

**MINUTES OF MEETING  
DELLWOOD CITY COUNCIL  
NOVEMBER 13, 2018**

The regular monthly meeting of the Council of the City of Dellwood was held at City Hall, 111 Wildwood Road, Willernie, MN on November 13, 2018.

**Present:** Deputy Mayor Cuff called the meeting to order at 5:30 p.m.

Councilpersons –Deputy Mayor James Cuff, Mike McGill, Edwin McCarthy, and Scott St. Martin; also present were City Clerk Joanne Frane, City Attorney Richard Copeland, Treasurer Brady Ramsay and also the persons shown on the Sign-In Sheet attached to these Minutes.

**Absent:** Mayor Nuffort.

Deputy Mayor Cuff asked if anyone was present for public comment. There were no persons present for public comment.

Mr. Cuff noted that Item No. 4 on the Agenda, Dellwood Country Club Interim Use Permit has been tabled to the December meeting. Copeland and Sparks are working with Dennis Countryman at Dellwood Country Club to agree upon the terms of the renewed Interim Use Permit. Upon Motion by McCarthy, second by McGill, the Agenda for the meeting was approved unanimously with the foregoing change noted.

The Minutes of the October, 2018 Council meeting were reviewed. Upon Motion by St. Martin, second by McCarthy the Minutes of the October, 2018 Council meeting were approved unanimously.

**2018 Street Improvements-Change Order #1:** Amanda Groh of Focus Engineering presented Change Order No. 1 for the Council’s consideration, copy attached to these Minutes. This is a change to contract terms to provide for an extension of time for substantial completion dates. St. Martin moved to approve Change Order No. 1, McGill seconded and it was unanimously approved. The original contract, there have been problems with the paving work done by Hardrives in the Meadow Ridge Development, which Cara Geheren has deemed unacceptable by the City. She recommends that portions of the final layer of pavement be removed and redone. Efforts are being made to come to agreement with the contractor. There is an installment payment billing which has been submitted to the City and is included in the October Claims List. Focus Engineering is recommending payment of \$95,000 at this time. This does not include any charges for paving work or the wear coat.

**Update on 49 Dellwood Cove Group Home:** Kris Millerbernd, a Director at Community Living Options which operates the group home on Dellwood Cove, described the nature of the services which are provided at the home. She distributed an informational pamphlet, and described the activities being conducted at the home as being residential services for persons with disabilities. The home is licensed by the State of Minnesota under M.S. 245D, and is inspected annually. The inspection reports are available to the public. Their license allows a maximum of four residents at any time. There is an overnight staff person who is required to be awake at all times during the nighttime hours. Staff people are present 24/7. Residents are allowed to leave the facility under conditions. No alcohol or chemical use is permitted. There is zero tolerance rules and residents can be removed if found to be in violation of rules. Ms. Millerbernd said that they have occasional incidents to which the Washington County

Sheriff's Office has responded. She is not aware of any complaints from neighboring property owners except for some now-resolved parking issues.

**Emerald Ash Borer Management Plan:** Jim Cuff stated that the City has been advised to adopt a Plan for identification and management of Emerald Ash Borer disease. Copeland has drafted a Resolution to amend Chapter 92.13, Subsection (1), to include Emerald Ash Borer as a declared shade tree pest and to enact control measures to inventory and monitor all Ash trees in the City and to remove infested trees for disposal at the County compost site or mulched for use as fuel at an approved energy plant. Upon Motion by St. Martin, second by McGill, the Council voted unanimously to adopt the findings and Resolution set for in the Emerald Ash Borer Management Plan attached hereto.

**2018 Election Results Canvas:** City Clerk Joanne Frane presented a summary of the voting in Dellwood. Everything went very smoothly. Materials are attached to these Minutes. St. Martin moved to accept the results of the voting as presented by Clerk Frane. McCarthy seconded the Motion and it was approved unanimously.

**Renewal of Liquor License for Dellwood Country Club and White Bear Yacht Club:** The Application for renewal of the Liquor Licenses for Dellwood Country Club and White Bear Yacht Club were reviewed and approved. Updated investigations by the County Sheriff found no violations of law, no issues or complaints in the past year. Upon Motion by St. Martin, second by McGill, the Council resolved unanimously to approve the renewal of the Liquor Licenses issued to Dellwood Country Club and White Bear Yacht Club for the year 2019.

**Claims and Receipts List** was presented and reviewed for October 2018. Upon Motion by St. Martin, second by McGill, the Claims and Receipts List for the month of October 2018 was unanimously approved, as submitted. It was noted that the Claims List included payment of \$95,065.33 to Midstate Landscaping and Excavating for road improvements in Meadow Ridge, not including any paving work.

**Reports of Commissioners:**

**McGill** reported 10 Remodel Permits and 1 Demolition Permit.

**Ramsay** reported a bank balance of \$591,837 in the General Fund.

**Copeland** distributed copies of the newly drafted proposed Water Management Plan to be acted upon in December.

There being no further business, the meeting was adjourned at 6:26 p.m.

Respectfully submitted,

Joanne Frane  
Dellwood City Clerk / Administrator