

**CLEARWATER CITY COUNCIL MEETING MINUTES**  
**REGULAR CITY COUNCIL MEETING**  
**JANUARY 13, 2025**

- 1. Call to Order and Pledge of Allegiance: 7:00 p.m. at City Hall**
  - Mayor Lawrence called the Clearwater City Council to order Monday, January 13, 2025, at 7:00 p.m. in the Council Chambers. The Pledge of Allegiance was recited. Members present were Mayor Lawrence, Council Members Senn, Everett, and Crandall. Member Schwinghammer was absent. Members of the public, staff, and guests were also present.
  
- 2. Oaths of Office**
  - Mayor Lawrence and Members Crandall, Senn, and Everett were sworn in by Administrator Smythe.
  
- 3. Approval of Agenda**
  - Smythe asked for two additions to the Consent Agenda, 1) Resolution 2025-05, Approving Step Increase, and 2) Claims payment to Northland Securities for \$550.00.
  - **MOTION** by Crandall to approve Agenda with two additions to the Consent Agenda, seconded by Senn, all voted aye. **MOTION CARRIED 4-0.**
  
- 4. Wright County Sheriff's Report**
  - Deputy Marschel reported that a speeder was stopped on Main Street going 43 mph in a 30 mph zone. He also noted that their office has executed some warrants in town and had addressed some drug activity.
  - Member Crandall noted that there were people hanging out under the Mississippi River bridge, which is private property. Deputy Marschel stated they do check that area but would continue to keep an eye out.
  - Smythe asked if deputies could assist with parking enforcement after snowfall, as the city is working on a new contract for towing vehicles and doesn't have one in place currently.
  
- 5. Public Forum**
  - None.
  
- 6. Consent Agenda**
  - a. **Claims/Accounts Payable in the Amount of \$ 313,540.22 + \$ 550.00 = \$ 314,090.22**
  - b. **Approval of Minutes from 12-09-2024 Regular City Council Meeting**
  - c. **Res 2025-02 – Pre-authorization of Claims Payments**
  - d. **Res 2025-03 – Accepting Donation for Library**
  - e. **Accepting LMC Dividend**
  - f. **Res 2025-05 – Approving Step Increase**
  - **MOTION** by Everett to approve Consent Agenda as presented, seconded by Senn, all voted aye. **MOTION CARRIED 4-0.**
  
- 7. Old Business**
  - a. **Authorization for Council Members to Attend LMC Training**
    - Mayor Lawrence explained the training offered by the League of Minnesota Cities (LMC) for city council members. Members Crandall and Everett expressed interest in attending sessions in Plymouth. Both stated they would not need lodging but would drive down.

- **MOTION** by Lawrence authorizing two Members to attend training at a cost of approximately \$700, seconded by Crandall, all voted aye. **MOTION CARRIED 4-0.**
- b. Authorization for Council Members to Attend LMC Day at the Capitol**
  - Mayor Lawrence outlined the activities from past events and the benefits to the city of attending. Mayor Lawrence and Members Crandall and Everett expressed interest in attending. Mayor Lawrence stated she would like to cover Member Schwinghammer as well in case he wants to attend.
  - **MOTION** by Lawrence to send up to four Council Members to the LMC Day at the Capitol, seconded by Everett, all voted aye. **MOTION CARRIED 4-0.**

## 8. New Business

### a. Res 2025-01 – Approving Annual Appointments

- Mayor Lawrence gave an overview of the proposed appointments.
- Member Senn volunteered to fill the second EDA Council Liaison seat.
- Mayor Lawrence explained that there were two applicants for a single Planning Commission seat. One applicant is Mary Thomes, who was appointed to fill a previous vacancy, and the second is former Council Member Luhmann. Mayor Lawrence would like to leave Ms. Thomes on the Planning Commission to help encourage more board applicants to step up when there are vacancies. She is hoping that Ms. Luhmann will agree to accept one of the vacant Park Commission seats.
- **MOTION** by Lawrence to approve Resolution 2025-01 with the addition of Member Senn on the EDA, seconded by Crandall, all voted aye. **MOTION CARRIED 4-0.**

### b. Res 2025-04 – Approving Signatories for Municipal Accounts

- Smythe explained the need to update bank signers due to changes on the City Council and among the city staff. The city generally has two Council Members and two staff as signers.
- **MOTION** by Lawrence to approve Resolution 2025-04, seconded by Crandall, all voted aye. **MOTION CARRIED 4-0.**

## 9. Committee Reports

### a. Mayor and Council

- Mayor Lawrence reported that two people contacted her to praise the condition of the rink at El Dorado Park. Good job by the Public Works staff.
- Mayor Lawrence asked to add a discussion about the Huber property to a future meeting. Smythe suggested a goal setting workshop.
- Mayor Lawrence stated that WCMA met in December in Cokato. It was a nice meeting with some speakers from the state and a chance to wish farewell to departing mayors.

### b. Boards

- EDA – Held their business social in December. It was well-attended and was a good opportunity to meet face to face with business leaders. Next meeting is January 21, 2025.
- Sewer Authority – Did not meet, next meeting is January 16, 2025.
- Fire Relief Association Board – Fire Relief annual meeting is January 22, 2025.
- Planning Commission – Did not meet.
- Park Commission –
  - Met and reviewed a pavilion proposal for El Dorado Park that came from the rugby team. They would like to partner with the city on a project.
  - Reviewed the splash pad options from two vendors. Have some questions for both vendors and are awaiting feedback from the Splash Pad Design Committee.

**c. Staff**

- Administrator Smythe reported:
  - o That the city was approved for a TED grant of \$850,000 for the TH 24 Corridor Project.
  - o That issues with the new accounting system are nearly resolved and meetings are scheduled with the vendor.
  - o City of Clear Lake has hired staff and are working through their backlog, including some of our requests for the sewer plant.
  - o City staff are working on year-end reports and audit.
  - o Noted that staffer Kimberlie Gramsey has some nice concepts for the El Dorado Park sign that the Council may want to consider for all of the city's parks.
- Member Senn asked if the speed limit sign on County Road 75 near the MnDot Truck Station could be replaced.

**10. Other Business**

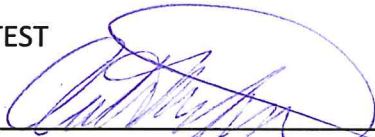
**a. Next Regular Meeting – February 10, 2025 at 7:00 p.m.**

- Next regular meeting date confirmed for February 10, 2025 at 7:00 p.m.

**11. Adjournment**

- **MOTION** to adjourn by Senn, seconded by Everett, all voted aye. **MOTION CARRIED 4-0.**
- Meeting adjourned at 7:40 p.m.

ATTEST



Annita M. Smythe, City Administrator

APPROVED



Andrea Lawrence Wheeler, Mayor