

**CLEARWATER CITY COUNCIL MEETING MINUTES**  
**REGULAR CITY COUNCIL MEETING**  
**MARCH 9, 2026**

**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, March 9, 2026, at 7:00 p.m. in the Council Chambers. The Pledge of Allegiance was recited. Members present were Mayor Lawrence, Council Members Schwinghammer, Crandall, Senn, and Everett. Also present were members of the public, staff, and guests.

**2. Approval of Agenda**

- **MOTION** by Senn to approve Agenda as presented, seconded by Crandall, all voted aye. **MOTION CARRIED.**

**3. Wright County Sheriff's Report**

- Deputy Mire gave the sheriff's report. He noted traffic stops, some check welfare activity, and a couple of DUIs in town.
- Member Crandall reported that there are several vehicles parking illegally overnight near the meat locker by the Mississippi River off of Main Street. There seems to be unhoused people camping there.
- Member Everett expressed a concern about deputies idling in the dealership parking lot across from the Kwik Trip exit, with their headlights creating a visibility issue for travelers exiting Kwik Trip. She asked if they could dim their lights while they are talking or shift their vehicle position so they don't interfere with motorists.
- Deputy Mire stated he would report these two concerns so they can be addressed.

**4. Public Forum**

**a. Update from County Commissioner Vetsch**

- Commissioner Darek Vetsch from Wright County provided an update on several topics of interest:
  - Provided a handout showing that Congressman Emmer had succeeded in securing \$3.7 million in federal funds for the CSAH 7 roundabout project, which is part of the T.H. 24 Corridor Project. This was the remaining gap funding needed to fully fund this cooperative project.
  - Discussed changes in state laws related to hunting, which will impact county regulations on use of shotguns and rifles in designated hunting areas.
  - Noted that the new recycling facility on County Road 37 is nearing completion and is expected to be open in June.
  - Reported that there is a new Health and Human Services Director at the county, as the interim Director has been appointed to fill the vacancy.

**b. Other**

- Kelly Doss introduced herself and stated that she is running as an independent for U.S. Congressional District 6.

**5. Consent Agenda**

- a. Claims/Accounts Payable in the Amount of \$ 216,680.46**
- b. Approval of Minutes from 02-09-2026 Regular City Council Meeting**
- c. Res 2026-10 – Approving Temporary Gambling Permit**
- d. Res 2026-11 – Approving Hire of Summer Seasonal Workers**
- e. Res 2026-12 – Appointing Park Commission Member**

**f. Res 2026-13 - Authorizing Disposal of Capital Asset**

- **MOTION** by Senn to approve Consent Agenda as presented, seconded by Everett, all voted aye. **MOTION CARRIED.**

**6. Old Business**

**a. Res 2026-14 – Authorizing Grant to Clearwater-Clear Lake Food Shelf**

- Members reviewed the reports from the food shelf, noting the increase in users and expenses.
- **MOTION** by Lawrence to authorize grant of \$6,000 to food shelf, seconded by Everett.
- **DISCUSSION** – Member Crandall suggested the amount be increased to \$8,000. He also suggested having a food drive with a box for food collection at city hall. Lawrence noted that the food shelf also accepts non-food items like toiletries, laundry soap, and shampoo.
- **AMENDMENT TO MOTION** by Lawrence to increase grant amount to \$8,000, seconded by Everett, all voted aye. **MOTION CARRIED.**
- Staff asked to have a box at city hall for collections and to promote the “food drive” on the city’s website, Facebook, and message board.

**b. Consider Bill Adjustment for 520 Maple Street**

- Members reviewed the usage history of the property, the overage amount, and discussed how the overage had occurred. Members recalled that a malfunctioning water softener was the cause of the high usage. Members concurred that the city does not normally give credits where it is private equipment that caused the overage, and noted that the extra water did go through the sewer system, requiring treatment.
- **MOTION** by Lawrence to decline request for a credit for 520 Maple Street, seconded by Crandall, all voted aye. **MOTION CARRIED.**

**c. Consider Demolition Quotes for 430 Main Street**

- Smythe explained that all of the expected quotes had not come in yet, so recommended tabling this item until next month.
- **MOTION TO TABLE** by Lawrence, seconded by Schwinghammer, all voted aye. **MOTION CARRIED.**

**d. Res 2026-15 – Appointing Member to I94 Corridor Coalition**

- **MOTION** by Crandall to approve Resolution 2026-15 and appoint Smythe as the city’s representative, seconded by Everett, all voted aye. **MOTION CARRIED.**

**7. New Business**

**a. Res 2026-16 – Approving Agreement for T.H. 24 Improvements**

- Smythe gave a brief overview of the agreement, noting the city’s estimated cost share of \$363,922.38, and stating that the city attorney had reviewed the agreement and did not have any objections.
- **MOTION** by Lawrence to approve Resolution 2026-16, seconded by Schwinghammer, all voted aye. **MOTION CARRIED.**

**b. Consider Gate Valve Quotes**

- **MOTION** by Crandall to accept quote from Molitor Excavating for \$16,110, seconded by Schwinghammer, all voted aye. **MOTION CARRIED.**

**c. Consider Splash Pad Quotes**

- **MOTION** by Everett to accept quote from J&S Excavating for \$43,157, seconded by Senn, all voted aye. **MOTION CARRIED.**

**d. Consider Renewal of Mosquito Contract**

- Smythe explained that the company representative was unable to attend and asked for this item to be tabled until April.
- **MOTION TO TABLE** by Crandall, seconded by Lawrence, all voted aye. **MOTION CARRIED.**

**e. Fee Waiver – Rental**

- **MOTION** by Lawrence to waive rental fee of \$107.88 due to overbooking error, seconded by Schwinghammer, all voted aye. **MOTION CARRIED.**
- f. **Res 2026-17 – Approving Hire of Public Works Maintenance Worker**
  - Smythe explained that the city had received 18 applications and interviewed 5 well-qualified candidates, each with different strengths. The staff’s proposed candidate came with a strong recommendation from the Fire Chief for his work on the city’s fire department.
  - **MOTION** by Crandall to approve Resolution 2026-17, seconded by Senn, all voted aye. **MOTION CARRIED.**
- g. **Schedule Planning Workshop**
  - Project Planning Workshop scheduled for March 16, 2026 for 6:30-8:00 p.m.

## 8. Committee Reports

### a. Mayor and Council

- Mayor Lawrence noted the Wright County Mayors’ Association meeting is March 18 in Delano. Crandall also plans to attend. Everett would like to attend, will check her schedule and let Lawrence know.
- Lawrence, Crandall, Everett, and Smythe will attend the League of Minnesota Cities (LMC) Day at the Capitol on March 11, 2026. Members asked Smythe to bring the latest layout data from MnDot on the CSAH 75 roundabout proposal.

### b. Boards

- Sewer Authority – Did not meet.
- Fire Commission – Crandall reported that the meeting went well overall. A second meeting is planned for April 28, 2026 to further discuss the contract renewal.
- Planning Commission – Met and considered some ordinance amendments. Smythe explained that the Planning Commissioners did not believe an amendment to the accessory ordinance was warranted. She also noted that it would be a lot of work to amend due to how many places it appears in the Zoning Code. Members would like staff to continue working on a draft to cleanup the ordinance and amend the accessory section as a 2027 goal. In the meantime, the applicant could apply for a Conditional Use Permit under the current code or could make other changes to comply.
- EDA – Meets next week.
- Fire Relief Board – Has a meeting March 25, 2026.
- Park Commission
  - Member Senn outlined the proposal from the ball team to pay off their portion of the shed at Sportman’s Park with a monthly payment schedule. They agreed to pay \$250 month and would like city staff to send monthly invoices.
    - **MOTION** by Lawrence to accept proposal, seconded by Schwinghammer, all voted aye. **MOTION CARRIED.**
    - Lawrence noted that she prefers payment up front from the ball team on any future projects.
  - Splash pad is on track for spring construction.
  - Dan Franklin from the rugby team spoke to Park Commission about proposed pavilion. Members will discuss further at upcoming workshop.
  - Showed the proposed concept plans for Depot Park that include a scenic overlook area. Park Commissioner Plaggerman had also suggested a replica caboose.

### c. Staff

- Smythe reported on the following:
  - Noted the annual library report in the materials and that there is a new branch manager, Tera Fogal.

- Discussed concerns about trail users parking along Franklin Road on the curve near Riverside Park. This is causing a safety concern for some residents in the area. Trail users should be parking in Sportsman’s or Riverside Parks. Members favored making this area no parking. Staff will draft an ordinance.
- City staff have completed the sewer authority and city audits and are wrapping up materials for the forensic audit for the sewer authority.
- Gave an update about John Schmidt being out of the office temporarily.

**9. Other Business**

- a. **Next Regular Meeting – March 9, 2026 at 7:00 p.m.**
- b. **Workshop – Tentative for March 23, 2026 at 6:00 p.m.**
  - Next regular meeting date/time confirmed.
  - Workshop meeting will be March 16, 2026 at 6:30 p.m.

**10. Adjournment**

- **MOTION** to adjourn by Lawrence, seconded by Senn, all voted aye. **MOTION CARRIED.**
- Meeting adjourned at 8:06 p.m.

ATTEST

APPROVED

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Annita M. Smythe, City Administrator

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Andra Lawrence Wheeler, Mayor