

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 2 <sup>nd</sup> 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)**

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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 12<sup>th</sup>, and January 26<sup>th</sup>,**  
33 **Mahtomedi District Education Center, 7:00 p.m.**

34 **Stillwater Public Schools Board Meeting, Thursday, January 12<sup>th</sup>, 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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These minutes were considered and approved at the regular Council Meeting February 7, 2023.

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Kim Points, Administrator/Clerk

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Jeff Huber, Mayor

APPROVED