

**MINUTES OF MEETING
DELLWOOD CITY COUNCIL
MAY 10, 2022**

The regular monthly meeting of the Council of the City of Dellwood was held at City Hall, 111 Wildwood Road, Willernie, MN on May 10, 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 was effective through September, 2021. The City Council has decided that it is not in the City's best interest to hold in-person meetings and this time and 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 – Scott St. Martin, Greg Boosalis, Brady Ramsay and Deb Christopherson were present. Also present were Treasurer Brian Beich, City Attorney Richard Copeland, City Planner Nate Sparks. City Engineer Cara Gerehen and Planning Commission Chairman Lin Lindbeck were present.

Others present were: Jason Hartman of Waste Management Co.; Mike Brooks, John Carr and Blanche Hawkins of Lake Links Trail Association; Nick Myhre.
Mayor Mike McGill called the meeting to order at 5:30 p.m.

Public Comment – There were no persons present for public comment.

Agenda: Mike McGill stated that he wishes to add two items to the Agenda, being the request of Seven Vines Winery for a license to sell cigars to its patrons, and the nomination of a person to the Office of City Clerk/Administrator to replace Joanne Frane who is retiring. He also noted that the Agenda Item 2 Waste Management Contract Renewal may be tabled at the request of the City Attorney, to be placed on the June Council Agenda.

Upon Motion duly made and seconded, the Council unanimously approved the addition to the Agenda for the two above mentioned items, and move Item 2 Waste Management Contract up to No. 1 and to approve the Agenda as so revised.

The following votes were taken:

McGill	Aye
St. Martin	Aye
Boosalis	Aye
Christopherson	Aye
Ramsay	Aye

Minutes of the April 12th City Council Meeting were reviewed. Upon Motion by Boosalis, Second by Christopherson, the Minutes of the April Council meeting were approved as submitted with no changes.

McGill moved to approve the Minutes of the Board of Review meeting held on April 11, 2022. Upon second by Christopherson, the Minutes were approved as submitted.

The following votes were taken:

McGill	Aye
St. Martin	Aye
Boosalis	Aye
Christopherson	Aye
Ramsay	Aye

ITEM 1: Renewal of Waste Management Recycling Contract.

Mr. Copeland explained that he had just received the proposal from Waste Management and had some questions about the recycling services to be included and noted that the written Contract was made several years back, and probably should be brought up to date at this time. He will work with Jason Hartman to prepare a Renewal Contract for consideration by the Council at its June meeting.

On Motion by McGill, second by St. Martin, the Council resolved to table this matter to the June meeting.

McGill	Aye
St. Martin	Aye
Boosalis	Aye
Christopherson	Aye
Ramsay	Aye

ITEM 2: Crack Seal Project 2022.

Cara Geheren presented the results of the quotes received. Low bidder of the five companies who were asked to submit a quote was Gopher State Sealcoat, inc. with a quote of \$14,698.00. She is recommending that the contract be awarded to Gopher State Sealcoat, Inc. She stated that if the Council so decides, the work can be started immediately. She presented a proposed Contract form with Gopher State.

St. Martin moved to approve the contract with Gopher State according to the Contract form presented by Cara. Ramsay seconded the motion, and the Council resolved to authorize Mayor McGill and the City Clerk to conclude the contract for completion of the 2022 Crack Seal Program, designated as Project No. 2022-03, at a cost of \$14,698.00.

The following votes were taken:

McGill	Aye
St. Martin	Aye
Boosalis	Aye
Christopherson	Aye
Ramsay	Aye

Item 3: Resolution Number 2022-05, ARPA.

Mr. Copeland presented a draft of a proposed Resolution No. 2022-05. The purpose of this Resolution is to elect to accept the Standard Allowance of Funds under the ARPA local financial recovery fund provision, in lieu of itemizing the City's actual revenue loss resulting from the Coronavirus pandemic. Treasurer Brian Beich stated that he is recommending that the City opt to receive the Standard Allowance which appears at this time to be approximately \$121,100.90. McGill moved to elect the Standard Allowance allocated to the City. Boosalis seconded and the Council resolved unanimously to adopt Resolution No. 2022-05 as submitted.

The following votes were taken.

McGill	Aye
St. Martin	Aye
Boosalis	Aye
Christopherson	Aye
Ramsay	Aye

Item 4: Temporary Gambling Permit.

This is an Application by Lakeview Health Foundation for a Permit to conduct a raffle at Seven Vines Winery on June 9, 2022. Mr. Copeland explained that he has reviewed the Application and the supplemental information submitted by the Applicant. He is satisfied that the Lakeview Health Foundation qualifies for a Temporary Gambling Permit and he recommends that the City Council approve the issuance of a Permit as requested with no waiting period required.

On Motion by Boosalis, seconded by Christopherson, the Council voted to approve the issuance of a Temporary Gambling Permit to Lakeview Health Foundation with no waiting period.

The following votes were taken:

McGill	Aye
St. Martin	Aye
Boosalis	Aye
Christopherson	Aye
Ramsay	Aye

Item 5: Tobacco License.

Seven Vines Winery has submitted an Application for a License to sell cigars at is Winery to “pair” with sales of its port wine. Mr. Copeland stated that the City Ordinance requires Council approval of licenses to sell tobacco and tobacco products. He is recommending that the Council approve the issuance of a license to Seven Vines Winery to sell cigars only. The term of the license is for one year.

St. Martin moved to approve the issuance of a License under those conditions and Boosalis seconded the motion. The Council voted unanimously to approve the issuance of such License on condition that sales be limited to cigars only and to patrons on site only.

The following votes were taken:

McGill	Aye
St. Martin	Aye
Boosalis	Aye
Christopherson	Aye
Ramsay	Aye

Item 6: City Clerk Position.

McGill stated that 6 applications for the position of City Clerk/Administrator had been received. Three of those were summarily rejected and the remainder were interviewed. The consensus of the interviewers was that Joel Holstad be recommended for the position. Mayor McGill then nominated Joel Holstad to fill the position of City Clerk/Administrator which will be vacated due to the retirement of Joanne Frane. He explained that Mr. Holstad is well qualified, as he is a real estate law specialist, has owned a Title Insurance Company and has acted as a City Prosecutor. Mr. Holstad is seeking a part-time job. St. Martin stated that he was involved in the interview process and agrees with Mr. McGill’s assessment. St. Martin also noted that Mr. Holstad lives not far from City Hall.

The City Council thereafter resolved unanimously to confirm the appointment of Joel Holstad to fill the vacancy in the Office of the City Clerk/Administrator, upon his satisfactory completion of the requirements for qualifying for such office.

The following votes were taken:

McGill	Aye
St. Martin	Aye
Boosalis	Aye
Christopherson	Aye
Ramsay	Aye

Mr. Copeland explained that he will review the current Employment Contract and Employee Handbook for updating.

Claims and Receipts List: April 2022.

St. Martin moved to approve the Claims and Receipts List for the Month of April 2022, Christopherson seconded. The Council resolved unanimously to approve the List as submitted.

The following votes were taken:

McGill	Aye
St. Martin	Aye
Boosalis	Aye
Christopherson	Aye
Ramsay	Aye

Reports of Commissioners:

St. Martin stated that the City needs to clarify with the Sheriff’s Office the need for the City to receive more detailed and meaningful information regarding incidents and activities occurring in the City each month. The current monthly reports use a code system which is not informative except to those working within the Sheriff’s Department. He noted that such things as complaints about noise levels generally do not get addressed.

Ramsay reported that two radar speed monitors are in place on Apple Orchard Road, but not yet operational.

Boosalis reported that a meeting is being held with MNDOT representatives tomorrow, May 12th, regarding the potential turnback of Highway 244, and associated recreation trail issues.

McGill reported five remodel permits issued, no new construction and no demolition.

Treasurer Beich reported a balance of \$985,051 in the City account before payment of April 2022 claims.

There being no further business, St. Martin moved to adjourn, Ramsay seconded. The Council Members voted unanimously by roll-call to adjourn the meeting at 6:06 p.m., and the following votes were taken:

McGill	Aye
St. Martin	Aye
Boosalis	Aye
Christopherson	Aye
Ramsay	Aye

Respectfully submitted,



Joanne Frane Dellwood City Clerk / Administrator

**CITY OF DELLWOOD
RESOLUTION NUMBER. 2022-05**

**A RESOLUTION TO ELECT THE STANDARD ALLOWANCE AVAILABLE UNDER
THE REVENUE LOSS PROVISION OF THE CORONAVIRUS LOCAL FISCAL
RECOVERY FUND ESTABLISHED UNDER THE AMERICAN RESCUE PLAN ACT.**

WHEREAS, Congress adopted the American Rescue Plat Act in March 2021 (“ARPA”) which included \$65 billion in recovery funds for cities across the country.

WHEREAS, ARPA funds are intended to provide support to state, local, and tribal governments in responding to the impact of COVID-19 and in their efforts to contain COVID-19 in their communities, residents and businesses.

WHEREAS, The Fiscal Recovery Fund provides for \$19.53 billion in payments to be made to States and territories which will distribute the funds to nonentitlement units of local government (NEUs)

WHEREAS, the ARPA requires the States and territories allocate funding to NEUs in an amount that bears the same proportion as the population of the NEU bears to the total population of all NEUs in the State or territory.

WHEREAS, \$121,100.90 has been allocated to the City of Dellwood (“City”) pursuant to the ARPA, Dellwood being a nonentitlement unit of local government, and

WHEREAS, The Coronavirus State and Local Fiscal Recovery Fund ensures that governments have the resources needed to fight the pandemic and support families and businesses struggling with its public health and economic impacts, maintain vital public services, even amid declines in revenue, and build a strong, resilient and equitable recovery by making investments that support long-term growth and opportunity.

WHEREAS, In May 2021, the US Department of Treasury (“Treasury”) published the Interim Final Rule describing eligible and ineligible uses of funds as well as other program provisions, sought feedback from the public on these program rules, and began to distribute funds.

WHEREAS, on January 6, 2022, Treasury issued the final rule. The final rule delivers broader flexibility and greater simplicity in the program, responsive to feedback in the comment process.

WHEREAS, The final rule offers a standard allowance for revenue loss of up to \$10 million allowing recipients to select between a standard amount of revenue loss or complete a full revenue loss calculation.

WHEREAS, recipients that select the standard allowance may use that amount, in many cases their full award, for government services, with streamlined reporting requirements.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DELLWOOD, MINNESOTA, THE CITY ELECTS THE STANDARD ALLOWANCE AVAILABLE UNDER THE REVENUE LOSS PROVISIONS OF THE AMERICAN RESCUE PLAN ACT IN THE AMOUNT OF \$121,100.90 TO BE USED FOR THE GENERAL PROVISION OF GOVERNMENT SERVICES.


Adopted by the City of Dellwood, Minnesota, this 10 day of May, 2022.

Approved:



Mike McGill, Mayor

Attest:


Joanne Frane, City Clerk