

CITY OF GRANT
MINUTES

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DATE : June 3, 2014
TIME STARTED : 7:01 p.m.
TIME ENDED : 7:50 p.m.
MEMBERS PRESENT : Councilmember Bohnen, Tronrud, Huber,
Lobin and Mayor Carr
MEMBERS ABSENT : None

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

CALL TO ORDER

Mayor Carr called the meeting to order at 7:01 p.m.

PLEDGE OF ALLEGIANCE

SETTING THE AGENDA

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

CONSENT AGENDA

May 1, 2014 City Council Meeting Minutes	Approved
Bill List, \$47,561.30	Approved
April 17, 2014 Council Work Session Minutes	Approved
American Legion Post 491, Gambling Permit for Windy Acres Location	Approved
Federal Signal Corporation, \$12,060.00	Approved
Kline Bros. Excavating, Road Maintenance, \$15,183.75	Approved
Brochman Blacktopping, Road Maintenance, \$21,484.00	Approved
Resolution No. 2014-13, Schmidt Supper Club	Removed

1
2 Resolution No. 2014-15, Olmstead Lot Line Adjustment Approved

3
4 Mayor Carr moved Resolution No. 2014-13, Schmidt Supper Club to Item 5Bi, City Planner.

5
6 **Council Member Bohnen moved to approve the Consent Agenda, as amended. Council Member**
7 **Lobin seconded the motion. Motion carried unanimously.**

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9 **STAFF AGENDA ITEMS**

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11 **City Engineer, Phil Olson**

12
13 **MS4 Permit** – City Engineer Olson stated for Council information is the Municipal Separate Storm
14 Sewer System (MS4) Annual Report for 2013. The report outlines the requirements for the
15 maintenance and operations of the City’s stormwater as well and the city’s actions towards meeting
16 those requirements in 2013. This report is required by the Minnesota Pollution Control Agency as
17 part of the City’s National Pollutant Discharge Elimination (NPDES) Permit.

18
19 A requirement of the NPDES Permit is to conduct an annual public informational meeting. In past
20 years this meeting has been completed at the same time as the City Council meeting. This year the
21 meeting will be held on June 16, 2014 at 6:00 pm.

22
23 City Engineer Olson advised at the July Council meeting, a full scope of costs and minimum
24 requirements will be brought forward. He noted the City Council is responsible for signing off on all
25 the requirements annually so the Council is ultimately responsible to meet all criteria.

26
27 **Council Member Huber moved to authorize approval and submittal of the MS4 Annual Report**
28 **following the inclusion of public comments from the public informational meeting. Mayor Carr**
29 **seconded the motion. Motion carried unanimously.**

30
31 **Retro Reflectivity Policy Update** – City Engineer Olson stated that based on updated requirements
32 by the Federal Highway Administration (FHWA), the City is required to adopt a new sign
33 retroreflectivity policy. The City initially adopted a sign retroreflectivity policy in January, 2012.
34 Since that time, the FHWA has revised the requirements based on comments received from state and
35 local agencies.

36
37 The biggest changes to the new retroreflectivity requirements are that sign replacement deadlines are
38 no longer mandated. Replacement and maintenance are still required but timelines are based on the
39 City selecting one of several methods to manage their signage.

40
41 There are two management methods included in the recommended policy. This first is blanket
42 replacement of signage where the sign age is not known and the second is a scheduled replacement
43 with a sign when the sign sheeting does not meet retroreflectivity standards. This is estimated to be
44 12 years. These management methods are the same as the previously adopted retroreflectivity policy.

1 City Engineer Olson reviewed the sign retroreflectivity policy meeting the FHWA requirements
2 requested Council approval.

3
4 **Council Member Huber moved to adopt the Sign Retroreflectivity Policy, as presented. Council**
5 **Member Lobin seconded the motion. Motion carried unanimously.**

6
7 **City Planner, Jennifer Haskamp**

8
9 **Resolution No. 2014-13, Schmidt Supper Club** – Mayor Carr stated he would like to add language
10 to one of the conditions regarding obtaining a building permit for a home on the property.

11
12 City Attorney Vivian advised adding language would be appropriate if the concern is building a
13 home, which is a different use that intended. Language could be added that prior to building a
14 residential unit an amended CUP would be required.

15
16 Mayor Carr stated he may also have some concern with accessory buildings.

17
18 It was the consensus of the Council that the current accessory building code would be sufficient for
19 the building of accessory buildings but a house should require an amended CUP.

20
21 City Planner Haskamp advised language would be added to state an amended CUP is required to
22 obtain a building permit for a home.

23
24 **Council Member Bohnen moved to adopt Resolution No. 2014-13, as amended. Council**
25 **Member Lobin seconded the motion. Motion carried unanimously.**

26
27 **City Attorney, Nick Vivian – No action items.**

28
29 **NEW BUSINESS**

30
31 **Accept 2013 Audit** – City Treasurer Schwarze reviewed the financial highlights of the audit noting it
32 was an unqualified opinion except for the financial statements. The City Council must accept the
33 audit.

34
35 Council Member Huber referred to the findings and noted he can provide a draft IT policy at the next
36 meeting.

37
38 **Council Member Bohnen moved to accept the 2013 Audit, as presented.. Council Member**
39 **Huber seconded the motion. Motion carried unanimously.**

40
41 City Treasurer Schwarze requested the 2013 Audit be on the July Council agenda for discussion. She
42 asked that questions from the Council be sent ahead of time. She advised the Jasmine Avenue
43 Refund also be on the next meeting agenda.

44
45 **UNFINISHED BUSINESS**

1 There was no unfinished business.

2

3 **DISCUSSION ITEMS**

4

5 **City Council Reports:**

6

7 Council Member Bohnen advised dust control is scheduled on July 1 and 2. The culverts are being
8 worked on and gravel is going down on several roads. He stated that if anyone has any questions on
9 the roads to give him a call. He requested the City Engineer look into the seal coating projects as well
10 as special road projects for the year.

11

12 Council Member Tronrud stated the newsletter did go out and it lists Council Member Huber as the
13 editor, which is incorrect.

14

15 Council Member Huber stated the furniture has been ordered and it will be very large. There has been
16 a delay due to the mistake the company made with measurements. There may be a large merger with
17 the Cable commission and that could result in a spinoff of a smaller company. He urged citizens to
18 call their representatives to object to the merger, from the perspective of a Cable Commissioner, not a
19 Council Member.

20

21 Mayor Carr stated he is still meeting with May Township regarding fire services. Information
22 regarding the cost/benefit is still needed.

23

24 Mayor Carr stated he would like to revise the ordinance relating to chickens so it notes chickens are
25 allowed on less than five acres as well as the clarification of section (G) relating to one quarter of
26 wetlands.

27

28 It was the consensus of the Council to schedule a public hearing at the July Council meeting to revise
29 the ordinance.

30

31 **Staff Updates:**

32

33 There were no staff updates.

34

35 **COMMUNITY CALENDAR JUNE 4 THROUGH JUNE 30, 2014:**

36 **Mahtomedi Public Schools Board Meeting, Thursday, June 12th, 2014, Mahtomedi District**
37 **Education Center, 7:00 p.m.**

38 **Stillwater Public Schools Board Meeting, Thursday, June 12th and 26th, 2014, Stillwater City**
39 **Hall, 7:00 p.m.**

40 **Charter Commission Meeting, Thursday, June 19th, 2014, Mahtomedi City Hall, 7:00 p.m.**

41 **Washington County Commissioners Meeting, Tuesdays, Government Center, 9:00 a.m.**

42

43 **ADJOURN**

1 **There being no further business, Council Member Bohnen moved to adjourn at 7:50 p.m.**
2 **Council Member Huber seconded the motion. Motion carried unanimously.**

3
4 The City Council adjourned to a work session to take public comment. No Council action was taken.

5
6 These minutes were considered and approved at the regular Council Meeting July 1, 2014.

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11 _____
12 Kim Points, Administrator/Clerk
13 _____
Tom Carr, Mayor

APPROVED