

**City of Grant
City Council Agenda
September 4, 2018**

The regular monthly meeting of the Grant City Council will be called to order at 7:00 o'clock p.m. on Tuesday, September 4, 2018, 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

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 two (2) minutes with five (5) speakers maximum. 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) _____
- (5) _____

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF REGULAR AGENDA

4. APPROVAL OF CONSENT AGENDA

- A. August 7, 2018 City Council Meeting Minutes
- B. August 2018 Bill List, \$60,515.59
- C. Washington County Sheriff's Department, Jan-June 2018, \$62,077.29

5. STAFF AGENDA ITEMS

A. City Engineer, Brad Reifsteck

- i. Consideration of Resolution No. 2018 – 13, Declaring Costs to be Assessed and Ordering Preparation of Proposed Assessments, 65th Street North Roadway Project**
- ii. Consideration of Resolution No. 2018-14, Calling for and Ratifying an Assessment Hearing, 65th Street North Roadway Project**
- iii. Consideration of 2018 Seal Coat Project, Allied Blacktop Company**
- iv. Consideration Resolution No. 2018-17, Ordering of Feasibility Study**

B. City Planner, Jennifer Haskamp

- i. Consideration of Resolution No. 2018-15, Review of the EAW, Record of Decision and Finding of EIS**
- ii. Consideration of Resolution No. 2018-16, Minor Subdivision Application**

C. City Attorney, Dave Snyder (no action items)

6. NEW BUSINESS

- A. Consideration of April 3, 2018, Executive Meeting Minutes (Lanoux Abstain)**
- B. Consideration of April 17, 2018, Executive Session Meeting Minutes (Lanoux Abstain)**
- C. Consideration of May 17, 2018, Executive Session Meeting Minutes (Lanoux Abstain)**
- D. Consideration of June 6, 2018, Executive Session Meeting Minutes (Lanoux Abstain)**
- E. Consideration of Endorsement of Incumbent Sharon Schwarze, Brown's Creek Watershed District, Administrator/Clerk**
- F. Consideration of Washington Conservation District Contract, East Metro Water Resource Education Program, Administrator/Clerk**
- G. Consideration of Resolution No. 2018-18, Adopting 2019 Preliminary City Budget, City Treasurer Schwarze**
- H. Consideration of Resolution No. 2018-19, Establishing Preliminary 2019 Levy Certification, City Treasurer Schwarze**

7. UNFINISHED BUSINESS

8. DISCUSSION ITEMS (no action taken)

- A. Staff Updates (updates from Staff, no action taken)**
- B. City Council Reports/Future Agenda Items**

9. COMMUNITY CALENDAR SEPTEMBER 5 THROUGH SEPTEMBER 30, 2018:

Mahtomedi Public Schools Board Meeting, Thursday, September 13th and September 27th, Mahtomedi District Education Center, 7:00 p.m.

Stillwater Public Schools Board Meeting, Thursday, September 13th, Stillwater City Hall, 7:00 p.m.

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

10. ADJOURNMENT

CITY OF GRANT
MINUTES

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44

DATE : August 7, 2018
TIME STARTED : 7:03 p.m.
TIME ENDED : 7:34 p.m.
MEMBERS PRESENT : Councilmember Carr, Kaup, Sederstrom
Lanoux and Mayor Huber
MEMBERS ABSENT : None

Staff members present: City Attorney, Dave Snyder; City Planner, Jennifer Swanson; City Treasurer, Sharon Schwarze; and Administrator/Clerk, Kim Points

CALL TO ORDER

The meeting was called to order at 7:03 p.m.

PUBLIC INPUT

(1) Mr. Gary Baumann, 10600 Joliet, came forward and commented on a private company being allowed sewer and water, PERA, potential violations at 110th and Joliet. He also stated he is running for the School Board.

(2) Mr. Larry Lanoux, Keswick Ave., came forward and commented on the special meetings that have been called and why his agenda items were not on the agenda.

City Attorney Snyder advised Council Member Lanoux is party to a lawsuit and his statements under public input are part of that and pending litigation. Council Member Lanoux is suing the Council and some members of the Planning Commission. He advised the Council not to comment.

City Attorney Snyder requested a five minute recess at 7:14 p.m.

Mayor Huber called the meeting back to order at 7:17 p.m.

PLEDGE OF ALLEGIANCE

SETTING THE AGENDA

City Attorney Snyder referred to the motion for setting the agenda and requested there be no more interruptions and noted the motion is out of order. The City has a policy on this and the City needs to keep order at its meetings and attend to the business of the City.

City Attorney Snyder requested another recess at 7:20 p.m.

1 Mayor Huber called the meeting back to order at 7:23 p.m.

2

3 City Attorney Snyder stated that twenty minutes into the regular Council meeting there has been
4 nothing but interruptions and litigation comments and threats. He recommended the Council
5 terminate the meeting if this behavior continues. There is no point in sitting here if the City cannot
6 get to the business of the City.

7

8 **Council Member Carr moved to approve the agenda, as presented. Council Member Kaup**
9 **seconded the motion.**

10

11 **Council Member Lanoux made a friendly amendment to add Health, Safety, Welfare and**
12 **Public Participation to the meeting agenda.**

13

14 City Attorney Snyder recommended the August 7, 2018 City Council meeting be terminated.

15

16 **Council Member Carr did not accept the amendment to the motion.**

17

18 **Motion carried with Council Member Lanoux and Sederstrom voting nay.**

19

20 **.CONSENT AGENDA**

21

22 June 28, 2018 City Council Meeting Minutes Approved

23

24 July 2018 Bill List, \$58,061.94 Approved

25

26 Kline Bros. Excavating, Road Work, \$1366.00 Approved

27

28 Brochman Blacktopping, Potholing, \$10,135.57 Approved

29

30 North Valley, 65th Street Road Project,
31 Final Voucher, \$10,238.31 Approved

32

33 Envirotech Services, Dust Control, \$43,663.77 Approved

34

35 **Council Member Carr moved to approve the consent agenda, as presented. Council Member**
36 **Kaup seconded the motion.**

37

38 City Attorney Snyder stated if there are any more interruptions he will again recommend the meeting
39 be terminated due to the conduct of Council Members. He stated it appears the meeting is
40 intentionally being blocked.

41

42 **Motion carried with Council Member Lanoux and Sederstrom voting nay.**

43

44 **Council Member Carr moved to adjourn at 7:34 p.m. Council Member Kaup seconded the**
45 **motion. Motion carried with Council Member Lanoux and Sederstrom voting nay.**

1 The following staff agenda items will be addressed at the September Council meeting.

2
3 **STAFF AGENDA ITEMS**

4
5 **City Planner, Jennifer Swanson**

6
7 **Consideration of Resolution No. 2018-15, Review of the EAW, Record of Decision and Finding**
8 **of EIS**

9
10 **City Engineer, Brad Reifsteck**

11
12 **Consideration of Resolution No. 2018-13, Declaring Costs to be Assessed and Ordering**
13 **Preparation of Proposed Assessments, 65th Street North Roadway Project –**

14
15 **Consideration of Resolution No. 2018-14, Calling for and Ratifying an Assessment Hearing, 65th**
16 **Street North Roadway Project –**

17
18 **Consideration of 2018 Seal Coat Project, Allied Blacktop Company -**

19
20 **City Attorney, Dave Snyder (no action items)**

21
22 **NEW BUSINESS**

23 **Consideration of April 3, 2018, Executive Meeting Minutes (Lanoux Abstain)**

24 **Consideration of April 17, 2018, Executive Session Meeting Minutes (Lanoux Abstain)**

25 **Consideration of May 17, 2018, Executive Session Meeting Minutes (Lanoux Abstain)**

26 **Consideration of June 6, 2018, Executive Session Meeting Minutes (Lanoux Abstain)**

27 **Consideration of Endorsement of Incumbent Sharon Schwarze, Brown's Creek Watershed**
28 **District, Administrator/Clerk**

29 **Consideration of Washington Conservation District Contract, East Metro Water Resource**
30 **Education Program, Administrator/Clerk**

31
32 **UNFINISHED BUSINESS**

33
34 There was no unfinished business.

35 **DISCUSSION ITEMS (no action taken)**

36
37 **Staff Updates (updates from Staff, no action taken)**

38
39 **City Council Reports/Future Agenda Items**

40
41 **No items were added to the September City Council meeting agenda.**

COMMUNITY CALENDAR AUGUST 8 THROUGH AUGUST 31, 2018:

Mahtomedi Public Schools Board Meeting, Thursday, August 9th and August 23rd, Mahtomedi District Education Center, 7:00 p.m.

Stillwater Public Schools Board Meeting, Thursday, August 9th, Stillwater City Hall, 7:00 p.m.

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

Primary Election, Tuesday, August 14th, Oak Hill Church, 9050 60th Street N, Stillwater, 7:00 a.m. to 8:00 p.m.

ADJOURNMENT

Council Member Carr moved to adjourn the meeting at Kaup p.m. Council Member -- seconded the motion. Motion carried with Council Member Lanoux and Sederstrom voting nay.

These minutes were considered and approved at the regular Council Meeting September 4, 2018.

Kim Points, Administrator/Clerk

Jeff Huber, Mayor

Disbursements Register

8/27/2018

Fund Name: All Funds

Date Range: 08/01/2018 To 08/27/2018

Date	Vendor	Check #	Description	Void	Account Name	F-A-O-P	Total
08/07/2018	Maroney's	13817	Clean Up Day Services	N	Town Hall Supplies	100-43001-384-	\$ 781.65
		13817					\$ 781.65
08/07/2018	Washington County Transportation	13818	Snow and Ice Control Inv #85486	N	Snow & Ice Removal	100-43113-210-	\$ 1,396.55
		13818					\$ 1,396.55
08/27/2018	Payroll Period Ending 08/31/2018	13819	Aug2018	N	Clerk Salary	100-41101-100-	\$ 3,736.70
		13819					\$ 3,736.70
08/27/2018	CenturyLink	13820	City Phone	N	City Office Telephone	100-41309-321-	\$ 134.61
		13820					\$ 134.61
08/27/2018	AirFresh Industries	13821	PortaPot #31398	N	Town Hall Porta Pot	100-43007-210-	\$ 125.00
		13821					\$ 125.00
08/27/2018	Waste Management	13822	Recycling	N	Recycling	100-43011-384-	\$ 4,813.50
		13822					\$ 4,813.50
08/27/2018	Miller Excavating	13823	Gravel	N	Gravel Road Costs	100-43106-300-	\$ 80.44
		13823					\$ 80.44
08/27/2018	City of Willernie	13824	Jan-June 2018 Rent	N	Rental City Office	909-41316-210-	\$ 2,750.72
		13824					\$ 2,750.72
08/27/2018	Washington County Sheriff	13825	Jan-June 2018 Police Services	N	Police	100-42001-301-	\$ 62,077.29
		13825					\$ 62,077.29
08/27/2018	KEJ Enterprises	13826	July 2018 Road Contractor	N	Animal Control	100-42006-300-	\$ 83.00
		13826			Town Hall Mowing	100-43006-300-	\$ 125.00
		13826			Ball Field Maintenance	100-43009-300-	\$ 125.00
		13826			Road Engineering Fees	100-43102-300-	\$ 166.14
		13826			Road Garbage Removal	100-43105-300-	\$ 167.00
		13826			Gravel Road Costs	100-43106-300-	\$ 20.84
		13826			Magnesium Chloride	100-43107-300-	\$ 41.67
		13826			Road Sign Replacement	100-43110-300-	\$ 83.84
		13826			Culvert Repair	100-43111-300-	\$ 20.84
		13826			Snow & Ice Removal	100-43113-300-	\$ 5,416.67
		13826			Road Brushing	100-43114-300-	\$ 2,250.00

Fund Name: All Funds

Date Range: 08/01/2018 To 08/27/2018

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
		13826			Road Side Mowing	100-43115-300-	500.00
		13826					9,000.00
08/27/2018	Croix Valley Inspector	13827	Building Inspector	N	Building Inspection	100-42004-300-	1,407.51
		13827					1,407.51
08/27/2018	Xcel Energy	13828	Utilities	N	Town Hall Electricity	100-43004-381-	44.15
		13828			Well House Electricity	100-43010-381-	326.89
		13828			Street Lights	100-43117-381-	63.99
		13828					435.03
08/27/2018	Johnson Turner Legal	13829	June Billing	N	Legal Fees - General	100-41204-301-	1,716.50
		13829			Legal Fees - Complaints	100-41205-301-	1,192.00
		13829			Legal Fees - Prosecutions	100-41206-301-	1,700.00
		13829			Escrow	922-49320-301-	208.00
		13829					4,816.50
08/27/2018	Philip or Kristy Gusick	13830	CUP Escrow Refund	N	Escrow	936-49320-301-	1,795.38
		13830					1,795.38
08/27/2018	Press Publications	13831	Publishing	N	Publishing Costs	944-41308-351-	26.32
		13831				947-41308-351-	26.32
		13831					52.64
08/27/2018	WSB & Associates	13832	Engineering	N	Engineering Fees - General	100-41203-300-	147.00
		13832			Seal Coating/Crack Filling	100-43112-300-	1,396.50
		13832			MS4	100-43118-300-	138.00
		13832			Special Road Projects	100-43128-300-	588.00
		13832			Utility/ROW Permits	100-43132-300-	120.00
		13832			Petitioned - 65th Street	100-43132-300-	1,715.00
		13832			Escrow	100-43172-300-	402.50
		13832				922-49320-300-	7,381.25
		13832					11,888.25
08/27/2018	Lisa Senopole	13833	Video Tech Services	N	Cable Costs	100-41212-301-	150.00
		13833					150.00
08/27/2018	Kline Bros Excavating	13834	Road Maintenance	N	Grader Contractor	100-43101-301-	5,420.00
		13834					5,420.00
08/27/2018	SHC, LLC	13835	Planning	N	City Planner	100-41209-301-	1,110.00
		13835			Pre-App	100-41319-301-	300.00

Fund Name: All Funds

Date Range: 08/01/2018 To 08/27/2018

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
		13835			Escrow	916-49320-301-	\$ 480.00
		13835				944-49320-301-	\$ 1,846.17
		13835				946-49320-301-	\$ 360.00
		13835				947-49320-301-	\$ 1,121.27
		13835				950-49320-301-	\$ 420.00
		13835				951-49320-301-	\$ 360.00
		13835					\$ 5,997.44
08/27/2018	Sprint	13836	City Cell Phone	N	Road Expenses - Other	100-43116-321-	\$ 35.00
		13836					\$ 35.00
08/27/2018	PERA	13837	PERA	N	Clerk PERA	100-41102-120-	\$ 376.77
		13837			Clerk PERA Withholding	100-41108-100-	\$ 326.53
		13837					\$ 703.30
08/27/2018	Richard Bennett	13838	Escrow Refund	N	Escrow	943-49320-810-	\$ 2,171.87
		13838					\$ 2,171.87
08/27/2018	Live Wire Electrical	13839	COC Escrow Refund	N	Escrow	949-49320-810-	\$ 500.00
		13839					\$ 500.00
08/27/2018	Cates Fine Homes	13840	COC Escrow Refund	N	Escrow	946-49320-810-	\$ 590.00
		13840					\$ 590.00
08/27/2018	Jeff Harlow	13841	COC Escrow Refund	N	Escrow	951-49320-810-	\$ 590.00
		13841					\$ 590.00
08/27/2018	IRS	EFT105	Payroll Taxes	N	Clerk FICA/Medicare	100-41103-100-	\$ 384.30
		EFT105			Clerk Medicare	100-41105-100-	\$ 72.84
		EFT105			Federal Withholding	100-41107-100-	\$ 374.90
		EFT105			Social Security Expens	100-41109-100-	\$ 311.46
		EFT105					\$ 1,143.50
		Total For Selected Checks					\$ 122,592.88



WASHINGTON CTY SHERIFF
 15015 62ND ST N
 PO BOX 3801
 STILLWATER MN 55082

Invoice

Invoice Number:	143497
Account Number:	27164
Due Date	8/12/18
Amount Enclosed:	\$ _____
Federal Tax Id:41-6005919	

To: GRANT CITY
 PO BOX 577
 WILLERNIE MN 55090

Please return top portion with payment. Thank You.

Invoice					
Date	Number	Type	Due Date	Remark	Amount
7/20/18	143497	Invoice	8/12/18	JAN-JUN 2018 POLICE SERVICES	\$62,077.29
I declare under the penalties of law that this account claim or demand, is just and correct and no part of it has been paid. Please make check payable to Washington County and mail to the address above.					Invoice Total \$62,077.29 Sales Tax Balance Due \$62,077.29



Building a legacy – your legacy.

701 Xenia Avenue South
Suite 300
Minneapolis, MN 55416
Tel: 763-541-4800
Fax: 763-541-1700

Memorandum

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

From: *Brad Reifsteck, PE, City Engineer
WSB & Associates, Inc.*

Date: *September 4th, 2018*

Re: *65th Street North Roadway Improvements – Declare Costs and Set Assessment Hearing*

Actions to be considered:

Resolution To declare costs and setting assessment hearing.

Facts:

- The City Council received this feasibility report and ordered the preparation of plans and specs at the August 1st, 2017 regular Council Meeting. The total cost of the improvements was estimated at \$62,500.
- Following the public hearing, the City Council ordered the public improvements for the improvements on 65th Street North at the September 5th, 2017 regular Council Meeting.
- Following the completion of construction, the total project cost of the improvement is \$53,160.60. The Cities' participation amount set aside for 65th Street maintenance is \$3,883. The total cost of the improvement to be assessed against benefited property owners is \$49,277.60.
- An Assessment Hearing will need to be held to consider the adoption of assessments. This hearing is proposed to be held at the October 2nd, 2018 City Council meeting.

Action: Discussion, Approve 2 Resolutions.

Attachments:

Resolution Calling for Ratifying an Assessment Hearing
Resolution Declaring Costs

CITY OF GRANT

RESOLUTION NO. _____

**RESOLUTION DECLARING COSTS TO BE ASSESSED AND
ORDERING PREPARATION OF PROPOSED ASSESSMENTS
FOR THE 65th STREET NORTH ROADWAY IMPROVEMENT PROJECT**

WHEREAS, the City Council ("Council") of the City of Grant, Minnesota ("City") has identified 65th Street N as a Capital Improvement Project for Fiscal Year 2017; and

WHEREAS, pursuant to Resolution 2018-07 passed by the Council March 6th, 2018, the consultant City Engineer Brad Reifsteck, WSB & Associates, prepared and published the advertisement for bids and received bids; and,

WHEREAS, on April 19th 2018 bids were opened and tabulated according to law, and the bids were awarded by the Council on May 1, 2018

WHEREAS, pursuant to Resolution 2016-23 the contract was let for the project and the construction cost for such improvement is \$39,618.60, and the expenses incurred or to be incurred in the making of such improvement amount to \$13,542.00 so that the total cost of the improvement will be \$53,160.60. The cities participation is \$3,883.

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF GRANT, MINNESOTA:

1. The total cost of such improvement to be assessed against benefited property owners is declared to be \$49,277.60.
2. Assessments shall be payable in equal annual installments extending over a period of fifteen (10) years, the first of the installments to be payable on or before the first Monday in January, 2019, and shall bear interest at the rate of 4.50% percent.
3. The City Manager, with the assistance of the City Engineer (consulting engineer), shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece or parcel of land within the district affected, without regard to cash valuation, as provided by law, and he/she shall file a copy of such proposed assessment in his/her office for public inspection.

ADOPTED this 4th day of September, 2018.

Jeff Huber, Mayor

Attest:

Kim Points, City Clerk

CITY OF GRANT

RESOLUTION NO. _____

**RESOLUTION CALLING FOR AND RATIFYING
AN ASSESSMENT HEARING
FOR THE 65th STREET NORTH ROADWAY IMPROVEMENT PROJECT**

WHEREAS, the City Council ("Council") of the City of Grant, Minnesota ("City") has identified 65th Street N as a Capital Improvement Project for Fiscal Year 2017; and

WHEREAS, those improvements shall include pavement replacement; and, pursuant to Minnesota Statutes, Sections 429.011 to 429.111; and,

WHEREAS, costs have been calculated for the project and the portion of the cost of such improvement to be assessed against benefited property owners was declared; and,

WHEREAS, by a resolution passed by the council on September 4th 2018, the city clerk was directed to prepare a proposed assessment of the cost of the project; and,

WHEREAS, the clerk will complete the proposed assessment and file in his/her office for public inspection,

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF GRANT, MINNESOTA:

1. A hearing shall be held at 7:00 p.m. on October 2nd, 2018 in the City Hall, located at 8380 Kimbro Avenue N. Grant, MN to pass upon such proposed assessment. All persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The city clerk is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and she shall state in the notice the total cost of the improvement. She shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearing.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the Finance Department, except that no interest shall be charged if the entire assessment is paid within thirty (30) days from the adoption of the assessment. An owner may at any time thereafter, pay to Washington County the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of

the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the succeeding year.

ADOPTED this 4th day of September, 2018

Jeff Huber, Mayor

Attest:

Kim Points, City Clerk



Memorandum

To: *Honorable Mayor and City Council, City of Grant
Kim Points, Administrator, City of Grant*
From: *Brad Reifsteck, PE, City Engineer
WSB & Associates, Inc.*
Date: *September 4, 2018*
Re: *2018 Pavement Management Program*

Actions to be considered:

Motion to award 2018 Seal Coat Project to the low bidder, Allied Blacktop Company

Facts:

The City received two quotes for seal coating streets in the 2018 Pavement Management Program Project area. The lowest quote received is in the amount of \$105,190.00 from Allied Blacktop Company. Allied Blacktop is a reputable company who has completed similar work for the City in the past. A bid tab is shown in the table below:

					Allied Blacktop Company		Pearson Bros, Inc.	
Line No.	Item	SCHEDULE A. STREET & GENERAL	Estimated Qty.	Unit	Unit Bid (in Dollars)	Total Bid (in Dollars)	Unit Bid (in Dollars)	Total Bid (in Dollars)
1	2356.505	BITUMINOUS MATERIAL FOR SEAL COAT (CRS-2)	13300	GALLON	\$ 5.95	\$ 79,135.00	\$ 2.99	\$ 39,767.00
2	2356.507	SEAL COAT AGGREGATE (FA-1)	670	TON	\$ 2.50	\$ 1,675.00	\$ 53.00	\$ 35,510.00
3	2575.601	TRAFFIC CONTROL	1	LUMP SUM	\$3,500.00	\$ 3,500.00	\$22,000.00	\$ 22,000.00
4	2355.502	BITUMINOUS MATERIAL FOR FOG SEAL	4800	GALLON	\$ 4.35	\$ 20,880.00	\$ 2.44	\$ 11,712.00
GRAND TOTAL BID						\$105,190.00		\$108,989.00

This year's project included a bid item for a fog seal (item no. 4 above). A fog seal is a bituminous material applied after the rock is placed and swept and provides the surface a fresher look and added protection from water and other roadway contaminants. This is the same product you may have noticed recently on Hwy 96 east of Jamaica.

The fog seal item is not necessary to complete the seal coating work, but was offered only to solicit a quote in the case the price was within budget. The additional cost for this work is \$20,880.00 as shown in the table above. Removing this line item does not change the apparent low bidder. If a decision is made to eliminate the fog seal item, then the total quote amount is \$84,310.00.

Seal coating is seasonally sensitive and only allowed per MnDOT specifications between May 15 to August 31, therefore, it is recommended to complete all work next spring. The apparent low bidder has guaranteed the prices above for work completed next spring.

The Council may decide to reject bids and rebid work next year or award work to low apparent bidder.

Action: Motion to award 2018 Seal Coat Project to the low bidder, Allied Blacktop Company.
Attachments: Allied Blacktop Company Quotes



Building a legacy – *your* legacy.

701 Xenia Avenue South
Suite 300
Minneapolis, MN 55416
Tel: 763-541-4800
Fax: 763-541-1700

Memorandum

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

From: *Brad Reifsteck, PE, City Engineer
WSB & Associates, Inc.*

Date: *September 4, 2018*

Re: *Janero Court – Resident Petition for Roadway Improvements*

Actions to be considered:

Resolution Declaring Adequacy of Petition and Ordering Preparation of Report.

Facts:

A petition was received by the City on July 27th, 2018 from Mark Albrecht at 9700 Janero Court N requesting a feasibility study be completed for significant roadway improvements along Janero Court N, west of Justen Trail. The Petition was signed by 90% of the abutting property owners, which meets the requirement of at least 35% in the City's assessment policy and Minnesota state statute 429.031(b).

This street was included as part of the 2018 Pavement Management Program scheduled for roadway maintenance.

Action: Discussion, adopt Resolution.

Attachments: Resolution, Map, Petition, Resident Letter

CITY OF GRANT

WASHINGTON COUNTY, MINNESOTA

RESOLUTION NO. _____

**RESOLUTION DECLARING ADEQUACY OF PETITION AND ORDERING
PREPARATION OF REPORT**

BE IT FURTHER RESOLVED by the City Council of Grant, Minnesota:

1. A certain petition requesting the reconstruction of Janero Court from 96th Street to the end of the cul-de-sac, and filed with the City Council on July 27, 2018, and is hereby declared to be signed by the required percentage of owners of property affected thereby. This declaration is made in conformity to Minn. Stat. Section 429.035.
2. The petition for proposed improvement is hereby referred to the city engineer and that person is instructed to report to the Council with all convenient speed advising the Council in a preliminary was as to whether the proposed improvement is necessary, cost-effective, and feasible; whether it should best be made as proposed or in connection with some other improvement; the estimated cost of the improvement as recommended; and a description of the methodology used to calculate individual assessments for affect parcels.

Adopted this 4th day of September 2018 by the City Council of Grant, Minnesota.

Jeff Huber, Mayor

ATTEST:

Kim Points, City Clerk



MEMORANDUM

To: Mayor and City Council	Date: August 2, 2018
CC: Kim Points, City Administrator/Clerk David Snyder, City Attorney Rick Van Allen, Bay West	RE: Consideration of Environmental Assessment Worksheet for Rinc2 to construct an Ice Arena at 8678 75 th Street North
From: Jennifer Haskamp, City Planner	

Background and Application Request

The Applicant, Rinc2, proposes to construct a new ice arena on the Mahtomedi Public School complex located at 8678 75th Street North. The Applicant initiated the request by applying for a Conditional Use Permit to construct and operate the proposed building. Given the location of the proposed building on and/or near a closed dump site, the City Council ordered a discretionary Environmental Assessment Worksheet (EAW) to study the proposed project to further understand potential environmental impacts. To perform the work, the City engaged and hired a third-party environmental consultant, Bay West, to prepare and facilitate the EAW process.

Application Request

The process and EAW background are summarized in the Findings of Fact document prepared by Bay West, which is attached and included as part of this agenda item. Approval of a finding of “no need” for an EIS (Environmental Impact Statement) requires a 3/5 vote of the City Council.

City Discretion in Decision-Making

The City is the RGU (responsible governmental unit) for preparing this EAW and making a determination as to whether the project has the potential for significant environmental impacts.

The purpose of the EAW process is to evaluate the proposed project and determine whether there are any significant environmental impacts that cannot be adequately mitigated, or that require further study through an EIS process. The EAW should identify measures to protect the environmental, which if a “no need” determination is made, are included as conditions within the development review process and permitting.

If the EAW identifies significant environmental effects that cannot be effectively mitigated or reasonably minimized the City Council should order the preparation of an EIS. An EIS will not necessarily identify or disclose any more potential impacts, but instead focuses on examining project alternatives and additional mitigation that may lessen the environmental impacts identified within the EAW. The EIS would not serve



as a means to approve or deny a project and would be used within the decision-making process similarly to the EAW. Very few projects require an EIS because generally the EAW does an adequate job in identifying potential impacts and establishing mitigative measure. Minnesota Statute establishes that an EIS is only required if an EAW establishes and identifies the potential for significant environmental impacts. City Attorney Snyder can discuss this in more detail at the City Council meeting if requested.

To determine whether a project has potential for significant environmental effects the City Council should evaluate the following (Minnesota Environmental Rules Section 4410.1700, Subpart 7):

- Type, extent and reversibility of environmental effects;
- Cumulative potential effects of related or anticipated future projects;
- The extent to which the environmental effects are subject to mitigation by ongoing public regulator authority; and
- The extent to which environmental effects can be anticipated and controlled as a result of other available environmental studies undertaken by public agencies or the project proposer, including other EIS documents.

The City Council has three options with respect to the EAW:

1. Make a finding of “no need” for an EIS; or
2. Require additional information to address possible environmental effects not adequate discussed in the EAW. This must include specific identification and must be relevant to the EAW items; or
3. Order an EIS.

Action Requested: Bay West has prepared the EAW and Findings of Fact that includes the Response to Comments. They have concluded and recommend that the City Council determine that there is “no need” for the preparation of an Environmental Impact Statement. Staff has prepared a draft resolution declaring a finding of “no need” which is attached for your review and consideration.

ATTACHMENTS:

Findings of Fact and Record of Decision

EAW Form is attached to FOF, full EAW is available electronically from the City

Resolution 2018-15

**CITY OF GRANT, MINNESOTA
RESOLUTION NO. 2018-15**

**RESOLUTION DECLARING A FINDING OF “NO NEED” FOR AN
ENVIRONMENTAL IMPACT STATEMENT (EIS) BASED ON THE AMENDED EAW
DATED JULY 2018 FOR THE MAHTOMEDI ICE ARENA PROJECT
PROPOSED AT 8678 75TH STREET NORTH**

WHEREAS, the City Council ordered a discretionary Environmental Assessment Worksheet (EAW) be prepared for the Mahtomedi Ice Arena Project (“Project”) at their regular City Council meeting on September 6, 2016; and

WHEREAS, Rinc2 (Project Proposer) made an application for an EAW as requested by the City Council; and

WHEREAS, pursuant to the Minnesota Environmental Review Program Rules 4410.4300, Subpart 36 the City of Grant is the responsible government unit (“RGU”) submitted an Environmental Assessment Worksheet (EAW) for the Project; and

WHEREAS, the EAW was published in the February 6, 2017 edition of the EQB Monitor, which established the 30-day public comment period that commenced on March 8, 2017; and

WHEREAS, during the comment period substantive comments were submitted to the City of Grant from several agencies and members of the public that required additional and supplemental information be provided by the Project Proposer in order for the City to make an informed EIS need decision; and

WHEREAS, the supplemental information provided by the Applicant changed the EAW Project Description which required that an Amended EAW be prepared to evaluate the supplemental information consistent with the Minnesota Environmental Review Program Rules; and

WHEREAS, the Amended EAW was published in the June 4, 2018 edition of the EQB Monitor, which established the 30-day comment period that commenced on July 5, 2018; and

WHEREAS, the City received eleven comment letters during the comment period of the Amended EAW that are incorporated by reference in the Record of Decision and all comments and recommendations received from the reviewing agencies and other interested parties have been considered; and

WHEREAS, responses were prepared for comment letters received and the response to comments are provided in the Record of Decision; and

WHEREAS, it has been determined that the proposed Project does not present a potential for environmental impacts of such significance that an Environmental Impact Statement would be required; and

WHEREAS, pursuant to Minnesota Rules, Section 4410.1700, the RGU shall base its decision regarding the need for an EIS on the information gathered during the EAW process, the comments received on the EAW, and the criteria established by the EQB to determine whether a Project has the potential for significant environmental effects as provided in the Record of Decision; and

WHEREAS, the City Council has considered the EAW and the Record of Decision at their regular City Council meeting on August 7, 2018.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF GRANT, WASHINGTON COUNTY, MINNESOTA, that it does hereby make a Negative Declaration on the need for an Environmental Impact Statement (EIS) for the proposed Mahtomedi Ice Arena based on the EAW and Record of Decision, which is hereby approved, adopted and incorporated herein. T

Adopted by the Grant City Council this 7th day of August 2018.

Jeff Huber, 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 _____, 2018 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 _____, 2018.

Kim Points
Clerk
City of Grant

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



Phone: 651.426.3383
Fax: 651.429.1998
Email: clerk@cityofgrant.com

Application Date:	6-14-18
Fee: \$400	Escrow: \$4,000

MINOR SUBDIVISIONS

A minor subdivision is any subdivision containing not more than two lots fronting on an existing street, not involving any new street or road, or the extension of municipal facilities, or the creation of any public improvements, and not adversely affecting the remainder of the parcel or adjoining property.

PARCEL IDENTIFICATION NO (PIN): 11.030.21.21.0003 LEGAL DESCRIPTION: 11.030.21.21.0004 See attached Exhibit A		ZONING DISTRICT & COMP PLAN LAND USE: A-2 LOT SIZE: 25.2 acres 0.182 acres
PROJECT ADDRESS: 10361-110th St No. Stillwater, MN 55082	OWNER: David W. and Name: Barbara R. Black Address: 10361-110th St No. City, State: Stillwater, MN 55082 Phone: 651-492-1998 Email: brblack5@yahoo.com	APPLICANT (IF DIFFERENT THAN OWNER):
DESCRIPTION OF REQUEST: See attached Exhibit B		
EXISTING SITE CONDITIONS: See attached map Exhibit C		
APPLICABLE ZONING CODE SECTION(S): Please review the referenced code section for a detailed description of required submittal documents, and subsequent process. 1. Chapter 30; Section 30-9		

Submittal Materials

The following materials must be submitted with your application in order to be considered complete. If you have any questions or concerns regarding the necessary materials please contact the City Planner.

AP – Applicant check list, CS – City Staff check list

AP	CS	MATERIALS
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Site Plan: Technical drawing demonstrating existing conditions and proposed changes (Full scale plan sets shall be at a scale not less than 1:100) <ul style="list-style-type: none"> ▪ North arrow and scale ▪ Name, address, phone number for owner, developer, surveyor, engineer ▪ Streets within and adjacent to the parcel(s) including driveway access points ▪ Topographic data at two (2) foot contour intervals and steep slopes ▪ Proposed lot sizes (with dimensions) indicating setbacks for newly created lots ▪ Buildable area with acres and square footage identified ▪ Wetland limits (delineation) ▪ Drainage plans ▪ Soil tests for the installation of an on-site septic system

Application for: MINOR SUBDIVISION
City of Grant

	<ul style="list-style-type: none"> ▪ Septic system and well location ▪ Building locations and dimensions with setbacks ▪ Vegetation and landscaping ▪ Wetland Delineation ▪ Shoreland classifications: waterbodies, Ordinance High Water Level, 100 year flood elevation, and bluff line ▪ Name of subdivision with lot and block numbers of property, if platted <p>COPIES: 20 copies (4 sets at 22" x 34" and 16 at 11" x 17" format)</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/> A certificate of survey, by a registered land surveyor for each parcel will be required. The survey must show newly created lots and the original lot, limits of any wetland, one acre of buildable area, and elevation of the building site above any lake, stream, wetland, etc.
<input checked="" type="checkbox"/>	<input type="checkbox"/> Statement acknowledging that you have contacted the other governmental agencies such as Watershed Districts, County departments, State agencies, or others that may have authority over your property for approvals and necessary permits.
<input checked="" type="checkbox"/>	<input type="checkbox"/> Mailing labels with names and address of property owners within 1,320 feet, contact Washington County Surveyor's Office: (651) 430-6875
<input checked="" type="checkbox"/>	<input type="checkbox"/> Minor Subdivision submittal form completed and signed by all necessary parties * see below
<input checked="" type="checkbox"/>	<input type="checkbox"/> Paid Application Fee: \$400
<input checked="" type="checkbox"/>	<input type="checkbox"/> Escrow Paid: \$4,000

Review and Recommendation by the Planning Commission. The Planning Commission shall consider oral or written statements from the applicant, the public, City Staff, or its own members. It may question the applicant and may recommend approval, disapproval or table by motion the application. The Commission may impose necessary conditions and safeguards in conjunction with their recommendation.

Review and Decision by the City Council. The City Council shall review the application after the Planning Commission has made its recommendation. The City Council is the only body with the authority to make a final determination and either approve or deny the application for minor subdivision.

This application must be signed by ALL owners of the subject property or an explanation given why this not the case.

We, the undersigned, have read and understand the above.

Barbara R Black 6-13-18
Signature of Applicant Date

Barbara B Black 6-13-18
Signature of Owner Date

* The joint tenants are in the process of a marriage dissolution. It is likely that a court order requiring Mr. Black to sign the subdivision application or the approved subdivision will be forthcoming. Please give this application your full consideration at this time.

Minor Subdivision Application for David W & Barbara R Black

Exhibit A

Property Address:

10361 110TH ST N
STILLWATER MN 55082

Parcel 1 - PID # 11.030.21.21.0003

Legal description

The West 850 feet of the North 1390 feet of the East ½ of the Northwest ¼ of Section 11, Township 30, Range 21, except the West 275 feet of the East 1162 feet of the North 180 feet of the Northwest ¼ of Section 11, Township 30, Range 21 and except the South 175 feet of the North 355 feet of the West 200 feet of the East 1162 feet of the Northwest ¼ of Section 11, Township 30, Range 21.

Parcel 2 - PID # 11.030.21.21.0004

Legal Description

The South 175 feet of the North 355 feet of the West 200 feet of the East 1162 feet of the NW 1/4 of Section 11, Township 30, Range 21, according the United States Government Survey thereof
Washington County, Minnesota

Exhibit B

10361-110th Street North

Parcel 1 -PID # 11.030.21.21.003 is 25.2 acres

The home and out-buildings are located somewhat in the center of the parcel. There is a prairie on northeast corner of the property and the attached map (Exhibit C) with photographic detail shows the pathways that are mowed through the approximately 4 acre prairie. There is an orchard with approximately 100 fruit trees located on the west edge of the property on approximately 1 acre. The orchard is located jjust west of the 50' x 84' pole building. There is also a large historic barn that has "leans" on three sides, a silo, and an adjacent riding ring on the north side of the barn. There are also several horse shelters and garden sheds located on the property.

Parcel 2 - PID # 11.030.21.21.004 is 0.82 acres and is located in the "notch" in the middle of the north boundary of parcel 1. .

We plan to combine the 25.2 acre parcel and the 0.82 acre parcel. The proposed 5 acre subdivision is located on the southwest corner of the property that borders on 107th Street and our neighbor to the west.

The home, barn, pole building, and the other small sheds and out-buildings would remain together on the remaining 21.2 acres.

Logs of Soil Borings

Location of Project: 10361 110th St N Stillwater, MN 55082

Borings Made by Ben Zierke

Date:

5/17/2018

Hand bucket auger used for borings; USDA - SCS Soil Classification used.

Depth, in Inches	Boring Number 5	Depth, in Inches	Boring Number 6
0-----	-----	0-----	-----
0-8"	7.5YR 3/3 silt loam	0-12"	7.5YR 3/3 sandy loam
8-22"	7.5YR 4/4 silt loam	12-26"	7.5YR 4/4 silt loam, redox at 26"
22-27"	5YR 4/4 sandy loam, redox present at 22" at SilL-SL boundary	26-36"	5YR 4/4 sandy loam, redox at interface with SilL, obstr at 36"

End of boring at 2.3 feet

Standing water table:

Present at _____ feet of depth _____ Hours after boring

Standing water not present in hole

Mottled Soil:

Observed at 1.8 feet of depth

Mottled soil not present in bore hole

Comments:

End of boring at 3 feet

Standing water table:

Present at _____ feet of depth _____ Hours after boring

Standing water not present in hole

Mottled Soil:

Observed at 2.2 feet of depth

Mottled soil not present in bore hole

Comments:

Depth, in Inches	Boring Number 3	Depth, in Inches	Boring Number 4
0-----	-----	0-----	-----

End of boring at _____ feet

Standing water table:

Present at _____ feet of depth _____ Hours after boring

Standing water not present in hole

Mottled Soil:

Observed at _____ feet of depth

Mottled soil not present in bore hole

Comments:

End of boring at _____ feet

Standing water table:

Present at _____ feet of depth _____ Hours after boring

Standing water not present in hole

Mottled Soil:

Observed at _____ feet of depth

Mottled soil not present in bore hole

Comments:

Logs of Soil Borings

Location of Project: 10361 110th St N Stillwater, MN 55082

Borings Made by Ben Zierke

Date: 5/17/2018

Hand bucket auger used for borings; USDA - SCS Soil Classification used.

Depth, in Inches	Boring Number 1	Depth, in Inches	Boring Number 2
0-----	-----	0-----	-----
0-12"	7.5YR 3/3 silt loam	0-10"	7.5YR 3/3 silt loam
12-28"	7.5YR 4/4 silt loam, fine mottles present at 24", obstruction at 28"	10-32"	7.5YR 5/4 silt loam, faint mottle at 22"
		32-42"	5YR 4/4 fine sand

End of boring at 2.3 feet

Standing water table:

Present at _____ feet of depth _____ Hours after boring

Standing water not present in hole

Mottled Soil:

Observed at 2 feet of depth

Mottled soil not present in bore hole

Comments:

End of boring at 3.5 feet

Standing water table:

Present at _____ feet of depth _____ Hours after boring

Standing water not present in hole

Mottled Soil:

Observed at 1.8 feet of depth

Mottled soil not present in bore hole

Comments:

Depth, in Inches	Boring Number 3	Depth, in Inches	Boring Number 4
0-----	-----	0-----	-----
0-11"	7.5YR 3/3 silt loam	0-13"	7.5YR 3/3 silt loam
11-28"	7.5YR 4/4 silt loam	13-34"	7.5YR 5/4 silt loam, obstruction at 34"
28-36"	5YR 4/4 loamy fine sand, 0-5% coarse fragments, redox at interface between silt loam and sand at 28"		

End of boring at 3 feet

Standing water table:

Present at _____ feet of depth _____ Hours after boring

Standing water not present in hole

Mottled Soil:

Observed at 2.3 feet of depth

Mottled soil not present in bore hole

Comments:

End of boring at 2.8 feet

Standing water table:

Present at _____ feet of depth _____ Hours after boring

Standing water not present in hole

Mottled Soil:

Observed at _____ feet of depth

Mottled soil not present in bore hole

Comments:

Application for: MINOR SUBDIVISION
City of Grant

		<ul style="list-style-type: none"> ▪ Septic system and well location ▪ Building locations and dimensions with setbacks ▪ Vegetation and landscaping ▪ Wetland Delineation ▪ Shoreland classifications: waterbodies, Ordinance High Water Level, 100 year flood elevation, and bluff line ▪ Name of subdivision with lot and block numbers of property, if platted
COPIES: 20 copies (4 sets at 22" x 34" and 16 at 11" x 17" format)		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	A <u>certificate of survey</u> , by a registered land surveyor for each parcel will be required. The survey must show newly created lots and the original lot, limits of any wetland, one acre of buildable area, and elevation of the building site above any lake, stream, wetland, etc.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Statement acknowledging that you have contacted the other governmental agencies such as Watershed Districts, County departments, State agencies, or others that may have authority over your property for approvals and necessary permits.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Mailing labels with names and address of property owners within 1,320 feet, contact Washington County Surveyor's Office: (651) 430-6875
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Minor Subdivision submittal form completed and signed by all necessary parties
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Paid Application Fee: \$400
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Escrow Paid: \$4,000

Review and Recommendation by the Planning Commission. The Planning Commission shall consider oral or written statements from the applicant, the public, City Staff, or its own members. It may question the applicant and may recommend approval, disapproval or table by motion the application. The Commission may impose necessary conditions and safeguards in conjunction with their recommendation.

Review and Decision by the City Council. The City Council shall review the application after the Planning Commission has made its recommendation. The City Council is the only body with the authority to make a final determination and either approve or deny the application for minor subdivision.

This application must be signed by ALL owners of the subject property or an explanation given why this not the case.

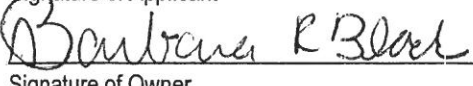
We, the undersigned, have read and understand the above.



Signature of Applicant

July 12, 2018

Date



Signature of Owner

July 12, 2018

Date



STAFF REPORT

TO: Mayor and City Council
Kim Points, City Administrator/Clerk

Date: August 25, 2018

RE: Application for Minor Subdivision
10361 110th Street N

CC: David Snyder, City Attorney

From: Jennifer Haskamp, Consulting City Planner

Background

The Applicants and Owners, David and Barbara Black (Applicant), are requesting approval of a minor subdivision of their property located at 10361 110th Street North. The proposed request will result in two newly created lots Parcel A and Parcel B. The existing homestead and accessory buildings are proposed to remain and are fully contained on Parcel A, and proposed Parcel B is vacant and no new structures are proposed as part of this application.

Planning Commission & Public Hearing

The Planning Commission held a duly noticed public hearing on August 21, 2018 at 6:30 PM. Public testimony was provided and primarily focused on questions regarding right-of-way on 107th Street North and driveway access to the vacant lot (Parcel B).

After discussion, staff presentation and public testimony the Planning Commission unanimously recommended approval with the draft conditions as provided in the attached resolution.

The following staff report is generally as presented to the Planning Commission, with the exception of the conditions and recommendation as noted in subsequent sections of this staff report.

Project Summary

Owner & Applicant:	David and Barbara Black
PIDs:	110302121003, 110302121004
Total Acres:	25.99
Address:	10361 110 th Street North
Zoning & Land Use:	A-2
Request:	Minor Subdivision to create Parcel A (20.98 Acres) and Parcel B (5.01 Acres)

The Applicant is requesting approval of a minor subdivision to create two Parcels, Parcel A and Parcel B. The existing site contains a small exception parcel denoted as Parcel 2 that would be combined with Parcel A if the minor subdivision is approved. There is an existing home, two accessory buildings and two sheds on



the existing property that are proposed to remain on proposed Parcel A. The existing home and accessory buildings are accessed from a single driveway that connects to 110th Street North on the northerly border of the subject property.

Review Criteria

The City's subdivision ordinance allows for minor subdivisions as defined in Section 30-9 and 30-10. The sections of the code that relate to dimensional standards and other zoning considerations are provided for your reference:

Secs. 32-246

Existing Site Conditions

There are two existing parcels associated with this application which are the existing homestead that is approximately 25-acres denoted as Parcel 1 on the attached survey, and a small exception parcel that is denoted as Parcel 2 on the attached survey (Attachment 2). The subject parcels are bordered by 110th Street North on the northerly property line, Kimbro Avenue North on the easterly property line and 107th Street North on the southerly property line. The existing home and accessory buildings are located near the center of the site and are accessed from a single driveway which extends to the property's primary frontage on 110th Street North. There is a small approximately 1-acre exception parcel located north of Parcel 2 that is not owned by the Applicant and is not part of this application. Based on the submitted survey there are two large accessory buildings, four sheds and silo located on the property. Per the National Wetland Inventory (NWI) and as noted on the submitted survey there is a wetland area adjacent to Parcel 2 which extends to the 110th Street North right-of-way. There are areas of steep slopes throughout the parcel which create natural 'breaks' in the topography and create areas that are naturally more suitable for buildings including the area developed with the existing home and accessory buildings.

As described in the Applicant's narrative, there is a planted approximately 4-acre prairie area on the northeast corner of the property that includes mowed walking paths which can be seen on the attached aerial. There is also an orchard area located to the west of the existing accessory building that is planted with fruit trees. Other than these areas the site is sparsely vegetated, particularly the back third of the property near 107th Street North.

Comprehensive Plan Review

The adopted Comprehensive Plan sets a maximum density of 1 unit per 10 acres in the A-2 land use designation. The proposed minor subdivision/lot line rearrangement of the total 25.99-acres results in one additional lot, as the existing exception Parcel 2 is not buildable based on existing conditions. Given that Parcel 2 will be combined with Parcel A, the resulting subdivision will only create two lots (Parcel A and Parcel B). The minor subdivision as proposed meets the density requirements as established in the comprehensive plan. Further, the intent of the A-2 land use designation is to promote rural residential uses, and the proposed subdivision and combination is consistent with that objective.



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 – County Road (Centerline)	150'
Side Yard Setback (Interior)	20'
Rear Yard Setback	50'
Maximum Height	35'

Lot Area and Lot Width

The proposed subdivision is depicted on Attachment B: Minor Subdivision. As shown the proposed subdivision would result in newly created Parcel A and Parcel B. The following summary of each created parcel is identified on the table below:

Lot Tabulation:

Parcel	Size	Frontage/Lot Width	Lot Depth
Parcel A*	20.98 Acres	420'	1,390'
Parcel B**	5.01 Acres	436.05'	500.05'

**Frontage on Parcel A is non-contiguous due to Exception Parcel, dimension listed is for easterly segment.*

***Frontage of Parcel B is from 107th Street North*

As proposed, both created lots meet the city's dimensional standards for size, frontage/lot width and lot depth.

Setbacks

The existing homestead and accessory structures are located on proposed Parcel A and are subject to the city's setback requirements since the lot will be reconfigured. As shown, the newly created Parcel B results in a new rear-yard property line for Parcel A. As denoted there is an existing approximately 400 square foot shed on Parcel A that encroaches into the 50-foot rear yard setback. This shed must either be removed, or relocated outside of the required yard setback, to comply with the City's requirements. All other structures are outside of the required setbacks. Since the shed will encroach into the rear-yard setback, ***staff would recommend adding a condition to the subdivision approval that the shed must be removed, or relocated, prior to the sale of either parcel (Parcel A or Parcel B). All remaining structures meet the City's setback requirements.***



As shown on the attached survey, Proposed Parcel B is vacant and does not include a proposed house location or footprint. Since no structure or footprint is identified, *staff would recommend including a condition that all future proposed structures on Parcel B, principal and accessory, shall be subject to all setback requirements in place at the time of building permit application.*

Access & Driveways

There is an existing home and accessory structures on Parcel A are served by a shared driveway that connects to 110th Street North on the northerly property line. Proposed Parcel B is located on the southwesterly corner of the property and is bordered by 107th Street North on its southern property line. No new driveways are proposed as part of this application. *Staff would recommend adding a condition that the driveway to serve Parcel B shall connect to 107th Street, shall be setback a minimum of 5-feet from the proposed septic drainfield area as denoted on attached survey, and that a driveway permit shall be obtained from the City's Building Official when a building permit is requested to construct a new home on the parcel.*

Accessory Structures

As previously stated there are two large accessory buildings, and four sheds located on Parcel A. All structures are proposed to remain. Per Section 32-313 of the City's ordinance, parcels greater than 20-acres have no restriction on total size and number of accessory buildings. Since Parcel A as proposed is approximately 20.98-acres, the existing buildings and sheds (with the exception of the previously noted shed that encroaches into the rear yard setback), and any future accessory structures on Parcel A will comply with the City' ordinances and standards provided appropriate setbacks are met. There are no accessory buildings denoted on Parcel B as part of this application. The Applicant should be aware that accessory buildings on parcels between 5 and 9.59-acres are restricted to a total square footage not to exceed 2,500 square-feet, and a maximum of three (3) accessory structures. *As previously noted, staff would recommend including a condition that the shed which encroaches into the rear yard be removed, or relocated, prior to the sale of either Parcel A or Parcel B.* Additionally, *staff would recommend including a condition that any future proposed accessory building(s) on Parcel B shall be subject to size, quantity and location as stated within section 32-313 of the City's Zoning ordinance.*

Utilities (Septic & Well)

Septic System – Soil Borings

The existing home is currently served by a septic system that will continue to be used for the existing homestead. To demonstrate the buildability of Parcel B, the Applicant submitted septic/soil borings which were submitted to Washington County for their preliminary review. Based on the preliminary results it appears that there is adequate area on Parcel B to install a septic system to support a new home, if and when, proposed. However, the location identified is near the property's frontage, and therefore careful planning should be given when siting the driveway to protect this area during any site construction process. *Staff would recommend including a condition of approval that a septic permit must be acquired from Washington County prior to the city issuing a building permit for a principal structure on Parcel B.*

Wells

There is an existing well on Parcel A that will continue to be used for the property. Since Parcel B is vacant and no home is designed yet for the lot no well has been installed. *Staff would recommend including a*



condition that if and when a new home is proposed on Parcel B that the appropriate permits to install a well must be obtained prior to the city issuing a building permit.

Other Agency Review

The Applicant contacted the Browns Creek Watershed District (BCWD) and discussed the proposed minor subdivision. BCWD indicated that they would not have any concerns, but that proper erosion control permits would be required at time of any building permit being requested if applicable.

Requested Action

The Planning Commission recommended unanimous approval of the proposed minor subdivision. A draft resolution of approval with conditions is attached for your review and consideration.

Attachments:

Attachment A: Draft Resolution 2018-__

Attachment B: Application

Attachment B: Minor Subdivision exhibit, dated May 7, 2018

Attachment C: BCWD email correspondence

**CITY OF GRANT, MINNESOTA
RESOLUTION NO. 2018-16**

**RESOLUTION APPROVING A REQUEST FOR MINOR SUBDIVISION AT
10361 110TH STREET NORTH**

WHEREAS, David and Barbara Black (“Owner”) submitted an application for a Minor Subdivision of the property located at 10361 110th Street North (“Property”), which is legally described in Exhibit A, in the City of Grant, Minnesota; and

WHEREAS, the proposed subdivision will create two new lots described as Parcel A and Parcel B on the submitted survey dated June 8, 2018; and

WHEREAS, proposed Parcel A is approximately 20.98 acres and contains an existing principal structure, two accessory structures, four sheds and a silo; and

WHEREAS, proposed Parcel B is approximately 5.01 acres and is vacant; and

WHEREAS, the Planning Commission has considered the Applicant’s request at a duly noticed Public Hearing which took place on August 21, 2018; and

WHEREAS, on August 21, 2018 the Planning Commission unanimously recommended approval of the Minor Subdivision subject to certain conditions; and

WHEREAS, the City Council has considered the recommendation of the Planning Commission and the Applicant’s request at a regular City Council meeting which took place on September 4, 2018.

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 David and Barbara Black (“Owner”) for a Minor Subdivision as described in Chapter 30, based upon the following findings pursuant to Section 30-4 of the City’s Subdivision Ordinance. The City Council’s Findings relating to the standards are as follows:

- The minor subdivision will not negatively affect the physical characteristics of the lots or the neighborhood.
- The proposed minor subdivision conforms to the city's comprehensive plan.
- The minor subdivision results in two lots Parcel A 20.98 acres and Parcel B 5.01 acres and complies with the density requirements of the guided A-2 land use designations.
- The minor subdivision creates Parcel A and Parcel B and both resulting lots comply with the A-2 zoning districts.
- The minor subdivision will not be detrimental to or endanger the public health, safety or general welfare of the city, its residents, or the existing neighborhood.

FURTHER BE IT RESOLVED that the following conditions of approval of the Minor Subdivision shall be met:

1. The approximately 400-square-foot shed located on Parcel A adjacent to the newly created northerly property line of Parcel B shall be removed or relocated on Parcel A outside of the rear yard setback to comply with the City's ordinances.
2. All future structures and improvements will be subject to the applicable setback rules and regulations in effect at the time of application.
3. Parcel 2 shall be combined with Proposed Parcel A which must be reflected on the deeds prior to recording the subdivision.
4. Any proposed driveway on Parcel B shall be setback a minimum of 5-feet from any septic system, including drainfield and the drainfields shall be protected during construction.
5. A driveway access permit shall be obtained from the City's Building Official if, and when, a new principal structure is proposed on Parcel B.
6. Any proposed accessory buildings on Parcel B shall be subject to the City's requirements for size and quantity as stated in Section 32-313, or successor sections.
7. A septic permit must be acquired from Washington County prior to the city issuing a building permit for a principal structure on Parcel B.
8. If, and when, a new home is proposed on Parcel B the appropriate permits to install a well must be obtained prior to the city issuing a building permit.
9. Any redevelopment of Parcel A with a new, or substantially larger, principal structure may necessitate a new septic system and at such time a septic permit must be obtained from Washington County prior to the City issuing a building permit.
10. The City Attorney shall review and stamp the deeds associated with the created parcels.
11. All escrow amounts shall be brought up to date and kept current.

Adopted by the Grant City Council this 4th day of September 2018.

Jeff Huber, 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 _____, 2018 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 _____, 2018.

Kim Points
Clerk
City of Grant

**CITY OF GRANT, MINNESOTA
RESOLUTION NO. 2018-18**

RESOLUTION ADOPTING PRELIMINARY CITY BUDGET FOR 2019

WHEREAS, the City of Grant established a preliminary certification of the City of Grant's levy at its September 4, 2018 meeting; and

WHEREAS, the City of Grant is not required to and will not hold public hearings for the 2019 preliminary budget; and

WHEREAS, the City Council for the City of Grant wishes to establish its preliminary 2019 budget which must be certified to the Washington County Auditor/Treasurer by September 30, 2018;

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

BE IT RESOLVED, that the City Council of the City of Grant, Washington County, Minnesota hereby adopts a preliminary City budget for 2019 in the amount of \$_____.

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

Mayor Jeff Huber -
Council Member Sederstrom -
Council Member Carr -
Council Member Kaup -
Council Member Lanoux -

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 4th day of September, 2018.

Jeff Huber, Mayor

Kim Points, Administrator/Clerk

**CITY OF GRANT, MINNESOTA
RESOLUTION NO. 2018-19**

**RESOLUTION ESTABLISHING THE PRELIMINARY LEVY CERTIFICATION FOR
THE CITY'S GENERAL FUND AT \$ _____**

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

WHEREAS, the City Council is required to adopt its 2019 Preliminary Levy Certification on or before September 30, 2018; and

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

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

Establish the 2019 General Fund Preliminary Levy's certification at \$ _____.

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

Mayor Jeff Huber -
Council Member Sederstrom -
Council Member Carr -
Council Member Kaup -
Council Member Lanoux -

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 4th day of September, 2018.

Jeff Huber, Mayor

Attest:

Kim Points, Administrator/Clerk

MnDOT Will Not Solicit New Grant Applications for Local Road Improvement Funds

The agency will instead fund some of the 2017 projects that sought but did not receive Local Road Improvement Program funds.

(Published Aug 13, 2018)

Cities anticipating an announcement that the Minnesota Department of Transportation (MnDOT) will be accepting applications for grants from the Local Road Improvement Program (LRIP) will have to wait another year or longer.

The League—along with city officials hoping to fund local transportation infrastructure projects—was pleased that the 2018 bonding bill (Chapter 214) contained \$35 million in undesignated funds to be distributed statewide on a competitive grant basis. However, at an Aug. 2 LRIP Advisory Committee meeting, the League learned that not only was the amount of the available funds reduced, but that MnDOT will not be soliciting any new grant applications in 2018.

The LRIP, established in Minnesota Statutes, section 174.52, exists to assist local agencies in constructing or reconstructing their local roads. The LRIP is managed by MnDOT and guided by the LRIP Advisory Committee made up of local government stakeholders, including two city officials.

Last-minute bonding bill changes wreak havoc

Minnesota Management and Budget (MMB), the agency responsible for managing the state's finances, issued a memorandum to legislative leaders on June 15. Authored by MMB Commissioner Myron Frans, the memorandum alerted legislators that language inserted at the end of Chapter 214 includes a \$15 million reduction to the "Local Road and Bridge" appropriation contained in an earlier article of the bill.

MMB's interpretation of the language led them to reduce the unrestricted portion (versus earmarked portion) of the LRIP by \$15 million, reducing the available funds from \$35 million to \$20 million.

Recommendation to fund projects not selected in 2017

At the same LRIP Advisory Committee meeting where members were informed of the reduction in available funds, MnDOT State Aid staff presented the list of grant applications from the 2017 solicitation. In 2017, the LRIP had \$25 million in undesignated funds.

—Read a Cities Bulletin article about the 2017 LRIP solicitation and grants awarded

The 2017 solicitation process yielded a robust \$125 million in eligible requests. With so many projects remaining from 2017, agency staff recommended using the 2018 funds to chip away at the remaining projects on the 2017 list.

League staff expressed disagreement with this plan based on the strategy that soliciting applications in 2018 would grow the “needs list” and help bolster the case for more LRIP appropriations in 2019. However, a majority of the LRIP Advisory Committee supported the MnDOT staff recommendation, and the agency will proceed with rescoring the 2017 list.

Looking ahead

The League understands many cities will be disappointed about not having the opportunity to apply for LRIP funds in 2018. If your city applied in 2017, there is still a chance your project will receive funding this year.

The League will advocate for a bonding bill or transportation bill in 2019 that provides additional funding for the LRIP.

[Read the current issue of the Cities Bulletin](#)

* By posting you are agreeing to the [LMC Comment Policy](#).

Kim Points
Administrator/Clerk
City of Grant

August 19 2018

September 4 2018 Agenda Items to be place under new business.

Formal request to put items listed from the special meeting request for July 23 2018 ,that was not honored, on the August 7 2018 agenda request

Item 1 Health ,Safety and Welfare of City of Grant.
Condition of roads and maintenance of roads
Please provide certificate of insurance from all contractors and subcontractors who have provided services or have worked under contract in Grant.Please provide invoices for all contractors performing work in city of Grant

I intend to speak on the condition and safety of city roads and the cities water supply .

Please provide a copy of MS4 annual report for year 2017 to all council members for supporting documentation

Item 2 Public Participation

Please provide legal interpretation from city of Grant attorney as promised, as to who is allowed to speak and participate in city council meetings and city staff meetings.

Also verify that the items requested in the request will be honored and included in the meeting packet for September 4 2018.

This shall include all information requested from councilman Lanoux in his data request.

Make sure that the overhead projector is in working order for this meeting. I will be asking members from the public to speak on these issues.

If items requested are not placed on the agenda for the September 4 2018 meeting please give a detailed explanation who denied this request any the reason behind their actions .

Thank you

Larry Lanoux
Loren Sederstrom
City Council
City of Grant