

CITY OF GRANT
MINUTES

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DATE : May 3, 2011
TIME STARTED : 7:12 p.m.
TIME ENDED : 10 p.m.
MEMBERS PRESENT : Councilmember Bohnen, Fogelson, Huber, Potter and Mayor Carr
MEMBERS ABSENT : None

Staff members present: City Attorney, Nick Vivian; City Engineer, Diane Hankee; City Planner, Jennifer Haskamp; and City Clerk, Kim Points

CALL TO ORDER

Mayor Carr called the meeting to order at 7:12 p.m.

PLEDGE OF ALLEGIANCE

SETTING THE AGENDA

Council Member Fogelson moved to approve the agenda as presented. Council Member Potter seconded the motion. Motion carried unanimously.

CONSENT AGENDA

April 5, City Council Meeting Minutes	Approved
Bill List, \$39,999.07	Approved
Gambling Exempt Permit, Camp Odayin, Raffle at Indian Hills, June 20, 2011	Approved

Council Member Huber moved to approve the Consent Agenda, as presented. Council Member Potter seconded the motion. Motion carried unanimously.

PUBLIC COMMENT

Mr. Bob Zick came forward and stated he produces a local cable television show that covers all units of government. He stated he would like to attend the meetings between Mayor Carr and the School District. Those meetings are public and he has no information on what has been discussed.

Mr. Larry Lanoux, Keswick Avenue, came forward and stated he visited the School District and elementary school today and inquired about open enrollment which will be increased by 12%. He

1 displayed and reviewed a document relating to costs for students within the district vs. those that do
2 not live in the district. Those that do not live in the district do cost dollars to taxpayers within the
3 City of Grant. He encouraged the School District to conduct a study and bring it forward regarding
4 merging the two schools.

5 Mr. Loren Sederstrom came forward and advised his cable show about the City of Grant is on
6 Monday nights at 7:00 p.m. He stated he has contacted several representatives for various agencies to
7 attend the May Planning Commission and would like addendums for all the changes that have been
8 made to the site plan.

9 10 **STAFF REPORTS**

11 12 **City Engineer, Diane Hankee**

13
14 **Standard Contract for Maintenance Work** – City Engineer Hankee advised a standard contract for
15 routine roadway maintenance work has been provided for Council comment. The contract specifies
16 insurance requirements and establishes contract liability. It will be used by the Road Commissioner
17 and/or Engineer for roadway related repair work.

18
19 Council Member Bohnen clarified that it can be used for any contract and he has also asked for a
20 sheet of insurance requirements to hand to any potential contractors.

21
22 City Attorney Vivian advised it is a standard agreement used in many cities. It is standard practice
23 and he is unaware of any litigations resulting from the contract and believes it is strongly defensible
24 if there is any type of dispute.

25
26 **Pothole Repair** – City Engineer Hankee advised a number of areas that are in need of roadway
27 patching have been identified. It is recommended that a small project be completed to group the
28 identified pothole patching areas into on contract.

29
30 Council Member Bohnen stated he would like direction regarding getting work done within the City
31 relating to Council approval or just ordering the work.

32
33 Mayor Carr stated if work completed stays within the budget and is a minor thing he can order the
34 work. Major projects that are outside of the budget need to come before the Council.

35
36 **Staff Report** – A report was provided for April 2011 City engineering activities, to be placed on file
37 for review.

38 39 **City Planner, Jennifer Haskamp**

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41 **Staff Report** - A report was provided for April 2011 City planning activities, to be placed on file for
42 review.

43 44 **City Attorney, Nick Vivian**

1 **Axdahl Final Plat** – City Attorney Vivian advised there is a joint request for a thirty day extension.
2 He recommended the Council grant the request so the platting process can be completed.

3
4 **Mayor Carr moved to grant an additional thirty day extension for the Axdahl Final Plat, as**
5 **presented. Council Member Bohnen seconded the motion. Motion carried unanimously.**

6
7 **Staff Report** – A report for April 2011 was provided to be placed on file for review.

8
9 **Building Inspector, Jack Kramer** – A report was from Building Inspector Kramer was provided for
10 April 2011 to be placed on file for review.

11 12 OLD BUSINESS

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14 **4H Letter of Request for Funding** – Mr. Dan Doland, President of the Washington County
15 Agricultural Society, came forward and outlined the 4-H program advising the program needs funding
16 to keep it going. He asked that the Council consider a grant in the range of \$500 to \$10,000.

17
18 Mayor Carr stated the City does support the 4H program and has for many years. There are zero tax
19 dollars to provide a grant at this point and not all tax payers would be in favor of providing a grant.
20 He suggested the possibility of providing a project for the group to complete and paying them for that
21 project.

22
23 The Council determined this item would be discussed further during the 2012 budget process.

24
25 Mr. Lanoux came forward and stated the GRP provided lunch for everyone that participated in clean
26 up day and suggested the GRP work on a horse show as a possible fund raising effort for the 4H
27 program.

28 29 NEW BUSINESS

30
31 **Legal Services RFP, Council Member Potter** – Council Member Potter provided the background on
32 this item and distributed a spread sheet outlining all the RFP's that were submitted to the City. He
33 stated the goal is to increase services and perhaps lower costs. He advised twelve proposals were
34 received. He asked for input regarding the process of selection noting he would like to interview all
35 the firms that submitted a proposal.

36
37 Mayor Carr stated he thought the proposals were to compare services. He stated he feels the City is
38 already getting good services from the current firm. Many firms only have one attorney and he has no
39 interest in that. The City hires a team and you do get what you pay for.

40
41 Council Member Fogelson suggested the Council limit the interviews to four firms had have a work
42 session to interview them. He stated the Council needs to provide due diligence and review all
43 factors.

1 Council Member Potter stated he wants feedback on the Council interviewing firms and who should
2 be interviewed as well as the selection process.

3
4 Mayor Carr suggested each Council Member review the proposals then come back to a work session
5 to discuss interviews.

6
7 The Council determined a work session will be held prior to the June Council meeting. Firms will
8 need three Council Members in favor of an interview and interviews will be scheduled for a special
9 meeting on June 28 at 6:00 p.m.

10
11 **Tree Trimming Appointment, Council Member Bohnen** – Council Member Bohnen advised the
12 Council received copies of all the prices quotes submitted to the City. Some of the services do need
13 to be on the appointment list for emergency purposes, such as the tree trimmer.

14
15 **Roadside Brushing Appointment, Council Member Bohnen** – Council Member Bohnen reviewed
16 the staff report outlining the preferred selection for roadside brushing as well as an alternate.

17
18 **Roadside Mowing Appointment, Council Member Bohnen** – Council Member Bohnen reviewed
19 the staff report outlining the preferred selection for roadside mowing as well as an alternate.

20
21 **Council Member Fogelson moved to add the tree trimmer to the appointment list and approve**
22 **the additional roadside services, as presented. Council Member Potter seconded the motion.**
23 **Motion carried with Council Member Huber and Mayor Carr voting nay.**

24
25 **Treasurer's Report, Sharon Schwarze** – City Treasurer Schwarze provided the Council with a
26 financial update noting the Investment Advisor is working on lowering the routine bank fees. The
27 audit is underway and the field work has been completed. She requested any unusual requests
28 relating to the budget be sent to her prior to the budget process. She indicated she would like to work
29 with the Fire Department to begin discussions on costs for that service. She advised the books have
30 been split and everything has been put back into Quickbooks. CTAS can be used for the monthly
31 checks.

32
33 The Council determined they would like the preliminary budget numbers in August and a work
34 session would be held prior to the September Council meeting relating to the 2012 budget.

35 36 **DISCUSSION ITEMS**

37 38 City Council Reports:

39
40 Mayor Carr announced the video technician, Ryan Hickok, will no longer provide services to the City
41 as he has another opportunity through the Cable Commission. He thanked him for his services.

42
43 Mayor Carr advised all the required information regarding the Pine Tree pumphouse is being updated
44 and provided to the City from the DNR.

45

1 Council Member Bohnen thanked those that helped with a tree over the road noting it was volunteer
2 and there was no cost to the City. There is a problem with water on Kimbro Avenue Court and
3 residents do want that to be gravel again and asked how to proceed with that. Grading is going well
4 and he thanked staff for all their help on the contract and roadside services. Miller Excavating is
5 doing some reclaiming on roadway shoulders.

6
7 City Attorney Vivian outlined the options for replacing Kimbro Avenue Court with gravel and stated
8 a petition should be brought forward for Council to review.

9
10 Mayor Carr stated he received some calls from residents with concerns that the grader operator
11 appears to be completing private services on City time.

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14 **CLOSED SESSION FOR THE PURPOSE OF CONFERRING WITH LEGAL COUNSEL AS**
15 **PERMITTED BY THE ATTORNEY-CLIENT PRIVILEGE PURSUANT TO MINN.STAT.**
16 **13D.05 SUBD. 3 (d) ON THE FOLLOWING LEGAL MATTERS:**

17
18 **Nielsen v City of Grant et al**

19
20 **Council Member Huber moved to go into closed session at 9:50 p.m. Council Member Potter**
21 **seconded the motion. Motion carried unanimously.**

22
23 **Council Member Huber moved to adjourn the closed session at 10:05 p.m. Council Member**
24 **Potter seconded the motion. Motion carried unanimously.**

25
26 **COMMUNITY CALENDAR MAY 4 THROUGH MAY 31, 2011:**

27
28 **Planning Commission Meeting, Monday, May 16, 2011, Town Hall, 7:00 p.m.**

29
30 **ADJOURN**

31
32 **There being no further business, Council Member Potter moved to adjourn at 10:06 p.m.**
33 **Council Member Huber seconded the motion. Motion carried unanimously.**

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36 These minutes were considered and approved at the regular Council Meeting June 7, 2011.

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42 Kim Points, City Clerk

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41 _____
42 Tom Carr, Mayor