

**City of Grant  
City Council Agenda  
January 31, 2022**

*The regular monthly meeting of the Grant City Council will be called to order at 7:00 o'clock p.m. on Monday, January 31, 2022, 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.**

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**2. PLEDGE OF ALLEGIANCE**

**3. APPROVAL OF REGULAR AGENDA**

**4. APPROVAL OF CONSENT AGENDA**

- A. January 4, 2022 City Council Meeting Minutes**
- B. January 2022 Bill List, \$65,829.98**
- C. Bremer Bank, Road Improvement Bond, \$45,350.00**
- D. Bremer Bank, Road Improvement Bond, \$29,544.00**

**5. STAFF AGENDA ITEMS**

**A. City Engineer, Brad Reifsteck**

**i. Consideration of Pine Tree Lake Pump Station Modifications**

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

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

**6. NEW BUSINESS**

**i. Consideration of Planning Commission Appointments**

**ii. Consideration of City Council Work Session**

**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 1 THROUGH FEBRUARY 28, 2022:**

**Mahtomedi Public Schools Board Meeting, Thursday, February 13<sup>th</sup> and February 27<sup>th</sup>, Mahtomedi District Education Center, 7:00 p.m.**

**Stillwater Public Schools Board Meeting, Thursday, February 13<sup>th</sup>, Stillwater City Hall, 7:00 p.m.**

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

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

Update from City Attorney regarding Dismissal of Dellwood Farms, LLC v. City of Grant, Shannon Bryant et. al v. City of Grant

**11. ADJOURNMENT**

CITY OF GRANT  
MINUTES

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**DATE** : January 4, 2022  
**TIME STARTED** : 7:00 p.m.  
**TIME ENDED** : 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 Schafer seconded the motion. Motion carried unanimously by a roll call vote.**

**CONSENT AGENDA**

- December 7, 2021 City Council Meeting Minutes Approved
- December 2021 Bill List, \$66,623.17 Approved
- Washington County Sheriff's Department,  
2<sup>nd</sup> Half Pay, \$69,638.71 Approved
- Clerk 2022 Pay Increase Approved
- City of Mahtomedi, 4<sup>th</sup> Quarter Fire  
Contract, \$37,49.25 Approved

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

1 **2021 YEAR IN REVIEW, MAYOR HUBER**

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3 Mayor Huber stated 2021 was a pandemic year but the City did accomplish a lot in terms of road  
4 improvements and special projects. The City was able to keep staff consistent and keep the team  
5 together not only for the City but also for residents. The tax levy has been maintained with no loss of  
6 services. He stated the City has a very good City Council and great staff and looks forward to year  
7 2022.

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9 **STAFF AGENDA ITEMS**

10 **City Engineer, Brad Reifsteck (no action items)**

11 **City Planner, Jennifer Swanson (No action items)**

12 **City Attorney, Dave Snyder (no action items)**

13 **NEW BUSINESS**

14 **Consideration of Ordinance No. 2022-65, 2022 Fee Schedule** – Staff advised the 2022 Fee  
15 Schedule is the same as 2021 with the addition of the Interim Use Permit that is processed the same  
16 as a Conditional Use Permit.

17 **Council Member Geifer moved to approve Ordinance No. 2022-65, as presented. Council**  
18 **Member Rog seconded the motion. Motion carried unanimously with a roll call vote.**

19 **Consideration of Resolution No. 2022-01, Summary Publication of Ordinance No. 2022-65** –  
20 Staff advised Resolution No. 2022-01 authorizes a summary publication of Ordinance No. 2022-65.

21 **Council Member Schafer moved to adopt Resolution No. 2022-01, as presented. Council**  
22 **Member Rog seconded the motion. Motion carried unanimously with a roll call vote.**

23 **Consideration of 2022 City Council Meeting Schedule** – Staff advised a 2022 City Council  
24 Meeting Schedule was included in the Council packets noting meetings are subject to change.

25 **Council Member Rog moved to adopt the 2022 City Council Meeting Schedule Council**  
26 **Member Schafer seconded the motion. Motion carried unanimously with a roll call vote.**

27 **Consideration of 2022 Appointment List** – Staff advised a tentative appointment list was included  
28 in the Council packets for review, discussion and new appointments. A cable commissioner needs to  
29 be appointed.

30 **Council Member Giefer moved to approve the 2022 Appointment List, with the addition of the**  
31 **City Clerk as the secondary cable Commissioner. Council Member Rog seconded the motion.**  
32 **Motion carried unanimously with a roll call vote.**

33 **Schedule Planning Commission Interviews** –Staff advised three Planning Commission terms  
34 expired in December 2021. A notice was posted in the legal newspaper as well as the City website  
35 requesting applications. Three applications were submitted. Staff recommended interviews be  
36 scheduled on February 1, 2022, prior to the regular Council meeting.

37 **Planning Commissioner interviews will be held Tuesday, February 1, 2022 at 6:15 p.m., prior to**  
38 **the regular City Council meeting.**

1 **UNFINISHED BUSINESS**

2 There was no unfinished business.

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

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

5 **City Council Reports/Future Agenda Items**

6

7 **COMMUNITY CALENDAR JANUARY 5 THROUGH JANUARY 31, 2021:**

8 **Mahtomedi Public Schools Board Meeting, Thursday, January 13<sup>th</sup> and 27<sup>th</sup>, Mahtomedi**  
9 **District Education Center, 7:00 p.m.**

10 **Stillwater Public Schools Board Meeting, Thursday, January 13<sup>th</sup>, Stillwater City Hall, 7:00**  
11 **p.m.**

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

13 **ADJOURNMENT**

14 **Council Member Rog moved to adjourn the meeting at 7:22 p.m. Council Member Schafer**  
15 **seconded the motion. Motion carried unanimously with a roll call vote.**

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17 These minutes were considered and approved at the regular Council Meeting February 1, 2022.

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Kim Points, Administrator/Clerk

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

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Fund Name: 100 - General Fund

Date Range: 01/01/2022 To 01/25/2022

Date	Vendor	Check #	Description	Void	Account Name	F-A-O-P	Total
01/03/2022	AirFresh Industries	15429	PortaPot #3393	N	Town Hall Porta Pot	100-43007-210-	\$ 125.00
		<b>Total For Check</b>					<b>\$ 125.00</b>
01/03/2022	City of Willernie	15430	July-Dec Rent	N	Rental City Office	100-41316-210-	\$ 2,530.16
		<b>Total For Check</b>					<b>\$ 2,530.16</b>
01/03/2022	MN Department of Labor & Industry	15431	4th Quarter Building Permit Surcharge	N	Building Permit Surcharge	100-42005-210-	\$ 2,696.64
		<b>Total For Check</b>					<b>\$ 2,696.64</b>
01/03/2022	New Life Contracting	15432	Half Payment for Materials	N	Town Hall Repairs	100-43002-220-	\$ 10,500.00
		<b>Total For Check</b>					<b>\$ 10,500.00</b>
01/03/2022	Brothers Electric	15433	Half Pay - Pole Barn Electricity	N	Special Road Projects	100-43128-210-	\$ 2,747.50
		<b>Total For Check</b>					<b>\$ 2,747.50</b>
01/05/2022	IRS	EFT152	Payroll Taxes	N	Council Salaries	100-41005-100-	\$ 184.75
		EFT152			Council FICA/Medicare	100-41008-100-	\$ 184.75
		<b>Total For Check</b>					<b>\$ 369.50</b>
01/24/2022	Payroll Period Ending 01/31/2022	15434	Jan22	N	Clerk Salary	100-41101-100-	\$ 4,213.43
		<b>Total For Check</b>					<b>\$ 4,213.43</b>
01/24/2022	Bremer Bank	15435	Road Bond #1217	N	2019/2020 Road Project	100-43136-530-	\$ 45,350.00
		<b>Total For Check</b>					<b>\$ 45,350.00</b>
01/24/2022	Bremer Bank	15436	Road Bond #1217	N	2019/2020 Road Project	100-43136-530-	\$ 29,544.00
		<b>Total For Check</b>					<b>\$ 29,544.00</b>
01/24/2022	Washington Conservation District	15437	4th Quarter Billing	N	MS4	100-43118-210-	\$ 175.00
		<b>Total For Check</b>					<b>\$ 175.00</b>
01/24/2022	Washington County Public Works	15438	invoice#197796 - Lights	N	Street Lights	100-43117-330-	\$ 49.41
		<b>Total For Check</b>					<b>\$ 49.41</b>
01/24/2022	Waste Management	15439	Recycling -	N	Recycling	100-43011-384-	\$ 5,429.85
		<b>Total For Check</b>					<b>\$ 5,429.85</b>
01/24/2022	Press Publications	15440	Summary Budget/Ordinance	N	Publishing Costs	100-41308-351-	\$ 132.93

Fund Name: 100 - General Fund

Date Range: 01/01/2022 To 01/25/2022

<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>
01/24/2022	Centurylink	15441	City Phone	N	City Office Telephone	100-41309-321-	\$ 156.85
	<b>Total For Check</b>	<b>15441</b>					<b>\$ 156.85</b>
01/24/2022	Washington County Sheriff	15442	2022 Code Red - #197693	N	Police	100-42001-300-	\$ 321.94
	<b>Total For Check</b>	<b>15442</b>					<b>\$ 321.94</b>
01/24/2022	AirFresh Industries	15443	PortaPot #49548	N	Town Hall Porta Pot	100-43007-210-	\$ 125.00
	<b>Total For Check</b>	<b>15443</b>					<b>\$ 125.00</b>
01/24/2022	WSB & Associates	15444	Engineering - Dec	N	Engineering Fees - General	100-41203-300-	\$ 60.00
		15444			Grading Permit	100-43135-300-	\$ 172.50
	<b>Total For Check</b>	<b>15444</b>					<b>\$ 232.50</b>
01/24/2022	Todd Smith	15445	Monthly Assessment Services - January	N	Property Assessor	100-41208-300-	\$ 2,173.00
	<b>Total For Check</b>	<b>15445</b>					<b>\$ 2,173.00</b>
01/24/2022	Croix Valley Inspector	15446	Building Inspector	N	Building Inspection	100-42004-300-	\$ 13,331.91
	<b>Total For Check</b>	<b>15446</b>					<b>\$ 13,331.91</b>
01/24/2022	OPG-3 Inc	15447	2022 Laser Fische	N	Office Equipment	100-41314-210-	\$ 600.00
	<b>Total For Check</b>	<b>15447</b>					<b>\$ 600.00</b>
01/24/2022	Brothers Electric	15448	2nd Half Electric - Pole Barn	N	Special Road Projects	100-43128-210-	\$ 2,747.50
	<b>Total For Check</b>	<b>15448</b>					<b>\$ 2,747.50</b>
01/24/2022	KEJ Enterprises	15449	Jan22 Road Contractor	N	Animal Control	100-42006-300-	\$ 83.00
		15449			Town Hall Mowing	100-43006-300-	\$ 125.00
		15449			Ball Field Maintenance	100-43009-300-	\$ 125.00
		15449			Road Engineering Fees	100-43102-300-	\$ 166.14
		15449			Road Garbage Removal	100-43105-300-	\$ 167.00
		15449			Gravel Road Costs	100-43106-300-	\$ 20.84
		15449			Magnesium Chloride	100-43107-300-	\$ 41.67
		15449			Road Sign Replacement	100-43110-300-	\$ 83.84
		15449			Culvert Repair	100-43111-300-	\$ 20.84
		15449			Snow & Ice Removal	100-43113-300-	\$ 5,686.67
		15449			Road Brushing	100-43114-300-	\$ 2,250.00
		15449			Road Side Mowing	100-43115-300-	\$ 500.00
	<b>Total For Check</b>	<b>15449</b>					<b>\$ 9,270.00</b>

Fund Name: 100 - General Fund

Date Range: 01/01/2022 To 01/25/2022

<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>
01/24/2022	Johnson Turner Legal	15450	Dec21 Billing	N	Legal Fees - General	100-41204-301-	\$ 552.00
		15450			Legal Fees - Complaints	100-41205-301-	\$ 3,284.50
		15450			Legal Fees - Prosecutions	100-41206-301-	\$ 1,900.00
		<b>15450</b>					<b>\$ 5,736.50</b>
01/24/2022	PERA	15451	PERA	N	Clerk PERA	100-41102-120-	\$ 424.06
		15451			Clerk PERA Withholding	100-41108-100-	\$ 367.52
		<b>15451</b>					<b>\$ 791.58</b>
01/24/2022	IRS	EFT153	Payroll Taxes	N	Clerk FICA/Medicare	100-41103-100-	\$ 432.53
		EFT153			Clerk Medicare	100-41105-100-	\$ 81.98
		EFT153			Federal Withholding	100-41107-100-	\$ 425.64
		EFT153			Social Security Expens	100-41109-100-	\$ 350.55
		<b>EFT153</b>					<b>\$ 1,290.70</b>
01/24/2022	T-Mobile	TMEFT4	January Phone	N	Road Expenses - Other	100-43116-210-	\$ 20.00
		<b>TMEFT4</b>					<b>\$ 20.00</b>
01/24/2022	Xcel Energy	XceleFT7	Utilities	N	Well House Electricity	100-43010-381-	\$ 12.14
		XceleFT7			Street Lights	100-43117-381-	\$ 50.94
		<b>XceleFT7</b>					<b>\$ 63.08</b>
	<b>Total For Selected Checks</b>						<b>\$ 140,723.98</b>



# BREMER BANK

## LOAN STATEMENT

PO Box 1000  
Lake Elmo, MN 55042-1000

00000277 IBSP0115220853502322 000002 000000 0M

**CITY OF GRANT**  
**PO BOX 577**  
**WILLERNIE MN 55090**

Account/Note Number	XXXXXXXX1217-00003
Statement Date	01/14/22
Officer	MATTHEW DIETHERT
Branch Number	22017
Current Balance	\$735,000.00
Payment Due Date	02/01/22
Amount Due	\$45,350.00

Call 800-908-BANK (2265) with questions on your bill.

SUMMARY					
Note/Category	Current Balance	Interest Rate	Maturity Date	Description	Amount Due
00003/C	735,000.00	2.000000	02/01/36	Principal Payment	38,000.00
				Interest To 02/01/22	7,350.00
				<b>Total Due On 02/01/22</b>	<b>\$45,350.00</b>

YEAR-TO-DATE SUMMARY			
Interest Paid	0.00	Escrow Interest Paid	0.00
Unapplied Funds	0.00	Escrow Balance	0.00
Taxes Disbursed	0.00		

IF THIS IS YOUR MATURITY NOTICE PLEASE CONTACT 800-908-BANK (2265) FOR YOUR FINAL PAYOFF FIGURE.  
IF YOU HAVE AN ERROR OR TO REQUEST INFORMATION ON YOUR LOAN PLEASE SEND TO MN-001-23M1, 8555 EAGLE POINT BLVD, LAKE ELMO, MN 55042  
INCLUDE YOUR NAME, LOAN NUMBER AND THE INFORMATION YOU ARE REQUESTING.

Please return the bottom portion of the statement with your loan payment.

Check here for change of address or phone number and indicate changes.

CITY OF GRANT  
PO BOX 577  
WILLERNIE MN 55090

446

Please remit and make check payable to:

Account/Note Number	XXXXXXXX1217-00003
Payment Due Date	02/01/22
Amount Due	\$45,350.00
Additional Prin, Int, Escrow, Fees:	
_____	_____
_____	_____
Amount Enclosed	_____

**BREMER BANK NATIONAL ASSOCIATION**  
**532 KNOWLES AVENUE SOUTH**  
**NEW RICHMOND WI 54017**

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# BREMER BANK

## LOAN STATEMENT

PO Box 1000  
Lake Elmo, MN 55042-1000

00000276 IBSP0115220853502322 000002 000000 0M

**CITY OF GRANT  
PO BOX 577  
WILLERNIE MN 55090**

Account/Note Number	XXXXXXXX0394-00003
Statement Date	01/14/22
Officer	MATTHEW DIETHERT
Branch Number	22017
Current Balance	\$437,000.00
Payment Due Date	02/01/22
Amount Due	\$29,544.80

Call 800-908-BANK (2265) with questions on your bill.

SUMMARY					
Note/Category	Current Balance	Interest Rate	Maturity Date	Description	Amount Due
00003/C	437,000.00	2.080000	02/01/36	Principal Payment	25,000.00
				Interest To 02/01/22	4,544.80
				<b>Total Due On 02/01/22</b>	<b>\$29,544.80</b>

YEAR-TO-DATE SUMMARY			
Interest Paid	0.00	Escrow Interest Paid	0.00
Unapplied Funds	0.00	Escrow Balance	0.00
Taxes Disbursed	0.00		

IF THIS IS YOUR MATURITY NOTICE PLEASE CONTACT 800-908-BANK (2265)  
FOR YOUR FINAL PAYOFF FIGURE.  
IF YOU HAVE AN ERROR OR TO REQUEST INFORMATION ON YOUR LOAN  
PLEASE SEND TO MN-001-23M1, 8555 EAGLE POINT BLVD, LAKE ELMO, MN 55042  
INCLUDE YOUR NAME, LOAN NUMBER AND THE INFORMATION YOU ARE REQUESTING.

Please return the bottom portion of the statement with your loan payment.

Check here for change of address or phone number and indicate changes.

CITY OF GRANT  
PO BOX 577  
WILLERNIE MN 55090

446

Please remit and make check payable to:

Account/Note Number	XXXXXXXX0394-00003
Payment Due Date	02/01/22
Amount Due	\$29,544.80
Additional Prin, Int, Escrow, Fees:	
_____	_____
_____	_____
Amount Enclosed	_____

**BREMER BANK NATIONAL ASSOCIATION  
532 KNOWLES AVENUE SOUTH  
NEW RICHMOND WI 54017**

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## 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, 2022

Re: Pine Tree Lake Pump Station Modifications

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### Actions to be considered:

- Approve Pine Tree Lake Pump Station Modifications and award contract to Kilmer Electric to complete the work.

### Facts:

The Pine Tree Lake Pump Station needs an automated notification system to announce when water levels in the pond reach maximum and minimum levels.

Currently there is no notification system for the pump station. Water levels are measured manually using a device permanently placed in the pond near the lift station house and are generally monitored by limited city contract workers and other nearby residents.

Currently water levels are controlled by a float system placed out into open water adjacent to the pump house. The float systems are set to the ideal water levels and notify the pump to start and stop to maintain these levels. KLJ is responsible for removing the floats in the fall and placing them back in the water in the spring.

The new system includes housing the floats adjacent to the pump house within a perforated 24" PVC standpipe to protect them from the elements and rodent damage. The float systems would be wired electronically to an alarm dialer using a cellular phone line to notify up to 16 channels. The improvements would also include install the powering wiring, remote antenna, start-up and training.

City Staff recommends awarding Kilmer Electric for the base bid amount as described in the attached quote in the amount of \$10,737.00

**Action:** Discussion. Approve Modifications and accept quote from Kilmer Electric to complete the work.

**Attachment:** Quote from Kilmer Electric

Industrial  
Commercial  
Underground



5141 Lakeland Avenue North  
Crystal, Minnesota 55429  
Telephone: (763) 425-2525  
Fax: (763) 424-1258

January 17, 2022

Mr. Ryan Kotta  
Morcon Construction

Re: Pine Tree Lake Pump Station  
Township of Grant, MN

Dear Ryan,

Killmer Electric Company proposes to provide electrical construction services for the subject project. This proposal is prepared in accordance with site review and as noted below.

**Misc. Included**

- 20-24" Diameter PVC stilling well to house float switches.
- Provide a KI alarm Dialer that has web portal/cloud alarming and historical display. Low level alarm and Pump failure alarm. Yearly Cellular and web portal service is \$480.00
  - For additional Cost this Dialer could have future expandability.
  - This can be expanded to monitoring of up to 16 points.
  - Also web portal could provide remote control of pump along with expandable control if a level transducer or radar were ever installed.
- Provide power wiring and remote antenna.
- Startup and training once complete.

**Excluded**

- Overtime and/or shift time.
- Payment and performance bonds.

**Base Bid:                   \$10,737.00**

**Alternate for Basic Cellular Dialer: Deduct \$1,250.00**

Up to 8 phone numbers and 8 channels of alarm. No web portal and Township must get Cellular number/data plan and provide SIM card.

Thank you for the opportunity to provide a proposal on this project.  
Please call with any questions or comments.

Regards,

A handwritten signature in black ink that reads "Matthew Pettit".

Matthew Pettit  
Project Manager

**An Equal Opportunity Employer**



## City Council Report for January 2022

To: Honorable Mayor & City Council Members

From: Jack Kramer Building Official

### City Code Enforcement:

1. No Violations to report.

### Building Permit Activity:

1. Eleven (11) Building Permits have been issued with a valuation of \$ 208,369.29

Respectfully submitted,

Jack Kramer

Building & Code Enforcement Official

