

**City of Grant  
City Council Agenda  
December 6, 2011**

*The regular monthly meeting of the Grant City Council will be called to order at 7:00 o'clock p.m. on Tuesday, December 6, 2011, in the Grant Town Hall, 8380 Kimbro Ave. for the purpose of conducting the business hereafter listed, and all accepted additions thereto.*

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **APPROVAL OF REGULAR AGENDA**
4. **APPROVAL OF CONSENT AGENDA**
  - A. November 1, 2011 City Council Meeting Minutes
  - B. Bill List, \$79,470.97
  - C. City of Stillwater, 2<sup>nd</sup> Half Fire Contract, \$58,118.00
  - D. City of Mahtomedi, 4<sup>th</sup> Quarter Fire Contract, \$27,902.50
  - F. Cates, Town Hall Project, \$11,234.00
  - G. Bell Trucking, Inc., Town Hall Project, \$9,000.00
  - H. Resolution No. 2011-25, Lot Line Adjustment, 11950 Isleton Ave. N
5. **PUBLIC COMMENT**
6. **STAFF REPORTS**
  - A. City Engineer, Phil Olson
    - i. November Staff Report
  - B. City Planner, Jennifer Haskamp
    - i. November Staff Report
  - C. City Attorney, Nick Vivian
    - i. November Staff Report
  - D. Building Inspector, Jack Kramer (report for November building activities)
7. **OLD BUSINESS**
  - A. Website Items, Mayor Carr
8. **NEW BUSINESS**
  - A. Public Comment Inquiries, Mayor Carr
  - B. Resolution No. 2011-17, Snow Plowing Policy
  - C. Resolution No. 2011-18, Applewood Hills 2012 Liquor License

**D. Resolution No. 2011-19, Gasthause Bavarian 2012 Liquor License**

**E. Resolution No. 2011-20, Indian Hills Golf Club 2012 Liquor License**

**F. Resolution No. 2011-21, Sawmill Golf Club 2012 Liquor License**

**G. Resolution No. 2011-22, Windy Acres 2012 Liquor License**

**H. Resolution No. 2011-23, 2012 Levy Certification**

**I. Resolution No. 2011- 24, 2012 Final Budget**

**J. Resolution No. 2011-25, Designated Reserves General fund Sign Replacement**

**K. Resolution No. 2011-26, Designated Reserves Jasmine Avenue Improvements**

**9. DISCUSSION ITEMS**

**A. City Council Reports (any updates from Council)**

**B. Other Discussion Items (any updates from staff)**

**i. Current Ordinance Issues, City Clerk**

**10. COMMUNITY CALENDAR DECEMBER 7 THROUGH DECEMBER 31, 2011:**

**Planning Commission Meeting, Monday, December 19, 2011, Town Hall, 7:00 p.m.**

**11. ADJOURNMENT**

CITY OF GRANT  
MINUTES

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**DATE** : November 1, 2011  
**TIME STARTED** : 7:00 p.m.  
**TIME ENDED** : 10:40 p.m.  
**MEMBERS PRESENT** : Councilmember Bohnen, Fogelson, Huber, Potter and Mayor Carr  
**MEMBERS ABSENT** : None

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

**CALL TO ORDER**

Mayor Carr called the meeting to order at 7:02 p.m.

**PLEDGE OF ALLEGIANCE**

**SETTING THE AGENDA**

Item 7Aii, Discussion of Ideal Avenue Millings was added to the regular agenda.

Item 8E, 2012 Final Budget workshop meeting was added to the regular agenda.

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

**CONSENT AGENDA**

October 4, 2011 City Council Meeting Minutes	Removed
Bill List, \$70,873.56	Approved
Resolution No. 2011-14, Axdahl Amended CUP	Approved
Resolution No. 2011-15, Lot Line Adjustment	Approved
Tort Liability, City DOES NOT WAIVE Monetary Limits	Approved

1 **Council Member Huber moved to approve the Consent Agenda, as amended. Council Member**  
2 **Potter seconded the motion. Motion carried unanimously.**

3  
4 **October 4, 2011 City Council Meeting Minutes –**

5  
6 Council Member Huber stated referred to the minutes and stated the City Assessor should not be  
7 listed as staff and also expressed concern regarding the lack of publicity regarding the informational  
8 meetings. He stated Council Member Fogelson indicated that information would be placed on the  
9 first page of the City newsletter. The schedule of those meetings was important and should have been  
10 on the first page.

11  
12 Council Member Fogelson indicated Council Member Bohnen's letter was on the first page of the  
13 City newsletter and he does not edit per previous discussions regarding this issue.

14  
15 **Council Member Huber moved to approve the October 4, 2011 City Council Meeting Minutes,**  
16 **as amended. Council Member Potter seconded the motion. Motion carried unanimously.**

17  
18 **PUBLIC COMMENT**

19 Mr. Loren Sederstrom, 107<sup>th</sup> Street, came forward and stated the City of Hugo has a cable show put  
20 on by staff. He stated he does the Grant cable show by himself and submitted a blurb about that show  
21 to print in the City newsletter. He asked why he can't get it printed in the City newsletter.

22 Mr. Larry Lanoux, Keswick Avenue, came forward and stated he wanted to get a referendum done  
23 this year as opposed to next year because it is an election year. He referred to the school districts  
24 open enrollment numbers noting they were at one in 2006 and over 2,000 now. He asked where  
25 residents vote for both school district elections. He referred to the budget meeting stating there are  
26 places the City can save money. WSB has a planner, are staff meetings really necessary and a lot of  
27 dollars are going to the City secretary.

28 Mr. Frank Hoesch, Jeffrey Blvd., came forward and stated he sent comments to the Council and did  
29 hear back from three of you. He stated the Council needs to work as a team and not a political team.  
30 He stated he would like to look at long term road plans. Planning needs to be taken care of now and  
31 the costs for road maintenance will then be lower in the long run.

32 **CONSIDERATION OF REQUEST FROM GATEWAY TRAIL ASSOCIATION, JOHN**  
33 **OLDENDORF/BOB HAGSTROM**

34 Mr. Bob Hagstrom, referred to the letter sent our regarding the trail access at Manning Avenue Court.  
35 He advised there is a roughed in trail access now and the Gateway Trail Association would like to  
36 make sure it stays in place, although signage would be needed.

37 Mayor Carr advised the DNR has assured him that they are committed to keeping the trail access  
38 there if possible.

39 Council Member Bohnen noted there could be a parking issue in that area.

40 Council Member Huber added enforcement could also be an issue.

1 City Attorney Vivian advised the easement could also be an issue. The easement needs to be mapped  
2 out and maintenance needs to be addressed by the Council.

3  
4 The Council directed staff to look into the easement issue and have the area mapped out so a  
5 recommendation could be made to the Council at a future meeting.

6  
7 **STAFF REPORTS**

8  
9 **City Engineer, Phil Olson**

10  
11 **Staff Report** – A report was provided for October 2011 City engineering activities, to be placed on  
12 file for review.

13  
14 **Discussion of Ideal Avenue Millings** – City Engineer Olson provided the background on this issue  
15 advising the City was approached by Mahtomedi. This is a great opportunity for the City of Grant  
16 and there is no cost. Applying the millings to Ideal Avenue will still allow for grading of that  
17 roadway.

18  
19 Road Commissioner Bohnen stated if the City would like to move forward with application of the  
20 millings it will have to be done this week. He read a flyer that was put in affected resident's  
21 mailboxes. The millings will allow for improvement of the basin capacity and address some of the  
22 draining issues there.

23  
24 City Engineer Olson added that the some of the drainage issues there may have been due to grading  
25 that was done without a permit by the previous owner. The area is a bit tricky because there is a  
26 wetland there.

27  
28 It was the consensus of the Council to move forward with the millings on Ideal Avenue.

29  
30 **City Planner, Jennifer Haskamp**

31  
32 **Hedberg Landscape CUP Update**– City Planner Haskamp provided the background on this issue  
33 and reviewed the staff report. She advised that at this time it appears Park Nursery is in compliance  
34 with the current CUP. She stated there is a boundary between uses and she did not observe any  
35 multiple businesses, but perhaps storage of equipment that may not be Hedberg' s.

36  
37 City Attorney Vivian added that based on the site visit he doesn't believe there are any current issues  
38 on the site. The review is complete and any escrow dollars should be returned. A new escrow may be  
39 provided for additional planning services if Park Nursery so chooses.

40  
41 **Staff Report** - A report was provided for October 2011 City planning activities, to be placed on file  
42 for review.

43  
44 **City Attorney, Nick Vivian**

1  
2 **Staff Report** – A report for October 2011 was provided to be placed on file for review.

3  
4 City Attorney Vivian provided an update on Axdahl's noting the mylars are complete and Raleigh is  
5 providing a bond for the roadway. He added he is working with the clerk on the outstanding escrow  
6 amount.

7  
8 City Attorney Vivian advised the City received a data practices request that included 42 separate  
9 categories of information relating to the Nielsen litigation. The City is required to respond and a  
10 letter of response is being drafted. As there is only one staff person the request would take quite some  
11 time to complete and determine if the data is private. There is a significant amount of work, time and  
12 costs associated with compliance of this request. He provided an update on the Nielsen litigation  
13 noting it has concluded and it is unclear as to whether Mr. Nielsen has any ties to the data practices  
14 request.

15  
16 Council Member Huber asked if there is any way to mitigate the costs associated with the request as it  
17 is not a discover action.

18  
19 City Attorney Vivian advised it is unknown yet about recouping some of the costs. He stated he  
20 needs to determine an effective way to accomplish this but also keep the documents preserved.  
21 Citizens are entitled to public documents.

22  
23 **Building Inspector, Jack Kramer** – A report was from Building Inspector Kramer was provided for  
24 October 2011 to be placed on file for review.

25  
26 **OLD BUSINESS**

27  
28 **Proposed Road Policy Revision, Public Hearing, Steve Bohnen** – Council Member Bohnen  
29 provided the background of this issue and stated three informational meetings were held last month.  
30 He stated he learned a lot but there is a concern regarding the data and certainly more current data is  
31 needed. The roads need to be prioritized and scored and repair expenses tracked for the past five  
32 years.

33  
34 Council Member Bohnen added that the road policy itself should be reviewed and further discussions  
35 held. Overlays need to be considered along with who pays, who benefits and who decides when it is  
36 done. Dust control also needs to be addressed. He stated he is not 100% behind the current proposal  
37 and supports removing the additional \$70,000 from the budget.

38  
39 Mayor Carr opened the public hearing at 8:24 p.m.

40  
41 Mr. Frank Hoesch, 84<sup>th</sup> Street, came forward and stated he has had concern for years that the roads  
42 within the City are not being taken care of over time. There needs to be a plan in place and there is a  
43 cost to the City whether a road is paved or graded. This should be studied and looked at in detail.  
44 The plan should be objective, transparent and non-political. He asked the Council to continue  
45 discussions and gather information.

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Mr. Larry Lanoux, Keswick Ave., came forward and thanked the Council for the three informational meetings and listening. He stated he he appreciates Council Member Bohnen bringing this tough issue forward and addressing it.

Mr. Doug Schwartz, 8540 Jeffrey, came forward and stated that within the policy there is a preferred method for assessing property owners. He suggested that language be modified, specifically in terms of Jeffrey Avenue.

Mr. Dale Mckawitz, 7400 Manning, came forward and thanked Council Member Bohnen for the meeting. He stated the City did not have a plan before and now they are going to develop ment. A mechanism is needed for residents who live on state and county roads.

Mr. Jerry Helander, Jasmine Avenue, came forward and stated this is a complex issue and he is encouraged by what he heard this evening. He stated he believes people will pay for their own roads to be reconstructed and paved roads won't go back to gravel roads. He stated he is not in a big rush to change the road policy and believes it should be dealt with by referendum.

Mr. Tom Paulo, 63643 Keswick, came forward and stated he has only lived in Grant for a short time. He encouraged the Council to keep the additional dollars in the budget and has an issue with voting on paving or not paving. The dollars in the budget make for good governance and the ability to take care of the City's roads.

Mayor Carr closed the public hearing at 8:40 p.m.

Council Member Fogelson stated the City needs a comprehensive road policy and communication to residents on road maintenance and the policy needs to be improved. He advised he is not ready to come forward with that plan.

Council Member Huber stated he always supported the conversation regarding the road policy but firmly believes the City can do better for its residents. He advised he fully supports working on this issue and he is very proud of the City right now.

Council Member Potter thanked Council Member Bohnen for the time he took on this as well as Sharon Schwarze. He stated he learned a lot from theis and working together on a plan is a good thing.

Mayor Carr stated he is glad the Council came to consensus on the process. He stated he has seen a lot of bad processes this year. He does support a discussion on the roads. He distributed Council Member Bohnen's campaign flyer noting it was stated he did not support raising taxes. He added he hopes the City can tweak the policy within the City's budget to help people with their roads and believes the City can do a lot of things better. He stated he looks forward to talking about this.

Council Member Bohnene stated that his original purpose was that he initially was hoping to bring to the table a plan that was supported by the majority. The main reason to back off at this point is the

1 current proposal does not do that. He stated he hope to have a draft revised policy by June next year  
2 than be able to look at the cdosts of that and determine how to fund it.

3  
4 Mayor Carr asked staff if there is a way to set the plan up to be able to keep it in place long term.

5  
6 City Attorney Vivian advised a three or five year plan that is reviewed every year and only tweaked if  
7 necessary should be developed. That way there is a baseline to review every year. He pointed out  
8 that the issue within a revised policy may be more when a road fails or residents are not asking a road  
9 to be paved but do want the City to reconstruct a failed road or one that has become unpassable.

10  
11 Council Member Huber stated it should be set up so it is very difficult politically to change due to  
12 resident buy in. He noted that type of plan will require staff time and dollars to enable the collection  
13 of good data.

14  
15 Council Member Fogelson asked that everyone continue to participate in the process and noted it is  
16 going to take a signficiant amount of Council, resident and staff time.

17  
18 Council Member Potter stated he agrees that if the plan is done properly, it would be self-governing if  
19 there is majority of resident buy in.

20  
21 **2012 Roads Referendum, Jeff Huber** – Council Member Huber referred to a handout regarding  
22 additional levies and advised he does not believe the City has enough information to take action on  
23 this tonight. He stated he doesn't want to tie the City's hands in relation what the revised policy may  
24 be. He suggested this item be tabled until the December meeting.

25  
26 Mayor Carr noted additional information is needed including the cost, procedure, timeline, etc.  
27 relating to a potential referendum.

28  
29 Council Member Potter added the staff time and costs associated with a potential referendum needs to  
30 be looked at.

31  
32 Council Member Fogelson stated the City needs the data to develop a revised road policy. Dollars for  
33 this project need to be set aside within the 2012 budget.

34  
35 **Audit Services RFP, Mayor Carr** – Mayor Carr advised interviews were held prior to the regular  
36 Council meeting.

37  
38 **Council Member Huber moved to approve audit services proposal from LarsonAllen for**  
39 **\$11,500 annually.**

40  
41 Council Member Potter inquired about an opt out clause within the contract.

42  
43 **Council Member Huber amended the motion to incluce an opt out clause to include an opt out**  
44 **clause and contingent upon contract review and approval. Council Member Fogelson agreed to**  
45 **the amendment. Motion carried unanimously.**



1 **Website Items, Mayor Carr** – Mayor Carr advised this item will be on every agenda for comments  
2 and suggestions on the City’s website.

3  
4 Council Member Bohnen mentioned some minor inaccuracies still posted on the City directory  
5 portion of the website. He suggested a volunteer step forward and examine the entire website for  
6 those type of errors and submit list to be corrected.

7  
8 **2012 Final Budget Workshop Meeting** – Council Member Potter proposed the Council have an  
9 additional budget meeting prior to the December Council meeting, based on the road informational  
10 meetings.

11  
12 Mayor Carr agreed and requested everyone look at the current numbers and determine if any cuts can  
13 be made.

14  
15 Council Member Huber stated that any cuts made to the preliminary budget need to go to funding of  
16 obtaining the road data required for a potential revised road policy.

17  
18 A budget meeting was scheduled on Monday, November 28, 2011, 7:00 p.m. at Town Hall.

19  
20 **NEW BUSINESS**

21  
22 **Public Comment Inquiries, Mayor Carr** – Mayor Carr advised residents in the Mahtomedi School  
23 District vote at the District Center. Residents in the Stillwater School District vote at the Church  
24 where City elections are held.

25  
26 Council Member Fogelson advised Mr. Sederstrom’s article regarding his Grant show will be  
27 published in the next newsletter.

28  
29 **Washington County Mass Notification System, Mayor Carr** – Mayor Carr referred to the  
30 information regarding the program in the packets.

31  
32 Council Member Fogelson stated he researched the system and it basically is a notification of  
33 residents of public safety issues. There is no notification of weather events. Residents have to sign in  
34 if you have a cell phone but are already in the data base with land lines.

35  
36 **Mayor Carr moved to approve the Joint Powers Agreement for the Washington County Mass**  
37 **Notification System, as presented. Council Member Fogelson seconded the motion. Motion**  
38 **carried with Council Member Huber voting nay.**

39  
40 **Open Government Initiative, Jeff Huber** – Council Member Huber read a draft of the proposed  
41 policy regarding open government and advertised City meetings that was included in the packets. He  
42 stated the policy is being proposed in an effort to notify as many residents as possible in regard to City  
43 business. The four recent informational meetings had a total of 149 residents present.

1 **Council Member Huber moved to adopt the policy, as presented. Mayor Carr seconded the**  
2 **motion.**

3  
4 Council Member Potter stated the policy somewhat refers to open meeting law requirements and he  
5 does endorse that. However, if this is going to be adopted it should be done in resolution form. He  
6 stated he does not agree with additional costs associated with this.

7  
8 Council Member Huber stated the calendar posting in the paper has not cost and would only be  
9 utilized when there are meetings that include public input.

10  
11 Council Member Huber withdrew the motion for revisions to be reviewed at the December meeting.  
12 Mayor Carr withdrew the second to the motion.

13  
14 It was suggested a meeting box be developed on the City's website.

15  
16 **Brown's Creek Trail at Manning Avenue, Mayor Carr** – City Treasurer Schwarze provided an  
17 update on the trail meeting that was held.

18  
19 Council Member Potter stated they are looking for resident input. There is a notification on the  
20 website or contact the DNR. The next meeting may be in January.

21  
22 Mayor Carr referred to the letter in the packet regarding the request of supporting an underpass for the  
23 Brown's Creek Trail at Manning Avenue as opposed to an overpass.

24  
25 The Council directed staff to draft a letter indicating support of a tunnel at that location.

26  
27 **DISCUSSION ITEMS**

28  
29 **City Council Reports:** There were no Council updates.

30  
31 **Other Discussion Items:**

32  
33 **Added Line Item in Budget** – Mayor Carr read the staff report outlining the reason for an additional  
34 line item within the budget.

35  
36 **Council Members 2011 Payment Form/Extra Meeting Submittal** – Mayor Carr referred to the  
37 staff report requesting all payment forms be submitted to the Clerk by November 18, 2011.

38  
39 **Jasmine Avenue Refund, Sharon Schwarze** – City Treasurer Schwarze stated she would like to  
40 designate funds for the refund that will be provided when the bond term is up for the Jasmine Avenue  
41 project. It is an accounting entry for accounts payable. She inquired about the 110<sup>th</sup> Street escrow  
42 and holding onto escrow funds.

43  
44 City Attorney Vivian advised there is a warranty with the road contractor and he does not believe  
45 funds can be held as the escrow was for construction.

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**COMMUNITY CALENDAR NOVEMBER 2 THROUGH NOVEMBER 30, 2011:**

**Planning Commission Meeting, Monday, November 21, 2011, Town Hall, 7:00 p.m.**

**City Office Closed, Thanksgiving Holiday, Thursday, November 24, 2011**

**ADJOURN**

**There being no further business, Council Member Huber moved to adjourn at 10:40 p.m.  
Council Member Potter seconded the motion. Motion carried unanimously.**

These minutes were considered and approved at the regular Council Meeting December 6, 2011.

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Kim Points, City Clerk

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Tom Carr, Mayor

Date range: 11/01/2011 to 11/29/2011

<u>Vendor</u>	<u>Date</u>	<u>Check #</u>	<u>Total</u>	<u>Description</u>	<u>Void</u>	<u>Account #</u>	<u>Detail</u>
Payroll Period Ending 11/28/2011	11/28/2011	11562	\$3,106.67		No	100-41101-100	\$3,106.67
Payroll Period Ending 11/28/2011	11/28/2011	11563	\$2,278.55		No	100-41005-100	\$2,278.55
Payroll Period Ending 11/28/2011	11/28/2011	11564	\$2,562.15		No	100-41002-100	\$2,562.15
Payroll Period Ending 11/28/2011	11/28/2011	11565	\$2,278.55		No	100-41005-100	\$2,278.55
Payroll Period Ending 11/28/2011	11/28/2011	11566	\$2,278.55		No	100-41005-100	\$2,278.55
Payroll Period Ending 11/28/2011	11/28/2011	11567	\$2,278.55		No	100-41005-100	\$2,278.55
Sprint	11/28/2011	11568	\$32.63	City Cell Phone	No	100-43116-321	\$32.63
Wells Fargo	11/28/2011	11569	\$299.90	Computer Software	No	100-41314-210	\$299.90
Xcel Energy	11/28/2011	11570	\$133.22	Utilities	No	100-43004-381 100-43010-381 100-43117-381	\$47.99 \$10.15 \$75.08
On Site Sanitation	11/28/2011	11571	\$149.63	Sep/Oct	No	100-43007-210	\$149.63
Croix Valley Inspector	11/28/2011	11572	\$4,523.04	Building Inspector	No	100-42004-300	\$4,523.04
Press Publications	11/28/2011	11573	\$47.88	Publication	No	833-49310-300	\$47.88
Axdahl Farms	11/28/2011	11574	\$30.00	Straw for Town Hall	No	100-43001-220	\$30.00
Sharon Schwaiz	11/28/2011	11575	\$4,000.00	2011 Treasurer Services	No	100-41104-300	\$4,000.00
Concord Printing	11/28/2011	11576	\$1,269.00	Mail Newsletter	No	100-41307-350	\$1,269.00
Waste Management	11/28/2011	11577	\$4,347.38	Recycling	No	100-43011-384	\$4,347.38
Maroney's	11/28/2011	11578	\$140.88	Roadside Garbage/Clean Up Day	No	100-43105-384	\$140.88
CenturyLink	11/28/2011	11579	\$159.31	City Phone	No	100-41309-321	\$159.31
City of Stillwater	11/28/2011	11580	\$58,118.00	2nd Half Fire Contract	No	100-42003-300	\$58,118.00
Ken Roman	11/28/2011	11581	\$266.00	CableCast	No	100-41318-300	\$266.00
City of Mahomedi	11/28/2011	11582	\$27,902.50	4th Quarter Fire Contract	No	100-42002-300	\$27,902.50
Swanson Haskamp Consulting	11/28/2011	11583	\$3,055.28	Planning	No	100-41209-300 808-49310-430	\$1,479.03 \$48.75

Vendor	Date	Check #	Total	Description	Void	Account#	Detail
Bell's Trucking Inc.	11/28/2011	11584	\$9,000.00	Town Hall Project	No	100-43002-300	\$9,000.00
Cates	11/28/2011	11585	\$11,234.00	Town Hall Project	No	100-43002-300	\$11,234.00
Smith Appraisal Service	11/28/2011	11586	\$5,432.00	2nd Quarter Assessment Fees	No	100-41208-300	\$5,432.00
League of MN Cities Insurance Trust	11/28/2011	11587	\$810.00	Annual Insurance	No	100-41302-360	\$810.00
WSB & Associates	11/28/2011	11588	\$1,355.10	Engineering	No	100-41203-300	\$1,058.10
Eckberg Lammers	11/28/2011	11589	\$3,613.06	Legal Services	No	809-49310-430	\$297.00
Bryan Rock	11/28/2011	11590	\$3,613.06	Gravel	No	100-41204-300	\$1,533.00
Kline Bros Excavating	11/28/2011	11591	\$2,633.75	7971.25	No	100-41205-300	\$210.00
Brochman Blacktopping Co.	11/28/2011	11592	\$2,420.00	Roads/Pothole Repair	No	100-41206-300	\$1,765.06
KEJ Enterprises	11/28/2011	11593	\$9,646.19	Pothole Patching	No	801-49310-430	\$105.00
Steve Bohnen	11/28/2011	11594	\$200.00	2011 Extra Meetings/8	No	100-43108-300	\$5,280.00
Jeff Huber	11/28/2011	11595	\$200.00	2011 Extra Meetings/8	No	100-43109-300	\$340.00
Scott Fogelson	11/28/2011	11596	\$275.00	2011 Extra Meetings/11	No	100-43110-300	\$1,453.69
Tom Carr	11/28/2011	11597	\$150.00	2011 Extra Meetings/6	No	100-43113-300	\$2,572.50
PERA	11/28/2011	11598	\$919.88	PERA	No	100-41006-210	\$200.00
IRS	11/28/2011	EFT17	\$2,671.74	Payroll Taxes - November	No	100-41003-100	\$348.00
						100-41102-120	\$307.12
						100-41113-100	\$264.76
						100-41004-100	\$221.85
						100-41008-100	\$739.00
						100-41103-100	\$324.06
						100-41107-100	\$437.84
						100-41110-100	\$705.44
						100-41112-100	\$243.55

City of Grant

Disbursements List

<u>Vendor</u>	<u>Date</u>	<u>Check #</u>	<u>Total</u>	<u>Description</u>	<u>Void No</u>	<u>Account #</u>	<u>Detail</u>
Hedberg Landscape	11/29/2011	11599	\$918.04	Escrow Refund	No	808-49310-430	\$918.04
John Rog	11/29/2011	11600	\$11,375.98	Escrow Refund	No	829-49310-430	\$11,375.98
Total For Selected Checks			\$185,725.47				\$185,725.47



DATE	INVOICE NO
11/01/2011	0041447

<b>BILL TO</b>
City of Grant P O Box 577 111 Wildwood Rd Willernie, MN 55090

DUE DATE
12/01/2011

DESCRIPTION	QUANTITY	EFFECTIVE RATE	AMOUNT
Period 05/01/11-12/31/11: Fire Contracts	1.00	\$58,118.00	\$58,118.00

<b>INVOICE AMOUNT DUE:</b>	<b>\$58,118.00</b>
----------------------------	--------------------

PLEASE DETACH BOTTOM PORTION & REMIT WITH YOUR PAYMENT

For questions please contact us at (651)430-8800

Customer Name: City of Grant  
 Customer No: 100353  
 Account No: 0000006 - AR account for 100353

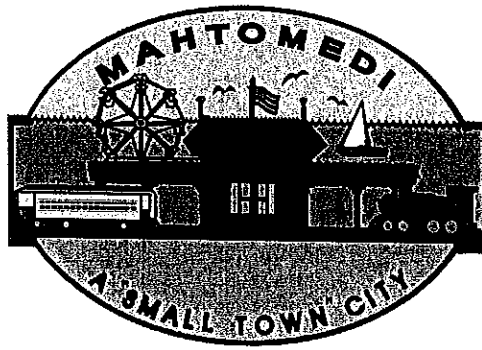
DUE DATE	INVOICE NO
12/01/2011	0041447

Please remit payment by the due date to:



City of Stillwater  
 216 North 4th Street  
 Stillwater, MN 55082

**TOTAL AMOUNT DUE:** \$58,118.00  
**AMOUNT PAID:** \_\_\_\_\_



January 5, 2011

City of Grant  
c/o Kim Points  
P.O. Box 577  
Willernie, MN 55090

Dear Kim,

Please remit a check in the amount of \$27,902.50 for the 4th quarter fire contract. Please pay December 1, 2011.

If you have any questions, please feel free to give me a call at 651-426-3344.

Thank you,

A handwritten signature in cursive script that reads "Jerene Rogers".

Jerene Rogers  
Account Clerk



**CATES**  
FINE HOMES

*celebrating 40 years* | proud builder + remodeler since 1970

**INVOICE**

November 10, 2011

Grant Town Hall  
Attn: Jack Kramer  
8380 Kimbro Ave  
Stillwater, MN 55082

Contract price	\$10,934.00
Add for new door at walkout	<u>\$ 300.00</u>
<b>Balance due</b>	<b>\$11,234.00</b>

Payment is due upon receipt.

Please make check payable to Cates Fine Homes and mail payment to 2000 Industrial Blvd, Stillwater, MN 55082.

Thank you, we appreciate your business!

Cates Fine Homes  
651-439-2844

## AGENDA ITEM 4D: LOT LINE REARRANGMENT - Isleton

**TO:** Mayor and City Council  
 Kim Points, City Clerk  
 Nick Vivian, City Attorney  
**Date:** November 28, 2011  
**RE:** Lot Line Rearrangement –  
 0403021110004 0403021110003  
**From:** Jennifer Haskamp  
 0403021120005

### Background

The Applicants submitted an application for a lot line rearrangement, which per the City Ordinance is a subsection of the minor subdivision code. The proposed application does not result in any additional lots; it is simply the adjustment of lot lines to better meet the site conditions of both properties. Per the city code a Public Hearing is not required, nor is a review by the planning commission. Therefore staff has prepared the following short memo to assist with your review, and also has provided a resolution for your review and consideration.

### Project Summary

Applicant: Ray & Lynn Olson Owner: James & Mary Dresen	Site Size: Dresen Property (0403021110004, 0403021110003) – 20.96 Acres Olson Property (0403021120005) – 12.32 Acres (Existing)
Zoning & Land Use: A-1	Request: The lot lines associated with the Dresen parcel will be reconfigured and 8.05 acres of the property sold and transferred to the Olson parcel
Location Addresses: 11940 Isleton Avenue and 11958 Isleton Avenue Court	

Currently the Applicants, Ray and Lynn Olson own Lot 5 of Mann Lake Estates Third Addition, and James and Mary Dresen own existing Lots 6 and 7. The Applicant would like to purchase approximately 8.05 acres from portions of Lots 6 and 7, leaving the Dresen parcel with the remaining acreage. The existing acreage is identified below (See attached Survey):

- Lot 5: 12.32 Acres
- Lot 6 & 7: 20.96 Acres

The proposed rearrangement would result in the following:

Lot 5 & Proposed Parcel A: 20.37 Acres – Olson Property

Proposed Parcel B: 12.91 Acres – Dresen Property

Based on the application, it appears that the application will result in three lots, which is consistent with the current conditions of the subdivision. The result is simply the rearrangement of the lot lines with the existing Dresen property, and a transfer of ownership to the Olsons.

### **Review Criteria**

The City's subdivision ordinance allows for minor subdivisions and lot line adjustments as defined in Section 30-9 and 30-10. The subdivision ordinance states that provided all other aspects of the zoning ordinance are met, that an applicant may request the lot line rearrangement directly from the City Council through a minor subdivision application.

The sections of the code that related to dimensional standards and other zoning considerations are provided for your reference:

Secs. 32--246

Secs. 33-313

### **Existing Site Conditions**

Existing Lot 5 is 12.32 Acres, has an existing principal structure, and barn with what appears to be a riding area. The lot is accessed from an existing driveway connected to Isleton Avenue Court which is a cul-de-sac. The existing frontage on the cul-de-sac is approximately 95 feet, and all structures meet current lot size and setback standards.

Existing Lot 6 is approximately 6.81 Acres, and there are no structures present on the lot. The lot is owned by the Dresens on the adjacent Lot 7. There is an upland area identified on the lot, which may be determined suitable for a building site. The lot has 271 feet of frontage on Isleton Avenue North. The lot size currently meets the zoning standards.

Existing Lot 7 is approximately 14.15 Acres, and has an existing house located at the rear of the property near Mann Lake. There are not accessory structures on the site. The home is accessed from Isleton Avenue North. The lot has approximately 298.5 feet of frontage on Isleton Ave. The existing location of the home and driveway currently meets the zoning standards.

### **Comprehensive Plan Review**

The adopted comprehensive plan sets a maximum density of 1 unit per 10 acres. The proposed lot line rearrangement does not affect density, and meets the intent of the comprehensive plan.

**Zoning/Site Review**

Dimensional Standards

The following site and zoning requirements in the A-1 district are defined as the following for lot standards and structural setbacks:

Dimension	Standard
Lot Size	10 acres
Lot Area	5 acres
Lot Width (cul-de-sac)	60'
Lot Width (public street)	300'
Lot Depth	300'
FY Setback	65'
Side Yard Setback (Interior)	20'
Rear Yard Setback	50'

Lot Size and Lot Area

The proposed lot line rearrangement will meet the city's ordinance standards for size and area and will not increase density in the area.

Lot Width

The proposed lot line rearrangement reconfigures the lot layout, but does not increase the number of lots. Parcel A is proposed to be sold to the Olson parcel and is 8.05 acres, with no structures, and upland areas located near the front of the parcel, and a more substantial upland area near the rear of the parcel by Mann Lake. This reconfiguration changes the frontage of the vacant lot from Isleton Avenue North to Isleton Avenue Court. The result frontage on the court is approximately 385' on Isleton Avenue Court. This proposed change meets the City's zoning standards. Resulting Parcel B, with the existing Dresen home will conform to the zoning standards, and the frontage will actually increase bringing the parcel into conformance. Existing Lot 5 will not change as a result of the rearrangement.

Setbacks

Based on the submitted information, all setback requirements are met for the proposed lot line rearrangement. The existing homes and driveways will continue to be in conformance with the zoning standards as proposed.

### **Staff Recommendation**

Staff would recommend approval of the lot line rearrangement with the following findings:

- Approval of the lot line rearrangement will not negatively impact the character of the neighborhood
- The existing conditions of the site will not be changed
- The location of the existing driveways is the safest location for access to both subject properties
- Approval of the lot line rearrangement does not make any determination with respect to the buildability of Proposed Parcel A. If a building is proposed in the future, it shall be subject to all zoning standards including setbacks, upland areas, wetland/shoreland setbacks, etc. Approval of this rearrangement does not constitute confirmation of Parcel A being buildable.

### **Action Needed**

The Resolution is attached for your consideration.

# Bell's Trucking Inc.

# INVOICE

P.O. Box 775  
Stillwater, MN 55082  
Phone 651.439.6375 Fax 651.439.9984

DATE: October 28, 2011  
INVOICE # 2291

**Bill To:**

City Of Grant

**Service Address:**

Town Hall
Kimbro

DESCRIPTION	AMOUNT
Removed 3 trees and stumps.	
Excavated along west and north foundation for waterproofing.	
Repaired any cracks or bad joints with mortar.	
Applied 3 coats of rubberized water proofing.	
Install 200 feet of socked train pipe.	
Installed drain pipe into each window well that is connected to main draitile.	
Installed 3/4 clean drainage rock over pipe with geotech fabric covering rock.	
Hauled out one load of brush and stumps.	
Hauled out 145 yards of fill.	
Delivered and backfilled with 115 yards clean sand.	
Delivered and graded 60 yards black dirt.	
Cut in swale where needed.	
Regraded from walkout to improve drainage.	9,000.00
<b>BALANCE DUE</b>	<b>\$ 9,000.00</b>

Due Upon Receipt

Make all checks payable to **Bell's Trucking INC**  
If you have any questions concerning this invoice, contact Jon, 651.439.6375

**THANK YOU FOR YOUR BUSINESS!**

## AGENDA ITEM 4D: LOT LINE REARRANGEMENT - Isleton

**TO:** Mayor and City Council  
 Kim Points, City Clerk  
 Nick Vivian, City Attorney  
**Date:** November 28, 2011  
**RE:** Lot Line Rearrangement –  
 0403021110004 0403021110003  
**From:** Jennifer Haskamp  
 0403021120005

### Background

The Applicants submitted an application for a lot line rearrangement, which per the City Ordinance is a subsection of the minor subdivision code. The proposed application does not result in any additional lots; it is simply the adjustment of lot lines to better meet the site conditions of both properties. Per the city code a Public Hearing is not required, nor is a review by the planning commission. Therefore staff has prepared the following short memo to assist with your review, and also has provided a resolution for your review and consideration.

### Project Summary

Applicant: Ray & Lynn Olson Owner: James & Mary Dresen	Site Size: Dresen Property (0403021110004, 0403021110003) – 20.96 Acres Olson Property (0403021120005) – 12.32 Acres (Existing)
Zoning & Land Use: A-1	Request: The lot lines associated with the Dresen parcel will be reconfigured and 8.05 acres of the property sold and transferred to the Olson parcel
Location Addresses: 11940 Isleton Avenue and 11958 Isleton Avenue Court	

Currently the Applicants, Ray and Lynn Olson own Lot 5 of Mann Lake Estates Third Addition, and James and Mary Dresen own existing Lots 6 and 7. The Applicant would like to purchase approximately 8.05 acres from portions of Lots 6 and 7, leaving the Dresen parcel with the remaining acreage. The existing acreage is identified below (See attached Survey):

- Lot 5: 12.32 Acres
- Lot 6 & 7: 20.96 Acres

The proposed rearrangement would result in the following:

Lot 5 & Proposed Parcel A: 20.37 Acres – Olson Property

Proposed Parcel B: 12.91 Acres – Dresen Property

Based on the application, it appears that the application will result in three lots, which is consistent with the current conditions of the subdivision. The result is simply the rearrangement of the lot lines with the existing Dresen property, and a transfer of ownership to the Olsons.

### **Review Criteria**

The City's subdivision ordinance allows for minor subdivisions and lot line adjustments as defined in Section 30-9 and 30-10. The subdivision ordinance states that provided all other aspects of the zoning ordinance are met, that an applicant may request the lot line rearrangement directly from the City Council through a minor subdivision application.

The sections of the code that related to dimensional standards and other zoning considerations are provided for your reference:

Secs. 32--246

Secs. 33-313

### **Existing Site Conditions**

Existing Lot 5 is 12.32 Acres, has an existing principal structure, and barn with what appears to be a riding area. The lot is accessed from an existing driveway connected to Isleton Avenue Court which is a cul-de-sac. The existing frontage on the cul-de-sac is approximately 95 feet, and all structures meet current lot size and setback standards.

Existing Lot 6 is approximately 6.81 Acres, and there are no structures present on the lot. The lot is owned by the Dresens on the adjacent Lot 7. There is an upland area identified on the lot, which may be determined suitable for a building site. The lot has 271 feet of frontage on Isleton Avenue North. The lot size currently meets the zoning standards.

Existing Lot 7 is approximately 14.15 Acres, and has an existing house located at the rear of the property near Mann Lake. There are not accessory structures on the site. The home is accessed from Isleton Avenue North. The lot has approximately 298.5 feet of frontage on Isleton Ave. The existing location of the home and driveway currently meets the zoning standards.

### **Comprehensive Plan Review**



The adopted comprehensive plan sets a maximum density of 1 unit per 10 acres. The proposed lot line rearrangement does not affect density, and meets the intent of the comprehensive plan.

**Zoning/Site Review**

Dimensional Standards

The following site and zoning requirements in the A-1 district are defined as the following for lot standards and structural setbacks:

Dimension	Standard
Lot Size	10 acres
Lot Area	5 acres
Lot Width (cul-de-sac)	60'
Lot Width (public street)	300'
Lot Depth	300'
FY Setback	65'
Side Yard Setback (Interior)	20'
Rear Yard Setback	50'

Lot Size and Lot Area

The proposed lot line rearrangement will meet the city's ordinance standards for size and area and will not increase density in the area.

Lot Width

The proposed lot line rearrangement reconfigures the lot layout, but does not increase the number of lots. Parcel A is proposed to be sold to the Olson parcel and is 8.05 acres, with no structures, and upland areas located near the front of the parcel, and a more substantial upland area near the rear of the parcel by Mann Lake. This reconfiguration changes the frontage of the vacant lot from Isleton Avenue North to Isleton Avenue Court. The result frontage on the court is approximately 385' on Isleton Avenue Court. This proposed change meets the City's zoning standards. Resulting Parcel B, with the existing Dresen home will conform to the zoning standards, and the frontage will actually increase bringing the parcel into conformance. Existing Lot 5 will not change as a result of the rearrangement.

Setbacks

Based on the submitted information, all setback requirements are met for the proposed lot line rearrangement. The existing homes and driveways will continue to be in conformance with the zoning standards as proposed.

### **Staff Recommendation**

Staff would recommend approval of the lot line rearrangement with the following findings:

- Approval of the lot line rearrangement will not negatively impact the character of the neighborhood
- The existing conditions of the site will not be changed
- The location of the existing driveways is the safest location for access to both subject properties
- Approval of the lot line rearrangement does not make any determination with respect to the buildability of Proposed Parcel A. If a building is proposed in the future, it shall be subject to all zoning standards including setbacks, upland areas, wetland/shoreland setbacks, etc. Approval of this rearrangement does not constitute confirmation of Parcel A being buildable.

### **Action Needed**

The Resolution is attached for your consideration.

**CITY OF GRANT, MINNESOTA  
RESOLUTION NO. 2011-16**

**RESOLUTION APPROVING A REQUEST FOR LOT LINE REARRANGEMENT  
11958 ISLETON AVENUE COURT & 11940 ISLETON AVENUE NORTH, GRANT,  
MINNESOTA**

**WHEREAS**, Ray and Lynn Olson(“Applicant”) has submitted an application for a Lot Line Rearrangement, a subsection of the Minor Subdivision process, to allow for the purchase of property located at 11940 Isleton Avenue North in the City of Grant, Minnesota; and

**WHEREAS**, the lot line rearrangement would result in the same number of lots as existing in the plat; and

**WHEREAS**, the City Council for the City of Grant has considered the application at its December 6, 2011, City Council meeting;

**NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF GRANT, WASHINGTON COUNTY, MINNESOTA**, that it does hereby approve the request of Ray and Lynn Olson and James and Mary Dresen for a lot line rearrangement as described in Chapter 30, based upon the following findings pursuant to Section 30-6 of the City’s Subdivision Ordinance. The City Council’s Findings relating to the standards are as follows:

- The lot line rearrangement will not negatively affect the physical characteristics of the lots or the neighborhood.
- The proposed lot line rearrangement conforms to the city’s comprehensive plan.
- The lots resulting from the lot line rearrangement will meet all standards and requirements for lot dimensions, and size as described in Section 32-246.
- There will be no visible changes to the property and the lots will continue to use the existing accesses from Isleton Avenue North and Isleton Avenue Court.

- The rearrangement does not provide a determination as to whether Parcel A is buildable, and will exist as a vacant lot and added to the Ray Olson parcel.
- The rearrangement will not be detrimental to or endanger the public health, safety or general welfare of the city, its residents, or the existing neighborhood.

Adopted by the Grant City Council this 6th day of December, 2011.

\_\_\_\_\_  
Tom Carr, Mayor

State of Minnesota            )  
  ) ss.  
County of Washington        )

I, the undersigned, being the duly qualified and appointed Clerk of the City of Grant, Minnesota do hereby certify that I have carefully compared the foregoing resolution adopted at a meeting of the Grant City Council on \_\_\_\_\_, 2011 with the original thereof on file in my office and the same is a full, true and complete transcript thereof.

Witness my hand as such City Clerk and the corporate seal of the City of Grant, Washington County, Minnesota this \_\_\_\_ day of \_\_\_\_\_, 2011.

\_\_\_\_\_  
Kim Points  
Clerk  
City of Grant



*Memorandum*

*To: Honorable Mayor and City Council, City of Grant  
Kim Points, City of Grant*

*From: Phil Olson, PE, City Engineer  
WSB & Associates, Inc.*

*Date: November 28, 2011*

*Re: December Staff Report - Engineering*

**A. Agenda Items**

**i. None**

**ii. Staff Report/Council Update**

**a. Manning Avenue Bridge - Final Inspection:** On November 9, 2011, a final project inspection was completed by the DNR and the City. The pavement condition on Manning Court was reviewed as it was used as a haul road during construction. Some new cracking was identified and repair work is planned to be completed by the City with funding from a warranty escrow included in the DNR contract. The DNR is currently revising the warranty agreement to include \$5000 to repair the damaged pavement and to seal coat Manning Court. When updated, the DNR agreement will be presented to Council for consideration.

**b. Gateway Trail Access at Manning Court:** A temporary gravel connection to the Gateway Trail was constructed in the southwest corner of Manning Court during the Manning Avenue Bridge project. In November, Council requested additional information regarding the maintenance costs and responsibilities if the trail connection were made permanent. A review of the right-of-way revealed that the connection was entirely located on City property or DNR property. Initial conversations with the DNR revealed they are interested in considering the long term maintenance costs but would require the trail to be paved. Additional discussions will be necessary to execute an agreement between the City and DNR if Council is interested in maintain this access.

**c. Mahtomedi School CUP:** A grading permit was issued on November 22, 2011 for the site grading of the Elementary School. Site grading began November 28, 2011 and will continue through 2012. Random site inspections will be completed to verify that grading is complete to plan.

- d. **11675 Keats Avenue, Nicholson Grading Permit:** A grading permit was issued on November 4, 2011 for the site grading associated with the Wetland Restoration Order. Site inspections will be completed to verify that grading is completed to plan.
- e. **110<sup>th</sup> Street Paving Improvements:** All project bills have been paid. The unused balance of the cash escrow (\$11,375.98) is to be returned to Mr. Rog.
- f. **Sign Inventory Update:** This regulation is currently being reviewed by the federal government after receiving comments back from state and local agencies. The League of Minnesota Cities is currently working with a group of city engineers and other city officials to develop a model sign retroreflectivity policy to meet the January 22, 2012 deadline. Following the federal review, we will discuss the management plan again.

If you have any questions, please contact me at 763-512-5245.

## MEMORANDUM

**To:** Mayor and Grant City Council  
**Date:** November 29, 2011  
**CC:** Kim Points, City Clerk  
**RE:** Staff Report - Planning  
Nick Vivian, City Attorney  
**From:** Jennifer Haskamp, City Planner

### CONSENT AGENDA ITEM:

4D. A short staff report and resolution were included in the consent agenda for a lot line rearrangement located on Isleton Avenue North and Isleton Avenue Court. The proposed rearrangement meets all standards as identified in the city's zoning ordinance.

### STAFF REPORT:

#### ISD #832 CUP Elementary School Application Update:

Staff has continued to work with the engineer and attorney on ensuring the conditions of the CUP are met prior to issuance of any permits. In late November the school district obtained the necessary approvals from the watershed districts, the DNR and the County to move forward with the grading permit. The city engineer issued the grading permit late in the month and school district is set to kick-off the grading work within a couple days.

#### 11675 Keats Avenue -- Wetland Violation

The property owner has obtained a grading permit from the city and outstanding issues regarding the wetland violation have been resolved. The property owner is moving forward with the restoration order and should have work completed within the next month.

#### Fee Schedule/Updates for 2012

Throughout the year staff has identified a couple of items that should be included and updated on the fee schedule for 2012. One of those items specifically relates to administering the wetland conservation act services in Brown's Creek Watershed District where the city is the LGU. Staff will provide more detailed information with the proposed fee schedule updates for your review and consideration.

## City Council Report for November 2011

To: Honorable Mayor & City Council Members

From: Jack Kramer Building & Code Enforcement Official

### Zoning Violations:

1. Frank Fabio Company, Inc. ( Mr. Frank Fabio ) 6510 Jocelyn Road North. Violation of the City of Grant Zoning Ordinance ( Article III . Zoning Districts Established; Permitted Uses; Dimensional Standards Section 32-243 and 32-245.

The city received a formal complaint from an attorney representing a neighbor of Mr. Fabio's. The complaint indicated Mr. Fabio is operating a construction company out of his residence.

I inspected the property and the inspection verified the complaint to be valid. I sent a letter dated November 3, 2011 to Mr. Fabio indicating the violation and the process for abatement.

Mr. Fabio responded to my letter and indicated that he will be in full cooperation with the city and shall seek a Certificate of Compliance or a Conditional use Permit as required by the city ordinance.

Mr. Fabio has applied for the proper applications and is communicating with the city planner.

### Abated Zoning Violation:

1. Mr. David Johnson 9945 Justen Trail N. Violation of the City of Grant Zoning Section 32-181 Building Permit and Compliance with the Building Code Required and Section 32-313 Accessory Buildings and Other Non-Dwelling Structures.

a. Mr. Johnson has applied for all of the required building permits and they have been issued accordingly.

### Building Permit Activity:

Twenty Five ( 25 ) building permits have been issued for this time period with a total valuation of \$ 782,011.00



### Additional Information:

The town hall mold mitigation project is nearly complete. The excavating and re-grading around the North and West portions of the structure is complete. The watershed district has viewed the seeding and mulching of the disturbed areas and based on the inspection they have approved of project.

The inspector for the district wishes to re-inspect the areas seeded in spring, when the growing season begins, to ensure proper growth has been established and soil erosion contained.

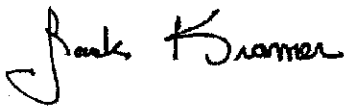
The interior of structure has been cleaned and insulated. Please note the south wood wall of the lower area was removed and rebuilt, this was required, due to vast amounts of mold and rotted structural supports.

The dehumidification system has been installed, however it did not pass inspection due to mechanical difficulties. The mechanical contractor shall be correcting the problem next week.

FYI: Upon the excavation of the exterior concrete block walls and surrounding areas, it was noted that the structure suffered from improper drainage around the building, due poor slope away from the building. It was also noted that the foundation walls were not waterproofed and no drain tile installed.

I will advise the council when the project is fully completed.

Respectfully submitted,



Jack Kramer

Building & Code Enforcement Official



**City of Grant**

**Resolution No. 2011-17**

**Snow Removal Policy Proposal**

It is the policy of the City of Grant that City roads will be consistently plowed, passable and safe within the reasonable and budgeted tools available to the City. Because all residents must be protected for safety vehicles and such, reasonable care will be made to clear all city roads in a timely fashion.

Generally, the City will plow at 2 inches or more of snowfall.

Road Commissioner can:

1. Prioritize plowing and salt/sand routes;
2. Plow by condition due to future weather forecast:
  - a. Examples: Amount, Ice, Melting potential,
  - b. Discretion: Start time of plows, reliance on mother nature to melt snowfall;
3. Use equipment appropriate to the condition of the roads and severity of snow/ice event.

Salting/Sanding of intersections will be based upon actual and forecasted conditions with no differentiation between paved or gravel in order to provide safe driving conditions for the residents of Grant.

Adopted this \_\_\_\_ day of \_\_\_\_\_, 20\_\_ by resolution of the Grant City Council.

## **AGENDA ITEM 8C - 8G**

**STAFF ORIGINATOR**      Kim Points  
**MEETING DATE**            December 6, 2011  
**TOPIC**                        2012 Liquor License

### **BACKGROUND**

Every year at the December City Council meeting, liquor licenses are approved for the following year, based on state approval, insurance, background checks and all fees paid.

Historically, the City has approved these licenses as a group. Per the League of Minnesota Cities Conference in June, it was highly recommended that the City approve each of the licenses separately, per resolution, in the event any one of them may have to be revoked.

Resolutions for each of the City's license holders is attached and states approval is based on the outlined conditions.

Staff is requesting a separate motion, second and vote be taken for each individually.

### **STAFF RECOMMENDATION**

Approve the 2012 Liquor Licenses

---

**RESOLUTION 2011-18**

**Resolution to Approve On-Sale / Sunday Liquor License for Applewood Hills LLC**

**(DBA: Applewood Hills)**

WHEREAS, Applewood Hills LLC submitted an application for the issuance of an On-Sale / Sunday Intoxicating Liquor License; and

---

WHEREAS, the Washington County Sheriff's Department completed the required background check and found nothing to prevent issuance.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Grant that the City Council does hereby approve issuance of an On-Sale / Sunday Intoxicating Liquor License to the applicant listed below for the period of January 1, 2012 through December 31, 2012:

Applewood Hills LLC  
11840 60<sup>th</sup> Street N  
Stillwater, MN 55082  
Licensee: John Scanlon

BE IT FURTHER RESOLVED that licensing is contingent upon said applicant making payment of their taxes and submission of appropriate license fees, necessary liability insurance, to the City Clerk.

PASSED: December 6, 2011 by the City Council of the City of Grant.

---

**RESOLUTION 2011-19**

**Resolution to Approve On-Sale / Sunday Liquor License for Schones Inc.**

**(DBA: Gasthaus Bavarian Hunter)**

WHEREAS, Schones Inc submitted an application for the issuance of an On-Sale / Sunday Intoxicating Liquor License; and

---

WHEREAS, the Washington County Sheriff's Department completed the required background check and found nothing to prevent issuance.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Grant that the City Council does hereby approve issuance of an On-Sale / Sunday Intoxicating Liquor License to the applicant listed below for the period of January 1, 2012 through December 31, 2012:

Schone's Inc.  
8390 Lofton Ave N  
Stillwater, MN 55082  
Licensee: Kimberly Quade

BE IT FURTHER RESOLVED that licensing is contingent upon said applicant making payment of their taxes and submission of appropriate license fees, necessary liability insurance, to the City Clerk.

PASSED: December 6, 2011 by the City Council of the City of Grant.

---

**RESOLUTION 2011-20**

**Resolution to Approve On-Sale / Sunday Liquor License for MoGrow Inc**

**(DBA: Indian Hills Golf Club)**

WHEREAS, McGrow Inc submitted an application for the issuance of an On-Sale / Sunday Intoxicating Liquor License; and

---

WHEREAS, the Washington County Sheriff's Department completed the required background check and found nothing to prevent issuance.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Grant that the City Council does hereby approve issuance of an On-Sale / Sunday Intoxicating Liquor License to the applicant listed below for the period of January 1, 2012 through December 31, 2012:

McGrow Inc.  
6667 Keats Ave N  
Stillwater, MN 55082  
Licensee: Michael Regan

BE IT FURTHER RESOLVED that licensing is contingent upon said applicant making payment of their taxes and submission of appropriate license fees, necessary liability insurance, to the City Clerk.

PASSED: December 6, 2011 by the City Council of the City of Grant.

---

**RESOLUTION 2011-21**

**Resolution to Approve On-Sale / Sunday Liquor License for Sawmill Golf Club Inc.**

**(DBA: Sawmill Golf Club)**

WHEREAS, Sawmill Golf Club Inc. submitted an application for the issuance of an On-Sale / Sunday Intoxicating Liquor License; and

---

WHEREAS, the Washington County Sheriff's Department completed the required background check and found nothing to prevent issuance.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Grant that the City Council does hereby approve issuance of an On-Sale / Sunday Intoxicating Liquor License to the applicant listed below for the period of January 1, 2012 through December 31, 2012:

Sawmill Golf Club Inc  
11177 McKusick Rd  
Stillwater, MN 55082  
Licensee: Daniel Pohl

BE IT FURTHER RESOLVED that licensing is contingent upon said applicant making payment of their taxes and submission of appropriate license fees, necessary liability insurance, to the City Clerk.

PASSED: December 6, 2011 by the City Council of the City of Grant.



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**RESOLUTION 2011-22**

**Resolution to Approve On-Sale / Sunday Liquor License for Big T Inc.**

**(DBA: Windy Acres)**

WHEREAS, Sawmill Golf Club Inc. submitted an application for the issuance of an On-Sale / Off-Sale / Sunday Intoxicating Liquor License; and

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WHEREAS, the Washington County Sheriff's Department completed the required background check and found nothing to prevent issuance.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Grant that the City Council does hereby approve issuance of an On-Sale / Off-Sale / Sunday Intoxicating Liquor License to the applicant listed below for the period of January 1, 2012 through December 31, 2012:

Big T Inc.  
11154 60<sup>th</sup> Street N  
Stillwater, MN 55082  
Licensee: Kerry Townsend

BE IT FURTHER RESOLVED that licensing is contingent upon said applicant making payment of their taxes and submission of appropriate license fees, necessary liability insurance, to the City Clerk.

PASSED: December 6, 2011 by the City Council of the City of Grant.

**CITY OF GRANT, MINNESOTA  
RESOLUTION NO. 2011-23**

**RESOLUTION ADOPTING FINAL CITY BUDGET FOR 2012**

**WHEREAS**, the City of Grant has established a final certification of the City of Grant's levy at its December 6, 2011 meeting; and

**WHEREAS**, the City of Grant is not required to hold public hearings for the 2012 final budget; and

**WHEREAS**, the City Council for the City of Grant wishes to establish its final 2012 budget which must be certified to the Washington County Auditor/Treasurer by December 28, 2011;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GRANT, WASHINGTON COUNTY, MINNESOTA**, as follows:

**BE IT RESOLVED**, that the City Council of the City of Grant, Washington County, Minnesota hereby adopts a final City budget for 2012 in the amount of \$1,164,106.28. The motion for adopting the foregoing resolution was acted upon by motion and seconded, and upon a vote being taken thereon, the following voted via voice:

Tom Carr  
Steve Bohnen  
Scott Fogelson  
Jeff Huber  
Dan Potter

Whereupon, said resolution was declared duly passed and adopted and signed by the Mayor and attested by the City Clerk, passed by the City Council, City of Grant, Washington County, Minnesota, on this 6th day of December, 2011.

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Thomas Carr, Mayor

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Kim Points, City Clerk

**CITY OF GRANT, MINNESOTA  
RESOLUTION NO. 2011-24**

**RESOLUTION ESTABLISHING THE FINAL LEVY CERTIFICATION FOR THE  
CITY'S GENERAL FUND AT \$938,570.00**

**WHEREAS**, the State of Minnesota requires the City to adopt a proposed, final levy certification for its General Fund; and

**WHEREAS**, the City Council is required to adopt its 2012 Final Levy Certification on or before December 6, 2011; and

**WHEREAS**, the City Council of the City of Grant wishes to comply with State law in this area;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GRANT, WASHINGTON COUNTY, MINNESOTA**, as follows:

1. Establish the 2012 General Fund Final Levy's certification at \$938,570.00.

The motion for adopting the foregoing resolution was acted upon by motion and seconded, and upon a vote being taken thereon, the following voted via voice:

Tom Carr  
Steve Bohnen  
Scott Fogelson  
Jeff Huber  
Dan Potter

Whereupon, said resolution was declared duly passed and adopted and signed by the Mayor and attested by the City Clerk, passed by the City Council, City of Grant, Washington County, Minnesota, on this 6th day of December, 2011.

\_\_\_\_\_  
Thomas Carr, Mayor

Attest:

\_\_\_\_\_  
Kim Points, City Clerk

**RESOLUTION 2011-25  
CITY OF GRANT  
WASHINGTON COUNTY, MINNESOTA**

**DESIGNATED RESERVES  
GENERAL FUND SIGN REPLACEMENT**

**WHEREAS**, the City Council of the City of Grant has created a plan to replace the City road signs, and

**WHEREAS**, the City Council funded this project with \$10,000.00 for 2011 with expenditures of \$3,996 leaving a balance in the account of \$6,004, and

**WHEREAS**, the City Council of the City of Grant wishes to first reserve this fund to add this reserve to the budget for 2012 in order to complete this plan in a timely and fiscally responsible manner,

**NOW, THEREFORE**, be it resolved by the City Council of the City of Grant that the City record the Committed Fund Balance in the General Fund for Sign Replacement in the amount of \$6,000.

**EFFECTIVE DATE.** This Committed Fund Balance is effective on the date of adoption.

Whereupon a vote being taken upon the motion, the following members voted in favor:

Whereupon a vote being taken upon the motion, the following members voted against:

Whereupon said motion was duly passed this \_\_\_\_ day of \_\_\_\_\_, 2011.

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Tom Carr, Mayor

ATTEST:

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Kim Points, City Clerk

**RESOLUTION 2011-26  
CITY OF GRANT  
WASHINGTON COUNTY, MINNESOTA**

**DESIGNATED RESERVES  
JASMINE AVENUE IMPROVEMENTS OF 2008 FUND**

**WHEREAS**, the City Council of the City of Grant adopted Resolution 2007-13 Stating, "Up to one hundred percent (100%) of the cost associated with completion of the improvement shall be assessed to properties benefited by the improvement as defined by this policy.",

**WHEREAS**, the Jasmine Avenue Improvements of 2008, Capital Fund has a remaining balance of \$20,382 composed of special assessments of \$196,688 and expenditures of \$176,306, and

**WHEREAS**, the City Council of the City of Grant wishes to first reserve this fund to guarantee adequate funds for payment of the General Obligation Improvement Bonds of 2008, which is currently solvent, and

**WHEREAS**, the City Council of the City of Grant wishes to refund \$20,382, the special assessment in excess of 100% of the cost to construct Jasmine Avenue, to the residents who have paid their special assessments, upon the satisfaction of the bond which the City obtained to allow residents to finance their special assessment,

**NOW, THEREFORE**, be it resolved by the City Council of the City of Grant that the City record the Committed Fund Balance in the capital fund of Jasmine Avenue Improvements of 2008 in the amount of \$20,382, first being committed to any shortage in the payment of the General Obligation Improvement Bonds of 2008, but not transferred to the Debt Service Fund, and then to a resident refund upon satisfaction of said bond.

**EFFECTIVE DATE.** This Committed Fund Balance is effective on the date of adoption.

Whereupon a vote being taken upon the motion, the following members voted in favor:

Whereupon a vote being taken upon the motion, the following members voted against:



Whereupon said motion was duly passed this \_\_\_ day of \_\_\_\_\_, 2011.

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Tom Carr, Mayor

ATTEST:

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Kim Points, City Clerk

## AGENDA ITEM 9B

**STAFF ORIGINATOR**      Kim Points  
**MEETING DATE**            December 6, 2011  
**TOPIC**                        Current Ordinance Issues

### BACKGROUND

In the past several months issues have been raised regarding current City ordinances that may present further issues at some point in the future. Staff wants the Council to be aware of these issues and obtain Council direction regarding any revisions to these ordinances.

The following is an outline of these issues:

- 1) Zoning Ordinance 32-185; Grading permit section: It is the understanding of staff that if an individual does not obtain a grading permit prior to grading taking place, the fine is a triple fee for that grading permit. There is nothing in the City's ordinance that allows a triple fee to be collected.
- 2) Section 32-1; Home Occupations/Definitions: It is noted in the table of uses that home occupations meeting the criteria are allowed with a COC. Those that do not meet the criteria require a CUP. There is no criteria listed and the definition of "incidental" is unclear.
- 3) Section 32-313F; Accessory Buildings: If accessory buildings are within 6 feet or less and of the same exterior as a garage, it does not apply as an accessory building, therefore having no square footage limits.

### STAFF RECOMMENDATION

Discussion of the current ordinance issues and provide staff direction.