

**MINUTES OF MEETING  
DELLWOOD CITY COUNCIL  
JUNE 9, 2020**

The regular monthly meeting of the Council of the City of Dellwood was held at City Hall, 111 Wildwood Road, Willernie, MN on June 9, 2020.

The meeting was held by way of teleconferencing as provided by Minnesota Statute 13D.021. The U.S. Health and Human Services Department, on January 30, 2020, declared a Public Health Emergency in response to COVID-19. On March 13 President Trump declared COVID-19 to be a National Emergency. On March 20, Minnesota Governor Walz issued an Executive Order which is effective through April 16, 2020. Mayor McGill has determined that an in-person meeting is not practical because of a health pandemic. Accordingly, no Members of the Council or City Staff were physically present at the regular meeting location. All Council Members were able to participate in the meeting, could hear each other and did discuss business which came before the Council. All votes were conducted by roll-call. Due Notice of the Meeting to be held by teleconference was duly given as required by law.

**Present:** Mayor Mike McGill, Councilpersons – Elsbeth Howe, Scott St. Martin, Brady Ramsay were present by telephone, as well as City Clerk Joanne Frane, Treasurer Brian Beich, City Planner Nate Sparks, and City Attorney Richard Copeland.

**Also Present:** Steve Wolgamot and Dennis Lindeke participated on behalf of the Lake Links Trail Association. Ben Roby participated in connection with the discussion of proposed changes to the City Website.

Councilperson Greg Boosalis did not participate in this meeting.

Mayor Mike McGill called the meeting to order at 5:30 p.m.

Mayor McGill noted that there were no persons who wished to participate in public comment.

Mayor McGill asked for approval of the Agenda. Mayor McGill noted that an item to be added to the Agenda, being a proposed Resolution addressing a COVID-19 Preparedness Plan to be adopted by the City. Upon motion by McGill, second by St. Martin, the Agenda for this meeting was approved as submitted with the added Resolution as noted above, and the following votes were taken:

McGill:	Aye
Howe:	Aye
Ramsay	Aye
St. Martin	Aye

**Minutes:** Mayor McGill asked for approval of the Minutes of the May Council meeting. Upon motion by McGill, second by Ramsay, the Council approved the Minutes as submitted. McGill, Ramsay, St. Martin, and Howe all voted in favor of the motion.

**Discussion on the City Website:** Ben Roby of Meta Finity reviewed his company's bid and the scope of the work, product and services to be provided should it be awarded the job. Also discussed were the bids submitted by others, including GovOffice, CIVIC Plus and Revize.

After lengthy discussions of the various options available to the City, the Councilpersons elected to table the matter to the July Council meeting in order to obtain and review additional information. All Councilpersons expressed that they had many unanswered questions and needed more input before making a decision. McGill, St. Martin, Howe and Ramsay all consented to this matter being tabled and to be further discussed at the July Council meeting.

**Discussion on Changes to Highway 244:** Steve Wolgamot and Dennis Lindeke spoke on behalf of the Lake Links Trail Association, and described the proposal to create narrower driving lanes and a continuous no passing zone on Highway 244 through Dellwood. Wolgamot had distributed material citing authorities for the benefits to the City by reason of such changes. The idea is to reduce lane widths on Highway 244 to 10.5 or 11 feet for safety purposes. They are currently 12 feet in width. Authorities cited claim that narrower lane widths result in slower speeds. St. Martin stated that the City Council should open up dialog with the residents and the private Club on this matter, and also with the City of Mahtomedi.

Wolgamot noted that Highway 244 is on the turn back list of MNDOT. Washington County does not want the ownership of this road. Ramsay stated that if Mahtomedi accepts the transfer of the road from the State, Dellwood would likely have to do so also.

Wolgamot offered to put together additional data which could be communicated to the residents. Nate Sparks stated that Greg Boosalis and Brady Ramsay should discuss these issues with the City Engineer, Cara Geheren.

**10 High Point Road Easement:** Mr. Copeland explained that this property is being sold and the title company has asked the City to vacate or abandon a public drainage easement which was created on the Plat of Meadow Ridge Estate. This easement straddles the common property line between Lots 3 and 4 of Block 5. The City approved a Building Permit years ago for a residential dwelling to be built on said Lots 3 and 4, Block 5, as one building site. The home currently sits on the common property line between Lots 3 and 4, and straddles the easement in question. Mr. Copeland stated that the easement serves no purpose and is of no benefit to the public, and constitutes a defect on the title to Lots 3 and 4. Nate Sparks stated that the city should hold a public hearing for the purpose of considering the vacation of this easement. Everyone agreed that it is unlikely that any person would object, and that the public hearing could be held at the July Council meeting after the required notice is published.

This matter was continued to the July 14<sup>th</sup> Council meeting for public hearing and Vacation Resolution.

**Temporary Liquor License for White Bear Lake Rotary Club:** Mr. Copeland noted that the Application is in proper order and that the Applicant has stated to him that an up to date liability insurance certificate will be delivered to the City within 2 weeks. Upon Motion by McGill, second by Ramsay, the Council resolved to approve the insurance of a Temporary Liquor License to the White Bear Lake Rotary Club for a raffle event to be held at Pine Tree Apple Orchard on September 12, 2020, upon receipt by the City of proof of current liability insurance with the City of Dellwood named as an additional insured, and the following votes were taken:

McGill:	Aye
Howe:	Aye
Ramsay	Aye
St. Martin	Aye

**Temporary Gambling Permit for Burn Aid Foundation:** Mr. Copeland stated that this Organization has qualified for a Temporary Permit in the past few years and meets the qualifications for a Temporary Gambling Permit. Upon Motion by McGill, second by Ramsay, the Council approved issuance of a Temporary Gambling Permit on September 14, 2020 with no waiting period, and the following votes were taken:

McGill:	Aye
Howe:	Aye
Ramsay	Aye
St. Martin	Aye

**Changes to August Council Meeting Date:** The regular meeting date falls on the MN Primary Election day. Howe moved to change the date of the August Council meeting to Monday August 10, 2020. The change was approved, and the following votes were taken:

McGill:	Aye
Howe:	Aye
Ramsay	Aye
St. Martin	Aye

**COVID-19 Preparedness Plan:** Mr. Copeland explained that the League of Minnesota Cities has advised Dellwood that it should adopt a COVID-19 Preparedness Plan by June 29, 2020, in compliance with the Governor’s Executive Order of June 5, 2020. Dellwood is unable to formulate its final Plan until it receives input from the City of Willernie, which is the owner of the building in which Dellwood has its offices and holds its meetings. Further, the Department of Health and Labor of the State of Minnesota have been directed to promulgate additional guidelines for Cities to follow in implementing such Plans. The Willernie City Council meets June 17, 2020, at which time it is expected to adopt a Preparedness Plan which will necessarily affect the building at 111 Wildwood Road. Upon Motion by McGill, second by St. Martin, the Council adopted Resolution Number 2020-8, a copy of which is attached hereto, and the following votes were taken:

McGill:	Aye
Howe:	Aye
Ramsay	Aye
St. Martin	Aye

**May 2020 Claims and Receipts List:**

The Claims and Receipts List for the month of May 2020 was reviewed and discussed. Upon motion by Ramsay, second by McGill, the Claims and Receipts List for May 2020 was approved unanimously as submitted.

The following votes were taken:

McGill:	Aye
Howe:	Aye
Ramsay	Aye
St. Martin	Aye

**REPORTS:**

**Ramsay** –some trees in the road right of way on Highway 96 have been removed by MNDOT. Other trees on Evergreen Road will be removed from the street right of way.

**McGill** –reported on 2 remodeling permits, one for a garage and one for an addition to a home.

**Beich-** Brian reported a balance in the Money Market Account of \$441,839. He is looking into the question of whether the City has any exposure to possible loss over and above the \$250,000 protection afforded by FDIC.

There being no further business, Ramsay moved to adjourn, duly seconded. The Council Members voted unanimously by roll-call to adjourn the meeting.

and the following votes were taken:

McGill:	Aye
Howe:	Aye
Ramsay	Aye
St. Martin	Aye

The meeting was adjourned at 7:27 p.m.

Respectfully submitted,

Joanne Frane  
Dellwood City Clerk / Administrator