

CITY OF GRANT  
MINUTES

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**DATE** : January 8, 2013  
**TIME STARTED** : 7:03 p.m.  
**TIME ENDED** : 10:01 p.m.  
**MEMBERS PRESENT** : Councilmember Bohnen, Fogelson, Huber, Lobin and Mayor Carr  
**MEMBERS ABSENT** : None

Staff members present: City Attorney, Nick Vivian; and Administrator/Clerk, Kim Points

**CALL TO ORDER**

Mayor Carr called the meeting to order at 7:03 p.m.

**PLEDGE OF ALLEGIANCE**

**OATH OF OFFICE, TINA LOBIN, JEFF HUBER AND TOM CARR**

The oath of office was administered to Tina Lobin, Jeff Huber and Tom Carr.

**SETTING THE AGENDA**

**Council Member Huber moved to approve the agenda as presented. Council Member Bohnen seconded the motion. Motion carried unanimously.**

**CONSENT AGENDA**

Bill List, \$47,155.63	Approved
KEJ Inc., Snow Removal and Sign Replacement, \$18,487.50	Approved
2012 Pay Equity Report	Approved

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

**2012 YEAR END REVIEW, MAYOR TOM CARR**

Mayor Carr provided a 2012 year-end review noting it was a good year. More road shouldering was completed, an emergency siren was installed and the dry hydrant was repaired. He thanked everyone for all their help in accomplishing those tasks.

1 Council Member Huber commended the Council Members present and stated Mr. Dan Potter did a  
2 great job on the Council and saved the City some dollars. He stated he hopes that the new Council  
3 continues with that. The 2013 Levy is again low and the City can be proud of that. The Road  
4 Commissioner did an outstanding job on the roads the past year.

5  
6 **PUBLIC COMMENT**

7  
8 Mayor Carr advised guidelines for public input are posted on the agenda and they are better defined.  
9 The Council will review a policy relating to public input, public comment and public hearings at the  
10 February Council meeting. He read the guidelines and stated the City is going to follow them.

11 Mr. Loren Sederstrom, 9330 107<sup>th</sup> Street, came forward and provided a year end update of the All  
12 Around Grant show. He noted he has reapplied to be the Cable commissioner and asked Council  
13 Members to abstain for appointments they may be nominated for.

14 Mr. Larry Lanoux, Keswick Avenue, came forward and thanked Mayor Carr for his years of service  
15 and congratulated Council Member Lobin on the election.

16 Ms. Joyce Welander, 83<sup>rd</sup> Street, came forward and stated she wrote 43 burn permits last year and  
17 encouraged residents to contact Fire Departments and the Sheriff's Department if they are burning  
18 when a permit is not required.

19 Mr. Bob Tufty, 6365 Jasmine, came forward and added that common sense says to call the Fire  
20 Department and Sherriff's Department when a burn occurs when a permit is not needed, typically  
21 during the winter when there are three or more inches of snow on the ground.

22 .  
23 **STAFF REPORTS**

24  
25 **City Engineer, Phil Olson**

26  
27 **Staff Report** – A report from City Engineer Olson was provided for December 2013 engineering  
28 activities to be placed on file.

29  
30 **City Planner, Breanne Rothstein**

31  
32 **Staff Report** – A report from City Planner Rothstein was provided for December 2012 planning  
33 activities to be placed on file.

34  
35 **City Attorney, Nick Vivian**

36  
37 **December Staff Report** – A verbal report was provided from City Attorney Vivian for December  
38 2012 Legal activities.

39  
40 **Building Inspector, Jack Kramer** – A report was from Building Inspector Kramer was provided for  
41 December 2012 to be placed on file for review.

42  
43 **NEW BUSINESS**

1  
2 **December 4, 2012 City Council Meeting Meeting Minutes – Council Member Fogelson moved to**  
3 **approve the December 4, 2012 Meeting Minutes, as presented. Council Member Bohnen**  
4 **seconded the motion. Motion carried with Council Member Lobin abstaining.**

5  
6 **December 28, 2012 Special City Council Meeting Minutes – Council Member Huber moved to**  
7 **approve the December 28, 2012 Special City Council Meeting Minutes, as presented. Council**  
8 **Member Bohnen seconded the motion. Motion carried with Council Member Fogelson and**  
9 **Lobin abstaining.**

10  
11 **Resolution No. 2013-02, Dust Control Process – Council Member Bohnen reviewed the proposed**  
12 **policy advising it is a copay program for chloride treatment. The proposal allows for approximately**  
13 **10% of the chloride budget to be used with residents that get their own dust control. The ultimate**  
14 **goal is to extend the chloriding to 25 miles within the City. He explained the neighborhood process**  
15 **noting it must be done early every year. Language could be put in the policy to allow some leeway to**  
16 **the Road Commissioner relating to the first come first serve basis on participation. The City can do**  
17 **the best job possible to accommodate and the program can be reevaluated after this year.**

18  
19 **Council Member Bohnen moved to adopt Resolution No. 2013-02, as presented. Council**  
20 **Member Lobin seconded the motion. Motion carried unanimously.**

21  
22 **Ordinance No. 2013-28, 2013 Fee Schedule – Mayor Carr advised there are no real changes. The**  
23 **fee for a driveway permit has been added.**

24  
25 Council Member Bohnen clarified the grading permit language on the fee schedule.

26  
27 **Council Member Fogelson moved to approve Ordinance No. 2013 – 28, as presented. Council**  
28 **Member Huber seconded the motion. Motion carried unanimously.**

29  
30 **Resolution No. 2013-01, Summary Publication of 2013 Fee Schedule – Mayor Carr advised**  
31 **Resolution No. 2013-01 authorizes a summary publication of the fee schedule ordinance.**

32  
33 **Council Member Huber moved to adopt Resolution No. 2013-01, as presented. Council**  
34 **Member Fogelson seconded the motion. Motion carried unanimously.**

35  
36 **2013 Meeting Schedule – Administrator/Clerk Points reviewed the proposed calendar noting the**  
37 **May 2 Council meeting is a Thursday to accommodate the Local Board of Review meeting.**

38  
39 **Council Member Bohnen moved to approve the 2013 Meeting Calendar as presented. Council**  
40 **Member Lobin seconded the motion. Motion carried unanimously.**

41  
42 **2013 Appointment List – Mayor Carr advised he would like to go through each appointment**  
43 **individually.**

44

1 **Mayor Carr moved to appoint Council Member Huber as Deputy Mayor. Council Member**  
2 **Lobin seconded the motion.**

3  
4 Council Member Bohnen noted Council Member Fogelson does have the most experience and asked  
5 if he was interested in Deputy Mayor.

6  
7 Council Member Fogelson stated he would like to be Deputy Mayor.

8  
9 Council Member Huber indicated Council Member Fogelson being Deputy Mayor is a good idea.

10  
11 Mayor Carr withdrew the motion. Council Member Lobin withdrew the second.

12  
13 **Mayor Carr moved to appoint Council Member Fogelson as Deputy Mayor. Council Member**  
14 **Lobin seconded the motion. Motion carried unanimously.**

15  
16 **Council Member Huber moved to appoint Council Member Lobin to Emergency preparedness.**  
17 **Council Member Bohnen seconded the motion. Motion carried unanimously.**

18  
19 **Mayor Carr moved to appoint Council Member Fogelson to the Metropolitan Council.**  
20 **Council Member Bohnen seconded the motion. Motion carried unanimously.**

21  
22 Council Member Fogelson advised he would like to continue as newsletter editor.

23  
24 Council Member Huber advised he would like to be the newsletter editor.

25  
26 **Mayor Carr moved to appoint Council Member Huber as newsletter editor. Council Member**  
27 **Lobin seconded the motion. Motion carried with Council Member Fogelson voting nay and**  
28 **Council Member Huber abstaining.**

29  
30 **Mayor Carr moved to appoint Council Member Bohnen to Road Commissioner. Council**  
31 **Member Fogelson seconded the motion. Motion carried With Council Member Bohnen**  
32 **abstaining.**

33  
34 **Council Member Huber moved to appoint Nick Vivian as City Attorney. Council Member**  
35 **Fogelson seconded the motion. Motion carried unanimously.**

36  
37 **Mayor Carr moved to appoint Kim Points as Administrator/Clerk. Council Member Huber**  
38 **seconded the motion. Motion carried unanimously.**

39  
40 **Council Member Bohnen moved to appoint Phil Olson as City Engineer. Council Member**  
41 **Fogelson seconded the motion. Motion carried unanimously.**

42  
43 **Council Member Huber moved to appoint Jack Kramer as Building Inspector. Council**  
44 **Member Fogelson seconded the motion. Motion carried unanimously.**

45

1 **Council Member Bohnen moved to appoint Breanne Rothstein as City Planner. Motion failed**  
2 **with no second.**

3  
4 Mayor Carr advised he had a conversation with the City's previous planner and a proposal was  
5 submitted. Ms. Haskamp is willing to come back with the same job description and at same cost as  
6 current planner. He stated he would like to have the previous planner back.

7  
8 **Mayor Carr moved to appoint Jennifer Haskamp as City Planner. Council Member Huber**  
9 **seconded the motion.**

10  
11 Council Member Fogelson suggested the planner appointment be left open until the joint Council  
12 Planning Commission work session.

13  
14 Council Member Bohnen stated the previous planner resigned because of Planning Commissioners  
15 that are still in place. He stated he is uncomfortable with making this decision without talking to her  
16 first.

17  
18 Mayor Carr indicated he had the same concerns but did talk to Ms. Haskamp and he is comfortable  
19 with moving forward.

20  
21 Council Member Fogelson stated he has those concerns also. He indicated he believes Ms. Haskamp  
22 is better qualified but he would like to see if she can work with the Planning Commission.

23  
24 Council Member Huber stated if the Planning Commission cannot work with whom the City Council  
25 appoints as the City's professionals that is a problem. The Council makes decisions for the City.  
26 Picking the professionals based on the Planning Commission is not the right way to make  
27 appointments.

28  
29 Mayor Carr stated the City has had issues in the last few months and would like the more experienced  
30 planner back.

31  
32 Council Member Huber stated he would like to move forward tonight. Everyone is aware that Ms.  
33 Haskamp is well qualified and she is a known quantity.

34  
35 **Motion carried with Council Member Bohnen and Fogelson voting nay.**

36  
37 **Mayor Carr moved to appoint Sharon Schwarze as City Treasurer. Council Member Huber**  
38 **seconded the motion. Motion carried unanimously.**

39  
40 **Council Member Huber moved to appoint SRAC to Animal Control. Council Member Bohnen**  
41 **seconded the motion. Motion carried unanimously.**

42  
43 **Council Member Huber moved to appoint Todd Smith as City Assessor. Council Member**  
44 **Bohnen seconded the motion.**

45

1 Council Member Lobin asked why Mr. Smith is in place when the process has to go through the  
2 County.

3  
4 Council Member Huber stated he had the same questions. Mr. Smith has saved the City some money  
5 and has provided good service. There are no quality control issues.

6  
7 Council Member Bohnen stated he likes that the assessor is getting paid by the City. Mr. Smith  
8 answers to the Council and he likes to think of him as a buffer between the City and the County.

9  
10 Mayor Carr stated he is not in favor or a buffer but it is nice that Mr. Smith is the City's mouthpiece.

11  
12 Council Member Fogelson stated one of the public meetings with Mr. Smith was not efficient. He  
13 stated he would like to appoint the County as the City's assessor.

14  
15 **Motion carried with Council Member Fogelson voting nay and Mayor Carr abstaining.**

16  
17 **Council Member Bohnen moved to appoint LarsonAllen as City Auditor. Council Member  
18 Fogelson seconded the motion. Motion carried unanimously.**

19  
20 Council Member Huber referred to the brushing services within the City of Grant and stated he is  
21 concerned about the amount of snow this year. He is proposing the plowing contractor submit a  
22 proposal for brushing, mowing and tree services and keep the other companies for secondary  
23 contractors. He stated he is worried about KEJ maintaining economic viability He would like to see if  
24 KEJ would like to bid on the other services.

25  
26 City Attorney Vivian noted the City does not have to obtain bids from other contractors as it is a  
27 service contract. The City can also neogitate with a specific contractor.

28  
29 Council Member Huber clarified that the proposal is to see if KEJ would like to be primary contractor  
30 on those services and would like to put a proposal together.

31  
32 Council Member Bohnen advised he would schedule a meeting with KEJ.

33  
34 Council Member Huber suggested the appointment be interim for brushing, mowing and tree service  
35 until a discussion is held and brought back in February.

36  
37 **Council Member Bohnen moved to apoint Mike Perron, T.H.E. Company and KEJ to  
38 brushing. Council Member Fogelson seconded the motion. Motion carried unanimously.**

39  
40 **Council Member Fogelson moved to appoint Wells Fargo as Depository. Council Member  
41 Huber seconded the motion. Motion carried unanimously.**

42  
43 **Mayor Carr moved to appoint Bob Tufty and Joyce Welander as Fire Marshalls. Council  
44 Member Huber seconded the motion. Motion carried unanimously.**

45

1 **Council Member Bohnen moved to appoint T.H.E. Company and KEJ to Roadside Mowing.**  
2 **Council Member Fogelson seconded the motion. Motion carried unanimously.**

3  
4 **Council Member Huber moved to appoint the White Bear Press and St. Croix Valley Lowdown**  
5 **to Newspaper. Motion carried unanimously.**

6  
7 **Council Member Huber moved to appoint Waste Mangement to Recycling. Council Member**  
8 **Fogelson seconded the motion. Motion carried unanimously.**

9  
10 **Council Member Huber moved to appoint Kline Brothers to Road Grading. Council Member**  
11 **Fogelson seconded the motion. Motion carried unanimously.**

12  
13 **Council Member Huber moved to appoint Maroney's to Roadside Trash. Council Member**  
14 **Fogelson seconded the motion. Motion carried unanimously.**

15  
16 **Council Member Huber moved to appoint Washington County to Septic Permits. Council**  
17 **Member Fogelson seconded the motion. Motion carried unanimously.**

18  
19 **Council Member Fogelson moved to appoint KEJ to Snow Plowing. Council Member Bohnen**  
20 **seconded the motion. Motion carried unanimously.**

21  
22 **Council Member Bohnen moved to appoint T.H.E. Company and KEJ to Tree Service. Council**  
23 **Member Fogelson seconded the motion. Motion carried unanimously.**

24  
25 **Council Member Huber moved to appoint Ken Ronnan as Video Technician. Council Member**  
26 **Bohnen seconded the motion. Motion carried unanimously.**

27  
28 **Council Member Huber moved to appoint Council Member Lobin to Animal Control. Mayor**  
29 **Carr seconded the motion. Motion carried unanimously.**

30  
31 Council Member Huber advised a proposal for website services was distributed to the Council. He  
32 asked the Council how to proceed. He suggested the appointment be made as an interim until it is  
33 further discussed.

34  
35 Council Member Fogelson applauded Council Member Huber for coming forward with the proposal.

36  
37 Council Member Huber stated Glenn Larson has done a great job as a volunteer on the website and he  
38 invested a lot of time. He reviewed the proposal and cost estimate noting the City needs to have a  
39 new web management team moving forward.

40  
41 Council Member Bohnen stated he is in full support of moving in a different direction with the  
42 website.

43  
44 Mr. Brent Larson, Halogen, came forward and provided the background of his company and the  
45 proposed website. He noted the proposed system is very easy to use and the most economic platform

1 available. The City will have to determine how they want everything formatted. It will also work  
2 with citizens who have dial up connection.

3  
4 Council Member Huber noted that the City does control the cityofgrant.com and is in possession of  
5 all the content on the current website.

6  
7 Mr. Larson provided basic information relating to security, users and the transition to the new  
8 platform. There will be a learning curve but the platform is very easy to use. Training is included in  
9 the cost of the proposal. No new software will be necessary. On-going costs include software  
10 updates and the basic labor fee is \$150 per hour. That will only happen 1-3 times a year. They are  
11 available for calls and customer service.

12  
13 **Council Member Huber moved to accept the proposal and appoint Halogen as Webmaster.**  
14 **Council Member Bohnen seconded the motion.**

15  
16 Mayor Carr asked if the current webmaster is aware of the proposal. He thanked Council Member  
17 Huber for getting the proposal but noted he did not hear anyone say the City should go out for bids.  
18 He stated he does not believe this is consistent. The current webmaster is a resident of the City and  
19 deserves respect.

20  
21 Council Member Huber pointed out the current webmaster could build another City website but  
22 platforms are very specific and the City should have a different platform.

23  
24 **Motion carried with Mayor Carr voting nay.**

25  
26 **Council Member Bohnen moved to appoint Bob Mikkelsen as Investment Advisor. Council**  
27 **Member Fogelson seconded the motion. Motion carried unanimously.**

28  
29 **Council Member Huber moved to appoint the Administrator/Clerk to the Ballfield. Council**  
30 **Member Lobin seconded the motion. Motion carried unanimously.**

31  
32 Council Member Huber advised he would like to be the primary Cable Commissioner and is  
33 proposing Council Member Bohnen be the alternate.

34  
35 Council Member Bohnen stated he does appreciate the effort Mr. Sederstrom put into the Cable  
36 Commission. He added there is not a lot of communication between Mr. Sederstrom and Council  
37 Member Huber. He stated he would work better with Council Member Huber.

38  
39 Mr. Loren Sederstrom came forward and stated he has been working on negotiations within the Cable  
40 Commission. It is beneficial for his work on the Cable Commission that he also has a cable show on  
41 the air. He stated he works well with the whole staff over there. He stated he would like to continue  
42 and believes he has done a good job. He added he does not have a problem working with Council  
43 Member Huber.



1 **Council Member Bohnen moved to appoint Mr. Loren Sederstrom as the Cable Commission**  
2 **alternate. Council Member Fogelson seconded the motion. Motion failed with Council**  
3 **Member Huber, Lobin and Mayor Carr voting nay.**

4  
5 **Mayor Carr moved to appoint Council Member Huber as Cable Commissioner. Council**  
6 **Member Bohnen seconded the motion. Motion carried with Council Member Huber**  
7 **abstaining.**

8  
9 **Mayor Carr moved to appoint Council Member Bohnen as Cable Commissioner alternate.**  
10 **Council Member Huber seconded the motion. Motion carried with Council Member Bohnen**  
11 **abstaining.**

12  
13 **Mayor Carr moved to appoint Joyce Welander to Heritage Preservation. Council Member**  
14 **Fogelson seconded the motion. Motion carried unanimously.**

15  
16 **Mayor Carr moved to appoint Joyce Welander to Roadside Clean Up. Council Member Huber**  
17 **seconded the motion. Motion carried with Council Member Bohnen and Fogelson voting nay.**

18  
19 **2013 CUP Annual Review List** – Mayor Carr advised the City has not done any annual CUP reviews  
20 for a couple of years. He asked if the Council is interested in doing a review. He stated he believes it  
21 behooves the City to do reviews. He noted he is not in favor of reviewing every CUP within the City.  
22 It is important to have a consistent process.

23  
24 Council Member Fogelson stated he is in favor of utilizing the complaint process only in terms of  
25 CUP's. If some CUP reviews are conducted, a non-political process that is fair is needed.

26  
27 Council Member Huber stated a complaint process doesn't always address safety issues that may  
28 occur. He added he does not want neighbors in a position that they have to call on each other and  
29 make complaints. The City issues the permits so the City should review compliance in cases relating  
30 to safety issues.

31  
32 Mayor Carr advised he started the CUP review process for a reason. A CUP reflects what people are  
33 doing on their property. The City needs to check on special use permits and it is the City's job to  
34 enforce them. This is for any CUP's that can affect safety, welfare and the health of others.

35  
36 The Council determined the CUP review process will be on the next meeting agenda as well as  
37 options on how to implement the process.

38  
39 **Approval of Administrator/Clerk Job Description** – Mayor Carr referred to the job description that  
40 was provided in the Council packets noting the Clerk is already performing all those job functions.

41  
42 **Mayor Carr moved to approve the Administrator/Clerk job description, as presented. Council**  
43 **Member Huber seconded the motion. Motion carried unanimously.**

44

1 **Administrator/Clerk Salary Increase** – Mayor Carr noting there was nothing in the Council packet  
2 relating to this item.

3  
4 City Treasurer Schwarze came forward and provided the budget information relating to the Clerk.  
5 She noted with the promotion it may be the appropriate time to increase the salary.

6  
7 Council Member Bohnen advised the Council did discuss a \$5,000 increase at the meeting in  
8 November.

9  
10 Council Member Huber stated a discussion was also held regarding changing the payment to salary so  
11 all payroll reports are the same every month.

12  
13 Council Member Bohnen stated he believes the Clerk is subjected to a lot of public scrutiny and he  
14 agrees with Council Member Huber regarding payment in the salary form. He stated he believes it  
15 would create a better work environment.

16  
17 Council Member Fogelson agreed with the position being a salaried position and noted he thinks it is  
18 a full time position.

19  
20 **Mayor Carr moved to approve the Administrator/Clerk salary in 2013 of \$52,000 paid on a**  
21 **monthly basis. Council Member Bohnen seconded the motion. Motion carried unanimously.**

22  
23 **Video Technician Salary Increase, Mayor Carr** – Mayor Carr reviewed the staff report requesting a  
24 raise for the Video Technician in the amount of \$1.00 per hour.

25  
26 **Mayor Carr moved to approve the Video Technician salary increase in the amount of \$1.00 per**  
27 **hour. Council Member Huber seconded the motion. Motion carried unanimously.**

28  
29 **Schedule 2013 Council Goal Setting Session** – Mayor Carr advised there have been requests to have  
30 a goal setting session to discuss what the Council would like to work on. He asked if the Council  
31 would like to schedule a meeting for that purpose.

32  
33 It was the consensus of the Council that a goal setting session would be scheduled based on dates  
34 being provided by staff.

35  
36 **OLD BUSINESS**

37  
38 **Public Input, Mayor Carr** – Mayor Carr read the guidelines for public input. He stated it was not  
39 followed in this meeting and the City is not going to do this anymore. He apologized to Mr. Huber  
40 for not stopping the inappropriate comments that were made earlier in the meeting. He stated City  
41 meetings are not the place for that. If a citizen has a formal complaint it should be sent to the City.

42  
43 **DISCUSSION ITEMS**

44

1 **City Council Reports** – Mayor Carr stated there are no Planning Commission applications in but the  
2 PC would still like to have a January meeting. There is a joint work session on January 24. He stated  
3 he does not believe there should be a January PC meeting.  
4

5 It was the consensus of the Council that the January Planning meeting would be cancelled.  
6

7 Council Member Bohnen advised a dust control policy was approved this evening. He asked that any  
8 residents interested in the program should contact him or the City.  
9

10 Council Member Bohnen referred to snow plowing and stated the complaints received have been  
11 ridiculous. Eighteen inches of snow fell in one storm and a not all vehicles are made to drive in that.  
12 The plows were unable to plow in some areas because of vehicles that were stuck in the roadways.  
13

14 Council Member Huber stated he will be working with Halogen on a daily basis. He requested  
15 Council Member Bohnen begin working on some road facts to post on the new website.  
16

17 City Treasurer Schwarze stated she spoke with Investment Advisor Mikkelsen today. There bank has  
18 recently been much more responsive to him as he found someone new to work with. He did speak to  
19 the LMC investment advisor and they are getting a higher rate for investments but that is short term.  
20

21 Mayor Carr noted the tour of the school is scheduled for January 22, 2013 at 4:00 p.m.  
22

23 **Staff Reports (any updates from Staff)** – Administrator/Clerk Points referred to the proposed  
24 comprehensive plan amendment for the City of Mahtomedi. The Council advised they had no  
25 comments on the planned amendment.  
26

27  
28 **COMMUNITY CALENDAR JANAURY 9 THROUGH JANUARY 31, 2013:**  
29

30 **Mahtomedi Public Schools Board Meeting, Thursday, January 10, 2013, Mahtomedi District**  
31 **Education Center, 7:00 p.m.**  
32

33 **Stillwater Public Schools Board Meeting, Thursday, January 10, 2013, Stillwater City Hall,**  
34 **7:15 p.m.**  
35

36 **Washington County Commissioners Meeting, Tuesdays, Washington County Government**  
37 **Center, 9:00 a.m.**  
38

39 **City Council/Planning Commission Work Session, Thursday, January 24, 2013, Town Hall,**  
40 **7:00 p.m.**  
41

42 **ADJOURN**  
43

44 **There being no further business, Council Member Fogelson moved to adjourn at 10:01 p.m.**  
45 **Council Member Huber seconded the motion. Motion carried unanimously.**

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These minutes were considered and approved at the regular Council Meeting February 5, 2013.

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Kim Points, City Clerk

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Tom Carr, Mayor

APPROVED