

**City of Grant  
City Council Agenda  
January 5, 2021**

*The regular monthly meeting of the Grant City Council will be called to order at 7:00 o'clock p.m. on Tuesday, January 5, 2021, in a teleconference format 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. OATH OF OFFICE, COUNCIL MEMBER CARR, SCHAFFER AND MAYOR HUBER**

**4. APPROVAL OF REGULAR AGENDA**

**5. APPROVAL OF CONSENT AGENDA**

**A. December 1, 2020 City Council Meeting Minutes**

**B. December 2020 Bill List, \$81,221.13**

- C. Washington County Sheriff's Department, 2<sup>nd</sup> Half Pay, \$68,100.10
- D. Clerk 2021 Pay Increase
- 6. **2020 YEAR IN REVIEW, MAYOR HUBER**
- 7. **STAFF AGENDA ITEMS**
  - A. City Engineer, Brad Reifsteck
    - i. PUBLIC HEARING, Consideration of Resolution No. 2021-03, Ordering Improvements for 105<sup>th</sup> Street and Inwood Avenue
  - B. City Planner, Jennifer Swanson (no action items)
  - C. City Attorney, Dave Snyder (no action items)
- 8. **NEW BUSINESS**
  - i. Consideration of Ordinance No. 2021-62, 2021 Fee Schedule
  - ii. Consideration of Resolution No. 2021-01, Summary Publication of Ordinance No. 2021-62
  - iii. Consideration of 2021 City Council Meeting Schedule
  - iv. Consideration of 2021 Appointment List
  - v. Consideration of Resolution No. 2021-02, Abatement of Special Assessment
- 9. **UNFINISHED BUSINESS**
- 10. **DISCUSSION ITEMS (no action taken)**
  - A. Staff Updates (updates from Staff, no action taken)
  - B. City Council Reports/Future Agenda Items (no action taken)
- 11. **COMMUNITY CALENDAR JANUARY 6 THROUGH JANUARY 31, 2021:**
  - Mahtomedi Public Schools Board Meeting, Thursday, January 14<sup>th</sup> and January 28<sup>th</sup>, Mahtomedi District Education Center, 7:00 p.m.
  - Stillwater Public Schools Board Meeting, Thursday, January 14<sup>th</sup>, Stillwater City Hall, 7:00 p.m.
  - Washington County Commissioners Meeting, Tuesdays, Government Center, 9:00 a.m.
- 12. **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  
45  
46

**DATE** : December 1, 2020  
**TIME STARTED** : 7:02 p.m.  
**TIME ENDED** : 7:43 p.m.  
**MEMBERS PRESENT** : Councilmember Carr, Rog, Giefer,  
Schafer and Mayor Huber  
**MEMBERS ABSENT** : None

Staff members present: City Attorney, Dave Snyder; City Engineer, Brad Reifsteck; City Treasurer, Sharon Schwarze; and Administrator/Clerk, Kim Points

**CALL TO ORDER**

The meeting was called to order at 7:00 p.m.

**PUBLIC INPUT**

No one was present for public input.

**PLEDGE OF ALLEGIANCE**

**SETTING THE AGENDA**

**Council Member Rog moved to approve the agenda, as presented. Council Member Giefer seconded the motion. Motion carried unanimously with a roll call vote.**

**CONSENT AGENDA**

- November 2, 2020 City Council Meeting Minutes Approved
- November 2020 Bill List, \$117,483.95 Approved
- Washing County Treasurer, COVID Funds, \$114,078.57 Approved
- Johnson Turner Contract Renewal Approved
- City of Stillwater, 2<sup>nd</sup> Half Fire Contract, \$65,104.00 Approved

**Council Member Schafer moved to approve the consent agenda, as presented. Council Member Rog seconded the motion. Motion carried unanimously with a roll call vote.**

1 **STAFF AGENDA ITEMS**

2  
3 **City Engineer, Brad Reifsteck**

4  
5 **Consideration of Resolution No. 2020-46, Receive Feasibility Report and Set Public Hearing,**  
6 **105<sup>th</sup> Street, Inwood Avenue and Knollwood Drive Street Improvements – City Engineer**  
7 Reifsteck advised the action this evening is to authorize by resolution the receipt by City Council of a  
8 Feasibility Report, Preparation of Plans and Specifications, and scheduling a Public Improvement  
9 Hearing to order the improvements.

10  
11 **Facts:**

- 12  
13 1. The feasibility study includes the following streets:  
14 • 105<sup>th</sup> Street N  
15 • Inwood Avenue N  
16 • Knollwood Drive N  
17  
18 2. The Council authorized preparation of the Feasibility Report for 105<sup>th</sup> Street and Inwood Ave.  
19 on July 7, 2020 and Knollwood Drive on September 1, 2020.  
20 3. If accepted by Council, the report will be made available to residents via the City’s website.  
21 Letters to residents will be mailed to notify them when the report will be available to view on-  
22 line.  
23 4. The total project cost is estimated at \$492,926, including construction, engineering, legal and  
24 administrative costs. The City has allocated \$49,292 in budgeted maintenance dollars for  
25 these streets.  
26 5. The project is anticipated to be funded using city maintenance dollars and special assessments  
27 in accordance with City’s special assessment policy. A preliminary assessment roll is included  
28 in the report that identifies assessment amounts for the benefitting properties.  
29 6. Staff is recommending the Public Hearing considering the Improvements be held at the  
30 January 5<sup>th</sup> regular council meeting.

31  
32 **Council Member Rog moved to adopt Resolution No 2020-46, as amended, ordering public**  
33 **hearing for 105<sup>th</sup> Street and Inwood. Council Member Schafer seconded the motion. Motion**  
34 **carried unanimously by a roll call vote.**

35  
36 **City Planner, Jennifer Swanson (no action items)**

37  
38 **City Attorney, Dave Snyder (no action items)**

39  
40 **NEW BUSINESS**

41 **Consideration of November 12, 2020 Meeting Minutes (Rog and Giefer abstain) – Council**  
42 **Member Carr moved to approve the November 12, 2020 Meeting Minutes, as presented.**  
43 **Council Member Schafer seconded the motion. Motion carried with a roll call vote with**  
44 **Council Member Rog and Giefer abstaining.**

1 **Consideration of Resolution No. 2020-47, 2021 Final Budget** - City Treasurer Schwarze advised  
2 the Truth in Taxation meeting was held earlier this evening. The final budget is the same as the  
3 preliminary budget with an average increase of \$11.00 per household.  
4

5 **Council Member Rog moved to adopt Resolution No. 2020-47, as presented. Council Member**  
6 **Schafer seconded the motion. Motion carried unanimously by a roll call vote.**

7 **Consideration of Resolution No. 2020-48, 2021 Final Levy Certification** – City Treasurer  
8 Schwarze advised the 2021 Levy needs to be certified and sent to the County by December 30<sup>th</sup>.  
9 There was is a 3% increase in the 2021 Levy.  
10

11 **Council Member Rog moved to adopt Resolution No. 2020-48, as presented. Council Member**  
12 **Giefer seconded the motion. Motion carried unanimously by a roll call vote.**

13 **Consideration of Resolution No. 2020-49, 2021 Liquor License Renewal, MoGrow Inc. –**  
14 **Council Member Schafer moved to adopt Resolution No. 2020-49, as presented. Council**  
15 **Member Giefer seconded the motion. Motion carried unanimously by a roll call vote.**

16 **Consideration of Resolution No. 2020-50, 2021 Liquor License Renewal, Cozzie’s Tavern –**  
17 **Council Member Schafer moved to adopt Resolution No. 2020-50, as presented. Council**  
18 **Member Giefer seconded the motion. Motion carried unanimously by a roll call vote.**

19 **Consideration of Resolution No. 2020-51, 2021 Liquor License Renewal, Dellwood Barn**  
20 **Weddings – Council Member Schafer moved to adopt Resolution No. 2020-51, as presented.**  
21 **Council Member Giefer seconded the motion. Motion carried unanimously by a roll call vote.**

22 **Consideration of Resolution No. 2020-52, 2021 Liquor License Renewal, Applewood Hills, LLC**  
23 **– Council Member Schafer moved to adopt Resolution No. 2020-52, as presented. Council**  
24 **Member Giefer seconded the motion. Motion carried unanimously by a roll call vote.**

25 **Consideration of Resolution No. 2020-53, 2021 Liquor License Renewal, Schone’s Inc. –**  
26 **Council Member Schafer moved to adopt Resolution No. 2020-53, as presented. Council**  
27 **Member Rog seconded the motion. Motion carried unanimously by a roll call vote.**

28 **Consideration of Resolution No. 2020-54, 2021 Liquor License Renewal, Loggers Trail Golf**  
29 **Club – Council Member Schafer moved to adopt Resolution No. 2020-54, as presented. Council**  
30 **Member Giefer seconded the motion. Motion carried unanimously by a roll call vote.**  
31

32 **Consideration of Resolution No. 2020-55, Carnelian-Marine-St. Croix Watershed District –**  
33 **Staff advised the Carnelian Marine St. Croix Watershed District is requesting the City consider**  
34 **passing a resolution enabling the District to reduce the number of Board Managers from 7 to 5.**  
35

36 **Council Member Rog moved to adopt Resolution No. 2020-55, as presented. Council Member**  
37 **Schafer seconded the motion. Motion carried unanimously by a roll call vote.**  
38

39 **UNFINISHED BUSINESS**

40  
41 There was no unfinished business.  
42

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

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

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

**City Council Reports/Future Agenda Items**

No items were placed on a future agenda.

**COMMUNITY CALENDAR DECEMBER 2 THROUGH DECEMBER 31, 2020:**

**Mahtomedi Public Schools Board Meeting, Thursday, December 10<sup>th</sup>, Mahtomedi District Education Center, 7:00 p.m.**

**Stillwater Public Schools Board Meeting, Thursday, December 10<sup>th</sup>, Stillwater City Hall, 7:00 p.m.**

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

**ADJOURNMENT**

**Council Member Giefer moved to adjourn the meeting at 7:43 p.m. Council Member Rog seconded the motion. Motion carried unanimously.**

These minutes were considered and approved at the regular Council Meeting January 5, 2021.

---

Kim Points, Administrator/Clerk

---

Jeff Huber, Mayor

Fund Name: All Funds

Date Range: 12/01/2020 To 12/29/2020

Date	Vendor	Check #	Description	Void	Account Name	F-A-O-P	Total
12/01/2020	League of MN Cities Insurance Trust	15096	Insurance Premium - Workmans Comp	N	Insurance	100-41302-361-	\$ 9,150.00
	<b>Total For Check</b>	<b>15096</b>					<b>\$ 9,150.00</b>
12/22/2020	Washington County Property Records	15097	2020 Election	N	Election Expenses	100-41303-301-	\$ 11,815.36
	<b>Total For Check</b>	<b>15097</b>					<b>\$ 11,815.36</b>
12/22/2020	Todd Smith	15098	Monthly Assessment Services - December	N	Property Assessor	100-41208-300-	\$ 1,991.92
	<b>Total For Check</b>	<b>15098</b>					<b>\$ 1,991.92</b>
12/22/2020	OPG-3 Inc	15099	Laserfiche System-2021	N	Office Supplies	100-41313-300-	\$ 600.00
	<b>Total For Check</b>	<b>15099</b>					<b>\$ 600.00</b>
12/22/2020	Lisa Senopole	15100	Video Tech	N	Cable Costs	100-41212-100-	\$ 180.00
	<b>Total For Check</b>	<b>15100</b>					<b>\$ 180.00</b>
12/22/2020	Washington County Sheriff	15101	July-Dec 2020 Police Services	N	Police	100-42001-300-	\$ 68,100.10
	<b>Total For Check</b>	<b>15101</b>					<b>\$ 68,100.10</b>
12/22/2020	AirFresh Industries	15102	PortaPot #42646	N	Town Hall Porta Pot	100-43007-210-	\$ 125.00
	<b>Total For Check</b>	<b>15102</b>					<b>\$ 125.00</b>
12/22/2020	CenturyLink	15103	City Phone	N	City Office Telephone	100-41309-321-	\$ 143.75
	<b>Total For Check</b>	<b>15103</b>					<b>\$ 143.75</b>
12/22/2020	Waste Management	15104	Recycling -	N	Recycling	100-43011-384-	\$ 5,015.92
	<b>Total For Check</b>	<b>15104</b>					<b>\$ 5,015.92</b>
12/22/2020	Maroney's	15105	Dump Fee	N	Special Road Projects	100-43128-384-	\$ 162.64
	<b>Total For Check</b>	<b>15105</b>					<b>\$ 162.64</b>
12/22/2020	KEJ Enterprises	15106	Dec20 Road Contractor	N	Animal Control	100-42006-300-	\$ 83.00
		15106			Town Hall Mowing	100-43006-300-	\$ 125.00
		15106			Ball Field Maintenance	100-43009-300-	\$ 125.00
		15106			Road Engineering Fees	100-43102-300-	\$ 166.14
		15106			Road Garbage Removal	100-43105-300-	\$ 167.00
		15106			Gravel Road Costs	100-43106-300-	\$ 20.84

Fund Name: All Funds

Date Range: 12/01/2020 To 12/29/2020

Date	Vendor	Check #	Description	Void	Account Name	F-A-O-P	Total
12/22/2020	Croix Valley Inspector	15106	Building Inspector	N	Building Inspection	100-42004-300-	\$ 2,289.43
		15106			Magnesium Chloride	100-43107-300-	\$ 41.67
		15106			Road Sign Replacement	100-43110-300-	\$ 83.84
		15106			Culvert Repair	100-43111-300-	\$ 20.84
		15106			Snow & Ice Removal	100-43113-300-	\$ 5,416.67
		15106			Road Brushing	100-43114-300-	\$ 2,250.00
		15106			Road Side Mowing	100-43115-300-	\$ 500.00
		<b>Total For Check</b>					<b>\$ 9,000.00</b>
12/22/2020	Press Publications	15107	Election - Notice of Election/Joliet/Woodland Acres/105th	N	Election Expenses	100-41303-351-	\$ 69.66
		15108			Publishing Costs	100-41308-351-	\$ 104.50
		15108			2019/2020 Road Project	100-43136-351-	\$ 150.94
		<b>Total For Check</b>					<b>\$ 325.10</b>
12/22/2020	WSB & Associates	15109	Engineering - November	N	Engineering Fees - General	100-41203-300-	\$ 172.00
		15109			Road Engineering Fees	100-43102-300-	\$ 4,051.50
		15109			Special Road Projects	100-43128-300-	\$ 985.00
		15109			Utility/ROW Permits	100-43132-300-	\$ 352.00
		15109			Grading Permit	100-43135-300-	\$ 760.00
		15109			2019/2020 Road Project	100-43136-300-	\$ 1,298.00
		15109			Escrow	922-49320-300-	\$ 344.00
		15109				955-49320-300-	\$ 147.00
		<b>Total For Check</b>					<b>\$ 8,109.50</b>
12/22/2020	Asphalt Restoration Co., Inc	15110	Potholing Inv#1833	N	Pothole Repairs	100-43109-220-	\$ 1,767.50
		<b>Total For Check</b>					<b>\$ 1,767.50</b>
12/22/2020	Johnson Turner Legal	15111	November Billing	N	Legal Fees - General	100-41204-301-	\$ 870.00
		15111			Legal Fees - Complaints	100-41205-301-	\$ 2,430.00
		15111			Legal Fees - Prosecutions	100-41206-301-	\$ 1,900.00
		<b>Total For Check</b>					<b>\$ 5,200.00</b>
12/28/2020	Payroll Period Ending 12/28/2020	15112	Dec20	N	Clerk Salary	100-41101-100-	\$ 3,972.89
		<b>Total For Check</b>					<b>\$ 3,972.89</b>
12/28/2020	Tacheny Exteriors	15113	Permit 67th Lane Paid Twice - refund 2020-200	N	Other Services & Charges	100-41299-810-	\$ 403.81
		<b>Total For Check</b>					<b>\$ 403.81</b>



Fund Name: All Funds

Date Range: 12/01/2020 To 12/29/2020

<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>
12/28/2020	Sprint	15114	City Cell Phone	N	Road Expenses - Other	100-43116-321-	\$ 38.98
		<b>Total For Check</b>					<b>\$ 38.98</b>
12/28/2020	Xcel Energy	15115	Utilities	N	Town Hall Electricity	100-43004-381-	\$ 112.20
		15115			Well House Electricity	100-43010-381-	\$ 0.84
		15115			Street Lights	100-43117-381-	\$ 40.19
		<b>Total For Check</b>					<b>\$ 153.23</b>
12/28/2020	AirFresh Industries	15116	PortaPot #42966	N	Town Hall Porta Pot	100-43007-210-	\$ 125.00
		<b>Total For Check</b>					<b>\$ 125.00</b>
12/28/2020	Washington Conservation District	15117	4th Quarter Billing - MS4	N	MS4	100-43118-300-	\$ 175.00
		<b>Total For Check</b>					<b>\$ 175.00</b>
12/28/2020	PERA	15118	PERA	N	Clerk PERA	100-41102-120-	\$ 399.71
		15118			Clerk PERA Withholding	100-41108-100-	\$ 346.42
		<b>Total For Check</b>					<b>\$ 746.13</b>
12/28/2020	IRS	EFT138	Payroll Taxes	N	Clerk FICA/Medicare	100-41103-100-	\$ 407.71
		EFT138			Clerk Medicare	100-41105-100-	\$ 77.28
		EFT138			Federal Withholding	100-41107-100-	\$ 403.05
		EFT138			Social Security Expens	100-41109-100-	\$ 330.43
		<b>Total For Check</b>					<b>\$ 1,218.47</b>
12/29/2020	SHC, LLC	15119	Planning Services	N	City Planner	100-41209-301-	\$ 9,516.50
		<b>Total For Check</b>					<b>\$ 9,516.50</b>
12/29/2020	Kline Bros Excavating	15120	Road Maintenance	N	Grader Contractor	100-43101-301-	\$ 1,400.00
		15120			2019/2020 Road Project	100-43136-301-	\$ 7,595.00
		<b>Total For Check</b>					<b>\$ 8,995.00</b>
		<b>Total For Selected Checks</b>					<b>\$ 149,321.23</b>



WASHINGTON COUNTY SHERIFFS OFFICE  
 15015 62ND ST N  
 PO BOX 3801  
 STILLWATER MN 55082

<i>Invoice</i>	
Invoice Number:	183090
Account Number:	27164
Due Date:	12/26/20
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	
12/3/20	183090	Invoice	12/26/20	JUL-DEC 2020 POLICE SERVICES	\$68,100.10	
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 <b>Washington County</b> and mail to the address above.					<b>Invoice Total</b>	\$68,100.10
					<b>Sales Tax</b>	
					<b>Balance Due</b>	\$68,100.10

**City of Grant  
2020 Police Services  
1.0 FTE Deputy**

<u>WAGES</u>	<u>Units</u>	<u>Rate</u>	<u>Amount</u>
Regular Pay	2,080	\$35.94	\$74,745.22
Holiday	88	\$35.94	\$3,162.30
Vacation	120	\$35.94	\$4,312.22
Sick Leave	40	\$35.94	\$1,437.41
Overtime	70	\$53.90	\$3,773.20
<b>Total Annual Wages</b>			<b>\$87,430.34</b>
<u>BENEFITS</u>			
PERA		17.70%	\$15,475.17
Medicare FICA		1.45%	\$1,267.74
Employer Liability		7.00%	\$5,232.17
Medical Insurance			\$11,194.14
Life Insurance			\$19.00
Long Term Disability			\$116.00
Flex Credits			\$840.00
Uniform Allowance			\$855.00
<b>Total Annual Benefits</b>			<b>\$34,999.22</b>
<u>OTHER EXPENSES</u>			
Cost of Clerical Support			\$4,339.35
Cost of Supervision			\$9,811.38
Radio/Gun/Taser Replacement	1	\$611.58	\$611.58
Body Worn Camera	1	\$608.52	\$608.52
Mileage	25,000	\$0.555	\$13,875.00
<b>Total Annual Other Expenses</b>			<b>\$29,245.83</b>
<u>CREDITS</u>			
State Aid Credit			(\$15,475.17)
<b>Total Annual Credits</b>			<b>(\$15,475.17)</b>
<b>Total Annual Contract Cost</b>			<b>\$136,200.21</b>



## 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: December 29, 2020

Re: 105<sup>th</sup> Street and Inwood Ave Street Improvement Project – Public Hearing  
 Street Improvements  
 WSB Project No. 016504-000

### **Actions to be considered:**

- Conduct Public Hearing for the 105<sup>th</sup> Street and Inwood Ave Street Improvements.
- Order Improvement Project

### **Facts:**

1. The feasibility study was accepted by Council on July 7, 2020 for the following streets:
  - 105<sup>th</sup> Street N
  - Inwood Ave N
2. The estimated construction cost for the streets mentioned above is \$267,482. These costs are based upon the most recent street improvement project.
3. The estimated indirect costs for the streets mentioned above is \$42,797
4. Total project costs (Construction + Engineering) is \$310,279. The City is contributing \$32,861 from roadway maintenance dollars. The total assessment amount is estimated at \$277,418.
5. The project is estimated to have a total of 22.5 buildable units.
6. For each buildable lot the assessment is estimated at \$12,329.
7. The mock assessment is attached, and the overall assessment map is shown below.

If the project is ordered at the Council meeting, the potential schedule would look similar to the one shown below:

Public Hearing/Order Project ..... January 5, 2021

Approve Plans/Order Ad for Bids ..... February 2, 2021

Open Bids ..... March 25, 2021

Declare Cost to be Assessed/Set Public Hearing .....	April 6, 2021
Public Hearing and Adopt Assessment .....	May 4, 2021
*Award Construction Contract .....	June 8, 2021
Construction Begins.....	July, 2021

**Action:** Discussion. Resolution ordering improvement  
**Attachments:** Map and Mock Assessment



**CITY OF GRANT**

**RESOLUTION NO. 2021-03**

**RESOLUTION ORDERING THE IMPROVEMENTS  
FOR THE 105<sup>th</sup> STREET AND INWOOD AVE STREET IMPROVEMENT PROJECT**

**WHEREAS**, the City Council (“Council”) of the City of Grant, Minnesota (“City”) has identified the following Streets as a Capital Improvement Project for Fiscal Year 2021; and

- 105<sup>th</sup> Street North
- Inwood Ave North

**WHEREAS**, those improvements shall include Street Improvements; and

**WHEREAS**, the Council Authorized Brad Reifsteck, WSB & Associates, Inc. to complete a feasibility report (“Study”) on the Project on July 7th, 2020; and

**WHEREAS**, said Study was received by the Council on December 1, 2020; and

**WHEREAS**, the City notified affected property owners and persons expressing interest in the project of the scheduled Improvement Hearing (“Hearing”) within the minimum 10-day notification requirement and published the notice of hearing in the City’s official newspaper for two weeks; and

**WHEREAS**, the Hearing was conducted at the regular City Council meeting on January 5, 2021; and

**WHEREAS**, the Council authorized WSB Inc. as the project engineer and Brad Reifsteck as the City’s engineering representative for the Project, and ordered the preparation of plans and specifications on December 1, 2020; and

**NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF GRANT, MINNESOTA**, with the public hearing on the Project complete and public comment on the project received, the City Council finds:

1. Such improvement is necessary, cost-effective, and feasible as detailed in the feasibility reports.
2. Such improvements are hereby ordered as proposed in this Resolution.
3. WSB Inc. is hereby designated as the engineer for this improvement.

**ADOPTED** this 5th day of January 2021.

\_\_\_\_\_  
Jeff Huber, Mayor

Attest:

\_\_\_\_\_  
Kim Points, City Clerk



## Ordinance No. 2021-62 2021 FEE SCHEDULE FEES, CHARGES, AND ESCROW

### CITY OF GRANT

Mailing Address: P.O. Box 577  
Willernie, Minnesota 55090  
Town Hall: 111 Wildwood Road  
Phone: (651) 426-3383  
E-mail: [clerk@cityofgrant.us](mailto:clerk@cityofgrant.us)

*Make checks payable to City of Grant.*

Under State and local planning laws, any property owner may petition for rezoning and/or platting. The City, upon receipt of such a petition, will process the application in accordance with the procedures and provisions of the ordinances.

The City charges the petitioner a filing fee for this processing, as well as requiring that he/she pay all costs the City may incur in processing and "hearing" the application. An escrow amount will be required at the time application fees and the application is received by the City's Consultant.

<i><b>For Each Application</b></i>	<i><b>Application Fees</b></i>	<i><b>Escrow*</b></i>	<i><b>TOTAL</b></i>
Minor Subdivision	\$400	\$4,000	<b>\$400 plus \$4,000 escrow</b>
Major Subdivision	\$1,000 + \$25 per lot	\$7,000	<b>\$1,000 + \$25 per lot plus \$7,000 escrow</b>
Variance	\$400	\$3,000	<b>\$400 plus \$3,000 escrow</b>
Conditional Use Permit (CUP) (Amended and New)	\$400	\$3,000	<b>\$400 + \$3,000 escrow</b>
Conditional Use Permit (CUP) Annual Review Fee	N/A		<b>N/A</b>
All other Land Use Issues	\$100	\$1,000	<b>\$100 + \$1,000 escrow</b>
Certificate of Compliance (COC)	\$50	\$900**	<b>\$50 + \$950 escrow**</b>
COC Amendment	\$50	\$200	<b>\$50 + \$200 escrow</b>
Grading Permit Fees	\$150 for 50 - 100 Cubic yards \$300 <100 Cubic Yards	No Escrow  \$1500- \$3000 Escrow	<b>Required Dependent upon number of yards</b>

- \* Unused escrow amounts will be returned to the applicant.
- \* COC Escrow required only for issues that require City Planner analysis or review. Examples include:
  - Accessory buildings in front of the primary structure
  - Projects involving issues related to animal units per grazable acres
  - Buildings meeting the state definition of an "agricultural building"
  - Other complex zoning issues requiring Planner analysis or review
- \* For additional information, see also the Escrow Account Policies Form.
- Permits applied for after work has begun will be two times the standard fee.

Below are listed other permits required for various activities in the City of Grant.

<i><b>Other Permits</b></i>	<i><b>Permit Fees</b></i>
Sign Permit	\$50
Charitable Gambling Operations Permit	\$100
Demolition Permit	\$100



Mann Lake Parking Permit	\$10/resident OR \$50/non-resident
Burn Permits	\$10

Below are listed other fees associated with City services.

<b>False Alarm Fees</b>	<b>Commercial</b>	<b>Residential</b>
False Fire Alarms (Alarms 1-2)	No Charge	No Charge
False Fire Alarms (Alarms 3+)	Actual cost of response Minimum charge: \$50 Maximum charge: \$400	Varies with actual cost

<b>Other False Alarms</b>	<b>Commercial</b>	<b>Residential</b>
Alarms 1-2	No Charge	No Charge
Alarms 3-6	\$60 each	\$50 each
Alarms 7+	\$100 each	\$75 each

<b>Permit/Escrow Fees</b>	<b>Application Fee</b>	<b>Escrow Fee</b>
Qwest	\$200	\$3,000
Comcast	\$200	\$3,000
Koch Pipeline	\$200	\$3,000
Xcel Energy (gas/electric)	\$0	\$0

<b>Liquor License Fees</b>	<b>Fee</b>
On-Sale Liquor	\$2,000
On-Sale Sunday	\$200
On-Sale Beer 3.2	\$200
Off-Sale Liquor	\$200

<b>Miscellaneous Fees</b>	<b>Fee</b>
Subdivision Ordinance-Copy	\$20
Zoning Ordinance-Copy	\$25
Comprehensive Plan-Copy	\$20
Special Assessment	\$20
Dishonored Check	\$40
Copies	.25 per page
Notary Fee – Non-resident	\$5.00
Solicitor's License Fee	\$75
Deed Stamping	\$175
Wetland Review Specialist	\$100/\$500 Escrow
MLCCS Review Fee	\$75
Driveway Permit	\$50
Preapplication Meeting/Planner	\$400

\_\_\_\_\_  
Jeff Huber, Mayor

\_\_\_\_\_  
Kim Points, City Clerk

**CITY OF GRANT  
WASHINGTON COUNTY, MINNESOTA**

**RESOLUTION NO. 2021-01**

**A RESOLUTION OF THE CITY OF GRANT, WASHINGTON COUNTY, MINNESOTA, PROVIDING FOR THE SUMMARY PUBLICATION OF ORDINANCE NO. 2021-62, AN ORDINANCE ESTABLISHING A FEE SCHEDULE FOR THE CITY OF GRANT, MINNESOTA**

WHEREAS, On January 5, 2021, at a Regular Meeting of the Grant City Council, by majority vote, the City Council adopted Ordinance No. 2021-62 which establishes the fee schedule for 2021 for the City of Grant; and

WHEREAS, State law requires that all ordinances adopted be published prior to becoming effective; and

WHEREAS, the City Council for the City of Grant has determined that publication of the title and a summary of Ordinance No. 2021-62 would clearly inform the public of the intent and effect of the Ordinance; and

WHEREAS, the City Council for the City of Grant has reviewed the summary of Ordinance No. 2021-01 attached and incorporated herein as **Exhibit A**; and

WHEREAS, the City Council for the City of Grant has determined that the text of the summary clearly informs the public of the intent and effect of Ordinance No. 2021-62.

NOW THEREFORE BE IT RESOLVED, the City Council for the City of Grant hereby:

1. Approves the text of the summary of Ordinance No. 2021-62 attached as **Exhibit A**.
2. Directs the City Clerk to post a summary publication of Ordinance No. 2021-62 in all public locations designated by the City Council.
3. Directs the City Clerk to publish the summary in the City's legal newspaper within ten days.
4. Directs the City Clerk to file the executed Ordinance upon the books and records of the City along with proof of publication.

Dated this 5th day of January, 2021.

\_\_\_\_\_  
Jeff Huber, Mayor

ATTEST:

\_\_\_\_\_  
Kim Points, Administrator/Clerk

*Exhibit A*

**Ordinance Summary**

**Ordinance No. 2021-62**

**AN ORDINANCE ESTABLISHING A FEE SCHEDULE  
FOR THE CITY OF GRANT, MINNESOTA**

On January 5, 2021 the City of Grant adopted an ordinance amending its annual fee schedule (the "Ordinance"). The Ordinance restated the fee schedule for 2021, with minor changes to the copy fees, Pre-App fees and other City fees including the removal of fees.

A printed copy of the Ordinance is available for inspection by any person during regular office hours at the office of the City Clerk or by standard or electronic mail.

## 2021 City of Grant Meeting Calendar

*All meetings are at 7 PM @ the Town Hall (8380 Kimbro Ave.) unless otherwise noted.  
Land Applications are due approximately 6 weeks before the Council meetings.*

Month	City Council Regular Meeting	City Council Workshop Meeting	Special Council Meeting
January	01/05/21		
February	02/02/21		
March	03/02/21		
April	04/06/21		
May	05/04/21		
June	06/01/21		
July	06/29/21		
August	08/03/21		
September	09/07/21		
October	10/05/21		
November	11/01/21		
December	12/07/21		
January	01/04/22		

\*\*\*Meeting Schedule Subject to Change \*\*\*

**CITY OF GRANT  
2021 APPOINTMENT LIST**

Schedule A

<b>City Council Member Appointments/ Per Council Members</b>	
<b>Liaison/ Appointments</b>	<b>Council Member</b>
Deputy Mayor	Tom Carr
Emergency Preparedness	Washington County/City Staff
Metro Council	City Staff
Newsletter Editor	City Staff
Road Coordination	City Office/Road Coordinator/WSB
Oak Wilt	DNR
Weed Control	Jeff Huber
Browns Creek Watershed	WSB
Valley Branch Watershed	WSB
Rice Creek Watershed	WSB
Carnelian-Marine Watershed	WSB

<b>Staff and Consultant Appointment/Per Council Members</b>	
<b>Service Providers</b>	
Attorney	Under Contract - Johnson/Turner
Administrator/Clerk	Kim Points
Engineer	Under Contract - WSB
Inspector	Jack Kramer
Planner	Under Contract - SHC
Treasurer	Sharon Schwarze
Animal Removal	KEJ
City Assessor	Under Contract - Smith Appraisal
City Auditor	Under Contract - LarsonAllen
Brushing	Under Contract- KEJ
Depository	Wells Fargo
Fire Marshall (Co-Marshalls)	Jeff Schafer/Joyce Welander
Roadside Mowing	Under Contract-KEJ
Newspaper	White Bear Press
Recycling	Under Contract - Waste Management
Road Grading	Under Contract - Kline Bros.
Roadside Trash	Under Contract - KEJ
Septic Permits	Under Contract - Washington County
Snow Plowing	Under Contract- KEJ
Tree Service	Under Contract-KEJ
Video Technician	Lisa Senopole
Animal Control Liaison	City Office/SRAC/Washington County
Webmaster	Halogen
Investment Advisor	Robert Mikkelsen

<b>Volunteer Appointments</b>	
Cable Commissioner	Jeff Huber/Steve Bohnen
Ballfield	Administrator/Clerk
Heritage Preservation	Joyce Welander
Roadside Cleanup Day	Administrator/Clerk

**City of Grant, MN**  
**Resolution No. 2021-02**  
**A Resolution for The Abatement Of Street**  
**Assessment Certified In The Wrong**  
**Amount**

**WHEREAS**, The City of Grant did certify a street assessment to Washington County. On the list fifteen (15) Property I.D. had an incorrect amount assessed.

**WHEREAS**, attached is the completed Abatement Form which needs to be filed at Washington County to remove the certification of a street assessment bill from Property I.D. 1103021320010, 10370 Kellman Ct N, Grant, MN 55082.

**WHEREAS**, attached is the completed Abatement Form which needs to be filed at Washington County to remove the certification of a street assessment bill from Property I.D. 1103021320009, 10401 Kelman Ct N, Grant MN 55082.

**WHEREAS**, attached is the completed Abatement Form which needs to be filed at Washington County to remove the certification of a street assessment bill from Property I.D. 1503021110005, 9777 Joliet Ave N, Grant MN 55082.

**WHEREAS**, attached is the completed Abatement Form which needs to be filed at Washington County to remove the certification of a street assessment bill from Property I.D. 1503021330004, 9735 Joliet Ave N, Grant MN 55082.

**WHEREAS**, attached is the completed Abatement Form which needs to be filed at Washington County to remove the certification of a street assessment bill from Property I.D. 1103021320001, 10011 103<sup>rd</sup> St N, Grant. MN 55082.

**WHEREAS**, attached is the completed Abatement Form which needs to be filed at Washington County to remove the certification of a street assessment bill from Property I.D. 1003021310008, 10336 Jody Ave N, Grant,

MN 55082.

**WHEREAS**, attached is the Abatement Form which needs to be certified at Washington County to remove the certification of a street assessment bill from Property I.D. 1003021420004, 10339 Joliet Ave N, Grant, MN 55082.

**WHEREAS**, attached is the Abatement Form which needs to be certified at Washington County to remove the certification of a street assessment bill from Property I.D. 1003021310009, (no address assigned) Grant, MN 55082.

**WHEREAS**, attached is the Abatement Form which needs to be certified at Washington County to remove the certification of a street assessment from Property I.D. 1003021440001, 9691 101st St N, Grant, MN 55082.

**WHEREAS**, attached is the Abatement Form which needs to be certified at Washington County to remove the certification of a street assessment from Property I.D. 1503021110006, 9735 Joliet Ave N, Grant, MN 55082.

**WHEREAS**, attached is the Abatement Form which needs to be certified at Washington County to remove the certification of a street assessment from Property I.D. 1503021140004, 9643 Joliet Ave N, Grant, MN 55082.

**WHEREAS**, attached is the Abatement Form which needs to be certified at Washington County to remove the certification of a street assessment from Property I.D. 1003021430006, 10120 Jody Ave Ct N, Grant, MN 55082.

**WHEREAS**, attached is the Abatement Form which needs to be certified at Washington County to remove the certification of a street assessment from Property I.D. 1003021430009, 10220 Jody Ave N, Grant, MN 55082.

**WHEREAS**, attached is the Abatement Form which needs to be certified at Washington County to remove the certification of a street assessment from Property I.D. 1503021230008, 9590 Janero Ct N, Grant, MN 55115.

**WHEREAS**, all the property owners have paid the balance of the assessed amount,

**NOW THEREFORE BE IT RESOLVED**, that the City Council of the City of Grant County of Washington, State of Minnesota, that the Abatement Forms be approved and sent to Washington County with this Resolution to correct the certifications of the amount of this street assessment to \$0.00.

**Adopted this 5<sup>th</sup> day of January 2021, by the Grant City Council.**

---

Mayor Jeff Huber

---

City Clerk

**WASHINGTON COUNTY ASSESSMENT DIVISION  
APPLICATION FOR ABATEMENT - GENERAL FORM  
CLASSIFICATION / DISASTER CREDIT / SPECIAL ASSESSMENTS**

Received: \_\_\_\_\_  
Worksheet# \_\_\_\_\_

Assessment Year: \_\_\_\_\_  
Payable Year: \_\_\_\_\_

**APPLICANT**

Owner's Name (please print or type)		Soc. Sec. / Fed ID	Phone	Cell
Owner's Name		Soc. Sec. / Fed ID	Phone	Cell
Owner's Mailing Address		Property Address (if different from mailing address)		
City	State	Zip	City	State Zip

**DESCRIPTION OF PROPERTY**

Property ID Number	Linked Group Number
City or Township	School District # TAG

**ASSESSOR'S ESTIMATED MARKET VALUE**

<b>Original:</b>	Land EMV	Improvement EMV	Total	Class
<b>Revised:</b>	Land EMV	Improvement EMV	Total	Class

**Applicant's Statement of Facts:**

---



---



---

**Applicant's Request:**

---



---

**Applicant's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**NOTE: M.S. §609.41, "Whoever, in making any statement, oral or written, which is required or authorized by law to be made as a basis of imposing, reducing, or abating any tax or assessment, intentionally makes any statement as to any material matter which the maker of the statement knows is false may be sentenced, unless otherwise provided by law, to imprisonment for not more than one year or to payment of a fine of not more than \$3,000, or both."**

**Note: Must include city/Township Resolution for reductions on assessments  
Note: Must include Fire report for Local Option Disaster Credit**



**OFFICE USE ONLY**

<b>ORIGINAL</b>	<b>Class</b>	<b>EMVL</b>	<b>EMVI</b>	<b>EMV</b>	<b>TMV</b>	<b>Tax Capacity</b>	<b>Taxes Credits</b>	<b>SPASS</b>	<b>Total Tax</b>
							LNTC		
Val Grp - 1				-			TIF		
Val Grp - 2				-			FD		
Val Grp - 3				-			STATE		
Val Grp - 4				-			RMV		
Val Grp - 5				-			PWRL CR		
<b>TOTAL</b>		-	-	-	-	-	AG CR		
							HST CR		
							<b>TOTAL</b>	-	-

  

<b>REVISED</b>	<b>Class</b>	<b>EMVL</b>	<b>EMVI</b>	<b>EMV</b>	<b>TMV</b>	<b>Tax Capacity</b>	<b>Taxes Credits</b>	<b>SPASS</b>	<b>Total Tax</b>
							LNTC		
Val Grp - 1				-			TIF		
Val Grp - 2				-			FD		
Val Grp - 3				-			STATE		
Val Grp - 4				-			RMV		
Val Grp - 5				-			PWRL CR		
<b>TOTAL</b>		-	-	-	-	-	AG CR		
							HST CR		
							<b>TOTAL</b>	-	-

  

<b>TOTAL DIFFERENCE</b>		-	-	-	-	-		-	-
-------------------------	--	---	---	---	---	---	--	---	---

**REPORT OF INVESTIGATION**

Tax is paid as of: \_\_\_\_\_ Local Tax Rate: \_\_\_\_\_  
 Tax NOT paid as of: \_\_\_\_\_ RMV Rate: \_\_\_\_\_

After examining the applicant's claims, I have carefully investigated this application and find the facts to be as follows:

\_\_\_\_\_

\_\_\_\_\_

Investigator's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**CERTIFICATE OF APPROVAL - COUNTY ASSESSOR**

*Note: (under \$10,000) For this abatement to be approved, the Assessor and Director of Property Records & Taxpayer Services must both favorable recommend its adoption.*

**ASSESSOR'S RECOMMENDATION** (County Assessor or City Assessor)

**CRITERIA:**

Approved <input type="checkbox"/>	Denied <input type="checkbox"/>	Assessor's Signature	Date:
--------------------------------------	------------------------------------	----------------------	-------

**DIRECTOR'S RECOMMENDATION**

Approved <input type="checkbox"/>	Denied <input type="checkbox"/>	Director's Signature	Date:
--------------------------------------	------------------------------------	----------------------	-------

**COUNTY BOARD OF COMMISSIONER'S - COUNTY AUDITOR**

*Note: For abatements resulting in a change of \$10,000 and above including tax, penalty and interest. For this abatement to be approved, the Assessor, Director of Property Records & Taxpayer Services, and the County Board of Commissioners must all favorab*

Approved <input type="checkbox"/>	Denied <input type="checkbox"/>	Auditor's Signature	Date:
--------------------------------------	------------------------------------	---------------------	-------

I certify that at a meeting held (month, day) \_\_\_\_\_ (year) \_\_\_\_\_ the County Board of Commissioners took the above action on this abatement. This action was duly adopted and entered upon the minutes of its proceedings as a public record, s

## City Council Report for December 2020

To: Honorable Mayor & City Council Members

From: Jack Kramer Building & Code Enforcement Official

### City Code Enforcement:

1. No new code violations to report.

### Building Permit Activity:

1. Twenty-Five (25) Building Permits have been issued with a valuation of \$ 996,787.00.

Respectfully submitted,



Jack Kramer

Building Official

2020-269	HVAC	TAS Properties	6077 Lake Elmo Ave.	10/24/2020	N/A	\$	80.00	\$	60.00	\$	-		
2020-270	Demolition	Christian	10545-110th. Srt. N.	10/26/2020	N/A	\$	100.00	\$	75.00	\$	-		
2020-271	HVAC	Nemer	8272-105th. St.N.	10/26/2020	N/A	\$	80.00	\$	60.00	\$	-		
2020-272	HVAC	Hanson	9651-83rd. St.N.	10/27/2020	N/A	\$	80.00	\$	60.00	\$	-		
2020-273	Plumbing	Hamel	7216 Lone Oak Trail	10/29/2020	N/A	\$	80.00	\$	60.00	\$	-		
2020-274	HVAC	Newhouse	10250 Jody Ave.N.	10/29/2020	N/A	\$	80.00	\$	60.00	\$	-		
2020-275	HVAC	Chapman	10475-110th. St. N.	10/29/2020	N/A	\$	80.00	\$	60.00	\$	-		
2020-276	Garage	Heinlein	7755 Leeward Ave. N.	10/30/2020	\$	35,232.00	\$	502.85	\$	377.13	\$	326.95	
2020-277	Re-Roof	Krueger	9251 Lansing Ave.N.	11/4/2020	\$	14,000.00	\$	237.25	\$	177.93	\$	-	
2020-278	Re-Roof	Sanderson	9331 Jeffrey Ave. N	11/9/2020	\$	7,800.00	\$	153.25	\$	114.93	\$	-	
2020-279	HVAC	Thein	9391 Jeffrey Ave..N.	11/9/2020	N/A		\$	160.00	\$	120.00	\$	-	
2020-280	House & Gar.	Brosseau	7410-73rd. Ct. N	11/12/2020	\$	750,000.00	\$	4,421.25	\$	3,315.93	\$	2,873.81	
2020-281	Windows	Reichel	8177 Kimbro Ave. N.	11/12/2020	\$	10,305.00	\$	195.25	\$	146.42	\$	-	
2020-282	Swim Pool	Andrews	11900-102nd St. N.	11/12/2020	\$	25,000.00	\$	391.75	\$	293.81	\$	-	
2020-283	Pole Bldg	Jackson	10300 Jamaca Ave. N.	11/13/2020	N/A		\$	80.00	\$	60.00	\$	-	
2020-284	HVAC	Schultz	6920 Jamaca Ave. N	11/14/2020	N/A		\$	80.00	\$	60.00	\$	-	
2020-285	Garage	Biagini	7340 Lake Elmo Ave.	11/17/2020	\$	52,000.00	\$	657.75	\$	493.31	\$	427.53	
2020-286	Pation Doors	David	7033 Jocelyn Rd. N.	11/17/2020	\$	8,200.00	\$	167.25	\$	125.43	\$	-	
2020-287	Plumbing	Brosseau	7410-73rd Ct. N.	11/18/2020	N/A		\$	80.00	\$	60.00	\$	-	
2020-288	Doors	Anderson	8830-80th. St.N.	11/19/2020	\$	8,250.00	\$	167.25	\$	125.43	\$	-	
2020-289	Plumbing	Lieder	9650 Janero Ct. N.	11/19/2020	N/A		\$	80.00	\$	60.00	\$	-	
2020-290	Plumbing	Soukhindy	10320 Jody Ave.N.	11/19/2020	N/A		\$	80.00	\$	60.00	\$	-	
2020-291	HVAC	Hammel	7216 Lone Oak Trl.	11/19/2020	N/A		\$	80.00	\$	60.00	\$	-	
2020-292	Porch/Deck	Bretzel	10917-114th. St.	11/20/2020	\$	85,000.00	\$	888.75	\$	666.56	\$	577.68	
2020-293	HVAC	Rogosheske	11365 Grenelefe Ave.	11/20/2020	N/A		\$	80.00	\$	60.00	\$	-	
Monthly total						\$	995,787.00	\$	9,082.60	\$	6,811.88	\$	4,205.97