

**City of Grant
City Council Agenda
July 2, 2013**

The regular monthly meeting of the Grant City Council will be called to order at 7:00 o'clock p.m. on Tuesday, July 2, 2013, 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. June 4, 2013 City Council Meeting Minutes
 - B. Bill List, \$58,233.26
 - C. Resolution No. 2013-16, Lovas Lot Line Adjustment
 - D. City of Mahtomedi, 2nd Quarter Fire Contract, \$29,601.75
 - E. City of Stillwater, 1st Half Fire Contract, \$46,243.00
 - F. Brochman Blacktopping, \$15,355.00
5. **PUBLIC INPUT**
 - A. Use of Washington County Sheriff, Bob Engelhart
 - B. Present Draft Ballot for Referendum, Larry Lanoux
6. **STAFF AGENDA ITEMS**
 - A. City Engineer, Phil Olson
 - i. Jocelyn Lane Special Project
 - B. City Planner, Jennifer Haskamp
(No action items)
 - C. City Attorney, Nick Vivian
(No action items)
7. **NEW BUSINESS**
 - A. Washington County Water Pilot Program, Administrator/Clerk
 - B. Road Counts, Council Member Huber

8. **UNFINISHED BUSINESS**

A. City Website Update, Mayor Carr

B. Charter Commission use of Town Hall, Council Member Bohnen

9. **DISCUSSION ITEMS**

A. City Council Reports (any updates from Council)

B. 2013 City Council Goals

C. Staff Reports

10. **COMMUNITY CALENDAR JULY 3 THROUGH JULY 31, 2013:**

Mahtomedi Public Schools Board Meeting, Thursday, July 11, 2013, Mahtomedi District Education Center, 7:00 p.m.

Stillwater Public Schools Board Meeting, Thursday, July 11th and 25th, 2013, Stillwater City Hall, 7:00 p.m.

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

11. **ADJOURNMENT**

I. GUIDELINES FOR CONDUCT AT GRANT CITY MEETINGS

1. Public input (agenda item) and public comment during agenda items will be addressed as time allows and individuals must be recognized by the Meeting Chair prior to making comments.
2. Any individual addressing the Council will approach the microphone and clearly state their name and full address.
3. Comments and reading of written statements shall be limited to two (2) minutes. You are encouraged not to be repetitious of comments made by any previous speakers.
4. No personal attacks are allowed during any public input, public comment or public _____ hearings.

II. PUBLIC INPUT --AGENDA ITEM

The City is currently utilizing the Agenda Item Request Form for Public Input.

III. PUBLIC COMMENT – DURING AGENDA ITEMS

Citizens may share their comments or concern on a specific agenda item if called upon by the City Council. This is the portion of the Council meeting that citizens

may comment on an individual agenda item if called on to do so. All comments must be addressed to the Mayor and Council and name and full address must be stated clearly. If the agenda item has had a public hearing, this will not be a continuation of that hearing.

CITY OF GRANT
MINUTES

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DATE : June 4, 2013
TIME STARTED : 7:00 p.m.
TIME ENDED : 9:20 p.m.
MEMBERS PRESENT : Councilmember Bohnen, Fogelson, Huber, Lobin and Mayor Carr
MEMBERS ABSENT : None

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

CALL TO ORDER

Mayor Carr called the meeting to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE

SETTING THE AGENDA

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

CONSENT AGENDA

May 2, 2013 City Council Meeting Minutes	Approved
Bill List, \$66,547.60	Approved
Brochman Blacktopping, Pothole Repair, \$41,487.00	Approved
Washington County, Snow Removal, \$9,006.77	Approved

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

PUBLIC INPUT

When Will Planning Commission Be Reappointed, Loren Sederstrom – Mr. Loren Sederstrom came forward and inquired when the Planning Commission would be reinstated and also formally requested he be appointed to the City Council.

1 **Road Referendum on Ballot, Bob Engelhart** – Mr. Wally Anderson came forward on behalf of Mr.
2 Engelhart and read a letter relating to a road referendum and requested a progress report on that issue.

3
4 Council Member Huber advised he is willing to write a road referendum when 1) a road policy has
5 been established; 2) a plan is developed; and 3) funding is determined for that plan. He added that
6 accurate road information is needed and the Road Commissioner is working on that.

7
8 Council Member Bohnen added he does not support a road referendum at this time. The current road
9 maintenance policy needs to be tweaked and once that is in place funding can be identified.

10
11 **GRP Tractor Parade, Larry Lanoux** – Mr. Larry Lanoux came forward and provided information
12 regarding the annual GRP tractor parade noting it is the second Saturday in September. The theme is
13 the Civil War and he encouraged everyone to participate.

14
15 **Public Agenda Item Request Process, John Smith** – Mr. John Smith came forward and requested
16 the Council reconsider its position on the public agenda item request process stating he has a problem
17 with the control of content.

18 19 STAFF REPORTS

20 21 **City Engineer, Phil Olson**

22
23 **Seal Coat/Roadway Maintenance Plan** – City Engineer Olson stated the revised Seal Coat/Roadway
24 maintenance plan included in the packet is an updated version of the plan developed in 2008. That
25 plan has been utilized as a guideline for planning seal coat projects. He reviewed the updated listing
26 of the roadways scheduled for patching and seal coat through 2016. Roadways scheduled beyond
27 2016 are shown as being scheduled for a seal coat but should be reviewed again prior to completing
28 work.

29
30 Council Member Huber referred to the costs associated with 79th Street and stated the City needs to
31 get a funding mechanism for roads in place as well as a revised road policy.

32
33 Council Member Bohnen stated there is \$20,000 in the special road projects fund. Approximately
34 \$4,200 of that has been spent on the 69th Street apron. He asked if there is enough time for a letter to
35 go out to the Irish Avenue neighborhood to get a road project going.

36
37 City Engineer Olson advised that timeline would be very tight. There are quotes for the special area
38 there on Irish but the whole road is up for an overlay.

39
40 Council Member Huber asked if the special area was done this year and they want to overlay next year
41 would the City lose out on the work done this year.

42
43 City Engineer Olson advised the work would be not be lost as they would just go up to that point. He
44 recommended a letter be sent to the 79th and Leeward area.

45

1 Council Member Bohnen stated everyone in the Irish Avenue area would benefit from the special
2 project being done. That section of the roadway has to be repaired.

3
4 Mayor carr stated it should be clear in the letter going out that the City cannot carry over funds from
5 year to year.

6
7 **Motion by Council Member Fogelson to approve the Seal Coat /Roadway Plan, as presented.**
8 **Council Member Lobin seconded the motion. Motion carried unanimously.**

9
10 **Irish Avenue Drainage Repair** – City Engineer Olson advised quotes and plans were requested for
11 the repair of pavement and drainage on Irish Avenue, near the driveway of 11645 Irish Avenue. This
12 area of Irish Avenue has been an ongoing maintenance issue and was identified during the road tour
13 as a potential project area for 2013. Contractors were asked to provide a plan and cost based on some
14 standard design parameters that were provided. The email requesting quotes and plans from
15 contractors is attached.

16
17 Quotes and plans were requested from Brochman Blacktopping Co., Schifsky and Sons, Miller
18 Excavating, and the Klein Brothers. Two submittals were received and the costs are listed below.
19 The complete submittals, including plan sketches, are attached for Council review.

20	
21	Brochman Blacktopping Co.....\$26,270
22	Schifsky and Sons.....\$28,800
23	

24 No quotes were received from Miller Excavating and the Klein Brothers. Additionally, Carl Bolander
25 and Sons Co. was contacted about this project but they did not feel they could provide a competitive
26 quote based on the amount of paving.

27
28 Submittals from both contractors appear to meet the basic scope and intent of the project. Brochman
29 Blacktopping Co. appeared to provide more information regarding the drainage issues and also had a
30 lower bid.

31
32 Council Member Huber inquired about the draining and the curbing that would be removed in that
33 area.

34
35 City Engineer Olson advised there is no change in the drainage and removal of both sides of the curb
36 would be done to get the water off the road.

37
38 **Council Member Bohnen moved to accept the Brochman Quote for Irish Avenue, as presented.**
39 **Council Member Fogelson seconded the motion.**

40
41 Council Member Huber stated there is \$15,800 left in the special road projects and asked where the
42 other \$10,000 would come from.

43
44 Council Member Bohnen stated if the additional funds are used from the seal coat fund, there would
45 still be funds available for other special projects.

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Council Member Huber stated he would like to see a minimal amount taken out of the special project funds and use the funds designated for Irish Avenue seal coating.

It was the consensus of the Council that the funds would come from Irish Avenue seal coat fund and a letter not sent to the Irish Avenue neighborhood.

Motion carried unanimously.

City Planner, Jennifer Haskamp – City Planner Haskamp advised she received an application from Mr. Lovas this evening. It is likely the application will be on the July meeting agenda for consideration.

City Attorney, Nick Vivian

Harmony Horse Farm – City Attorney Vivian provided an update regarding the Harmony Horse Farm enforcement issue.

Council Member Bohnen advised he would like to move forward with the Groomsman Quarters ordinance at the July City Council meeting.

It was the consensus of the Council for Council Member Bohnen to work with the City Planner on the ordinance revision for discussion at the July Council meeting.

Charter Commission Update – City Attorney Vivian provided an update on the Charter Commission noting they are a group that is established by the legislature. They are associated with the City but are separate. They have certain rights that are spelled out by state statute. The role of the Commission is very narrow and they are subject to open meeting laws, data practices, etc. There have been questions about staff working in conjunction with the Commission. Chapter 410 spells that out very clearly. The only connection is the City has the obligation to reimburse costs up to \$1,500. He stated he is unclear if the City is obligated to hold a special election to vote on the Charter. He believes that the Charter and the City can work together in the most cost effective manner. Statute indicates expenses are submitted to the City for approval. There is no authority of the Commission to utilize staff time. They do their own meeting minutes, posting, etc. A request to the City Council should be submitted to utilize and City staff time. The Commission is not a City committee. He stated he doesn't think the City would loan the video tech or the video equipment to a third party.

Mr. Jim Dorsey, 10575 Hadley, came forward and agrees with the City Attorney but noted the Charter Commission did come into existence due to a petition of the City. He requested the City Attorney attend the Commission's first meeting.

City Attorney Vivian stated the Court does not have discretion when a petition or a resolution from the City comes forward. The Judge is required to appoint.

1 Council Member Fogelson stated he thinks the City should honor the request and have the City
2 Attorney present at the first meeting.

3
4 Mayor Carr stated he doesn't think the City Attorney can help the Charter Commission and at some
5 point the Commission is going to have to hire an attorney.

6
7 **NEW BUSINESS**

8
9 **Accept 2012 Audit, Sharon Schwarze** – City Treasurer Schwarze advised the draft audit was
10 included in the Council packets. There were a few minor changes to the audit.

11
12 **Motion by Mayor Carr to accept the 2012 Audit, as presented. Council Member Fogelson**
13 **seconded the motion. Motion carried unanimously.**

14
15 City Treasurer Schwarze stated the audit did note a couple of accounting practises that will be
16 improved upon internally to the City.

17
18 Council Member Huber stated he was interviewed by the auditors and they spoke very highly and
19 were impressed with City Treasurer Schwarze and Administrator/Clerk.

20
21 City Treasurer Schwarze advised back taxes will be collected this year.

22
23 **Schedule 2014 Budget Meeting, Sharon Schwarze** – City Treasurer Schwarze requested a 2014
24 budget work session be scheduled. She noted the will be levy limits in 2014 and as well as a
25 reduction in sales tax.

26
27 A 2014 Budget Work Session was scheduled on August 6, 2013, 6:00 p.m. at Town Hall.

28
29 **Request for use of Town Hall for Charter Commission, Admininstrator/Clerk** –
30 Administrator/Clerk Points advised a request for use of Town Hall for Charter Commission meetings
31 was submitted to the City,

32
33 Mayor Carr stated he thought the Commission meetings could be held at the Church. The Church
34 does want to accommodate the meetings and they have the space, heat and restrooms. It is available
35 on the first Monday of every month at 7:00 p.m. The Charter Commission meetings should be held
36 seperately from the City and should have meetings at the Church.

37
38 Council Member Bohnen stated the benefit of having those meetings at Town Hall is the video
39 equipment is available as well as a video technician. The public that may attend the meetings are
40 more familiar with having meetings at Town Hall. The Church may not be available long term.

41
42 City Attorney Vivian stated the only requirement relating to meetings is that they are public. The City
43 Council has to make a policy decision as to whether or not they are held at Town Hall.

1 Council Member Huber stated the Charter Commission is a separate body from the City Council.
2 They need to be as independent as possible. Citizens of Grant vote at the Church so they know where
3 it is. He stated he would like complete independence from the City as they were formed to draft a
4 guiding document for the City.

5
6 Council Member Fogelson stated the Commisison was created to draft a document for the City of
7 Grant. Town Hall is the only place owned by the City. All citizens know where it is. It is an
8 independnt body and they should decide where they want to meet and the City should make Town
9 Hall available to them.

10
11 Council Member Lobin stated she does not understand why this is such an issue. She would rather
12 see them get organized and it doesn't make sense that they don't want to meet at the Church.

13
14 It was the consensus of the Council that the Charter Commisison meetings would not be held at Town
15 Hall.

16
17 **Resolution No. 2013-15, Accepting Letter of Resignation from Council Member Fogelson –**
18 Council Member Fogelson thanked the citizens of Grant as well as his fellow Council Members. He
19 stated it was a true honor to serve. He requested the current Council listen to each other, especially
20 when in disagreement.

21
22 Mayor Carr presented Council Member Fogelson with a plaque and thanked him for his years of
23 service.

24
25 Council Member Huber noted he and Council Member Fogelson gracefully tranferred things over
26 when reappointments were made within the Council. He stated Council Member Fogelson was
27 always prepared and did not create or want any chaos and for that he admires Council Member
28 Fogelson.

29
30 Council Member Bohnen stated it was a pleasure to run and serve with Council Member Fogelson.
31 He always had a positive attitude and he admires that. He thanked Council Member Fogelson for his
32 work and years of service.

33
34 **Council Member Huber moved to adopt Resolution No. 2013-15, as presented. Council**
35 **Member Bohnen seconded the motion. Motion carried with Council Member Fogelson**
36 **abstaining.**

37
38 **UNFINISHED BUSINESS**

39
40 **City Website Update, Mayor Carr –** There were no issues raised with the website.

41
42 **Emergency Sirens, Council Member Lobin –** Council Member Lobin advised that due to incorrect
43 information from Xcel, the siren mapping was incorrect and the quotes were incomplete.

1 **Council Member Lobin moved to rescind the motion approving purchase of two used sirens.**
2 **Council Member Fogelson seconded the motion.**

3
4 Council Member Huber inquired about the incorrect information from Xcel.

5
6 City Engineer Olson advised the information obtained from Xcel was incomplete and information
7 requested was not received.

8
9 Council Member Huber clarified that the City never got good information from Xcel to move forward
10 with the locating of the two previously approved sirens.

11
12 **Motion carried unanimously.**

13
14 **Council Member Lobin moved to authorize purchase of one batter operated siren and direct**
15 **staff to determine the best site for location. Council Member Bohnen seconded the motion.**

16 **Motion carried unanimously.**

17
18 **DISCUSSION ITEMS**

19
20 **City Council Reports:**

21
22 Council Member Huber advised he was working with the Mahtomedi Fire Department as the dry
23 hydrant was once again vandalized.

24
25 Council Member Bohnen advised the apron on 69th Street will be worked on in the next couple of
26 weeks. He stated he has also identified the need for a dead end sign on Ideal for when Hilton Trail is
27 closed.

28
29 Mayor Carr stated there is going to be a vacancy on the Council after the meeting this evening. He
30 stated the Council will need to fill the spot and he thinks all Council Members should be able to think
31 of a few people to fill the vacancy. He requested all Council Members come back to the next meeting
32 with names. He suggested the vacancy be filled at the August meeting.

33
34 Council Member Huber stated he won't be formally interviewing anyone. He will talk to a few
35 people and get a feel for them on his own.

36
37 City Attorney Vivian advised the Council has the decision making authority to determine what
38 process is utilized to appoint. There is no prescribed method or timeline to fill the vacancy.

39
40 **2013 City Council Goals** – There was no discussion regarding this item.

41
42 **Staff Reports** – Staff update were included in the Council packets.

43
44 **COMMUNITY CALENDAR JUNE 5 THROUGH THROUGH JUNE 30, 2013:**

1 **Mahtomedi Public Schools Board Meeting, Thursday, June 13, 2013, Mahtomedi District**
2 **Education Center, 7:00 p.m.**

3 **Stillwater Public Schools Board Meeting, Thursday, June 13 and 27th, 2013, Stillwater City**
4 **Hall, 7:00 p.m.**

5 **Washington County Commissioners Meeting, Tuesdays, Government Center, 9:00 a.m.**
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7

8 **ADJOURN**
9

10 **There being no further business, Council Member Fogelson moved to adjourn at 9:20 p.m.**
11 **Council Member Lobin seconded the motion. Motion carried unanimously.**
12
13

14 **These minutes were considered and approved at the regular Council Meeting July 2, 2013.**
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19 _____
20 Kim Points, Administrator/Clerk
21

Tom Carr, Mayor

Date range: 06/01/2013 to 06/25/2013

<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 06/24/2013	06/24/2013	12106	\$3,171.64		No	100-41101-100	\$3,171.64
Commercial Asphalt	06/24/2013	12107	\$1,592.57	Hot Mix	No	100-43109-210	\$1,592.57
T. A. Schifsky & Sons, Inc.	06/24/2013	12108	\$2,582.07	Asphalt	No	100-43109-220	\$2,582.07
Smith Appraisal Service	06/24/2013	12109	\$1,810.83	Monthly Assessment Services	No	100-41208-300	\$1,810.83
Croix Valley Inspector	06/24/2013	12110	\$5,455.84	Building Inspector	No	100-42004-300	\$5,455.84
City of Stillwater	06/24/2013	12111	\$46,243.00	1st Half Fire Contract	No	100-42003-300	\$46,243.00
Wells Fargo Business Card	06/24/2013	12112	\$217.12	Road Counter Tubes	No	100-41306-330	\$217.12
Maroney's	06/24/2013	12113	\$325.40	Roadside Garbage/Clean Up Day	No	100-43105-384	\$325.40
Brochman Blacktopping Co.	06/24/2013	12114	\$15,355.00	Roads/Pothole Repair	No	100-43109-300	\$11,415.00
Sherrill Reid Animal Control	06/24/2013	12115	\$270.00	Animal Control/Inv2013-19/20/21	No	100-43128-300	\$3,940.00
CenturyLink	06/24/2013	12116	\$162.39	City Phone	No	100-42006-300	\$270.00
Waste Management	06/24/2013	12117	\$4,347.38	Recycling	No	100-41309-321	\$162.39
Hillcrest Animal Hospital	06/24/2013	12118	\$244.04	Unclaimed Animal	No	100-43011-384	\$4,347.38
Hisdahl Inc.	06/24/2013	12119	\$55.71	Plaque	No	100-42006-300	\$244.04
Clifton Larson Allen	06/24/2013	12120	\$1,975.00	Inv#668868	No	100-41306-210	\$55.71
AirFresh Industries	06/24/2013	12121	\$133.91	PortaPot#14367	No	100-41201-301	\$1,975.00
Dennis Heuer	06/24/2013	12122	\$1,447.26	Ballfield Maintenance/Mowing/Tax Jul-Aug	No	100-43007-210	\$133.91
City of Mantonedi	06/24/2013	12123	\$29,601.75	2nd Quarter Fire Contract	No	100-43006-300	\$931.99
Eckberg Lammers	06/24/2013	12124	\$4,815.42	Legal Services	No	100-43009-300	\$515.27
Xcel Energy	06/24/2013	12125	\$408.00	Utilities	No	100-42002-300	\$29,601.75
						100-41204-300	\$2,207.67
						100-41205-300	\$1,003.04
						100-41206-300	\$1,542.13
						801-49310-300	\$62.58

<u>Vendor</u>	<u>Date</u>	<u>Check #</u>	<u>Total</u>	<u>Description</u>	<u>Void</u>	<u>Account #</u>	<u>Detail</u>
Wells Fargo	06/24/2013	12126	\$8,434.32	Jasmine Bond #9	No	100-45006-600	\$8,434.32
MCFOA	06/24/2013	12127	\$40.00	Dues	No	100-41306-433	\$40.00
Kline Bros Excavating	06/24/2013	12128	\$14,100.00	Road Maintenance	No	100-43101-300	\$8,175.00
						100-43126-300	\$5,925.00
Swanson Haskamp Consulting	06/24/2013	12129	\$1,822.00	Planning	No	100-41209-300	\$1,247.00
						857-49310-430	\$161.00
						858-49310-430	\$161.00
						859-49310-430	\$253.00
Sprint	06/24/2013	12130	\$35.00	City Call Phone	No	100-43116-321	\$35.00
Ken Roman	06/24/2013	12131	\$100.00	Video Services	No	100-41318-300	\$100.00
PERA	06/24/2013	12132	\$584.95	PERA	No	100-41102-120	\$270.81
						100-41113-100	\$314.14
Anthony Collette	06/24/2013	12133	\$3,057.00	Escrow Refund	No	100-49310-300	\$3,057.00
IRS	06/24/2013	EFT965	\$1,045.41	Payroll Taxes June	No	100-41103-100	\$331.48
						100-41107-100	\$382.45
						100-41110-100	\$268.65
						100-41112-100	\$62.83
Total For Selected Checks			\$149,433.01				\$149,433.01

CONSENT AGENDA ITEM 4C: LOT LINE REARRANGEMENT - Lovas

TO: Mayor and City Council Kim Points, City Clerk Nick Vivian, City Attorney	Date: June 20, 2013 RE: Lot Line Rearrangement – 2203021230003 2203021320004 2203021320003
From: Jennifer Haskamp	

Background

The Applicant submitted an application for a lot line rearrangement related to the above referenced PIDs 220302132004 and 220302132003. As the lot lines exist today 8485 Jamaca Avenue North, PID 2203021320003, is approximately 1.03 acres and contains an existing home. PID 2203021320004 is approximately 8.48 acres and is vacant land. The Applicant currently resides at 8515 Jamaca Avenue North, PID 2203021230003, and is approximately 9.06 acres. The proposed application does not result in any additional lots; however, does result in a nonconforming parcel that will remain unbuildable, which is also the existing condition. Per the city code, in circumstances where lots are not created and a rearrangement is requested, a Public Hearing is not required, nor is a planning commission review necessary. 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 & Owner: Paul and Eileen Lovas	Site Size: 2203021230003 – 9.06 Acres 2203021320004 – 8.48 Acres 2203021320003 – 1.03 Acres ROW – 1.09 Acres <i>(Existing Conditions)</i>
Zoning & Land Use: A-2	Request: Move the eastern lot line of PID 2203021320003 approximately 180-feet to the east and extend to the southern lot line. The resulting parcel will be 4.52 acres, exclusive of ROW. The additional area will be taken from PID 2203021320004, and the resulting area of

	that parcel will be reduced from 8.48 acres to 5.0 acres. PID 2203021230003 will be unaltered, but will be subject to the developer's agreement.
--	--

The Applicants own existing PIDs 2203021230003 and 220302132004, and Jack and Priscilla Lovas own PID 2203021320003. The Applicant is requesting the lot line rearrangement to provide additional acreage to their son and his wife, Jack and Priscilla, in an effort to bring the lot into conformance with the zoning standards. The Applicants would retain ownership of Existing Parcel 1, and Parcel A, while Jack and Priscilla would retain ownership of Parcel B, as depicted on the submitted survey. The existing acreage is identified below (See attached Survey):

- Existing Parcel 1: 9.06 Acres
- Existing Parcel 2: 1.03 Acres
- Existing Parcel 3: 8.48 Acres

The proposed rearrangement would result in the following:

- Proposed Parcel A: 5.0 Acres
- Proposed Parcel B: 4.52 Acres
- Existing Parcel 1 - unchanged*

The request to rearrange the land will bring existing Parcel 2 into compliance with the City's Ordinances, while allowing the Applicant to retain ownership of the remainder of Existing Parcel 3 (Proposed Parcel A). The existing Parcel 2 was created prior to adoption of the current zoning ordinance and is therefore considered non-conforming. The proposed rearrangement will not create any new, buildable lots, and proposed Parcel A and Existing Parcel 1 will be subject to the Developer's Agreement that explicitly states that Parcel A is not eligible for a building entitlement under the current density allotment. The Developer's Agreement is attached for your review and consideration.

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 minor subdivision and lot line rearrangement directly from the City Council through a minor subdivision application.

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

Secs. 32--246

Secs. 33-313

Existing Site Conditions

8515 Jamaca Ave. N (PID 2203021230003)

The existing home on the property is accessed by a long driveway from Jamaca Avenue N, and is setback approximately 780-feet from the road right of way. There are two existing accessory structures on the property that are also accessed from the primary driveway. The site is heavily vegetated and the existing home and accessory structures are located in a clearing near the rear of the property.

8485 Jamaca Ave. N (PIDs 2203021320003, 2203021320004)

There is an existing home and accessory structure located on PID 2203021320003, which is addressed as 8485 Jamaca Ave. N. The lot is approximately 1.03 acres and was created prior to the adoption of the existing ordinance. The home and accessory building is accessed from an existing driveway that crosses PID 2203021320004 and connects with Jamaca Ave. N. near the southern edge of the lot. The area where the home and accessory structure are located is relatively clear of vegetation, while approximately the back two-thirds of the property is heavily vegetated.

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. The Developer's Agreement will ensure that the rearrangement will result in a un-buildable 5.0 acre parcel that will essentially be considered in conjunction with PID 2003021230003 with respect to any alterations or zoning requests that may occur in the future.

Zoning/Site Review

Dimensional Standards

The following site and zoning requirements in the A-2 district are defined as the following for lot standards and structural setbacks:

Dimension	Standard
-----------	----------

Lot Area	5 acres
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 on proposed Parcel B, and Existing Parcel 1. Proposed Parcel A will not meet ordinance standards for lot frontage, and therefore is unbuildable. Because it is unbuildable, it will be subject to the Developer's Agreement which places restrictions on Proposed Parcel A, and ensures that it is considered for zoning purposes, as part of Existing Parcel 1. Proposed Parcel B will become conforming to zoning standards, and will eliminate the existing non-conforming use.

Lot Width

Existing Parcel 2 will become conforming to lot width standards, and the resulting frontage will be 330-feet. Existing Parcel 1 will remain unchanged, and is approximately 320-feet wide. Proposed Parcel A will also have 330-feet of width, consistent with proposed Parcel B.

Setbacks

Based on the submitted information, all setback requirements are met for the proposed lot line rearrangement. The existing homes, driveways and accessory structures will continue to be in conformance with the zoning standards as proposed. There are no alterations to access, number of accessory structures or any other improvements considered as a part of this application.

Accessory Structures

There is an existing accessory building on Proposed Parcel B, which is approximately 1030 square feet. The existing accessory structure meets ordinance standards with respect to accessory structure size for lots of that size, and with the increase in lot area proposed, will be well within the allowable accessory structure square footage. There are two existing accessory structures on Existing Parcel 1, totaling approximately 2100 square feet. The accessory structures are in conformance with existing ordinance standards.

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
- No accesses will be changed or altered as a part of this approval
- The execution of the Developer's Agreement shall be a condition of approval, and will be required to be recorded against Proposed Parcel A, and Parcel 1.
- The Applicant shall submit the applicable deeds reflecting the lot line adjustment to the City Attorney for review and approval.

Action Needed

The Resolution is attached for your consideration.

**CITY OF GRANT, MINNESOTA
RESOLUTION NO. 2013-16**

**RESOLUTION APPROVING A REQUEST FOR LOT LINE REARRANGEMENT
8515 AND 8485 JAMACA AVENUE NORTH, GRANT, MINNESOTA**

WHEREAS, Paul and Eileen Lovas ("Applicant") has submitted an application for a Lot Line Rearrangement, a subsection of the Minor Subdivision process, for the properties located at 8515 and 8485 Jamaca Avenue North in the City of Grant, Minnesota; and

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

WHEREAS, the resulting Parcel B will bring 8485 Jamaca Avenue North into conformance with the City's adopted ordinances for lot dimensions and standards; and

WHEREAS, the resulting Parcel A and Existing Parcel 1, as depicted on Attachment A, will be subject to a Developer's Agreement; and

WHEREAS, the City Council for the City of Grant has considered the application at its July 2, 2013, 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 Paul and Eileen Lovas 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, or will be subject to the Developer's Agreement.
- The Developer's Agreement shall restrict use on Parcel A, and for purposes of zoning enforcement, shall be considered in conjunction with 8515 Jamaca Avenue North.
- There will be no visible changes to the property and the lots will continue to use the existing accesses from Jamaca Avenue North.
- 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 2nd day of July, 2013.

Tom Carr, Mayor

State of Minnesota)
) ss.
County of Washington)

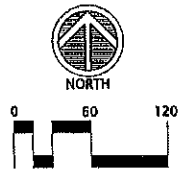
I, the undersigned, being the duly qualified and appointed Clerk of the City of Grant, Minnesota do hereby certify that I have carefully compared the foregoing resolution adopted at a meeting of the Grant City Council on _____, 2013 with the original thereof on file in my office and the same is a full, 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 _____, 2013.

Kim Points
Clerk
City of Grant

Paul Lovas
 8515 Jamaca Ave. N.,
 Stillwater, MN 55082-8370
 Phone: 651-426-5014

CITY - COUNTY:
CITY OF GRANT
 WASHINGTON, COUNTY



REVISIONS:

DATE	REVISION
5-9-2013	INITIAL ISSUE
5-13-13	REVISED

CERTIFICATION:
 I hereby certify that this plan was prepared by me, or under my direct supervision, and that I am a duly Licensed Land Surveyor under the laws of the state of MINNESOTA.
Paul Lovas
 Donald L. Thurmes Registration No. 25718
 Date: 5-9-2013

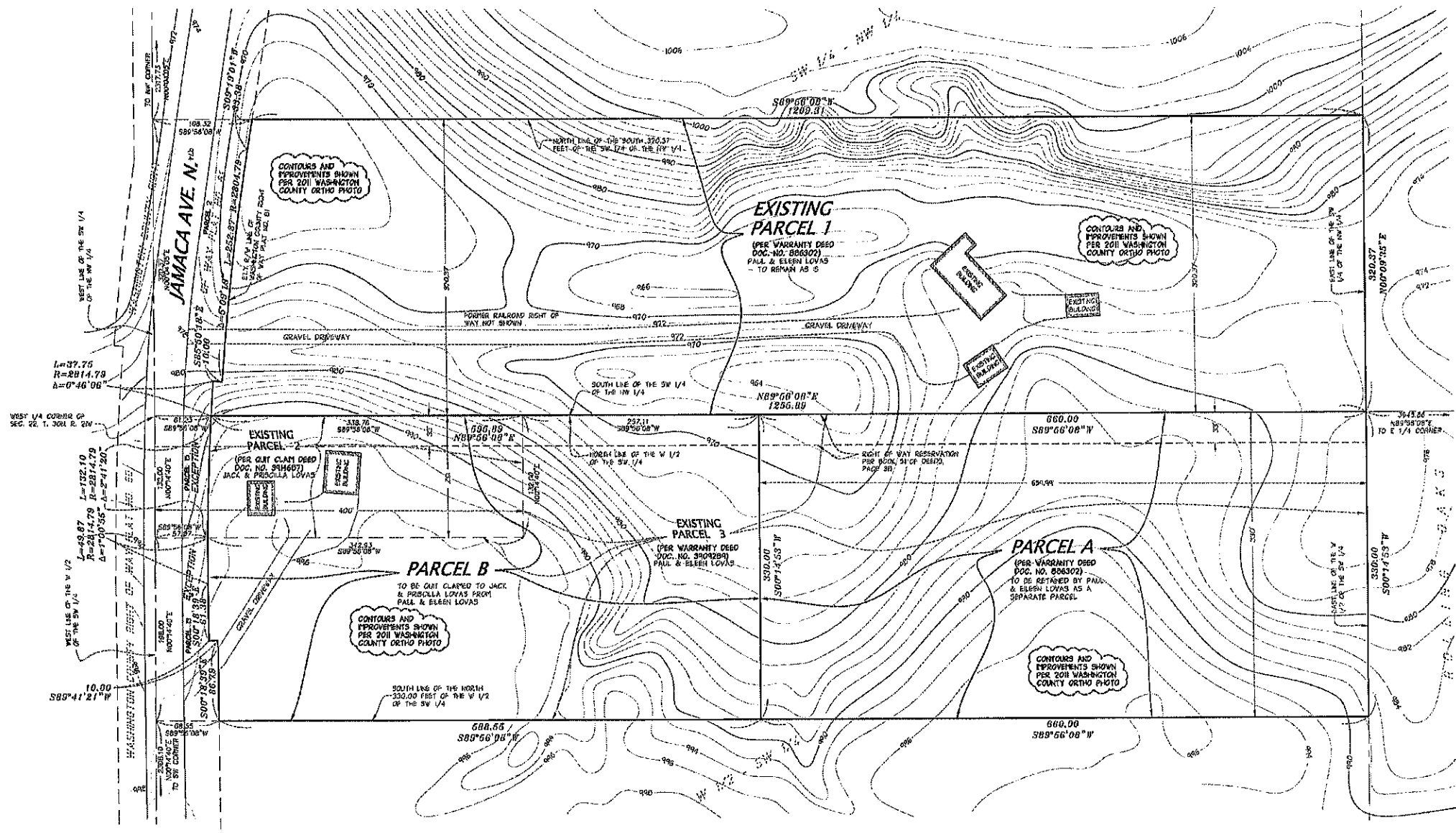
PROJECT LOCATION:
8515
8485
 JAMACA AVE. N.
 PID#2203021230003
 PID#2203021320004
 PID#2203021320003

Sublot #1
 0760 Stillwater Blvd. N.
 Stillwater, MN 55082
 Phone 651.275.8989
 Fax 651.275.8976
 dan@gossurvey.net

CORNERSTONE
 LAND SURVEYING, INC

FILE NAME SURV22308.DWG
 PROJECT NO. Z713308

LOT LINE



EXISTING LEGAL DESCRIPTION:

PARCEL 1 - (as shown on Warranty Deed Doc. No. 886302)
 All that part of the South 320.37 feet of the Southwest Quarter of the Northwest Quarter of Section 22, Township 30 North, Range 21 West, Washington County, Minnesota, lying easterly of the easterly line of Washington County Highway Right of Way Plat No. 81 as the same is filed and recorded in the Washington County Records Office as Document No. 647624.
 Parcel Contains 9.08 acres, more or less.
 Subject to and together with any other valid easements, reservations and restrictions.

PARCEL 2 - (as shown on Quit Claim Deed Doc. No. 3914687)
 The North 132 feet of the West 400 feet of the West 1/2 of Southwest 1/4 of Section 22, Township 30 North, Range 21, Washington County, Minnesota, according to the United States Government Survey thereof, subject to the right of way easement over the North two (2) rods thereof.
 EXCEPT Parcels 13 and 15 of Washington County Highway Right of Way No. 60, Said parcels being within the NW 1/4

PROPOSED LEGAL DESCRIPTION:

PARCEL A - (a portion of existing Parcel 3 to be retained by Paul and Eileen Lovas as a separate parcel)
 The east 659.99 feet of the north 330.00 feet of the West 1/2 of the Southwest Quarter of Section 22, Township 30 North, Range 21 West, Washington County, Minnesota.
 The above parcel is to be burdened with covenants, conditions and restrictions as set forth in Agreement Per Document No. _____

PARCEL B - (existing Parcel 2 and a portion of existing Parcel 3, Jack and Priscilla Lovas)
 That part of the north 330.00 feet of the Southwest Quarter of the Northwest Quarter of Section 22, Township 30 North, Range 21 West, Washington County, Minnesota which lies west of the east 659.99 feet thereof, EXCEPT Parcels 13 and 15 of Washington County Highway Right of Way No. 80, Said parcels being within the NW 1/4 of the SW 1/4 of Section 22, Township 30 North, Range 21 West, Washington County, Minnesota. Subject to the right of way easement over the North two (2) rods thereof.

DEVELOPMENT DATA:

EXISTING PARCEL 1 = 9.08 ACRES
 DEEDED R/W = 0.69 ACRES
 EXISTING PARCEL 2 = 1.03 ACRES
 DEEDED R/W = 0.18 ACRES
 EXISTING PARCEL 3 = 8.48 ACRES
 DEEDED R/W = 0.28 ACRES
 TOTAL = 18.58 ACRES
 DEEDED R/W = 1.09 ACRES
 PROPOSED PARCEL A = 5.00 ACRES
 PROPOSED PARCEL B = 4.52 ACRES

SURVEY NOTES:

1. BEARINGS ARE BASED ON THE WASHINGTON COUNTY COORDINATE SYSTEM NAD 1983.
2. LEGAL DESCRIPTION AS SHOWN ON DEEDS OF RECORD. NO TITLE WORK WAS PROVIDED TO US FOR MATTERS OF RECORD.
3. EASEMENT INFORMATION LIMITED TO ITEMS LISTED IN THE ABOVE LEGAL DESCRIPTIONS OR SHOWN ON COUNTY HALF SECTION MAPS. OTHER EASEMENTS, IF ANY, MAY EXIST AND ARE NOT SHOWN ON THIS SURVEY.
4. TOPOGRAPHY SHOWN PER WASHINGTON COUNTY ORTHO PHOTO DATED NOVEMBER 2011.
5. UNDERGROUND UTILITIES NOT LOCATED OR SHOWN
6. THIS IS NOT A BOUNDARY SURVEY. NO FIELD WORK WAS PERFORMED BY CORNERSTONE LAND SURVEYING TO VERIFY EXISTING CONDITIONS.



DEVELOPERS' AGREEMENT

THIS AGREEMENT, made and entered into this ____ day of June, 2013, by and between the City of Grant, a political subdivision of the State of Minnesota (hereinafter called "City"), and Paul A. Lovas and Eileen E. Lovas, husband and wife, hereinafter jointly referred to as "Developer".

RECITALS

1. The Developer has made application to the City to subdivide a parcel of land owned by Developer in the City of Grant. The description of the parcel to be subdivided is attached hereto as Exhibit A.

2. A portion of the property to be subdivided will be combined with property owned by Jack Lovas and Priscilla Lovas which is presently a non-conforming lot within the City.

3. In the after condition the parcel owned by Jack Lovas and Priscilla Lovas will be described as shown on Exhibit B attached hereto and will meet the City of Grant requirements for minimum lot size and road frontage.

4. The remaining portion of the property described on Exhibit A is described as Parcel A on Exhibit C attached hereto and consists of 5 acres of land with no frontage on a public road.

5. Developers own property abutting Parcel A on the north consisting of approximately 9 acres and described on Exhibit D attached hereto (and shown as "Existing Parcel 1" on the survey from Cornerstone Land Surveying, Inc. dated May 9, 2013 which survey is on file with the City).

DEVELOPERS' AGREEMENT

THIS AGREEMENT, made and entered into this ____ day of June, 2013, by and between the City of Grant, a political subdivision of the State of Minnesota (hereinafter called "City"), and Paul A. Lovas and Eileen E. Lovas, husband and wife, hereinafter jointly referred to as "Developer".

RECITALS

1. The Developer has made application to the City to subdivide a parcel of land owned by Developer in the City of Grant. The description of the parcel to be subdivided is attached hereto as Exhibit A.
2. A portion of the property to be subdivided will be combined with property owned by Jack Lovas and Priscilla Lovas which is presently a non-conforming lot within the City.
3. In the after condition the parcel owned by Jack Lovas and Priscilla Lovas will be described as shown on Exhibit B attached hereto and will meet the City of Grant requirements for minimum lot size and road frontage.
4. The remaining portion of the property described on Exhibit A is described as Parcel A on Exhibit C attached hereto and consists of 5 acres of land with no frontage on a public road.
5. Developers own property abutting Parcel A on the north consisting of approximately 9 acres and described on Exhibit D attached hereto (and shown as "Existing Parcel 1" on the survey from Cornerstone Land Surveying, Inc. dated May 9, 2013 which survey is on file with the City).

6. The parties want to ensure that Parcel A described on Exhibit C is not sold, transferred, conveyed or encumbered to any other person or entity except with a simultaneous conveyance of Existing Parcel 1 described on Exhibit D and the parties are entering into this agreement and requiring that this agreement be filed with the Washington County Recorder in order to provide public notice of that restriction.

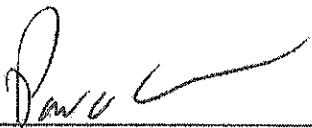
AGREEMENT

Based on the foregoing recitals the parties agree as follows:


1. Unless specifically approved by the City Council of the City of Grant, neither Parcel A described on Exhibit C or Existing Parcel 1 described on Exhibit D shall be sold, transferred, conveyed or encumbered unless the other parcel is sold, transferred, conveyed or encumbered to the same transferee simultaneously.
2. This agreement shall be binding on the parties and any future owners of Parcel A described on Exhibit C or Existing Parcel 1 described on Exhibit D.
3. Developer shall and the City may record a copy of this agreement with the Washington County Recorder.

IN WITNESS WHEREOF, the City and Developer have caused this Agreement to be duly executed on the day and year first above written.

DEVELOPERS

By 

Paul A. Lovas

By 

Eileen E. Lovas

City of Grant

By _____
_____, Mayor

By _____
_____, City Clerk

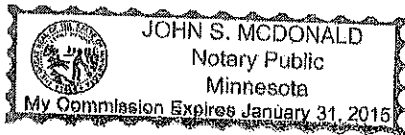
STATE OF MINNESOTA)
)ss.
COUNTY OF WASHINGTON)

The foregoing instrument was acknowledged before me this _____ day of _____, 2013, by _____, the mayor and _____, the City Clerk, of the City of Grant, a political subdivision of the State of Minnesota organized and existing under the laws of the State of Minnesota, on behalf of said City.

Notary Public

STATE OF MINNESOTA)
)ss.
COUNTY OF WASHINGTON)

The foregoing instrument was acknowledged before me this 3rd day of June, 2013 by Paul A. Lovas and Eileen E. Lovas, husband and wife.



[Handwritten Signature]
Notary Public

Drafted By:

LAWSON, MARSHALL, McDONALD,
& GALOWITZ, P.A.
10390 39th St. N.
Lake Elmo, Minnesota 55042
Telephone: (651) 777-6960
JSM

Exhibit A

The North 330 feet of the West $\frac{1}{2}$ of Southwest $\frac{1}{4}$ of Section 22, Township 30, Range 21, Washington County, Minnesota According to the United States Government Survey thereof, subject to the right of way over the North two (2) rods as contained in Book 51 of Deeds, page 38 and Subject to road.

EXCEPT

The North 132 feet of the West 400 feet of the West $\frac{1}{2}$ of Southwest $\frac{1}{4}$ of Section 22, Township 30, Range 21, Washington County, Minnesota, according to the United States Government Survey thereof, subject to the right of way easement over the North two (2) rods thereof.

AND

EXCEPT Parcels 13 and 15 of Washington County Highway Right of Way No. 80, Said parcels being within the NW $\frac{1}{4}$ of the SW $\frac{1}{4}$ of Section 22, Township 30 North, Range 21 West, Washington County, Minnesota.

PARCEL B - (existing Parcel 2 and a portion of existing Parcel 3, Jack and Priscilla Lovas)

That part of the north 330.00 feet of the Southwest Quarter of the Northwest Quarter of Section 22, Township 30 North, Range 21 West, Washington County, Minnesota which lies west of the east 659.99 feet thereof, EXCEPT Parcels 13 and 15 of Washington County Highway Right of Way No. 80, said parcels being within the NW 1/4 of the SW 1/4 of Section 22, Township 30 North, Range 21 West, Washington County, Minnesota. Subject to the right of way easement over the North two (2) rods thereof.

PARCEL A - (a portion of existing Parcel 3 to be retained by Paul and Eileen Lovas
a separate parcel)

The east 659.99 feet of the north 330.00 feet of the West 1/2 of the Southwest
Quarter of Section 22, Township 30 North, Range 21 West, Washington County,
Minnesota.

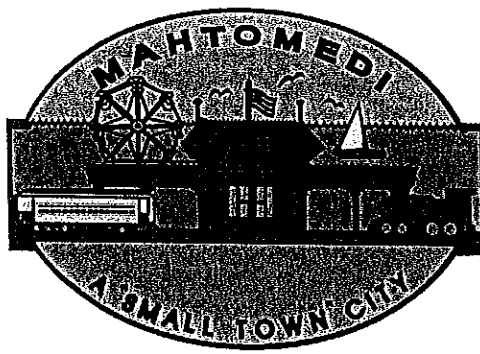
PARCEL 1 - (as shown on Warranty Deed Doc. No. 886302)

All that part of the South 320.37 feet of the Southwest Quarter of the Northwest Quarter of Section 22, Township 30 North, Range 21 West, Washington County, Minnesota, lying easterly of the easterly line of Washington County Highway Right of Way Plat No. 81 as the same is filed and recorded in the Washington County Recorders Office as Document No. 647624.

Parcel Contains 9.06 acres, more or less.

Subject to and together with any other valid easements, reservations and restrictions.

EXHIBIT D



December 19, 2012

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

Dear Kim,

Please remit a check in the amount of \$29,601.75 for the 2nd quarter fire contract. Please pay July 1, 2013.

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



DATE	INVOICE NO
06/01/2013	0049808

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

DUE DATE
07/01/2013

DESCRIPTION	QUANTITY	EFFECTIVE RATE	AMOUNT
Fire Contract 1/1/13-12/31/13: 1st Half Contract \$92486.00	1.00	\$46,243.00	\$46,243.00

INVOICE AMOUNT DUE:	\$46,243.00
----------------------------	--------------------

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
07/01/2013	0049808

Please remit payment by the due date to:



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

TOTAL AMOUNT DUE: \$46,243.00
AMOUNT PAID: _____

Brochman Blacktopping Co.
 12770 Mckusick Rd.
 Stillwater, Mn. 55082

Invoice

Date 5/29/2013
 Invoice # 2479

Bill To

City Of Grant
 111 Wildwood Rd.
 Po. Box. 577
 Willernie, MN 55090

Terms Due on receipt

Due Date 5/29/2013

Item	Description	Qty	Price	Amount
Man hours	84 hrs. x \$50.00=	1	4,200.00	4,200.00
Trucking	26 hrs. x \$30.00=	1	780.00	780.00
Skid loader	17 hrs. x \$25.00=	1	425.00	425.00
Roller	16 hrs. x \$25.00	1	400.00	400.00
Tack	50 gals. x \$3.00=	1	150.00	150.00
	Labor & materials for asphalt street patching of pot holes at the following locations: Leeward Ave, 67th Lane, 65th St, 60th Lane, Keswick Ave. No. 05/08, 05/20, 05/21, 05/28.			
	<i>\$11,415.00</i>			

Thank you! for your business.

Subtotal	\$5,955.00
Sales Tax (0.0%)	\$0.00
Total	\$5,955.00
Payments/Credits	\$0.00
Balance Due	\$5,955.00

brochmanpaving@msn.com

651-439-5379
 Fax 651-439-5379

Brochman Blacktopping Co.
 12770 Mckusick Rd.
 Stillwater, Mn. 55082

Invoice

Date 5/29/2013
 Invoice # 2480

Bill To

City Of Grant
 111 Wildwood Rd.
 Po. Box. 577
 Willernie, MN 55090

Terms Due on receipt Due Date 5/29/2013

Item	Description	Qty	Price	Amount
Man hours	47 hrs. x \$50.00=	1	2,350.00	2,350.00
Truck	15 hrs. x \$30.00=	1	450.00	450.00
Skid loader	11 hrs. x \$25.00=	1	275.00	275.00
Roller	6 hrs. x \$25.00=	1	150.00	150.00
Tack	25 gals. x \$3.00=	1	75.00	75.00
	Labor & materials for asphalt patch repair of pot holes at the following locations: Hadley Ave, Hadley Circle, Hadley Ct, 100th St, Indigo Tr. No, Hidden Glade, Field Ridge Rd 05/23/2013			

Thank you for your business.

Subtotal	\$3,300.00
Sales Tax (0.0%)	\$0.00
Total	\$3,300.00
Payments/Credits	\$0.00
Balance Due	\$3,300.00

brochmanpaving@msn.com

651-439-5379
 Fax 651-439-5379

Brochman Blacktopping Co.

12770 Mckusick Rd.

Stillwater, Mn. 55082

Invoice

Date 6/11/2013

Invoice # 2499

Bill To

City Of Grant
111 Wildwood Rd.
Po. Box. 577
Willernie, MN 55090

Terms Due on receipt

Due Date 6/11/2013

Item	Description	Qty	Price	Amount
Patch repair	Labor & materials for asphalt pot hole patching at 88th St. & Jamaca.			
asphalt mix	3 tons x \$50.00 =	1	150.00	150.00
Man hours	9 hrs. x \$50.00=	1	450.00	450.00
Trucking	3 x \$30.00=	1	90.00	90.00
Skid loader	2 x \$25.00=	1	50.00	50.00
Tack	30 gals. x \$3.00=	1	30.00	30.00
Roller	1 x 25.00=	1	25.00	25.00

Thank you! for your business.

Subtotal \$795.00

Sales Tax (0.0%) \$0.00

Total \$795.00

brochmanpaving@msn.com

651-439-5379

Fax 651-439-5379

Payments/Credits \$0.00

Balance Due \$795.00

Brochman Blacktopping Co.

12770 Mckusick Rd.

Stillwater, Mn. 55082

Invoice

Date 6/11/2013

Invoice # 2501

Bill To

City Of Grant
111 Wildwood Rd.
Po. Box. 577
Willernie, MN 55090

Terms Due on receipt Due Date 6/11/2013

Item	Description	Qty	Price	Amount
Man hours	19 hrs. x \$50.00=	1	950.00	950.00
Trucking	6 hrs. x \$30.00=	1	180.00	180.00
Skid loader	4 hrs. x \$25.00=	1	100.00	100.00
Roller	3 hrs. x \$25.00=	1	75.00	75.00
Tack	20 gals. x \$3.00=	1	60.00	60.00
	Labor & materials for asphalt patching of pot holes at Knollwood Dr. 65th St. off Lake Elmo Ave. 06/10/2013 (\$1,365.00)			
Patch repair	Labor & materials for asphalt road apron extention at 69th St. 06/10/2013 (\$3,940.00)	1	3,940.00	3,940.00

1365.00

Thank you! for your business.

Subtotal	\$5,305.00
Sales Tax (0.0%)	\$0.00
Total	\$5,305.00
Payments/Credits	\$0.00
Balance Due	\$5,305.00

brochmanpaving@msn.com

651-439-5379
Fax 651-439-5379

City of Grant

Public Agenda Item Request

Name of Requester: Bob Engelhart

Address: 9280 Juliet Ave N.

Mailing Address: _____

Phone: (601) 699-0472

Requested Agenda Item: Use of Washington County Sheriff
(Attached explanation page as necessary)

- City of Grant must have lawful jurisdiction
- The application and reference documents must be received eight days prior to the City Council meeting. Agendas and meeting packets are distributed to Council Member's one week prior to the regular scheduled meeting
- All referenced documents need to be provided before the agenda is distributed
- Agenda Item/Presentation must be approved by a Council Member, Mayor or Administrator/Clerk
- All meeting procedures will be followed
- Presentations will be limited to five (5) minutes
- All materials presented at a public meeting will be public

Council Meeting Date Requested: July 2, 2013

Signature of Applicant: [Signature] Date: 6/24/2013

Required Signature of Council Member, Mayor or Administrator/Clerk: [Signature]

City of Grant

Public Agenda Item Request

Name of Requester: Larry Lanoux
Address: 9711 Keswick AVE
Mailing Address: Stillwater MN 55082
Phone: () 651-485-7574
Requested Agenda Item: Present Ballot for referendum
Dr 2 rd
(Attached explanation page as necessary)

- City of Grant must have lawful jurisdiction
- The application and reference documents must be received eight days prior to the City Council meeting. Agendas and meeting packets are distributed to Council Member's one week prior to the regular scheduled meeting
- All referenced documents need to be provided before the agenda is distributed
- Agenda Item/Presentation must be approved by a Council Member, Mayor or Administrator/Clerk
- All meeting procedures will be followed
- Presentations will be limited to five (5) minutes
- All materials presented at a public meeting will be public

Council Meeting Date Requested: July 2-2013
Signature of Applicant: [Signature] Date: 6-22-2013
Required Signature of Council Member, Mayor or Administrator/Clerk:
[Signature]

We the undersigned citizens of The City of Grant respectfully request that the Grant City Council put a special referendum on the ballot for the upcoming 2013 November election.

This referendum shall be titled Grant Capital Road Restoration Project

A 8 year tax of \$ 25.00 per \$100,000 value of home levy increase to be used only for road restoration These funds will be used along with assessment funds to rebuild our failing infrastructure

"I swear (or affirm) that I know the contents and purpose of this petition and that I signed the petition only once and of my own free will"

SIGNER'S OATH

*****ALL INFORMATION MUST BE FILLED IN BY PERSON(S) SIGNING THE PETITION UNLESS DISABILITY PREVENTS THE PERSON(S) FROM DOING SO.*****

DATE	SIGNATURE	YEAR OF BIRTH (If born in 1994 list month and day)	PRINT FIRST, MIDDLE, AND LAST NAME	RESIDENCE ADDRESS (number and street or route and box number) (Not a P.O. Box)	CITY OR TOWNSHIP	COUNTY
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						

Ballot Question Petition Form and Registrar's Petition Questionnaire
Rev. 06/11

M.R. 8266-1010

Circulator Signature _____ Date Signed mm/dd/yy _____

Printed Name of Circulator _____
 County Elections Official Certification _____
 I hereby certify _____ signatures on this petition are those of active registered voters in _____ County/City/_____

Signature of County Elections Official _____ Date Certified mm/dd/yy _____

Sheet Number _____

Grant Capital Road Restoration Project

We the undersigned citizens of the City of Grant respectfully request that the Grant City Council

Put a special referendum on the election ballot for upcoming November Election

The special referendum shall be for the purpose of raising the necessary funds to protect and preserve our city owned roadways

We the undersigned have been aware of the longtime ignorance of proper road maintenance by the City of Grant.

We wish to put the question of the future maintenance of our most valuable asset [our roads] Directly to the voters

We believe that this would be the most fair and equitable method to address the oldest and most disputed issue in our city .

This spring we started turning portions of existing black top roads back to gravel road

The July city council meeting had on their agenda a procedure to adopt a resolution to allow this to take place .

The referendum of a 8 year tax of \$25.00 per 100,000 value of home levy increase to be used only For road restoration . these funds will be dedicated , along with assessment funds to rebuild our failing infrastructure

We realize that the road system in Grant has many needs and the amount requested will only yield About \$150,000.00 per year .Therefore it will take many years to catch up on long overdue repairs The purpose is not to fix every thing in one year and overburden the residents of Grant ,but rather to startdoing something instead of doing nothing .we have ignored these issues for too long and our infrastructure is failing as a result .

If we would have acted upon some of the Blue Ribbon Road Committee recommendations offered by a citizen volunteer committee in the past we would not be in this position

Memorandum

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

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

Date: *June 25, 2013*

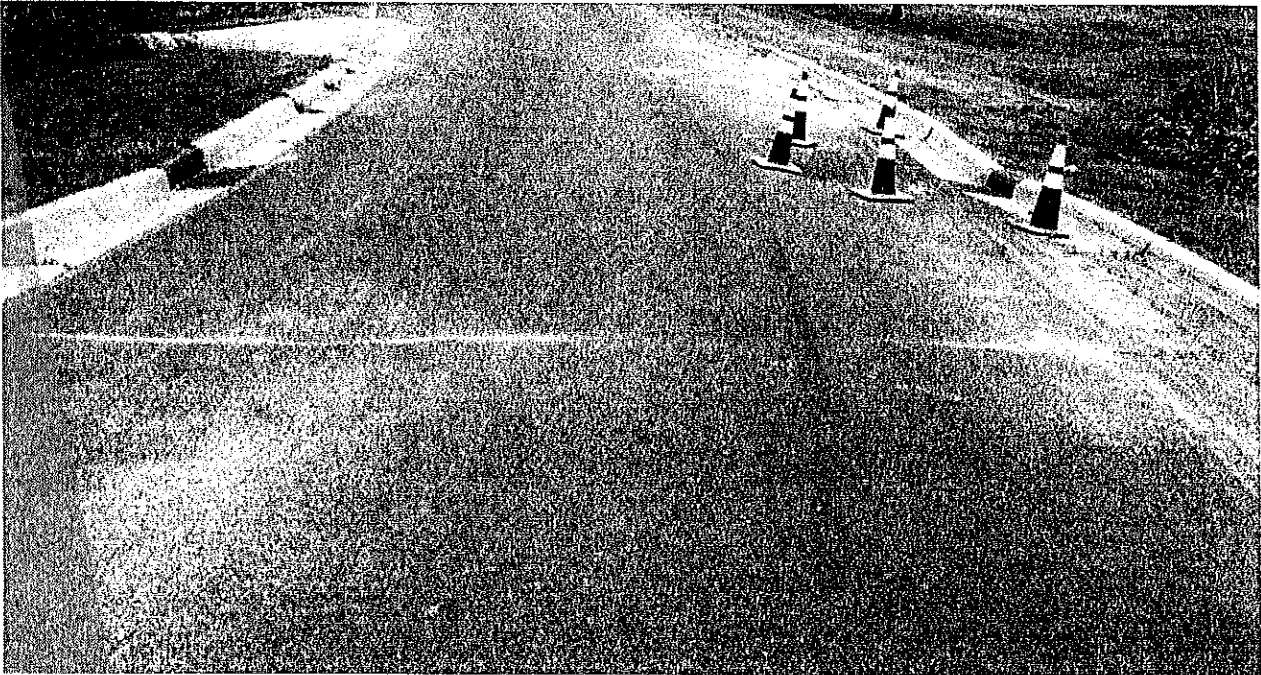
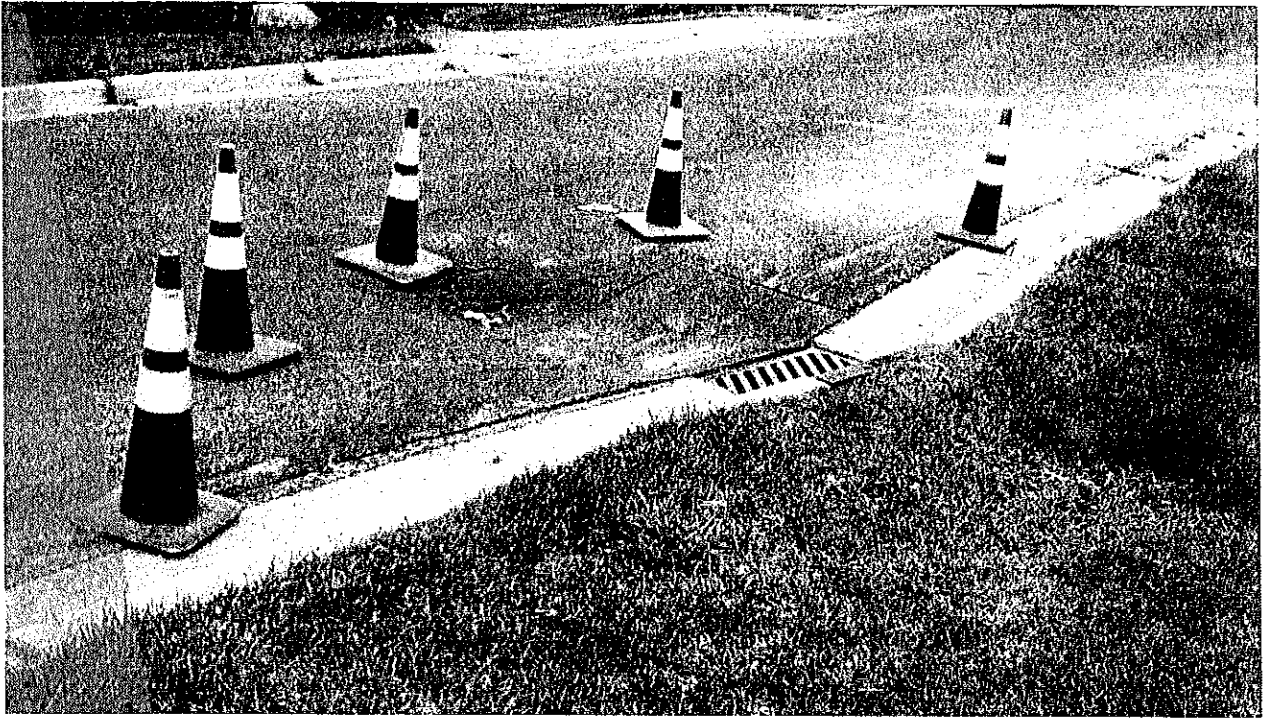
Re: *Jocelyn Lane Storm Sewer Repair*

The west side of the roadway near 7130 Jocelyn Lane has settled from what appears to be an issue with the catch basin or storm sewer. This section of road has two separate storm sewer crossings, one that is only a few feet deep and is connected to the catch basin and a second for the creek is over ten feet deep.

Based on an initial inspection of the area, it appears that the problem is due to weathering in the catch basin and a possible settlement of the shallow storm sewer pipe. Another possibility is that the deeper pipe could be damaged and could be the source of the roadway settlement. Additional investigation is recommended to verify that the deeper pipe is still in adequate condition prior to completing any surface repairs. Inspection of the deeper pipe is difficult now due to the recent rain but it can likely occur later this summer.

The cost to repair this issue is not known at this time until additional investigation is completed on the deeper storm sewer crossing. Pictures of the roadway settlement are attached.

Action: Discussion about funding repairs.



Administrator/Clerk

From: Administrator/Clerk <clerk@cityofgrant.us>
Sent: Tuesday, June 25, 2013 11:57 AM
To: clerk@cityofgrant.us
Subject: FW: Promotion of well water testing

Hi Kim,

I'm just following up on our call last week. I would imagine the text for the city website would read something like this, and have a link to our water testing. I haven't determined the actual week that we will provide increased drop off times yet, that will likely be in September. I will figure out that week after hearing back from you and then talking with our lab about when they can pick up additional samples. After we do this experiment, you could include a well water testing link under the "community" section of the website permanently, so Grant residents know where to go if they want to test their water.

Example text:

Did you know private well users should test their water annually for coliform bacteria and nitrates? Grant residents can get their water tested for a nominal fee, through the Washington County Department of Public Health and Environment. During the week of XXXXXX, the county is offering additional drop off days for residents. You can request a water testing kit by calling the department at 651-430-6655, or by stopping in to the Washington County Government Center in Stillwater. For a limited time (ending XXX) kits may also be picked up at the Grant City Office during normal business hours. See the county's [water testing website](#) for more information.

I look forward to hearing back from you after you've talked to your council!

~Stephanie

Hi Kim,

I am a planner with Washington County Public Health & Environment Department. We are planning to promote our well water testing program, which we offer to residents for a nominal fee.
<http://www.co.washington.mn.us/index.aspx?NID=637>

This summer, as a pilot quality improvement project, we would like to focus on one particular community. Since all Grant residents utilize private well water, I thought your community would be a good one to test out this marketing approach. What we are hoping to do is pick a particular week later this summer (August sometime), where the county would offer a few additional drop off days for water testing kits. We would likely send out a postcard to Grant residents, reminding them of the importance to regularly test their well water, and where to go to get test kits.

Before we proceed with this promotion, I wanted to let the city know, and also find out if there are ways we can partner together. In particular I was thinking it might be nice to put a little article in your newsletter (if there is one), have kits available at your city hall for residents to pick up, and possibly have some information on the city's website.

Please let me know if you have any questions, or if you think this is something you and the city would be willing to partner on.

Thank you!

City Council Report for June 2013

To: Honorable Mayor & City Council Members

Form: Jack Kramer Building Official

Zoning Enforcement:

1. Fredrick & Mary Neher 9920 Ivy Ave. Violation of the City Zoning Ordinance Section 32-313 (4) Accessory Buildings and other non-dwelling structures & 32-321. Lighting Fixtures and Glare.

a. The city received a formal complaint regarding a small storage building constructed and used to house chickens. The complaint also indicated the owners have installed a pole type flood light near the chicken coop to act as a deterrent for predators. Apparently the light shines into the neighbor's home and is annoying.

Upon review of the property file it was noted that no Certificate of Compliance was issued to the property for housing chickens.

Mrs. Neher contacted me as soon as she received the letter and indicated the chickens are a 4-H project for her children and was unaware of the requirements. Mrs. Neher stated the floodlight source affecting the neighbor will no longer be aimed at the adjoining property and they will apply for the Certificate of Compliance.

2. Mr. Michael Fox 11033-66th St. N. Violation of the City of Grant Zoning Ordinance Section 32-337 .Livestock (f) Minimum size for keeping domesticated farm animals and Article III Dogs Section 6-52 Nuisances (a) declared (5).

a. The city received a formal complaint that Mr. Fox had 5 horses on a 9 acre parcel of land and his dog barks excessively.

Mr. Fox contacted me shortly after he received the letter and indicated that he removed the one horse in violation. He also indicated that he will do his best the control the barking of the dog.

3. Mr. David Johnson & Mr. John Sanchelli 9945 Justen Trail N. Violation of the City of Grant Solid Waste Ordinance #56 Section 11 General Provisions Subd.1 & Subd. 2 And Article 11.1 Zoning Districts Established; Permitted Uses: Dimensional Standards Section 32-243 R-1 District And Section 32-330 Environmental Nuisance (4) Toxic or Noxious Matter.

a. Mr. Johnson was sent a letter dated May 17th, 2013 regarding the violation. The letter indicated this type of operation is not allowed in a residential district. He indicated his primary business is construction and only stores equipment on the property.

I met with Mr. Johnson to discuss the violation; however he denies the allegation of operating a recycling operation and contends, he is only involved in construction type activity.

The Washington County Environmental Specialist who investigated the complaint interviewed Mr. Johnson indicated that Mr. Johnson stated he brings equipment removed from demolished properties back to the site for disassembly and scrap separation.

I encountered another situation with Mr. Johnson where he began to construct another garage on the property without obtaining a proper building permit. I issued a "Red Tag ""Stop Work Order"" to stop all construction. Currently the permit has been approved and meets the ordinance requirements; however in my opinion, I believe this increase in storage space indicates an expansion related to the use of the property.

Per the recent meeting with Mr. Johnson, I asked him to apply for a CUP in which he may be approved to operate some form of a construction business from the residential district. Currently my requests have been ignored. I have sent all correspondence to the city attorney to begin further legal action.

Building Permit Activity:

1. (25) Building Permits were issued with a total violation of \$ 580,212.56.

Respectfully submitted,

A handwritten signature in black ink that reads "Jack Kramer". The signature is written in a cursive, flowing style.

Jack Kramer

Building & Code Enforcement Official

Grant Master Form

Permit	Permit Type	Name	Project Address	Date Issued	Valuation:	City Fee:	75% Plan CK Fe	Surcharge	Paid
2013-56	Plumbing Permit	Newstrom	10140 Jody Ave. N.	5/17/2013	N/A	\$ 80.00	\$ 60.00	\$ -	\$ 5.00
2013-57	Re-Roof	Goebel	6225 Kelvin Ave. N.	5/17/2013	\$ 12,118.00	\$ 223.22	\$ 167.41	\$ -	\$ 5.00
2013-58	Garage	Griffin	9775-83rd. St. N.	5/21/2013	\$ 55,000.00	\$ 678.75	\$ 509.06	\$ -	\$ 27.50
2013-59	Bath remodel	Aykens	10140 Jody Ave. N.	5/21/2013	\$ 26,000.00	\$ 401.85	\$ 301.38	\$ -	\$ 13.00
2012-60	HVAC Permit	Dunham	8050 Imperial Ct. N.	5/21/2013	N/A	\$ 80.00	\$ 60.00	\$ -	\$ 5.00
2013-61	Addition	Benson	11050-115th. St. N.	5/21/2013	\$ 50,000.00	\$ 643.75	\$ 482.81	\$ 418.43	\$ 25.00
2013-62	Addition	Rog	9765-110th. St. N.	5/23/2013	\$ 269,000.00	\$ 1,973.75	\$ 1,480.31	\$ 1,282.93	\$ 137.50
2013-63	Remodel Sho	Sawmill Gd	11550-80th. St. N.	5/24/2013	\$ 40,000.00	\$ 543.25	\$ 407.43	\$ 353.11	\$ 20.00
2013-64	Roofing	Glasrud	7750 Lake Elmo Ave.	5/25/2013	\$ 9,750.00	\$ 181.25	\$ 135.93	\$ -	\$ 4.87
2013-65	Patio Door	Arrow Win	10590-110th. St. N.	5/28/2013	\$ 3,244.56	\$ 97.25	\$ 72.93	\$ -	\$ 1.62
2013-66	Re-Roof	Risen Chri	9050 -60th St. N.	5/29/2013	\$ 54,000.00	\$ 691.75	\$ 503.81	\$ -	\$ 27.00
2013-67	Stucco Repair	Marussich	9755 Justen Trail	5/30/2013	\$ 2,400.00	\$ 83.25	\$ 62.43	\$ -	\$ 1.20
2013-68	HVAC Permit	Andrews R	10495 Hadley Ave. N.	5/31/2013	N/A	\$ 80.00	\$ 60.00	\$ -	\$ 5.00
2013-69	Plumbing	Bonfe's Plg	10325 Jody Ave N.	5/31/2013	N/A	\$ 80.00	\$ 60.00	\$ -	\$ 5.00
2013-70	Plumbing	Sabre Plg.	6505 Jamaca Ave.	6/3/2013	N/A	\$ 80.00	\$ 60.00	\$ -	\$ 5.00
2013-71	HVAC Permit	Sabe Heat	6505 Jamaca Ave.	6/3/2013	N/A	\$ 80.00	\$ 60.00	\$ -	\$ 5.00
2013-72	Re-Roof	Doerr	7198 Keats Ave.N.	6/4/2013	\$ 6,100.00	\$ 139.25	\$ 104.43	\$ -	\$ 3.05
2013-73	Addition	Auving	8237-80th. St. N.	6/4/2013	\$ 19,200.00	\$ 321.25	\$ 240.93	\$ 208.81	\$ 9.60
2013-74	Re-Roof	Doom	8197 Lake Elmo Ave.	6/5/2013	\$ 1,700.00	\$ 69.25	\$ 51.93	\$ -	\$ 1.00
2013-75	Garage	Pilrain	6920 Joeclyn Ln.	6/6/2013	\$ 6,000.00	\$ 125.25	\$ 99.93	\$ -	\$ 3.00
2013-76	HVAC	Binder Head	9765-110th. St. N.	6/7/2013	N/A	\$ 80.00	\$ 60.00	\$ -	\$ 5.00
2013-77	Re-Roof	Powell	11802 97th. St. N.	6/11/2013	\$ 4,500.00	\$ 140.37	\$ 105.27	\$ -	\$ 2.25
2013-78	Windows	Eder	8585 Kimbro Lane.N.	6/11/2013	\$ 9,000.00	\$ 195.85	\$ 146.88	\$ -	\$ 4.50
2013-79	Patio/Footings	Kieger	8798 Kimbro Ave.N.	6/13/2013	\$ 6,000.00	\$ 125.25	\$ 93.93	\$ 81.41	\$ 3.00
2013-80	Garage	Keldsen	10484 Kismet Ave. N.	6/14/2013	\$ 6,200.00	\$ 139.25	\$ 104.43	\$ -	\$ 3.10
Monthly total					\$ 580,212.56	\$ 7,333.79	\$ 5,491.23	\$ 2,344.69	\$ 327.19



Memorandum

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

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

Date: *June 25, 2013*

Re: *July Staff Report: Engineering*

Items included in the staff report are intended to provide the Council with a status update on non-agenda engineering items. These items do not require any discussion or action at the City Council Meeting and are included for information only.

- I. **Roadway Maintenance Letters:** Letters have been drafted to the residents on 79th Street and Leeward Avenue notifying them that the city plans to complete a larger patching project later this year. The residents are given the option to utilize the patching money for a larger rehabilitation project if they petition the city. The letters are scheduled to be mailed on Friday, June 27th.

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

MEMORANDUM

To: Mayor and Grant City Council	Date: June 25, 2013
CC: Kim Points, City Clerk Nick Vivian, City Attorney	RE: Staff Report
From: Jennifer Haskamp, City Planner	

Staff Report

Lovas 8485 & 8515 Jamaca Ave. N.

A staff report and resolution are included in the Consent Agenda for your review and consideration.

Minor Subdivision – Rosell

The Rosell subdivision is still pending, but staff is working with the Applicant to move the process forward. The wetland delineation was reviewed by WSB on behalf of the City, and the decision was expected to be issued sometime within the week. The only outstanding item at this time is the soil test for septic which must be reviewed by the County. Staff spoke with the Applicant, and this process is underway and expected to be completed within a couple weeks.

Cell Tower CUPs (Manning & Julianne)

In the past couple of weeks the owner/operators of the cell towers at Manning and Julianne have contacted the City with respect to adding additional dishes and/or other equipment to the cell towers. After performing a cursory review of the CUPs for each of the tower sites, staff has informed the owners that they will need to apply for an Amendment to their CUPs. Staff expects that the applications will be made within the next couple of weeks and will likely be on the agenda in the coming months.

Pre-Application Meeting

Staff has been contacted for a pre-application meeting from the property owner at 10000 Lansing Avenue N. The property is currently on the market for sale, and the realtor has requested a meeting to discuss the subdivision process/entitlements of the property.