

**CLEARWATER CITY COUNCIL MEETING MINUTES
REGULAR CITY COUNCIL MEETING
JUNE 8, 2020**

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

- Mayor Lawrence called the Clearwater City Council to order Monday, June 8, 2020 at 7:01 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

- Staff requested removal of item 6(c) because requestor had not yet submitted documentation.
- **MOTION** by Crandall to approve the agenda with the removal of item 6(c), seconded by Petty, all voted aye. **MOTION CARRIED.**

3. Wright County Sheriff's Report

- Sheriff's office was inadvertently excluded from Zoom meeting invite. This item will be moved to the June 29, 2020 Special Meeting Agenda.

4. Public Forum

- None.

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**
 - Member Kruchten requested that staff add a building permits report to future agendas.
 - Member Petty asked if we had received any EDA applications. Smythe stated that we had not.
 - Member Petty asked if the EDA can spend funds without City Council approval. Smythe did not believe so.
 - **MOTION** by Crandall to approve Consent Agenda as presented, seconded by Scott, all voted aye. **MOTION CARRIED.**

6. Old Business

- a. **Res 2020-38 – Revisions to COVID-19 Emergency Order**
 - Members considered various provisions from the earlier order, along with new issues that had been raised.
 - Members directed staff to open park restrooms as soon as possible.
 - Members authorized a 25% refund of on-sale liquor licenses and for off-sale licenses held by an on-sale license holder who was closed.
 - Members continued utility bill relief from shut offs and late fees. Will revisit in July.

- Members clarified COVID-19 sick leave is for 14 consecutive days, but employees are paid for regular hours during the 14 days. Example, if worker normally has weekends off, they would not be paid for weekends that fall during the 14 days. In addition, workers can't double up. If they receive other relief (state or federal aid payments) during COVID-19 sick time for lost wages, they can't also collect from city. Member Kruchten asked if we required documentation. Smythe explained that we request it, but that it is not always possible to obtain. Mayor Lawrence noted that workers sometimes can't get tested and are told to stay home unless hospitalization is needed. Members decided documentation is not required.
- All public meetings will remain on Zoom until further notice.
- **MOTION** by Scott to approve Resolution 2020-38 with the changes noted above, seconded by Kruchten, all voted aye. **MOTION CARRIED.**

b. Res 2020-29 – Linn Street Vacation

- Smythe explained the additional background from the city's attorney on this topic. Basically, this resolution is intended to make technical corrections to the one adopted in November. The Council already vacated the street in November but intended to reserve an easement. This resolution makes that correction. Following the vacation, it is up to the county to decide where the property goes.
- Member Petty stated that he felt like the Council was led astray last fall but noted it did not involve any current staff. He believes the Council would not have spent the money on this if they had known they didn't control the outcome of where the property would go.
- **MOTION** by Crandall to approve Resolution 2020-29, seconded by Kruchten. Friendly **AMENDMENT** suggested by Petty to have staff submit the city's proposed split to the County with the other vacation paperwork and ask them to consider the city's proposed split. **AMENDMENT ACCEPTED** by both Crandall and Kruchten. All voted aye. **MOTION CARRIED.**

c. Revisit Blaine Brothers Reimbursement

- Item pulled from agenda.

d. Consider Fire Contract Proposals

- This item was discussed after New Business because lengthy discussion was expected and guests were waiting to discuss New Business items.
- Mayor Lawrence pointed out that we have been negotiating with the townships for a year and a half. She suggested we send a final offer agreement for signatures to the townships.
- Member Kruchten suggested we use the "Rose Method" for calculating the cost split, as it was suggested by the townships and seems to be a compromise between the other methods discussed previously.
- Mayor Lawrence suggested a 2-year contract with a 6-month notice of termination requirement.
- **MOTION** by Kruchten to approve the proposed contract in the agenda packet using the "Rose Method" calculation, a 2-year contract, and a 6-month notice requirement for termination, seconded by Crandall.
- **DISCUSSION ON THE MOTION** – Member Petty would like to revisit the calculation. He stated that this method requires the city to take on a larger share of the risk and the debt for equipment used to service the townships. He would prefer we set a flat rate with a COLA accelerator, thereby avoiding the need for debates over the calculation, budget, call counts, and purchases.
- Member Kruchten stated that he likes Petty's proposal, but doesn't think the townships will agree. He has spoken to some of their members and they seem to be pursuing a plan to go on their own. In addition, we are so far along in the negotiations that he doesn't think we should re-start with a new proposal.

- Member Petty stated that if the townships really do plan to leave, the city needs to have a plan for going forward without them. We need to determine what our actual costs of operation would be if we didn't have to serve them. If they want involvement, they need to share the risk. He prefers to use the "Rose Method" amount as a starting point for a flat rate contract, have a longer-term contract (5 or more years) with an accelerator. The townships would know their costs for several years at a time. We would require a 2-year notice of termination.
- Members asked if Petty wants to amend the motion. Petty stated no – he is proposing a completely different concept. Member Kruchten stated he would like to revisit, as he likes Petty's proposal. He does not believe the townships will agree. He is trying to placate them with the current motion on the table.
- Member Scott asked if the townships are a year behind, so would be paying twice. Members Scott and Petty agreed that they are behind. Smythe noted that the townships don't think that is true. If they don't owe the extra year and choose to leave, our cost burden would be even greater.
- **AMENDMENT** by Kruchten to make the termination notice period one year instead of 6 months. Member Crandall accepts the amendment.
- **VOTE ON THE AMENDED MOTION.** Voting aye – Kruchten, Crandall, Lawrence, and Scott. Voting nay – Petty. **MOTION CARRIED 4-1.**

7. New Business

a. Consider Special Event Permit – Leiviska Disc Golf Design

- Cale Leiviska gave an overview of the requested permit to conduct temporary camping and parking on grassy areas for a disc golf event over the July 4th holiday weekend.
- Mayor Lawrence noted that special event permits are an exception to the normal rules.
- Members had questions about where the camping would take place and noted there are DNR restrictions on getting too close to the river. Mr. Leiviska indicated that he would comply with any restrictions. Members wanted a map provided to city hall as part of the permit approval.
- Member Kruchten asked about campfires, noting burning restrictions due to the dry weather conditions. Mr. Leiviska stated they planned to have campfires in 2-3 communal locations and would comply with any restrictions placed by the Fire Chief.
- Member Scott was concerned that allowing this event would set a precedent for future requests. Member Crandall responded that we already allow this annually at Riverside Park for the Rendezvous Re-enactment group. Mr. Leiviska pointed out that this is one request for a special event, not an overall request for general camping.
- Member Kruchten wanted to know if there would be a supervisor on site. Mr. Leiviska replied that both he and his business partner would be onsite during the entire event.
- **MOTION** by Crandall to approve special event permit as presented, seconded by Petty. Voting aye – Crandall, Petty, Lawrence, and Kruchten. Voting nay – Scott. **MOTION CARRIED 4-1.**

b. Consider Special Event Permit – Clearwater Legion Riders

- Members noted this is an annual fundraising event. Member Petty asked if there was anything new. Smythe stated there was not.
- Members noted that all special event permits are subject to complying with the governor's orders related to COVID-19. Staff are aware and are explaining this to requestors when permits are issued.
- Crandall recused himself due to a conflict of interest, as his band is planning to play at this event.

- **MOTION** by Petty to approve special event permit as presented, seconded by Kruchten. Voting aye – Petty, Kruchten, and Lawrence. Voting nay – Scott. Abstained – Crandall. **MOTION CARRIED 3-1.**
- c. Consider Adopting Citizen Concerns Policy**
 - Smythe gave an overview of the proposed policy. It clarifies the existing written policy and puts in writing the current process for handling of concerns when received.
 - Petty suggested changing the language for submitting complaints to “City Administrator” rather than a specific name so the policy would not need to be re-adopted if there are future staff changes.
 - Member Crandall would like the new policy and form placed on the city’s website.
 - **MOTION** by Kruchten to approve the policy as presented with Member Petty’s name change, seconded by Scott, all voted aye. **MOTION CARRIED.**

8. Committee Reports

a. Mayor and Council

- Mayor Lawrence reported that the library is planning to re-open on an appointment basis. She also reported that the next Wright County Mayor’s Association meeting is next week on the topic of COVID-19.
- Member Crandall has concerns about trucks jake-breaking on the County Road 24 bridge, wondered if additional signage might help. Members consensus was that additional signage may make it worse. Member Kruchten stated that he doesn’t really notice it.

b. Boards

- Member Petty outlined concerns raised by Park Commission members that several park projects have been approved but not completed. Some have suggested we bring in additional staff dedicated to parks. Mayor Lawrence wondered if sales tax funds could be used for staffing. Member Petty noted that we have not yet brought back all of our seasonal workers. Mayor Lawrence suggested there should be a list of projects with deadlines. Smythe noted that staff have not reported any issues with projects or delays. She will meet with Public Works and try to find out what issues there may be.
- Member Petty would like to discuss El Dorado Park concrete at the next regular meeting.

c. Staff

- Smythe reported that Finance Director Lindrud has submitted her resignation. She has accepted a full-time position with the City of Monticello. Her last day is July 1.

9. Other Business

a. Next Meeting Date

- Special meeting scheduled for June 29, 2020 at 7:00 p.m.

b. Other

- Member Kruchten wanted to know if we had issued a building permit for the apartments project. Smythe explained that the development agreement and TIF agreement need to be completed first. These are planned for the Special Meeting on June 29, 2020. Member Kruchten would like the road to the lift station to be done at the same time as the apartment building’s construction. Smythe will check with Public Works to see if that is the plan.
- Member Petty wanted to know if there would be any more street sweeping. Members believe it is done twice a year, spring and fall. Member Petty suggested an additional sweeping after street

patching is completed, states there is a lot of loose gravel on the Main Street curve towards County Road 75. Smythe will check with Public Works staff.

10. Adjournment

- **MOTION** to adjourn by Petty, seconded by Scott, all voted aye. **MOTION CARRIED.**
- Meeting adjourned at 8:53 p.m.

ATTEST



Annita M. Smythe, City Administrator

APPROVED



Andrea Lawrence, Mayor