

**MINUTES OF MEETING - DELLWOOD CITY COUNCIL
APRIL 11, 2023**

The regular monthly meeting of the Council of the City of Dellwood was held at City Hall, 111 Wildwood Road, Willernie, MN on April 11, 2023.

Present: Mayor Mike McGill called the meeting to order at 5:30 p.m. This meeting was held in-person with non-council members allowed to attend by remote means.

Councilpersons attending in-person were Deb Christopherson and Scott St. Martin. Brady Ramsay attended by remote means, but did not participate in any discussions and did not vote. Greg Boosalis was absent.

City Staff members attending in person were City Clerk Joel Holstad, City Treasurer Brian Beich. City Staff members attending remotely were City Engineer Cara Geheren, City Attorney Richard Copeland and City Planner Nate Sparks.

Others present in person were: Nick Anhut of Ehlers and Associates, Ken Johnson, Ben Roby, John Carr and Dorian Gillay, both of LLTA. Matt Scott of 7 Vines Winery attended remotely.

Public Comment – Dorian Gillay described his association with LLTA and that he was available to respond to any questions or concerns regarding the proposed bike trail.

Agenda: Upon Motion by St. Martin, second by Christopherson, the Agenda for the meeting was approved unanimously.

The following votes were taken:

McGill	Aye
Christopherson	Aye
St. Martin	Aye

Minutes of the March, 2023 City Council Meeting were reviewed. Upon Motion by St. Martin, second by Christopherson, the Minutes of the March, 2023 Council meeting were approved unanimously.

The following votes were taken:

McGill	Aye
Christopherson	Aye
St. Martin	Aye

ITEM 1: Enhanced Technology for Remote Access to Meetings.

A discussion was held regarding the options available to provide access to City meetings by way of remote means.

Ben Roby explained what the options may be. He favors a TV mounted on a cart. Clerk Holstad asked if the equipment could be placed on the Clerk's counter.

McGill stated that the TV screen should be 55 inches and that 65 inches was too big. He also stated that a projection method does not appear to be workable.

St. Martin stated that this issue confirms the need for the City to have more office space available. He also noted that he would likely be satisfied with whatever Mayor McGill and Mr. Roby may recommend.

Roby stated that the estimated cost for equipment would be about \$2700.

This matter was tabled to the May meeting for further discussion.

ITEM 2: Ehlers Documents re: Street Improvement Bonds.

Nick Anhut of Ehlers and Associates presented proposed documents to be used for the City in authorizing Ehlers Public Finance Advisors to proceed with the bonding process to financing the 2023 Street Improvement Projects. The need now is to designate the persons authorized to sign documents on behalf of the City.

St. Martin moved to designate Mayor McGill, Clerk Holstad and Treasurer Beich as the City’s authorized representatives to sign documents on behalf of the City in all matters concerning and relating to the 2023 Street Improvement Bonds, and if one or two of them may be unable to act, the remaining one or two are authorized to act on behalf of the City.

Christopherson seconded the motion and the Council unanimously approved the motion.

Cara Geheren stated that four contractors had submitted bids for the work all of which were favorable. The bids were opened last Thursday April 6, 2023. The low bidder was Park Construction Company, and she described that company as being well experienced in such work and as being a responsible bidder. After further discussion, Mayor McGill moved to accept the bid of Park Construction Company and approve it as the City’s Contractor for the 2023 Street Improvement as set forth in its bid proposal, contingent upon the required 30-day comment period expiring with no Petition being filed seeking a referendum. The 30-day period expires on April 14, 2023.

Christopherson seconded the motion and upon vote, the Council resolved unanimously to accept the bid proposal submitted by Park Construction Company subject to the forgoing contingency,

The following votes were taken:

McGill	Aye
Christopherson	Aye
St. Martin	Aye

Item 3: 7 Vines Beer License.

Mr. Copeland explained that the plan is to hold a public meeting before the Planning Commission on May 16th for the purpose of considering Amendments to the City’s Liquor Ordinance to allow the City to issue to the Winery, in addition to the Farm Winery License, an on-sale license to sell strong beer. He stated that the intent of the Winery is to sell craft beer/strong beer on site to be consumed only on the Winery premises. He will submit a proposed Amended Ordinance which the Planning Commission may recommend be approved, rejected or accepted with such conditions as the City deems reasonable. He will also submit a proposed Amendment to the Interim Use Permit issued to the Winery to include the on-sale of strong beer as a permitted use.

A Notice of Public Hearing will be sent to the neighboring residents, published according to law, and posted on the City’s website.

Item 4: Recycle Contract

Clerk Holstad reported that Notice of Termination of Contract has been given to Waste Management. The last day of its services appears to be April 20, 2023. It was agreed that notice of the change to Gene’s Disposal Service be communicated to the residents together with information about what household items are acceptable for recycling. Also, such information should be placed on the City’s website. It was noted that plastic bags are not accepted, although the bags themselves may contain a recycle symbol.

Item 5: Application by Vadnais Heights Economic Development Corporation for a Temporary Gambling Permit.

Mr. Copeland stated that the Application is in good order except that on page 3, there is a check list which the form states must be completed and included as a part of the Application. This check list contains boxes which are to be checked, and the Application in this case does not have any of the boxes checked.

City Clerk Holstad stated that he would notify the Applicant accordingly. St. Martin moved to table the matter to the May meeting to allow the Applicant to submit a complete Application. The motion was seconded by Christopherson and unanimously approved.

The following votes were taken:

McGill	Aye
Christopherson	Aye
St. Martin	Aye

Claims and Receipts List: March 2023.

The Claims and Receipts List for March 2023 was reviewed and discussed.

On motion by Christopherson, second by St. Martin, the Council approved the Claims and Receipts List as submitted.

The following votes were taken:

McGill	Aye
Christopherson	Aye
St. Martin	Aye

Reports of Commissioners:

St. Martin recommended that the City obtain a survey of the true location of Echo Street and have stakes put in place to denote the boundaries.

Copeland stated that he believes there are recent surveys available which he will provide to the Council and the Council can require that the right-of-way be staked, or that a new survey be made.

McGill reported 9 new Building Permits.

There being no further business, the Council Members voted unanimously by rollcall to adjourn the meeting at 6:20 p.m., and the following votes were taken:

McGill	Aye
Christopherson	Aye
St. Martin	Aye

Respectfully submitted,



Joel Holstad, Dellwood City Clerk / Administrator