

**CLEARWATER CITY COUNCIL MEETING MINUTES
REGULAR CITY COUNCIL MEETING
MARCH 10, 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, March 10, 2025, at 7:00 p.m. in the Council Chambers. The Pledge of Allegiance was recited. Members present were Mayor Lawrence, Council Members Senn, Schwinghammer, Crandall and Everett. Also present were members of the public, staff, and guests.

- 2. Approval of Agenda**
 - **MOTION** by Crandall to approve Agenda as presented, seconded by Schwinghammer, all voted aye. **MOTION CARRIED.**

- 3. Wright County Sheriff's Report**
 - Deputy Marschel gave an overview of the sheriff's report, noting some recent drug/DUI arrests in the area. Members did not have any questions.

- 4. Public Forum**
 - Mike Jacobs from the Clearwater Lions Club gave an overview of the building areas that the Lions would like to continue using, following the exit of the food shelf. Staff had walked through the facility with Lions Club members. City Council Members did not express any objections. Staff will bring an updated user agreement for the next meeting.

- 5. Consent Agenda**
 - a. **Claims/Accounts Payable in the Amount of \$ 215,722.30**
 - b. **Approval of Minutes from 02-10-2025 Regular City Council Meeting**
 - c. **Approval of Minutes from 02-24-2025 Special Workshop Meeting #1**
 - d. **Approval of Minutes from 02-24-2025 Special Workshop Meeting #2**
 - e. **Res 2025-11 – Accepting Donation from Clearwater American Legion**
 - f. **Res 2025-12 – Approving Temporary Gambling Permit**
 - g. **2024 Year-end Report**
 - Smythe clarified that the donation from the American Legion is from the Sons of the Legion.
 - **MOTION** by Schwinghammer to approve Consent Agenda as presented, noting the clarification, seconded by Senn, all voted aye. **MOTION CARRIED.**

- 6. Old Business**
 - a. **T.H. 24 Corridor Project Update**
 - Smythe gave an overview of the responses from MnDot to Members questions from the workshop meeting.
 - Members discussed the feedback and options. Given the lack of funding, Phase 2 does not seem to be moving ahead.
 - Members agreed that there needed to be a plan before funding pursuits will be successful. Members' consensus was to think about options and consider MnDot's feedback, then schedule a follow-up workshop in a couple of months.

- 7. New Business**
 - a. **Fire Chief Annual Report and Approval of Officers**

- Smythe gave an overview of the Fire Chief’s Annual Report, as Chief Keller is not available. Members did not have any questions.
- **MOTION** by Lawrence to approve the 2025 fire department officers, seconded by Senn, all voted aye. **MOTION CARRIED.**
- b. Ord 2025-02 – Amending Lawful Gambling Ordinance**
 - Smythe explained the background of the requested ordinance amendment and the reporting requirements.
 - **MOTION** by Lawrence to approve Ordinance 2025-02 – Amending Lawful Gambling Ordinance, seconded by Senn, all voted aye. **MOTION CARRIED.**
- c. Consider Lighting Quotes**
 - Smythe handed out and explained the updated lighting quote, along with the rebate program from Xcel Energy. This project would upgrade lighting at the Public Works garage.
 - **MOTION** by Senn to approve the lighting upgrades for public works per the updated quote from Xcel Energy, seconded by Schwinghammer, all voted aye. **MOTION CARRIED.**

8. Committee Reports

a. Mayor and Council

- Mayor Lawrence noted that the Wright County Mayor’s Association (WCMA) meets next Wednesday and asked if any other Members would like to attend. None are able.
- Mayor Lawrence reported that the Day at the Capitol was successful, meetings with legislators went well, focused on the T.H. 24 Corridor Project and funding needs.
- Member Crandall stated that the LMC training was very good, with discussion focused on working with different generations of people.
- Member Everett stated the newly elected official training was also good information.
- Mayor Lawrence reminded Members that the LMC Annual Conference is coming up in June.

b. Boards

- Fire Commission – Met, went well. Beginning new contract discussions.
- Fire Relief Association Board – Did not meet.
- Sewer Authority – Meets next Thursday.
- Planning Commission – Meets next Monday.
- EDA – Meets next Tuesday.
- Park Commission – Met and discussed the following:
 - Rugby team’s proposed pavilion. Members asked the team to provide more information.
 - Signage proposal for El Dorado Park. Members recommended purchasing two vertical style signs with tree design.
 - **MOTION** by Lawrence to approve park sign purchase in accordance with the Park Commission recommendation, seconded by Everett, all voted aye. **MOTION CARRIED.**
 - Splash Pad design options. Members recommended proceeding with design option #2 from Flagship.
 - **MOTION** by Lawrence to approve purchase of splash pad equipment Flagship option #2 per the recommendation of Park Commission and authorize public bids for the installation, seconded by Schwinghammer, all voted aye. **MOTION CARRIED.**
 - Member Senn plans to follow-up with ball team on ballfield projects still in progress.

c. Staff

- Kannas asked Members about their preferences for street lighting for the T.H. 24 project. Members outlined priorities and desire to be able to add holiday lighting and flags. There is also a desire to

color-coordinate with city logo colors. If cost is an issue, Members prefer decorative lighting on bridge, with standard lighting in other areas. Kannas will check into the options and costs.

- Smythe reported on the following:
 - o The farmer's market group is holding a fundraiser at the American Legion on April 5.
 - o Vortex Cold Storage held a ribbon-cutting ceremony. Mayor Lawrence, Member Crandall, and Administrator Smythe were in attendance.
 - o Staff have a question about how to handle base utility fees following emergencies, as there was a recent house fire. Members were willing to consider suspension of these fees in certain circumstances and asked staff to bring a draft policy to the next meeting.
 - o The city's audit is almost completed.
 - o New staff are working well together, and things are returning to normal at city hall following the months of accounting conversion issues.
 - o There are a couple of possible commercial developments in the pipeline.

9. Other Business

a. Next Regular Meeting – April 14, 2025 at 7:00 p.m.

- Next regular meeting date confirmed for April 14, 2025 at 7:00 p.m.
- Member Senn stated that the April meeting will be her last, as she is resigning from the City Council. She would like to remain on Boards and Commissions.

10. Adjournment

- **MOTION** to adjourn by Schwinghammer, seconded by Everett, all voted aye. **MOTION CARRIED.**
- Meeting adjourned at 8:17 p.m.

ATTEST



Annita M. Smythe, City Administrator

APPROVED



Andrea Lawrence Wheeler, Mayor