

**MINUTES OF MEETING - DELLWOOD CITY COUNCIL
AUGUST 8, 2023**

The regular monthly meeting of the Council of the City of Dellwood was held at City Hall, 111 Wildwood Road, Willernie, MN on August 8, 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 Scott St. Martin, Brady Ramsay, Deb Christopherson and Greg Boosalis.

City Staff members attending in person were City Clerk Joel Holstad, City Planner Nate Sparks, City Engineer Cara Geheren, City Treasurer Brian Beich, City Attorney Richard W. Copeland and Ben Roby. Others present in person were: Catherine Nicholson, Mary Gilbertson, Anne and Mike Conley, John Carr and Ben Roby.

Also present were Mark Wisniewski, Mary Gilbertson, Catherine Nicholson and John Carr of LLTA.

Mayor McGill called upon anyone wishing to make public comment.

Catherine Nicholson, Mary Gilbertson and Mark Wisniewski were present.

Mark commented that the City should publish the agenda for its meetings. He presented an update of the WBL Conservation District activities and explained that the District will run a deficit budget the next two years because of an existing surplus of funds. The annual cost to Dellwood next year is estimated to be \$1800.00. Enforcement activities is a budget item being addressed.

Mary Gilbertson and Catherine Nicholson discussed traffic enforcement on the Peninsula. In spite of adequate signage, people continue to drive the wrong way on the one-way Streets.

Drain basins and the presence of buckthorn are issues on the Peninsula. MNDNR should be designating part of the Peninsula to be a Scientific and Natural Environmental Area. There is a unique Oak Tree at the base of Echo Street and Highway 244 which needs to be protected.

St. Martin remarked that the clean-up of City owned property on the Peninsula is in progress and will be an Agenda item for future Council meetings. The City wishes to have the residents involved, and all ideas are welcome. Residents can email Scott St. Martin.

Agenda: Ramsay moved to approve the Agenda for the meeting a presented. Christopherson seconded, and upon vote the Agenda was unanimously approved as submitted.

July Council Minutes. Upon motion by St. Martin, second by McGill, the Minutes of the July 11, 2023 City Council Minutes were unanimously approved.

ITEM 1: 2023 Street Improvement Update.

Cara Geheren discussed the status of the work. She presented a request for partial payment which she described as "standard". She noted that Change Order No. 1 in the amount of \$64,000 is an increase but will actually result in ultimate savings of \$100,000. We are still in the contingency amount for the project.

St. Martin asked about the culvert work on Overlook Road. He noted that there were several washouts in the Pine Tree Hills Area.

Cara will continue to monitor the situation including the parking of maintenance and construction vehicles.

The culvert at 1 Gardner Lane (Conley Lot) has been blown clear, is above grade now and not functioning properly. It requires replacement.

The overall Street Improvement Project 2023 is about 2/3rd complete as of this date, and ahead of schedule.

A “punch-list” will be done by Focus Engineering.

Apple Orchard Road crossing is not yet complete. The City is subject to the railroad’s work schedule.

Completion may not happen until next year.

On motion by McGill, second by Boosalis, the Council unanimously approved payment of Change Order No. 1 in the amount of \$63,655.54.

ITEM 2: License Plate Readers.

Boosalis gave an update on his contacts with two providers, REKOR and Flock. The purpose of the readers will be to assist in investigations of major crimes by allowing WCSO to access collected data.

The signage may also act as a deterrent to speeding.

Boosalis passed out a proposed policy to be employed by the City for use in connection with the readers and the data collected.

Mr. Copeland revised the proposed policy and found it to be in good order.

The City Clerk Joel Holstad is to be appointed the designated City Compliance Officer under the Policy Statement.

Boosalis visited representatives from REKOR and Flock to discuss their respective products. Tavor May spoke on behalf of REKOR and Kyle Whyte on behalf of Flock Safety Co.

Boosalis described the bids submitted by each. He stated that both companies are deemed to be reputable, and that REKOR’s bid appears to be for seven cameras vs. six by Flock. He feels that the cameras provided by REKOR are of higher quality and may perform better in low-light conditions.

McGill stated that it appears from the two proposals that the City would be getting better equipment for less money from REKOR.

St. Martin proposed that in light of the fact that the City may be using APRA grant money for this project, which would be paid up front with a discounted price, we should be seeking a seven-year initial contract term rather than a five-year term.

McGill stated that the City should submit a proposal to REKOR for a seven-year contract.

St. Martin remarked that the City should try for a seven-year initial contract term with REKOR at a price of \$95,000 earmarked for public safety purposes and said through funds provided to the city by way of an ARPA grant for public safety costs.

Boosalis moved that an additional \$2,000 should be tacked on for signage costs, and that the City approve a seven-year contract with REKOR according to the submitted proposal, at a cost of \$95,000 plus an additional \$2,000 for signage.

The data to be collected is non-public data. The Compliance Officer of the City has the authority to determine which data is public or non-public.

St. Martin seconded the motion and the Council unanimously approved.

ITEM 3: 32 Evergreen Road.

This is a situation whereby the property owner took it upon himself to deposit boulders and other material within the right-of-way of Evergreen Road and Overlook Road.

Mr. Copeland is asking the Council for directive to have the City Property Code Enforcement Officer to issue a Cease-and-Desist Order to the owner to stop the deposit of any further material upon the right-of-way of either street without first obtaining a Permit as required by the City Ordinance.

The Council decided it was the duty of the Enforcement Officer to act on his own in connection with a perceived violation of the Ordinance.

Mr. Copeland will work with Jack Kramer to see that the public's interest in the protection of the rights-of-way of any public Street in the City is fully protected and to see that no further material is deposited and no further work is done within the public right-of-way's is done by the property owner or his agents until an appropriate Application is submitted to the City and considered by the Code Enforcement Officer and the required fees are paid.

ITEM 4: Meadow Lane – No Parking.

The Council considered the complaints received by near-by residents and the opinions submitted by Staff members and the City Attorney. The Council determined that parking vehicles at any point on Meadow Lane is not safe and creates a danger to those otherwise using the Street, by reason of its winding path and narrow width.

Ramsay moved to adopt Resolution No. 2023-____, "A Resolution Imposing No Parking Restrictions on Meadow Lane".

Christopher seconded this motion and the Council unanimously resolved to adopt Resolution number 2023-____ as submitted.

ITEM 5: Application by WBL Rotary Club for a Temporary On-Sale Liquor Permit.

Mr. Copeland stated that the Application submitted to the City was in good order and that the Council may approve the issuance to WBL Rotary Club of a 1-Day Temporary License to allow the sale of liquor on September 9, 2023 at Pine Tree Apple Orchard. The liquor products are to be provided by Liquor Barrel Mahtomedi. Proper insurance coverage has been shown.

McGill moved for approval the Application and Boosalis seconded. The Council voted to approve the Application with no waiting period. Ramsay abstained from voting, being a member of the Applicant Organization.

ITEM 6: Animal Control Invoice.

The City received a bill from Companion Animal Control Services rendered in attempts to capture a Peacock roaming at large in the Pine Tree Hills Area.

Mr. Copeland stated that the City has a current contract with CAC and that the services were rendered at the request of a law enforcement officer (WCSO). He believes that CAC was acting within the duties of its contract at the time and recommends payment.

On motion duly made and seconded, the Council voted unanimously to pay CAC's invoice in the amount of \$131.44. An attempt should be made to find and bill the owner of the peacock.

It was also discussed that the definitions in the Animal Control Ordinance may need to be clarified and that Otter Lake Animal Center may no longer be accepting animals for impoundment.

Claims and Receipts List: July 2023.

The Claims and Receipts List for July 2023 was reviewed and discussed. The Council approved the Claims and Receipts List as submitted.

Reports of Commissioners:

St. Martin discussed the proposed increase in the City's contract with WCSO. The Sheriff proposes to add a Deputy within the Dellwood area serviced by the officer, which will result in an increased cost to Dellwood of approximately \$18,000.00. the annual cost to Dellwood may reach \$112,000.00, which represents Dellwood's 10% share of the Sheriff's contract including other Cities (Mahtomedi, Birchwood, Willernie, Pine Springs.)


Boosalis reported that Washington County has been silent with regard to any participation in a recreational trail in Dellwood. Greg will approach the County again, perhaps this time with the participation and support of others such as MNDOT, LLTA, and local State Representatives. He will report further at the next Council meeting.

John Carr of LLTA stated that he would ask the Trail Association to identify those Dellwood residents who appear to be in favor of donating property for trail purposes.

Greg stated that Ramsey County may be trying to obtain support by way of a map of a proposed trail.

There being no further business, and on motion by St. Martin, second by Christopherson the meeting was adjourned at 7:45 p.m.

Respectfully submitted,


Joel Holstad, City Clerk/Administrator