

**MINUTES OF MEETING  
DELLWOOD CITY COUNCIL  
MARCH 8, 2022**

The regular monthly meeting of the Council of the City of Dellwood was held at City Hall, 111 Wildwood Road, Willernie, MN on March 8, 2022.

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, 2020 President Trump declared COVID-19 to be a National Emergency. On March 20, 2020 Minnesota Governor Walz issued an Executive Order which is effective through September, 2021. 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 – Brady Ramsay and Greg Boosalis were present. Scott St. Martin and Deb Christopherson were absent.

Also present were City Clerk Joanne Frane, Treasurer Brian Beich, Ken Johnson, City Attorney Richard Copeland and City Planner Nate Sparks. Planning Commission Chairman Lin Lindbeck was present. Also present – Lake Links Trail Association Officers Mike Brooks and John Carr.

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

**Public Comment** – There were no persons present for public comment. Mayor McGill noted the passing of Frank Pazlar, former City Council Member, services were held at St. Mary’s of the Lake on Friday March 11<sup>th</sup>.

**Agenda:** On motion by Ramsay, second by Boosalis, the Agenda for the meeting was approved as submitted.

The following votes were taken:

McGill	Aye
Ramsay	Aye
Boosalis	Aye

Minutes of the February City Council Meeting were reviewed. A typo appearing on page 3 stating that City Engineer Cara Geheren is not recommending that they not continue with crack filling of City Streets was clarified to state that Cara is recommending that the City continue with crack sealing, but not further seal coating at this time. Upon motion by McGill, seconded by Ramsay, the Minutes of the February 8, 2022 City Council meeting were approved as submitted with the foregoing change.

The following votes were taken:

McGill	Aye
Ramsay	Aye
Boosalis	Aye

**KEJ Road Contract Renewal:** Mr. Copeland noted that the Insurance Certificate attached to the proposed Renewal Contract does not comply with the requirements of the insurance coverage required by the Contract with KEJ Enterprises, in that the City of Dellwood is not named as an additional insured on the policies themselves. Mr. Copeland recommended that the City Council approve the Renewal Contract on condition that KEJ provide a Certificate from the insurance company showing that all policies issued to KEJ Enterprises, Inc. comply with the requirements of the City Contract. Mr. Copeland will follow up with KEJ 's Agent to see that the coverages are brought into compliance.

On motion by McGill, duly seconded, the Council voted unanimously to approve the Renewal of the Road Maintenance Contract with KEJ Enterprises, Inc. effective April 15, 2022 through April 14, 2023, subject to receipt of the necessary insurance coverages when approved by Mr. Copeland.

McGill	Aye
Ramsay	Aye
Boosalis	Aye

**Comprehensive Plan Update:** City Planner Nate Sparks explained the recent review of the City's 2040 Comprehensive Plan Update and the comments made by Metropolitan Council in its Notice of Action Letter to the City dated February 3, 2022. Basically, Met Council has determined that Dellwood's Plan Update meets all requirements of Met Council's Metropolitan Land Planning Act, including its Regional Systems Plan, and the City is authorized to place its 2040 Comprehensive Plan into effect. There are some significant changes to be made to City Ordinances to reflect the density limits approved by the Met Council for future development in the City. The Zoning / Shoreland Ordinances and the Subdivision Ordinance need to be revised. Existing land uses should not be affected by these changes but any future development including minor subdivisions (Lot Splits) are required to comply with the revisions. In the meantime, the City should not allow such requests pending action to put the new changes into effect.

Mr. Sparks and Mr. Copeland will work to submit proposed revisions to the Council for its consideration. These will first be referred to the Planning Commission for review and recommendations. This matter will be brought before the City Council next month when a full Council may be present as the proposed actions require a 4/5ths affirmative vote of the Council.

**Polling Place Designation:** Upon motion by McGill, second by Ramsay, the Council unanimously voted to approve Resolution Number 2022-02 re-establishing the unchanged voting precinct and polling place in the City of Dellwood. (Resolution attached).

McGill	Aye
Ramsay	Aye
Boosalis	Aye

**Temporary Gambling Permit:** Mr. Copeland stated that he has reviewed the Application submitted by Vadnais Heights Economic Development Corporation for a Permit to Conduct a Raffle at Dellwood Country Club on June 20, 2022, and finds that the Application is in proper order and that the Applicant has submitted all information demonstrating that it is a non-profit organization under Minnesota Statute Section 317A, does not conduct gambling events on more than five days nor award prizes of a value in excess of \$50,000 in any calendar year. He is recommending approval of the Permit with no waiting period required.

McGill	Aye
Ramsay	Aye
Boosalis	Aye

**Claims and Receipts List:** Upon motion by Ramsay, second by St. Boosalis, the Council approved the Claims and Receipts List for February 2022 as submitted. The following votes were taken:

McGill	Aye
Ramsay	Aye
Boosalis	Aye

**Reports of Commissioners:**

**Boosalis** stated that he believes the City should now engage with MNDOT in discussions regarding a recreational trail to be located within the right-of-way of Highway 244.

Mr. Copeland asked the representatives of Lake Links Trail Association to comment regarding a potential crossing of Highway 244 by way of a tunnel to be constructed under the highway in the vicinity of the White Bear Yacht Club, which is to be shared by Trail users as well as members and staff of the White Bear Yacht Club.

Mike Brooks stated that a tunnel crossing has been discussed with WBYC but nothing has been decided. It is just one of their potential proposals. He stated that a tunnel has not yet been discussed with MNDOT or the City.

Boosalis stated that the City needs to explore all options involved including a possible turn-back of Highway 244, and the possibility that MNDOT would retain ownership of Highway 244 and control the creation and maintenance of any trail.

**McGill** reported 3 Remodel Permits, 1 new construction, and 1 demolition.

**Beich** reported a bank balance of \$1,022,082.00 in the City accounts.

**Mayor McGill** reported that the City Clerk has given notice of her retirement as of the end of April. Brian Beich and Scott St. Martin will be involved in a search for her replacement . Anyone else interested in helping is welcome.

There being no further business, Boosalis moved to adjourn, and Ramsay seconded. The Council Members voted unanimously by roll-call to adjourn the meeting at 6:03 p.m., and the following votes were taken:

McGill	Aye
Ramsay	Aye
Boosalis	Aye

Respectfully submitted,

Joanne Frane  
Dellwood City Clerk / Administrator

**RESOLUTION 2022-02  
CITY OF DELLWOOD  
WASHINGTON COUNTY, MINNESOTA**

**RESOLUTION RE-ESTABLISHING UNCHANGED PRECINCTS AND  
POLLING PLACES IN THE CITY OF DELLWOOD, WASHINGTON COUNTY**

WHEREAS the boundaries of the City of Dellwood precinct, which consists of the territory of the City of Dellwood, remain unchanged following state legislative redistricting; and

WHEREAS the City Council of the City of Dellwood want to re-establish the City of Dellwood precinct with the same boundaries as permitted and required by Minnesota Statutes 204B.14, Subdivision 3 (D); and

WHEREAS the City of Dellwood wants to re-establish the polling place for the City of Dellwood precinct and have it remain at the Mahtomedi Community Center, 1520 Mahtomedi Avenue, Mahtomedi, MN 55115

NOW, THEREFORE, BE IT RESOLVED THAT THE City Council re-establishes that the boundaries of the City of Dellwood precinct are unchanged and re-establishes said district with the same boundaries pursuant to Minnesota Statutes 204B.14, subdivision 3(D).

BE IT FURTHER RESOLVED that the designated polling place for the City of Dellwood precinct is re-established and remains located at the Mahtomedi Community Center, 1520 Mahtomedi Avenue, Mahtomedi, MN 55115 in accordance with Minnesota Statute 204B.14 subdivision 3 (D).

Adopted by the Dellwood City Council this 8<sup>th</sup> Day of March 2022.

  
Mike McGill, Mayor

  
Joanne Frane, City Clerk