

**City of Grant
City Council Agenda
November 4, 2013**

The regular monthly meeting of the Grant City Council will be called to order at 7:00 o'clock p.m. on Monday, November 4, 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. October 1, 2013 City Council Meeting Minutes
 - B. Bill List, \$45,434.44
 - C. Wells Fargo, Jasmine Bond, \$82,156.72
 - D. Brochman Blacktopping, Roads, \$53,184.00
 - E. Zuercher Well Bid, Town Hall Pump
5. **CONCEPT PLAN REVIEW, HIGHWAY 96 & MANNING AVE. COUNTRY CLUB, ED SCHMIDT**
6. **CONCEPT PLAN REVIEW, ADAM BUBERL, COMPOST SITE**
7. **STAFF AGENDA ITEMS**
 - A. City Engineer, Phil Olson
(No action items)
 - B. City Planner, Jennifer Haskamp
(No action items)
 - C. City Attorney, Nick Vivian
(No action items)
8. **NEW BUSINESS**
 - A. Town Hall Cable Commission Upgrades, Council Member Huber
9. **UNFINISHED BUSINESS**
 - A. Stillwater Fire Contract, Mayor Carr
 - B. Investment Policy, Bob Mikkelsen
10. **DISCUSSION ITEMS**
 - A. City Council Reports (any updates from Council)
 - B. Staff Updates

11. COMMUNITY CALENDAR NOVEMBER 5 THROUGH NOVEMBER 30, 2013:

Mahtomedi and Stillwater School District Election, Tuesday, November 5, 2013

Mahtomedi Public Schools Board Meeting, Thursday, November 14th, 2013, Mahtomedi District Education Center, 7:00 p.m.

Stillwater Public Schools Board Meeting, Thursday, November 14th, 2013, Stillwater City Hall, 7:00 p.m.

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

12. ADJOURNMENT

PUBLIC INPUT

Citizen Comments – Individuals may address the City Council about any item not included on the regular agenda. The Mayor will recognize speakers to come to the podium. Speakers will state their name and address and limit their remarks to three (3) minutes. Generally, the City Council will not take any official action on items discussed at this time, but may typically refer the matter to staff for a future report or direct that the matter be scheduled on an upcoming agenda.

1. _____
2. _____
3. _____
4. _____

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 (3) 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

Will be held after the meeting is adjourned. Four (4) speakers limited to three (3) minutes each.

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 : October 1, 2013
TIME STARTED : 7:03 p.m.
TIME ENDED : 8:36 p.m.
MEMBERS PRESENT : Councilmember Bohnen, Tronrud, Huber, Lobin and Mayor Carr
MEMBERS ABSENT : None

Staff members present: 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 7:03 p.m.

PLEDGE OF ALLEGIANCE

SETTING THE AGENDA

Mayor Carr moved to approve the agenda with the removal of Item 11, Closed Session. Council Member Huber seconded the motion. Motion carried unanimously.

CONSENT AGENDA

September 3, 2013 City Council Meeting Minutes	Approved
Bill List, \$47,744.98	Approved
Envirotech, Dust Control, \$22,604.22	Approved
City of Mahtomedi, 3 rd Quarter Fire Contract, \$29,601.75	Approved
Denial of Charter Commission Donation	Approved

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

CONCEPT PLAN REVIEW, 7373 120TH STREET, SEASONAL BUSINESS, JULIE VARNEY

Mr. Scott Jordan and Ms. Julie Varney came forward and outlined their proposal to have wedding receptions on their property in their barn.

1 Mayor Carr advised the Land Use Chart on the City website is very old and should not have been
2 there. The current Zoning Book states seasonal businesses are not allowed in any zone. Seasonal
3 Business is the only thing this type of proposal would fall under. Per the codified ordinances, this is
4 not an allowed use.

5
6 Council Member Tronrud stated he does like the idea. His concern is setting up a narrow use that
7 would allow for this type of event center.

8
9 Mayor Carr stated if the Council decides this is something that should be allowed in Grant, the
10 applicant would have to go through the process and the issues, as with any use or CUP, would be
11 traffic, noise, screening, etc. A public hearing would have to be held.

12
13 Council Member Huber stated the process is key. It would take time to go through the ordinance
14 thoroughly and noted he does like the use.

15
16 City Planner Haskamp advised the City does have a zoning amendment application. A zoning
17 amendment could be applied for as well as a CUP. The key to the language change is that would then
18 be an allowed use for the entire zoning district. She outlined the process for a zoning amendment
19 application as well as a CUP application.

20
21 Mayor Carr stated he may be in favor of this with a few guidelines and strict requirements regarding
22 screening and noise issues.

23
24 Council Member Bohnen stated it does not seem fair for the applicants to bare all the costs of a text
25 change as it is not equitable. He stated he is in favor of the concept and changing the text.

26
27 **STAFF AGENDA ITEMS**

28
29 **City Engineer, Phil Olson**

30
31 **Jocelyn Lane Culvert Replacement, Accept Bid and Order Work** – City Engineer Olson advised
32 In July, the City Council authorized staff to request quotes from contractors for the Jocelyn Lane
33 Culvert replacement project. This project includes the replacement of a shallow and a deep storm
34 sewer line at a creek crossing on Jocelyn Lane. This project was initiated by a road settlement on the
35 west side of the roadway near 7130 Jocelyn Lane.

36
37 The source of the road settlement appears to be caused by weathering/settlement in the catch basin
38 and shallow storm sewer pipe or damage to the deeper pipe. At a minimum, the bottom of the deeper
39 pipe appears to have rusted out at each end and the pipe is full of sediment.

40
41 A plan and specification were completed for the replacement of both storm sewer lines. Permits are
42 required from the Valley Branch Watershed District (VBWD) and the Department of Natural
43 Resources (DNR). To date, the city has received a permit from the VBWD and it is anticipated that
44 the DNR permit will be received in the next few days.

1 Quotes were requested from Miller Excavating, Inc., T.A. Schifsky and Sons, Inc., Raleigh Trucking,
2 and Bells Trucking. Two submittals were received and the costs are listed below. Quotes are
3 attached along with the project plans and specifications.

4	
5	Miller Excavating, Inc.....\$40,160
6	T.A. Schifsky and Sons, Inc.....\$61,755
7	

8 No quotes were received from Raleigh Trucking and Bell’s Trucking, Inc. Both contractors
9 mentioned that they were too busy at this time to complete the project. He requested Council
10 authorization wto move forward with the project when the permit is issued from the DNR.

11
12 Council Member Bohnen stated the project does need to be completed. He had hoped the project
13 would come in at approximately \$28,000 but it did not. He recommended the City approve the bid
14 from Miller.

15
16 City Treasurer Schwarze advsied the City did budget for special projects and the 2013 budget was
17 revised for this project. The City can use reserves to cover the additional costs.

18
19 City Engineer Olson advised the Justen Trail project that was also budgeted for in the amount of
20 \$10,000 may be pushed off until the spring. In addition, if pumping is not required for the Jocelyn
21 project those costs will not be incurred.

22
23 **Council Member Bohnen moved to approve the bid from Miller Excavating, as presented.**
24 **Council Member Lobin seconded the motion. Motion carried unanimously.**

25
26 **City Planner, Jennifer Haskamp – No action items.**

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

29
30 **NEW BUSINESS**

31
32 **Resolution No. 2013-18, Investment Policy, City Treasurer Schwarze -** City Treasurer Schwarze
33 advised she has been working on an investment policy for quite some time. The intent this evening is
34 to review a draft of an investment policy and take comments. The City’s Investment Advisor will be
35 present at the November meeting to make comments as well as suggestions based on Investment
36 Policies drafted by Wells Fargo. Part of the intent with an Investment Policy is to improve internal
37 controls within the City to prevent fraud, as recommended by the City’s Auditor. She noted it is very
38 important that the City’s investment statement is sent directly to the City office.

39
40 It was the consensus of the Council that the draft will again be reviewed in November and the final
41 document will be on the agenda for action at the December meeting.

42
43 **Resolution No. 2013-23, Jasmine Bond Payoff, City Treasurer Schwarze –** City Treasurer
44 Schwarze advised the remaining payments on the bond are in the amount of approximately \$12,000.

1 It is legal to pay off the bond early and there is no prepayment penalty. The bond can be paid out of
2 the Debt Service Fund.

3
4 Mayor Carr asked if language should be included that the overage will not be paid until the
5 assessments are paid in full. However, people that paid in cash should get a refund.

6
7 City Treasurer Schwarze advised there was one deferred assessment for Jasmine and one for the
8 Jamaca right of way. Direction will be needed regarding the overage. She stated the City can choose
9 to 1) refund entire amount 2) wait until year end and make the decision and 3) make partial refunds
10 when bond is paid. The bond payoff date is November 15, 2013.

11
12 It was the consensus of the Council to wait until 2014 to look at any potential refunds.

13
14 Council Member Huber requested the City Attorney's legal opinion regarding paying any overages
15 when the assessments are not yet paid.

16
17 **Council Member Bohnen moved to adopt Resolution No. 2013-23, as presented. Council**
18 **Member Tronrud seconded the motion. Motion carried unanimously.**

19
20 **Stillwater Fire Contract, Mayor Carr** – Mayor Carr advised the City received the new contract that
21 included a 14% increase in costs. He stated he has had conversations with the Stillwater
22 Administrator about the increase and the City does not have many options. He is working with
23 Stillwater Township and May Township and there will be more discussion about the contract. The
24 contract does not have to be approved this evening. There is the option to privatize the fire department
25 but there is the issue of costs and Grant being too small. Other cities would have to participate.

26
27 City Treasurer Schwarze advised Stillwater Township may not be a viable long-term partner.
28 Privatizing the fire department may have the potential of raising insurance rates to homeowners.

29
30 Mayor Carr advised he is just in discussions at this point. The other option is to bill when the fire
31 department is called.

32
33 City Treasurer Schwarze advised the fire departments budget for 2014 shows an increase of \$300,000
34 in the past two years.

35
36 **UNFINISHED BUSINESS**

37
38 There was no unfinished business.

39
40 **DISCUSSION ITEMS**

41
42 **City Council Reports:**
43

1 Mayor Carr advised the Gateway Trail access is at the end of someone's driveway that that will be
2 removed. There was someone off of Highway 36 that was served papers relating to eminent domain.
3 However, it was just a sliver of the property.

4
5 Council Member Bohnen advised there was a bad accident on Lake Elmo Avenue. There is a lot of
6 traffic due to construction as well as a blind intersection at 69th Street. Patrol has been increased there
7 and a speed trailer is coming.

8
9 Deputy Fry advised a speed trail will be put up when the City of Scandia is done with it. The speed
10 trailer does run a traffic survey. Patrol there has found that most motorists are driving very close to
11 the speed limit.

12
13 Council Member Bohnen stated some residents did attend the County Commissioner's meeting this
14 morning regarding this issue. They indicated they are committed to working with the City and did
15 call the City Engineer today regarding a triggered warning light there.

16
17 Ms. Jenny Rodlund, 7655 Lake Elmo Avenue, came forward and stated that road is a mess. The City
18 needs to look at having a four way stop there. The intersection is very dangerous and the traffic is
19 terrible. The Council did indicate they will work with the residents and the City on this issue. A
20 neighborhood meeting is being set up.

21
22 Ms. Lara Francis, 7020 Lake Elmo, came forward and stated the accident happened right in front of
23 her house and it was a horrific scene. She would appreciate any help the City can offer with this
24 issue.

25
26 Ms. Rodlund came forward and provided a medical update on the kids that were involved in the
27 accident.

28
29 Council Member Huber advised he met with the Sheriff's Department regarding the contract and
30 potential savings. The Department does not have half time contracts because they can't hire any part
31 time deputy's. They are, however, supportive of shared contracts. He stated he will continue to work
32 on this issue and report back. He noted City meetings are now available on the City website.

33
34 Council Member Bohnen stated there is school operating levy for Stillwater and Mahtomedi in
35 November. Residents should be aware of the location for voting. The school was evacuated during
36 the first week of school but the call was cancelled.

37
38 **Staff Reports:**

39
40 There were no updates from Staff.

41
42 **COMMUNITY CALENDAR OCTOBER 2 THROUGH OCTOBER 31, 2013:**

43
44 **Mahtomedi Public Schools Board Meeting, Thursday, October 10th, 2013, Mahtomedi District**
45 **Education Center, 7:00 p.m.**

1 Stillwater Public Schools Board Meeting, Thursday, October 10th and 24th, 2013, Stillwater
2 City Hall, 7:00 p.m.

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

4
5 **CLOSED SESSION FOR THE PURPOSE OF CONFERRING WITH LEGAL COUNSEL AS**
6 **PERMITTED BY THE ATTORNEY-CLIENT PRIVILEGE PURSUANT TO**
7 **MINN.STAT.13D.05 SUB.3 (d) ON THE FOLLOWING LEGAL MATTER:**

8
9 Sederstrom v. Carr, Huber and Lobin in their capacity as City Council Members

10
11 **ADJOURN**

12
13 There being no further business, Council Member Bohnen moved to adjourn at 8:36 p.m.
14 Council Member Lobin seconded the motion. Motion carried unanimously.

15
16
17 These minutes were considered and approved at the regular Council Meeting November 4, 2013.

18
19
20
21
22 _____
23 Kim Points, Administrator/Clerk

24 _____
Tom Carr, Mayor

Disbursements List

City of Grant

Date range: 10/01/2013 to 10/28/2013

<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 10/31/2013	10/24/2013	12224	\$3,171.64		No	100-41101-100	\$3,171.64
Wells Fargo	10/24/2013	12225	\$82,156.72	Jasmine Bond Payoff	No	100-45006-600	\$82,156.72
Xcel Energy	10/24/2013	12226	\$154.52	Utilities	No	100-43004-381 100-43010-381 100-43117-381	\$93.74 \$11.69 \$49.09
Croix Valley Inspector	10/24/2013	12227	\$2,607.77	Building Inspector	No	100-42004-300	\$2,607.77
AirFresh Industries	10/24/2013	12228	\$267.82	PortaPot#15650/15475	No	100-43007-210	\$267.82
Washington County Public Works	10/24/2013	12229	\$2,171.14	Manning Final Invoice	No	100-43102-330	\$2,171.14
League of MN Cities Insurance Trust	10/24/2013	12230	\$500.00	C0014266 - Deductible	No	100-41302-360	\$500.00
Smith Appraisal Service	10/24/2013	12231	\$1,810.83	Monthly Assessment Services	No	100-41208-300	\$1,810.83
Washington County Sheriff	10/24/2013	12232	\$208.65	10/1 Council Meeting Security	No	100-42001-300	\$208.65
CenturyLink	10/24/2013	12233	\$167.72	City Phone	No	100-41309-321	\$167.72
Lyle Signs, Inc.	10/24/2013	12234	\$147.23	Sign Replacement	No	100-43110-330	\$147.23
Eckberg Lammers	10/24/2013	12235	\$6,407.11	Legal Services	No	100-41204-300 100-41205-300 100-41206-300 801-49310-300	\$2,817.48 \$1,935.00 \$1,542.13 \$112.50
Brochman Blacktopping Co.	10/24/2013	12236	\$53,184.00	Roads/Pothole Repair	No	100-43109-300 100-43112-300 100-43128-300	\$1,214.00 \$50,700.00 \$1,270.00
Waste Management	10/24/2013	12237	\$4,347.38	Recycling	No	100-43011-384	\$4,347.38
MN Department of Labor & Industry	10/24/2013	12238	\$1,492.79	Conf#17831163060	No	100-42005-520	\$1,492.79
Ken Ronnan	10/24/2013	12239	\$50.00	Video Services	No	100-41318-300	\$50.00
Halogen Web Studio	10/24/2013	12240	\$225.00	Website Troubleshoot	No	100-41312-300	\$225.00
Apollo Heating	10/24/2013	12241	\$320.00	Town Hall Ventilation	No	100-43002-220	\$320.00
Jeff Huber	10/24/2013	12242	\$20.34	Dry Hydrant Parts	No	100-41306-220	\$20.34
Sprint	10/24/2013	12243	\$33.00	City Cell Phone	No	100-43116-321	\$33.00
TimberOaks Construction	10/24/2013	12244	\$1,500.00	Town Hall Steps	No		

Disbursements List

City of Grant

<u>Vendor</u>	<u>Date</u>	<u>Check #</u>	<u>Total</u>	<u>Description</u>	<u>Void</u>	<u>Account #</u>	<u>Detail</u>
Mike Perron	10/24/2013	12245	\$1,521.18	Brushing/Sales Use Tax	No	100-43003-300	\$1,500.00
PERA	10/24/2013	12246	\$584.95	PERA	No	100-43114-300	\$1,521.18
IRS	10/24/2013	EFT41	\$1,045.41	Payroll Taxes June	No	100-41102-120 100-41113-100	\$270.81 \$314.14
WSB & Associates	10/28/2013	12247	\$2,370.25	Engineering	No	100-41103-100 100-41107-100 100-41110-100 100-41112-100	\$331.48 \$382.45 \$268.65 \$62.83
Kline Bros Excavating	10/28/2013	12248	\$11,367.50	Road Maintenance	No	100-41203-300 100-43111-300 100-43125-300	\$1,006.75 \$1,236.00 \$127.50
Swanson Haskamp Consulting	10/28/2013	12249	\$2,942.21	Planning	No	100-43002-300 100-43101-300 100-43111-300 100-43126-300	\$3,000.00 \$4,240.00 \$840.00 \$3,287.50
						100-41209-300 100-41210-300 864-49310-300 865-49310-300 866-49310-300	\$1,537.00 \$200.00 \$755.78 \$92.00 \$357.43

Total For Selected Checks \$180,775.16

\$180,775.16

**WELLS
FARGO****SECURITIES****EARLY PAYOFF INVOICE**

Invoice Date: October 23, 2013

Invoice Number: EARLY PAYOFF

Descriptions	Amount & Payment Options
<p>Muni Note 5VCKKB5; Street Improvement Project</p> <p>WFS CUSIP: 388999AA2 Contract: N003408</p> <p>Maturity Date: 2/1/2019 Issue Date: 11/25/2008 Payment Due Date: 2/1/2014 Billing Date: 10/23/2013</p> <p>Payment Number EARLY PAYOFF</p> <p>If you have questions about this Invoice, please call: (612) 667-7356</p>	<p>Total Amount Due: \$82,156.72</p> <p>Termination Value: \$73,722.40 Scheduled Payment: \$8,434.32</p> <p>Checks can be mailed with payment stub below to: Wells Fargo Securities, LLC NW-8210 PO Box 1450 Minneapolis, MN 55485-8210 Lease Accounting</p> <p>Wires can be sent to: ABA: Bank of New York 021000018 Account: GLA111569 WCF Account Name: Wells Fargo Securities Attn: Lease Accounting Ref: Contract # N003408</p>

**WELLS
FARGO****SECURITIES***Detach and mail this portion with payment or wire to instructions above by due date.*

Wells Fargo Securities, LLC
NW-8210 PO Box 1450
Minneapolis, MN 55485-8210
Lease Accounting

Invoice Date: October 23, 2013

CONTRACT INFORMATION:
Muni Note 5VCKKB5; Street Improvement Project
Contract Number: N003408

City of Grant
ATTN: Kim Points
111 Wildwood Road
P.O. Box 577
Willernie, MN 55090-0577

WFS CUSIP	388999AA2
Payment Due Date:	February 1, 2014
Total Payment Due:	\$82,156.72
Payment Number	EARLY PAYOFF

Check if change of address.
Make any address changes required.

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

Invoice

Date 9/27/2013
Invoice # 2662

Bill To

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

Terms Due on receipt Due Date 9/27/2013

Item	Description	Qty	Price	Amount
asphalt mix	3 x \$50.00=	1	150.00	150.00
Man hours	12 x \$50.00=	1	600.00	600.00
Trucking	3 x \$30.00=	1	90.00	90.00
Skid loader	2 x \$25.00=	1	50.00	50.00
Roller	2 x \$25.00=	1	50.00	50.00
	Labor & materials for asphalt patching pot hole repair Keats Ave. No. (City Of Grant) 09/26/2013			
	<i>Pot Hole Repair</i>			
Thank you! for your business.			Subtotal	\$940.00
			Sales Tax (0.0%)	\$0.00
			Total	\$940.00
brochmanpaving@msn.com			Payments/Credits	\$0.00
651-439-5379 Fax 651-439-5379			Balance Due	\$940.00

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

Invoice

Date 9/27/2013
 Invoice # 2663

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

Terms Due on receipt Due Date 9/27/2013

Item	Description	Qty	Price	Amount
asphalt mix	1/2 ton x \$30.00=	1	30.00	30.00
Man hours	3 x \$50.00=	1	150.00	150.00
Trucking	1 x \$35.00=	1	35.00	35.00
Skid loader	1 x \$25.00=	1	25.00	25.00
Roller	1 x \$25.00=	1	25.00	25.00
Tack	3 gallons x \$3.00=	1	9.00	9.00
	Labor & materials for asphalt patching repair of 62nd St. No. (City Of Grant) 08/16/2013			
	<i>Pothole Repair</i>			
Thank you! for your business.			Subtotal	\$274.00
			Sales Tax (0.0%)	\$0.00
			Total	\$274.00
brochmanpaving@msn.com			Payments/Credits	\$0.00
651-439-5379			Balance Due	\$274.00
Fax 651-439-5379				

Bill To

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

Terms Due on receipt

Due Date 10/17/2013

Item	Description	Qty	Price	Amount
Road	Labor & materials for asphalt replacing of Irish Ave. No. City of Grant . <i>25,000 - Sealcoating</i> <i>1,270 - Special Roads</i>	1	26,270.00	26,270.00
Thank you! for your business.		Subtotal		\$26,270.00
		Sales Tax (0.0%)		\$0.00
		Total		\$26,270.00
		Payments/Credits		\$0.00
		Balance Due		\$26,270.00

brochmanpaving@msn.com

651-439-5379
 Fax 651-439-5379

Brochman Blacktopping Co.

12770 Mckusick Rd.
Stillwater, Mn. 55082

Invoice

Date 10/17/2013
Invoice # 2688

Bill To

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

Terms Due on receipt

Due Date 10/17/2013

Item	Description	Qty	Price	Amount
Patch repair	Labor & materials for extensive patching repair work on Leeward Ave. No. City of Grant. <i>Seal Coating-</i>	1	15,000.00	15,000.00
Thank you! for your business.			Subtotal	\$15,000.00
			Sales Tax (0.0%)	\$0.00
			Total	\$15,000.00

brochmanpaving@msn.com

651-439-5379
Fax 651-439-5379

Payments/Credits \$0.00
Balance Due \$15,000.00

Bill To

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

Terms Due on receipt Due Date 9/27/2013

Item	Description	Qty	Price	Amount
Overlay	Labor & materials for asphalt overlays 7000 sq.ft. X \$1.20=	1	8,400.00	8,400.00
Patch repair	Labor & materials for asphalt milling & patching edges 250 sq.ft. x 2 to 4 feet wide = Location: Knollwood Ave. (City Of Grant) 09/25/2013	1	2,300.00	2,300.00
	Special Seal Coating			

Thank you! for your business.

Subtotal	\$10,700.00
Sales Tax (0.0%)	\$0.00
Total	\$10,700.00
Payments/Credits	\$0.00
Balance Due	\$10,700.00

brochmanpaving@msn.com

651-439-5379
 Fax 651-439-5379

Proposal

Page No. _____ of _____ Pages



ZUERCHER Well Drilling, Inc.

35517 Forest Blvd.
North Branch, MN 55056
(651) 674-5939

Well Drilling
Pump's Sales & Service
Well Sealing
Screen Changing



PROPOSAL SUBMITTED TO

*City of Grant
Kerns Ave*

PHONE

Oct 1-13

DATE

STREET

JOB NAME

CITY, STATE, AND ZIP CODE

JOB LOCATION

ARCHITECT

DATE OF PLANS

JOB PHONE

We hereby submit specifications and estimates for:

*2" well approx 140ft
Seal up per State Code*

\$1000⁰⁰

We **Propose** hereby to furnish material and labor - complete in accordance with specifications above, for the sum of:

Payment to be made as follows:

dollars (\$ *1000⁰⁰*)

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from specifications above involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control.

Authorized

Signature _____

Note: This proposal may be withdrawn by us if not accepted within *30*

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____

Date of Acceptance: _____

Signature _____

October 21, 2013

To Whom It May Concern:

I am submitting the concept drawings of the proposed layout for the country club I am pursuing to build located on the northwest corner of Hwy 96 and Manning Avenue in City of Grant. *21 acres total*

The country club will have food, alcohol and a banquet facility available. The sporting events will include softball, bocce ball, volleyball and miniature golf.

The facility should not have a major impact on the city itself. Trees on the property will be relocated to provide adequate screening of noise and lighting. The outdoor events will be over by 10:00 p.m.

I have been in discussion with the county regarding and entrance/exit on Manning Avenue. I have also talked to neighbors Bob Grogen, Lyle Bertsloff, Harold McCann and they have no objections. *Immediate Property owners*

If you have any questions or need more information, feel free to contact me anytime.

Regards,

Ed Schmidt
Work: 651-439-1910
Mobile: 612-889-9832



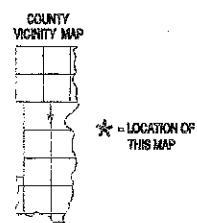
Washington County
 PUBLIC WORKS DEPARTMENT
 SURVEY AND LAND MANAGEMENT DIVISION
 14040 62nd Street North, P.O. Box 6
 Stillwater, Minnesota 55082-0006
 (651) 430-6875
 surveyor@co.washington.mn.us
 www.co.washington.mn.us

LEGEND
 DNR PROTECTED WATERS
 DNR PROTECTED WETLAND
 DNR PROTECTED WATERCOURSE
 MUNICIPAL BOUNDARY
 PARK BOUNDARY

NORTH
 SCALE: 1 inch = 260 feet

SECTION-TOWNSHIP-RANGE INDEX

1103021	1203021	0703020
1403021	1303021	1803020
2903021	2403021	1803020



SECTION VICINITY MAP

22	21	12	11
NW		NE	
23	24	13	14
32	31	42	41
SW		SE	
33	34	43	44

PROPERTY IDENTIFICATION NUMBER FORMAT (8DIGIT CODE)
 SECTION TOWNSHIP RANGE QUARTER SECTION PARCEL
 ## ### ## ## ## ## ## ##
 (0001) - LAST FOUR DIGITS OF PROPERTY IDENTIFICATION NUMBER

THIS DRAWING IS THE RESULT OF A COMPILATION AND REPRODUCTION OF LAND RECORDS AS THEY APPEAR IN VARIOUS WASHINGTON COUNTY OFFICES. WASHINGTON COUNTY IS NOT RESPONSIBLE FOR ANY INACCURACIES. PROPERTY LINES AS SHOWN ARE FOR REFERENCE PURPOSES AND MAY NOT REPRESENT ACTUAL LOCATIONS.
 MAP LAST UPDATED: October 4, 2012
 NO ADDITIONAL CHANGES HAVE BEEN REPORTED TO DATE
 DATE OF CONTOURS: April, 2000 DATE OF PHOTOGRAPHY: April-June, 2011



architectural and structural drafting

- 318 north sherburne street
- stillwater, mn 55082
- 651 . 303 . 4474 (cell)
- joemarchetti@comcast.net

contractor

key map

revisions

no.	description	date

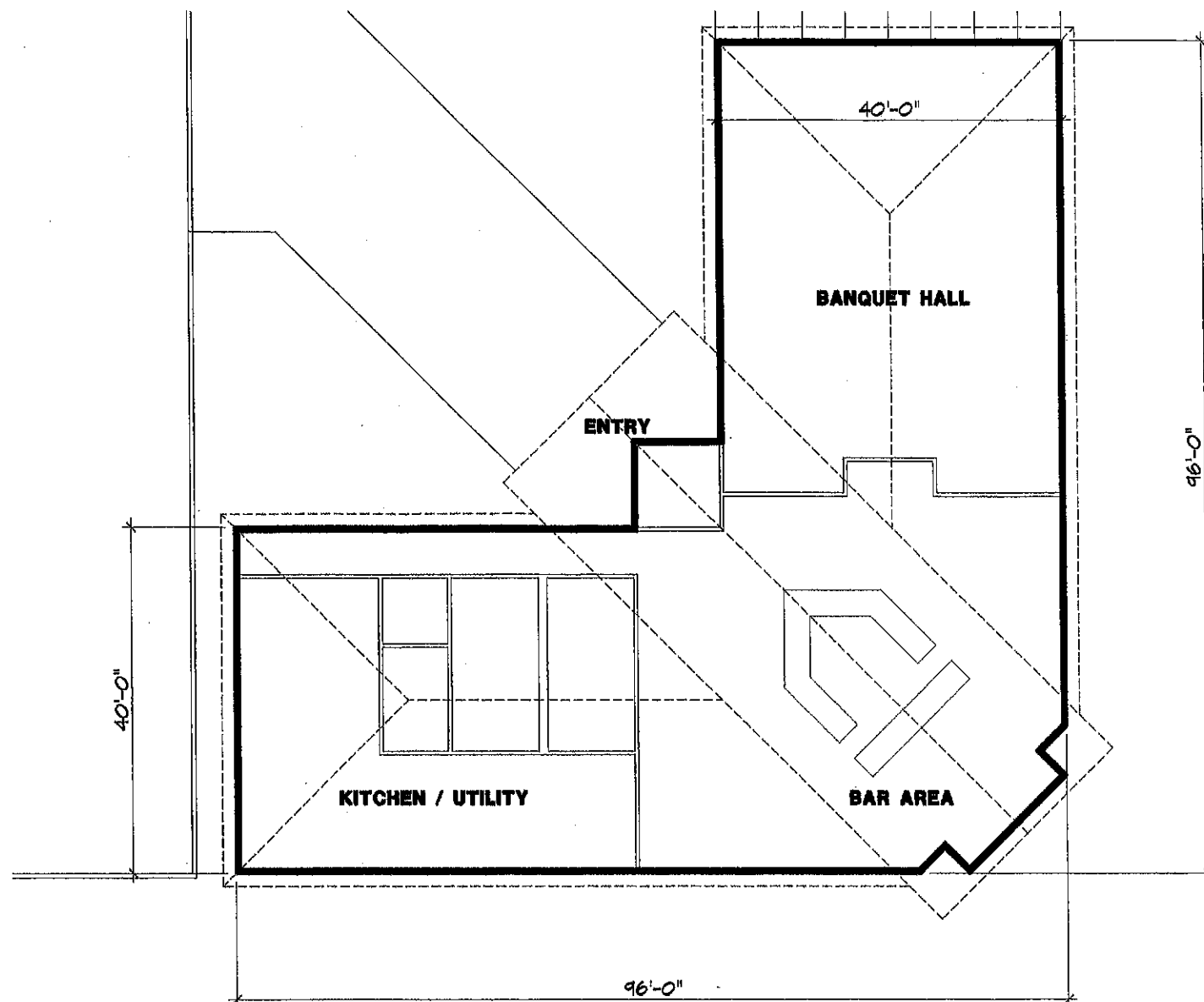
project

schmidt country club and
banquet facility
grant, minnesota
11770 dellwood rd. north

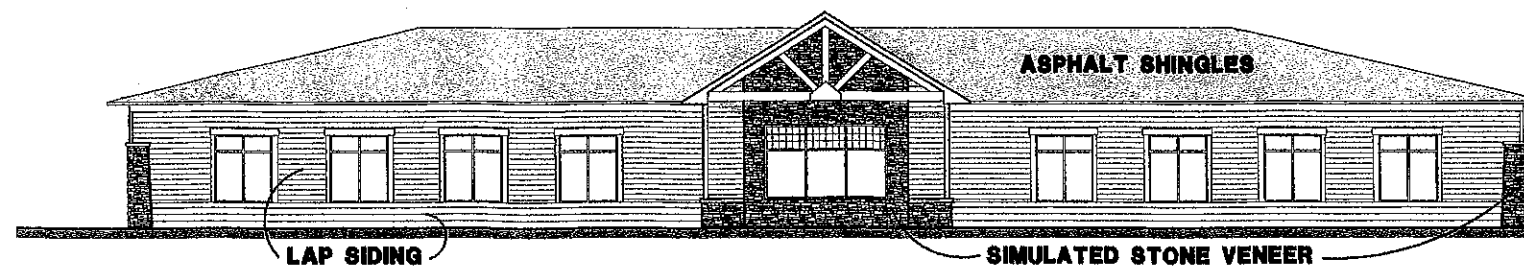
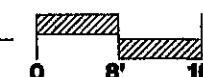
drawn by jdm date 10/21/13

sheet info

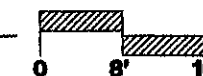
concept floor plan &
building elevation



① CONCEPT FLOOR PLAN



① CONCEPT BUILDING ELEVATION



- 318 north sherburne street
- stillwater, mn 56082
- 651 . 303 . 4474 (cell)
- joemarchetti@comcast.net

contractor

key map

revisions

no.	description	date

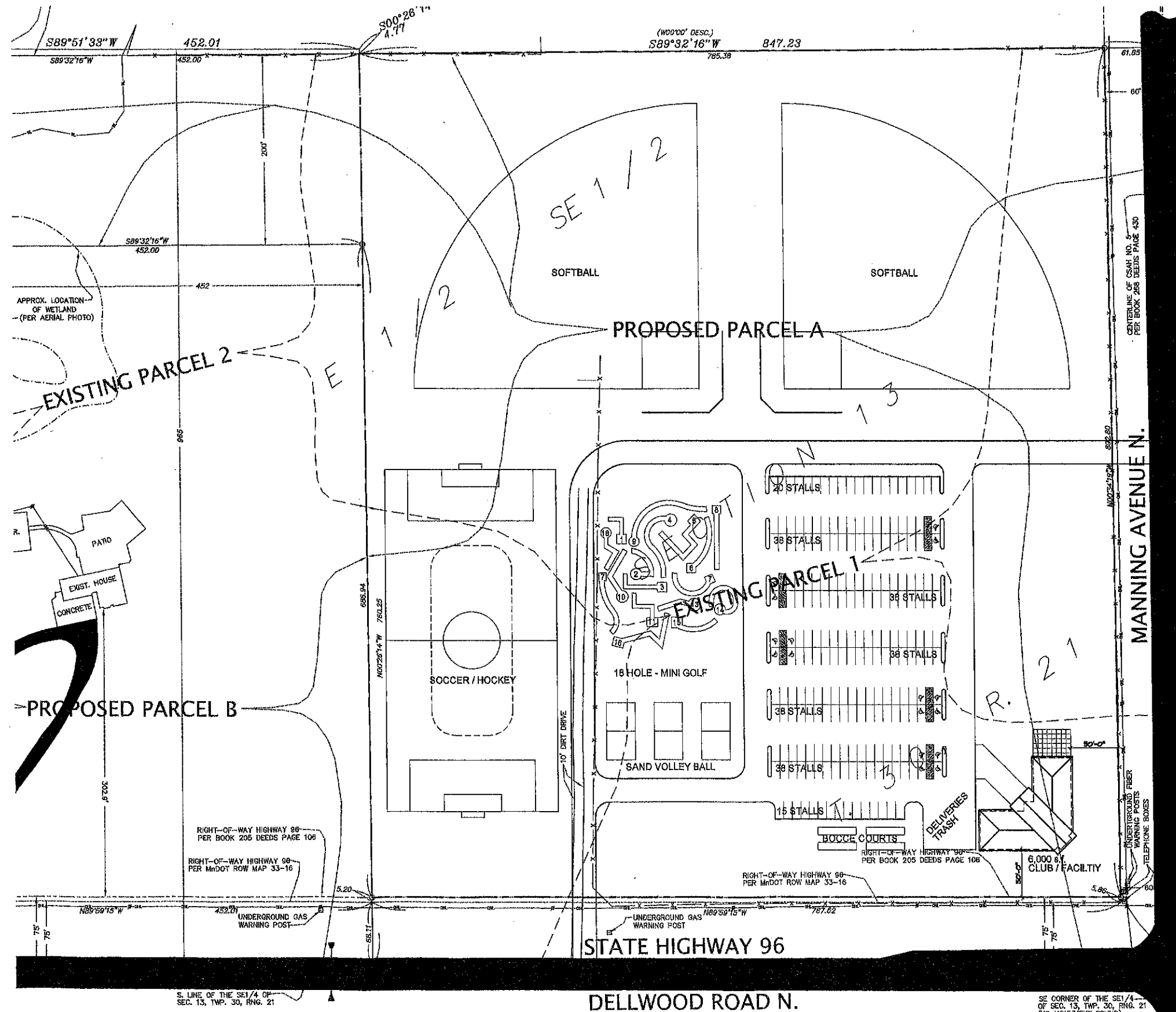
project

schmidt country club and banquet facility
grant, minnesota
11770 dellwood rd. north

drawn by jdm date 10/21/13

sheet info

site plan



Administrator/Clerk

From: Ted Arbeiter <ted@scctv.org>
Sent: Monday, October 21, 2013 3:17 PM
To: Timothy Finnerty; Jeff Huber
Subject: Fwd: City of Grant

Gents,

I'm forwarding the information below that was sent to Kim which details my feedback of what is reimbursable and what is not through the RWSCC Municipal Equipment program. Nothing has changed with the feedback, in that all the items indicated as reimbursable are reimbursable, items 1,2,3,4,5 & laptop computer from Best Buy quote, and items indicated as not reimbursable are not reimbursable, numbers 6,7 & computer printer from Best Buy quote.

A couple of the items on the list are not the typical 'production equipment' items but are items that in my judgement furthers the production and transmission objectives as well as improves the quality of city meetings at Grant. As indicated in the original email and discussion with Kim, the lights for purchase are not typical television production lights but given the unique characteristics of the Grant Town Hall, the lights should help augment lighting for production.

I hope this provides the information you need to move with purchases. If not, feel free to contact me with any questions.

Thanks,
Ted

Begin forwarded message:

From: Ted Arbeiter <ted@scctv.org>
Subject: Re: City of Grant
Date: September 25, 2013 1:00:37 PM CDT
To: <clerk@cityofgrant.us>

Kim,

As discussed, my feedback on the city's items:

- > Items 1 and 2 would be reimbursable if both have provisions for cable trays and grommets.
- > Items 3,4,5 are not television production lights as discussed at our meeting in the spring. If these lights are the only lights that would work given the installation space or other issues unique to the old facility, then they could be reimbursable as television lights.
- > Item 5 is reimbursable as the heat generated by the gear in the small production room is negatively impacting the production gear.
- > Items 6,7 are not reimbursable as these items are labor not equipment.
- > The laptop computer is a reimbursable item; the printer does not have a place in the production or transmission of meetings and is therefore not a reimbursable item.

Feel free to contact me with any questions or assistance with the RWSCC equipment program.



Quote Number	Quote Date	Customer Order Number	Customer Number	Account Representative	Project ID
410439	09/24/13	CITY OF GRANT	TCIGMA	GENA MCCANNON 612.343.7320	

QUOTE TO:
 TCI FOR GENA MCCANNON
 81 S. 9TH STREET
 #350
 MINNEAPOLIS, MN 55402

SHIP TO:
 TCI FOR GENA MCCANNON
 81 S. 9TH STREET
 #350
 MINNEAPOLIS, MN 55402

Terms: NET 30, LATE CHG 1.5%

Sales Loc.: TARGET COMMERCIAL INTERIORS

Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
1	1	COUNCIL DESK ARNOLD REC COUNCIL DESK PER QUOTE RC258 STYLE: TBD FINISH: TBD 1 GROMMET PER SEAT; 6 TOTAL J CHANNEL WIRE MANAGEMENT BELOW NO STORAGE NO BULLETPROOFING NO RECEPTACLES	6,511.76	6,511.76
2	1	ADMIN TABLE ARNOLD REC ADMIN TABLE PER QUOTE RC258 STYLE: TBD FINISH: TBD J CHANNEL WIRE MANAGEMENT BELOW	2,340.00	2,340.00
3	3	30017BSS KICHLER CELINO CEILING LIGHT W/ FAN FINISHES: TBD	246.67	740.01
4	3	360003 TBD KICHLER 36" EXTENSION DOWNROD FINISH: TBD	22.22	66.66
5	1	13R412 GRAINGER 13R412 A/C UNIT	570.00	570.00
6	1	INSTALL A&M FOR MN INSTALL	800.00	800.00
7	1	ELECTRICAL INSTALL MAYER ELEC	1,770.59	1,770.59

THIS PRICE QUOTATION INCORPORATES, BY REFERENCE, TARGET COMMERCIAL INTERIORS TERMS AND CONDITIONS (May 2011 or prior contract signed by client). EXECUTION OF THIS PRICE QUOTATION IS BUYER'S ACCEPTANCE OF THOSE TERMS AND CONDITIONS.

ACCEPTED BY _____ DATE _____
 CLIENT SIGNATURE _____ TARGET COMMERCIAL INTERIORS
 TITLE _____



Quote Number	Quote Date	Customer Order Number	Customer Number	Account Representative	Project ID
410439	09/24/13	CITY OF GRANT	TCIGMA	GENA MCCANNON 612.343.7320	

Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
		INSTALL: 3 CEILING FANS 1 WALL MOUNT A/C UNIT		

QUOTATION TOTALS

Sub Total	12,799.02
MINNESOTA - TAX EXEMPT	0.00
Grand Total	12,799.02

*****End of Quotation*****

THIS PRICE QUOTATION INCORPORATES, BY REFERENCE, TARGET COMMERCIAL INTERIORS TERMS AND CONDITIONS (May 2011 or prior contract signed by client). EXECUTION OF THIS PRICE QUOTATION IS BUYER'S ACCEPTANCE OF THOSE TERMS AND CONDITIONS.

ACCEPTED BY _____ CLIENT SIGNATURE _____ DATE _____ TARGET COMMERCIAL INTERIORS _____
 TITLE _____

LAPTOP

Recommendation Worksheet

YOU

Name: City of Grant

Address:

Phone:

Date:

E-mail:

FIND THE RIGHT DEVICE FOR YOU

Why are you looking for a new computer/tablet?

What would a perfect device do for you?

What have you seen that you like?

What's most important to you (e.g., processing speed, graphics, screen size, battery life, price, power style, color)?

Where will you primarily use your computing device?

What programs do you currently use most (e.g., Microsoft Office, News, Games, Media, Social)?



HOW AND WHERE DO YOU CONNECT TO THE INTERNET?

(High-Speed Internet Wireless Mobile Broadband)

What other devices do you want to connect?

EXISTING HARDWARE

What do you plan on doing with your existing hardware?

Trade-In Value:

RECOMMENDATIONS

Sony STF 15A18CXB : 1249.99
Micro soft office : 139.99
HP Printer : 99.99
Laptop bag : 0.00
Flashdrive : 0.00

NOTES

Price good for 30 days

ESSENTIALS

WHAT / WHY

Date:

9/13/2013

Have you heard of Geek Squad®?

Geek Squad Protection?

Geek Squad Tech Support/Services

Internet Security

Microsoft Office / App Card

Printer / Save \$30 on printers reg. priced \$99.99 and under
Save \$50 on printers reg. priced \$100 and up

Accessories (e.g., bag/sleeve, mouse, shield, stylus)

Networking

Flash/External Storage

Financing and Rewards

Headphones / Speakers

CONSULTANT INFO

Name: Jacob Wyman
Employee Number: 982589
Store Phone Number:

For software installations, Geek Squad may accept and user license agreements (EULAs) on your behalf. Copies of EULAs are available upon request. I acknowledge that I have read this form and the information provided is correct.

Signature

Date



August 21, 2013

Tom Carr
Mayor, City of Grant
P.O. Box 577
Willernie, MN 55090

Dear Mayor Carr:

The current Fire Protection Contract with the City of Stillwater expires on December 31, 2013. Enclosed is the new Fire Protection Contract covering January 1, 2014 through December 31, 2016.

As you may be aware, the constant struggle of all surrounding departments to staff and respond strictly with volunteer paid-on-call personnel is getting extremely difficult and expensive. Due to this reality, the City of Stillwater approved the hiring of two additional full-time firefighters to ensure minimum response staffing levels. The renewal of this contract reflects this addition and provides a more accurate view of the cost of fire services to all the communities involved.

Based on the proposed contract the City of Grant is paying \$58.83 per capita for fire protection. The national average per capita cost is \$104.00 and the state average per capita cost is \$68.61 for fire protection. The Stillwater Fire Department is proud to be serving the City of Grant and works extremely hard to provide the highest level most cost efficient services to your residents.

If the attached contract is agreeable to the City of Grant please sign both copies and return. Once the City of Stillwater receives the signed contract it will be processed and an original executed copy will be provided to you.

Thank you for your attention to this matter and please feel to contact me if you have questions.

Sincerely,

A handwritten signature in black ink that reads "Larry D. Hansen". The signature is written in a cursive style with a large, prominent initial "L".

Larry D. Hansen
City Administrator
(651) 430-8801

Cc: Stuart W. Glaser, Fire Chief

LH/swg

FIRE PROTECTION CONTRACT

THIS AGREEMENT, made this _____ day of _____, 2013, by and between the City of Stillwater, a municipal corporation of Washington County, Minnesota, hereinafter called "City" and the City of Grant, a governmental subdivision of the County of Washington, Minnesota, hereinafter called "Grant."

WITNESSETH, that the City and Grant agree as follows:

ARTICLE I

The City agrees that from and after January 1, 2014, and until December 31, 2016, it will upon notification of the existence and location of any fire or rescue call in Grant and upon the request for assistance in the extinguishment, with reasonable dispatch, provide two units of motorized firefighting apparatus, one of which shall be a water transport or rescue unit, suitable for use in the protection of life and property against loss by fire or rescue emergency in rural areas each staffed by an operator capable of utilizing the apparatus and equipment in an efficient manner. Additional personnel and equipment shall be used where necessary and practicable, taking into consideration all of the demands being made upon the City Fire Department. The use of additional personnel of the City Fire Department shall be left to the sole discretion of the City Fire Chief, or duly authorized agent, whose judgment in any particular instance shall be final and conclusive.

ARTICLE II

Grant agrees to pay the City for the performance of this contract, for the period January 1, 2014 through December 31, 2014 the sum of One Hundred Five Thousand, Three Hundred Seventy-three and no/100th Dollars (\$105,373.00) payable one-half (1/2) by July 1, 2014 and the balance by December 31, 2014; for the period January 1, 2015 through December 31, 2015, the sum of One Hundred Eight Thousand, Five Hundred Thirty-three and no/100th Dollars (\$108,533.00) payable one-half (1/2) by July 1, 2015 and the balance by December 1, 2015; for the period January 1, 2016 through December 31, 2016, the sum of One Hundred Eleven Thousand, Seven Hundred Eighty-nine and no/100th Dollars (\$111,789.00) payable one-half (1/2) by July 1, 2016 and the balance by December 1, 2016.

ARTICLE III

The operation, management and control of the personnel and equipment provided by City hereunder shall at all times be under the charge and direction of the City Fire Chief, or duly authorized agent.

ARTICLE IV

The City shall not be liable in damages for injuries to the person or property or its agents, officers and employees directly or indirectly resulting from the operation of the City equipment or from acts of omissions of City officers and employees or their agents, negligent or otherwise, while engaged in the performance of this contract.

FIRE PROTECTION CONTRACT

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FIRE CONTRACT CALCULATION-2014

EXHIBIT A - COST ALLOCATION

COMBINED AVERAGES	FIRE RUNS	ASSESSED VALUATION	ESTIMATED POPULATION	ESTIMATED HOUSEHOLDS	TOTAL	AVERAGE
			***** From Exhibit B *****			
Stillwater City	82.76%	66.87%	75.20%	76.78%	301.61%	75.39%
Grant City	4.24%	10.14%	7.37%	6.81%	28.56%	7.14%
May Township	3.97%	11.12%	7.31%	7.14%	29.54%	7.38%
Stillwater Township	9.02%	11.87%	10.14%	9.27%	40.30%	10.07%
Total	99.99%	100.00%	100.02%	100.00%	400.01%	99.98%

COST OF FIRE PROTECTION	ACTUAL COSTS 2012	NOTES
Operating Costs	\$1,327,436	Adjusted for Fire Relief
Depreciation	\$141,736	
Administration (.05% of Operations)	\$6,637	
Total	\$1,475,809	

COST ALLOCATION (1)	2014 Proposed Contract Amount	2013 Actual Contract Amount	\$ Increase (Decrease) (2)
Stillwater City	\$1,112,613		
Grant City	\$105,373	\$92,486	\$12,887
May Township	\$108,915	\$94,643	\$14,272
Stillwater Township	\$148,614	\$123,189	\$25,425
Total	\$1,475,515	\$310,318	\$52,584

(1) The cost allocation is derived by multiplying the total fire protection cost by each service area's combined five-year average.
 (2) 2014 Proposed Contract Amounts as compared to 2013 Actual Contract Amounts

FIVE YEAR AVERAGE

EXHIBIT B - FIVE YEAR AVERAGES	% of Total	5 YEAR AVERAGE	2012	2011	2010	2009	2008
--------------------------------	------------	----------------	------	------	------	------	------

SCHEDULE A. FIRE RUNS							
Stillwater City (1)	82.76%	1,229	1,395	1,125	1,272	1,154	1,196
Grant City	4.24%	63	94	57	62	58	42
May Township	3.97%	59	78	53	59	41	62
Stillwater Township (1)	9.02%	134	166	127	175	116	86
Total	99.99%	1,485	1,733	1,362	1,568	1,369	1,388

SCHEDULE B. TOTAL TAX CAPACITY (Amounts expressed in thousands)							
Stillwater City (1)	66.87%	\$23,138	\$20,927	\$22,439	\$23,716	\$24,359	\$24,249
Grant City (2)	10.14%	\$3,507	\$3,021	\$3,477	\$3,520	\$3,806	\$3,709
May Township (3)	11.12%	\$3,849	\$3,317	\$4,049	\$3,942	\$4,049	\$3,887
Stillwater Township (1)	11.87%	\$4,107	\$3,539	\$3,940	\$4,209	\$4,348	\$4,498
Total	100.00%	\$34,601	\$30,804	\$33,904	\$35,387	\$36,562	\$36,343

SCHEDULE C. ESTIMATED POPULATION							
Stillwater City (1)	75.20%	18,276	18,638	18,299	18,255	18,235	17,953
Grant City (2)	7.37%	1,791	1,797	1,778	1,761	1,814	1,805
May Township (3)	7.31%	1,776	1,682	1,675	1,666	1,939	1,921
Stillwater Township (1)	10.14%	2,465	2,382	2,369	2,356	2,601	2,607
Total	100.02%	24,308	24,498	24,120	24,048	24,589	24,286

SCHEDULE D. ESTIMATED HOUSEHOLDS							
Stillwater City (1)	76.78%	7,147	7,196	7,130	7,075	7,240	7,096
Grant City (2)	6.81%	634	632	630	630	641	637
May Township (3)	7.14%	665	656	654	650	686	679
Stillwater Township (1)	9.27%	863	858	857	855	872	873
Total	100.00%	9,309	9,341	9,271	9,210	9,439	9,285

(1) Adjusted for Annexation
 (2) 43% OF ACTUAL
 (3) 60% OF ACTUAL

TOWN
of
MAY



CHAIRMAN
Bill Voedisch
14625 Old Guslander Trail.
Marine on St. Croix, MN 55047
(651) 433-5976

SUPERVISOR
John Adams
14035 Oldfield Road N.
Stillwater, MN 55082
(651) 430-8134

SUPERVISOR
John Pazlar
16601 Orwell Road N.
Marine on St. Croix, MN 55047
(651) 433-5013

CLERK
Linda L. Klein
13519 May Avenue North
Stillwater, MN 55082
(651) 439-1706 · Fax (651) 430-0107

TREASURER
Cheryl D. Bennett
16624 Square Lake Trail N.
Stillwater, MN 55082
(651) 439-8599

PLANNING COMMISSION
Lester I. Rydeen
13528 170th St. N.
Marine on St. Croix, Mn 55047
(651) 433-3282

September 13, 2013

Mr. Larry D. Hansen
City Administrator
City of Stillwater, City Hall
216 North 4th Street
Stillwater, MN 55082

Re: Fire Service Contract – 15% Increase

Dear Mr. Hansen,

At the September 5th meeting of the May Town Board, I presented your letter of August 21 and attached 3-year contract for 2014-2016. The issue for discussion was the 15% increase in contract fees for year 2014 compared to the fees for 2013 under the current agreement. We note that Grant and Stillwater Township were also given very large increases.

This is quite problematic for May Township, for several reasons:

1. As a Township, we presented our proposed budget and levy for 2014 to our citizens in February of this year, to be voted on at our annual meeting in March. Knowing nothing of the large growth in Stillwater Fire Contract expenses that was coming, we only specified a 3% increase in overall fire contract fees for 2014 over 2013. Given that Stillwater is by far the largest of our fire contracts, we are now way over budget for next year, through no fault of the Town. We are nearly \$10,000 over budget for 2014 for just our Stillwater fire contract costs.
2. Because our citizens out here are still hurting ... *the Forest Lake Times recently printed six full pages of home foreclosures* ... we in fact proposed *no* increase in our Fire Fund Levy for 2014, intending to pay for any increases out of reserves. This, along with managing our road expenses tightly, allowed us to provide for a modest levy decrease to our citizens in 2014, for the second year in a row.

Can the average homeowner deal with a 15% cost increase on any front?

3. We have no idea where the extra money will come from next year.

This is the second time in my memory when your new contract has been submitted with a very substantial increase in the first year. The last time this happened we shared with you the

difficulty in dealing with big increases when our budget and levy are already set. Understanding our budget cycle, you assured us that we would get ample lead time for any future major increases. Obviously that didn't happen.

What you are proposing is really counter to what the Town, the County and our surrounding communities are practicing, that is, keeping our budgets and levies closely in check. We respectively ask that the City of Stillwater revisit the fire costs you are passing on to your municipal customers for 2014. Collectively we pay for 25% of your fire costs yet we partake in *none of the operational decisions*. Was it necessary, we wonder, to add *two* full time positions at one time?

Of course the Town of May appreciates the fire coverage we get from all three providing services, yet we must have relationships that allow us to budget for these costs in a manageable way. That is not currently happening with Stillwater.

Thank you for your consideration.

Most cordially,

Bill Voedisch
Chair, May Town Board

Cc: Ken Harycki, Mayor of Stillwater
Stu Glaser, Stillwater Fire Chief
Tom Carr, Mayor of Grant ✓
David Johnson, Stillwater Town Board
May Town Board

Tom

Your increase was
14%. Stillwater Twp
was 20.7% !!

WkV ✓

**CITY OF GRANT, MINNESOTA
RESOLUTION NO. 2013-18**

RESOLUTION ESTABLISHING THE CITY OF GRANT INVESTMENT POLICY

WHEREAS, the City of Grant wishes to formalize the investment policy which shall be operated in conformance with federal, state, and other legal requirements.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GRANT, WASHINGTON COUNTY, MINNESOTA, that it hereby adopts the following policy:

INVESTMENT POLICY

Scope:

The City of Grant wishes to pool and consolidate cash and reserve balances from all funds to maximize investment earnings and to increase efficiencies with regard to investment pricing, safekeeping and administration. Investment income will be allocated to the various funds based on their respective balances, except Jasmine Avenue Improvements Fund and other funds created in the future that are held solely for security of a bond in the Debt Service Fund but are not part of the Debt Service Fund, and in accordance with generally accepted accounting principles.

This policy does not apply to employee retirement funds.

General Objectives

At all times, investments of the City shall be in accordance with Minnesota Statutes Chapter 118A and amendments thereto. The primary objectives of the City's investment activities shall be in the following order of priority:

A. Safety

Safety of principal is the foremost objective of the investment portfolio. Investments shall be undertaken in a manner that seeks to ensure the preservation of

investment policy. The authorized individuals, when acting in accordance with this Policy and exercising due diligence, shall not be held responsible for losses, provided that the losses are reported immediately and that appropriate action is taken to control further losses.

Prudence

The standard of prudence to be used by investment officials shall be the "prudent investor", and shall be applied in the context of managing the investments. All investment transactions shall be made in good faith with the degree of judgment and care, under the circumstances, that a person of prudence, discretion and intelligence would exercise in the management of their own affairs. This standard of prudence shall mean not for speculation, and with consideration of the probable safety of the capital as well as the probable investment return derived from assets.

Internal Controls

Internal controls are designed to prevent loss of public funds due to fraud, error, misrepresentation, unanticipated market changes, or imprudent actions. Before the City invests any surplus funds, competitive quotations shall be obtained. Verbal quotations shall be received from all brokers, along with a subsequent confirmation. Written quotations from local financial institutions shall be obtained via fax, email or other form of written documentation, with all of them receiving the exact same rate request. If a specific maturity date is required, either for cash flow purposes or for conformance to maturity guidelines, quotations will be requested for instruments that meet the maturity requirement. If no specific maturity is required, a yield analysis will be conducted to determine which maturities would be most advantageous. Quotations will be requested from financial institutions for various options with regard to term and investment type. The City will accept the quotation, which provides the highest rate of return within the maturity required and within the limits of this Policy.

The original investment statements from all institutions shall be sent directly to the City Offices. The Administrator/Clerk shall send copies to the Investment Advisor and Treasurer. The Investment Advisor shall be responsible for review of the statements to determine that the investments that he authorized have been made. The Treasurer shall balance the investment statements to the accounting books of the City and provide an initialed reconciliation for approval of the Administrator/Clerk. The original investment reports and reconciliations shall be retained in accordance with the Records Retention Policy.

The Administrator/Clerk will report periodically to the City Council on the total of all funds invested and the total interest received on all securities year to date. Providing copies of the latest investment reports shall satisfy this requirement.

Authorized Investments and Collateralization

All City investments and deposits shall be those allowable by Minnesota Statutes Chapter 118A and amendments thereto. In accordance with MN Statutes 118A, collateralization will be required on all demand deposit accounts, including checking, savings, and money market

Council Member Lobin
Council Member Huber
Council Member Tronrud

Whereupon, said resolution was declared duly passed and adopted and signed by the Mayor and attested by the City Clerk, passed by the City Council, City of Grant, Washington County, Minnesota, on this 1st day of October, 2013.

Thomas Carr, Mayor

Kim Points, Administrator/Clerk

FRANCHISE RENEWAL BRIEFING PAPER

1. What's happening. This community is part of a consortium of communities that regulates cable through the Ramsey-Washington County Cable Commission. Comcast's cable franchise expires in November of next year. Comcast has asked that each community renew the franchise. The RWCCC is managing the renewal process for all the communities.

Federal law establishes a renewal process, and it also defines what can and cannot be included in a renewal franchise. The RWCCC is following the federally-mandated process.

2. The process. Federal law allows communities and cable operators to agree to renewal terms through negotiations (the informal process). However, it also establishes a formal process, which was activated by Comcast. Under that process, the communities must commence a proceeding to determine cable-related needs and interests, and to review past performance (the needs assessment); once that process is finished, the communities can ask Comcast to submit a proposal for renewal; and once the proposal is received, the communities must decide whether to accept it, or whether to preliminarily reject it.

If the proposal is preliminarily rejected, the communities, through the RWCCC, would conduct an administrative proceeding to decide whether:

- the proposal is reasonable to meet the future, cable-related needs and interests of the communities in light of the cost of meeting those needs and interests;
- whether Comcast has the financial, technical and legal qualifications to perform as proposed;
- whether the quality of the company's day-to-day performance has been adequate in the past;
- whether the company has substantially complied with its franchise and complied with applicable law.

The franchise renewal could be denied if the communities find against Comcast on any of those issues, based on substantial evidence. It cannot simply put the franchise out for bid.

3. Where we are in the process. Because Comcast started the formal process, we are conducting the required needs assessment through the RWCCC. We hired a consulting group to survey consumers, and meet with community stakeholders to identify future needs, and to help us assess past performance. We expect a report to be completed before the end of the year. This will not only help us comply with the formal process, it will help us decide what we need to seek in negotiations. We are also in the process of reviewing past performance, by, for example, collecting information as to whether Comcast is complying with customer service standards.

4. What will be happening in the future. We will be continuing to collect information from the communities as to future needs and interests. In addition, as we find franchise or performance issues, we may issue notices of violation to Comcast, because federal law requires us to give Comcast a notice and opportunity to cure violations. Comcast may complain about this, but we are doing what federal law contemplates. We do hope to be able to resolve all issues cooperatively and through negotiations.

5. What we expect to be an issue.

a. Under the existing franchise, Comcast provides an “institutional network” that is vital to our ability to communicate between and among our own departments, and to communicate among communities. Comcast wants to begin to charge a significant fee for using this facility. We will want current arrangements to stay in place,

b. Support for PEG. Comcast wants to reduce the support it provides for PEG, as well as to require us to give up rights to channel capacity that could be used to improve PEG services. We’ll need to resolve these issues.

c. Extension to underserved areas. There are significant areas where potential subscribers cannot receive Comcast services.

d. Customer service. We want to be sure customer service is improved.

e. Up to date system. We will want the system to be as advanced as possible.

There are many other issues, but these will be issues we need to discuss. It is also important to know we CANNOT regulate Internet service, so that will not be a subject of our discussions.

6. What may happen. These are very complex negotiations and a complex process, and it will be important for this group to allow the negotiations to move forward through the RWCCC.

City Council Report for October 2013

To: Honorable Mayor & City Council Members

From: Jack Kramer Building & Code Enforcement Official

Zoning Enforcement:

1. No new violations noted.

Building Permit Activity:

1. (27) Twenty –Seven building permits were issued with a total valuation of &276,511.00

Respectfully submitted,

A handwritten signature in black ink that reads "Jack Kramer". The signature is written in a cursive style with a large initial "J" and "K".

Jack Kramer

Building Official

