

**City of Grant  
City Council Agenda  
February 2, 2021**

*The regular monthly meeting of the Grant City Council will be called to order at 7:00 o'clock p.m. on Tuesday, February 2, 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. APPROVAL OF REGULAR AGENDA**

**4. APPROVAL OF CONSENT AGENDA**

**A. January 5, 2020 City Council Meeting Minutes**

**B. January 2021 Bill List, \$43,508.87**

**5. STAFF AGENDA ITEMS**

**A. City Engineer, Brad Reifsteck**

**i. Consideration of City Speed Study**

**ii. Consideration of Assessment Deferment**

**B. City Planner, Jennifer Swanson (no action items)**

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

**6. NEW BUSINESS**

**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 (no action taken)**

**9. COMMUNITY CALENDAR FEBRUARY 3 THROUGH FEBRUARY 28, 2021:**

**Mahtomedi Public Schools Board Meeting, Thursday, February 11<sup>th</sup> and February 25<sup>th</sup>, Mahtomedi District Education Center, 7:00 p.m.**

**Stillwater Public Schools Board Meeting, Thursday, February 11<sup>th</sup>, 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  
45  
46

**DATE** : **January 5, 2021**  
**TIME STARTED** : **7:00 p.m.**  
**TIME ENDED** : **8:07 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 Planner, Jennifer Swanson; and Administrator/Clerk, Kim Points

**CALL TO ORDER**

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

**PUBLIC INPUT**

Ms. Julia Wigman, introduced herself and stated she is the new Deputy that has been assigned to Grant. She provided her background and stated she is looking forward to working in the City.

**PLEDGE OF ALLEGIANCE**

**OATH OF OFFICE, COUNCIL MEMBER CARR, SCHAFFER AND MAYOR HUBER**

Council Member Tom Carr, Council Member Jeff Schafer and Mayor Jeff Huber took the Oath of Office.

**SETTING THE AGENDA**

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

**CONSENT AGENDA**

- December 1, 2020 City Council Meeting Minutes Approved
- December 2020 Bill List, \$81,221.13 Approved
- Washing County Sheriff’s Department, 2<sup>nd</sup> Half Pay, \$68,100.10 Approved
- Clerk 2021 Pay Increase Approved

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

3  
4 **2020 YEAR IN REVIEW, MAYOR HUBER**

5  
6 Mayor Huber stated the City has had a successful year and provided the following highlights of year  
7 2020:

- 8 • Resident driven road policy resulted in four miles of road reconstruction
- 9 • The City maintained all staff, contractors and consultants
- 10 • The City navigated through the flooded areas of the City
- 11 • The cost share internet access program to residents was successful

12  
13 He stated he looks forward to another successful year for the City of Grant.

14  
15 **STAFF AGENDA ITEMS**

16  
17 **City Engineer, Brad Reifsteck**

18  
19 **Consideration of Resolution No. 2021-03, Ordering Improvements for 105<sup>th</sup> Street and Inwood**  
20 **Avenue Street Improvements** – City Engineer Reifsteck advised the actions to be considered this  
21 evening are as follows:

- 22  
23 • Conduct Public Hearing for the 105<sup>th</sup> Street and Inwood Ave Street Improvements.
- 24 • Order Improvement Project

25  
26 City Engineer Reifsteck reviewed the following facts relating to the project:

- 27  
28 1. The feasibility study was accepted by Council on July 7, 2020 for the following streets:
  - 29 • 105<sup>th</sup> Street N
  - 30 • Inwood Ave N

31  
32 The estimated construction cost for the streets mentioned above is \$267,482. These costs are  
33 based upon the most recent street improvement project.

- 34  
35 2. The estimated indirect costs for the streets mentioned above is \$42,797
- 36 3. Total project costs (Construction + Engineering) is \$310,279. The City is contributing  
37 \$32,861 from roadway maintenance dollars. The total assessment amount is estimated at  
38 \$277,418.
- 39 4. The project is estimated to have a total of 22.5 buildable units.
- 40 5. For each buildable lot the assessment is estimated at \$12,329.
- 41 6. The mock assessment is attached, and the overall assessment map is shown below.

42  
43 If the project is ordered at the Council meeting, the potential schedule would look similar to the one  
44 shown below:  
45  
46

1 Public Hearing/Order Project..... January 5, 2021  
2  
3 Approve Plans/Order Ad for Bids..... February 2, 2021  
4  
5 Open Bids..... March 25, 2021  
6  
7 Declare Cost to be Assessed/Set Public Hearing..... April 6, 2021  
8  
9 Public Hearing and Adopt Assessment..... May 4, 2021  
10  
11 \*Award Construction Contract ..... June 8, 2021  
12  
13 Construction Begins..... July, 2021  
14

15 City Engineer Reifsteck noted the original petition that was submitted to the City included over 60%  
16 of the affected residents in favor of the project. Many of those residents have changed their minds  
17 and are not in favor of the project.  
18

19 **Council Member Schafer moved to open the public hearing at 7:20 p.m. Council Member**  
20 **Giefer seconded the motion. Motion carried unanimously with a roll call vote.**  
21

22 Ms. Theresa Palumbo, 10740 Inwood, stated she started the petition and hopes the project will be  
23 considered again within the three year time period of the feasibility study. She stated she does  
24 believe the project would increase property values to the assessed properties.  
25

26 Staff provided the following addresses that provided written objections to the project:  
27

- |                                    |                             |
|------------------------------------|-----------------------------|
| 28 10690 Inwood Ave N              | 10995 Inwood Ave N          |
| 29 8610 105 <sup>th</sup> Street N | 10777 Inwood Ave N          |
| 30 10550 Inwood Ave N              | 8540 105 <sup>th</sup> St N |
| 31 10650 Inwood Ave N              | 8610 105 <sup>th</sup> St N |
| 32 10690 Inwood Ave N              | 8770 105 <sup>th</sup> St N |
| 33 10810 Inwood Ave N              | 10509 Jamaca Ave            |
| 34 10870 Inwood Ave N              | 8805 105 <sup>th</sup> St N |
| 35 10920 Inwood Ave N              | 8533 105 <sup>th</sup> St N |
| 36 10980 Inwood Ave N              |                             |

37  
38 **Council Member Rog moved to close the public hearing at 7:25 p.m. Council Member Schafer**  
39 **seconded the motion. Motion carried unanimously with a roll call vote.**  
40

41 **Council Member Giefer moved to deny Resolution No. 2021-03, as presented. Council Member**  
42 **Rog seconded the motion. Motion carried unanimously with a roll call vote.**  
43

44 **City Planner, Jennifer Swanson (no action items)**

45  
46 **City Attorney, Dave Snyder (no action items)**

47  
48 **NEW BUSINESS**

1 **Consideration of Ordinance No. 2021-62, 2021 Fee Schedule** – Staff advised the Council of the  
2 proposed changes to the fee schedule including the addition of some fees and the removal of the DVD  
3 copy fee.

4 **Council Member Giefer moved to approve Ordinance No. 2021-62, as presented. Council**  
5 **Member Schafer seconded the motion. Motion carried unanimously with a roll call vote.**  
6

7 **Consideration of Resolution No. 2021-01, Summary Publication of Ordinance No. 2021-62 -**  
8 Staff advised Resolution No. 2021-01 authorizes a summary publication of Ordinance No. 2021-62.  
9

10 **Council Member Schafer moved to adopt Resolution No. 2021-01, as presented. Council**  
11 **Member Rog seconded the motion. Motion carried unanimously with a roll call vote.**

12 **Consideration of 2021 City Council Meeting Schedule** – Staff provided a tentative Council  
13 Meeting schedule noting all meetings are subject to change.  
14

15 **Council Member Rog moved to approve the 2021 City Council Meeting Schedule, as presented.**  
16 **Council Member Giefer seconded the motion. Motion carried unanimously with a roll call vote.**

17 **Consideration of 2021 Appointment List** – Staff referred to the 2021 Appointment List included in  
18 the packets noting there are no proposed changes from the 2020 Appointment List.

19 **Council Member Schafer moved to approve the 2021 Appoinment List, as presented. Council**  
20 **Member Rog seconded the motion. Motion carried unanimously with a roll call vote.**

21 **Consideration of Resolution No. 2021-02, Abatement of Special Assessments** – Staff noted  
22 several residents pre-paid the 2020 Road Project assessment within the 30 day period. The resolution  
23 outlines the assessments that should be removed from the certification of assessment roll per the  
24 County.

25 **Council Member Rog moved to adopt Resolution No. 2021-02, as presented. Council Member**  
26 **Giefer seconded the motion. Motion carried unanimously with a roll call vote.**  
27

28 **UNFINISHED BUSINESS**

29  
30 There was no unfinished business.  
31

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

33  
34 **Staff Updates (updates from Staff, no action taken)**

35  
36 **City Council Reports/Future Agenda Items**

37  
38 No items were placed on a future agenda.  
39

40 **COMMUNITY CALENDAR JANUARY 6 THROUGH JANUARY 31, 2021:**

41 **Mahtomedi Public Schools Board Meeting, Thursday, January 14<sup>th</sup> and January 28<sup>th</sup>,**  
42 **Mahtomedi District Education Center, 7:00 p.m.**

1 **Stillwater Public Schools Board Meeting, Thursday, January 14<sup>th</sup>, Stillwater City Hall, 7:00**  
2 **p.m.**

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

4  
5 **ADJOURNMENT**

6  
7 **Council Member Giefer moved to adjourn the meeting at 8:07 p.m. Council Member Schafer**  
8 **seconded the motion. Motion carried unanimously.**

9  
10 These minutes were considered and approved at the regular Council Meeting February 2, 2021.

11  
12  
13  
14  
15  
16  
17

---

Kim Points, Administrator/Clerk

---

Jeff Huber, Mayor

Fund Name: 100 - General Fund

Date Range: 01/01/2021 To 01/31/2021

<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>
01/04/2021	MN Department of Labor & Industry	15123	4th Quarter Building Permit Surcharge	N	Building Permit Surcharge	100-42005-210-	\$ 1,943.88
	<b>Total For Check</b>	<b>15123</b>					<b>\$ 1,943.88</b>
01/25/2021	Payroll Period Ending 01/25/2021	15124	Jan21	N	Clerk Salary	100-41101-100-	\$ 4,086.66
	<b>Total For Check</b>	<b>15124</b>					<b>\$ 4,086.66</b>
01/25/2021	Xcel Energy	15125	Utilities	N	Town Hall Electricity	100-43004-381-	\$ 172.03
		15125			Well House Electricity	100-43010-381-	\$ 11.37
		15125			Street Lights	100-43117-381-	\$ 46.99
	<b>Total For Check</b>	<b>15125</b>					<b>\$ 230.39</b>
01/25/2021	Todd Smith	15126	Monthly Assessment Services - January	N	Property Assessor	100-41208-300-	\$ 2,173.00
	<b>Total For Check</b>	<b>15126</b>					<b>\$ 2,173.00</b>
01/25/2021	CW Tek	15127	Computer Services - COVID	N	COVID Funds CARES	100-41990-300-	\$ 412.50
	<b>Total For Check</b>	<b>15127</b>					<b>\$ 412.50</b>
01/25/2021	Washington County Transportation	15128	Snow and Ice Control Inv #184174	N	Snow & Ice Removal	100-43113-210-	\$ 1,281.27
	<b>Total For Check</b>	<b>15128</b>					<b>\$ 1,281.27</b>
01/25/2021	Press Publications	15129	Budget and Fee Schedule	N	Publishing Costs	100-41308-351-	\$ 143.41
	<b>Total For Check</b>	<b>15129</b>					<b>\$ 143.41</b>
01/25/2021	CenturyLink	15130	City Phone	N	City Office Telephone	100-41309-321-	\$ 144.77
	<b>Total For Check</b>	<b>15130</b>					<b>\$ 144.77</b>
01/25/2021	League of MN Cities Insurance Trust	15131	Insurance Premium - Workmans Comp	N	Insurance	100-41302-361-	\$ 586.00
	<b>Total For Check</b>	<b>15131</b>					<b>\$ 586.00</b>
01/25/2021	Croix Valley Inspector	15132	Building Inspector	N	Building Inspection	100-42004-300-	\$ 2,964.43
	<b>Total For Check</b>	<b>15132</b>					<b>\$ 2,964.43</b>
01/25/2021	Washington County Property Records	15133	2021 Address List - Data Fee	N	Office Supplies	100-41313-200-	\$ 118.92
	<b>Total For Check</b>	<b>15133</b>					<b>\$ 118.92</b>
							<b>\$ 118.92</b>



Fund Name: 100 - General Fund

Date Range: 01/01/2021 To 01/31/2021

Date	Vendor	Check #	Description	Void	Account Name	F-A-O-P	Total
01/25/2021	Waste Management	15134	Recycling -	N	Recycling	100-43011-384-	\$ 5,015.92
	<b>Total For Check</b>	<b>15134</b>					<b>\$ 5,015.92</b>
01/25/2021	Washington County Sheriff	15135	Code Red	N	Police	100-42001-300-	\$ 321.94
	<b>Total For Check</b>	<b>15135</b>					<b>\$ 321.94</b>
01/25/2021	Xcel Energy	15136	2021 PO Box	N	PO Box Rental	100-41311-210-	\$ 150.00
	<b>Total For Check</b>	<b>15136</b>					<b>\$ 150.00</b>
01/25/2021	Wells Fargo Business Card	15137	COVID Supplies	N	COVID Funds CARES	100-41990-210-	\$ 91.20
	<b>Total For Check</b>	<b>15137</b>					<b>\$ 91.20</b>
01/25/2021	Finance & Commerce	15139	2020 Road Project Publishing	N	2019/2020 Road Project	100-43136-351-	\$ 214.71
	<b>Total For Check</b>	<b>15139</b>					<b>\$ 214.71</b>
01/25/2021	Washington County Property Records	15140	2021 Election Maintenance	N	Election Expenses	100-41303-210-	\$ 1,470.00
	<b>Total For Check</b>	<b>15140</b>					<b>\$ 1,470.00</b>
01/25/2021	KEJ Enterprises	15141	Jan21 Road Contractor	N	Animal Control	100-42006-300-	\$ 83.00
		15141			Town Hall Mowing	100-43006-300-	\$ 125.00
		15141			Ball Field Maintenance	100-43009-300-	\$ 125.00
		15141			Road Engineering Fees	100-43102-300-	\$ 166.14
		15141			Road Garbage Removal	100-43105-300-	\$ 167.00
		15141			Gravel Road Costs	100-43106-300-	\$ 20.84
		15141			Magnesium Chloride	100-43107-300-	\$ 41.67
		15141			Road Sign Replacement	100-43110-300-	\$ 83.84
		15141			Culvert Repair	100-43111-300-	\$ 20.84
		15141			Snow & Ice Removal	100-43113-300-	\$ 5,686.67
		15141			Road Brushing	100-43114-300-	\$ 2,250.00
		15141			Road Side Mowing	100-43115-300-	\$ 500.00
	<b>Total For Check</b>	<b>15141</b>					<b>\$ 9,270.00</b>
01/25/2021	WSB & Associates	15142	Engineering - December	N	Engineering Fees - General	100-41203-300-	\$ 294.00
		15142			Special Road Projects	100-43128-300-	\$ 1,662.00
		15142			Utility/ROW Permits	100-43132-300-	\$ 219.50
		15142			Grading Permit	100-43135-300-	\$ 347.50
	<b>Total For Check</b>	<b>15142</b>					<b>\$ 2,523.00</b>
01/25/2021	Sprint	15143	City Cell Phone	N	Road Expenses - Other	100-43116-321-	\$ 38.98
	<b>Total For Check</b>	<b>15143</b>					<b>\$ 38.98</b>

Fund Name: 100 - General Fund

Date Range: 01/01/2021 To 01/31/2021

01/25/2021 PERA 15144

PERA

N Clerk PERA

100-41102-120-100-41108-100-

411.70  
356.81  
768.51

Total For Check 15144

01/25/2021 Johnson Turner Legal 15145

December Billing

N Legal Fees - General

100-41204-301-

3,344.75

15145

Legal Fees - Complaints

100-41205-301-

3,057.00

15145

Legal Fees - Prosecutions

100-41206-301-

1,900.00

Total For Check 15145

8,301.75

01/25/2021 IRS

Payroll Taxes

N Clerk FICA/Medicare

100-41103-100-

419.94

EFT139

Clerk Medicare

100-41105-100-

79.60

EFT139

Federal Withholding

100-41107-100-

417.75

EFT139

Social Security Expens

100-41109-100-

340.34

Total For Check EFT139

1,257.63

Total For Selected Checks

43,508.87

## 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: January 25, 2021

Re: City of Grant Speed Limit Policy

---

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

- Authorize City Engineer to prepare City Speed Limit Policy

### **Facts:**

In August 2019 the State Legislature and Governor Walz signed into law the authority to allow cities to set speed limits for local roads.

The new 2019 speed limit-related statute expands the definition of a residential roadway and allows cities the authority to enact a speed limit of 25 mph on streets without a study with the following conditions:

- a. The street must be under the jurisdiction of the city.
- b. Located in an area zoned exclusively for housing,
- c. The street is not classified as a collector or arterial,
- d. The speed limits must be implemented in a consistent and understandable manner based on the city's safety, engineering, and traffic analysis,
- e. Appropriate signs must be installed,
- f. The changes must be effectively communicated to the public.

Should the City Council determine that they would be in favor of reducing speed limits on local residential streets a formal policy would need to be adopted. WSB would assist the City in preparing documentation and policy.

**Action:** Discussion. Authorize City Engineer to develop Speed Limit Policy



September 16, 2020

Ms, Kim Points – City Administrator  
City of Grant  
PO Box 577  
Willernie, MN 55090

Re: Engineering Proposal  
Preparation of Draft Speed Limit Policy and Documentation  
City of Grant

Dear Ms. Points:

We are pleased to present this proposal for professional engineering services to provide the City of Grant with background information on the current speed limit rules, preparation of a draft Speed Limit Policy and to provide information on what next steps the City would need to follow to implement new speed limits on local streets.

We appreciate the opportunity to provide the City with a proposal for the following Scope of Services:

### **SCOPE OF SERVICES**

#### **Task 1 – Project Management:**

This task includes planning and coordination of all work tasks, establishment and monitoring of budgets, and correspondence with the City of Grant. The project manager will provide technical direction on all aspects of the project review, all work products, and keep the City informed on the project progress. The project manager will serve a primary role in the analysis and preparation of the documentation.

#### **Task 2 – Data Collection:**

Available data will be collected from the City of Grant, Washington County, MnDOT and other impacted agencies. Data will include but not limited to:

- Existing and proposed roadway Jurisdiction and Functional Classification.
- Existing speed limits on roadways within the City.
- Past three years of crash data on area roadways.
- Existing Average Daily Traffic volumes on area roadways.
- GIS map data showing land use and zoning.

#### **Task 3 – Safety and Traffic Investigation:**

WSB will identify the local City Streets that would be eligible for speed reduction and conduct a safety and traffic investigation identifying what local streets have current crash, speeding or capacity issues or concerns. This task will include documenting the rationale for setting specific speeds (i.e. 25mph, 30mph, etc.).

#### **Task 4 – Speed Limit Policy / Communication Plan / Next Steps:**

A draft Speed Limit Policy will be prepared, based on current Minnesota State rules and documentation from the Safety and Traffic Investigation, outlining what speed limits should be implemented on local City streets. The policy will also identify the next steps for when and where speed limit signs should be posted.

In addition, a communication plan will be prepared to inform residents of the speed limit changes within the City.

**Task 5 – Meetings:**

WSB would be available to attend any meetings that are necessary to discuss or present the speed limit considerations. One (1) meeting with City staff is assumed as part of this proposal to review the draft speed limit policy and documentation. If additional meetings are required, WSB will charge the time at our standard hourly rates.

**PROPOSED FEE**

The estimated cost to prepare the Project Development is based on the above Scope of Work and is as follows:

<u>Task</u>	<u>Amount</u>
Task 1 – Project Management	\$ 370
Task 2 – Data Collection	\$ 468
Task 3 – Preliminary Design/Concept Plan	\$ 1,988
Task 4 – Report Preparation	\$ 958
Task 5 – Meetings	\$ 370
<b>Total Cost</b>	<b>\$ 4,154</b>

WSB would invoice the City of Grant for the actual hours worked at each employee classification with the current WSB hourly rates up to the maximum of \$4,154. No work in excess of the \$4,154 will be completed without prior written approval from the City of Grant.

This letter represents our understanding of the project scope. If you are in agreement, please sign on the space provided and return one original signed copy to us for our records. We will start immediately upon receipt of the signed agreement.

WSB appreciates the opportunity to provide the City of Grant with this proposal. As always, we are looking forward to working with you and your staff toward the completion of the project. If you have any questions concerning the work plan or fee as presented, please feel free to contact me at (612) 360-1283.

Sincerely,

WSB



Charles T. Rickart, PE, PTOE  
Project Manager/Principal

ACCEPTED BY: CITY OF GRANT, MN

Signature: \_\_\_\_\_

Name/Title: \_\_\_\_\_

Date: \_\_\_\_\_

cc: Brad Reifsteck, City Engineer



# ESTIMATE OF HOURS AND COSTS SPEED LIMIT POLICY

City of Grant

Task No.	Estimated Hours				Total Hours	Cost
	Sr Project Manager / Traffic Engineer Chuck Rickart	Design Engineer Mallori Fitzpatrick	Engineering Tech Mike Molitor	GIS		
1	Project Management	2			2	\$ 370.00
2	Data Collection		2		4	\$ 468.00
3	Safety and Traffic Investigation	2	10		16	\$ 1,988.00
4	Speed Limit Policy and Communication Plan	4	2		6	\$ 958.00
5	Meetings	2			2	\$ 370.00
<b>Total Hours</b>		<b>10</b>	<b>14</b>	<b>2</b>	<b>4</b>	<b>30</b>
<b>Hourly Costs</b>		<b>185.00</b>	<b>109.00</b>	<b>139.00</b>	<b>125.00</b>	<b>\$ 4,154.00</b>
<b>Labor Costs</b>		<b>\$1,850.00</b>	<b>\$1,526.00</b>	<b>\$278.00</b>	<b>\$500.00</b>	<b>\$ 4,154.00</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: January 25, 2021

Re: Consideration of Assessment Deferment for 10250 Jody Ave N

---

### Actions to be considered:

- Authorize City Clerk to execute Application and Authorization for Delayed Payment of Tax Special Assessments for Seniors or Disabled.

### Facts:

In November 2021 an Assessment hearing was held for the Joliet Ave and Woodland Acres project.

The resident at 10250 Jody Ave is over the age of 65 and is requesting a delayed payment for the its property assessment in the amount of \$7,748.06.

Under Minn. Stat. §§ 435.193 to 435.195 the council may, in its discretion, defer the payment of this special assessment for any homestead property owned by a person 65 years of age or older or retired by virtue of a permanent and total disability for whom it would be a hardship to make the payments. When deferment of the special assessment has been granted and is terminated for any reason provided in that law and Ordinance (Resolution), all amounts accumulated plus applicable interest become due. Any assessed property owner meeting the requirements of this law may, within 30 days of the confirmation of the assessment, apply to the city clerk for the prescribed form for such deferral of payment of this special assessment on his/her property.

**Action:** Discussion. Authorize City Clerk to execute attached application

**Attachment:** Application and Authorization for Delayed Payment of Tax Special Assessments for Seniors or Disabled

APPLICATION AND AUTHORIZATION FOR DELAYED PAYMENT OF TAX SPECIAL ASSESSMENTS FOR SENIORS OR DISABLED (M.S. 435.193- 435.195)

STATE OF MINNESOTA )

County of Washington )

Date JAN 4 20 21

To: Kim Point Administrator, City of Stillwater/Grant Washington County, Minnesota.

I, the undersigned, declare under penalties of perjury:

That I reside at 10250 Jody Ave N Stillwater MN 55082

That I am not less than 65 years of age (Yes/No) yes if Yes, please include birthdate: 7/27/1950

That I am retired by virtue of a permanent and total disability (Yes/No) total loss of hearing April 2019 wife died May 3 2020

That I am the owner of the property legally described as: Woodland Acres Plat 3 Block 2, ID # 10.030.21.34.0005

That my interest in the ownership of the above property was acquired 11/15/2000 (MM/DD/YY) and is as follows:

- 1. Sole ownership (Enter yes, if applicable) Yes
2. Joint tenancy, held with
3. Other undivided interest (Specify)

That on January 2, 2020 or June 1, 2020 I owned and occupied the above property as my homestead and such occupancy began on 11/15/2000 (? - not sure I understood this)

That the taxes for improvements on the special assessments duly adopted in ordinance by the of the City of Grant as of 11/15 2020 (?)

which have been allocated against the subject property would create undue personal hardship on my behalf and I respectfully request that payment be delayed and that such taxes be so deferred for the years 20 to 20.

Robert Newhouse Signed (Owner)
DOB 7/27/1950
70yrs old.

I, Clerk of the City of

in Washington County, State of Minnesota, do hereby certify that the application of above named, has been duly reviewed and that in accordance with the minutes of the official record in said chambers was duly APPROVED DENIED as of 20.

That in accordance with approval granted, that the local assessments on the affiants subject property levied for annual collection in the amount of \$ for the year (s) thru should be deferred with interest at the annual rate of %, until such time as it is deemed the applicant no longer qualifies or the property loses its eligibility.

Dated 20 (Clerk or Authorized Deputy)



## City Council Report for January 2021

To: Honorable Mayor & City Council Members

From: Jack Kramer Building Official

### City Code Enforcement:

1. No new violations to report.

### Building Permit Activity:

1. 11 Eleven (11) Building Permits have been issued with a valuation of \$7,832.00

Respectfully submitted,



Jack Kramer

Building & Code Enforcement Official

