

**MINUTES OF MEETING
DELLWOOD CITY COUNCIL
DECEMBER 13, 2022**

The regular monthly meeting of the Council of the City of Dellwood was held at City Hall, 111 Wildwood Road, Willernie, MN on December 13, 2022.

The Dellwood City Council held its meeting on Monday November 7, 2022, upon due notice given. The regular meeting date of November 8th was not available due to the mid-term election. 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 the perceived lingering effects of the virus. 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. Members of the public were able to participate in the meeting and were able to hear all discussions.

Present: Mayor Mike McGill called the meeting to order at 5:30 p.m. Councilpersons – Scott St. Martin, Greg Boosalis, Brady Ramsay and Deb Christopherson were present. Also present were City Clerk Joel Holstad, City Attorney Richard Copeland, City Planner Nate Sparks, and City Treasurer Brian Beich, City Sewer Inspector Brian Humpal.

Others present were: John Carr of Lake Links Trail Association.

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

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

The following votes were taken:

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

Minutes of the November City Council Meeting were reviewed. Upon Motion by McGill, second by Christopherson, the Minutes of the November Council meeting were approved as submitted.

The following votes were taken:

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

ITEM 1: Recycle Contract – Waste Management

Mr. Copeland reported that he has not received any response from Jason Hartman to the two emails sent out since the November Council Meeting. Mr. Copeland stated that he talked briefly with Jason Hartman early on December 13th and Jason was on another call at the time. He stated he would call Mr. Copeland immediately. As of the start of this Council meeting, he has not received a return call from Jason. Mr. Copeland said he would continue efforts to speak with Jason Hartman or some other representative from Waste Management and requested that the matter be tabled to the January Council meeting. He explained that Waste Management should be kept on board until such time as the Contract with Waste Management is renewed, or a replacement recycler has been hired and able to perform recycling services in the City. He recommended that the City continue to pay Waste Management for all services performed in the months of June through the date upon which Waste Management is no longer providing recycling services.

Upon motion by McGill, second by Ramsay, the Council resolved to table this matter to its January 2023 meeting pending further report from Mr. Copeland.

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

ITEM 2: Banking Relationship

City Clerk Joel Holstad explained that Waste Management is able to automatically withdraw payment from the City’s bank account. Joel has tried to cancel the automatic withdrawal feature and the bank has refused to do so without the consent of Waste Management. He has talked with other Banks in the area about handling the City’s accounts.

St. Martin moved to instruct Mr. Holstad to continue exploring this matter with local banks and to report to the City options at the January Council meeting. North Star Bank and First Resource in Stillwater were mentioned, and Mr. Holstad has had discussions with Premier bank in WBL. McGill seconded the motion and the Council unanimously voted to have Joel Holstad explore relationships with local banks and report to the Council in January, with any recommendation he may have.

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

Item 3: 2023 Budget

At 6:00 p.m. Mayor McGill opened the public hearing regarding the adoption of the Budget for year 2023. City Treasurer Brian Beich presented the proposed Budget which contains no changes from the Budget which was considered by the Council in earlier Council meetings.

There were no other persons present for the public hearing.

Boosalis moved to approve the 2023 Budget as presented. St. Martin seconded, and the Council unanimously resolved to approve the Budget as presented.

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

Item 4: Liquor License Renewals

Clerk Holstad stated that the Applications submitted by Dellwood Country Club and White Bear Yacht Club for renewal of their respective Liquor Licenses for year 2023 are complete. The background check for any violations has been conducted by the County Sheriff and none were reported.

Copeland stated that he has reviewed the Applications and supporting material. The Application by WBYC is in proper order. The Application by Dellwood Country Club is incomplete, in that the Liability Insurance Certificate does not include the City of Dellwood as a “named insured” under the Policy. Other than that, the Application is in order. He recommends that the Council approve the license renewal for WBYC and approve the renewal for Dellwood Country Club subject to receipt by the City of a corrected Certificate of Insurance naming the City as an additional insured. Mr. Copeland will follow up with Dellwood Country Club.

On Motion by McGill, second by Ramsay, the County unanimously approved the renewal of the Liquor License for Dellwood Country Club upon receipt of an amended Certificate of Insurance naming the City has an additional insured under the policy.

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

Item 5: ANNUAL SEPTIC REPORT

City Sewer Inspector Brian Humpal reported that he had reviewed 417 septic systems in 2022. None were found to be a threat to public health or safety.

He described the nature of his review, which is basically visual inspection of the property to look for any signs of malfunctioning in the system. This is the fourth year in tracking pumping records. At this time, 99 systems are overdue in reporting. A follow up will be done next March.

He noted that the City is in good shape as far as pumping is concerned. It is required by the Washington County Code which has been adopted by Ordinance in the City of Dellwood.

The fee charged by the City for maintenance reviews in currently \$15 to \$20. Washington County charges \$24. Copeland will check to determine if the City’s fee is automatically changed as a part of the adoption of the City Code.

Humpal described the differences between his annual reviews and the Compliance Inspections which are required under a transfer of title to real property or when a permit is issued for addition of a bathroom to an existing home.

Claims and Receipts List: November 2022.

The Claims and Receipts List for November 2022 was reviewed and discussed.

On motion by Ramsay, second by Boosalis, the Council approved the Claims and Receipts List as submitted.

- McGill Aye
- Boosalis Aye
- Christopherson - had left the meeting and did not vote on this matter.
- St. Martin Aye
- Ramsay Aye

Reports of Commissioners:

Boosalis reported that he had contacted MNDOT for an update. He was told that a team has been assembled within MNDOT to explore possible locations for recreational trail on Highway 244 right-of-way. He noted that Washington County has no interest in becoming involved in Highway 244 other than perhaps offering suggestions.

The deadline for accepting the appropriation to the City for recreational trail purposes appears to be year 2024 and for expending the funds for construction appears to be year 2025.

Ramsay reported that Woodchuck Company will be working on the branches overhanging Apple Orchard Road next week. They will be addressing branches along the street from Highway 96 to the railroad tracks. He also reported a dead tree on Peninsula Road which needs to be removed. It is within or close to the right-of-way line of the roadway, and he recommends that Ken Johnson arrange for its removal.

McGill asked about the speed monitors on Apple Orchard Road. It appears that Ken Johnson is looking at ways to install and anchor the monitors. A concrete base is needed and the City should coordinate this project with the road improvements to be done in 2023, and have the Contractor install the monitors.

St. Martin reported that there appears to be a problem in the Sheriff's Office as to what sort of monthly ICR Report is to be given to the City. Holstad stated that he has discussed the matter with Michael Pearson at the Sheriff's department. St. Martin stated that he will follow up on this issue with the Sheriff.

St. Martin had no update regarding the Fire Services Contract with WBL. McGill reported 5 new Permits 3 remodeling and 2 re-roofs.

Treasurer Beich stated that he does not have the updated report on City Bank balances but will send it out shortly.

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 6:33 p.m., and the following votes were taken:

McGill	Aye
Boosalis	Aye
Christopherson	had left the meeting.
St. Martin	Aye
Ramsay	Aye

Respectfully submitted,

Joel Holstad Dellwood City Clerk / Administrator