

**CLEARWATER CITY COUNCIL MEETING MINUTES
REGULAR CITY COUNCIL MEETING
JULY 13, 2020**

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

- Mayor Lawrence called the Clearwater City Council to order Monday, July 13, 2020 at 7:00 p.m. via Zoom Web Conference. Members present were Mayor Lawrence, Council Members Scott, Crandall, and Kruchten. Member Petty arrived at 7:18 p.m. Also present were members of the Public, Staff and Press.

2. Approval of Agenda

- **MOTION** by Scott to approve the agenda, seconded by Kruchten, all voted aye. **MOTION CARRIED.**

3. Wright County Sheriff's Report

- No report as the sheriff's office gave a report at the special meeting on June 29, 2020.

4. Public Forum

a. Code Enforcement Hearing – 605 Main Street

- Hearing cancelled, as the majority of the property has been cleaned up since the agenda was released. Property owner Susan stated remaining items would be removed soon. Council directed Susan to continue working with the City Administrator to close this out.

b. Library Annual Report – Shelly Kuelbs

- Librarian Kuelbs provided a summary overview of library activities to date along with an explanation of how the library has been handling the COVID-19 shut-downs. The library has worked to stay open for appointments to support distance learning and has also offered curbside pick-up to support other requests.

5. Consent Agenda

a. Claims/Accounts Payable in the Amount of \$626,686.71

b. Approval of Minutes from 06-08-2020 Regular City Council Meeting

c. Approval of Minutes from 06-29-2020 Special City Council Meeting

d. Res 2020-42 – Accepting Donation to Fire Department

e. Res 2020-43 – Approving Change of Official Newspaper

f. Res 2020-44 – Authorizing Acceptance of COVID-19 Relief Funds

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

6. Old Business

a. Res 2020-45 – Extending COVID-19 Emergency Order

- **MOTION** by Scott to approve Resolution 2020-45 extending Emergency Order, seconded by Crandall, all voted aye. **MOTION CARRIED.**

- *Member Petty joined the meeting at 7:18 p.m.*

b. El Dorado Concrete

- Smythe explained that she had met onsite with Public Works Supervisor Schmidt and City Engineer Kannas to evaluate the concrete. The condition has continued to worsen. Staff are no longer convinced the proposed repair from last spring will work. We have attempted to set up a meeting with the contractor but have not been able to connect.
- Member Petty wanted to know if the contractor had insurance or any guarantees on the work. Kannas thought it was unlikely.
- Members agreed the end product is not acceptable for our dual purpose of a basketball court and hockey rink. Petty stated we are not the concrete experts, so we don't know who is at fault. He prefers to try to mediate the dispute unless the contractor is willing to replace the concrete.
- **MOTION** by Petty to send letter to contractor stating product not acceptable, asking for replacement or a refund, and offering to mediate through a neutral mediator if there is no agreement, seconded by Crandall, all voted aye. **MOTION CARRIED.**

c. Fire Contract Discussion

- Smythe explained that the city is getting a lot of questions related to the various write-ups in the paper pertaining to township comments on the fire contract negotiations. Smythe thinks it might be beneficial to tell the city's side of the negotiations. Smythe drafted a proposed press release for the Council to consider. The suggestion is to put it on the city's Facebook page and release it to the local newspaper.
- Overall Council consensus was favorable. Some minor edits were suggested. Smythe was directed to work with Mayor Lawrence on a final draft and release it to the paper and Facebook.
- Smythe also expressed concern about our ability to prepare our budget and levy without a contract for 2021. Our levy deadline is September. Council directed Smythe to send a letter to the townships asking for a contract decision by August 20, 2020, so we have sufficient time to adjust our budget as needed.

– *Member Petty left the meeting at 8:00 p.m.*

7. New Business

a. Appoint Council Member Crandall to County EDA Advisory Group

- **MOTION** by Lawrence to approve appointment, seconded by Kruchten, all voted aye. **MOTION CARRIED.**

– *Member Petty returned to the meeting at 8:09 p.m.*

b. Approve Assignment of Development Agreement

- **MOTION** by Lawrence to approve, seconded by Crandall, all voted aye. **MOTION CARRIED.**

8. Committee Reports

a. Mayor and Council

- None.

b. Boards

- Members Petty and Scott explained that the Park Commission is recommending approval of \$4,000 for boulders to be placed around the driveway area at Riverside Park, which would replace the existing fencing.
- **MOTION** by Petty to approve \$4,000 for purchase of boulders, seconded by Crandall, all voted aye. **MOTION CARRIED.**

c. Staff

- Smythe reported that there are two new reports in the Council’s agenda as requested at a previous meeting. Smythe also reported in response to earlier questions that the street sweeping is contracted out and is done once a year. The cost to rent a sweeper exceeds the cost to contract it out. Smythe also provided an update on staffing – the Accountant position has been posted and some applications are trickling in.

i. Building Permit Summary Report

- No comments.

i. Park Project Status Report

- Member Petty stated it would be nice to have more specific deadlines because the Council may choose to contract out some work if staff won’t be able to get to it as quickly as Council had desired. Smythe explained that things like weather, delivery dates, delay in getting responses from others can sometimes delay projects, and these things are outside of the staff’s control. In addition, Council approval is needed to contract things out, which can add to the timeline. Contractors are also very busy in the summer months, so contracting projects out can delay things, too.

9. Other Business

a. Next Meeting Date

- Special meeting scheduled for July 27, 2020 at 7:00 p.m.

b. Reschedule EDA Meeting from July 8, 2020 – Cancelled Due to Lack of Quorum

- EDA Meeting rescheduled for July 22, 2020 at 8:00 a.m. via Zoom.

10. Adjournment

- **MOTION** to adjourn by Scott, seconded by Kruchten, all voted aye. **MOTION CARRIED.**
- Meeting adjourned at 8:24 p.m.

ATTEST



Annita M. Smythe, City Administrator

APPROVED



Andrea Lawrence, Mayor