has, or may enter into, with another entity does not constitute a subcontract or assignment requiring prior approval of Town so long as City remains primarily responsible for providing fire services to Town’s Service Territory.
- 16. **Service Contract.** This is a service contract. The parties do not intend to undertake or create, and nothing herein shall be construed as creating, a joint powers agreement, joint venture, or joint enterprise between the parties.
- 17. **Minnesota Law Governs.** This contract shall be governed by and construed in accordance with the internal laws of the State of Minnesota. All proceedings related to this contract shall be venued in the State of Minnesota.
- 18. **Severability.** The provisions of this contract shall be deemed severable. If any part of this contract is rendered void, invalid, or otherwise unenforceable, such rendering shall not affect the validity and enforceability of the remainder of this contract.

IN WITNESS WHEREOF, the parties have executed this contract effective on the date indicated above.

CITY OF CLEARWATER

CLEARWATER TOWNSHIP

LYNDEN TOWNSHIP

Mayor

Board Chair

Board Chair

City Administrator

Town Clerk

Town Clerk

Date

Date

Date

Exhibit A – Payment Amount Calculation

The City shall account for Fire Department revenues and expenditures in a Special Revenue Fund designated for Fire and Rescue operations. Any donations to the Fire Department or grants received by the Fire Department shall be booked as revenues to the Fire Department Fund for operations of the department and not used by the City for other purposes. Any proceeds from the sale of Fire Department equipment shall be booked as revenues to the Fire Department Fund and shall not be considered a contribution or payment from any party. The City shall not transfer any money out of the Fire Department Fund unless specifically used for Fire Department purposes, such as bond payments made for the purchase of Fire Department assets.

Any surplus or deficit in the Fund at the end of each calendar year, following completion of the City audit and following the set aside of \$50,000 designated as capital reserve, shall be split among the contracting parties based on their share of the Payment Amount for the year during which the surplus or deficit occurred. The credit or deficit shall be reflected on the invoice for the first half payment due the year following the fiscal year. For example, a surplus from 2019 would be credited to the first half payment due July 15, 2020.

Each year, the City shall calculate a budget for the Fire Department's operations, debt service, and capital needs for the upcoming fiscal year. The budget shall be reviewed by the Fire Advisory Committee and presented to each party's governing Board. In addition, the City's Fire Department will provide an annual report outlining the call activity for the previous year. The departmental budget and calls will be used to calculate the Payment Amount for each year.

Payment Amount Calculation:

Payment Amount shall be based on the following calculation method (Rose Method shown)

Part I

Total Operations & Debt Budget is determined (excluding capital). That amount is multiplied by 33%. The result is split in equal shares among the contracting parties.

Part II

A five-year average number of calls is determined for each contracting party. That number of calls is divided by the total five-year average number of calls to determine a percentage share, rounded to two decimal places, for each contracting party.

The percentage share for each contracting party is multiplied by the Total Operations & Debt Budget remaining after subtracting the amount from Part I.

Part III

A capital budget amount of \$50,000 is allocated annually and is split equally among the contracted parties.

Total Cost

The Total Cost for each contracting party is determined by adding the dollar amounts from Parts I, II, and III above.

Exhibit B – Service Territory Map

Insert Service Territory Maps that outlines parcels and area of highways included in each.

05/20/20

City of Clearwater

Special Event Permit Application

605 County Road 75, PO Box 9, Clearwater, MN 55320 (320) 558-2428 Fax (320) 558-2794

APPLICANT AND SPONSERING ORGANIZATION INFORMATION

NAME OF BUSINESS/ORGANIZATION: Leiviska Disc Golf Design LLC
 APPLICANT NAME (CONTACT): Cale Leiviska
 ADDRESS: 1 Eagle Drive Clearwater MN 55320
 DAYTIME PH: (651) 399-7245 CELL (651) 399-7245 EMAIL: cale@prodigydisc.com

Any change in the above information, please notify City Hall immediately.

SPECIAL EVENT INFORMATION

Type of Event:

- CONCERT/SHOW PARADE FAIR/CARNIVAL FESTIVAL RALLY
 OUTDOOR PARTY FILMING OF MOVIE/VIDEO/SHOW MOTORCADE RUN/WALK/RACE
 PARKING LOT/STREET DANCE BIKE-A-THON ATHLETIC EVENT
 OTHER (Specify) Camping and Parking on the grass.

EVENT TITLE: _____

ACTIVITIES TO TAKE PLACE AT EVENT: Camping and parking of Recreational Vehicles.
(Use back of this sheet if necessary)

WILL THIS BE AN AMPLIFIED EVENT? No EVENT DATE(S): July 2-5

PROPOSED LOCATION: Auburn Disc Golf Preserve NUMBER OF EVENT STAFF: 3-4

IS FOOD OR ALCOHOL BEING SERVED? No ESTIMATED ATTENDANCE: 20-30

HOURS OF EVENT: _____ AM/PM TO _____ AM/PM SET UP TIME: _____ AM/PM TO _____ AM/PM

TAKE DOWN: _____ AM/PM TO _____ AM/PM

ADMISSION FEE OR REQUESTED DONATION AMOUNT FOR ATTENDEES (If Applicable): \$ 50

Please attach the following:

Map of the proposed area to be used which shows any barricades, street route plans or perimeter/security fencing

Any public health plans, including supplying water to the site, solid waste collection and provision of toilet facilities

Any fire prevention and emergency medical service plans

Any security plans

If event is planned within a residential area in which a street is to be closed, attach a list of signatures from all properties whose vehicular access to their properties will be affected consenting to the street closure

Cale Leiviska

Applicant's Signature

6/1/20

Date

50

City Administrator

City of Clearwater

P.O. Box 9

605 County Road 75

Clearwater, MN 55320

Office: 320-558-2428 * Fax: 320-558-2794

Staff Memo

To: Mayor and City Council

Prepared by: Deb Petty- Deputy City Clerk

Re: Special Event Permit – Clearwater Legion Riders

Date: May 11th, 2020

Summary:

The Clearwater Legion Riders are requesting a Special Permit to hold a parking lot/Street dance for their yearly fundraiser called the Homeless Vets Run for raising money for Veteran's. The event will be held on Saturday, August 1st. Staff felt that this should come before the council for a decision because they are asking to close off a section of Pine Street from 7:00 am on August 1st until 3:00 am Sunday, August 2nd and to have music outside.

They have been holding this event for several years and we have not receive any complaints on the street being closed or the amplified music in the past. They will have outside music 4:00 pm to 12:00 am.

The property is in good standing with the city and does not have any outstanding invoice's.

Staff Recommendation:

- The beer wagon should be located on their private property and not on the city street.
- A Special Event Indemnification Agreement signed by the event host and the city.

Council Action:

- **Approval of the Special Event allowing the closing of a City Street (Pine Street) and allow outside music.**

Special Event Permit Application

APPLICANT AND SPONSERING ORGANIZATION INFORMATION

NAME OF BUSINESS/ORGANIZATION: Clearwater Legion Riders
 APPLICANT NAME (CONTACT): William Schindeler
 ADDRESS: 420 Manor Dr. Clearwater Mn 55330
 DAYTIME PH: (701) 330-0219 CELL (701) 330-0219 EMAIL: wschindeler-window@yahoo.com

Any change in the above information, please notify City Hall immediately.

SPECIAL EVENT INFORMATION

Type of Event:

- CONCERT/SHOW PARADE FAIR/CARNIVAL FESTIVAL RALLY
 OUTDOOR PARTY FILMING OF MOVIE/VIDEO/SHOW MOTORCADE RUN/WALK/RACE
 PARKING LOT/STREET DANCE BIKE-A-THON ATHLETIC EVENT
 OTHER (Specify) _____

EVENT TITLE: Homeless Vets Run

ACTIVITIES TO TAKE PLACE AT EVENT: Live music Beer Wagon
(Use back of this sheet if necessary)

WILL THIS BE AN AMPLIFIED EVENT? Yes EVENT DATE(S): Aug. 1st 2020

PROPOSED LOCATION: Pine street NUMBER OF EVENT STAFF: 25

IS FOOD OR ALCOHOL BEING SERVED? yes ESTIMATED ATTENDANCE: 200 - 500

HOURS OF EVENT: 8:00 AM/PM TO 1:00 AM/PM SET UP TIME: 2:00 AM/PM TO 8:00 AM/PM

TAKE DOWN: 2:00 AM/PM TO 3:00 AM/PM

ADMISSION FEE OR REQUESTED DONATION AMOUNT FOR ATTENDEES (If Applicable): \$ _____

Please attach the following:

- Map of the proposed area to be used which shows any barricades, street route plans or perimeter/security fencing
 Any public health plans, including supplying water to the site, solid waste collection and provision of toilet facilities
 Any fire prevention and emergency medical service plans
 Any security plans
 If event is planned within a residential area in which a street is to be closed, attach a list of signatures from all properties whose vehicular access to their properties will be affected consenting to the street closure

William Schindeler
Applicant's Signature

3-9-20
Date

City Administrator



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
10/11/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

| | | |
|--|--|-----------------------------|
| PRODUCER Johannes Agency, Inc. PO Box 143 Olivia MN 56277 | CONTACT NAME: Brittany Nissen | |
| | PHONE (A/C, No, Ext): 320-523-1150 | FAX (A/C, No): 320-523-1153 |
| | E-MAIL ADDRESS: bnissen@johannesagency.com | |
| | INSURER(S) AFFORDING COVERAGE | |
| | INSURER A : SECURA INSURANCE COMPANIES | NAIC # |
| | INSURER B : SECURITY NATIONAL | |
| | INSURER C : United States Liability Ins Co | |
| | INSURER D : | |
| | INSURER E : | |
| | INSURER F : | |

INSURED
BEATTY HUMPHRIES AMERICAN LEGION #323
CLEARWATER AMERICAN LEGION
505 PINE ST
PO BOX 102
CLEARWATER MN 55320

COVERAGES CERTIFICATE NUMBER: 20191011104922259 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE | ADDL INSD | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS |
|----------|---|-----------|----------|---------------|-------------------------|-------------------------|---|
| A | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER: | N | N | CP3231450 | 01/01/2020 | 01/01/2021 | EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 1,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Fire Legal Liability \$ |
| A | AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY | N | N | CP3231450 | 01/01/2020 | 01/01/2021 | COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ |
| A | <input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$ 10,000 | N | N | CU3231451 | 01/01/2020 | 01/01/2021 | EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 |
| B | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below | N/A | N | SWC1058861 | 01/01/2020 | 01/01/2021 | <input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000 |
| A | LIQUOR LIABILITY | N | N | CP3231450 | 01/01/2020 | 01/01/2021 | Liquor Liability \$ 1,000,000 |
| C | EPLI & DIRECTORS & OFFICE | N | N | NDO1564733 | 01/01/2019 | 01/01/2022 | Employment Practices Liability Insurance \$ 1,000,000 |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

AMERICAN LEGION CLUB LOCATED AT 505 PINE STREET, CLEARWATER, MN. RESTAURANT, BAR, AND BANQUET FACILITY.

CERTIFICATE HOLDER

CANCELLATION

City of Clearwater
605 County Road 75
PO Box 9
CLEARWATER MN 55320

Fax: 320-558-2794

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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Street to be blocked off
all night until 7:00 Sunday morning.
Stage will be on street.

Pine Street

Police

Helion

So
called
Alley

**CITY OF CLEARWATER
WRIGHT AND STEARNS COUNTIES**

CITIZEN CONCERNS POLICY

Adopted by City Council
Adoption Pending

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x00.01 GENERAL POLICY STATEMENT

The City of Clearwater has established ordinances intended to insure the health, safety, and well-being of the general public, in addition to creating an environment that helps to maintain the property values of our citizens. For these reasons, citizens are expected to take an active part in making sure properties under their control are in compliance with city ordinances and assisting their neighbors and other community members when possible.

Recognizing that the majority of city residents respect the rights of others and take pride in maintaining their properties, the city has determined it is not necessary to staff the position of Code Enforcement Officer at the present time. Existing staff, with assistance from the Sheriff's office and city consultants, will handle code compliance issues only when a signed, written request is received in accordance with the procedures stated below.

x00.02 EXCEPTIONS TO GENERAL POLICY

The following items are exceptions to the above general policy. These items shall be enforced whether or not a written request has been received.

- A. Any ordinances that are required to be enforced by state or federal statutes or regulations, such as weed compliance.
- B. Any obvious code violations within public view that create an immediate public health or safety concern.
- C. The Wright County Sheriff's Department, in their capacity as the local police department, will enforce all city ordinances and may issue citations as they see fit in accordance with their department policies.

x00.03 PROCEDURES FOR FILING

Anyone that wishes to report a code violation or other concern shall do so by completing a Citizens Concern Form similar to that attached below and submitting the form to City Hall.

- A. Forms may be submitted in person to City Hall during regular business hours.
- B. Forms may be submitted by mailing to City of Clearwater, PO Box 9, Clearwater, MN 55320.
- C. Forms may be submitted by e-mail to asmythe@clearwatercity.com with subject line "Citizen Concern".

All concerns must be submitted in writing and on the form provided. Forms must be completed in full, and must include the submitter's name, address, and telephone contact information. No action will be taken on anonymous concerns or concerns submitted through other means. Citizens filing concerns with the city shall be kept confidential in accordance with Minnesota Statutes Section 13.44, subd. 1.

x00.04 INTERNAL HANDLING

Upon receipt of a completed Citizens Concern form, the following steps shall be taken within a reasonable period of time:

- A. The form will be reviewed for completeness and verification of the issue. If staff is uncertain about the nature of the concern, staff will contact the submitter for further information.
- B. Staff will research city ordinances to determine if the concern raised violates any city ordinance.
 - 1. If the concern raised is a violation of any city ordinances, proceed to step C.
 - 2. If the concern raised is not a violation of any city ordinance, staff shall issue a written statement to the submitter indicating that fact. In addition, if staff are aware of another agency that could address the concern, staff shall include that information in the written statement.
- C. Staff shall investigate the alleged violation and take steps to confirm whether or not a violation exists. City Code Chapter 3 grants authority to the City Administrator to administer and enforce the City Code. The City Administrator or designee will make the determination as to whether or not a violation exists, subject to appeal to the City Council.
 - 1. If a violation exists, proceed to step D.
 - 2. If, after investigation, it is determined that no violation exists, staff shall send a written notification to the submitter that no violation was found.
- D. Staff shall send a written notification to the property owner of record per the county's property tax information, along with a copy to the occupant, if known, that a violation of city ordinance exists at their property. The notice shall contain the following information:
 - 1. The nature of the violation;
 - 2. The applicable code section(s) being violated;
 - 3. What actions are required to bring the property into compliance; and
 - 4. The time frame within which compliance must occur.
 - a. The City Administrator may grant an extension of the compliance deadline upon request, if the request is determined to be a reasonable, good-faith effort to comply.
- E. If the issue is not resolved by the given deadline, and no extensions have been granted, a second notice shall be sent. The second notice shall include the following information:
 - 1. State that it is a second and final notice;
 - 2. State that further delay in complying with city code shall result in a hearing before the City Council;
 - 3. State that the City Council may pursue legal action, administrative fines, or other penalties; and
 - 4. State that any costs related to the code enforcement activity undertaken by the city to bring the property into compliance shall be assessed to the property taxes.

- F. If, following the second notice, the issue is not resolved, a hearing before the City Council shall be scheduled with the property owner to determine what actions shall be taken. The property owner may be present, and may have counsel present, if desired.

Following any hearing, staff shall pursue the course of action dictated by the City Council.

- G. Following a resolution of the matter, a written notice shall be sent to the property owner and occupant, if applicable, explaining the resolution and that the matter is closed, with a confidential copy being sent to the citizen that filed the original concern.
- H. All documents pertaining to a code enforcement issue shall be filed in the property/address file for the property and maintained in accordance with the city's retention schedule.

x00.05 SPECIAL CIRCUMSTANCES

In certain special circumstances, the City Administrator may decline to pursue a written concern. These include the following situations:

- A. Where a Concern Form was filed and previously addressed for the same violation at the same property within the last three months.
 - 1. A subsequent violation of the same, previously addressed, matter may bypass the normal procedures and be referred directly to the City Council for a hearing.
- B. Where the Concern Form addresses the job conduct or performance of a member of the city staff.
 - 1. These concerns shall be addressed utilizing the procedures as laid out by the Personnel Policy and state law.
- C. In situations where multiple Concern Forms have been filed by the same individual, and it appears that the underlying issue is a private dispute between property owners, in the opinion of the City Administrator. The City Administrator shall document this determination and notify the submitter that no action will be taken. The submitter may appeal this decision to the City Council.
- D. Where multiple Concern Forms have been filed by the same individual, and it appears that the submitter is only filing the concerns as a means of harassing the staff or city. In this case, the Concerns shall be forwarded to the City Council for direction (with confidential data redacted).
- E. In situations where the Concern Form raises an issue that could create a safety hazard for staff if pursued. In these cases, the Concern shall be forwarded to the Sheriff's office for handling.

CITY OF CLEARWATER
CITIZEN CONCERN FORM

Please select the area of concern:

- | | |
|--|---|
| <input type="checkbox"/> City Staff | <input type="checkbox"/> Streets |
| <input type="checkbox"/> City Hall | <input type="checkbox"/> Parks |
| <input type="checkbox"/> Public Works | Specify Park _____ |
| <input type="checkbox"/> Fire Department | <input type="checkbox"/> Public Utilities |
| <input type="checkbox"/> City Consultant | Circle: Water/Sewer/Storm Sewer |
- Private Property – Specify Address _____
- Zoning/Land Use
- Nuisance (please specify) _____
- Other (please specify) _____

Please explain your concern in detail:

All personal information will be kept strictly confidential pursuant to MN Statutes § 13.44

Name _____ Phone _____

Address _____

Signature of Citizen _____ Date _____

.....
Office Use Only

Concern # _____ Date Received _____

Action Taken _____

PLEASE RETURN COMPLETED FORM TO CITY HALL

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