

**CLEARWATER CITY COUNCIL MEETING MINUTES
REGULAR CITY COUNCIL MEETING
APRIL 10, 2023**

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, April 10, 2023, at 7:03 p.m. in the Council Chambers. The Pledge of Allegiance was recited. Members present were Mayor Lawrence, Council Members Luhmann, Winkelman, Schwinghammer, and Vazquez. Also present were members of the public, staff, and guests.

2. Approval of Agenda

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

3. Wright County Sheriff's Report

a. Annual Report – Sheriff Deringer

- Sheriff Deringer introduced Lt. Wirkkula, who gave an overview of the annual report.
- The majority of crime calls in Clearwater are for reports of theft. The sheriff's department also responds to a significant number of medical calls. Overall, calls for service for major crimes are still low in Clearwater.
- Members had questions about gas drive-offs and the bank robbery at American Heritage Bank. Sheriff Deringer outlined the new process for gas drive-offs, which requires retailers to pursue most on their own, as they are primarily accidental. Deputies still pursue those that appear to be deliberate theft. Sheriff Deringer also updated that the bank robbery suspect was apprehended through cooperative efforts by multiple agencies.
- Sheriff Deringer next explained the severe staffing shortages in the industry and efforts being taken to try to address these. He noted that there will be cost increases involved and stated that their office would be scheduling a meeting with mayors and administrators to discuss in more detail.
- He also noted that Clearwater's close proximity to I94 generates calls to businesses. As Clearwater's commercial base grows, more calls are being generated. He recommends that Clearwater consider adding hours in the next couple of years.

4. Public Forum

- None.

5. Consent Agenda

- a. Claims/Accounts Payable in the Amount of \$ 139,689.22**
- b. Approval of Minutes from 03-13-2023 Regular City Council Meeting**
- c. Approval of Minutes from 03-29-2023 Special City Council Workshop Meeting**
- d. Res 2023-18 – Approving Temporary Gambling Permit – Ducks Unlimited**
- e. Res 2023-19 – Approving Temporary 3.2 Liquor License – Clearwater River Cats**
- f. Res 2023-20 – Accepting Grant Navigator Funding**
- g. Accepting Resignation of Public Works Employee James Kirchenbauer**
- h. Res 2023-21 – Approving Hire of Public Works Maintenance Worker I**
- i. Consider Amendment to EDA By-laws**
- **MOTION** by Luhmann to approve Consent Agenda as presented, seconded by Winkelman, all voted aye. **MOTION CARRIED.**

6. Old Business

a. Ord 2023-03 – Planning Commission

- This item and item 6(b) were discussed together.
- Administrator Smythe gave an overview of the proposed changes requested by the City Council. She explained that staff made additional formatting changes so the two ordinances had better consistency.
- Smythe also explained the comments from the City Attorney, suggesting that it be made clear in the ordinance when residency changes would be effective if a non-resident is appointed. Member Winkelman stated he would like the code to require residency. Member Vazquez suggested that once appointed, members should be allowed to finish their term. Mayor Lawrence explained that non-residents were appointed in the past due to a lack of resident applicants and raised concerns about this happening again in the future. Members stated that for future appointments, they would like to review all applications received. There was further discussion of the City Attorney's recommendation.
- **MOTION TO TABLE** was made by Lawrence so staff could add language that residency would be considered at initial appointment or upon a vacancy, seconded by Schwinghammer, all voted aye. **MOTION CARRIED.**

b. Ord 2023-04 – Park Commission

- **MOTION TO TABLE** was made by Lawrence so staff could add language that residency would be considered at initial appointment or upon a vacancy, seconded by Luhmann, all voted aye. **MOTION CARRIED.**

c. Community Center Discussion

- Smythe explained that following the workshop, staff required clarification of items related to the Community Center project.
- **MOTION** by Schwinghammer to table the Community Center project long-term, seconded by Lawrence, all voted aye. **MOTION CARRIED.**
- **MOTION** by Luhmann to continue to pursue the purchase of the property along Huber Ave, seconded by Vazquez, all voted aye. **MOTION CARRIED.**
- **MOTION** by Schwinghammer to pursue extension of the Local Option Sales Tax with the same basic language it has now, but with the additions of the Veterans Memorial Park and Trail System, seconded by Vazquez, all voted aye. **MOTION CARRIED.**

7. New Business

a. Res 2023-22 – Certifying Lien for Unpaid Charges

- **MOTION** by Lawrence to approve Resolution 2023-22, seconded by Luhmann, all voted aye. **MOTION CARRIED.**

b. Authorize Posting – Part Time Accounting Clerk

- **MOTION** by Lawrence approving posting of Accounting Clerk position per the staff recommendation, seconded by Luhmann, all voted aye. **MOTION CARRIED.**

c. Consider Mosquito Contract Renewal

- Smythe explained that the city had received the proposed contract renewal for the mosquito spraying. It includes a one-year or three-year renewal option.
- Member Luhmann stated it is not worth the cost and that residents can spray their own properties if they wish, eliminating chemicals from those that don't.
- Member Vazquez asked if the costs were included in the levy. Staff explained that it is billed on utility bills and is not in the levy. He noted it is less expensive for the city to spray than for residents to spray on their own.

- **MOTION** by Schwinghammer to renew the mosquito spray contract for a three-year term, seconded by Winkelman. Voting aye – Schwinghammer, Winkelman, Vazquez. Voting nay – Lawrence, Luhmann. **MOTION CARRIED 3-2.**
- d. Consider Earth Day/Mississippi River Cleanup Project**
 - Members discussed proposed Earth Day events. Following discussion, Members authorized staff to pursue hosting an event, including the ordering of trash receptacles and advertising. The city will focus on cleaning up the city parks.
- e. Schedule Workshop Meeting – Future Utility Extensions**
 - Workshop to discuss utility extensions scheduled for May 22, 2023 at 6:00 p.m.
- f. Consider Quotes for Street Patching/Public Works Entrance/Lions Park**
 - Smythe explained the quotes and the proposed projects.
 - **MOTION** by Lawrence to accept low quotes from Diversified Paving for the street patching and Public Works entrance, seconded by Winkelman, all voted aye. **MOTION CARRIED.**
 - **MOTION** by Lawrence to accept the low quote from Diversified Paving for the Lions Park parking lot, seconded by Schwinghammer, all voted aye. **MOTION CARRIED.**
- g. Authorization to Purchase Truck**
 - Smythe explained that this item was in the budget for last year and delayed due to a lack of vehicles available under state bid. The current quote is state bid and has an expected lead time of 6-12 months.
 - **MOTION** by Lawrence to authorize purchase of truck per the state bid quote, seconded by Winkelman, all voted aye. **MOTION CARRIED.**

8. Committee Reports

a. Mayor and Council

- Mayor Lawrence asked if there are any bulletin boards in the city's parks. Staff replied that there were none.

b. Boards

- EDA – Member Schwinghammer reported that the EDA is working on updating the last housing study. They are also continuing work on signage. Mayor Lawrence stated she will be unable to attend the meeting on April 18, 2023.
- Park Commission
 - Members heard a report from the Veterans Park committee. Orders have been submitted for flagpoles and benches. Committee members are still discussing the monument plans.
 - Members recommended approval of the low irrigation quote for El Dorado Park. **MOTION** by Lawrence accepting the low irrigation quote from Traut Companies per the Park Commission recommendation, seconded by Luhmann, all voted aye. **MOTION CARRIED.**
 - Members recommended having the City Engineer provide price quotes for the trail connections proposed to connect the I94 bridge to the County Road 75 trail and to El Dorado Park. **MOTION** by Lawrence to authorize the City Engineer to produce a cost estimate for trail connections per the Park Commission recommendation, and including the trail around El Dorado Park with lighting, seconded by Vazquez, all voted aye. **MOTION CARRIED.**
- Planning Commission – Planning Commission is considering a new solar ordinance. A draft is currently being reviewed by the city attorney.
- Sewer Authority – The Sewer Authority Board held a special meeting to address a question related to the new hire. The next regular meeting is April 20, 2023.

c. Staff

- Smythe reported that scheduling is in progress to meet with Bryan Kelly regarding his code enforcement issues.
- Smythe reported that the court date for the Scott Pesola code enforcement case was pushed out to May 3, 2023.
- Smythe updated that the city has received the LMC Grant Navigator award to help locate other grants for the T.H. 24 Corridor Project. Congressman Emmer has also agreed to move our grant application for this project ahead to the appropriations committee.
- Johnson reported that clean-up day has been scheduled for September 30, 2023 from 8 – 11 a.m.
- Johnson reported that the city’s waste hauler, Republic Services, has now provided a phone number that residents can use to report a missed pick-up.

9. Other Business

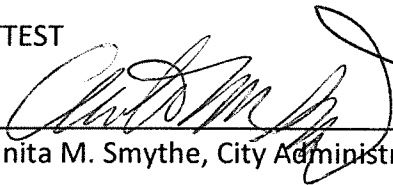
- a. **Next Regular Meeting – May 8, 2023 at 7:00 p.m.**
- b. **Special Workshop Meeting – May 22, 2023 at 6:00 p.m.**

- Next meeting dates were confirmed.

10. Adjournment


- **MOTION** to adjourn by Winkelman, seconded by Luhmann, all voted aye. **MOTION CARRIED.**
- Meeting adjourned at 8:55 p.m.

ATTEST



Annita M. Smythe, City Administrator

APPROVED



Andrea Lawrence Wheeler, Mayor