

**City of Grant
City Council Agenda
June 27, 2023**

The regular monthly meeting of the Grant City Council will be called to order at 6:30 p.m. on Tuesday, June 27, 2023, in a teleconference format and at Town Hall, 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. May 2, 2023 City Council Meeting Minutes
- B. June 2023 Bill List, \$73,234.26
- C. Washington County Sheriff, Jan-June Police Services, \$84,249.53
- D. Kline Bros. Excavating, Road Maintenance, \$42,942.50
- E. Resolution No. 2023-14, Support of County State Aid Highway 96
- F. ARC Paving, Inc., Potholes, \$16,124.70

5. STAFF AGENDA ITEMS

- A. City Engineer, Brad Reifsteck

- i. **Consideration of Resolution No. 2023-12, Declaring Costs and Set Assessment Hearing, Honey Avenue, 115th Street and Hillcrest Court Street,**
- ii. **Consideration of Resolution No. 2023-13, Ordering Preparation of Plans and Specifications, Calling Public Hearing, Knollwood Drive Street Improvement Project**
- iii. **Consideration of Special Roadway Improvement Projects, Paved Aprons, Keats/67th, Jasmine Ave/65th and 88th Street/Kimbrow**

B. City Planner, Jennifer Swanson

- i. **Consideration of Resolution No. 2023-11, Conditional Use Permit for 8-ft Tall Fence and Small-Scale Agricultural Farm, 8495 80th St N**

C. City Attorney, Nick Vivian (no action items)

6. NEW BUSINESS

- A. **Schedule 2024 Budget Work Session**
- B. **Updated JPA, Washington County, 2024 Elections**
- C. **Accept 2022 Audit**

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 JULY 1 THROUGH JULY 31, 2023:

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

Stillwater Public Schools Board Meeting, Thursday, July 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

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DATE : May 2, 2023
TIME STARTED : 6:30 p.m.
TIME ENDED : 6:54 p.m.
MEMBERS PRESENT : Councilmember Carr, Tufty, Rog, Giefer, and Mayor Huber
MEMBERS ABSENT : None

Staff members present: City Engineer, Brad Reifsteck; City Attorney Christina Benson; and Administrator/Clerk, Kim Points

CALL TO ORDER

The meeting was called to order at 6:30 p.m.

PUBLIC INPUT

Mr. Jeff Schafer, 8688 Jamaca, came forward and commented on a weak mayor system, League of Minnesota Cities Council Member roles, the City website City office hours and what type of equipment the City owns.

PLEDGE OF ALLEGIANCE

SETTING THE AGENDA

Council Member Rog moved to approve the agenda, as presented. Council Member Tufty seconded the motion. Motion carried unanimously.

CONSENT AGENDA

April 4, 2023 City Council Meeting Minutes	Approved
April 2023 Bill List, \$84,212.50	Approved
ARC Paving, Potholing, \$24,501.78	Approved
Kline Bros. Excavating, Grading, \$15,787.50	Approved
Dust Control Bid, Northern Salt	Approved

Council Member Rog moved to approve the consent agenda, as presented. Council Member Tufty seconded the motion. Motion carried unanimously.

1 **STAFF AGENDA ITEMS**

2
3 **City Engineer, Brad Reifsteck**

4
5 **PUBLIC HEARING, Consideration of Resolution No. 2023-10, Approving Plans and**
6 **Specifications and Ordering Advertisement for Bid, Honeye Avenue, 115th Street and Hillcrest**
7 **Court Street Improvement Project** – City Engineer Reifsteck advised the City Council authorized
8 preparation of the Feasibility Report for the project area on November 1, 2022 and received the
9 Feasibility Report on March 7, 2023.

10
11 Council Authorized WSB to prepare plans and specifications for the Pavement Rehabilitation project
12 at the March 7, 2023 regular Council meeting.

13
14 The project would address roadways with deteriorating pavements using full-depth reclamation
15 (FDR). A full-depth reclamation technique reclaims the existing pavement and underlying aggregate
16 base and adds new pavement to the surface.

17
18 The proposed improvements include street reclamation, subgrade preparation and bituminous paving
19 for Honeye Ave, 115th Street and Hillcrest Court.

20
21 The opinion of probable cost for this project is \$511,692. This includes a ten percent (10%)
22 contingency factor.

23
24 Staff intends bids to be received for opening on June 8, 2023. Staff will bring the bids to the City
25 Council for consideration at the August 1, 2023, regular meeting immediately following the
26 assessment hearing.

27
28 Staff is recommending that the City Council adopt Resolution No. 2023-10, which approves the plans
29 and specifications and authorizes the advertisement for bids for the Honeye Avenue, 115th Street, and
30 Hillcrest Court Street Improvement Project.

31
32 **Council Member Giefer moved to adopt Resolution No. 2023-10 as presented. Council Member**
33 **Tufty seconded the motion. Motion carried unanimously.**

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

35
36 **City Attorney, Nick Vivian (no action items)**

37
38 **NEW BUSINESS**

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40 **UNFINISHED BUSINESS**

41 There was no unfinished business.

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

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

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

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COMMUNITY CALENDAR MAY 3 THROUGH MAY 31, 2023:

Mahtomedi Public Schools Board Meeting, Thursday, May 11th and May 25th, Mahtomedi District Education Center, 7:00 p.m.

Stillwater Public Schools Board Meeting, Thursday, May 11th, Stillwater City Hall, 7:00 p.m.

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

ADJOURNMENT

Council Member Tufty moved to adjourn at 6:54 p.m. Council Member Giefer seconded the motion. Motion carried unanimously.

These minutes were considered and approved at the regular Council Meeting June 27th, 2023.

Kim Points, Administrator/Clerk

Jeff Huber, Mayor

Fund Name: All Funds

Date Range: 06/05/2023 To 06/30/2023

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>FA-O-P</u>	<u>Total</u>
06/05/2023	Maroney's	16150	Clean up day/tires	N	Road Garbage Removal	100-43105-384-	\$ 3,502.52
	Total For Check	16150					\$ 3,502.52
06/20/2023	Payroll Period Ending 06/20/2023	16151	June23	N	Clerk Salary	100-41101-100-	\$ 4,288.79
	Total For Check	16151					\$ 4,288.79
06/20/2023	Payroll Period Ending 06/20/2023	16152	MedicalJune23	N	Accounting Services	100-41202-130-	\$ 1,000.55
	Total For Check	16152					\$ 1,000.55
06/20/2023	Washington County Sheriff	16153	Jan-June Police Services	N	Police	100-42001-300-	\$ 84,249.53
	Total For Check	16153					\$ 84,249.53
06/20/2023	Kline Bros Excavating	16154	Road Maintenance	N	Grader Contractor	100-43101-220-	\$ 2,782.50
		16154			Gravel Road Costs	100-43106-220-	\$ 19,775.00
		16154			Ditch Repair	100-43133-220-	\$ 20,385.00
	Total For Check	16154					\$ 42,942.50
06/20/2023	WSB & Associates	16155	Engineering - May23	N	Engineering Fees - General	100-41203-300-	\$ 195.00
		16155			Road Engineering Fees	100-43102-300-	\$ 2,411.00
		16155			Utility/ROW Permits	100-43132-300-	\$ 373.50
		16155			Escrow	922-49320-300-	\$ 113.00
		16155				955-49320-300-	\$ 169.50
	Total For Check	16155					\$ 3,262.00
06/20/2023	SHC, LLC	16156	Planning Services	N	City Planner	100-41209-300-	\$ 760.00
		16156			Escrow	100-49320-300-1018	\$ 1,242.50
	Total For Check	16156					\$ 2,002.50
06/20/2023	A.R.C Paving	16157	Potholing - Inv#110,107,103	N	Pothole Repairs	100-43109-220-	\$ 16,124.70
	Total For Check	16157					\$ 16,124.70
06/20/2023	Todd Smith	16158	Monthly Assessment Services - June	N	Property Assessor	100-41208-300-	\$ 2,173.00
	Total For Check	16158					\$ 2,173.00
06/20/2023	Eckberg Lammers	16159	Legal Services	N	Legal Fees - General	100-41204-304-	\$ 360.00
		16159			Legal Fees - Complaints	100-41205-304-	\$ 4,681.50
		16159			Legal Fees - Prosecutions	100-41206-304-	\$ 2,502.40
	Total For Check	16159					\$ 7,543.90

Fund Name: All Funds

Date Range: 06/05/2023 To 06/30/2023

<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>
06/20/2023	CliftonLarsonAllen	16160	2022 Audit Billing - 2nd	N	Audit Fees	100-41201-300-	\$ 7,770.00
	Total For Check	16160					\$ 7,770.00
06/20/2023	CenturyLink	16161	City Phone	N	City Office Telephone	100-41309-321-	\$ 172.10
	Total For Check	16161					\$ 172.10
06/20/2023	Halogen Web Studio	16162	Webserver - Email Remediation	N	Web Site Costs	100-41312-210-	\$ 480.00
	Total For Check	16162					\$ 480.00
06/20/2023	Ken Ronnan	16163	Video Tech Services	N	Cable Costs	100-41212-100-	\$ 150.00
	Total For Check	16163					\$ 150.00
06/20/2023	Advantage Signs & Graphics	16164	Magnet Signs	N	Road Sign Replacement	100-43110-210-	\$ 239.60
	Total For Check	16164					\$ 239.60
06/20/2023	Waste Management	16165	Recycling -	N	Recycling	100-43011-384-	\$ 5,777.00
	Total For Check	16165					\$ 5,777.00
06/20/2023	Woodchuck	16166	Tree Removal/Storm - #5167	N	Road Brushing	100-43114-220-	\$ 1,100.00
	Total For Check	16166					\$ 1,100.00
06/20/2023	KEI Enterprises	16167	June23-Roads Supervisor	N	Roads Supervisor	100-43014-300-	\$ 13,500.00
	Total For Check	16167					\$ 13,500.00
06/20/2023	Croix Valley Inspector	16168	Building Inspector	N	Building Inspection	100-42004-300-	\$ 16,945.26
	Total For Check	16168					\$ 16,945.26
06/20/2023	PERA	16169	PERA	N	Clerk Salary	100-41101-100-	\$ 378.54
		16169			Clerk PERA	100-41102-120-	\$ 436.78
	Total For Check	16169					\$ 815.32
06/20/2023	Miller Excavating	16170	water truck - Lake Elmo Ave	N	Gravel Road Costs	100-43106-300-	\$ 187.50
	Total For Check	16170					\$ 187.50
06/20/2023	Comcast	CCEFT9	Town Hall - wifi - auto pay	N	Town Hall Supplies	100-43001-200-	\$ 181.37
	Total For Check	CCEFT9					\$ 181.37
06/20/2023	IRS	EFT176	June23Payroll	N	Clerk FICA/Medicare	100-41103-100-	\$ 445.51
		EFT176			Clerk Medicare	100-41105-100-	\$ 84.44
		EFT176			Federal Withholding	100-41107-100-	\$ 468.75
		EFT176			Social Security Expens	100-41109-100-	\$ 361.07
	Total For Check	EFT176					\$ 1,359.77

Fund Name: All Funds

Date Range: 06/05/2023 To 06/30/2023

<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>
06/20/2023	IRS	EFT177	Medical HRA	N	Clerk FICA/Medicare	100-41103-100-	\$ 99.45
		EFT177			Clerk Medicare	100-41105-100-	\$ 18.85
		EFT177			Federal Withholding	100-41107-100-	\$ 100.00
		EFT177			Social Security Expens	100-41109-100-	\$ 80.60
		Total For Check EFT177					\$ 298.90
06/20/2023	Check Card	EFT6-8-23	Postage - USPS	N	Postage	100-43118-200-	\$ 67.78
		Total For Check EFT6-8-23					\$ 67.78
06/20/2023	T-Mobile	TMIEFT21	City Cell Phone	N	Road Expenses - Other	100-43116-210-	\$ 20.00
		Total For Check TMIEFT21					\$ 20.00
06/20/2023	Xcel Energy	XcelEFT24	Utilities - Town Hall - Pole Barn - Auto	N	Town Hall Electricity	100-43004-381-	\$ 396.40
		Total For Check XcelEFT24					\$ 396.40
		Total For Selected Checks					\$ 216,550.99



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

To: CITY OF GRANT
 PO BOX 577
 WILLERNIE MN 55090

<i>Invoice</i>	
Invoice Number:	215169
Account Number:	217912
Due Date:	7/7/23
Amount Enclosed:	\$ _____
Federal Tax Id:41-6005919	

Please return top portion with payment. Thank You.

Invoice						
Date	Number	Type	Due Date	Remark	Amount	
6/14/23	215169	Invoice	7/7/23	JAN-JUN 2023 POLICE SERVICES	\$84,249.53	
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	\$84,249.53
					Sales Tax	
					Balance Due	\$84,249.53

City of Grant
2023 Police Services
1.0 FTE Deputy



<u>WAGES</u>	<u>Units</u>	<u>Rate</u>	<u>Amount</u>
Regular Pay	2,080	\$42.45	\$88,291.22
Holiday	88	\$42.45	\$3,735.40
Vacation	120	\$42.45	\$5,093.72
Sick Leave	40	\$42.45	\$1,697.91
Overtime	90	\$63.67	\$5,730.44
Total Annual Wages			\$104,548.69
<u>BENEFITS</u>			
PERA		17.70%	\$18,505.12
Medicare FICA		1.45%	\$1,515.96
Employer Liability		4.50%	\$4,704.69
Medical Insurance			\$14,738.10
Life Insurance			\$14.16
Long Term Disability			\$115.92
Uniform and Vest			\$1,417.72
Total Annual Benefits			\$41,011.66
<u>OTHER EXPENSES</u>			
Cost of Clerical Support			\$4,318.69
Cost of Supervision			\$9,472.51
Radio/Gun/Taser Replacement	1	\$900.00	\$900.00
Body Worn Camera	1	\$700.00	\$700.00
Mileage	25,000	\$0.685	\$17,125.00
Total Annual Other Expenses			\$32,516.20
<u>CREDITS</u>			
State Aid Credit			(\$9,577.49)
Total Annual Credits			(\$9,577.49)
Total Annual Contract Cost			\$168,499.05

KLING BROS EXCAVATING
 8996 110th St N
 STILLWATER, MN 55082



Invoice

DATE	INVOICE #
6/18/23	2679

BILL TO	JOB ADDRESS
CITY OF GRANT 111 WILDWOOD RD WILLERNIE, MN 55090	ROAD GRAVEL 100-43106

DUE DATE
6/28/23

DESCRIPTION	QTY	UNIT COST	AMOUNT
5-30-23 LOADS OF MOD C-5 HAULED TO JAMACA CT	7	200.00	1,400.00
5-30-23 740A SPREAD GRAVEL	3	105.00	315.00
5-31-23 LOADS OF MOD C-5 HAULED TO JOCELYN	3	200.00	600.00
6-05-23 LOADS OF MOD C-5 HAULED TO 105TH WEST OF JAMACA	7	200.00	1,400.00
6-05-23 LOADS OF MOD C-5 HAULED TO LAKE ELMO AVE	1	200.00	200.00
6-05-23 740A SPREAD GRAVEL	2	105.00	210.00
6-05-23 I7600 COMPACT	1	100.00	100.00
6-06-23 LOADS OF MOD C-5 HAULED TO105TH	8	200.00	1,600.00
6-06-23 740A SPREAD GRAVEL	2.5	105.00	262.50
6-07-23 LOADS OF MOD C-5 HAULED TO 105TH	8	200.00	1,600.00
6-08-23 740A GRADE ROADS AND SPREAD GRAVEL	4.5	105.00	472.50
6-09-23 LOADS OF MOD C-5 HAULED TO INWOOD AVE	6	200.00	1,200.00
6-09-23 740A GRADE ROADS AND SPREAD GRAVEL	5	105.00	525.00
6-13-23 LOADS OF MOD C-5 HAULED TO HERON AVE	9	200.00	1,800.00
6-13-23 740A SPREAD GRAVEL	6	105.00	630.00
6-14-23 LOADS OF MOD C-5 HAULED TO HERON AVE	8	200.00	1,600.00
6-14-23 740ASPREAD GRAVEL	3.5	105.00	367.50
6-15-23 LOADS OF MOD C-5 HAULED TO LAKE ELMO AVE	6	200.00	1,200.00
6-15-23 770B SPREAD GRAVEL	2	105.00	210.00
6-16-23 LOADS OF MOD C-5 HAULED TO LAKE ELMO AVE	9	200.00	1,800.00
6-16-23 770B GRADE ROAD AND SPREAD GRAVEL	6.5	105.00	682.50
6-08-23 LOADS OF MOD C-5 HAULED TO 105TH	8	200.00	1,600.00
AMTS PAST 30 DAYS WILL BE SUBJECT TO A 1 1/2% MONHTLY SERV CHARGE	Total		19,775.00

KLINE BROS EXCAVATING
 8996 110th St N
 STILLWATER, MN 55082



Invoice

DATE	INVOICE #
6/18/23	2681

BILL TO	JOB ADDRESS
CITY OF GRANT 111 WILDWOOD RD WILLERNIE, MN 55090	ROAD GRADING 100-43101

DUE DATE
6/28/23

DESCRIPTION	QTY	UNIT COST	AMOUNT
5-30-23 740A	2	105.00	210.00
5-30-23 770B	6	105.00	630.00
6-02-23 770B	4.5	105.00	472.50
6-09-23 770B	3.5	105.00	367.50
6-13-23 740A	2.5	105.00	262.50
6-14-23 740A	3.5	105.00	367.50
6-15-23 770B	2	105.00	210.00
6-17-23 770B	2.5	105.00	262.50
AMTS PAST 30 DAYS WILL BE SUBJECT TO A 1 1/2% MONTHLY SERV CHARGE			Total
			2,782.50

KLINE BROS EXCAVATING
 8996 110th St N
 STILLWATER, MN 55082



Invoice

DATE	INVOICE #
6/18/23	2680

BILL TO	JOB ADDRESS
CITY OF GRANT 111 WILDWOOD RD WILLERNIE, MN 55090	DITCHWORK 100-43126

DUE DATE
6/28/23

DESCRIPTION	QTY	UNIT COST	AMOUNT
DITCHWORK ON LAKE ELMO AVE			0.00
6-06-23 E85 TRACKHOE	7	130.00	910.00
6-06-23 325G COMPACT TRACK LOADER	7	115.00	805.00
6-06-23 T600 DUMP TRUCK	3	100.00	300.00
6-06-23 T600 T&TRL	1.5	190.00	285.00
6-07-23 E85	6.5	130.00	845.00
6-07-23 325G	6.5	115.00	747.50
6-07-23 RD600	6.5	100.00	650.00
6-08-23 E85	6.5	130.00	845.00
6-08-23 325G	6.5	115.00	747.50
6-08-23 RD600	6.5	100.00	650.00
6-09-23 E85	4	130.00	520.00
6-09-23 325G	4	115.00	460.00
6-09-23 RD600	4	100.00	400.00
6-12-23 E85	7	130.00	910.00
6-12-23 325G	7	115.00	805.00
6-12-23 RD600	7.5	100.00	750.00
6-12-23 I7600	7.5	100.00	750.00
6-13-23 E85	6	130.00	780.00
6-13-23 325G	6	115.00	690.00
6-13-23 RD600	6	100.00	600.00
6-14-23 E85	5.5	130.00	715.00
6-14-23 325G	5.5	115.00	632.50
6-14-23 RD600	5.5	100.00	550.00
6-15-23 E85	7	130.00	910.00
6-15-23 325G	7	115.00	805.00
6-15-23 RD600	7	100.00	700.00
AMTS PAST 30 DAYS WILL BE SUBJECT TO A 1 1/2% MONTHLY SERV CHARGE			
Total			17,762.50

KLINE BROS EXCAVATING
 8996 110th St N
 STILLWATER, MN 55082



Invoice

DATE	INVOICE #
6/18/23	2682

BILL TO	JOB ADDRESS
CITY OF GRANT 111 WILDWOOD RD WILLERNIE, MN 55090	DITCHWORK 100-43126

DUE DATE
6/28/23

DESCRIPTION	QTY	UNIT COST	AMOUNT
LAKE ELMO AVE DITCHWORK			0.00
6-16-23 E85	6.5	130.00	845.00
6-16-23 325G	6.5	115.00	747.50
6-16-23 RD600	6.5	100.00	650.00
6-17-23 T600 & TRL	2	190.00	380.00
AMTS PAST 30 DAYS WILL BE SUBJECT TO A 1 1/2% MONTHLY SERV CHARGE			
Total			2,622.50

- TH 96 is an east-west arterial route that was authorized in 1933
- The segment west of US Highway 61 was transferred to Ramsey County in the mid 1990's
- The remaining segment is 10.2 miles long
 - 9 miles are in Washington County and connect Dellwood, Grant, Stillwater Township, and Stillwater
 - 1.2 miles are in Ramsey County, which MnDOT ultimately plans to turnback to Ramsey County
- Roads are classified by the function they serve
 - City Streets – Local Roads
 - Many driveways, pedestrians on road, kids playing, etc.
 - Collector Streets
 - Busy city streets & low volume county roads
 - Some driveways, connects neighborhoods to arterials
 - Arterial Highways
 - County Highways & State Trunk Highways
 - Access is managed, high speed, truck routes
 - Principle Arterials
 - Trunk Highways, Expressways (Highway 36) & Freeways
 - Controlled Access
- Jurisdiction follows function
 - Low volume roads = City/Township
 - Medium volume Arterials = County
 - High volume Principal Arterials = State
- Properly aligning roadway jurisdiction
 - Ensures best value and use of funds for maintenance and future improvements
 - Helps maintain or improve the role of the roadway in the transportation system
- So why TH 96? There is a 1996 MOU that identified TH 96 as a turnback to the county and a 2014 Minnesota Jurisdictional Realignment Project that confirmed TH 96 as a future turnback to the county.
- What does it mean to be a County Highway?
 - Functionally Classified as a Minor Arterial
 - Access is Managed
 - Speeds are High(er)
 - Designated Truck Route with a 10 Ton Axle Weight System
 - Used as a commuter route
 - Snow/Ice removal treated with same level of service seen on county highway system
- Short and Long Term Needs
 - The county will work collaboratively with Local Communities to identify Short and Long Term Needs along the highway. These needs may include:
 - Pavement condition, drainage issues, trail, intersection improvements
 - Future improvements will follow the County's Cost Participation Policy (depending on the scope of improvements – this may lead to city cost participation)
- Next Steps
 - County working through turnback agreement with State
 - County begins snow/ice control of TH 96 – Fall 2022
 - Scheduled Turnback – Spring 2023 Continue collaboration with Cities and Township on future roadway needs/improvement projects

**RESOLUTION TO WASHINGTON COUNTY AND TO THE MINNESOTA
DEPARTMENT OF TRANSPORTATION IN SUPPORT OF
THE DESIGNATION OF COUNTY STATE AID HIGHWAY 96
IN THE CITY OF GRANT:**

Resolution No. 2023-14

WHEREAS, the Minnesota Department of Transportation and Washington County have reached agreement to transfer a portion of Dellwood Road, currently also known as Minnesota Trunk Highway No. 96, to the jurisdiction of Washington County, and;

WHEREAS, the City of Grant has been notified that Washington County intends to designate the highway as Washington County State Aid Highway No. 96 for its length between Dellwood Avenue (Minnesota Trunk Highway No. 244) and St. Croix Trail North (Minnesota Trunk Highway No. 95), including the portion within the corporate limits of the City of Grant, and;

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Grant that the designation and numbering described above is in all things approved.

Adopted _____, 2023

Mayor

ATTEST:

City Clerk

CERTIFICATION

I hereby certify that the above is a true and correct copy of a resolution duly passed, adopted, and approved by the City Council of said City on _____, 2023.

City Clerk, City of Grant

A.R.C. Paving Inc.

P.O. 627

Willernie Mn 55090

Invoice

Date	Invoice #
6/13/2023	110

Bill To
City of Grant 111 Wildwood Rd Willernie MN 55090

P.O. No.	Terms	Project
	Due on receipt	

Quantity	Description	Rate	Amount
	Pot Hole Patching 6/15/23 Irish Ave - Imperial Ave - Kimbro Ave 1:45 - 5:00 (3.25 hrs) 18 tons hot mix - \$1572.29	3,928.54	3,928.54
Total			\$3,928.54

A.R.C. Paving Inc.

P.O. 627

Willemie Mn 55090

Invoice

Date	Invoice #
6/12/2023	107

Bill To
City of Grant 111 Wildwood Rd Willemie MN 55090

P.O. No.	Terms	Project
	Due on receipt	

Quantity	Description	Rate	Amount
	Pot Hole Patching 6/12/23 Irish Ave 3 hrs 16 tons - \$1397.59	3,572.59	3,572.59
Total			\$3,572.59

A.R.C. Paving Inc.

P.O. 627

Willernie Mn 55090

Invoice

Date	Invoice #
6/6/2023	103

Bill To
City of Grant 111 Wildwood Rd Willernie MN 55090

P.O. No.	Terms	Project
	Due on receipt	

Quantity	Description	Rate	Amount
	Pot Hole Patching - 6/6/23 McKusick Ave 5.75 hrs 51 tons hot mix - \$4454.82	8,623.57	8,623.57
		Total	\$8,623.57



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: June 16, 2023

Re: Honeye Avenue, 115th Street and Hillcrest Court Street Improvements Project –
Declaring Costs and Set Assessment Hearing.

Recommended City Council Action

Motion to adopt Resolution 2023-xx declaring costs and set public assessment hearing for the Honeye Avenue, 115th Street, and Hillcrest Court Street Improvement Project.

Overview / Background

The proposed improvements include street reclamation, subgrade preparation and bituminous paving for Honeye Ave, 115th Street and Hillcrest Court.

- The City Council received the feasibility report at the March 7, 2023, regular council meeting.
- The City Council ordered the public improvement for the project following a noticed public hearing at the April 4, 2023, regular council meeting.
- The City Council approved the Plans and Specifications and Ordered the Advertisement for Bids on May 2, 2023, regular council meeting. Bids were received on June 8th, 2023. The apparent low bidder is OMG Midwest Inc with a bid amount of \$299,873.30. Bids may be considered for award at the September 5th, 2023, regular council meeting.
- The project costs to be incurred for the improvement is estimated at \$350,873.30. Project costs includes items, such as, construction, engineering, legal, financing and administrative costs. The city may contribute 10% of the costs or \$34,785.30 to the project, therefore, the total amount to be assessed is estimated at \$313,067.70 and the preliminary assessment per buildable unit is estimated at \$12,157.97.
- Projects funded using special assessments are required by law to follow Minnesota State Statute, Chapter 429. A public hearing is required to consider

Declaring Costs and Set Assessment Hearing
6/16/2023
Page 2

the adoption of assessments. This hearing is proposed to be held at the regular City Council meeting on August 1, 2023.

Action: Discussion.

Attachments: Resolution Calling for Ratifying an Assessment Hearing

CITY OF GRANT

RESOLUTION NO. 2023-12

**RESOLUTION CALLING FOR AND RATIFYING
AN ASSESSMENT HEARING FOR THE 115th STREET, HONEYE AVE AND
HILLCREST COURT 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 2020; and

- 115th Street N
- Honeye Ave N
- Hillcrest Court N

WHEREAS, the project improvement shall include street rehabilitation and reclamation, pursuant to Minnesota Statutes, Sections 429.011 to 429.111; and,

WHEREAS, estimated 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 June 28th, 2023, 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 at 6:30 p.m. on August 1st, 2023, during the regularly scheduled council meeting 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 prior to November 1, 2023. 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 1st day of August 2023.

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: June 20, 2023

Re: Knollwood Drive Street Improvement Project – Receive Feasibility Report and Set Public Hearing.
 WSB Project No. 016504-000

Actions to be considered:

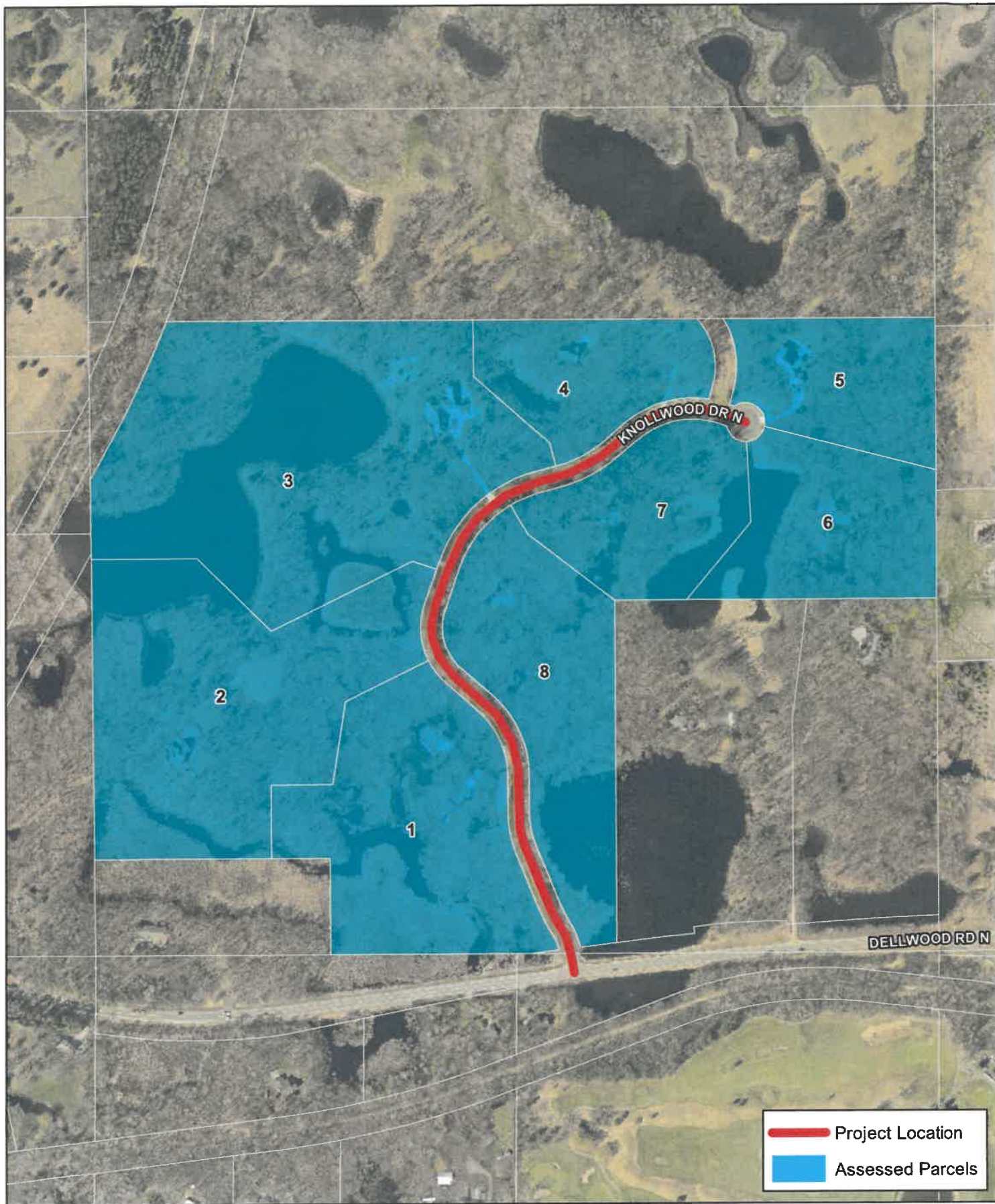
To authorize by resolution the receipt by the City Council of a revised Feasibility Report, Preparation of Plans and Specifications, and scheduling a Public Improvement Hearing to order the improvements.

Facts:

1. The original feasibility study was accepted by Council on December 5, 2020, and included the following streets:
 - 105th Street N
 - Inwood Avenue N
 - Knollwood Drive N
2. Recently a parcel owner along Knollwood Drive has informed the city in writing that they would like to move forward with the petitioned improvements to Knollwood Drive.
3. The original feasibility report has been revised to reflect 2023 costs and a mock assessment roll for Knollwood Drive. The revised costs and mock assessments are attached for Council's review. If accepted by the Council, the revised report will be made available to residents via the City's website.
4. The total project cost is estimated at \$219,836.82, including construction, engineering, legal and administrative costs. The city had allocated \$16,431 in budgeted maintenance dollars for street improvements in 2020.
5. The project is anticipated to be funded using city maintenance dollars and special assessments in accordance with the city's special assessment policy. A preliminary assessment roll is included in the revised report that identifies assessment amounts for the benefitting properties.
6. The staff is recommending the public hearing considering the improvements be held at the August 1st regular council meeting.

Action: Discussion. Adopt Resolution

Attachments: Resolution, Revised costs, and mock assessment roll for Knollwood Drive N.

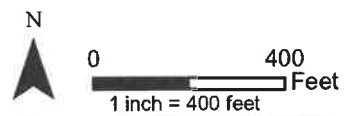


— Project Location
— Assessed Parcels



Assessed Parcels Map

Street Project -
Knollwood Dr N
Grant, MN



CITY OF GRANT
KNOLLWOOD DRIVE STREET IMPROVEMENT PROJECT
PRELIMINARY ASSESSMENT ROLL

MAP ID	PID	FEE OWNER TAX NAME	FEE OWNER ADDRESS	CITY/STATE/ZIP	PROPERTY ADDRESS	CITY	CITY - USPS	STATE	ZIP	BUILDABLE UNIT ASSESSMENT	BUILDABLE UNIT	PROPOSED TOTAL ASSESSMENT
1	1403021430004	SKOGEN RODNEY M TRS	9060 KNOLLWOOD DR N	STILLWATER MN 55082	9060 KNOLLWOOD DR N, CITY OF GRANT	CITY OF GRANT	STILLWATER	MIN	55082	\$ 18,491.44	2	\$ 36,982.88
2	1403021430003	OPP JAMES C & MARILYN C	9130 KNOLLWOOD DR N	STILLWATER MN 55082	9130 KNOLLWOOD DR N, CITY OF GRANT	CITY OF GRANT	STILLWATER	MIN	55082	\$ 18,491.44	1	\$ 18,491.44
3	1403021420004	FREDRICKSON CARL T & APRIL A	9190 KNOLLWOOD DR	STILLWATER MN 55082	9190 KNOLLWOOD DR N, CITY OF GRANT	CITY OF GRANT	STILLWATER	MIN	55082	\$ 18,491.44	1	\$ 18,491.44
4	1403021410003	WHELAN JESSICA K & JUSTIN H BETCHEL	9220 KNOLLWOOD DR N	STILLWATER MN 55082	9220 KNOLLWOOD DR N, CITY OF GRANT	CITY OF GRANT	STILLWATER	MIN	55082	\$ 18,491.44	1	\$ 18,491.44
5	1403021410004	BONTA WILLIAM M & ALISA D	9240 KNOLLWOOD DR N	STILLWATER MN 55082	9240 KNOLLWOOD DR N, CITY OF GRANT	CITY OF GRANT	STILLWATER	MIN	55082	\$ 18,491.44	1	\$ 18,491.44
6	1403021410006	JEFFREY L & JOAN K KNUTSON TRS AGR	9235 KNOLLWOOD DR N	STILLWATER MN 55082	9235 KNOLLWOOD DR N, CITY OF GRANT	CITY OF GRANT	STILLWATER	MIN	55082	\$ 18,491.44	1	\$ 18,491.44
7	1403021410005	NIELSEN JEFFREY L & SUSAN M	9211 KNOLLWOOD DR	STILLWATER MN 55082	9211 KNOLLWOOD DR N, CITY OF GRANT	CITY OF GRANT	STILLWATER	MIN	55082	\$ 18,491.44	2	\$ 36,982.88
8	1403021440002	CRUM ANN E	9135 KNOLLWOOD DR	STILLWATER MN 55082	9135 KNOLLWOOD DR N, CITY OF GRANT	CITY OF GRANT	STILLWATER	MIN	55082	\$ 18,491.44	2	\$ 36,982.88
											11	\$ 203,405.82

CITY OF GRANT

WASHINGTON COUNTY, MINNESOTA

RESOLUTION NO. 2023-13

**RESOLUTION ORDERING PREPARATION OF PLANS AND
SPECIFICATIONS AND
CALLING PUBLIC HEARING ON IMPROVEMENT
KNOLLWOOD DRIVE STREET IMPROVEMENT PROJECT**

WHEREAS, pursuant to resolution of the Council adopted on September 1st, 2020 for Street Improvements, a report has been prepared by WSB & Associates with reference to the improvements on of the following Streets:

- 105th Street N
- Inwood Avenue N
- Knollwood Drive N

WHEREAS, this report was received by the Council on December 1, 2020; and,

WHEREAS, the report provides information regarding whether the proposed improvement is necessary, cost-effective, and feasible; the estimated cost of the improvement as recommended; and a description of the methodology used to calculate individual assessments for affected parcels.

WHEREAS, the report has been revised to reflect 2023 costs including the mock assessment for Knollwood Drive and is attached hereto; and

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

1. The City Council designates WSB & Associates, Inc. as the engineer for this improvement and orders the preparation of plans and specifications for the making of such improvement.
2. The council will consider the improvement of such roadway in accordance with the report and the assessment of abutting property for all or a portion of the cost of the improvement pursuant to Minnesota Statutes, Chapter 429 at an estimated total cost of the improvement of \$219,836.
3. A public hearing shall be held on such proposed improvement on the 1st day of August 2023, in the council chambers of the town hall at 6:30 p.m. The meeting may be held using video conference and notice of call-in information will be posted. Regardless of the meeting format, the clerk shall give mailed and published notice of such hearing and improvement as required by law.

Adopted this 28th day of June 2023 by the City Council of Grant, Minnesota.

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: June 16, 2023

Re: Special Roadway Improvement Projects.

Recommended City Council Action

Motion to approve TA Schifsky & Sons Inc. for roadway improvements along Imperial Ave, Keats Ave, Jasmine Ave and 88th Street.

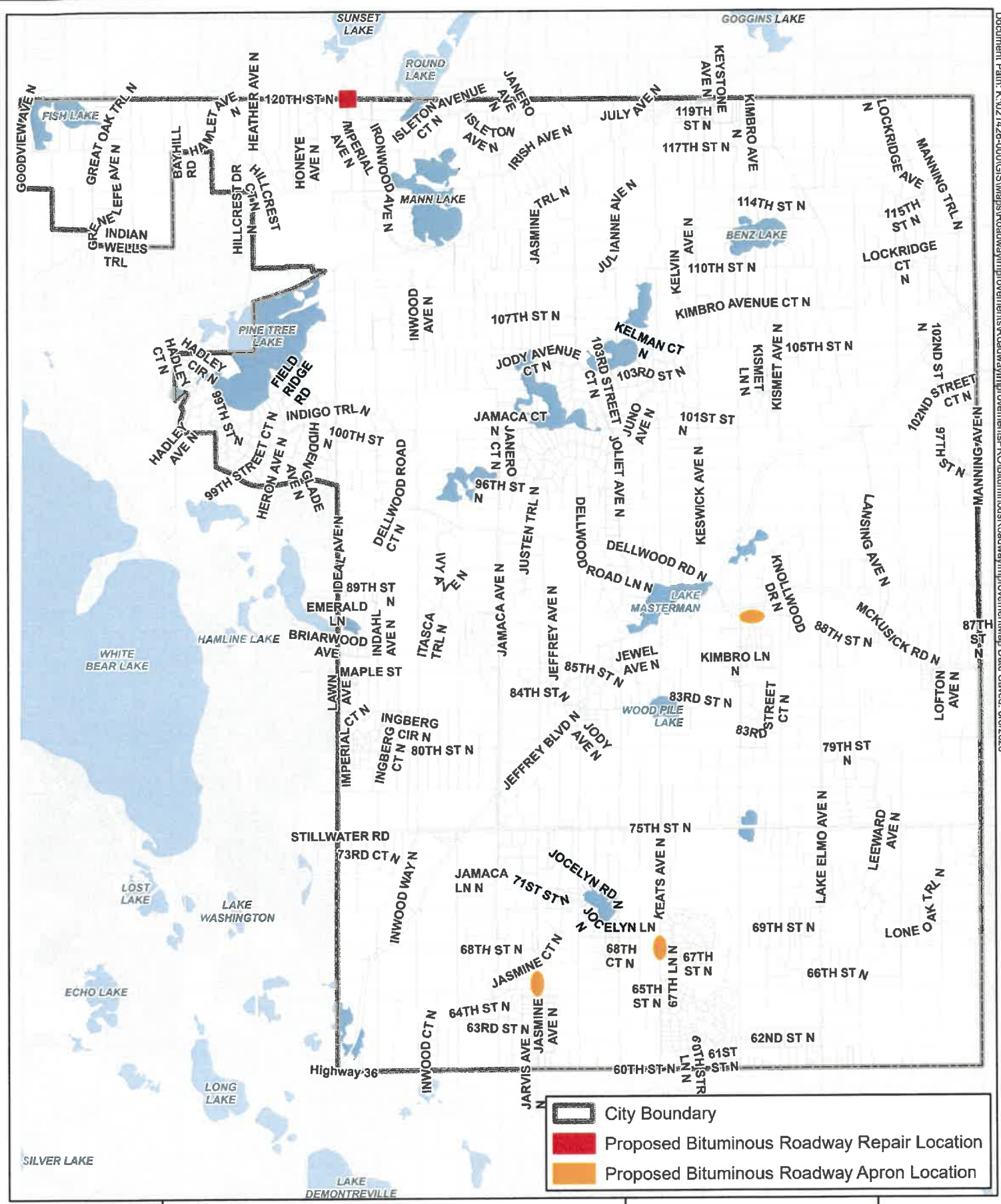
Overview / Background

The proposed improvements include new pavement aprons on existing gravel roads and a major road repair on Imperial Avenue.

- The paved aprons on gravel roads are proposed to be 100-feet long by the full width of the roadway. The paved aprons will eliminate the gravel road wash boarding and rutting that occurs at the approaching intersections. The proposed locations are as follows:
 - Keats Ave at 67th Street
 - Jasmine Ave at 65th Street
 - 88th Street at Kimbro Avenue
- A major roadway repair is required along Imperial Avenue near the intersection of 120th Street. The roadway pavement at this location has deteriorated and is no longer serviceable. The roadway repair will include new aggregate base class 5 to prepare the roadway subgrade and a new 3-inch bituminous mat. The cost of this repair is estimated at \$25,000.
- 2 quotes for the work were received. The lowest responsible bidder is TA Schifsky & Sons in the amount of \$52,710.00 The project would be funded using special roadway funds.

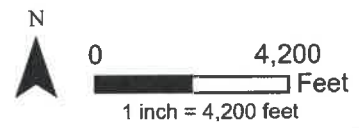
Action: Discussion.

Attachments: Roadway Improvement Map



Project Location Map

2023 Bituminous Roadway Improvement Grant, MN



Company Name: T.A. Schifsky & Sons Inc.	
Address: E 2370, MN-36	
City, State, Zip: North St Paul, MN 55109	
Email Address: njuliar@taschifsky.com	Telephone No.: 651-260-5926

Project Name: 2023 Pavement Aprons Project
City of Grant, MN

Project Location: Refer to the attached project location map (Appendix A) and specifications.

Submit Quote To: Brad Reifsteck, PE
Project Manager
WSB
701 Xenia Avenue South, Suite 300
Minneapolis, MN 55416
Phone: 763.512.5246
Fax: 763.541.1700
Email: Breifsteck@wsbeng.com

Quotes Due: **No later than 4:00 p.m. local time on Monday, June 19, 2023, by email or fax.**

Other Requirements: The undersigned certifies that the Contract Documents have been carefully examined, and that the site of the work has been personally inspected. The undersigned declares that the amount and nature of the work to be completed is understood, and that at no time will misunderstanding of the Contract Documents be pleaded. On the basis of the Contract Documents, the undersigned proposes to furnish all necessary apparatus and other means of construction, to do all the work and furnish all the materials in the manner specified, and to accept as full compensation therefore the sum of the various products obtained by multiplying each unit price herein bid for the work or materials, by quantities thereof actually incorporated in the completed project, as determined by the Engineer.

By submitting this quote, it is understood that the Owner reserves the right to reject any or all quotes and to waive informalities.

As a part of this quote, the Contractor agrees to perform all work described in the specifications and shown on the drawings for the following unit prices:

No.	Mat. No.	Item	Units	Quantity	Unit Price	Total Price
1	2021.501	MOBILIZATION	LS	1	\$ 4,000	\$ 4,000
2	2211.507	AGGREGATE BASE (CV) CLASS 5	CY	243	\$ 45.00	\$ 10,935.00
3	2360.509	TYPE SP 12.5 WEARING COURSE (2,B)	TON	135	\$ 265.00	\$ 35,775.00
4	2563.601	TRAFFIC CONTROL	LS	1	\$ 2,000.00	\$ 2,000.00
TOTAL QUOTE						\$ 52,710.00

PROJECT DESCRIPTION

Work to be performed shall include:

- Preparing existing gravel for bituminous paving in areas designated as bituminous aprons as shown on the attached project location map. Each new bituminous apron is 3-inches thick, 100 feet long and 22 feet wide or a minimum of 1 foot less on each side of the roadway of the existing width to accommodate a 1-foot gravel shoulder on each side of the road.
- Prepare the first 200 feet of roadway along Imperial Ave south of 120th Street as shown on the attached project location map denoted as "road repair". This will require removing the existing pavement, elevating the roadway low point approximately 1.5' with imported aggregate base class 5, and pave a new 3" bituminous mat over the newly prepared gravel. The roadway paved width should be not less than 22' feet wide with a 1-foot gravel shoulder flanked on either side.
- All necessary traffic control. No lane closures are anticipated to be needed to complete the work.
- All items necessary to complete the work as described not shown on the quote form shall be considered incidental with no additional compensation.

PROJECT SPECIFICATIONS

The following specifications shall govern this project:

- MnDOT Standard Specifications for Highway Construction (2018).

Work shall be completed as follows:

- The Notice to Proceed is anticipated to be issued by the Owner in early-July 2023. The exact date of issuance will be determined based on the Contractor's schedule. Construction shall start within seven days of receiving the Notice to Proceed.
- No work shall commence until Notice to Proceed is given by the Owner.
- Once work has begun, the Contractor will have a maximum of 14 working days to final completion of the work. All work under this contract, including final cleanup as specified, and completion and submittal of final paperwork shall be on or before September 15, 2023.

Submitted By:

NAME: *[Indicate correct name of bidding entity]*

By:

[Signature] _____

[Printed name] _____

Title: _____

Date: _____

Address for giving notices:

If a corporation, a partnership, or a joint venture, attach evidence of authority to sign.

Attest:

[Signature] _____

[Printed name]

Title:

Date:

Federal Employer ID Number (EIN):

Company Name: <i>OMG Midwest DBA MN Paving & Materials</i>	
Address: <i>14475 Quiram Dr</i>	
City, State, Zip: <i>Rogers MN 55374</i>	
Email Address: <i>dan.lobello@minnpr.com</i>	Telephone No.: <i>763-428-8886</i>

Project Name: 2023 Pavement Aprons Project
City of Grant, MN

Project Location: Refer to the attached project location map (Appendix A) and specifications.

Submit Quote To: Brad Reifsteck, PE
Project Manager
WSB
701 Xenia Avenue South, Suite 300
Minneapolis, MN 55416
Phone: 763.512.5246
Fax: 763.541.1700
Email: Breifsteck@wsbeng.com

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By submitting this quote, it is understood that the Owner reserves the right to reject any or all quotes and to waive informalities.

As a part of this quote, the Contractor agrees to perform all work described in the specifications and shown on the drawings for the following unit prices:

No.	Mat. No.	Item	Units	Quantity	Unit Price	Total Price
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2	2211.507	AGGREGATE BASE (CV) CLASS 5	CY	243	\$84.00	\$20,412.00
3	2360.509	TYPE SP 12.5 WEARING COURSE (2,B)	TON	135	\$220.00	\$29,700.00
4	2563.601	TRAFFIC CONTROL	LS	1	\$1500.00	\$1500.00
TOTAL QUOTE						\$64,612.00

PROJECT DESCRIPTION

Work to be performed shall include:

- Preparing existing gravel for bituminous paving in areas designated as bituminous aprons as shown on the attached project location map. Each new bituminous apron is 3-inches thick, 100 feet long and 22 feet wide or a minimum of 1 foot less on each side of the roadway of the existing width to accommodate a 1-foot gravel shoulder on each side of the road.
- Prepare the first 200 feet of roadway along Imperial Ave south of 120th Street as shown on the attached project location map denoted as "road repair". This will require removing the existing pavement, elevating the roadway low point approximately 1.5' with imported aggregate base class 5, and pave a new 3" bituminous mat over the newly prepared gravel. The roadway paved width should be not less than 22' feet wide with a 1-foot gravel shoulder flanked on either side.
- All necessary traffic control. No lane closures are anticipated to be needed to complete the work.
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- No work shall commence until Notice to Proceed is given by the Owner.
- Once work has begun, the Contractor will have a maximum of 14 working days to final completion of the work. All work under this contract, including final cleanup as specified, and completion and submittal of final paperwork shall be on or before September 15, 2023.

Submitted By:

NAME: *[Indicate correct name of bidding entity]*

OMG Midwest DBA. MN Paving & Materials

By:
[Signature]



[Printed name]

Daniel LoBello

Title:

Area Manager

Date:

6/19/23

Address for giving notices:

14475 Quiram Dr

Rogers, MN 55374

If a corporation, a partnership, or a joint venture, attach evidence of authority to sign.

Attest:

[Signature]



[Printed name] Dan Hall
Title: Project Manager
Date: 6-19-23
Federal Employer ID Number (EIN): 33-1189877



STAFF REPORT

To: Mayor and City Council Members
Kim Points, City Clerk/Administrator

Date: June 20, 2023

CC: Brad Reifsteck, PE, City Engineer
Nick Vivian, City Attorney

RE: Application for a Conditional Use Permit to construct an eight (8) foot fence on property located at 8495 80th St. N

From: Jennifer Haskamp
Consulting City Planner

Background

The Applicant and Owner, Chee Her, is requesting a Conditional Use Permit (CUP) to allow for agricultural production on a portion of their property that includes the construction of an eight (8) foot fence to protect the crop from nuisance animals such as deer. The Applicant and Owner will manage and operate the small agricultural operation from the property that will include off-site sales of the crop at local farmers markets on weekends. The proposed fence is located behind the principal structure along the property lines of the subject property.

Public Hearing

A duly noticed public hearing was held on June 13, 2023, and property owners within 1,320-feet were notified of the subject application. A couple members of the public provided public testimony. They expressed concern that the fence, as proposed by the Applicant, would not be structurally sound and that it would fall into disrepair and become an eyesore.

The Public Hearing was closed and the Planning Commission discussed the public testimony and application request. After discussion, the Planning Commission unanimously recommended approval of the CUP request with conditions. The conditions as recommended by the Planning Commission are provided in the attached Draft Conditional Use Permit (CUP).

The following staff report is generally as presented to the Planning Commission, with additions noted by underline.

Application Summary



Applicant and Owner: Chee Her	Site Size: 9.0 Acres (~5.6 Acres of agricultural crop contained within the fenced area)
Zoning: A2 - Agricultural Small Scale Future Land Use: Rural Residential/Ag	Request: Conditional Use Permit (CUP)
Address: 8495 80 th Street N. Grant, MN 55082	Location Description and PIDs: PID 2803021210004 Parcel lies south of 80 th Street N.

The Applicant is requesting a Conditional Use Permit (CUP) to allow for agricultural operations on a portion of their property and to construct an eight-foot fence around the crop area of the subject parcel. The proposed fenced area is located behind (south) of the existing principal structure and is connected/south of the existing barn on the property. The purpose of the fence is to keep deer out of the agricultural field and protect the crop. The following summary of the proposed operations is provided:

- The Applicant is the owner of the property, and it is their primary residence. The property is homesteaded.
- The Applicant and their family members will be responsible for operations and management of the agricultural production.
- There are no employees proposed for the agricultural operations.
- The agricultural products (vegetables) are intended to be grown on site and brought to local farmers' markets for sale.
- There are no on-site retail sales proposed as part of this operation, all produce/vegetables will be brought off-site for sale.
- The proposed fence is 8-feet tall, and is a T-Post agricultural fence (T-Posts with Barbless wires). The area proposed to be fenced is approximately 5.62 Acres and this area would be used for agricultural production.
- Typical agricultural operations extend through the growing season (generally April through October/early November).
- While there are no specific hours of operation (typical farm activities are sun up to sun down during the growing season) the Applicant has indicated that Monday through Thursday will be feild days tending to the vegetables and Friday through Sunday are the farmers market days (activities bringing vegetables off site for sale).
 - The narrative indicates that on farmers market days, traffic/trip pick up is generally 6 AM and return trips are 5 PM.

Review Criteria

The City Code states the following for consideration when reviewing a Conditional Use Permit (32-141):

“(d) In determining whether or not a conditional use may be allowed, the City will consider the nature of the nearby lands or buildings, the effect upon traffic into and from the premises and on adjoining roads, and all



other relevant factors as the City shall deem reasonable prerequisite of consideration in determining the effect of the use on the general welfare, public health and safety.”

(c) If a use is deemed suitable, reasonable conditions may be applied to issuance of a conditional use permit, and a periodic review of said permit may be required.”

Section 32-345 Agricultural Operations establishes that the City is a “Right to Farm” community; and expressly states that “Agricultural operations may occur on parcels of five or more contiguous acres in agricultural and residential districts...may include the production of farm crops, such as vegetables, fruit trees, grain and other crops and their storage on the area...” While this is expressly permitted, the Applicant has requested a CUP be granted to allow for the express permission to farm in the area and to permit the installation of the fence to protect the crop field. Subsection (h) of this section further stipulates that under certain conditions a CUP may be granted for agricultural activities.

Section 32-315 Fences does not expressly address agricultural fences, which has been an issue in the past since the function and design of such fences is different than what is generally addressed within the code. As such, several of the CUPs granted for other agricultural uses (such as commercial horse stables) have addressed fencing as part of their conditions.

Existing Site Conditions

The subject site is approximately 9.0 acres and is oriented north-south with the primary frontage along 80th Street North that forms the northerly property boundary. There is an existing principal structure (home) and accessory structure (barn) located on the property. That portion of the property lying south of the existing structures is an agricultural field. Adjacent properties are used primarily for rural residential uses.

Comprehensive Plan Review

The site is guided RR/AG – Rural Residential/Agricultural in the City’s adopted Comprehensive Plan. Land within the RR/AG land use designation is generally described as supporting rural residential and agricultural uses with limited non-residential uses that require a CUP. The proposed principal use of the property is residential use with agricultural production sold off-site as an accessory use. Both the rural residential use and agricultural production are consistent with the purpose and intent of the Comprehensive Plan.

Zoning/Site Review

The Applicant submitted a site plan, aerial and proposed materials for the proposed operation. The following dimensional review is provided for review and consideration.

Dimensional Standards

The following site and zoning requirements in the A2 district related to the proposed application. The following review is conducted focusing on the submitted site plan. Staff comment is in italics.



Dimension	Standard
Minimum Lot Area for Agricultural Production	5 Acres
Frontage on an Improved Public Road	300'
Front Yard	65'
Side Yard Setback (from street in case of corner lot)	65'
Side Yard Setback (from interior lot lines)	20'
Rear Yard Setback	50'
Height of Structure	35'
Fence Location/Height	If at property line, requires permit; up to 8' within the buildable area of a property

Proposed Use

The Applicant’s narrative describes their request for a CUP to expressly allow for agricultural production and sale of such agricultural product off-site at local farmers markets. Section 32-345 establishes Grant as a right-to-farm community, and it was common for commercial agricultural operations to be interwoven with rural residential uses. Over the past few years, the City has transitioned to a predominantly rural residential community, and as such the agricultural uses have become less common and the commercial agricultural plots (while still present) are less common especially on smaller properties. Additionally, since the proposed agricultural production is a smaller operation, they wish to use the “setback” area as part of the agricultural field and as such the 8-foot agricultural fence is proposed along the property lines.

As previously stated, the proposed agricultural operations are permitted, but staff understands that the Applicant is requesting a Conditional Use Permit (CUP) to secure the right to farm because they are concerned about protecting their agricultural rights given the adjacent predominantly residential uses. While this request is not common, we have evaluated similar requests (e.g. the covenants expressly protecting agricultural uses as part of the Farms of Grant project). As such, the Applicant’s request is being processed to protect the agricultural use and to establish where on the property the agricultural fence is permitted.

Given the request for a CUP, draft conditions related to the agricultural use are provided in the draft CUP attached to this report.

Lot Area, Lot Frontage and Access

Lot Area

The subject property is approximately 9.0 acres and the area proposed to be contained within the fenced area is approximately 5.6 acres. The City’s ordinance requires a minimum of five (5) contiguous acres for agricultural production and the proposed agricultural production area meets this requirement.

Lot Frontage

Per the submitted site plan and GIS records, the subject property has 300-feet of frontage on 80th Street N. The subject property meets this standard.



Access

The subject property is accessed by a single driveway from 80th Street North. The driveway is located near the eastern property line that connects to the existing home and accessory building. No new access is proposed for the use.

Setbacks (Agricultural Field and Fencing)

As shown on the proposed Site Plan, the agricultural operations will be located south of the existing principal and accessory structures on the site. The agricultural production area is proposed to be fully enclosed by an eight-foot-tall agricultural fence on the side and rear property lines. Section 32-315 Fences stipulates that fences up to 8-feet tall are permitted provided that 1) in the side yard that they meet the minimum yard setback; and 2) on the rear yard that they are setback a minimum of 8-feet from the property line. The City's ordinance does not contemplate agricultural fencing specifically, and therefore the appropriate setback and height has been addressed by the city as part of a CUP process or other land use permitting process in past applications.

As demonstrated on the attached aerial, the principal structure and accessory uses on the adjacent property to the west will have a direct view to the proposed agricultural operation. The presence of the agricultural fence will not alter this view or provide any sort of visual screening since its construction is essentially stakes and wire. However, it would potentially setback the operations by 20-feet from the property line (note that a farm road/drive could be located outside the fence to access the field, which would be permitted within 5-feet of the property line and that a 6-foot tall fence is permitted at the property line which may also be an option).

The property lying east of the proposed operations is fully screened and enclosed by significant vegetation. However, again, if applying the strict application of the fence standards it must be setback 20-feet from the property line. The south property line (rear) adjoins the Mahtomedi School campus which has a row of evergreen trees that was a required condition of their CUP. As such, staff believes fencing along this property line will not adversely impact the adjacent property.

Through the course of the discussion at the Planning Commission meeting it was determined that the placement of the proposed agricultural fence can be placed in the same location of the previous/existing fence. The offset of the fence is between 1-5' from the side and rear property lines. This has been included as a condition in the attached draft CUP.

In response to public testimony, the Planning Commission also requested review of the fence design by the City Engineer and the Building Official. That review has been completed, and their recommendations included the following:

- A Building Permit should be obtained for the fence.
- The fence posts should be spaced no further than 15-feet apart.
- Installation of the fence post to 2-feet in depth below ground is consistent



with how these fences are typically installed, since there is very little wind shear given its construction.

The conditions are noted in the attached draft CUP for your review and consideration.

Operations

The Applicant submitted a narrative describing the proposed agricultural operations. Their intent is to use an approximately 5.6-acre portion of their property as an agricultural plot to grow vegetables and to sell the crops at local farmers markets throughout the area. The operations and management of the field will be conducted by the Applicant and their family and no employees are proposed. Daily activities are summarized as follows:

- Monday through Thursday: Field Days. Hours of operations will not exceed sun-up to sun-down and no exterior lighting of the fields is proposed (this is standard for farmers hours).
- Friday through Sunday: Farmers Market sale days. Pick-up of product typically around 6 AM and drop off/return around 5PM.
- No retail sales from the site are proposed.

With respect to operations, staff recommends consideration of the following conditions:

- *No retail sales from the site are permitted as part of the CUP. If, in the future any sales from the site, including but not limited to, a roadside stand is proposed an amendment to the CUP may be required.*
- *Vehicle/truck idling must be minimized to the extent possible during load-up on Farmers Market days. Pick-up/loading must be completed efficiently with minimal idling.*
- *All parking must be handled on-site, if other family members not residing on the property assist with the production (Field Days) and/or loading on Farmers Market days.*

Engineering Standards

The City Engineer and Building Official provided comments and recommendations regarding the fence construction. Their recommendations are included as conditions within the draft CUP.

Other Agency Review

The property is within the Rice Creek Watershed District, and it is the Applicant's responsibility to obtain any necessary permits. While not stated in the application, if an additional well for irrigation is needed in the future all permits must be obtained. The Applicant is responsible for obtaining any other permits that are needed regarding the sale of agricultural products from the site.



Action Requested

The Planning Commission unanimously recommended approval of the Conditional Use Permit with the conditions as noted and included in the attached Permit.

Attachments:

Draft CUP

Draft Resolution 2023-XX

Applicant's Application & Narrative

Site Plan

Fence style



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

*pd 4/11/23
 \$3,400
 check # 170*

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

CONDITIONAL USE PERMIT

Application Date:	4/13/2023
Fee: \$400	Escrow: \$3,000

Certain uses, while generally not suitable in a particular Zoning District, may, under certain circumstances be acceptable. When such circumstances exist, a Conditional Use Permit may be granted. Conditions may be applied to the issuance of the Permit and/or periodic review may be required. The Permit shall be granted for a particular use and not for a particular person or firm.

PARCEL IDENTIFICATION NO (PIN): 28.030.21.21.0004		LOT SIZE: 9.039 acres
PROJECT ADDRESS: 8495 80th Street N Grant, MN 55082	OWNER: Name: Chee Her Address: 8495 80th Street N City, State, Zip: Grant, MN 5508 Phone: 6512743818 Email: cheemher@gmail.com	APPLICANT <i>(If different from Owner):</i> Name: Address: City, State, Zip: Phone: Email:
BRIEF DESCRIPTION OF REQUEST: 8 feet t post fencing in the back field to keep deer out from garden. Property is zoned for small scale agriculture already but would like to harvest produce for farmers markets.		
APPLICABLE ZONING CODE SECTION(S): Please review the referenced code sections for a detailed description of required submittal documents, and subsequent process. - Division 5. Conditional Use Permits 32-141 through 157, others		

Required Signatures

*** Note: All parties with a fee interest in the real estate must sign this application before the City will review for completion! ***

Applicant

Fee Title Property Owner *(If different from Applicant)*

Name: Chee Her
(Please print)
 Address: 8495 80th Street N
 City, State, Zip: Grant, MN 55082
 Phone: _____
 Cell Phone: 651-274-3818
 Email: cheemher@gmail.com
 Signature: 
 Date: 4/13/23

Name: _____
(Please print)
 Address: _____
 City, State, Zip: _____
 Phone: _____
 Cell Phone: _____
 Email: _____
 Signature: _____
 Date: _____

Checklist:

Please review the attached checklist. Minnesota State Statute 15.99 provides the City of Grant 15 business days to determine the application's completeness. Completeness depends on whether or not the applicable checklist items are fulfilled and submitted with your application.

Review Deadline and Timeline:

All applications must be received by the deadlines as posted on the City's website. Failure to submit by the date shown may result in a delay in the scheduling of the application for public hearing. Meeting the deadline does not guarantee that an application will be heard at the next meeting. To improve likelihood of appearing on an agenda, it is recommended that applications be submitted earlier than the deadline.

According to Minnesota State Statute 15.99 a Conditional Use Permit has a Statutory review period of 60 days, with the City's ability (which includes city staff and consultants) to extend the review for an additional 60 days if necessary due to insufficient information, directive to provide additional information, the tabling or postponement of an application, lack of quorum, or schedules.

Application for Planning Consideration Fee Statement:

(Please read carefully and understand your responsibilities associated with this land use application)

The City of Grant has set forth a fee schedule by City Ordinance as posted on the City's website. The City of Grant often utilizes consulting firms to assist in the review of projects. The consultant and city rates are available upon request. By signing this form, the Applicant accepts sole responsibility for any and all fees associated with the land use application from the plan review stage; the construction monitoring stage; and all the way to the release of any financial guarantees for an approved project. In the event the Applicant fails to make payment of all fees associated with the project, the City of Grant will assess any unpaid or delinquent fees related to this application or project against the subject property. If a project is denied by the City Council or withdrawn by the Applicant, the fees associated for the project until such denial or withdrawal, remain the Applicant's responsibility.

I/WE UNDERSTAND THE FEE STATEMENT AND RESPONSIBILITIES ASSOCIATED WITH THIS LAND USE APPLICATION:

Applicant

Fee Title Property Owner

(If different from Applicant)



Signature

Signature

Chee Her

Printed Name

Printed Name

4/13/23

Date

Date

** For Applicant's use and records

Conditional Use Permit Checklist:

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.

COPIES: One (1) Electronic copy of full submission; Two (2) 11x17 half-scale scalable hard copy plan sets.

Site Plan: All plans must be to-scale, scalable, and include a north arrow.

- Property dimensions
- Area in acres and square feet
- Identified setbacks (Front, Side, Rear)
- Identify Buildable area (if applicable)
- Location of existing and proposed buildings (including square footage, foot print, and dimensions to lot lines)
- Location of existing utilities, drainfield locations
- Location of current and proposed curb cuts, driveways and access roads
- Existing and proposed parking (if applicable)
- Off-street loading areas (if applicable)
- Existing and proposed sidewalks and trails (if applicable)
- Sanitary sewer and water utility plans (if expansion is needed)

Existing Conditions:

- Aerial of site and adjacent properties
- Location of all wetlands (NWI, or similar)
- Topographic contours at 2-foot intervals
- Water bodies, Ordinary High Water Level, 100-year flood elevation

Grading Plan (if applicable): All plans must be to-scale, scalable, and include a north arrow.

- Grading Plan
- Finished grading and drainage plan sufficient to drain and dispose of all surface water accumulated
- Stormwater Plan and Calculations (if applicable)

Landscape Plan (if applicable): All plans must be to-scale, scalable, and include a north arrow.

- Landscape plan identifying species and size of trees and shrubs
- Screening plan

Architectural/Building Plan (if applicable): All plans must be to scale, scalable, and include a north arrow.

- Location of existing and proposed buildings and their size including dimensions and total square footage
- Proposed floor plans (if applicable)
- Proposed elevations (if applicable)
- Description of building use for proposed CUP

Written Narrative Describing your request: A written description of your request for the Conditional Use will be required to be submitted as a part of your application. The description must include the following:

- Description of operation or use
- Number of employees (if applicable, if not state why)
- Sewer and water flow/user rates (if applicable, if not state why)
- Any soil limitations for the intended use, and plan indicating conservation/BMP's
- Hours of operations, including days and times (if applicable)
- Describe how you believe the requested conditional use fits the City's Comprehensive Plan

Conditional Use Permit Checklist:

Statement acknowledging that you have contacted the other governmental agencies such as watershed districts, Washington County departments, state agencies, or others that may have authority over your property for approvals and necessary permits.

Paid Application Fee: \$400

Paid Escrow*: \$3,000 *Any remaining funds, after expenses, are returned to the Applicant. Expenses incurred over \$3,000 will be billed to the Applicant.

Materials that may be required upon request:

Survey of the Property: An official survey, by a licensed surveyor, may be requested with the application. The survey shall be scalable and either Full Scale, or Half Scale (11"x17") as requested by the Zoning Administrator.

Full scale plans at a scale not smaller than 1"=100'

Sanitary and stormwater plans. Sanitary and/or stormwater plans may be requested depending on the proposal of the Conditional Use Permit.

Wetland Delineation. If the proposed project is near a potential wetland boundary or setback, delineation may be required to fully evaluate and approve, or deny, the Conditional Use Permit.

Existing Condition

*8495 80th Street N is outlined in yellow.



Site Plan

Purposed fencing on highlighted area roughly 845ftx290ftx8ft.





8495 SOUTH STREET N

Scale Plan

Washington County
Property Detail

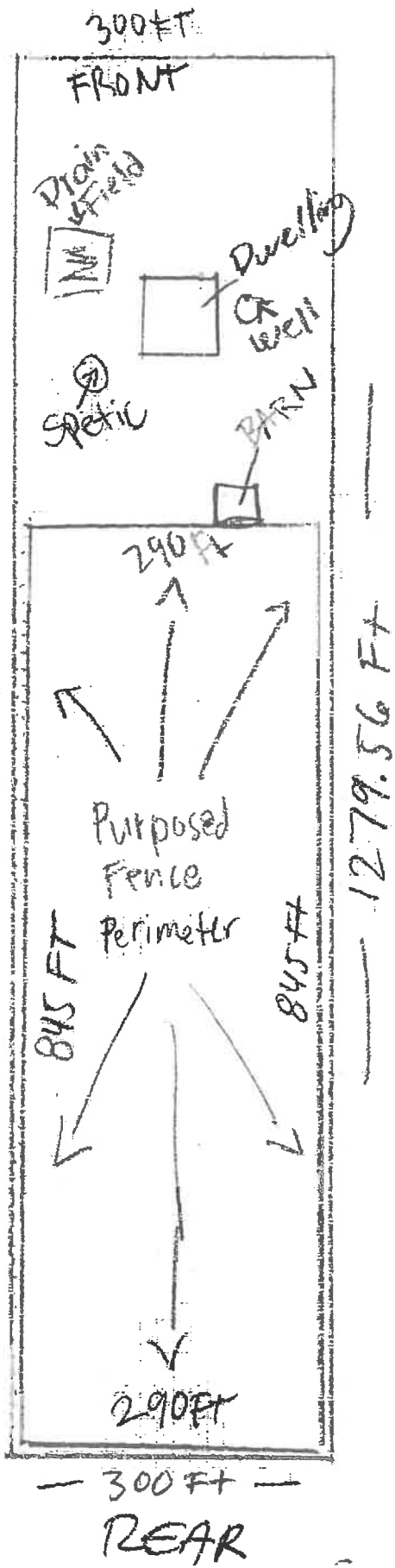
9.039 acres with RW

393,739 sqft

Purposed Fence Perimeter

845 FT x 290 FT

5.62 acres



Side

Side

F

Written Narrative for Conditional Use

Description of operation use

I am requesting a conditional use permit on two request for 8495 80th Street N as follows:

- 1) Land will be used for vegetable/agriculture production and sold at farmers markets.
- 2) I am requesting a conditional use of 8 feet t-post fencing to keep deer from vegetable/crops.

Business Operations

Self produced/grown vegetables on homestead land will be brought to be sold at the local farmer's market.

Number of employees

Our operation is small in scale/sole proprietorship and will be limited to myself, my spouse, and family members. There are no paid employees.

Hours of Operations

Not limited and weather pending but typical operation months are April through October.

Monday - Thursday are field days tending to vegetable

Friday - Sunday are Farmers market days.

Traffic

The majority of travel/trips are during hours of operation months and majority of the time is 6AM for trips to the market and 5PM trip back home from market Friday - Sunday.

Alignment with City's Comprehensive Plan

Grant prides itself in a farming history as does our family. We pride ourselves in producing locally grown produce for the community and those around Minnesota. Our production falls in alignment with farming roots in which the city of Grant would like to sustain. We are considered a small scale farming operation in our 9 acre property. While farming is permitted, we would like to request a conditional use as we will be bringing our products to farmers markets. In order to be successful in our farming operations, we would also need a conditional use permit on having eight feet t-post fencing to keep deers out of our operational area.

Acknowledgement with governing agency

I acknowledge and have reached out to the City of Grant and its permitting office and will be submitting a building permit and this conditional use permit for review.

Fencing Materials

Fence post = 10 feet x 1.382 inch T-post (2 ft below ground, 8 feet above ground)

10 ft. x 1.382 in. Studded T-Post, 1.33 lb. per foot

★★★★ 4.9 (87) SKU: 3407-8291 | [Reviews](#) | [Questions & Answers](#) | [Product Details](#) | [Specifications](#)



\$14.29

As a Neighbor, you are eligible to earn 1 point per dollar on this purchase. [Join Now](#)

Bulk Discount buy 400 get 5% off each. [Learn More](#)

The Studded T-Post features an angled stud that helps hold the fence against the post. The large anchor plate of this T-post fence form provides greater holding power. The studded T-post is finished with enamel for rust resistance above and below the ground. 5 clips are included with this 10 ft. T-post for the installation.

- Features an angled stud that helps hold the fence against the post
- The large anchor plate of this 10 ft. T-post provides greater holding power
- The T-post fence item is finished with enamel for rust resistance above and below the ground
- Includes 5 clips for installation
- Size: 10 ft.
- Pounds per foot: 1.33 lb

[Additional Product Information](#)

Fence Lateral Runs

Barbless (non-spike) wires, 12.5 gauge

Barbless Cable, 12.5 Gauge

★★★★ 4.9 (11) SKU: 36102099 | [Reviews](#) | [Questions & Answers](#) | [Product Details](#) | [Specifications](#)



\$99.99

As a Neighbor, you are eligible to earn 1 point per dollar on this purchase. [Join Now](#)

Free standard delivery to your local TSC store when spending \$29 or more. [Learn More](#)

Bulk Discount buy 15 get 5% off each. [Learn More](#)

Create a cattle fence with Barbless Cable. This field fence wire is ideal for areas where barbed wire is not appropriate, but provides more strength than single-strand wire is required. The class 1 coating is barbless to protect valuable animals from injury.

- Use this field fence wire where barbed wire is not appropriate, but more strength than single-strand wire is required
- 12.5 gauge barbless cable
- Class 1 cattle fence coating is barbless to protect valuable animals from injury
- 80 roll rolls on non-collapseable reels

[Additional Product Information](#)

**CITY OF GRANT, MINNESOTA
RESOLUTION NO. 2023-11**

**RESOLUTION APPROVING A CONDITIONAL USE PERMIT FOR
8495 80TH STREET N. TO OPERATE A SMALL SCALE AGRICULTURAL FARM AND
INSTALL AN 8-FT TALL AGRICULTURAL FENCE**

WHEREAS, Chee Her (“Applicant” and “Owner”) has submitted an application for a Conditional Use Permit to allow for the operation of a small scale agricultural farm and to install an eight-foot tall agricultural fence on the property located at 8495 80th Street North (“Subject Property”) in the City of Grant, Minnesota; and

WHEREAS, the Applicant proposes to place approximately 5.6 acres of the subject property into agricultural production; and

WHEREAS, the agricultural field will be fenced with an eight-foot tall agricultural fence to protect the crop from deer; and

WHEREAS, the Planning Commission has considered the Applicant’s request at a duly noticed Public Hearing which took place on June 13, 2023; and

WHEREAS, on June 13, 2023 the Planning Commission unanimously recommended approval of the application 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 June 27, 2023.

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 Chee Her for a Conditional Use Permit, based upon the following findings pursuant to Section 32-147 of the City’s Zoning Ordinance which provides that a Conditional Use Permit may be granted “if the applicant has proven to a reasonable degree of certainty” that specific standards are met. The City Council’s Findings relating to the standards are as follows:

- The proposed agricultural production and agricultural fence are consistent with the City’s Comprehensive Plan; and
- The proposed agricultural production and agricultural fence will not significantly impact or change the intensity of the site provided the conditions as established within the Permit are followed.
- The Applicant will follow the operational conditions as laid out in all applicable Permits and any changes are subject to the appropriate amendment or approval process.

FURTHER BE IT RESOLVED that the following conditions of approval of the Conditional Use Permit shall be met:

1. The Applicant shall meet and comply with all of the conditions stated within the Conditional Use Permit dated June 27, 2023 (the “Permit”).
2. The Permit shall be reviewed in compliance with the City’s CUP review process, which may be on an annual basis.
3. Any violation of the conditions of the Permit may result in the revocation of said Permit.
4. All escrow amounts shall be brought up to date and kept current.
5. The Owner shall obtain any necessary permits from Washington County, Minnesota Department of Health, State of Minnesota, Rice Creek Watershed District, Washington Conservation District, the MPCA or any other regulatory agency having jurisdiction over the proposed use, which are necessary in carrying out its operations on the premises.

Adopted by the Grant City Council this 27th day of June 2023.

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 _____, 2023 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 _____, 2023.

Kim Points
Clerk
City of Grant

**8495 80TH STREET N.
CONDITIONAL USE PERMIT
CITY OF GRANT**

APPLICANT/OWNER: Chee Her

LEGAL DESCRIPTION: Attachment A

PID: 28 030 21 21 0004

ZONING: A2

ADDRESS: 8495 80th Street N
Grant, MN

DATE: June 27, 2023

This is a Conditional Use Permit to allow for small-scale agricultural uses and the installation of an 8-foot agricultural fence on the subject property.

All uses related to this Permit shall be subject to the following conditions and/or restrictions imposed by the City Council, City of Grant, Washington County, Minnesota, and applicable ordinances, statutes or other laws in force within the City:

1. Agricultural Production of vegetables and similar crops for off-site sale is permitted in the designated area identified on the site plan.
2. Off-site sale of agricultural products Friday through Sunday is permitted.
3. The agricultural production area must be a minimum of 5-acres of the subject property.
4. The agricultural fence up to 8-feet is permitted to enclose the proposed agricultural field area.
5. The agricultural fence must maintain the existing setback as established by the previous fence. The setback ranges between one (1) and five (5) feet on side and rear yards.
6. The spacing of the fence posts may not exceed 15-feet. The configuration of the barbless wire shall match the installation specifications.
7. A building permit must be obtained for the fence.
8. The fence, once installed, must be maintained and kept in good condition.
9. All permits must be obtained from the MDH and/or MnDNR, if an irrigation well is installed onsite.
10. No retail sales at the site are permitted as part of the CUP. If, in the future any sales from the site, including but not limited to, a roadside stand is proposed, an amendment to the CUP may be required.

11. Vehicle/truck idling must be minimized to the extent possible during load-up on Farmers Market days. Pick-up/loading must be completed efficiently with minimal idling.
12. All parking must be handled on-site, if other family members not residing on the property assist with the production (Field Days) and/or loading on Farmers Market days.
13. All operations on site shall meet the MPCA's noise standards and regulations.
14. This permit shall be reviewed in compliance with the City's CUP review process, which may be on an annual basis.
15. The Owner must record this permit at the office of the Washington County Recorder within 45-days, and a receipt demonstrating recording shall be provided to the City.
16. Any violation of the conditions of this permit may result in the revocation of said permit.

IN WITNESS WHEREOF, the parties have executed this agreement and acknowledge their acceptance of the above conditions.

CITY OF GRANT:

Date: _____

 Jeff Huber, Mayor

Date: _____

 Kim Points, City Clerk

State of Minnesota)
)ss.
 County of Washington)

On this _____ day of _____, 2023, before me, a Notary Public, personally appeared Jeff Huber and Kim Points, of the City of Grant, a Minnesota municipal corporation within the State of Minnesota, and that said instrument was signed on behalf of the City of Grant by the authority of the City Council, and Jeff Huber and Kim Points acknowledge said instrument to be the free act and deed of said City of Grant.

 Notary Public

APPLICANT/OWNER:
 Chee Her

Date: _____

By: _____
 Its: _____

Date: _____

Kim Points, City Clerk

State of Minnesota)
)ss.
County of Washington)

On this _____ day of _____, 2023, before me, a Notary Public, personally appeared _
_____ the Owner who acknowledged that said instrument was authorized and
executed on behalf of said Applicant.

Notary Public

EXHIBIT A

E 300 FT OF NE 1/4-NW1/4 SD SEC 28 AS MEAS AT RT ANG TO E LN SD 1/4-1/4 SUBJ TO EASE
SECTION 28 TOWNSHIP 030

AGREEMENT FOR ELECTION SERVICES

THIS AGREEMENT, made and entered into this ____ day of _____, 20____ by and between the City of _____, a Minnesota municipal corporation, herein referred to as the "City", and Washington County, a body politic and corporate, herein referred to as "County" pursuant to the authority contained in Minnesota Statutes 471.59, which authorizes the joint and cooperative exercise of powers common to contracting parties by agreement.

WITNESS:

WHEREAS, the County has certain election related duties imposed upon it under Minnesota election law and other relevant state and federal laws; and

WHEREAS, the City has certain election related duties imposed upon it under Minnesota election law and other relevant state and federal laws; and

WHEREAS, the City and County agree that efficiencies and economies of scale make it desirable for the County to assume some of the City's election related responsibilities; and

WHEREAS, MINN. STAT. § 471.59 authorizes local governmental units to enter into joint powers agreements with other governmental units to perform on behalf of that unit any service or function which that government would be authorized to provide for itself.

NOW, THEREFORE, pursuant to MINN. STAT. § 471.59 and the various Chapters of the Minnesota Election Laws, the County and City (hereinafter "Parties") agree as follows:

SECTION ONE - PARTIES

The City hereby contracts with the County to perform, and the County hereby agrees to perform, the election services hereinafter described. This agreement shall apply to the Statewide Primary Elections, the Statewide General Elections, and any other required election.

SECTION TWO - SERVICES

COUNTY RESPONSIBILITIES

The County shall perform the following election duties which are assigned to the City under Minnesota election law and other relevant state and federal laws:

- A. The County shall be responsible for recruitment, training, and assignment of election judges.

B. The County shall be responsible to determine the pay rate of election judges and for the payment of the election judges' salaries and other authorized mileage and expenses.

C. The County shall arrange for the use of optical scan voting systems, assistive voting devices, electronic rosters, and attendant-other required polling place equipment for every primary, special or general election identified in this agreement.

D. The County will coordinate with the City for the placement and use of City owned election equipment at each polling place.

a. Election equipment for purposes of this agreement shall mean voting booths, polling place signs, flags, stands and City supply boxes.

a.i. If election equipment provided for use at each polling place is not the exact equipment purchased by the City, it will be comparable.

ii. In the event that additional or replacement election equipment is needed at a polling place, the County shall purchase the equipment and bill the City for the cost of this additional or replacement election equipment. The County will notify the City of the need for election equipment and provide costs prior to the purchase.

b. The County shall store the City election equipment in County facilities during the duration of the agreement.

i. At the termination of this agreement, the County will return all City election equipment stored in County facilities to the City.

ii. Notwithstanding anything in this agreement that may be to the contrary, the City shall be responsible to replace any lost, stolen, damaged or destroyed City election equipment and will hold the County harmless if any of the City's election equipment is lost, stolen, damaged or destroyed while in the care and custody of the County.

E. The County shall inform the City of the number of registered voters in each of its precincts within 5 business days of February 1st of each odd numbered year.

F. The County shall provide the City an estimate of costs for the next even numbered year election cycle by March 31st of each odd numbered year.

G. The County shall provide the City an estimate of costs for the next year's annual equipment maintenance by March 31st of each year.

G.H. The County shall arrange-coordinate for the use of polling places on Election Day in the City.

~~H.J.~~ The County shall be responsible to provide election forms, supplies and other related materials for each polling place and to publish any required primary or general sample ballots.

~~I.J.~~ The County shall conduct preliminary tests and public accuracy tests of voting systems and publish and post notices of the public accuracy tests.

~~K.~~ The County shall be responsible for the programming of optical scan voting systems, assistive voting devices, and electronic rosters for the City.

~~I.L.~~ The County shall be responsible for the programming, layout, and printing of ballots for the City.

a. The county shall pay the ballot costs for State Elections.

b. Ballot costs for any other election will be paid by the election authority as a reimbursement of actual cost or direct payment by the election authority.

~~b-i.~~ Election authority is defined as the city, town, or school district calling for the election.

~~K.M.~~ The County shall administer absentee voting for the City.

a. The county shall pay for the absentee voting costs for State Elections.

b. Absentee voting costs for any other election will be paid by the election authority per the county fee schedule.

~~L.N.~~ The County shall be responsible for the compiling and reporting of election results and election statistics and providing election related information to the Minnesota Office of the Secretary of State's election reporting system.

~~M.~~ The County shall be responsible for providing the City an abstract and results reports to be reviewed by the City Canvass Board. on behalf of the City provide to City officials, candidates and the public information and assistance relating to election procedures.

~~O.~~ The County shall be responsible for administering the Post-Election Review for the City's precincts.

~~P.~~ The County shall on behalf of the City provide to City officials, candidates, and the public information and assistance relating to election procedures.

- a. Notwithstanding the above subparagraph, the County shall not be responsible to provide the City with legal advice concerning questions related to election law, and the City will seek any such advice from the City Attorney and other City officials.

CITY RESPONSIBILITIES

The City shall be responsible for the following under this agreement:

- A. The City shall designate a principal contact person for the County. This individual shall be available to assist as necessary on election day.
- B. The City shall provide the County with election equipment to be utilized at each polling place.
 - a. Election equipment for purposes of this Agreement shall mean voting booths, polling place signs, flags, flag stands and City supply boxes.
- C. The City shall be responsible for determining precinct boundary changes.
 - a. The City shall not establish a precinct with more than 4,500 registered voters.
 - i. The City will receive a list of the number of registered voters in each precinct from the County within 5 business days of February 1st of each odd numbered year. The City shall make a boundary change for any precincts on this list exceeding 4,500 registered voters. The boundary change must occur before December 31st of the odd numbered year.
 - ii. The City shall pay the costs for the required notifications to voters of a precinct boundary change.
 - a.iii. The City and County may mutually determine a boundary change be delayed and reevaluated in the next odd numbered year.
- D. The City shall be responsible for establishing polling places, ~~and~~ preparing the resolution, and requesting approval of the resolution by ~~for~~ the City Council, ~~and determining precinct boundary changes.~~
 - a. The County shall review and approve the establishment of polling places prior to approval by the City.
 - C.b. Any formal agreements for the polling place facility are to be made between the City and the polling place. The City will make the polling place available to County personnel.
- D.E. The City shall provide to the County the title and text of City ballot questions and provide the certification of candidate names for City offices as soon as they are available after the resolution is finalized or the Affidavit of Candidacy is filed.

E.F. The City shall prepare a resolution authorizing the County to designate an absentee ballot board for the purpose of accepting and rejecting ballots for the City.

F.G. The City shall perform the duties of candidate filing officer, providing to candidates the candidate filing packets. ~~Candidate filing packets shall include acceptance of affidavits of candidacy, petitions and information to campaign committees.~~

H. The City shall administer initial and ongoing campaign financial reporting and economic disclosure activities; prepare, post, and publish election notices; and post sample ballots at the City Office. ~~and conduct the official canvass of election results following each City election.~~

G.I. ~~The City shall conduct the official canvass of election results following each City election.~~

- a. ~~The City shall provide the date of the City Canvass Board meeting at least 30 days before each election.~~

H.J. The City shall retain election records for a period not less than twenty-two (22) months after each City election and retain a permanent archive of election results.

SECTION THREE - RECOUNTS

The parties recognize that under Minnesota State law the City Clerk or designee serves as the recount official for recounts conducted by the City Council or City Canvassing Board. If mutually agreed by the Parties, a County official may act as the recount official. —The Parties will determine the duties, responsibilities and cost reimbursements for any such recount agreement.

SECTION FOUR - LEGAL REPRESENTATION

The County shall not be responsible to provide the City with legal advice concerning questions of election law, and the City will seek such legal advice from its City Attorney. Moreover, the City Attorney shall approve in a timely manner the format of the City ballot prior to the ballot being printed. The County Attorney shall advise and represent the County in its performance of this Agreement.

SECTION FIVE – LIABILITY

~~The parties total liability under this agreement shall be governed by Minnesota Statute 471.59, subd. 1a. Each party agrees that it will be responsible for the acts or omissions of its officials, agents, and employees, and the results thereof, in carrying out the terms of this agreement, to the extent authorized by law and shall not be responsible for the acts or omissions of the other parties and the results thereof. For the purposes of determining total liability for damages, the participating governmental units are considered to be a single governmental unit, the total liability of which shall not exceed the limits for a single governmental unit as provided in Minnesota Statute 446.04, subd. 1.~~

SECTION FIVE-SIX - AGREEMENT PRICE

The City shall pay a fee to the County ~~each year~~ for election services each year they have an election. The election fee schedule is approved by the County Board each year and establishes the fee(s) associated with each election yeartype. The City will be billed for election services upon the completion of the election cycle. The County will provide an invoice to the City no later than 60 days after the last election in the cycle payable 30 days after providing said billing.

The City will be billed for the actual costs of appointed election judges salaries, ~~and other~~ authorized mileage and other expenses to perform duties within their election precincts.

The City will be billed for any required legal publication costs.

~~The City will be billed for additional or replacement Election Equipment, if needed at a polling place.~~

SECTION SIX-SEVEN - INDEPENDENT CONTRACTOR

It is understood and agreed between the parties that the County is an independent contractor and not an employee of the City. The City shall not be required to maintain any insurance coverage needed in connection with the performance of the County services, including but not limited to automobile liability insurance, workers compensation insurance and public liability insurance.

SECTION SEVEN-EIGHT - -DURATION AND TERMINATION

This agreement shall commence on the ____ day of _____, 20 ____ and remain in force until terminated by either party giving the other party a six-month written notice of its intent to terminate the agreement. Mutual agreement of both parties can terminate the agreement immediately, however the agreement cannot be cancelled during an even numbered year.

SECTION EIGHT-NINE – ENTIRE AGREEMENT

It is understood and agreed that the entire agreement of the Parties is contained herein, and that this agreement terminates, replaces, and supersedes the prior Joint Powers Agreement between the parties entered into on the ____ day of _____, 20 ____.

IN WITNESS WHEREOF, the parties hereto have made and executed this agreement the day and year first above written.

CITY OF _____

WASHINGTON COUNTY

By _____
Mayor

By _____
County Board Chair

Attest _____
City Clerk

By _____
County Administrator

Recommended By:

Director, Property Records and Taxpayer Services

Approved as to form by:

Assistant Washington County Attorney

2024 JPA Fees - Grant			
2022 JPA Fees	Precinct Number	2024 JPA Fee	% Change from 2022 Fees
\$10,468	2	\$10,274	-1.85%

Election Services for JPA
Election Staff Time (Planning/coordination, equipment testing, recruitment, hiring, scheduling election judges, election judge training, clerk training, polling place scheduling, polling place equipment pack in & out, odd-year work for even-year election)
Delivery of Equipment
Storage of Equipment & Supplies
Election Day Supplies
Mileage
Inflation

2024 Estimated Actual Costs	\$12,000
Total 2024 Estimated Election Costs	\$22,274

Annual Maintenance	\$2,526
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City Council Report for June 2023:

To: Honorable Mayor & City Council Members

From: Jack Kramer Building Official

City Code Violations:

1. Mark Mahowald 10851-69th. St. N. Violation of the City of Grant 320-316 Exterior Storage.

A. The city received a formal complaint regarding excessive storage of construction equipment, as well several prefabricated pools. Possible business operation.

I sent a letter dated June 8,2023 regarding the violation. Mr. Mohowald contacted me on June 15,2023 and stated that the property will be in compliance within two weeks. I will reinspect at that time.

2. Louis & Kathy Cristian 10320 Hadley Ave N. Violation of the City of Grant Section 32-316 Exterior Storage.

A. The City received a formal complaint regarding a Dilapidated membrane structure that is storing household items. The membrane structure is torn and the contents are open to public view. Membrane structures are not allowed by City Code.

I sent a letter dated May 21,2023 regarding the violation.

3. Morris & Jane Turner 6366 Otter Lake Rd. White Bear lake, MN. 55110 Property location 8645 Kimbro Ln. N. Violation of the City of Grant Section 32-320 Reasonable Maintenance Required.

A.

The City received a formal complaint regarding the condition of the property. The property has not been mowed in months and a degradation to the property values of adjoining properties.

This is rental property and the property owner contacted me and indicated the property will be mowed next week. I will reinspect the property next week.

Building Permit Activity:

Thirty-Seven (37) Building Permits were issued for a total valuation of \$ 744,086.34.

Respectfully submitted,

Jack Kramer

Building Official

2023-142	Re-Roof	Kreeger	7390-73rd. St. N.	5/12/2023	\$	47,000.00	\$	613.95	\$	460.46		
2023-143	Re-Roof	Paw	8650-60th. St. N.	5/12/2023	\$	73,332.00	\$	677.75	\$	508.31		
2023-144	Furnace & Air Cond.	McCauley	11285 Grenelefe Ave.N.	5/13/2023	N/A		\$	80.00	\$	60.00		
2023-145	Air Conditioner	Emslander	9300 Keswick Ave. N.	5/13/2023	N/A		\$	80.00	\$	60.00		
2023-146	Basement Finish	Tesanu	9871 Joliet Ave. N.	5/14/2023	\$	12,000.00	\$	209.25	\$	156.93		
2023-147	Re-Roof	Muller	8140 Lake Elmo Ave.N.	5/15/2023	\$	40,000.00	\$	488.92	\$	366.69		
2023-148	Windows	Howard	10909-105th. St. N.	5/15/2023	\$	18,307.00	\$	307.31	\$	230.48		
2023-149	Winsdows	Magnusson	10440-114th. St.N.	5/15/2023	\$	40,423.00	\$	615.75	\$	461.81		
2023-150	Re-Roof / Windows	Micetic	7555-99th. St. N.	5/16/2023	\$	94,000.00	\$	951.75	\$	713.81		
2023-151	Plumbing New Home	Read	10971-88th. St. N.	5/16/2023	N/A		\$	80.00	\$	60.00		
2023-152	Re-Roof	David	8960 Jamaca Ave. N.	5/17/2023	\$	23,000.00	\$	363.25	\$	272.43		
2022-153	Re-Roof	Zims	434 Maple St. N.	5/17/2023	\$	19,499.05	\$	321.50	\$	241.12		
2023-154	Air Conditioner	Bukowski	6255 Keswick Ave. N.	5/17/2023	N/A		\$	80.00	\$	60.00		
2023-155	Entry Door	Schmid	9370-96th. St.N	5/19/2023	\$	6,787.00	\$	139.25	\$	104.43		
2023-156	Plumbing Remodel	Peters	11275-79th. St. N.	5/19/2023	N/A		\$	80.00	\$	60.00		
2023-157	Re-Roof	Schultz	6920 Jamaca Ave. N.	5/19/2023	\$	17,100.00	\$	293.25	\$	219.93		
2023-158	Furnace / Ductwork	Peter	6480 Jamaca Ave. N	5/19/2023	N/A		\$	80.00	\$	60.00		
2023-159	Re-Siding	Hadin	8991 Ideal Ave. N.	5/20/2023	\$	18,000.00	\$	293.25	\$	219.93		
2023-160	Swimming Pool	Sherman	9460 Keswick Ave.N.	5/20/2023	\$	50,000.00	\$	643.75	\$	482.81		
2023-161	Re-Roof	Hoffmah	9850 Heron Ave, N.	5/22/2023	\$	29,189.15	\$	442.25	\$	331.68		
2023-162	Re-Roof	Marshall	8788-80th. St. N.	5/22/2023	\$	20,000.00	\$	321.25	\$	240.93		
2023-163	Gas Fireplace	Mohammed	7138 Lone Oak Trail N	5/22/2023	N/A		\$	80.00	\$	60.00		
2023-164	Plumbing Remodel	Hardware	9443 Keswick Ave. N.	5/23/2023	N/A		\$	80.00	\$	60.00		
2023-165	Re-Roof	Hable	7076-115th. St. N.	5/23/2023	\$	55,933.88	\$	685.75	\$	514.31		
2023-166	Re-Roof & Re-Siding	Beskar	9255-96th. St. N.	5/24/2023	\$	54,686.26	\$	678.75	\$	509.06		
2023-167	Garage	Bailey	9244-84th. St. N.	5/25/2023	\$	43,200.00	\$	583.65	\$	437.73		
2023-168	Air Conditioner	Matsche	6345 Keswick Ave. N.	5/25/2023	N/A		\$	80.00	\$	60.00		
2023-169	HVAC Remodel	Ferris	8686 Jamaca Ave. N.	5/25/2023	N/A		\$	80.00	\$	60.00		
2023-170	Plumbing Remodel	Ferris	8886Jamaca Ave. N.	5/27/2023	N/A		\$	80.00	\$	60.00		
2023-171	Re-Roof	Mielke	8355 Jamaca Ave. N.	5/30/2023	\$	17,975.00	\$	293.25	\$	219.93		
2023-172	Water Heater	Micetic	7555-99th. St. N.	5/30/2023	N/A		\$	80.00	\$	60.00		
2023-173	Air Conditioner	Brabender	9640 Joliet Ave. N.	5/30/2023	N/A		\$	80.00	\$	60.00		
2023-174	Water Heater	Parker	10420 Hadley Circle N.	5/31/2023	N/A		\$	80.00	\$	60.00		
2023-175	Re-Roof	Hoff	8047-80th. St. N.	5/31/2023	\$	23,196.00	\$	309.40	\$	232.05		
2023-176	Re-Roof	Walsch	10161-103rd. St. N.	5/31/2023	\$	15,000.00	\$	251.25	\$	188.43		
2023-177	Re-Roof	Salmen	9925-103rd. St. N.	5/31/2023	\$	26,000.00	\$	401.85	\$	301.38		
2023-178	Two Furnaces	Riermann	8490 Jamaca Ave. N.	5/31/2023	N/A		\$	80.00	\$	60.00		
Monthly total							\$	744,628.34	\$	11,086.33	\$	8,314.64