

**MINUTES OF MEETING  
DELLWOOD CITY COUNCIL  
JUNE 14, 2022**

**DRAFT**

The regular monthly meeting of the Council of the City of Dellwood was held at City Hall, 111 Wildwood Road, Willernie, MN on June 14, 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 called the meeting to order at 5:31 p.m.

Councilpersons – Scott St. Martin, Greg Boosalis and Deb Christopherson were present.

Also present were City Clerk Joel Holstad, 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: John Carr of Lake Links Trail Association.

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

**Agenda:** Upon Motion by Boosalis, second by McGill, the Agenda for the meeting was approved with no changes.

The following votes were taken:

McGill	Aye
St. Martin	Aye
Boosalis	Aye
Christopherson	Aye

Minutes of the May 10th 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.

The following votes were taken:

McGill	Aye
St. Martin	Aye
Boosalis	Aye
Christopherson	Aye

**ITEM 1: Renewal of Waste Management Recycling Contract.**

Mr. Copeland explained that the City has received notice from other recycle service providers that they wish to submit quotes. Because of the length and amount involved in the proposed Waste management Extension, Mr. Copeland feels that the City should allow other haulers to submit quotes. He recommends that this matter be tabled to the July Council meeting to allow the City to review other quotes. There is also concern as to whether the extension of the Waste Management Contract, if approved, should be for three years rather than five, as well as any other contract the City may decide upon for recycling services.

Upon motion by McGill, second by Boosalis, this item was tabled to the July Council meeting.

McGill	Aye
St. Martin	Aye
Boosalis	Aye
Christopherson	Aye

**ITEM 2: Application of H2O for Life.**

The Application submitted by H2O for Life for a Temporary Gambling Permit has been withdrawn at the request of the Applicant,

**Item 3: Application of Rotary Club of White Bear Lake.**

Mr. Copeland stated that he has reviewed the Application for a Temporary Liquor License to sell on-sale liquor products at Pine Tree Apple Orchard on September 10, 2022. The Application is in proper order and the Permit should be granted upon the following conditions:

- a) Receipt by the City of a Certificate of Liability Insurance covering this event and activity, naming the City as an additional insured.
- b) The event must have two off-duty deputy sheriffs for security purposes, to be present at Pine Tree Apple Orchard at all times during the event.

The following votes were taken.

McGill	Aye
St. Martin	Aye
Boosalis	Aye
Christopherson	Aye

**Item 4: Proposed Drone Ordinance.**

The rough draft of a proposed Ordinance to regulate use and operation of unmanned aircraft was discussed. Several Council members stated that the proposed Ordinance appeared to be a bit overreaching, and that further review is needed.

Mr. Copeland stated that the draft was taken largely from a model Ordinance provided by the National League of Cities. He simply wanted to put it out for discussion purposes. He feels that an Ordinance regulating drones would be useful for the City for safety and privacy reasons. He will work with Nate Sparks and Clerk Holstad to submit a recommended Ordinance at the July meeting. Upon Motion by McGill, second by Boosalis, this item was continued to the July meeting.

The following votes were taken:

McGill	Aye
St. Martin	Aye
Boosalis	Aye
Christopherson	Aye

**Item 5: 2022 Election Judges.**

Mayor McGill submitted a list of proposed Election Judges. Upon Motion by McGill, second by Christopherson, the list of persons who are approved to serve as Election Judges in 2022 was unanimously approved.

The following votes were taken:

McGill	Aye
St. Martin	Aye
Boosalis	Aye
Christopherson	Aye

**Item 6: Midwest Bank**

Upon Motion by McGill, second by Boosalis, the Council resolved to authorize the following persons to sign checks on behalf of the City: Mike McGill, Scott St. Martin, Greg Boosalis, Brady Ramsay and Deb Christopherson, City Clerk Joel Holstad and City Treasurer Brian Beich.

The signature car at Midwest Bank is to be updated to exclude any other persons except those listed above. All signers must make sure that the forms required by the Bank are signed and delivered.

The following votes were taken:

McGill	Aye
St. Martin	Aye
Boosalis	Aye
Christopherson	Aye

**Item 7: Resolution re: City Clerk**

Mr. Copeland had submitted a proposed Resolution for purposes of confirming that the City Clerk is an Employee of the City of Dellwood to perform all duties required by Minnesota Statute and those duties imposed upon the City Clerk by his/her employment agreement.

Upon Motion by McGill, second by Christopherson, the Council unanimously voted to adopt Resolution No. 2022-06.

The following votes were taken:

McGill	Aye
St. Martin	Aye
Boosalis	Aye
Christopherson	Aye

**Items 8 & 9: Changes to meeting dates.**

Due to conflict with established election days, the City Council meetings need to be changed for August and November 2022. The meeting for August will be held on Monday August 8<sup>th</sup>, 2022.

The meeting for November will be held on November 7<sup>th</sup>, 2022.

Upon Motion by Boosalis, second by Christopherson, the Council approved the following changes.

The following votes were taken:

McGill	Aye
St. Martin	Aye
Boosalis	Aye
Christopherson	Aye

**Claims and Receipts List: May 2022.**

The Claims and Receipts List for May 2022 was reviewed.

Boosalis moved to approve the Claims and Receipts List for the Month of May 2022, McGill 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

**Reports of Commissioners:**

**St. Martin** reported that he and Mr. Copeland are working with the Sheriff's Office to get good information as to what services are being provided to the City on a regular basis under the Contract with the City.

McGill stated that previous called for a minimum number of hours to be devoted to Dellwood exclusively. We really don't have much information now as to how much time the Sheriff's Deputies actual spend in the City itself. The monthly reports the City receives are not detailed sufficiently to inform the City as to what sort of activities are taking place in Dellwood of which City Officials should be aware.

St. Martin stated he is trying to set up an in-person meeting with someone in the Sheriff's Department who has authority to speak on behalf of the Sheriff.

**Boosalis** reported that the matters involving Highway 244 (Dellwood Avenue) are on hold awaiting action by MNDOT. The City has proposed that MNDOT consider moving up its schedule for improvements/maintenance of Highway 244 and include the widening of the shoulder or shoulders to accommodate a public trail, with some of the funds appropriated to Dellwood for design and construction of a recreational trail be transferred to MNDOT for such purposes.

Mr. Beich stated that the City Engineer Cara Geheren is in contact with MNDOT and will reach out to them for an answer to the City's proposal.

**Boosalis** reported that the City has received quotes for the installation of speed monitors on Apple Orchard Road and he will try to have the Vendor appear at the July meeting to discuss license plate readers and data retention policies.

**McGill** reported 1 new house and 5 remodel permits.

**Treasurer Beich** reported a balance of \$983,186 in the City account after payment of April 2022 claims.

There being no further business, Christopherson moved to adjourn, McGill seconded. The Council Members voted unanimously by roll-call to adjourn the meeting at 6:17 p.m., and the following votes were taken:

McGill	Aye
St. Martin	Aye
Boosalis	Aye
Christopherson	Aye

Respectfully submitted,



Joel Holstad Dellwood City Clerk / Administrator

CITY OF DELLWOOD  
WASHINGTON COUNTY, MINNESOTA

RESOLUTION 2022 - 06

The following Resolution was adopted by the Council of the City of Dellwood at its regular meeting held on June 14, 2022.

WHEREAS, the City of Dellwood is a Statutory City organized under Optional Plan A, and

WHEREAS, Optional Plan A requires the City Clerk to be appointed by the Mayor with the consent of the City Council, to serve for an indefinite term or otherwise, and

WHEREAS, the duties of the City Clerk as described in Minnesota Statute 412.151 as amended, are necessarily subject to the absolute direction and control of the Mayor and City Council as to the place and manner in which the duties are to be performed,

NOW THEREFORE, upon Motion duly made and seconded, the Council of the City of Dellwood does hereby resolve that the City Clerk/Administrator is determined to be an employee of the City of Dellwood for all intents and purposes.

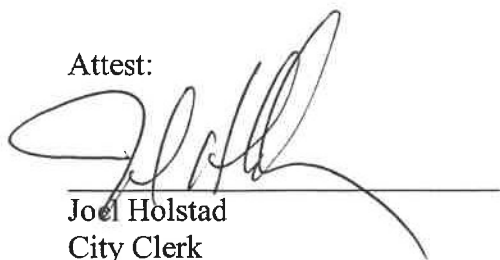
ADOPTED BY THE CITY COUNCIL OF THE CITY OF DELLWOOD THIS 14<sup>TH</sup> DAY OF JUNE, 2022.

APPROVED



Mike McGill  
Mayor of Dellwood

Attest:

  
Joel Holstad  
City Clerk