

**City of Grant
City Council Agenda
February 7, 2023**

The regular monthly meeting of the Grant City Council will be called to order at 7:00 o'clock p.m. on Tuesday, February 7, 2023, in a teleconference format and at Town Hall, for the purpose of conducting the business hereafter listed, and all accepted additions thereto.

1. CALL TO ORDER

PUBLIC INPUT

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

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2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF REGULAR AGENDA

4. APPROVAL OF CONSENT AGENDA

- A. January 3, 2023 City Council Meeting Minutes
- B. January 2023 Bill List, \$102,217.71
- C. Bremer Bank, Road Bond, \$81,254.80
- D. Administrator/Clerk Monthly Medical Stipend, \$1,300.00
- E. Extension of Assessor Contract, Todd Smith

6. STAFF AGENDA ITEMS

- A. City Engineer, Brad Reifsteck
 - i. Consideration of Resolution No. 2023-05, Speed Limit Policy on City Streets

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

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

8. NEW BUSINESS

A. PUBLIC HEARING, Consideration of Ordinance No. 2023-72, Moratorium on Land Use

B. Consideration of Resolution No. 2023-04, Summary Publication of Ordinance No. 2023-72

C. Consideration of Planning Commission Appointment, David Tronrud

D. Consideration of City Council Meeting Start Time

E. Consideration of Resolution No. 2023-06, Fill Vacancy on Grant City Council

9. UNFINISHED BUSINESS

10. DISCUSSION ITEMS (no action taken)

A. Staff Updates (updates from Staff, no action taken)

B. City Council Reports/Future Agenda Items (no action taken)

11. COMMUNITY CALENDAR FEBRUARY 8 THROUGH FEBRUARY 28, 2023:

Mahtomedi Public Schools Board Meeting, Thursday, February 9th and February 23rd, Mahtomedi District Education Center, 7:00 p.m.

Stillwater Public Schools Board Meeting, Thursday, February 9th, Stillwater City Hall, 7:00 p.m.

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

12. ADJOURNMENT

CITY OF GRANT
MINUTES

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DATE : January 3, 2023
TIME STARTED : 7:01 p.m.
TIME ENDED : 7:33 p.m.
MEMBERS PRESENT : Councilmember Carr, Rog, Giefer,
and Mayor Huber
MEMBERS ABSENT : None

Staff members present: City Planner, Jennifer Swanson; 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

PLEDGE OF ALLEGIANCE

OATH OF OFFICE, JOHN ROG AND JEFF GIEFER

Council Members John Rog and Jeff Giefer were sworn by taking the Oath of Office.

SETTING THE AGENDA

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

CONSENT AGENDA

- December 6, 2022 City Council Meeting Minutes Approved
- December 2022 Bill List, \$80,964.41 Approved
- Washington County Sheriff's Department
2nd Half Pay, \$73,933.59 Approved
- Clerk 2023 Pay Increase – 3% Per Budget Approved

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

2022 YEAR IN REVIEW, MAYOR HUBER

1 Mayor Huber commented on projects completed in Year 2022 including Town Hall improvements,
2 special roads projects and a very small levy increase. He stated the City will return to in-person
3 meetings in February via hybrid system for residents who would like to participate via zoom. He
4 stated the City Council is doing a very good job.

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6 **STAFF AGENDA ITEMS**

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

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10 **City Planner, Jennifer Swanson**

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12 **Consideration of Resolution No. 2023-03, Concurring Boundary Change between BCWD and**
13 **CMSWD** – City Planner Swanson advised the Brown’s Creek Watershed District (BCWD) and
14 Carnelian-Marine-St. Croix Watershed District (CMSCWD) have worked together to review current
15 hydrologic data. BCWD & CMSCWD concur on a revised legal boundary that better represents the
16 hydrology. The next step is to get letters of concurrence and resolution from each of the four
17 communities. BCWD will then submit the petition to the state Board of Water & Soil Resources.

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19 **Council Member Rog moved to adopt Resolution No. 2023-03, as presented. Council Member**
20 **Giefer seconded the motion. Motion carried unanimously with a roll call vote.**

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22 **City Attorney, Nick Vivian (no action items)**

23
24 **NEW BUSINESS**

25 **Consideration of Ordinance No. 2023-71, 2023 Fee Schedule** – Staff advised there are no
26 recommended changes to the 2023 Fee Schedule.

27 **Council Member Carr moved to approve Ordinance No. 2023-71, as presented. Council**
28 **Member Giefer seconded the motion. Motion carried unanimously with a roll call vote.**

29 **Consideration of Resolution No. 2023-01, Summary Publication of Ordinance No. 2023-71** –
30 Staff advised Resolution No. 2023-01 authorizes a summary publication of Ordinance No. 2023-71.

31 **Council Member Rog moved to adopt Resolution No. 2023-01, as presented. Council Member**
32 **Giefer seconded the motion. Motion carried unanimously with a roll call vote.**

33 **Consideration of Resolution No. 2023-02, Declaring a Vacancy on the City Council** – Staff
34 advised that the City Council must declare a vacancy on the City Council. The Council can then
35 determine if an appointment will be made to the open seat.

36 **Council Member Carr moved to adopt Resolution No. 2023-02, as presented. Council Member**
37 **Giefer seconded the motion. Motion carried unanimously with a roll call vote.**

38 **Consideration of 2023 City Council Meeting Schedule.** – Staff advised a City Council meeting
39 schedule was included in the packet noting all meetings are subject to change.

40 **Council Member Carr moved to approve 2023 Meeting Schedule as amended. Council Member**
41 **Giefer seconded the motion. Motion carried unanimously with a roll call vote.**

1 **Consideration of 2023 Appointment List** – Staff advised the 2022 Appointment List was included
2 in the meeting packet for reference.

3 **Council Member Carr moved to approve 2023 Appointment List with the addition of Tina**
4 **Lobin and Joyce Welander to Fire Warden. Council Member Giefer seconded the motion.**
5 **Motion carried unanimously with a roll call vote.**

6 **Schedule Planning Commission Interviews** – Staff advised two seats on the Planning Commission
7 terms have expired. A notice was published in the legal newspaper that applications are being
8 accepted. Staff is recommending interviews be held on February 7, 2023 at 6:00 p.m., prior to the
9 regular City Council meeting.

10 **Planning Commission interviews will be held on Tuesday, February 7, 2023 at 6:00 p.m. at**
11 **Town Hall.**

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13 **Consideration of Scanning Services** – Staff advised a request was made to the City Council
14 authorize the recently retired Dellwood City Clerk to provide scanning and permit input at a rate of
15 \$20.00 per hour not to exceed 30 hours back in July, 2022. As the permit scanner is a separate piece
16 of office equipment, the additional help was very beneficial and the City was able to get completely
17 caught up on building permits. Ms. Frane also started working on the COC’s.

18

19 I am requesting another round of scanning services in year 2023. At the same pay rate of \$20.00 with
20 a maximum of 50 hours. An invoice with dates and times will be submitted and paid per that month’s
21 bill list.

22 **Mayor Huber moved to authorize Scanning Services, as presented. Council Member Rog**
23 **seconded the motion. Motion carried unanimously with a roll call vote.**

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25 **UNFINISHED BUSINESS**

26 There was no unfinished business.

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

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

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

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31 **COMMUNITY CALENDAR JANUARY 4 THROUGH JANUARY 31, 2023:**

32 **Mahtomedi Public Schools Board Meeting, Thursday, January 12th, and January 26th,**
33 **Mahtomedi District Education Center, 7:00 p.m.**

34 **Stillwater Public Schools Board Meeting, Thursday, January 12th, Stillwater City Hall, 7:00**
35 **p.m.**

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

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38 **ADJOURNMENT**

39 **Council Member Giefer moved to adjourn the meeting at 7:33 p.m. Council Member Carr**
40 **seconded the motion. Motion carried unanimously with a roll call vote.**

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2 These minutes were considered and approved at the regular Council Meeting February 7, 2023.

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Kim Points, Administrator/Clerk

Jeff Huber, Mayor

DRAFT

Fund Name: All Funds

Date Range: 01/01/2023 To 02/01/2023

Date	Vendor	Check #	Description	Void	Account Name	FA-O-P	Total
01/30/2023	Payroll Period Ending 01/30/2023	16021	Jan23	N	Clerk Salary	100-41101-100-	\$ 4,361.16
	Total For Check	16021					\$ 4,361.16
01/30/2023	SHC, LLC	16022	Planning Services	N	City Planner	100-41209-300-	\$ 1,330.00
		16022			Escrow	100-49320-300-1001	\$ 231.00
		16022				100-49320-300-1008	\$ 231.00
		16022				100-49320-300-1016	\$ 521.50
	Total For Check	16022					\$ 2,313.50
01/30/2023	T. A. Schifsky & Sons, Inc.	16023	Inv#68705 - Salt Sand	N	Ice and Snow Removal	100-43125-224-	\$ 691.80
	Total For Check	16023					\$ 691.80
01/30/2023	WSB & Associates	16024	Engineering - Dec22	N	Engineering Fees - General	100-41203-300-	\$ 2,575.00
		16024			Road Engineering Fees	100-43102-300-	\$ 4,690.50
		16024			Special Road Projects	100-43128-300-	\$ 364.00
		16024			Utility/ROW Permits	100-43132-300-	\$ 348.75
		16024			Grading Permit	100-43135-300-	\$ 542.50
	Total For Check	16024					\$ 8,520.75
01/30/2023	AirFresh Industries	16025	PortaPot #56738	N	Town Hall Porta Pot	100-43007-210-	\$ 133.92
	Total For Check	16025					\$ 133.92
01/30/2023	Killmer Electric	16026	Pine Tree pump Alarm	N	COVID Funds CARES	100-41990-381-	\$ 10,737.00
	Total For Check	16026					\$ 10,737.00
01/30/2023	Washington County Assessment/Tax	16027	2023 Truth in Taxation #210250	N	Assessing	100-41550-300-	\$ 492.63
	Total For Check	16027					\$ 492.63
01/30/2023	Washington County Sheriff	16028	Code Red	N	Police	100-42001-300-	\$ 321.94
	Total For Check	16028					\$ 321.94
01/30/2023	Bremer Bank	16029	2020 Road Bond/Interest	N	2019/2020 Road Project	100-43136-601-	\$ 26,000.00
		16029				100-43136-610-	\$ 4,284.80
	Total For Check	16029					\$ 30,284.80
01/30/2023	Bremer Bank	16030	2021 Bond/Interest	N	2021 Road Project	100-43137-601-	\$ 44,000.00
		16030				100-43137-610-	\$ 6,970.00
	Total For Check	16030					\$ 50,970.00

Fund Name: All Funds

Date Range: 01/01/2023 To 02/01/2023

Date	Vendor	Check #	Description	Void	Account Name	FA-O-P	Total
01/30/2023	Washington County Public Works	16031	Invoice#210343/44 - Lights 17 & 36	N	Street Lights	100-43117-330-	\$ 208.25
		Total For Check					\$ 208.25
01/30/2023	Press Publications	16032	Fee Schedule/Public Hearing Notice/Budget	N	Publishing Costs	100-41308-351-	\$ 167.52
		Total For Check					\$ 167.52
01/30/2023	Woodchuck	16033	80th St Tree Removal	N	Road Expenses - Other	100-43116-220-	\$ 1,800.00
		Total For Check					\$ 1,800.00
01/30/2023	Washington Conservation District	16034	4th Quarter Billing	N	MS4	100-43118-300-	\$ 185.71
		Total For Check					\$ 185.71
01/30/2023	Reibel	16035	Thermostat - Town Hall	N	Town Hall Repairs	100-43002-220-	\$ 625.00
		Total For Check					\$ 625.00
01/30/2023	Northern Door	16036	Pole Barn Garage Door	N	Miscellaneous Expenses	100-41306-520-	\$ 2,077.00
		Total For Check					\$ 2,077.00
01/30/2023	Washington County Transportation	16037	Snow and Ice Control Inv #209676	N	Snow & Ice Removal	100-43113-210-	\$ 2,623.24
		Total For Check					\$ 2,623.24
01/30/2023	Todd Smith	16038	Monthly Assessment Services - January	N	Property Assessor	100-41208-300-	\$ 2,173.00
		Total For Check					\$ 2,173.00
01/30/2023	Halogen Web	16039	Account Maintenance	N	Web Site Costs	100-41312-210-	\$ 240.00
		Total For Check					\$ 240.00
01/30/2023	Waste Management	16040	Recycling -	N	Recycling	100-43011-384-	\$ 5,601.48
		Total For Check					\$ 5,601.48
01/30/2023	CenturyLink	16041	City Phone	N	City Office Telephone	100-41309-321-	\$ 172.75
		Total For Check					\$ 172.75
01/30/2023	Eckberg Lammers	16042	Legal Services	N	Legal Fees - General	100-41204-304-	\$ 1,832.50
		16042			Legal Fees - Complaints	100-41205-304-	\$ 312.50
		16042			Legal Fees - Prosecutions	100-41206-304-	\$ 2,505.51
		16042			Escrow	100-49320-304-1001	\$ 100.00
		Total For Check					\$ 4,750.51

Fund Name: All Funds

Date Range: 01/01/2023 To 02/01/2023

Date	Vendor	Check #	Description	Void	Account Name	F-A-O-P	Total
01/30/2023	Ken Johnson	16043	Mailbox Replacement	N	Road Expenses - Other	100-43116-220-	\$ 50.00
		Total For Check					50.00
01/30/2023	MN Department of Labor & Industry	16044	4th Quarter Building Permit Surcharge Conf#16330602022	N	Building Permit Surcharge	100-42005-210-	\$ 2,727.00
		Total For Check					2,727.00
01/30/2023	Graphic Resources	16045	Envelopes	N	Office Supplies	100-41313-200-	\$ 167.13
		Total For Check					167.13
01/30/2023	OPG-3	16046	LF Annual Maintenance	N	Office Equipment	100-41314-210-	\$ 600.00
		Total For Check					600.00
01/30/2023	KEJ Enterprises	16047	Road Contractor	N	Animal Control	100-42006-300-	\$ 83.00
		16047			Town Hall Mowing	100-43006-300-	\$ 125.00
		16047			Ball Field Maintenance	100-43009-300-	\$ 125.00
		16047			Road Engineering Fees	100-43102-300-	\$ 166.14
		16047			Road Garbage Removal	100-43105-300-	\$ 167.00
		16047			Gravel Road Costs	100-43106-300-	\$ 20.84
		16047			Magnesium Choride	100-43107-300-	\$ 41.67
		16047			Road Sign Replacement	100-43110-300-	\$ 83.84
		16047			Culvert Repair	100-43111-300-	\$ 20.84
		16047			Snow & Ice Removal	100-43113-300-	\$ 5,686.67
		16047			Road Brushing	100-43114-300-	\$ 2,250.00
		16047			Road Side Mowing	100-43115-300-	\$ 500.00
		Total For Check					9,270.00
01/30/2023	Croix Valley Inspector	16048	Building Inspector	N	Building Inspection	100-42004-300-	\$ 34,139.81
		Total For Check					34,139.81
01/30/2023	PERA	16049	PERA	N	Clerk Salary	100-41101-100-	\$ 378.54
		16049			Clerk PERA	100-41102-120-	\$ 436.78
		Total For Check					815.32
01/30/2023	Wells Fargo Business Card	CAT#1	AVG Renewal -	N	Office Supplies	100-41313-210-	\$ 107.36
		Total For Check					107.36
01/30/2023	Comcast	CCEFT4	Wifi - Town Hall	N	Town Hall Maintenance	100-43003-210-	\$ 181.87
		Total For Check					181.87
01/30/2023	IRS	EFT166	Payroll Taxes	N	Clerk FICA/Medicare	100-41103-100-	\$ 445.51

Fund Name: All Funds

Date Range: 01/01/2023 To 02/01/2023

Date	Vendor	Check #	Description	Void	Account Name	F-A-O-P	Total
01/30/2023	T-Mobile	EFT166	City Cell Phone	N	Road Expenses - Other	100-43116-210-	\$ 84.44
		EFT166			Clerk Medicare	100-41105-100-	\$ 420.75
		EFT166			Federal Withholding	100-41107-100-	\$ 361.07
		EFT166			Social Security Expens	100-41109-100-	\$ 1,311.77
		Total For Check					\$ 2,000.00
01/30/2023	Xcel Energy	XcelEFT19	Utilities - Pole Barn	N	Town Hall Electricity	100-43004-381-	\$ 287.35
		XcelEFT19			Well House Electricity	100-43010-381-	\$ 12.82
		XcelEFT19			Street Lights	100-43117-381-	\$ 56.62
		Total For Check					\$ 356.79
02/01/2023	Payroll Period Ending 01/30/2023	16056	MedicalJan23	N	Accounting Services	100-41202-130-	\$ 1,000.55
		Total For Check					\$ 1,000.55
02/01/2023	Kline Bros Excavating	16057	Road Maintenance	N	Road Brushing	100-43114-220-	\$ 2,595.00
		Total For Check					\$ 2,595.00
02/01/2023	Norsk Builders	16058	Escrow Refund	N	Escrow	100-49320-300-1016	\$ 378.50
		Total For Check					\$ 378.50
02/01/2023	IRS	EFT167	Medical Stipend	N	Clerk Medicare	100-41105-100-	\$ 18.85
		EFT167			Federal Withholding	100-41107-100-	\$ 200.00
		EFT167			Social Security Expens	100-41109-100-	\$ 80.60
		Total For Check					\$ 299.45
		Total For Selected Checks					\$ 183,472.51

MUNICIPAL ASSESSMENT SERVICES AGREEMENT

THIS MUNICIPAL ASSESSMENT AGREEMENT (“Agreement”) is entered into this 1st day of June 2022, by and between the City of Grant, a Minnesota municipal corporation (“City”) and Todd Walter Smith d/b/a Smith Appraisal Service (“Smith”).

RECITALS

- A. Smith is a Certified Residential Assessor licensed by the State of Minnesota Board of Assessors;
- B. Smith's license number is 1857;
- C. The City has 2,173 parcels of property subject to tax assessment;
- D. The City desires to engage Smith for the purpose of providing municipal assessment services;
- E. The City desires to appoint Smith to act as its City Assessor subject to the following terms and conditions.

NOW THEREFORE, the City and Smith hereby agree as follows:

AGREEMENT

1. Smith is appointed to serve as the City Assessor for the City of Grant and shall perform all assessment services required by State law and the City of Grant.
2. Smith is deemed to be an independent contractor for the purposes of this appointment. Smith acknowledges and agrees that he is not an employee of the City. The City will not withhold any taxes, social security, FICA, or any other withholdings from its payments to Smith, Smith shall be solely responsible for calculating and paying all state and federal income taxes, social security, FICA, and any other taxes or withholdings. City shall not pay, and Smith shall not be entitled to any health insurance, life insurance, pensions, retirement accounts, or any other fringe benefits not enumerated herein.
3. Smith's appointment as City Assessor shall commence on June 1, 2022 and shall run for a term of two (3) year(s) until June, 2025.
4. Smith shall be compensated by the City at a rate of \$ 12.00 per parcel, for a total annual contract price of \$26,076.00. There shall be no increase in the contract rate unless expressly approved by the City. There shall be no charge for new construction permits or exempt properties.

5. Smith's services shall be billed monthly starting June 1, 2018. Smith agrees to submit an invoice requesting payment at least thirty (30) days prior to the payment date.
6. Smith shall maintain insurance in the amount of One Million Dollars (\$1,000,000.00), and shall maintain vehicle and property coverage as approved by the City. Smith shall name the City as an additional insured on these policies and shall provide to the City copies of all proofs of insurance. Smith shall direct the insurer to remit any changes in coverage to the City.
7. Smith shall provide the contracted services in accordance with industry accepted appraisal standards and shall maintain necessary licensures and certifications with the State of Minnesota. Failure to maintain necessary licensures and certifications shall be deemed a default of this Agreement subjecting the Agreement to termination by the City in its sole discretion.
8. Smith represents and certifies that he is experienced and knowledgeable about Washington County's mass appraisal systems, shall provide his services in a competent manner, and agrees that failure to comply with or complete the assessment in accordance with the requirements of Washington County shall be deemed a default of this Agreement subjecting the Agreement to termination by the City in its sole discretion.
9. Smith shall be responsible for physically inspecting and determining the valuation of every parcel of assessable property in the City. The inspections shall be conducted on a five-year rotation with twenty percent (20%) of the properties physically inspected each year. The five year rotation shall not obligate or otherwise compel or require the City to extend the term of this Agreement beyond the term as stated herein.
10. Smith shall not assign or delegate contracted work to another assessor, employee or subcontractor without the express prior approval of the City, with the exception of clerical work not requiring a Minnesota Certified Residential Assessor's license. All clerical work shall be performed by an employee of Smith.
11. Smith shall attend and conduct the annual Board of Appeals meeting; conduct property reviews recommended by the Board of Appeals; attend the annual County Board of Equalization meeting; testify on behalf of the City at Court appearances, hearing or judicial or quasi-judicial hearings; and any other such activity required to accurately assess all of the parcels located within the City. Such services shall be included in the annual fee and shall not be subject to additional cost to the City.
12. This Agreement may be terminated as provided for by this Agreement or by either party upon thirty (30) days written notice to the other.

13. The City shall be authorized to terminate this Agreement immediately in the event Smith fails to properly perform the required functions as stated in this Agreement, or engages in malpractice, theft, illegal activity, or other misconduct related to the performance of his duties. Smith may terminate this Agreement in the event the city fails to timely pay Smith for his services as set forth in this Agreement.
14. The City shall be entitled to recover all reasonable costs, including attorney's fees, incurred in the enforcement of this Agreement.
15. This Agreement constitutes the entire agreement between the parties and may only be modified in writing and upon execution by both parties. The Agreement shall be construed in accordance with the laws of the State of Minnesota.

CITY OF GRANT,
a Minnesota municipal corporation.

TODD W. SMITH
d/b/a Smith Appraisal Service

By: Jeff Huber
Its: Mayor

By: Todd W. Smith

ATTEST:

By: Kim Points
Its: City Clerk

Memorandum

To: **Honorable Mayor and City Council, City of Grant**
Kim Points, Administrator, City of Grant

From: **Brad Reifsteck, PE, City Engineer**
WSB & Associates, Inc.

Date: January 31, 2023

Re: City of Grant Speed Limit Policy

Actions to be considered:

- Motion to adopt Speed Limit Policy Resolution on local roadways.

Facts:

Grant has several posted speed limits on local streets in the city that were set based on MnDOT speed studies or on County or State roadways. At this time, if speed limits are not posted on a street the statutory speed is 30 mph in an urban district, 35 mph in a rural residential district and 55 mph on all other roadways.

The city of Grant currently has just over 15 miles (22 %) of all roadways (paved or gravel) with posted speed limits greater than 35 mph. Township Roads, County Roads or State Trunk Highways are not included. The current speed limits on all roadways in the City of Grant are shown on Figure 1 of the attached Tech Memo.

The City discussed the alternative of reducing speeds to 35 mph on all gravel roadways see figure 5 in the attached Tech Memo. Some of the gravel roadways currently have speed limits of 35 mph or less. With this alternative, some paved roadways will remain at 40mph, 45 mph, 50 mph. Should this alternative be considered, it would be recommended that the streets being changed should have any existing speed limit signs removed and a new 35 mph speed limit posted.

Should the City Council determine that they would be in favor of reducing speed limits on local gravel streets, the following steps are required:

- Approve Speed Limit Policy and Resolution adopting the reduced speed limits on local gravel roadways.
- Prepare an implementation signing plan showing the removal of existing signs and installation of new speed limit signs.

- Prepare a communication plan informing the community on the speed limit changes and that lowering the speed limits will create safer roadways for both vehicles and pedestrians and help in the preservation of gravel surfaces. At a minimum this would include:
 - Preparation of articles and maps in the city newsletter
 - Announcement at Community events and City Meetings
 - Press Release

Action: Discussion. Resolution, Technical Memorandum Updated Speed Limit Consideration

Technical Memorandum

To: Kim Points, City Administrator
City of Grant

From: Charles Rickart PE, PTOE, Principal, Traffic Engineer
Brad Reifsteck PE, City Engineer
WSB

Date: January 20, 2023

Re: Updated Speed Limit Consideration
City of Grant, MN
WSB Project No.17766-000

Introduction / Background

In October 2021 WSB prepared a Speed Limit Study and Draft Policy outlining the background and speed limit options for local roadways in the City of Grant. The conclusion of the study recommended that a citywide 20 mph speed limit be implemented on local minor streets and 25 mph on local major streets adjacent to residential land uses.

Following a review by the city has requested that two additional speed limit options be evaluated including:

1. 35mph speed limit on all streets unless posted otherwise posted.
2. 35mph on gravel roads only.

The purpose of this memorandum is to provide the City Council with background information on the current Minnesota State speed limit rules and to provide information on what next steps they would need to follow to implement new speed limits on local streets in the City of Grant.

Existing Speed Limits

Grant has a several posted speed limits on local streets in the city that were set based on MnDOT speed studies or on a County or State roadways. At this time, if speed limits are not posted on a street the statutory speed is 30 mph in an “urban district” and 55 mph on all other roadways. **Figure 1** shows the existing speed limits within the city.

Additional Speed Limit Alternatives

Based on the previous analysis completed and documented in the September 23, 2021 “Speed Limit Policy Considerations” memorandum, it was recommended that a citywide 20 mph speed limit be implemented on local minor streets and 25 mph on local major streets adjacent to residential land uses. **Figure 2** shows the previously recommended Proposed Speed Limits.

The city is requesting that two additional speed limit alternatives be evaluated. Both alternatives include providing a 35-mph speed limit on certain local streets. Based on State Statutes, a city can set speed limits at 35 mph in a “rural residential district,” which is a street segment with residential houses spaced less than 300 feet apart for at least a quarter mile. Each alternative is discussed below.

Figure 1: Existing Speed Limits

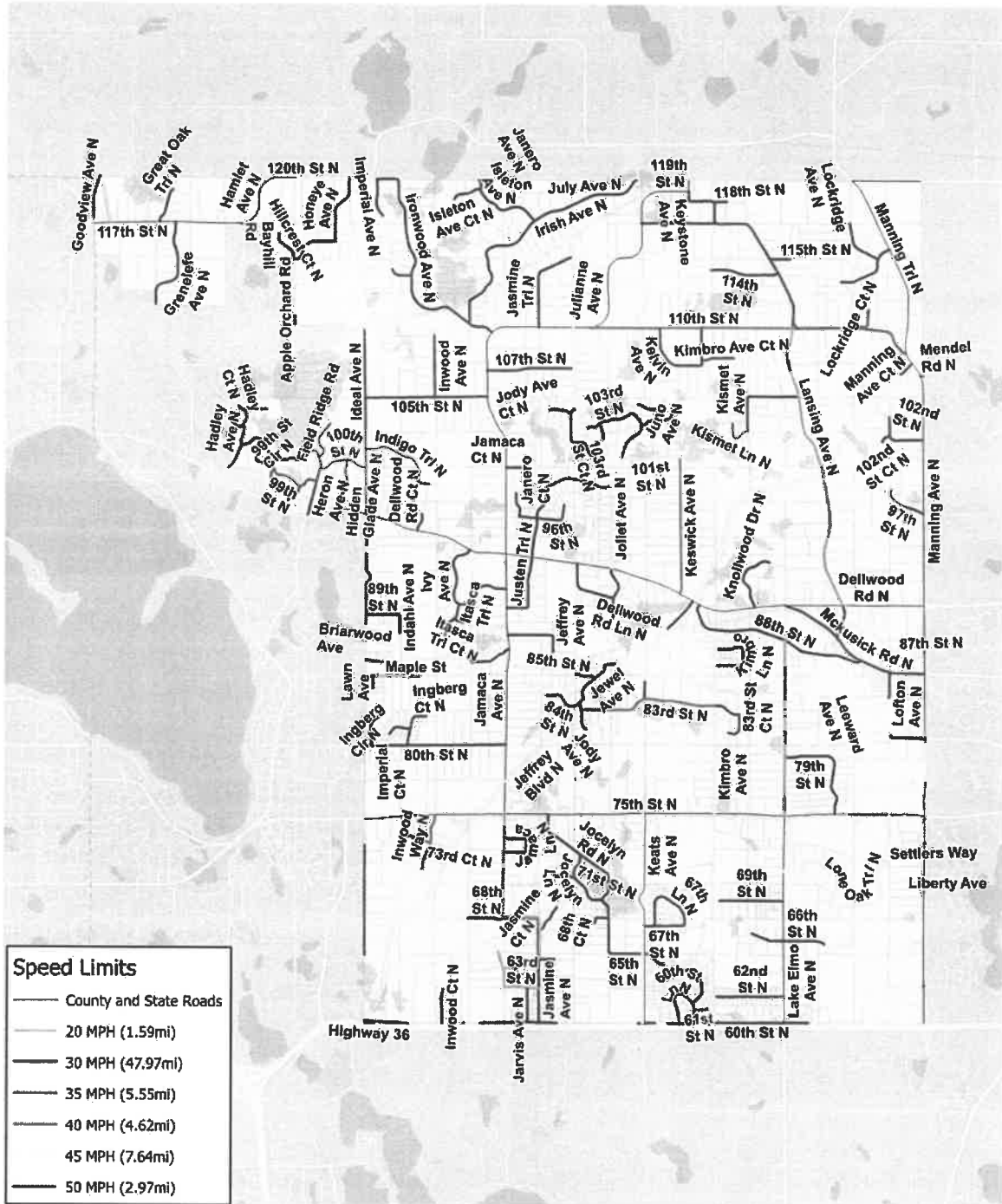
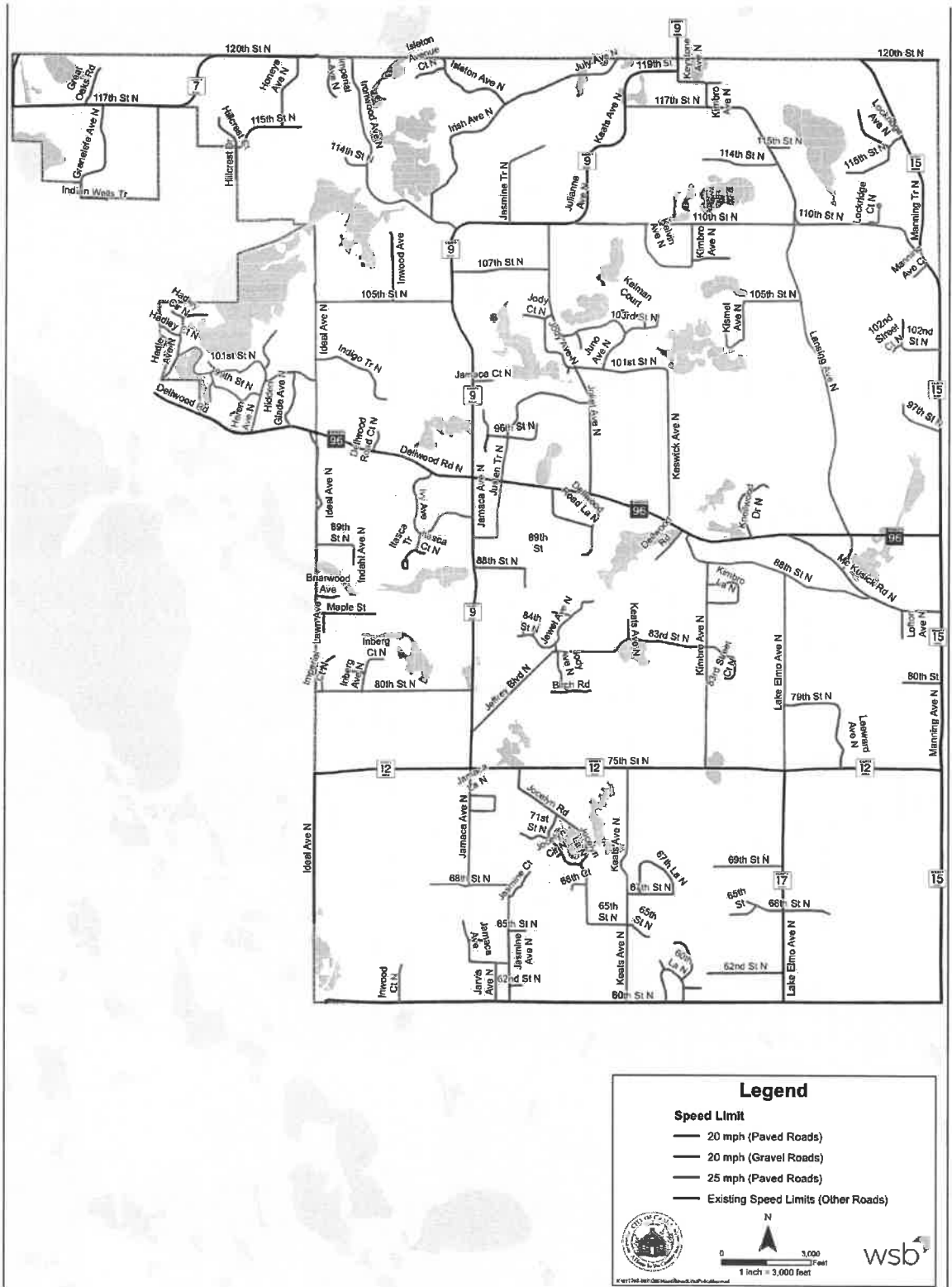


Figure 2: Proposed Speed Limits (20mph / 25mph)



Alternative 1: Maximum 35mph on all Local Streets

This alternative would include providing a citywide maximum 35mph speed limit on all local city residential streets. As shown on the existing speed limit map (**Figure 1**) approximately 78% of the currently posted speed limits on city streets are 35mph or less. If all streets with a 40mph speed limit or higher are reduced to 35mph the distribution of speed limits on local streets would be:

20mph = 2.2%
30mph = 68.2%
35mph = 29.6%

Township Roads, County Roads or State Trunk Highways are not included. These streets would continue to be posted with the current speed limits. **Figure 3** shows the city wide maximum 35mph speed limit.

Should this alternative be considered, it would be recommended that the streets being changed would have any existing speed limit signs removed and new 35mph speed limit posted. This would not require any general city-wide speed limit signing.

Alternative 2: 35mph on Gravel Roads only

This alternative would include providing a 35mph speed limit on all gravel roads within the city. **Figure 4** shows the streets that are currently paved or gravel. Similar to Alternative 1, some of the gravel roads currently have speed limits of 35mph or less. With this alternative, some paved streets will remain at 40mph, 45mph or 50mph.

Township Roads, County Roads or State Trunk Highways are not included. These streets would continue to be posted with the current speed limits. **Figure 5** shows the city wide maximum 35mph speed limit on all gravel roads.

Should this alternative be considered, it would be recommended that the streets being changed would have any existing speed limit signs removed and new 35mph speed limit posted. This would not require any general city-wide speed limit signing.

Figure 3: Citywide 35mph Speed Limit Maximum

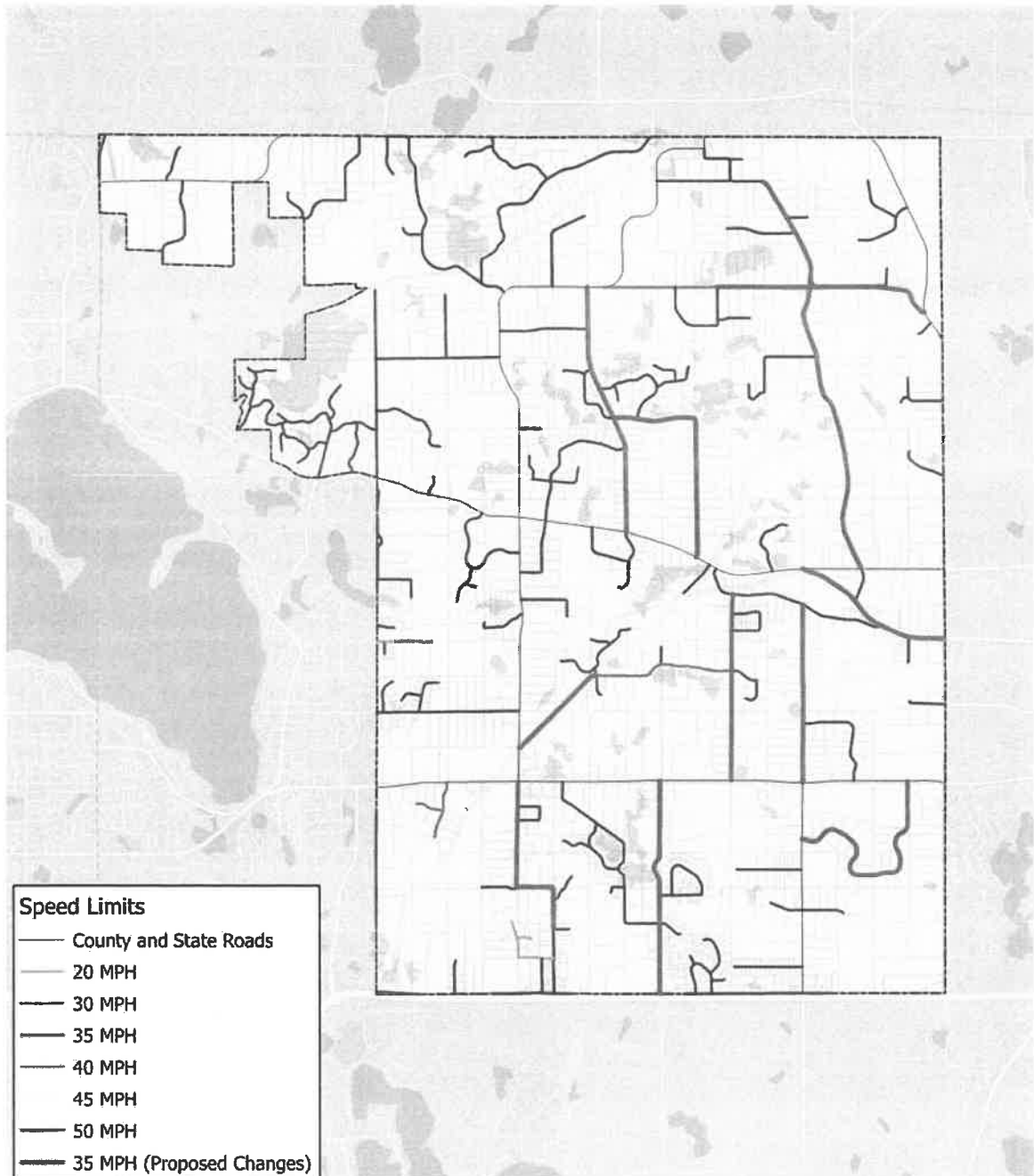


Figure 4: Existing Roadway Classifications

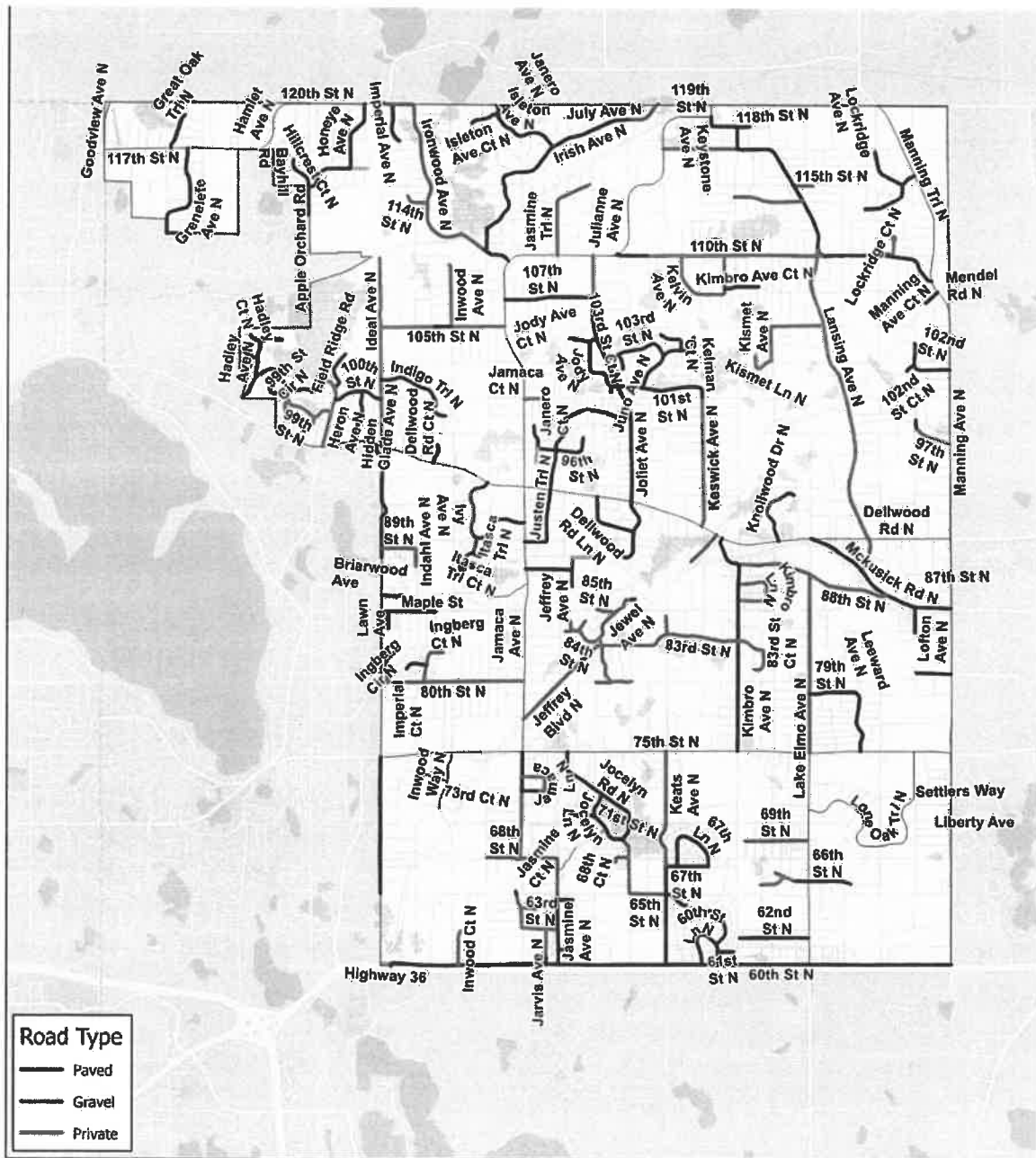
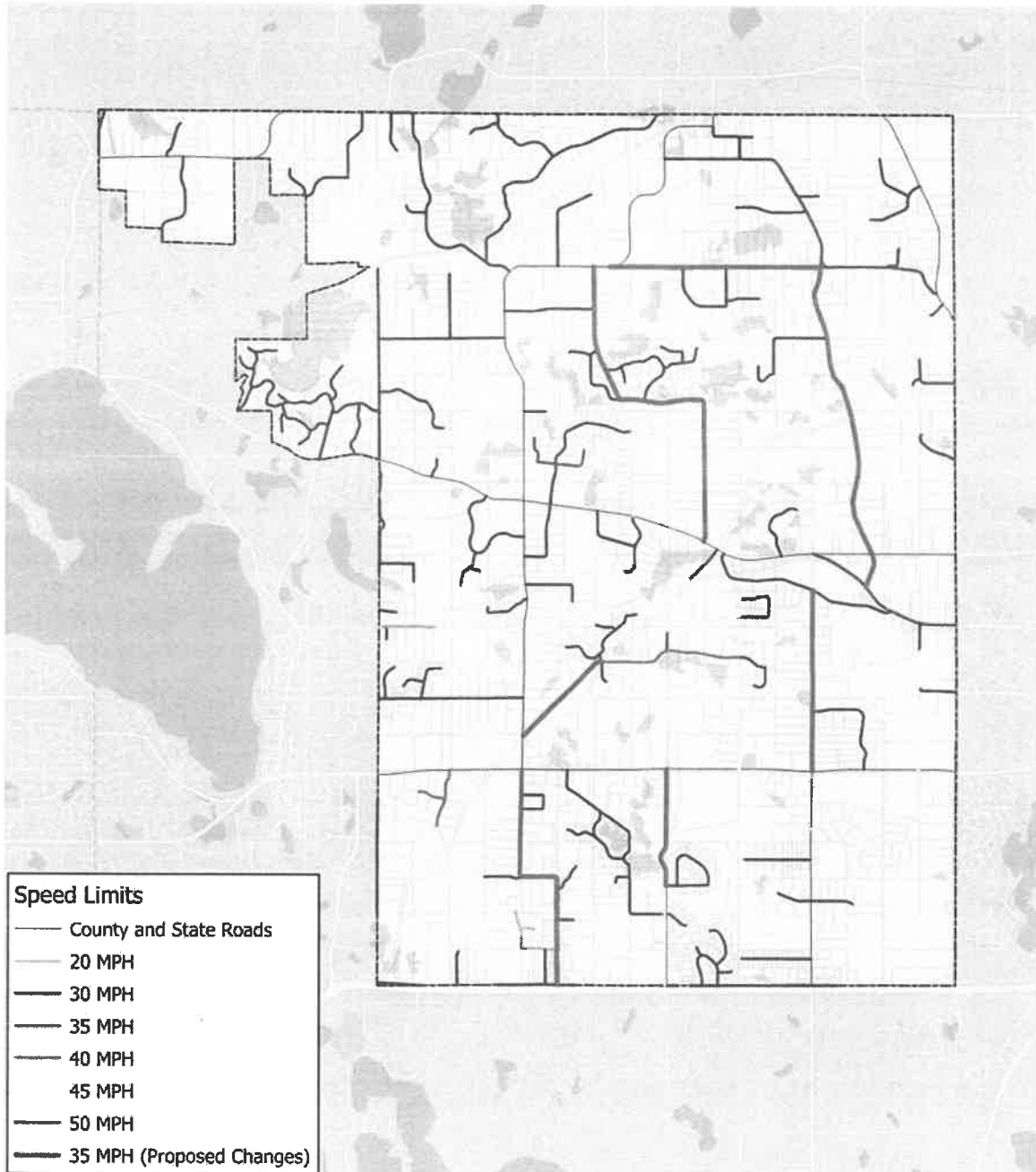


Figure 5: Maximum 35mph on Gravel Roads



Conclusion / Next Steps

Lowering speed limits on local streets is in line with national trends toward lower speed to support safety. Based on review of the State Statutes and speed limit issues identified by the City Council, City staff and residents, three city wide speed limit alternatives were identified.

1. City wide 20 mph speed limit on local minor streets and 25 mph on local major streets adjacent to residential land uses. **(Figure 2)**
2. Maximum of 35mph on all local city street. **(Figure 3)**
3. Maximum of 35mph on local gravel roads. **(Figure 5)**

Although, the citywide speed limit would be reduced, changes can be adopted for specific local streets based on engineering studies (i.e., school zones, etc.). It should be noted that all non-City streets (County or MnDOT) will remain at their current posted speed limit.

Based on the review of the speed limit alternatives Alternative 2, Maximum of 35mph on all local city streets as shown on **Figure 3** is recommended. The preliminary estimated cost to remove the existing speed limit signs and installation of 30 new 35mph speed limit signs would be approximately \$7,500.

Should the City Council determine that they would be in favor of reducing speed limits on local streets based on one of the above alternatives, the following steps are required:

1. Approve a Speed Limit Policy and Resolution adopting the reduced speed limits on local roadways.
2. Prepare an implementation signing plan showing the removal of existing signs and installation of new speed limit signs.
3. Prepare a communication plan informing the community on the speed limit changes and that lowering the speed limits will create safer roadways for both vehicles and pedestrians. At a minimum this would include:
 - a. Preparation of articles and maps in the City Newsletter
 - b. Social Media posts
 - c. Press releases.
 - d. Community events and announcements at City meetings

If you have any questions or would like additional information you can contact me at 612.360.1283 or by email at crickart@wsbeng.com.

**CITY OF GRANT
WASHINGTON COUNTY, MINNESOTA**

RESOLUTION NO. 2023-05

**RESOLUTION ADOPTING SPEED LIMIT POLICY
ON CITY STREETS**

WHEREAS, beginning in 2019 authority was given to Cities to adopt a reduced speed limit on residential roadways under City jurisdiction per Minnesota Statute 169.14: and

WHEREAS, the City of Grant has developed a speed limit policy for City streets to address safety for its residents and visitors; and

WHEREAS, the lowering of speed limits will provide for safer streets for vehicles and pedestrians and will reduce the likelihood and severity of crashes or injuries.

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF GRANT, MINNESOTA the Speed Limit Policy is hereby approved and adopted for City streets within the City of Grant.

- Speed limits on all local gravel roadways shall be 35 mph or less as posted.

ADOPTED this 7th day of February 2023.

Jeff Huber, Mayor

Attest:

Kim Points, City Clerk

ORDINANCE NO. 2023-72

**CITY OF GRANT
WASHINGTON COUNTY, MINNESOTA**

**AN INTERIM ORDINANCE PLACING TEMPORARY
MORATORIUM ON STORAGE LAND USE
IN THE CITY AND DIRECTING A STUDY TO BE CONDUCTED**

WHEREAS, the City’s comprehensive plan, zoning, licensing, and development regulations may not adequately address various impacts to the public health, safety, morals, and general welfare presented by the various storage land use definitions; and,

WHEREAS, to provide for adequate time for study, analysis, and the finalization of a City Code amendments regarding storage within the City and to preserve the status quo, the City desires to enact a temporary prohibition on the applications for and the issuance of permits and licenses for storage-related uses.

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

SECTION 1. THE FOLLOWING MORATORIUM ORDINANCE IS ADOPTED:

PURPOSE.

1.1 The purpose of this interim ordinance is to protect the planning process and the health, safety, and welfare of the citizens of Grant by placing temporary moratorium requirements on storage-related uses within the City. The Ordinance will allow the City to complete a comprehensive study and enact permanent zoning and licensing regulations relating to storage-related land uses. This Ordinance does not have the effect of imposing a limitation or restriction on the content of any communicative materials.

FINDINGS.

2.1 Preliminary research shows that certain storage-related land uses may have an adverse impact on surrounding properties. Those impacts may include visual clutter/sight line problems, storm water runoff, potential for being an attractive nuisance to children or vandals, impacts on wildlife, and potential health risks, among others. The City Council of the City of Grant recognizes that adverse impacts could occur in Grant. Therefore, the City Council makes the following findings regarding the need to storage:

a) Storage-related uses and facilities uses have an impact on neighboring properties surrounding them, as well as upon the City as a whole, which is distinct from the impact caused by other commercial uses;

2.2 The City Council is also concerned that the City’s zoning regulations are inadequate

to accomplish an appropriate level of regulation regarding storage facilities.

2.3 In addition to the proper zoning classifications of such uses there are a number of significant planning and land use issues pertaining to the regulation of such uses, including but not limited to the following:

- a) Whether such uses should be permitted by conditional use permit, certificate of compliance, or other regulatory method;
- b) The particular districts in which such uses shall be allowed as permitted uses;
- b) The concentration and density of such uses in the City; and,
- c) The effect of such uses on other uses in the surrounding area.

2.4 There is a need for a study to be conducted so the City, as part of its planning process, can adopt comprehensive land use and zoning regulations pertaining to storage-related land uses.

2.5 Minnesota Statutes, Section 462.355, sub. 4, permits the adoption of interim zoning ordinances during the planning process.

PLANNING AND ZONING STUDY; MORATORIUM.

3.1 A study is authorized to be conducted by City staff and the City planning commission to determine whether storage-related facilities should be permitted in the City, and if so, how the storage land use should be regulated within the City. The scope of the study should include, but is not limited to, the following:

- a) The particular zoning districts in which storage should be allowed as permitted uses;
- b) The density and concentration of such uses; and,
- c) The effect of such uses on other uses in the surrounding area; and,
- d) The appropriate conditional use permit requirements.

3.2 Upon completion of the study, the matter is to be considered by the planning commission for a formal recommendation to the city council.

3.3 Pending completion of the study and adoption of any amendments to the City's official controls, a moratorium is established pursuant to Minn. Stat. § 462.355, subd. 4, which prohibits the issuance of any development approvals of storage facilities, including but not limited to preliminary plats, re-zonings, variances, conditional use permits, or licenses.

3.4 This ordinance will be effective for a period of twelve (12) months after its effective date.

ENFORCEMENT.

4.1 Violation of any portion of this ordinance shall be a misdemeanor punishable by imprisonment for up to 90 days and a fine of \$1,000.00 or both, plus the costs of prosecution. Each day that a violation occurs shall be considered a separate offense.

4.2 The City may enforce any provision of this ordinance by mandamus, injunction or any other appropriate civil remedy in any court of competent jurisdiction.

SEPARABILITY.

5.1 Every section, provision or part of this ordinance is declared separable from every section, provision or part of this ordinance. If any section, provision, or part of this ordinance is adjudged to be invalid by a court of competent jurisdiction, such judgment shall not invalidate any other section, provision, or part of this ordinance.

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 7th day of February, 2023.

ATTEST:

PASSED:

Kim Points, City Clerk

Jeffrey Huber, Mayor

**CITY OF GRANT
WASHINGTON COUNTY, MINNESOTA**

RESOLUTION NO. 2023-04

A RESOLUTION OF THE CITY OF GRANT, WASHINGTON COUNTY, MINNESOTA, PROVIDING FOR THE SUMMARY PUBLICATION OF ORDINANCE NO. 2023-72, AN ORDINANCE PLACING A TEMPORARY MORATORIUM ON STORAGE-RELATED LAND USES

WHEREAS, On February 7, 2023, at the regular Grant City Council meeting, by majority vote, the City Council adopted Ordinance No. 2023-72, placing a temporary moratorium on all storage-related land uses; 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. 2023-72 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. 2023-72 attached and incorporated herein as **Exhibit A**; and

WHEREAS, the City Council for the City of Grant has determined that the text of the summary clearly informs the public of the intent and effect of Ordinance No. 2023-72.

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

1. Approves the text of the summary of Ordinance No. 2023-72 attached as **Exhibit A**.
2. Directs the City Clerk to post a copy of the entire text of Ordinance No. 2023-72 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 7th day of February, 2023.

Jeff Huber, Mayor

ATTEST:

Kim Points, City Clerk

Ordinance Summary

Ordinance No. 2023-72

**AN INTERIM ORDINANCE PLACING A TEMPORARY
MORATORIUM ON STORAGE-RELATED LAND USES
IN THE CITY AND DIRECTING A STUDY TO BE CONDUCTED**

On February 7, 2023, the City of Grant adopted an ordinance placing a temporary moratorium on all storage-related land uses for the purpose of conducting a study relating to that ordinance.

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.

RESOLUTION NO. 2023-06

RESOLUTION TO FILL A VACANCY ON THE GRANT CITY COUNCIL

WHEREAS, a vacancy exists on the Grant City Council.

WHEREAS, pursuant to Minnesota Statute § 412.02, subd. 2a, the City Council shall fill the vacancy by appointment.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF GRANT, MINNESOTA, AS FOLLOWS:

1. The City Council appoints _____ with a motion made by Council Member _____ to fill the vacancy on the Grant City Council, effective February 7, 2023, with a term to expire on December 31, 2024, for the seat vacated by Jeff Schafer.

The motion for adopting the foregoing resolution was duly seconded by Council Member _____ and upon a vote being taken thereon the following voted via voice:

Jeff Giefer -
Tom Carr -

Jeff Huber –
John Rog -

Thereupon said resolution was declared duly passed and adopted and signed by the Mayor and attested by the Administrator/Clerk. Passed by the City Council, City of Grant, Washington County, Minnesota, on this 7th day of February, 2023.

Jeff Huber, Mayor

ATTEST:

Kim Points, Administrator/Clerk

City Council Report for January 2023

To: Honorable Mayor & City Council Members

From: Jack Kramer Building Official

City Code Enforcement:

No New violations to report.

Abated City Code Violations:


1. Mr. George Ficocello 10144-67th. Ln. N. Violation of City Code Section 32-331 Nuisance (a) Unlicensed Vehicles & Section 13-27 Partially dismantled, wrecked, discarded .or non-operating movable property on public or private property.

a. Mr. Ficocello had an unlicensed vehicle being parked in the public road. Creating issues for proper road maintenance and being unlawfully stored. The vehicle has now been removed.

Building Permit Activity:

1.Eighteen (18) Building Permits have been issued with a total valuation of \$ 356,131.00.

Respectfully submitted,



Jack Kramer

Building Official

