

NOTICE OF TRUTH IN TAXATION MEETING

CITY OF GRANT

NOTICE IS HEREBY GIVEN

**that the Grant City Council will hold a Truth in Taxation meeting at
the Town Hall at 8380 Kimbro Avenue North in Grant on**

Tuesday, December 5, 2017, 6:00 p.m.

**Those persons having an interest in said meeting are encouraged to
attend.**

Dated: November 22, 2017

**Kim Points
Grant City Clerk**

City of Grant
Draft 2018 Budget

9/5/2017

Income	Jan - Dec 15		Jan - Dec 16		Jan 1 - Nov, 17		Budget		% of Budget		2018 Budget		% of 2017 Buc	
301-000 - TAXES														
301-100 - General Tax Levy		1,022,044		1,064,666		583,325		1,105,458		53%		1,151,088		104%
303-100 - Franchise Tax - Cable		26,381		23,795		23,868		26,381		90%		26,381		100%
303-150 - Cable Expense Reimbursement		1,663		767		0		2,000		0%		2,000		100%
303-200 - Franchise Tax - Utilities		55,559		69,543		42,103		55,290		76%		55,290		100%
334-400 - Non Levy Mobile Home		70		75		0		50		0%		50		100%
Total 301-000 - TAXES		1,105,716		1,158,866		649,296		1,189,179		55%		1,234,809		104%
304-001 - LICENSES AND PERMITS														
304-000 - Liquor Licenses		23,000		15,200		15,200		14,000		109%		14,000		100%
305-000 - Other Licenses/Permits/Fees		1,208		1,225		354		2,000		18%		2,000		100%
305-500 - Utility Permits		400		1,400		1,000		500		200%		500		100%
306-000 - Permits-Building		139,547		145,392		66,596		120,000		55%		120,000		100%
306-010 - Permits-Heating		4,806		7,047		4,374		5,000		87%		5,000		100%
306-020 - Permits-Plumbing		1,656		2,835		1,863		2,000		93%		2,000		100%
306-045 - Permits - Variance		0		800		1,600		800		200%		800		100%
306-046 - Permits-CUP		800		2,000		0		1,200		0%		1,200		100%
306-050 - Certificate of Compliance		350		0		350		250		140%		250		100%
306-053 - Pre-Application Mtg Fee		300		2,700		300		800		38%		800		100%
306-055 - Grading Permit		0		4,210		0		900		0%		900		100%
306-060 - Animal Control Fees		168		42		-498		0		100%		0		100%
307-000 - Subdivision-Adm Fee		400		400		2,175		1,200		181%		1,200		100%
Total 304-001 - LICENSES AND PERMITS		172,634		183,251		93,314		148,650		63%		148,650		100%
334-000 - INTERGOVERNMENTAL REVENUE														
334-150 - Small City Assist		62,145		0		19,936		0		100%		39,716		100%
334-201 - Ag Preserve		2,092		4,162		1,982		0		100%		4,000		100%
334-300 - Fiscal Disparity-City		40,209		33,624		26,483		35,272		75%		35,272		100%
334-500 - PERA Rate Increase		155		155		0		155		0%		155		100%
334-700 - Recycling Grant Washington City		7,942		7,942		7,960		7,950		100%		7,950		100%

City of Grant
Draft 2018 Budget

9/5/2017

	Jan - Dec 15	Jan - Dec 16	Jan 1 - Nov, 17	Budget	% of Budget	2018 Budget	% of 2017 Bud
Total 334-000 - INTERGOVERNMENTAL REVEN	112,543	45,882	56,361	43,377	130%	87,093	201%
389-000 - MISCELLANEOUS							
334-600 - Assessment Searches	80	100	40	120	33%	120	100%
361-000 - Fines and Fees-County	21,505	11,439	7,461	12,000	62%	12,000	100%
361-100 - Penalties	2,228	340	367	0	100%	0	
388-000 - Lease Revenue-Tower	21,926	19,795	0	19,167	0%	19,167	100%
389-150 - Other	0	0	0	0	0%	0	
389-300 - Refunds and Reimbursements	12,930	19,559	519	1,000	52%	1,000	100%
389-400 - Misc Income-Roads	5,092	5,387	5,057	6,000	84%	6,000	100%
390-000 - Interest Income	1,720	3,981	3,196	2,000	160%	3,000	150%
Total 389-000 - MISCELLANEOUS	65,481	60,600	16,641	40,287	41%	41,287	102%
390-001 - DEBT SERVICES							
301-700 - Special Assessments Levy	12,253	51,928	61,099	10,000	611%	10,000	100%
Total 390-001 - DEBT SERVICES	12,253	51,928	61,099	10,000	611%	10,000	100%
Total Income	1,468,627	1,500,527	876,710	1,431,483	61%	1,521,839	106%

City of Grant

Draft 2018 Budget

9/5/2017

	Jan - Dec 15	Jan - Dec 16	Jan 1 - Nov, 17	Budget	% of Budget	2018 Budget	% of 2017 Buc
Exp 400-000 · GENERAL GOVERNMENT							
401-001 · Mayor and Council							
401-000 · Mayor Salary	2,900	2,900	0	2,900	0%	2,900	100%
401-010 · Mayor-City PERA	145	145	0	377	0%	377	100%
401-020 · Mayor-City FICA/Medicare	222	222	0	222	0%	222	100%
401-200 · Election Salary (Judges)	0	3,904	0	0	0%	0	
403-000 · Council Salaries	9,660	9,660	0	9,660	0%	9,660	100%
403-001 · Council Meeting Per Diem	325	75	0	1,000	0%	1,000	100%
403-010 · Council-City PERA	0	0	0	672	0%	672	100%
403-020 · Council-City FICA/Medicare	739	739	0	784	0%	784	100%
403-030 · Council Mileage	0	0	0	250	0%	250	100%
408-100 · Election Expense	300	1,220	830	500	166%	10,326	2,065%
Total 401-001 · Mayor and Council	14,291	18,864	830	16,365	5%	26,191	160%
402-001 · Finance							
402-000 · City Clerk Salary	55,167	56,821	48,773	58,527	83%	60,283	103%
402-010 · Clerk-PERA	4,137	4,262	3,658	4,390	83%	4,522	103%
402-020 · Clerk-FICA/Medicare	4,220	4,347	3,731	4,477	83%	4,611	103%
409-000 · Treasurer	6,000	6,180	0	6,365	0%	6,556	103%
Total 402-001 · Finance	69,525	71,610	56,162	73,759	76%	75,972	103%
405-001 · Consultants							
405-000 · Audit Fees	11,535	12,330	16,510	13,000	127%	13,000	100%
406-000 · Engineering Fees-General	16,285	14,281	20,085	22,000	91%	22,000	100%
406-100 · MS 4 Expenses	10,395	2,999	3,871	2,500	155%	2,500	100%
407-100 · Legal Fees - General	43,239	28,121	19,242	25,000	77%	25,000	100%
407-150 · Legal Fees - Complaints	26,938	55,051	24,026	35,000	69%	35,000	100%
407-300 · Legal Fees - Prosecutions	19,185	19,662	15,559	18,500	84%	18,500	100%
413-100 · Assessor	23,952	24,505	20,770	26,000	80%	26,000	100%
Total 405-001 · Consultants	151,528	156,948	120,064	142,000	85%	142,000	100%

City of Grant
Draft 2018 Budget
9/5/2017

	Jan - Dec 15	Jan - Dec 16	Jan 1 - Nov, 17	Budget	% of Budget	2018 Budget	% of 2017 Budget
406-001 - Other Services & Charges							
406-010 - Dry Hydrants	0	0	0	250	0%	250	100%
408-000 - Insurance	10,436	9,841	16,406	9,000	182%	9,000	100%
410-120 - Dues	4,417	4,492	4,525	4,000	113%	4,000	100%
410-125 - Workshops	790	36	589	1,000	59%	1,000	100%
410-200 - Assessment Expense	0	0	55	0	100%	0	100%
410-290 - Miscellaneous Expense	67	99	46	200	23%	200	100%
410-300 - Newsletter Costs	2,285	2,289	1,443	2,500	58%	2,500	100%
410-301 - Publishing Costs	2,255	1,274	959	2,000	48%	2,000	100%
410-400 - Telephone	1,892	1,458	1,264	2,000	63%	2,000	100%
410-411 - Postage	398	300	200	500	40%	500	100%
410-412 - Post Office Box Rental	112	112	116	112	104%	112	100%
410-420 - Web Site Costs	767	203	375	1,000	38%	1,000	100%
410-500 - Office Supplies	485	623	400	1,309	31%	1,309	100%
410-501 - Office Equipment	0	0	5,590	7,600	74%	1,000	13%
410-510 - Bank Fees	0	0	12	0	100%	0	100%
410-600 - Rental City Office	5,463	5,350	2,746	6,514	42%	6,514	100%
411-100 - Equipment Repair	0	944	163	500	33%	500	100%
411-250 - Charter Commission Expense	43,882	675	0	0	0%	0	0%
Total 406-001 - Other Services & Charges	73,248	27,696	34,889	38,485	91%	31,885	83%
Total 400-000 - GENERAL GOVERNMENT	308,592	275,118	211,944	270,609	78%	276,048	102%
413-000 - PUBLIC SAFETY							
413-200 - Zoning Administrator/Planner	16,918	18,047	20,274	35,000	58%	30,000	86%
413-205 - Zoning Admin Pre-App Meeting	500	2,100	900	800	113%	600	75%
417-000 - Police Services	108,660	115,828	60,057	117,591	51%	124,832	106%
417-100 - Siren Warning System	0	0	739	1,000	74%	1,000	100%
418-100 - Fire Services - Mattonmedi	125,619	129,388	99,953	132,850	75%	136,836	103%
418-200 - Fire Services - Stillwater	108,533	111,789	56,431	115,143	49%	118,597	103%
419-100 - Building Inspector	88,146	126,481	45,408	100,000	45%	100,000	100%

City of Grant
Draft 2018 Budget
9/5/2017

	Jan - Dec 15	Jan - Dec 16	Jan 1 - Nov, 17	Budget	% of Budget	2018 Budget	% of 2017 Buc
419-400 · Surcharge Building Permit	5,567	4,698	3,130	12,000	26%	12,000	100%
420-000 · Animal Control	885	408	624	1,500	42%	1,500	100%
Total 413-000 · PUBLIC SAFETY	454,827	508,739	287,515	515,884	56%	525,365	102%
414-000 · PUBLIC WORKS							
414-001 · City Hall							
414-100 · City Hall Supplies	676	732	676	800	85%	800	100%
414-200 · City Hall Repairs	13,033	4,260	150	7,500	2%	3,500	47%
414-300 · Utilities - 8380 Kimbro Avenue	1,672	1,689	708	2,500	28%	2,500	100%
414-400 · City Hall Yardman	1,000	1,500	1,250	1,500	83%	1,500	100%
490-000 · Real Estate Taxes City	2,566	2,468	4,150	2,700	154%	4,150	154%
Total 414-001 · City Hall	18,947	10,650	6,934	15,000	46%	12,450	83%
414-002 · Other Services and Charges							
414-401 · Park Upkeep Expense	1,770	1,500	1,250	1,500	83%	1,500	100%
430-225 · Porto Pot Expense	1,625	1,750	1,250	1,700	74%	1,750	103%
430-226 · Well House-7175 - 101st St. N	854	1,111	892	500	178%	500	100%
431-380 · Street Lighting	972	1,321	-203	1,400	-14%	1,400	100%
432-300 · Recycling	49,767	49,684	41,270	60,000	69%	60,000	100%
480-000 · Cable Costs	843	746	1,147	2,000	57%	2,000	100%
Total 414-002 · Other Services and Charges	55,831	56,112	45,606	67,100	68%	67,150	100%
414-003 · Roads							
501-300 · Grader Contractor	56,405	51,670	44,860	50,000	90%	50,000	100%
503-020 · Mower Maintenance	0	0	0	400	0%	400	100%
505-000 · Engineering Fees	1,329	11,707	7,387	5,000	148%	5,000	100%
510-300 · Publishing Costs-Roads	0	200	0	0	0%	0	100%
510-500 · Road Supplies	0	0	0	500	0%	500	100%
510-600 · Garbage Removal-Roads	2,631	3,395	2,784	4,000	70%	4,000	100%
510-700 · Gravel Costs-Roads	54,668	55,366	42,014	50,000	84%	50,000	100%
510-701 · Gravel Reclaiming	2,400	2,410	1,420	2,400	59%	2,400	100%
510-702 · Ditch Repair	18,168	18,000	15,246	18,000	85%	18,000	100%

**City of Grant
Draft 2018 Budget
9/5/2017**

	Jan - Dec 15	Jan - Dec 16	Jan 1 - Nov, 17	Budget	% of Budget	2018 Budget	% of 2017 Bud
510-721 · Magnesium Chloride	57,039	57,027	71,842	68,000	106%	68,000	100%
510-722 · Road Shouldering	8,673	9,889	0	10,000	0%	10,000	100%
510-723 · Road Potholes& Asphalt Repr	82,722	61,115	77,523	67,000	116%	67,000	100%
510-724 · Sign Replacement	5,313	1,164	1,269	5,000	25%	5,000	100%
510-725 · Culverts	19,927	20,000	14,953	15,000	100%	15,000	100%
510-728 · Seal Coating & Crack Filling	48,532	35,998	31,834	68,000	47%	68,000	100%
510-730 · Snow & Ice Removal-Roads	71,648	83,515	73,936	95,000	78%	95,000	100%
510-740 · Brushing-Roads	18,000	27,000	22,500	27,000	83%	27,000	100%
510-741 · Mowing-Roads	4,000	6,000	5,000	6,000	83%	6,000	100%
510-745 · Road Expenses-Other	2,210	1,263	892	500	178%	500	100%
510-750 · Street Lights	0	0	600	0	100%	0	100%
Total 414-003 · Roads	453,663	445,717	414,061	491,800	84%	491,800	100%
414-004 · Street Projects							
510-770 · Special Road Projects	27,814	77,408	61,974	81,100	76%	129,026	159%
510-784 · Keswick Ave. Project	0	106,476	0	0	0%	0	
510-785 · Petitioned 65th Street	0	29,773	6,496	0	0%	40,000	200%
510-790 · County/ State Road Projects	0	213,657	68,470	101,100	68%	169,026	167%
Total 414-004 · Street Projects	27,814	726,137	535,071	675,000	79%	740,426	110%
Total 414-000 · PUBLIC WORKS	556,255						
Total Expense	1,319,674	1,509,994	1,034,530	1,461,493	71%	1,541,839	105%
Net Income	Carry forward 510-790 from 2017	-9,466	-157,821	-30,000	526%	-20,000	67%

**City of Grant
City Council Agenda
December 5, 2017**

The regular monthly meeting of the Grant City Council will be called to order at 7:00 o'clock p.m. on Tuesday, December 5, 2017, in the Grant Town Hall, 8380 Kimbro Ave. for the purpose of conducting the business hereafter listed, and all accepted additions thereto.

1. CALL TO ORDER

PUBLIC INPUT

Citizen Comments – Individuals may address the City Council about any item not included on the regular agenda. The Mayor will recognize speakers to come to the podium. Speakers will state their name and address and limit their remarks to two (2) minutes with five (5) speakers maximum. Generally, the City Council will not take any official action on items discussed at this time, but may typically refer the matter to staff for a future report or direct that the matter be scheduled on an upcoming agenda.

- (1) _____
- (2) _____
- (3) _____
- (4) _____
- (5) _____

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF REGULAR AGENDA

4. APPROVAL OF CONSENT AGENDA

- A. November 6, 2017 City Council Meeting Minutes
- B. November 2017 Bill List, \$61,124.46
- C. Kline Bros Excavating, Road Work, \$16,115.00
- D. Ordinance No. 2017-53, Solar Energy Systems
- E. City of Stillwater, 2nd Half Fire Contract, \$56,431.00

F. City of Mahtomedi, 4th Quarter Fire Contract, \$33,317.50

G. Brochman Blacktopping, Potholing, \$12,918.00

5. **STAFF AGENDA ITEMS**

A. City Engineer, Brad Reifsteck (no action items)

B. City Planner, Jennifer Haskamp (no action items)

C. City Attorney, Kevin Sandstrom

i. Consideration of Ordinance No. 2017-54, Repeal of Solar Use Moratorium

ii. Consideration of Resolution No. 2017-34, Summary Publication of Ordinance No. 2017-54

6. **NEW BUSINESS**

A. Consideration of Resolution No. 2017-23, Summary Publication of Ordinance No. 2017-53

B. Consideration of Resolution No. 2017-24, 2018 Final Budget

C. Consideration of Resolution No. 2017-25, 2018 Final Levy Certification

D. Consideration of Resolution No. 2017-26, Designation of 2018 Election Polling Location

E. Consideration of Resolution No. 2017-27, Mogrow Inc. 2018 Liquor License

F. Consideration of Resolution No. 2017-28, Shones 2018 Liquor License

G. Consideration of Resolution No. 2017-29, Applewood Hills 2018 Liquor License

H. Consideration of Resolution No. 2017-30, Nicholson-Stillwater Oaks 2018 Liquor License

I. Consideration of Resolution No. 2017-31, Loggers Trail 2018 Liquor License

F. Consideration of Resolution No. 2017-32, Cozzies Tavern 2018 Liquor License

G. Consideration of Resolution No. 2017-33, Dellwood Barn Weddings 2018 Liquor License

F. Consideration of Legal Services RFP

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

i. League of Minnesota Cities New Policy for City of Grant Elected Officials, Mayor Huber

ii. Staff Transparency, Council Member Lanoux

iii. Well Safety Protection of Ground Water, Council Member Lanoux

iv. Legislative Update, Council Member Lanoux

9. **COMMUNITY CALENDAR DECEMBER 6 THROUGH DECEMBER 31, 2017:**

Mahtomedi Public Schools Board Meeting, Thursday, December 14th and 28th , Mahtomedi District Education Center, 7:00 p.m.

Stillwater Public Schools Board Meeting, Thursday, December 14th, Stillwater City Hall, 7:00 p.m.

City Office Closed, Christmas Day Holiday, Monday, December 25, 2017

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

10. ADJOURNMENT

CITY OF GRANT
MINUTES

DATE : November 6, 2017
TIME STARTED : 7:01 p.m.
TIME ENDED : 9:35 p.m.
MEMBERS PRESENT : Councilmember Carr, Kaup, Sederstrom
Lanoux and Mayor Huber
MEMBERS ABSENT : None

Staff members present: City Attorney, Kevin Sandstrom; City Planner, Jennifer Swanson; City Engineer, Brad Reifsteck; City Treasurer, Sharon Schwarze; and Administrator/Clerk, Kim Points

CALL TO ORDER

The meeting was called to order at 7:01 p.m.

PUBLIC INPUT

(1) Ms. Joyce Welander (no address provided) commented on solar farm energy systems noting her involvement with the community.

(2) Mr. Kevin Nicholson, 1126 Scandia Trail, came forward and advised he is very supportive of community solar gardens.

(3) Mr. James Drost, 8682 Jamaca Avenue, came forward and explained things are not always as they seem.

(4) Mr. David Watts, US Solar, commented on the text amendment application that was presented at the last meeting and requested the solar ordinance be tabled until the next meeting.

(5) Mr. Joe Jeneroo, 9777 Joliet Avenue, came forward and stated he is in favor of community solar projects.

PLEDGE OF ALLEGIANCE**SETTING THE AGENDA**

Council Member Lanoux moved to add Morehouse Grading Permit and Special Meeting Procedure to the agenda. Council Member Sederstrom seconded the motion. Motion failed with Council Member Carr, Kaup and Mayor Huber voting nay.

Council Member Carr moved to approve the agenda, as presented. Council Member Kaup seconded the motion. Motion carried with Council Member Lanoux and Sederstrom voting nay.

CONSENT AGENDA

October 3, 2017 City Council Meeting Minutes

Approved

October 2017 Bill List, \$58,061.89

Approved

Kline Bros. Excavating, Road
Work, \$20,067.50

Approved

Council Member Lanoux moved to approve the consent agenda removing the October 3, 2017 City Council Meeting Minutes and the October 2017 Bill List. Council Member Sederstrom seconded the motion. Motion failed with Council Member Carr, Kaup and Mayor Huber voting nay.

Council Member Carr moved to approve the consent agenda, as presented. Council Member Kaup seconded the motion. Motion carried with Council Member Lanoux and Sederstrom voting nay.

STAFF AGENDA ITEMS

City Engineer, Brad Reifsteck

Consideration of Grading Permit Revision – City Engineer Reifsteck advised copies of the current grading permit and revised grading permit have been provided to the Council for comparison.

A few highlights to the revisions:

- Revised Reference from Ordinance 50 (741) to Zoning Code 32-341,342,343,344.
- Revised Questions 1,2 3 to solicit more direct responses that may trigger other requirements
- Added paragraph for imported material meeting MPCA “unregulated fill” requirements.
- Revised reclaiming amount from 10,000 CY to 1000 CY to trigger council approval. Most cities use 1000 CY as maximum allowed prior to considering it a commercial activity or above and beyond normal grading activities, such as a structure or building excavation. Our maximum allowed is 5,000 CY per city code 32-342. Changed base fees to reflect 1000 CY threshold and anything greater than 1000 CY to 5000 CY – Additional fee is required.

City Engineer Reifsteck noted a Grading Permit Application has been required since the adoption of City Ordinance 2004-110 and all land reclamation activities above 5,000 CY requires a Conditional Use Permit (CUP) per City Ordinance 2007-02.

City Engineer Reifsteck noted an actual permit is a separate issue from enforcement. Enforcement goes through the typical complaint process and then WSB and the City Attorney would step in if it is necessary and is not brought into compliance.

1 **Council Member Lanou moved to prosecute Mr. Morehouse for non-compliance immediately.**
2 **Council Member Sederstrom seconded the motion. Motion failed with Council Member Carr,**
3 **Kaup and Mayor Huber voting nay.**

4
5 City Engineer Reifsteck advised it is his responsibility to ask questions of the applicant as to where
6 the fill is coming from. Samples can be requested as part of the application process. It is difficult to
7 write, regulate and enforce fill.

8
9 Revisions to the permit were made including hours, restoration time, period of permit and language
10 relating to no work being done until the City Engineer has signed off on the grading plan and permit.

11
12 **Consideration of Resolution No. 2017-19, Support of Application for 2017 Local Road**
13 **Improvement Funding** – City Engineer Reifsteck advised a Resolution of Support of an application
14 for 2017 Local Road Improvement Program Funding for the McKusick Road Improvement project
15 was included in the packets for Council consideration.

16
17 City Engineer Reifsteck stated the Minnesota Department of Transportation will distribute \$25
18 million to local units of government for road improvement projects, and cities of all sizes are eligible
19 to apply for grants.

20 Cities over 5,000 in population may apply directly to MnDOT through the application process.
21 Applications are due on December 1, 2017.

22 Non-municipal state aid cities—those with populations under 5,000—must secure “sponsorship”
23 from their county prior to submitting an application.

24 **Council Member Lanoux moved to seek funding for Keats Avenue paving and installation of 24**
25 **guard rails. Council Member Sederstrom seconded the motion. Motion failed with Council**
26 **Member Carr, Kaup and Mayor Huber voting nay.**

27 **Council Member Lanoux moved to include both McKusick Ave and Keats Ave in the**
28 **recommendation for County support of funding. Motion failed.**

29
30 **Council Member Carr to adopt Resolution No. 2017-19, as presented. Council Member Kaup**
31 **seconded the motion. Motion carried unanimously.**

32
33 **City Planner, Jennifer Swanson**

34
35 **Consideration of Resolution No. 2017-20, Variance Application for Septic System, 6782 Jocelyn**
36 **Road North** – City Planner Swanson stated the Applicants and Owners (“Applicants”), Jeff and
37 Cheryl Kargel, have requested a variance from wetland setbacks for installation of a new mound
38 septic system on the property located at 6782 Jocelyn Road North. The existing septic system which
39 serves the property has failed, and therefore the system must be replaced to safely serve the home.
40 The Applicants have been working with Washington County to acquire a permit for installing the new
41 system, and they were notified by the County that the location of the replacement system is within the

City's required wetland setbacks and thus would need to obtain a variance from the city prior to being issued a permit for installation of the new system.

On October 17, 2017 the Planning Commission held a duly noticed public hearing to consider the subject application. After public testimony and discussion the planning commission recommended unanimous approval of the requested variance with the conditions as noted within the staff report.

The following staff report summarizes the requested variance, and existing conditions of the site as generally presented to the Planning Commission. The conditions, as reviewed by the planning commission, can be found in the attached draft resolution of approval for your review and consideration.

Project Summary

Applicant & Owner: Jeff and Cheryl Kargel	Site Size: 1.5 Acres Location: 6782 Jocelyn Road North Existing Home: Constructed in 1966 Zoning & Land Use: R-1
Request: Variance from wetland setbacks and grading buffer to install a replacement subsurface sewage treatment system (ISTS) at the existing home	

As referenced above, the Applicants have requested the following variance:

- Request for variance from wetland setback requirements to allow for installation of a replacement septic system on the subject property.

The Applicants have stated that the existing sewage treatment system that served the home is failing (failed) and must be replaced. According to the Applicant's narrative the only location on site that can adequately support a replacement system is the proposed location which encroaches into both the sewage treatment setback from a wetland and the no-build wetland buffer.

City Planner Swanson stated the City Code Sections 32-59 and 32-60 establish the criteria to review and approve variance requests. The variance application process requires the Applicants to prepare a statement of reasons why the request is made describing the hardship (or practical difficulty) describing how, "the proposed use of the property and associated structures in question cannot be established under the conditions allowed by this chapter or its amendments and no other reasonable alternate use exists; however, the plight of the landowner must be due to physical conditions unique to the land, structure or building involved and are not applicable to other lands, structures or buildings in the same zoning district....Economic considerations alone shall not constitute a hardship." The Applicant's statement can be found in Attachment A, and is also referenced within Washington County's correspondence in Attachment C.

The subject property is a corner lot located northeast of the 68th Court North and Jocelyn Road North intersection. The property is regular in shape, and can be accessed from both Jocelyn Road North and 68th Court North. The site is sparsely vegetated with trees primarily along property lines offering

some buffering and privacy from adjacent homes and roadways. Based on the GIS and National Wetland Inventory (NWI) information approximately the northern half of the subject property is a wetland and the high buildable area is generally the southern half of the property. There is an existing principal structure which was constructed in 1966 and it is assumed that the failing septic system was installed in and around the time the principal structure was constructed. There is an existing detached garage located west of the principal structure, and there is a driveway/parking area that extends from the garage to the principal structure. The majority of the site, with the exception of the area east of the principal structure, appears to be altered or wetland area leaving only a small area of undisturbed land remaining on the lot.

The wetland setbacks are established in Chapter 12 of the City's Code, which breaks down the applicable standards for wetland by type, unclassified and classified water bodies. The following description of the variance and standard is identified in the following table (See Attachment B for Certificate of Survey):

Standard	Required	Proposed	Variance	Description
Wetland	75'	20' +/-	55' +/-	There is one large wetland complex on the northern half of the site. The existing principal structure (home) is centered on the southern half of the property with an existing detached garage to the west of the home. The only area outside of wetland and flood prone areas, with relatively undisturbed land is to the east of the existing home. Any septic system in this area will encroach into the required setbacks.
Wetland Buffer	50'	20'	30'	The no-grade/no-touch buffer is measured from the wetland edge. Based on the proposed plans, the installation of the septic system will disturb the buffer area.

City Planner Swansons stated the Applicants' lot was created in the 1960s and the existing home was constructed in 1966. At the time, the lot and home complied with the adopted lot standards. Since the 1970s lot size and area standards have changed and as a result the lot is now considered a legal non-conforming lot with respect to size, area and dimensions. Given that the existing lot area and dimensions are significantly smaller than those that regulate lots today, it would be impossible to site a replacement septic system on the property and meet all the current setback requirements. The lot is naturally constrained not only by natural features on the property (wetlands and hydric soils) but also by the non-conforming nature of the lot area and dimensions. Further, due to the location of the existing home, the detached accessory garage and the well which serves the residence the location that a septic system could be sited is further reduced. Staff believes the proposed location of the replacement system is reasonable and is properly located based upon topography and other natural site

1 limiting factors, and that the variance requested has been minimized to the extent possible.
2 Additionally, the Applicant must remedy the situation to comply with the standards for septic systems
3 as identified by Washington County.

4
5 An email exchange with Alex Pepin from the Washington County Department of Public Health and
6 Environment is provided in your packet which indicates that Mr. Pepin concluded that he proposed
7 location for the new septic system is appropriate and would meet their standards. Mr. Pepin further
8 states that "The proposed location on the property for the system is the only location on the property
9 that will accommodate a properly sized septic system and is also not located in a wetland or flood
10 prone area..." (Attachment C)

11
12 The City Engineer is reviewing the attached Certificate of Survey and submitted materials. Staff will
13 provide a verbal update at the Planning Commission meeting and, if applicable, will bring any
14 additional information to the Planning Commission meeting.

15 The site is located in the Valley Branch Watershed District, and it is the Applicant's responsibility to
16 contact them to coordinate any application or permit which may be required from them to install the
17 replacement septic system. As referenced previously, the Applicants must obtain a permit from the
18 Washington County Department of Public Health and Environment prior to installation of the system,
19 as they are the permitting authority for new and replacement septic systems in the City.

20
21
22 The following draft findings related to the hardship (practical difficulty) are provided for your review
23 and consideration:

- 24
- 25 ▪ The Applicants must replace the failing system to comply the standards of the Washington
 - 26 County Department of Public Health and Environment, and for the safety of their home.
 - 27 ▪ Replacement of the failing system is a health, safety, and welfare issue and must be completed
 - 28 to the satisfaction of Washington County to protect the current, and any future, home owners
 - 29 as well as any adjacent properties which could be affected if the failing system were to remain.
 - 30 ▪ The subject property is considered a legal non-conforming lot with respect to size, area and
 - 31 dimensions which constrains the buildable area on the site and limits the available locations to
 - 32 site a replacement septic system.
 - 33 ▪ A significant portion of the subject property contains a wetland and has flood prone soils
 - 34 which severely limits the available area to site the replacement system.
- 35

36 *Draft Conditions:*

- 37
- 38 ▪ The Applicants shall be required to obtain the proper permits from the Washington County
 - 39 Department of Public Health and Environment prior to installation of the replacement system.
 - 40 ▪ The replacement system must be placed outside of all wetland/ponding areas on the site.
 - 41 ▪ The Applicants shall be required to obtain any necessary permits and/or approvals from the
 - 42 Valley Branch Watershed District prior to installation. A copy of any correspondence or
 - 43 permits shall be provided to the city prior to installation of the new system.

1
2 **Council Member Lanoux moved to adopt Resolution No. 2017-20, as presented. Council**
3 **Member Sederstrom seconded the motion. Motion carried unanimously.**
4

5 **Consideration of Variance for Lot Frontage, 400 Block of Maple Street North** – City Planner
6 Swanson advised a resolution was not prepared as staff is looking for Council feedback and direction.
7 She advised the Owners and Applicants (“Applicants”) own two adjacent parcels described on the
8 attached Survey as Parcel A and Parcel B that are each approximately 5-acres in size. When the
9 Applicants purchased the parcels in 2016 they believed they had purchased two buildable lots since
10 each lot had a separate PID. At the time of purchase, it was the Applicants intent to construct their
11 new home on the northerly parcel (Parcel A), and they were unsure whether they would retain or sell
12 the southerly parcel (Parcel B).
13

14 Once the Applicants began planning their new home they found out that their friends were interested
15 in purchasing the southerly parcel (Parcel B) and constructing a new home on the property. Given the
16 circumstances the Applicants contacted the City to inquire what information and permits would be
17 necessary to develop both lots with single family residences. During that conversation it was
18 determined that a preapplication meeting would be helpful to discuss the process regarding both lots
19 since Parcel B in its current configuration does not have frontage on a public road. Staff met with the
20 Applicants for a preapplication meeting during which time it was determined, after discussion with
21 the City Attorney, that a variance from the lot frontage would be required in order for Parcel B to be
22 determined a buildable lot.
23

24 A duly noticed public hearing was held by the Planning Commission on October 17, 2017. After
25 public testimony and discussion by the Planning Commission, the Planning Commission failed to
26 pass a recommendation. Three (3) planning commissioners were supportive of the requested
27 variance, while three (3) commissioners were against the requested variance. Given the deadlock, the
28 Planning Commission requested that staff pass along a summary of the discussion and public
29 testimony for the City Council’s consideration:
30

- 31 • The public testified that they were concerned about setting precedence for lots of this size and
32 configuration. The Planning Commissioners also discussed this issue and particularly those
33 that were against the application were also concerned about what presentence might be set if
34 the requested variance was granted.
- 35 • The Planning Commissioners that voted against the application did not believe that the
36 Applicant adequately demonstrated a hardship regarding the lack of frontage.
- 37 • The Planning Commissioners that were in favor of the request generally concluded that this
38 would not set precedence and felt that the ordinance, particularly since the lot sizes of the
39 existing lots meet our current ordinance standards.
- 40 • The public testified that they were concerned about approved lots that were substandard, or
41 did not meet all, of the current ordinance standards in place.
42

In response to the public testimony and the Planning Commission discussion, staff offers the following responses:

- As noted in subsequent sections of this report, staff does not believe that the requested variance will not set 'precedence' as the circumstances surrounding this request are unique to the property and the subsequent process that has occurred since the 1950's on this parcel(s). Both lots meet the minimum lot area, and all other dimensional standards can be met, which is also unique to this property because most of the lots platted/divided in the late 1950s-1970s are smaller than the subject lots and current standards within the zoning ordinance.
- While the question of hardship must be considered by the Planning Commission and City Council, staff would reiterate the analysis which is provided below – the Applicant did not create this situation and access to an existing lot is generally a reasonable expectation.
- The only dimensional standard which cannot be achieved is related to frontage on Parcel B, all other standards can be met provided the variance approval is conditioned appropriately.

Since the Planning Commission was tied, and did not make a recommendation, the following review and analysis of the Applicants' requested variance is provided for your review and consideration generally as presented to the Planning Commission.

Project Summary

Applicants & Owners: Dane and Stefanie Hansen	Site Size: 9.77 Acres Total (Parcel A: 4.76 Ac., Parcel B: 5.01 Ac.)
PIDs: 2103021320008, 2103021320014	Zoning & Land Use: A-2
Address: 4XX Maple Street	Description of Request: Variance from required frontage on Parcel B to allow for development with single family residential uses

As summarized above, the Applicants have requested the following variance:

- The city's current ordinances require all buildable lots to have a minimum of 300-feet of frontage on a public road, or 60-feet of frontage on a public cul-de-sac. Parcel B as shown on Attachment B does not have frontage on a public road and the Applicants are requesting a variance from this requirement to allow for Parcel B to be developed with a single-family residential structure independently from Parcel A.

City Planner Swanson stated City Code Sections 32-59 and 32-60 establish the criteria to review and approve variance requests. The variance application process requires the Applicants to prepare a statement of reasons why the request is made describing the hardship (or practical difficulty) and submit a site plan that clearly depicts the request.

In addition to consideration of the Variance standards, staff would recommend reviewing Section 32-246 Subsection (a) footnotes, as well as Section 32-246 Subsection (b)(1) and (b)(3).

The subject properties consist of two parcels, as shown on Attachment B, Parcel A and Parcel B. Both lots are currently vacant and there are no structures or other improvements on the properties. Both lots are heavily vegetated with a couple small clearings. Per the National Wetland Inventory (NWI), and information contained on the Survey, there is a small wetland finger that runs along the southerly lot line between Parcel A and Parcel B. In its current configuration, Parcel A has approximately 330-feet of frontage on Maple Street which forms the lots northerly property line, and Parcel B has no frontage on a public roadway.

To consider the Applicants' request there are several sections of the City's Code which must be considered and reviewed. The following table identifies the applicable dimensional standards and the existing conditions of Parcel A and Parcel B as shown on the Survey:

Dimensional Standard	Zoning – A2	Parcel A	Parcel B
Minimum Lot Size	5 Acres	4.76 Acres*	5.01 Acres*
Minimum Lot Depth	300'	627'	660'
Minimum Lot Width	300'	330'	330'
Minimum Frontage (improved public road)	300'	330'	0'

**Lot Size meets zoning ordinance per 32-243(c)(4) which would allow for adding the Right-of-Way previously dedicated to Maple Street and would result in Parcel A having approximately 5.02 Acres.*

As demonstrated on the table, both Parcel A and Parcel B meet the city's dimensional standards with the exception of the required frontage on Parcel B. Given the lack of frontage, staff has determined that a variance from this standard would be required to develop the lot independently of Parcel A. Section 32-246 Subsection (b) provides for "Additions and exception to the minimum area, height and other requirements provided the parcel can be established as an "existing lot". The following review of subsection (b) and its relationship to the subject variance request is provided for your review and consideration:

Per Washington County records both Parcel A and Parcel B have separate PIDs, so part of the evaluation that must be done is to determine whether the lot is an "existing lot" of record as defined by the City's Code and thus would provide. Section 32-246(b)(1) defines an "existing lot" as:

1 *For the purposes of this article, the term “existing lot” means a lot or parcel of land which*
2 *was of record as a separate lot or parcel in the office of the county recorder or registrar of*
3 *titles on or before the date of adoption of the ordinance from which this chapter is derived.*
4

5 Based on the information provided, and staff’s review, Parcel B was a lot of record prior to the
6 adoption of City Code section 32-246; however, subsection (2) must also be considered which states
7 the following:
8

9 *Setback exemption.* Any such lot or parcel created in accordance with the city subdivision
10 regulations and is at least 2.5 acres in size, shall be exempt from the requirements of section
11 32-248(d), pertaining to setbacks and shall be considered buildable if the lot or parcel can
12 comply with the remaining requirements of this section.
13

14 There are a few items to note within this section; first Staff reviewed Ordinance 50 which was the
15 basis from which this language was codified. Ordinance 50 was amended and subsequently adopted
16 in 1983, and staff questioned the reference to Section 32-248(d) in the codified language because it
17 seemed inaccurate. Review of Ordinance 50 suggested that in fact that reference is likely inaccurate
18 and that the reference should have been to subsection (3) and (4) of this section. Regardless, it is
19 codified with the language as provided and therefore we must review it against what has been
20 codified. Secondly, the exception language does not address whether or not an Existing Lot is
21 buildable if it does not have frontage, instead it is silent. Again, staff reviewed the ordinance history
22 to determine that Ordinance 50 first introduced the ‘exception’ language in 1983. This date is
23 relevant, because it pre-dates the ordinance amendment that introduced required lot frontage which
24 was not incorporated into the ordinance until 1997. The timing and sequence of amendments suggests
25 that there may be an error in the intent of the language contained within the adopted code since it does
26 not adequately address the frontage requirement at all, in yet it details the exceptions related to the
27 other relevant lot dimensional standards.
28

29 City Planner Swanson advised the above ordinance history is important to consider in conjunction
30 with the history of the Subject Parcels. First, since the ordinance is silent on frontage, it is staff’s
31 opinion that a variance from the lot frontage on Parcel B is necessary. However, to determine
32 whether this situation is unique, the history of the Subject Parcels is relevant particularly as it relates
33 to any previous subdivision, rearrangement or other configurations that might suggest that the
34 previous and current owners had a reasonable expectation that both Parcels could be developed
35 independently.
36

37 As provided within the Applicant’s narrative (Attachment A) a northerly and southerly parcel
38 boundary existed back to at least 1954 (See attached deeds) where the northerly and southerly parcels
39 each contained approximately 10 acres. In 1993 the previous owner rearranged the parcels which
40 created the current configuration of parcels that exists today (the Subject Parcels each with
41 approximately 5-acres, and the easterly adjacent parcel containing approximately 10-acres). The
42 previous owner’s application stated that their intent was to rearrange the parcels to create frontage for
43 a minimum of two 10-acre lots as stated on the application (see Attachment B). However, the
44 application states “to vacate” the existing division, which is not the process, instead it is a lot
45 combination and rearrangement. The County issued a review letter recommending that the

1 rearrangement be granted, but it is still not clear if any discussion transpired regarding keeping the
2 two parcels separate on the Subject Property. What was ultimately approved is unclear because the
3 easterly parcel which is now 470 Maple Street was combined; but the Subject Parcels were not. Staff
4 hypothesizes that one of two things occurred; 1) either an administrative error occurred and the lot
5 combination of the Subject Parcels did not happen, or 2) the lot combination of the Subject Parcels
6 was recommended, but was not a condition of approval, because there was no requirement that a lot
7 have frontage at the time the request was made in 1993 (i.e. why would the owner combine the
8 property and give up an entitlement if not required to do so?) Based on the available information,
9 staff cannot determine exactly why the lot combination did not occur, so we are left to evaluate the
10 merits of granting a variance from frontage for Parcel B.

11
12 Both lots are currently vacant with no principal or accessory structures. The Applicant submitted
13 preliminary soil borings/septic tests to demonstrate that both Parcel A and Parcel B contain adequate
14 area to install an individual septic treatment system. ***If the variance request is approved, staff would***
15 ***recommend including a condition that a septic permit must be obtained from Washington County***
16 ***prior to the city issuing a building permit for the subject lot.***

17
18 Generally, cities require a property or parcel to have frontage on a road (whether public or private) so
19 that adequate access is available. Since no frontage requirements were in place prior to 1997 this
20 meant that other means of access were necessary, such as creating private driveway easement
21 agreements, private accessways, shared driveways etc. This situation was contemplated within the
22 original language of Ordinance 50 which was largely carried over into Section 32-346 Access Drives
23 and Access with some modifications. For purposes of considering this application, the following
24 analysis and description is provided:

25
26 ***Section 32-346 Access drives and access*** subsections (f-i) should be considered with respect to this
27 request understanding that Parcel B does not have frontage on a public road. First, all properties are
28 required to have “direct physical access” to an existing public roadway. Subsection (f) *Additional*
29 *Access* states, “In addition to the required direct physical access along the frontage of the lot or parcel
30 to the approved existing public roadway, a lot or parcel may have private easement access drives to
31 the lot over adjacent lots or parcels.”

32
33 The materials submitted with the application indicate that the Applicants would provide “direct
34 physical access” from Maple Street to Parcel B running parallel to the easterly property line.
35 However, it was not detailed in the application whether such access would involve a ‘shared access’
36 to the public roadway with a perpetual private driveway easement dedicated solely to Parcel B; or if
37 two separate driveways were contemplated. Since neither lot is currently developed, this would need
38 to be established to ensure appropriate access was available to both parcels. Additionally, it should be
39 noted that if the requested variance is granted that shared driveways are not permitted (see subsection
40 i). Further, ***staff would recommend if the variance is granted that a condition be included that a***
41 ***dedicated, perpetual, driveway easement must be granted and that such instrument must be drafted***
42 ***by an attorney for review by the City’s attorney to ensure access to Parcel B is perpetual and***
43 ***adequately provided.***
44

1 As shown on the attached Survey, and as referenced within the existing conditions, there appears to
2 be a wetland 'finger' that runs along the property line between Parcel A and Parcel B. The wetland
3 was not formally delineated and therefore it is not known the true extents, or Type, of wetland. Based
4 on the submitted survey there likely would be enough room for a driveway to run parallel to the
5 easterly lot line of both Parcel A and Parcel B outside of the wetland, but to affirmatively confirm that
6 the driveway would be outside of all wetlands a formal delineation would be necessary. ***Staff would***
7 ***recommend adding a condition that a wetland delineation must be prepared and approved prior to***
8 ***issuance of any building permit on Parcel B. Further, all wetland permits, or wetland mitigation***
9 ***must be acquired prior to any building permit being issued for Parcel B.***

10
11 To evaluate the proposed variance, the Planning Commission considered the following definition of
12 hardship (practical difficulty) which provides guidance on what to consider regarding the application:

13
14 *"Hardship means the proposed use of the property and associated structures in question*
15 *cannot be established under the conditions allowed by this chapter or its amendments and no*
16 *other reasonable alternate use exists; however, the plight of the landowner must be due to*
17 *physical conditions unique to the land, structure or building involved and are not applicable to*
18 *other lands, structures or buildings in the same zoning district; these unique conditions of the*
19 *site cannot be caused or accepted by the landowner after the effective date of the ordinance*
20 *from which this chapter is derived or its amendments. Economic considerations alone shall*
21 *not constitute a hardship."*

22
23 The Applicant has provided a narrative to support their position that a variance from the lot frontage
24 requirement should be granted (Attachment A). In addition to the narrative, staff offers the following
25 considerations:

- 26
27 • *"...proposed use of the property and associated structures in question cannot be established*
28 *under the conditions allowed by this chapter....and no other reasonable alternate use*
29 *exists..."*

30
31 If a variance from the lot frontage is not granted to Parcel B then the property cannot be
32 developed with a single-family residential use. There are no other uses that could be
33 developed on the property, and it would likely remain as private open space either under the
34 current owner or a new owner. The question that must be considered is whether Parcel B is an
35 "existing lot", and whether this situation is unique to the existing lot due to the ordinance
36 history and codification process. Staff performed a cursory GIS review and there are only a
37 handful of parcels that are currently vacant and do not have frontage on a public road. further
38 analysis of these properties would be necessary to determine the age of such parcels, but it is
39 clear that very few parcels have the same condition as that which is described in this
40 Application. It bears noting that there are several developed lots/properties without frontage
41 and those properties likely developed prior to the 1997 ordinance that required frontage on a
42 public road.

- 43
44 • *"...the plight of the landowner must be due to physical conditions unique to the land....and*
45 *are not applicable to other lands...in the same zoning district"*

The landowner acquired both Parcel A and Parcel B in 2016 and did not create the current configuration. However, it is relevant to note that the Applicant did purchase the land knowing that Parcel B did not have frontage on Maple Street. The Planning Commission should discuss whether they believe the Applicants had a reasonable expectation that both lots should be able to be developed independently.

- "...unique conditions cannot be caused...by the landowner"

As stated previously, the Applicants did not create the lot lines or the existence of the separate PIDs. Further, while there was a rearrangement/subdivision process that occurred in 1993 it is not clear if an administrative error occurred, or if some other event occurred which resulted in Parcel A and Parcel B remaining as separate parcels. This series of events was not caused or created by the Applicant/landowner.

The City Engineer has not reviewed the subject application since the application for a variance does not involve any proposed improvements. Staff would recommend including a condition that all plans for grading, access and any improvements of either lot shall be subject to the review and approval of the City Engineer.

The site is located in the Rice Creek Watershed District, and it is the Applicant's responsibility to contact them to coordinate any application or permit which may be required. Additionally, if the variance were to be recommended for approval, both lots would be required to obtain a septic permit from Washington County prior to any building permit being issued by the City.

Draft Findings & Conditions

The following draft findings related to the hardship (practical difficulty) are provided for your review and consideration:

- The proposed variance will not set precedent since the lot is existing and pre-dates the adoption of ordinances that regulate frontage.
- The city's codified ordinance is unclear with regard to existing lots and the required frontage, and Parcel B is one of only a few parcels with the unique circumstances as laid out within the narrative and this staff report.
- The proposed variance is consistent with the comprehensive plan and does not alter the character of the neighborhood or community.
- Both Parcel A and Parcel B will be required to follow all other dimensional standards contained within the ordinance, and will be consistent with the adopted A-2 zoning district.
- The variance from frontage on Parcel B will not negatively impact the health, safety, and welfare of the community.

Draft Conditions:

- A septic permit shall be obtained from Washington County prior to a building permit being issued for Parcel A or Parcel B.
- Access to Parcel B shall be designed and shown on an updated survey. The driveway and access shall be reviewed and approved by the City Engineer.
- Access to Parcel B shall be perpetual, and such easement shall be drafted by the Applicant and submitted to the City Attorney for review and approval prior to any building permit being issued for Parcel B. The access shall comply with the City's ordinance standards for accesses and driveways.
- Any such easement, or other tool granting access, once approved by the City's Attorney must be recorded against both Parcel A and Parcel B at Washington County property records prior to any building permit being issued for Parcel B.
- The Applicant shall complete a wetland delineation, which must be approved prior to any building permit being issued for Parcel B.
- If any wetland fill or alteration is needed, appropriate mitigation and plans shall be subject to the review and approval of the City Engineer. Such mitigation plan shall be reviewed and approved prior to any work being performed on Parcel B.
- A grading permit, if applicable, shall be obtained from the City Engineer prior to any site work being completed.
- The Applicants shall be required to obtain any necessary permits and/or approvals from the Rice Creek Watershed District prior to installation. A copy of any correspondence or permits shall be provided to the city prior to installation of the new system.

City Planner Swanson stated staff is seeking discussion and guidance with regard to the application. Options regarding the requested variance include:

- Approval of the variance with finding and conditions;
- Denial of the variance with findings; or
- Table the action and request additional information from the Applicant.

City Attorney Sandstrom noted the ordinance does allow exemptions for lots of record for setbacks but not lot frontage. If the Council believes that was the intent of the code, it should be revised to reflect that so a variance is not required for the lot frontage.

Council Member Kaup moved to approve variance request as presented. Council Member Carr seconded the motion.

Council Member Kaup withdrew the motion. Council Member Carr withdrew the second to the motion.

1 City Attorney Sandstrom advised the Council could table the application and ask the applicant to
2 withdraw.

3
4 **Council Member Carr moved to table Consideration of Variance Application for Lot Frontage,**
5 **400 Block of Maple Street North. Council Member Kaup seconded the motion. Motion carried**
6 **with Council Member Sederstrom voting nay.**

7
8 **Consideration of Ordinance No. 2017-53, Solar Energy Systems** – City Planner Swanson advised
9 Staff has prepared and included a draft ordinance for your review and consideration in response to
10 the City Council’s discussion at the regular October meeting. Staff understood the City Council’s
11 direction to be:

- 12
- 13 • Revise the draft ordinance to address residential solar installations.
- 14 • Amend the standards of the residential standards regarding setbacks, heights and roof
- 15 coverage.

16
17 The ordinance is presented for discussion, and the moratorium regarding solar installations remains in
18 effect. Therefore, no action is required this evening and staff is simply looking for feedback from the
19 Council regarding the latest draft ordinance.

20
21 Through Council discussion, it was determined the revised ordinance relating to residential solar use
22 did incorporate the revisions discussed at the last meeting.

23
24 Final Ordinance No. 2017-53 will appear on the December City Council meeting consent agenda.

25
26 **City Attorney, Kevin Sandstrom**

27
28 **Consideration of Resolution No. 2017-21, Solar Energy Systems** – City Attorney Sandstrom
29 advised the discussion at the last meeting resulted in the resolution before the Council to make a clear
30 decision regarding the application for text amendment relating to community solar gardens.

31
32 **Council Member Carr moved to adopt Resolution No. 2017-21, as presented. Council Member**
33 **Kaup seconded the motion. Motion carried with Council Member Lanoux and Sederstrom**
34 **voting nay.**

35
36 **NEW BUSINESS**

37
38 **Consideration of Revisions to Grant Rules of Procedure** – Staff advised the City Council adopted
39 a City of Grant Rules of Procedure Manual in 2014. The manual has been revised several times.
40 In an effort to clarify procedures for the City and City Council Members, revisions regarding meeting
41 minutes and use of Town Hall should be considered by the City Council. Revisions include language
42 regarding a quorum must be available for any Council meetings, Town Hall use must be for

1 meetings sponsored by the City and meeting minutes will be action only, with the additional of all
2 other legal requirements for meeting minutes.

3
4 Council should consider the following: 1) Approve the revised Rules of Procedure; 2) Make further
5 revisions to the Rules of Procedure; or 3) Deny revisions to Rules of Procedure.

6
7 **Council Member Carr moved to approve revisions to the Grant Rules of Procedure, as**
8 **presented. Council Member Kaup seconded the motion. Motion carried with Council Member**
9 **Lanoux and Sederstrom voting nay.**

10
11 **Consideration of Revisions to Administrator/Clerk Job Description** – Staff advised the City
12 Council formally approved the Administrator/Clerk Job Description on December 2012 based on
13 actual job duties.

14
15 As the Council determined at their September 2017 City Council meeting, Washington County will
16 be administering the 2018 Elections for the City of Grant.

17
18 The revised job description for the City position is attached reflecting the strike out of election duties
19 previously performed by the City for the purpose of accuracy.

20
21 Council should consider the following: 1) Approve the revised Administrator/Clerk Job Description;
22 2) Make further revisions to Administrator/Clerk Description; or 3) Deny revisions to
23 Administrator/Clerk Job Description.

24
25 **Council Member Lanoux moved to go out for RFP for the City of Grant Administrator/Clerk**
26 **position. Motion failed with no second.**

27
28 **Council Member Carr moved to approve revised Job Description for Administrator/Clerk, as**
29 **presented. Council Member Kaup seconded the motion. Motion carried with Council Member**
30 **Lanoux voting nay.**

31
32 **Consideration of City Consultant Contract Extensions** – Staff advised the City Council approved
33 City Consultant Contracts for Planning, Legal and Engineering in December 2014 for a contract
34 period of three years. The contracts outlined services and a fee that included increases for a three
35 period. Those contracts expire December 31, 2017.

36
37 Staff will note the actual budget line items for these services are a separate budget matter and are
38 reviewed and approved annually. The contracts have no impact on the 2018 budget line items for
39 either engineering, planning or legal.

40
41 Staff is requesting Council direction in relation to providing updated contracts for engineering,
42 planning and legal services for Council consideration at the December 2017 City Council Meeting.

1 Council Member Lanoux moved to advertise for RFP for Planning, Legal, Engineering and
2 Inspector Services for a period of one year. Council Member Sederstrom seconded the motion.
3 Motion failed with Council Member Carr, Kaup and Mayor Huber voting nay.

4
5 Council Member Lanoux moved to advertise for Legal Services RFP for a period of three years.
6 Council Member Sederstrom seconded the motion. Motion carried unanimously.

7
8
9 **UNFINISHED BUSINESS**

10
11 There was no unfinished business.

12
13 **DISCUSSION ITEMS**

14
15 **City Council Reports/Future Agenda Items (no action taken):**

16
17 **Transfer Station Legislation, Mayor Huber** – Mayor Huber distributed a letter of support for
18 recommended additions to a Senate Bill relating to the regulation of commercial waste transfer
19 stations currently operating in close proximity to Wildwood Elementary School. He requested the
20 Council sign the letter prior to mailing. Council Member Carr, Kaup and Mayor Huber signed the
21 letter in support of the recommended additions.

22
23 **Staff Transparency, Council Member Lanoux** – Council Member Lanoux stated there are no
24 records, minutes or agendas for staff meetings.

25
26 **Council Member Carr moved to skip the rest of the discussion items. Council Member Kaup**
27 **seconded the motion. Motion carried.**

28
29 **Well Safety Protection of Ground Water, Council Member Lanoux –**

30
31 **Legislative Update, Council Member Lanoux -**

32
33 **Staff Updates (no action taken):**

34
35 There were no staff updates.

36
37 **COMMUNITY CALENDAR NOVEMBER 7 THROUGH NOVEMBER 30, 2017:**

38
39 **Mahtomedi Public Schools Board Meeting, Thursday, November 9th and 26th , Mahtomedi**
40 **District Education Center, 7:00 p.m.**

41 **Stillwater Public Schools Board Meeting, Thursday, November 9th , Stillwater City Hall, 7:00**
42 **p.m.**

43 **City Office Closed, Thanksgiving Holiday, Thursday-Friday, November 23-24, 2017**

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

2
3 **ADJOURN**

4
5 **Council Member Carr moved to adjourn at 9:35 p.m. Council Member Kaup seconded the**
6 **motion. Motion carried unanimously.**

7
8
9
10 These minutes were considered and approved at the regular Council Meeting December 5, 2017.
11
12
13

14
15 _____
16 Kim Points, Administrator/Clerk
17

14
15 _____
16 Jeff Huber, Mayor
17

Disbursements Register

11/28/2017

Fund Name: All Funds

Date Range: 11/01/2017 To 11/28/2017

<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>
11/07/2017	Charles Rawlings	13579	Escrow Refund	N	Escrow	935-49320-810-	\$ 552.50
	Total For Check	13579					\$ 552.50
11/07/2017	Jon Steinmetz	13580	Escrow Refund	N	Escrow	934-49320-810-	\$ 632.00
	Total For Check	13580					\$ 632.00
11/07/2017	Mike Regan	13583	Flood Pumping Reimbursement	N	Special Road Projects	100-43128-224-	\$ 1,380.00
	Total For Check	13583					\$ 1,380.00
11/09/2017	Payroll Period Ending 12/31/2017	13584	Council Salary	N	Council Salaries	100-41005-100-	\$ 2,109.50
	Total For Check	13584					\$ 2,109.50
11/09/2017	Payroll Period Ending 12/31/2017	13585	Mayor Salary	N	Mayor Salary	100-41002-100-	\$ 2,678.15
	Total For Check	13585					\$ 2,678.15
11/09/2017	Payroll Period Ending 12/31/2017	13586		N	Council Salaries	100-41005-100-	\$ 2,230.25
	Total For Check	13586					\$ 2,230.25
11/09/2017	Payroll Period Ending 12/31/2017	13587		N	Council Salaries	100-41005-100-	\$ 2,230.25
	Total For Check	13587					\$ 2,230.25
11/09/2017	Payroll Period Ending 12/31/2017	13588		N	Council Salaries	100-41005-100-	\$ 2,230.25
	Total For Check	13588					\$ 2,230.25
11/27/2017	Payroll Period Ending 11/30/2017	13589		N	Clerk Salary	100-41101-100-	\$ 3,545.23
	Total For Check	13589					\$ 3,545.23
11/27/2017	Croix Valley Inspector	13590	Building Inspector	N	Building Inspection	100-42004-300-	\$ 1,229.39
	Total For Check	13590					\$ 1,229.39
11/27/2017	Xcel Energy	13591	Utilities	N	Town Hall Electricity	100-43004-381-	\$ 54.90
		13591			Well House Electricity	100-43010-381-	\$ 44.20
		13591			Street Lights	100-43117-381-	\$ 44.38
	Total For Check	13591					\$ 143.48
11/27/2017	AirFresh Industries	13592	PortaPot #28483	N	Town Hall Porta Pot	100-43007-210-	\$ 125.00
	Total For Check	13592					\$ 125.00
11/27/2017	CenturyLink	13593	City Phone	N	City Office Telephone	100-41309-321-	\$ 131.89

Fund Name: All Funds

Date Range: 11/01/2017 To 11/28/2017

<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>
11/27/2017	Lyle Signs, Inc.	13594	Road Signs	N	Road Sign Replacement	100-43110-330-	\$ 131.89
		Total For Check					\$ 22.81
11/27/2017	Todd Smith	13595	Monthly Assessment Services - November	N	Property Assessor	100-41208-300-	\$ 1,991.92
		Total For Check					\$ 1,991.92
11/27/2017	Safety Signs	13596	Road Closed Signs - July	N	Special Road Projects	100-43128-220-	\$ 657.20
		Total For Check					\$ 657.20
11/27/2017	Andrew Hartsock	13597	Video Tech	N	Cable Costs	100-41212-100-	\$ 77.00
		Total For Check					\$ 77.00
11/27/2017	Graphic Resources	13598	Fall Newsletter	N	City Newsletter	100-41307-350-	\$ 1,179.62
		Total For Check					\$ 1,179.62
11/27/2017	City of Stillwater	13599	2nd Half Fire Contract	N	Fire - Stillwater	100-42003-300-	\$ 56,431.00
		Total For Check					\$ 56,431.00
11/27/2017	Waste Management	13600	Recycling	N	Recycling	100-43011-384-	\$ 4,585.56
		Total For Check					\$ 4,585.56
11/27/2017	City of Mahtomedi	13601	4thQuarter Fire Contract	N	Fire - Mahtomedi	100-42002-300-	\$ 33,317.50
		Total For Check					\$ 33,317.50
11/27/2017	KEJ Enterprises	13602	November 2017 Road Contractor	N	Animal Control	100-42006-300-	\$ 83.00
		13602			Town Hall Mowing	100-43006-300-	\$ 125.00
		13602			Ball Field Maintenance	100-43009-300-	\$ 125.00
		13602			Road Engineering Fees	100-43102-300-	\$ 166.14
		13602			Road Garbage Removal	100-43105-300-	\$ 167.00
		13602			Gravel Road Costs	100-43106-300-	\$ 20.84
		13602			Magnesium Chloride	100-43107-300-	\$ 41.67
		13602			Road Sign Replacement	100-43110-300-	\$ 83.84
		13602			Culvert Repair	100-43111-300-	\$ 20.84
		13602			Snow & Ice Removal	100-43113-300-	\$ 5,416.67
		13602			Road Brushing	100-43114-300-	\$ 2,250.00
		13602			Road Side Mowing	100-43115-300-	\$ 500.00
		Total For Check					\$ 9,000.00

Date Range: 11/01/2017 To 11/28/2017

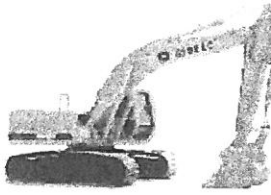
<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
11/27/2017	Sharon Schwarze	13603	2017 Treasurer Services	N	Treasurer	100-41104-300-	\$ 6,365.00
	Total For Check	13603					\$ 6,365.00
11/27/2017	Brochman Blacktopping Co.	13604	Patching	N	Pothole Repairs	100-43109-300-	\$ 12,918.00
	Total For Check	13604					\$ 12,918.00
11/27/2017	Kline Bros Excavating	13605	Road Maintenance	N	Grader Contractor	100-43101-300-	\$ 6,500.00
		13605			Gravel Road Costs	100-43106-301-	\$ 747.50
		13605			Special Road Projects	100-43128-220-	\$ 8,867.50
	Total For Check	13605					\$ 16,115.00
11/27/2017	Eckberg Lammers	13606	Legal Services	N	Legal Fees - General	100-41204-301-	\$ 1,887.00
		13606			Legal Fees - Complaints	100-41205-301-	\$ 5,342.70
		13606			Legal Fees - Prosecutions	100-41206-301-	\$ 1,684.62
		13606			Escrow	915-49320-301-	\$ 163.50
		13606				929-49320-301-	\$ 185.00
	Total For Check	13606					\$ 9,262.82
11/27/2017	Sprint	13607	City Cell Phone	N	Road Expenses - Other	100-43116-321-	\$ 35.00
	Total For Check	13607					\$ 35.00
11/27/2017	PERA	13608	PERA	N	Clerk PERA	100-41102-120-	\$ 365.79
		13608			Clerk PERA Withholding	100-41108-100-	\$ 317.02
	Total For Check	13608					\$ 682.81
11/27/2017	PERA	13609	PERA	N	Mayor PERA	100-41003-120-	\$ 120.75
		13609			Council Salaries	100-41005-100-	\$ 120.75
	Total For Check	13609					\$ 241.50
11/27/2017	IRS	EFT95	Payroll Taxes	N	Clerk FICA/Medicare	100-41103-100-	\$ 373.11
		EFT95			Clerk Medicare	100-41105-100-	\$ 70.72
		EFT95			Federal Withholding	100-41107-100-	\$ 447.58
		EFT95			Social Security Expens	100-41109-100-	\$ 302.39
	Total For Check	EFT95					\$ 1,193.80
11/27/2017	IRS	EFT96	Payroll Taxes	N	Mayor FICA/Medicare	100-41004-100-	\$ 443.70
		EFT96			Council FICA/Medicare	100-41008-100-	\$ 1,478.00
	Total For Check	EFT96					\$ 1,921.70
11/28/2017	SHC, LLC	13610	Planning	N	City Planner	100-41209-301-	\$ 757.50
		13610			Escrow	931-49320-301-	\$ 715.50
		13610				932-49320-301-	\$ 530.00

Fund Name: All Funds

Date Range: 11/01/2017 To 11/28/2017

<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>
		13610				936-49320-301-	\$ 238.50
		Total For Check					\$ 2,241.50
11/28/2017	Cheryl Kargel	13611	Escrow Refund	N	Escrow	932-49320-810-	\$ 1,869.33
		Total For Check					\$ 1,869.33
11/28/2017	Patrick Newlin	13612	COC Escrow Refund	N	Escrow	933-49320-810-	\$ 579.00
		Total For Check					\$ 579.00
		Total For Selected Checks					\$ 179,905.96

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



Invoice

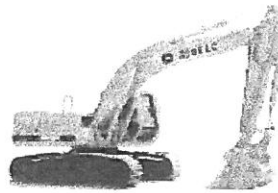
DATE	INVOICE #
11/26/17	2468

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

DUE DATE
12/6/17

DESCRIPTION	QTY	UNIT COST	AMOUNT
11-20-17 FIX DROP OFFS AT DRIVEWAYS ON 89TH ST			0.00
11-20-17 LNT9000 HAUL GRAVEL	3	75.00	225.00
11-20-17 1845C	3.5	85.00	297.50
11-20-17 SD54	3	75.00	225.00
AMTS PAST 30 DAYS WILL BE SUBJECT TO A 1 1/2% MONTHLY SERV CHARGE			
Total			747.50

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



Invoice

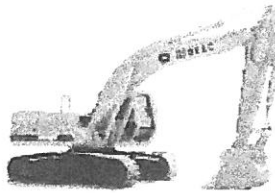
DATE	INVOICE #
11/26/17	2467

BILL TO	JOB ADDRESS
CITY OF GRANT 111 WILDWOOD RD WILLERNIE, MN 55090	SPECIAL PROJECTS 100-42128

DUE DATE
12/6/17

DESCRIPTION	QTY	UNIT COST	AMOUNT
11-08-17 E70 (GRADE BANKS FOR EROSION MAT ON JOCELYN RD)	2.5	90.00	225.00
11-08-17 INSTALL 300 SQ YDS EROSION MAT	300	2.50	750.00
11-08-17 SEED W/OATS	300	0.25	75.00
11-09-17 E70 (GRADE BANK FOR EROSION MAT ON JOCELYN RD)	5.75	90.00	517.50
11-09-17 INSTALL 600 SQ YDS EROSION MAT	600	2.50	1,500.00
11-09-17 SEED W/OATS	600	0.25	150.00
11-13-17 9010 (GRADE BANKS FOR EROSION MAT ON KEATS AVE)	7.5	100.00	750.00
11-13-17 INSTALL 1000 SQ YDS EROSION MAT	1,000	2.50	2,500.00
11-13-17 SEED W/OATS	1,000	0.25	250.00
11-14-17 9010 (GRADE BANK FOR EROSION MAT ON KEATS AVE)	5	100.00	500.00
11-14-17 INSTALL 600 SQ YDS EROSION MAT	600	2.50	1,500.00
11-14-17 SEED W/ OATS	600	0.25	150.00
AMTS PAST 30 DAYS WILL BE SUBJECT TO A 1 1/2% MONTHLY SERV CHARGE			
Total			8,867.50

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



Invoice

DATE	INVOICE #
11/26/17	2466

BILL TO	JOB ADDRESS
CITY OF GRANT 111 WILDWOOD RD WILLERNIE, MN 55090	ROAD GRADING 100-43011

DUE DATE
12/6/17

DESCRIPTION	QTY	UNIT COST	AMOUNT
10-30-17 740A	6	80.00	480.00
10-31-17 770B	6	80.00	480.00
10-31-17 740A	7	80.00	560.00
11-03-17 770B	4.75	80.00	380.00
11-03-17 740A	4.75	80.00	380.00
11-06-17 770B	5.5	80.00	440.00
11-06-17 740A	5	80.00	400.00
11-07-17 770B	4	80.00	320.00
11-07-17 740A	6	80.00	480.00
11-08-17 740A	4.5	80.00	360.00
11-15-17 770B	4.5	80.00	360.00
11-15-17 740A	4.75	80.00	380.00
11-17-17 740A	5	80.00	400.00
11-18-17 770B	6.5	80.00	520.00
11-18-17 740A	3.5	80.00	280.00
11-24-17 770B	3.5	80.00	280.00
AMTS PAST 30 DAYS WILL BE SUBJECT TO A 1 1/2% MONTHLY SERV CHARGE		Total	6,500.00

CITY OF GRANT
WASHINGTON COUNTY, MINNESOTA
ORDINANCE 2017-53

An Ordinance Amending the Grant Code of Ordinances
Amending Section 32-245 Table of Uses of Chapter 32 Zoning and
Adding Division 4 Solar Energy Systems

The City Council of the City of Grant, Washington County, Minnesota, does hereby ordain as follows:

SECTION 1. AMENDMENT OF CHAPTER 32, ZONING, OF THE CITY’S CODE OF ORDINANCES.

That City Code Chapter 32, Article I, Section 32-245, “Table of uses”, Item (c) is hereby AMENDED to ADD the following identified as underlined, and AMENDED to DELETE as ~~striketrough~~ :

Use	Conservancy	Agricultural A1	Agricultural A2	Residential R1	General Business (GB)
(KEY) <i>P = Permitted</i> <i>C = Conditional Use Permit and public hearing</i> <i>CC=Certificate of Compliance</i> <i>A = Permitted accessory use</i> <i>N = Not Permitted</i>					
<u>Community Solar Energy System</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>
<u>Residential Solar Energy Systems – Building Mounted</u>	<u>N</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
<u>Residential Solar Energy Systems – Ground Mounted</u>	<u>N</u>	<u>CC</u>	<u>CC</u>	<u>CC</u>	<u>CC</u>

SECTION 2. AMENDMENT OF CHAPTER 32, ZONING, OR THE CITY’S CODE OF ORDINANCES.

That City Code Chapter 32, Article IV Supplemental Regulations, is hereby AMENDED to ADD the following:

Division 5. Solar Energy Systems

Sec. 32-455. Definitions.

Community Solar Energy System means a ground-mounted solar energy production facility that generates up to 1 MWac of electricity and that supplies multiple off-site community members or businesses under the provisions of Minnesota statutes 216B.1641 or successor statute.

Residential Solar Energy Systems – Building Mounted means a solar energy system that is affixed to a principal or accessory structure.

Residential Solar Energy Systems – Ground-mounted means a freestanding solar system mounted directly to the ground using a rack or pole rather than being mounted on a building.

Solar Energy means radiant energy received from the sun that can be collected in the form of heat or light by a solar collector.

Solar Energy System means a device or a structural design feature, a substantial purpose of which is to provide daylight for interior lighting or provide for the collection, storage and distribution of solar energy for heating or cooling, electricity generation, or water heating.

Solar Equipment means a device, structure or a part of a device or structure for which the primary purpose is to capture sunlight and transform it into thermal, mechanical, chemical or electrical energy.

Sec. 32-456. Purpose.

The purpose of this Division is to establish standards and procedures to allow property owners the reasonable capture and use of sunlight, while ensuring protection of adjacent properties and rural residential neighborhoods from potential adverse impacts of such installations.

Sec. 32-457. Residential Solar Energy Systems.

(a) *Permitted Use.* Residential Solar Energy Systems, building mounted or ground mounted, are a permitted use or permitted use upon issuance of a Certificate of Compliance as shown on the Table of Uses contained in this ordinance.

(b) *Building Mounted – Solar equipment* if affixed to a structure shall be permitted provided the following standards are met:

- (1) The equipment or device must be affixed to a structure, principal or accessory, and must meet all setback requirements for principal or accessory structures in the zoning district where the device is to be located.
- (2) The equipment or device may not extend beyond the height of the building by more than five (5) feet, and may not exceed the maximum building height as permitted within the zoning district.

- (3) The equipment or device shall cover no more than 80 percent of the roof to which it is affixed.
 - (4) The equipment or device must be designed and constructed in compliance with all applicable building and electrical codes.
 - (5) The equipment or device must comply with all state and federal regulations regarding co-generation of energy.
 - (6) All solar arrays or panels shall be installed or positioned so as not to cause any glare or reflective sunlight onto neighboring properties or structures, or obstruct views of adjacent property owners.
 - (7) Solar equipment which is mounted to a roof that is not flat, and which is visible from the nearest right-of-way, shall not have a finished pitch more than five (5) percent steeper than the roof on which it is affixed.
 - (8) The zoning administrator may require compliance with any other conditions, restrictions or limitations deemed reasonably necessary to protect the residential character of the neighborhood, if applicable.
- (c) *Ground Mounted – solar equipment* not affixed to a structure shall be permitted after issuance of a certificate of compliance provided the following standards are met:
- (1) Solar energy systems shall only be allowed as an accessory use on a parcel with an existing principal structure.
 - (2) Solar energy systems shall be set back a minimum of 100 feet from a property line with an adjacent residential home, and shall be sited to meet all other applicable structural setback standards within the zoning district for the remaining lot lines.
 - (3) The ground equipment shall be constructed outside of all wetland and shoreland setbacks as adopted within this City's ordinances.
 - (4) The footprint occupied by a solar energy system shall not exceed 1,000 square feet.
 - (5) The equipment or device may not exceed a height of 15 feet.
 - (6) The zoning administrator may require landscaping or other means of screening to limit visual impacts of the Solar Energy System.
 - (7) The equipment or device must be designed and constructed in compliance with all applicable building and electrical codes.
 - (8) The equipment or device must comply with all state and federal regulations regarding co-generation of energy.
 - (9) All solar arrays or panels shall be installed or positioned to not cause any glare or reflective sunlight onto neighboring properties, structures, or obstruct adjacent views.
 - (10) The city may require compliance with any other conditions, restrictions or limitations deemed reasonably necessary to protect the public health, safety, and welfare and to promote harmony with neighboring uses.

SECTION 3. SEVERABILITY.

In the event that court of competent jurisdiction adjudges any part of this ordinance to be invalid, such judgment shall not affect any other provisions of this ordinance not specifically included within that judgment.

SECTION 4. EFFECTIVE DATE.

This ordinance takes effect upon its adoption and publication according to law.

WHEREUPON, a vote, being taken upon a motion by Council member _____ and seconded by Council member _____, the following upon roll call:

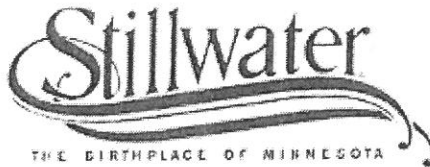
Voting AYE:

Voting NAY:

Whereupon said Ordinance was declared passed adopted this ____day of _____, 2017.

Jeff Huber, Mayor

Attest: Kim Points, City Clerk



DATE	INVOICE NO
11/1/2017	0054701

BILL TO
City of Grant P O Box 577 111 Wildwood Rd Willemie, MN 55090

DUE DATE
12/1/2017

DESCRIPTION	QUANTITY	EFFECTIVE RATE	AMOUNT	DISCOUNT	CREDIT	BALANCE
PREVIOUS ACCOUNT BALANCE						0.00
Fire Contract Jan - Dec 2017:						
2nd Half Contract (\$112,862.00)	1.00	56,431.00	56,431.00	0.00	0.00	56,431.00
INVOICE TOTAL:			56,431.00	0.00	0.00	56,431.00

PLEASE DETACH BOTTOM PORTION & REMIT WITH YOUR PAYMENT

For questions please contact us at (651) 430-8800

Customer Name: City of Grant
Customer No: 100353
Account No: 0000006 - AR account for 100353

DUE DATE	INVOICE NO
12/1/2017	0054701



Please remit payment by the due date to:

City of Stillwater
216 North 4th Street
Stillwater, MN 55082

Invoice Total: 56,431.00
Discounts: 0.00
Credit Applied: 0.00
Ending Balance: 56,431.00

INVOICE BALANCE: \$56,431.00
AMOUNT PAID: _____



December 8, 2016

City of Grant
c/o Kim Points
P.O. Box 577
Willernie, MN 55090

Dear Kim,

Please remit a check in the amount of \$33,317.50 for the 4th quarter fire contract. Please pay December 1, 2017.

If you have any questions, please feel free to give me a call at 651-426-3344.

Thank you,

A handwritten signature in cursive script that reads 'Jerene Rogers'.

Jerene Rogers
Account Clerk

Brochman Blacktopping Co.
 7020 Lake Elmo Ave N
 Stillwater, MN 55082
 www.brochmanpaving.com
 brochmanpaving@msn.com
 651-439-5379

Invoice

Date	Invoice #
11/21/2017	5047

Bill To
City Of Grant 111 Wildwood Rd. Po. Box. 577 Willernie, MN 55090

Terms

Due on receipt

Due Date

12/15/2017

Item	Description	Quantity	Rate	Amount
Asphalt Mix	Tons	8	55.00	440.00
Truck	With Driver (hrs)	5.5	88.00	484.00
Skid Loader	With Bucket (hrs)	5	78.00	390.00
Roller	With Operator (hrs)	3.5	73.00	255.50
Man Hours	Labor	8	57.00	456.00
Tack	Gallons	3	3.00	9.00
	Labor & Materials for asphalt pothole repairs at 115th St, Lockridge Ave N - corner dig-out patch (02NOV2017)			
Asphalt Mix	Tons	6	55.00	330.00
Truck	With Driver (hrs)	4	88.00	352.00
Skid Loader	With Bucket (hrs)	3.5	78.00	273.00
Roller	With Operator (hrs)	3.5	73.00	255.50
Man Hours	Labor	4	57.00	228.00
Tack	Gallons	3	3.00	9.00
	Labor & Materials for asphalt pothole repair at Renee Ave N, mill and patch many areas (06NOV2017)			

Thank you for your business.

Total

Payments/Credits

Balance Due

Brochman Blacktopping Co.
 7020 Lake Elmo Ave N
 Stillwater, MN 55082
 www.brochmanpaving.com
 brochmanpaving@msn.com
 651-439-5379

Invoice

Date	Invoice #
11/21/2017	5047

Bill To
City Of Grant 111 Wildwood Rd. Po. Box. 577 Willernie, MN 55090

Terms

Due on receipt

Due Date

12/15/2017

Item	Description	Quantity	Rate	Amount
Asphalt Mix	Tons	4	55.00	220.00
Truck	With Driver (hrs)	5	88.00	440.00
Skid Loader	With Bucket (hrs)	4	78.00	312.00
Roller	With Operator (hrs)	4	73.00	292.00
Man Hours	Labor	6	57.00	342.00
Tack	Gallons	2	3.00	6.00
	Labor & Materials for asphalt pothole & edge repairs: Juste Road and Hwy 96 North to 96th Street; Indigo Ave, 9650-96th Street, 9797-96th St. (08NOV2017)			
Asphalt Mix	Tons	3	55.00	165.00
Truck	With Driver (hrs)	4.5	88.00	396.00
Skid Loader	With Bucket (hrs)	3.5	78.00	273.00
Roller	With Operator (hrs)	3.5	73.00	255.50
Man Hours	Labor	7.5	57.00	427.50
Tack	Gallons	2	3.00	6.00
	Labor & Materials, asphalt pothole repairs Haley Ave, Dellwood CT Rd, Juste TRL near 9960 Justen Rd & Hwy 96 N to 96th St, Indigo Ave; patch many areas (14NOV2017)			

Thank you for your business.

Total

Payments/Credits

Balance Due

Brochman Blacktopping Co.
 7020 Lake Elmo Ave N
 Stillwater, MN 55082
 www.brochmanpaving.com
 brochmanpaving@msn.com
 651-439-5379

Invoice

Date	Invoice #
11/21/2017	5047

Bill To
City Of Grant 111 Wildwood Rd. Po. Box. 577 Willernie, MN 55090

Terms

Due on receipt

Due Date

12/15/2017

Item	Description	Quantity	Rate	Amount
Asphalt Mix	Tons	3	55.00	165.00
Truck	With Driver (hrs)	4	88.00	352.00
Skid Loader	With Bucket (hrs)	3.5	78.00	273.00
Roller	With Operator (hrs)	3.5	73.00	255.50
Man Hours	Labor	6	57.00	342.00
Tack	Gallons	2	3.00	6.00
	Labor & Materials for asphalt pothole repair Dellwood Road & Dellwood Lane, Joilet Ave N , Joliet CT N, 101st N, 103rd St N & 103rd St CT N, Juno Ave N; patch many areas (16NOV2017)			

Thank you for your business.

Total

Payments/Credits

Balance Due

Brochman Blacktopping Co.
 7020 Lake Elmo Ave N
 Stillwater, MN 55082
 www.brochmanpaving.com
 brochmanpaving@msn.com
 651-439-5379

Invoice

Date	Invoice #
11/21/2017	5047

Bill To
City Of Grant 111 Wildwood Rd. Po. Box. 577 Willernie, MN 55090

Terms

Due on receipt

Due Date

12/15/2017

Item	Description	Quantity	Rate	Amount
Asphalt Mix	Tons	29	55.00	1,595.00
Truck	With Driver (hrs)	13	88.00	1,144.00
Skid Loader	With Bucket (hrs)	8.5	78.00	663.00
Roller	With Operator (hrs)	5.5	73.00	401.50
Man Hours	Labor	18	57.00	1,026.00
Tack	Gallons	26	3.00	78.00
	Labor & Materials for asphalt dig-out/repair/overlay at 103rd St CT N (114' X 16'), asphalt pothole repairs: Janero CT N, Justen Ave N (20NOV2017)			

Thank you for your business.

Total \$12,918.00

Payments/Credits \$0.00

Balance Due \$12918.00

ORDINANCE NO. 2017-54

**CITY OF GRANT
WASHINGTON COUNTY, MINNESOTA**

**ORDINANCE REPEALING TEMPORARY
MORATORIUM ON SOLAR FACILITIES**

WHEREAS, on June 6, 2017 the City enacted Ordinance No. 2017-52, An Interim Ordinance Placing Temporary Moratorium on Solar Farm Facilities in the City and Directing a Study to be Conducted, adopted pursuant to Minn. Stat. § 462.355, subd. 4, to temporarily halt development or installation of solar system facilities while the City further studied and developed its ordinances and regulations on such facilities; and,

WHEREAS, the City has completed its study of solar energy system regulation and has adopted Ordinance No. 2017-53, An Ordinance Amending the Grant Code of Ordinances Amending Section 32-245 Table of Uses of Chapter 32 Zoning and Adding Division 4 Solar Energy Systems; and

WHEREAS the City finds that its newly enacted Code adequately addresses the City's needs and concerns regarding solar energy system facilities, and that the need for the interim moratorium is now concluded.

NOW THEREFORE, the City Council of the City of Grant, Washington County, Minnesota does hereby ORDAINS AS FOLLOWS:

The interim moratorium on solar facilities, as set forth in Ordinance No. 2017-52, is hereby lifted and repealed in its entirety, subject to the newly enacted Code regulations regarding such facilities.

By the affirmative vote of a majority of the City Council, and effective upon publication as required by law, the City of Grant hereby approves and enacts the foregoing Ordinance this 5th day of December, 2017.

ATTEST:

PASSED:

Kim Points, City Clerk

Jeffrey Huber, Mayor

**CITY OF GRANT
WASHINGTON COUNTY, MINNESOTA**

RESOLUTION NO. 2017-34

**RESOLUTION APPROVING SUMMARY PUBLICATION FOR ORDINANCE
REPEALING TEMPORARY MORATORIUM ON SOLAR FACILITIES**

WHEREAS, On December 5, 2017, the City Council enacted an Ordinance No. 2017-54 to repeal its temporary moratorium on solar system facilities; and,

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

WHEREAS, the City Council for the City of Grant has determined that publication of the title and a summary of Ordinance No. 2017-54 would clearly inform the public of the intent and effect of the Ordinance; and

WHEREAS, the City Council for the City of Grant has reviewed the summary of Ordinance No. 2017-54 attached and incorporated herein as **Exhibit A**; and

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

1. Approves the text of the summary of Ordinance No. 2017-54 attached as **Exhibit A**.
2. Directs the City Clerk to post a copy of the entire text of Ordinance No. 2017-54 in all public locations designated by the City Council.
3. Directs the City Clerk to publish the summary in the City's legal newspaper within ten days.
4. Directs the City Clerk to file the executed Ordinance upon the books and records of the City along with proof of publication.

Dated this 5th day of December 2017.

ATTEST:

PASSED:

Kim Points, City Clerk

Jeffrey Huber, Mayor

EXHIBIT A

Ordinance Summary

Ordinance No. 2017-54

Ordinance Repealing Temporary Moratorium on Solar Facilities

On December 5, 2017 the City of Grant adopted Ordinance No. 2017-54 to repeal its prior temporary moratorium on solar system facilities within the City, as set forth in Ordinance 2017-54. Said moratorium is now repealed.

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

**CITY OF GRANT
WASHINGTON COUNTY, MINNESOTA**

RESOLUTION NO. 2017-23

**A RESOLUTION OF THE CITY OF GRANT, WASHINGTON COUNTY,
MINNESOTA, PROVIDING FOR THE SUMMARY PUBLICATION OF
ORDINANCE NO. 2017-51**

WHEREAS, On December 5, 2017 at the regular Grant City Council meeting, by majority vote, the City Council adopted Ordinance No. 2017-53 Amending Section 32-245 Table of Uses of Chapter 32 Zoning and Adding Division 4 Solar Energy systems; and

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

WHEREAS, the City Council for the City of Grant has determined that publication of the title and a summary of Ordinance No. 2017-53 would clearly inform the public of the intent and effect of the Ordinance; and

WHEREAS, the City Council for the City of Grant has reviewed the summary of Ordinance No. 2017-53 attached and incorporated herein as **Exhibit A**; and

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

1. Approves the text of the summary of Ordinance No. 2017-53 attached as **Exhibit A**.
2. Directs the City Clerk to post a copy of the entire text of Ordinance No. 2017-53 in all public locations designated by the City Council.
3. Directs the City Clerk to publish the summary in the City's legal newspaper within ten days.
4. Directs the City Clerk to file the executed Ordinance upon the books and records of the City along with proof of publication.

Dated this 5th day of December 2017.

Jeff Huber, Mayor

ATTEST:

Kim Points, City Clerk

EXHIBIT A

Ordinance Summary

Ordinance No. 2017-53

An Ordinance Amending the Grant Code of Ordinances Amending Section 32-245 Table of Uses of Chapter 32 Zoning and Adding Division 4 Solar Energy Systems

On December 5, 2017 the City of Grant adopted an ordinance to amend Section 32-245 Table of Uses of Chapter 32 Zoning and Adding Division 4 Solar Energy Systems to add definitions of solar energy systems within the City of Grant, Minnesota.

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

**CITY OF GRANT, MINNESOTA
RESOLUTION NO. 2017-24**

RESOLUTION ADOPTING FINAL CITY BUDGET FOR 2018

WHEREAS, the City of Grant established a preliminary certification of the City of Grant's levy at its September 5, 2017 meeting; and

WHEREAS, the City of Grant held a public hearing for the 2017 final budget on December 5, 2017 at 6:00 p.m.; and

WHEREAS, the City Council for the City of Grant wishes to establish its final 2018 budget which must be certified to the Washington County Auditor/Treasurer by December 30, 2017;

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

BE IT RESOLVED, that the City Council of the City of Grant, Washington County, Minnesota hereby adopts a final City budget for 2017 in the amount of \$1,541,839.00.

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

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

Whereupon, said resolution was declared duly passed and adopted and signed by the Mayor and attested by the City Clerk, passed by the City Council, City of Grant, Washington County, Minnesota, on this 5th day of December, 2017.

Jeff Huber, Mayor

Kim Points, Administrator/Clerk

**CITY OF GRANT, MINNESOTA
RESOLUTION NO. 2017-25**

**RESOLUTION ESTABLISHING THE FINAL LEVY CERTIFICATION FOR THE
CITY'S GENERAL FUND AT \$1,186,360.00**

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

WHEREAS, the City Council is required to adopt its 2018 final levy certification on or before December 30, 2017; and

WHEREAS, THE City of Grant held a public hearing for the 2017 final levy on December 5, 2017 at 6:00 p.m.; and

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

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

Establish the 2018 General Fund Final Levy's certification at \$1,186,360.00

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

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

Whereupon, said resolution was declared duly passed and adopted and signed by the Mayor and attested by the City Clerk, passed by the City Council, City of Grant, Washington County, Minnesota, on this 5th day of December, 2017.

Jeff Huber, Mayor

Attest:

Kim Points, Administrator/Clerk

RESOLUTION 2017- 26

A RESOLUTION DESIGNATING PRECINCT POLLING LOCATIONS FOR THE 2018 ELECTIONS IN THE CITY OF GRANT, WASHINGTON COUNTY, MINNESOTA

WHEREAS, there was a change made during the 2017 legislative session to State Statute 204.16 which discusses polling place designations; and,

WHEREAS, state law now requires municipalities to designate precinct polling places for all elections for the year by December 31 of the prior year; and,

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Grant hereby designates precinct polling location for 2018 as follows:

Precinct 1 – Woodbury Lutheran - Oak Hill Campus
9050 60th Street N
Stillwater, MN 55082

ADOPTED by the Grant City Council this 5th day of December, 2017.

Jeff Huber, Mayor

ATTEST:

City Clerk

AGENDA ITEM 6E-K

STAFF ORIGINATOR	Kim Points
MEETING DATE	December 5, 2017
TOPIC	2018 Liquor Licenses

BACKGROUND

Every year at the December City Council meeting, liquor licenses are approved for the following year, based on state approval, insurance, background checks and all fees paid.

Resolutions for each of the City's license holders that submitted their renewals are attached and states approval is based on the outlined conditions.

Staff is requesting a separate motion, second and vote be taken for each individually.

ACTION REQUESTED

Council action to approve or deny.

Resolution No. 2017-27

Resolution to Approve On-Sale/Sunday Liquor License for MoGrow Inc.

(DBA: Indian Hills)

WHEREAS, MoGrow Inc. submitted an application for the issuance of an On-Sale/Sunday Intoxicating Liquor License; and

WHEREAS, the Washington County Sheriff's Department completed the required Background check and found nothing to prevent issuance.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Grant that the City Council does hereby approve issuance of an On-Sale/Sunday Intoxicating Liquor License to the applicant listed below for the period of January 1, 2018 through December 31, 2018:

MoGrow Inc.
6667 Keats Avenue N
Stillwater, MN 55082
Licensee: Michael Regan

BE IT FURTHER RESOLVED that licensing is contingent upon said applicant making payment of their taxes and submission of appropriate license fees, necessary liability insurance, to the Administrator/Clerk.

PASSED: December 5, 2017 by the City Council of the City of Grant.

Jeff Huber, Mayor

Kim Points, Administrator/Clerk

Resolution No. 2017-28

Resolution to Approve On-Sale/Sunday Liquor License for Schone's Inc.

(DBA: Gasthaus Bavarian Hunter)

WHEREAS, Shone's Inc. submitted an application for the issuance of an On-Sale/Sunday Intoxicating Liquor License; and

WHEREAS, the Washington County Sheriff's Department completed the required Background check and found nothing to prevent issuance.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Grant that the City Council does hereby approve issuance of an On-Sale/Sunday Intoxicating Liquor License to the applicant listed below for the period of January 1, 2018 through December 31, 2018:

Schone's Inc.
8390 Lofton Avenue N
Stillwater, MN 55082
Licensee: Kimberly Quade

BE IT FURTHER RESOLVED that licensing is contingent upon said applicant making payment of their taxes and submission of appropriate license fees, necessary liability insurance, to the Administrator/Clerk.

PASSED: December 5, 2017 by the City Council of the City of Grant

Jeff Huber, Mayor

Kim Points, Administrator/Clerk

Resolution No. 2017-29

Resolution to Approve On-Sale/Sunday Liquor License for Applewood Hills LLC

(DBA: Applewood Hills)

WHEREAS, Applewood Hills LLC submitted an application for the issuance of an On-Sale/Sunday Intoxicating Liquor License; and

WHEREAS, the Washington County Sheriff's Department completed the required Background check and found nothing to prevent issuance.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Grant that the City Council does hereby approve issuance of an On-Sale/Sunday Intoxicating Liquor License to the applicant listed below for the period of January 1, 2018 through December 31, 2018:

Applewood Hills, LLC
11840 60th Street N
Stillwater, MN 55082
Licensee: Jason Esch

BE IT FURTHER RESOLVED that licensing is contingent upon said applicant making payment of their taxes and submission of appropriate license fees, necessary liability insurance, to the Administrator/Clerk.

PASSED: December 5, 2017 by the City Council of the City of Grant

Jeff Huber, Mayor

Kim Points, Administrator/Clerk

Resolution No. 2017-30

Resolution to Approve On-Sale/Sunday Liquor License for Nicholson-Stillwater Oaks LLC.

(DBA: Stillwater Oaks Golf Course)

WHEREAS, Stillwater Oaks Golf Course submitted an application for the issuance of an On-Sale/Sunday Intoxicating Liquor License; and

WHEREAS, the Washington County Sheriff's Department completed the required Background check and found nothing to prevent issuance.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Grant that the City Council does hereby approve issuance of an On-Sale/Sunday Intoxicating Liquor License to the applicant listed below for the period of January 1, 2018 through December 31, 2018:

Stillwater Oaks Golf Course
11177 McKusick Road
Grant, MN 55082
Licensee: Nicholson-Stillwater Oaks LLC

BE IT FURTHER RESOLVED that licensing is contingent upon said applicant making payment of their taxes and submission of appropriate license fees, necessary liability insurance, to the Administrator/Clerk.

PASSED: December 5, 2017 by the City Council of the City of Grant

Jeff Huber, Mayor

Kim Points, Administrator/Clerk

Resolution No. 2017-31

Resolution to Approve On-Sale/Sunday Liquor License for Loggers Trail Golf Club (DBA: Loggers Trail Golf Club)

WHEREAS, Loggers Trail Golf Club submitted an application for the issuance of an On-Sale/Sunday Intoxicating Liquor License; and

WHEREAS, the Washington County Sheriff's Department completed the required Background check and found nothing to prevent issuance.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Grant that the City Council does hereby approve issuance of an On-Sale/Sunday Intoxicating Liquor License to the applicant listed below for the period of January 1, 2018 through December 31, 2018:

Loggers Trail Golf Club
11950 80th Street N
Stillwater, MN 55082
Licensee: Daniel Pohl

BE IT FURTHER RESOLVED that licensing is contingent upon said applicant making payment of their taxes and submission of appropriate license fees, necessary liability insurance, to the Administrator/Clerk.

PASSED: December 5, 2017 by the City Council of the City of Grant

Jeff Huber, Mayor

Kim Points, Administrator/Clerk

Resolution No. 2017-32

Resolution to Approve On-Sale/Sunday Liquor License for Cozzie's Tavern Inc.

(DBA: Cozzie's Tavern)

WHEREAS, Cozzie's Tavern Inc. submitted an application for the issuance of an On-Sale/Sunday Intoxicating Liquor License; and

WHEREAS, the Washington County Sheriff's Department completed the required Background check and found nothing to prevent issuance.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Grant that the City Council does hereby approve issuance of an On-Sale/Sunday Intoxicating Liquor License to the applicant listed below for the period of January 1, 2018 through December 31, 2018:

Cozzie's Tavern Inc.
11154 60th Street N
Stillwater, MN 55082
Licensee: Chris Cosgrove

BE IT FURTHER RESOLVED that licensing is contingent upon said applicant making payment of their taxes and submission of appropriate license fees, necessary liability insurance, to the Administrator/Clerk.

PASSED: December 5, 2017 by the City Council of the City of Grant

Jeff Huber, Mayor

Kim Points, Administrator/Clerk

Resolution No. 2017-33

Resolution to Approve On-Sale Liquor License for Dellwood Barn Weddings, LLC

(DBA: Dellwood Barn Weddings)

WHEREAS, Dellwood Barn Weddings, LLC submitted an application for the issuance of an On-Sale Intoxicating Liquor License; and

WHEREAS, the Washington County Sheriff's Department completed the required Background check and found nothing to prevent issuance.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Grant that the City Council does hereby approve issuance of an On-Sale Intoxicating Liquor License to the applicant listed below for the period of January 1, 2018 through December 31, 2018:

Dellwood Barn Weddings, LLC
7373 120th Street North
White Bear Lake, MN 55082
Licensee: Julie Varney

BE IT FURTHER RESOLVED that licensing is contingent upon said applicant making payment of their taxes and submission of appropriate license fees, necessary liability insurance, to the Administrator/Clerk.

PASSED: December 5, 2017 by the City Council of the City of Grant

Jeff Huber, Mayor

Kim Points, Administrator/Clerk

City Council report for November 2017

Date November 20, 2017

To: Honorable Mayor & City Council Members

From: Jack Kramer Building Code Enforcement Official

Zoning Enforcement:

No New code violations to report

Building Permit Activity:

Twenty -Three (23) Building Permits were issued for a total valuation of \$ 1,592,330.00.

Respectfully submitted,

A handwritten signature in black ink that reads "Jack Kramer". The signature is written in a cursive, flowing style with a large initial "J".

Jack Kramer

Building & Code enforcement official

Grant Master Form								
Permit	Permit Type	Name	Project Address	Date Issued	Valuation:	City Fee:	75%	Plan CK Fee:
2017-351	House & Gara	Halonon	10230-67th. St. N.	10/13/2017	496,640.00	3,223.20	2,417.40	2,091.01
2017-352	HVAC	Sutherland	8080-105th. St. N.	10/13/2017	N/A	80.00	60	0
2017-353	House & Gara	Mueller	740 Maple St.	10/14/2017	786,910.00	4,597.00	3,447.75	2,988.05
2017-354	Re-Roof	Harris	10718-62nd. St. N	10/14/2017	14,800.00	251.25	188.43	0.00
2017-355	Plumbing	Johnson	10065 Indigo Trl. N.	10/16/2017	N/A	80.00	60.00	0.00
2017-356	Re-Roof	Hoban	9099 Justen Trail N/	10/16/2017	6,600.00	139.25	104.43	0.00
2017-357	Re-Roof	Mursko	6260 Keswick Ave.	10/17/2017	11,000.00	195.25	146.43	0.00
2017-358	Re-Roof	Mueller	12174 Upper Heathe	10/17/2017	40,000.00	543.25	407.43	0.00
2017-359	HVAC	Benson	11655 Lansing Ave. N	10/18/2017	N/A	80.00	60.00	0.00
2017-360	Re-Roof	Rollefson	10085-65th. St. N.	10/18/2017	20,000.00	321.25	240.93	0.00
2017-361	HVAC	Matschke	6345 Keswick Ave.	10/19/2017	N/A	80.00	60.00	0.00
2017-362	Re-Roof	Koch	10218-67th. St. N.	10/20/2017	12,600.00	223.45	167.58	0.00
2017-363	Re-Roof	Miller	6395 Keswick Ave.	10/21/2017	25,000.00	391.75	293.81	0.00
2017-364	Re-Roof	Rosendahl	10777-62nd. St. N.	10/22/2017	7,500.00	153.25	114.93	0.00
2017-365	Re-Roof	Engelbretson	6777 Keats Ave. N.	10/22/2017	13,500.00	237.25	177.93	0.00
2017-366	Re-Roof	Millet	7420 Keats Ave. N.	10/23/2017	10,000.00	181.25	135.93	0.00
2017-368	HVAC	Wiersma	11395 Lansing Ave. N	10/23/2017	N/A	80.00	60.00	0.00
2017-369	Re-Roof	Peltier	8795-68th. St. N.	10/23/2017	17,500.00	293.25	219.93	0.00
2017-370	Re-Roof	Nesse	11510 Lockridge Ave	10/24/2017	14,000.00	237.25	177.93	0.00
2017-371	Base Remode	Wisher	9447-107th. St. N.	10/24/2017	40,000.00	543.25	407.43	353.11
2017-372	Plumbing	Monson	7330-101st. St. N.	10/24/2017	N/A	80.00	60.00	0.00
2017-373	Re-Siding	Fox	11033-66th. St. N.	10/25/2017	25,000.00	391.75	293.81	0.00
2017-374	Re-Roof	Boback	11907 -80th. St. N.	10/25/2017	51,280.00	664.45	498.33	0.00
					1,592,330.00	13,067.35	9,800.41	5,432.17



CONNECTING & INNOVATING
SINCE 1913

November 22, 2017

Mayor and City Council Members
City of Grant, Minnesota

The League of Minnesota Cities ("LMC") and the League of Minnesota Cities Insurance Trust ("LMCIT") have received and continue to receive numerous written, in person, and telephonic requests for information from various elected officials from the City of Grant. The high volume of requests, as well as the number of LMC and LMCIT staff receiving these requests, requires a revised approach from LMC and LMCIT to ensure organizational resources are allocated fairly among all members. The purpose of this letter is to inform you of the new protocol for responding to requests for information from the City of Grant.

LMC values and offers support to its membership – which totals approximately 833 cities, 11 townships, one joint powers entity and 63 special districts. Although LMC offers a wide array of information resources, including some dedicated staff time to responding to in person and telephone contacts, personnel and other resources are limited and must be properly and fairly allocated. In addition, LMC staff attorneys do not and cannot fulfill the role of a city attorney or enforcement agency.

Based on the current needs of LMC members, the history of recent contacts from the City of Grant, and the limitations on LMC staff time and other resources, until further notice, LMC and LMCIT will not respond to phone calls or in-person inquiries from any elected official from the City of Grant. If any elected official has a question about which he or she needs some information, LMC and LMCIT require the inquiry be emailed to Pam Whitmore at pwhitmore@lmc.org. Pam will review the email requests and respond as promptly as resources allow. Please keep in mind LMC's function is not to provide legal opinions, or to take enforcement action of any kind. We appreciate your understanding in this matter.

We realize it can be difficult for city councils to avoid some types of conflict. For that reason, the League offers additional support services that include good governance and collaborative decision-making training. Pam has a great deal of experience in those areas and is available upon request by the Council. These services are tailored to meet the specific needs of our members and, if appropriate, can be accompanied by other services, such as individual meetings with Councilmembers who want more information about effective communication tools.

Sincerely,

Daniel J. Greensweig
LMCIT Administrator

Patricia Y. Beety
LMC General Counsel

LEAGUE OF MINNESOTA CITIES
INSURANCE TRUST
CLAIMS DEPARTMENT

145 UNIVERSITY AVE. WEST PHONE: (651) 281-1200 FAX: (651) 281-1297
ST. PAUL, MN 55103-2044 TOLL FREE: (800) 925-1122 WEB: WWW.LMC.ORG