

**CITY OF MARINE ON ST. CROIX**  
**CITY COUNCIL MEETING**  
**THURSDAY, AUGUST 13, 2020**  
VILLAGE HALL 7:00 PM

1. Call to Order
2. Pledge of Allegiance
3. Approval of Agenda
4. Citizens Considerations
  - . Wendy Ward – Conservation Easement Support
  - . Win Miller – Marine Village School Update
  - . Marla Update
  - Planning Commission
  - . July Meeting Update
  - . STR Ordinance
5. Council Committee Reports –
  - a) Public Safety- Miller/Anderson
  - b) Roads –Pardun/ Roden
    - . Engineering Report
    - . Approval of MnDOT Cooperative Agreement
  - c) Personnel/Building Inspector – Pardun
  - d) Parks & Recreation- Miller/Anderson
    - . Millsite Update
    - . Urban Forest Update
  - e) Cemetery – Mills
  - e) Water Systems –Mills/Pardun
    - . Sewer Connection Fee
    - . P-1 Lift Station Upgrade
  - g) City Properties – Mills/Pardun
  - h) Holidays/Events – Roden/Anderson
6. EDA
7. Citizen Committee Reports
  - a) Green Step Cities – Roden
  - b) Communication Infrastructure – Anderson
    - . CARES Funding – Internet/Phone upgrade
8. Consent Calendar
  - a) Minutes of 7/9//20
  - b) Treasurer’s Report 7/20
  - c) List of Bills to be paid for 8/13/20
  - d) Planning Commission Minutes
  - e) Zoning Administrator’s Report
  - f) Public Works Maintenance Report
9. Old/New Business
  - . Wayside Rest Porta Potty Discussion
  - . Proposed Reserve Funds – 2018, 2019
  - . Budget Meeting Dates – 8/20 6pm; 8/26 if needed
  - . County Grant Funding Resolution
  - . Hall Rental Fee – Billy McLaughlin
  - . Long/Short Term Goals
10. Mayor Notes/Clerk’s Report
11. Adjournment

**CITY OF MARINE ON ST. CROIX**  
Long and Short Term Goals/Projects  
August 2020

**Public Safety**

Recruitment and retention

**Roads**

Washington County CIP Hwy 4 –

**Recreation**

Gateway Trail

Urban Forestry Program (Tree City USA)

**Finance/Budget**

**Hall/Restoration**

Village Hall Improvements (Lights, Bathrooms, etc)

**Cemetery**

CIP -New land expansion

**Village Center**

Signage for businesses and services

Public Bathrooms

**Stormwater/ Water Resources / Watershed**

Third Street

**Wastewater and Water Systems**

I & I mitigation

Drain field expansion/ long term planning

Capital Improvement Plan

**Communication Infrastructure**

Telecom/ISP

**Comprehensive Plan**

Possible Amendments

# Lynette Peterson

**From:** wendy ward <wwbike63@gmail.com>  
**Sent:** Friday, August 7, 2020 10:41 AM  
**To:** Lynette Peterson  
**Cc:** suzanne lindgren; wendy ward  
**Subject:** agenda item

Hello Suzanne

I got in too late last nite to get this to you as an agenda item for next week. Would you kindly put this on the agenda?

1) I am considering purchasing the 12 acres north of me, the Peterson parcel. All of this is in the black ash seep swamp:

**Washington County Maps** Quick Search Identify Street View Map Themes Map Layers Print

0103120440003 Zoom to

[Property Report](#) [Tax History](#)  
[Map Links](#)

Acres 12.37  
Square Footage 538706  
Parcel ID 0103120440003  
Owner Name PETERSEN MARY L & JEAN A SCHERFENBERG  
Owner More NULL  
Owner Address 1885 BIDWELL ST  
PO Box  
City, State, Zip WEST ST PAUL MN 55118  
Estimated Land Value \$301,400  
Estimated Building Value \$0  
Estimated Total Value \$301,400  
Sale Date  
Sale Value  
School District ISD834  
Watershed WS CARNELIAN  
District MARINE ST. CROIX

I am working with the Washington County Board of Commissioners to help get an easement upon it and do some buckthorn management. Minnesota Land Trust may become involved as well.

What i am looking for from City Council members is verbal support for such an easement. No formal motion needs to be made. Commissioners always want local support for land conservation projects such as this before they get involved.

Thank you,  
Wendy Ward

**CITY OF MARINE ON ST. CROIX  
WASHINGTON COUNTY, MINNESOTA**

**ORDINANCE NO. 2020-\_\_\_\_\_**

AN ORDINANCE REGULATING SHORT-TERM RENTALS AND PROHIBITING UNPERMITTED SHORT TERM RENTALS.

THE CITY COUNCIL OF THE CITY OF MARINE ON ST. CROIX DOES HEREBY ORDAIN AS FOLLOWS:

**Section 1. Findings and Intent.**

The City of Marine is a largely residential city which has several unique local amenities including the St. Croix River, the William O'Brien State Park and a historic Downtown. This makes it a natural and likely tourist destination. Historically, transient overnight stays were largely limited to hotels and motels and the occasional owner bed and breakfast. However, the advent of certain internet-driven short term residential/housing rental forums such as VRBO have caused some homeowners to make their properties available for short term rentals. These so-called "short term rentals" often last a day or two, are often during the weekend and are recreationally focused occupancies, different in kind than a typical house rental which involve more connection with the neighborhood and property over time and because of the length of the occupancy. Accordingly, this has led many cities to consider and adopt regulations governing, and in some cases prohibiting, short term rentals. Though Marine is a tourist destination, the City and its residents value the need to preserve its essentially residential character while, at the same time, permitting short term rentals on terms which make them unintrusive, not disruptive, not excessive in number and which does not lead to the proliferation of absentee-held properties offered only for rent and not materially owner-occupied. Such things would not be conducive to the stability and building of neighborhoods and commercial uses in the Old Village area of the City-all of which are objectives of the City under its comprehensive plan.

In considering these matters, the City has concluded that short term rentals are in the nature of providing housing, principally recreational housing, for transient, often vacationing short term guests who do not maintain an ongoing relationship with the property or its neighbors or its neighborhoods. By its nature, it involves the introduction of a commercial use into existing residential areas this alone creates a potential for conflict between varying land uses. Furthermore, there are features which are unique to short term rentals-those typically involving stays of less than a 30 day period or 365 day period like those found in conventional leasing arrangements. Specifically, in cases of short term rental, the turnover of occupants is more frequent, stays are, by definition short and recreation focused. Significant damage deposits are often not comparable to those secured by long term rental tenancies and tenant likely has no maintenance obligations such as lawn mowing, exterior tidiness, building maintenance or corresponding interest in maintaining ongoing relationships with long-term neighbors. Accordingly, it is believed that there is more potential for nuisances to arise from such uses including increased noise, inappropriate parking, parties, late hours, multiple invitees, intensive uses over short periods and other features of transient stays as the users come to the property for a short period, recreate and then leave. The City concludes that an

ordinance is necessary to regulate, limit and control short term rentals to eliminate potential nuisances, to ensure that they are compatible with the neighborhoods in which they are located and to maintain their activities in a way that avoids the disruption that can occur because of transient stays among otherwise permanent residential and other occupancies.

**Section 2. Purpose.** The purpose of this section is to allow Short-Term Rentals, where appropriate, within dwellings that are a primary residence, while mitigating impacts upon surrounding properties by implementing balanced regulations to protect the integrity of the Community as well as protecting the public health, safety and general welfare of the long term residents by regulating the time period a transient guest is allowed.

**Section 3. Definitions.**

**Bedroom.** A habitable room which is used, or intended to be used, primarily for the purpose of sleeping.

**Dwelling.** A building or portion thereof, designated exclusively for residential occupancy. Refer to Section 202 of the Zoning Code definitions.

**Owner.** The person or people or entity which owns the dwelling offered for Short-Term Rental. Any person who, alone or with others, has title or interest in any building, property, dwelling, dwelling unit or portion thereof, with or without accompanying actual possession thereof, including any person who as tenant, agent, executor, administrator, trustee, or guardian of an estate has charge, care, control of any -dwelling or dwelling unit.

**Person.** Any individual, firm, corporation, association, governmental entity, or partnership and its agents or assigns.

**Primary Residence.** A dwelling within which a person having a bona fide ownership interest demonstrably occupies and resides in for more days annually than it is rented for a minimum of six months during a calendar year. No dedicated vacations rentals are allowed in the City of Marine on St. Croix (see Section 4E(a)(vi)) herein. A dedicated vacation rental is one which does not actually demonstrate owner occupancy and residence in excess of rental days as required herein.

**Transient Guest.** A person or persons renting, using, or occupying a room or rooms for fewer than 30 consecutive days.

**Day.** A 24-hour period from midnight to the next.

**Weekend.** Any consecutive three (3) day period, two of which are Saturday and Sunday.

**Short-Term Rental.** A dwelling that is offered to transient guests for a period of less than 30 consecutive days at a time.

Short-Term Rental, Type A (hosted short-term rental). A dwelling, or portion thereof, ~~unit~~ that is offered to transient guests for a period of less than 30 consecutive days, where an owner of the property is primarily present (i.e., from 10:00 p.m. to 7:00 a.m. during overnight stays) during the period of occupancy by the transient guest.

Short-Term Rental, Type B (unhosted short-term rental). A dwelling, or portion thereof, that is offered to transient guests for a period of less than 30 consecutive days, where an owner of the property is not present while the transient guests are present.

Short-Term Rental, Type C (dedicated short-term rental). A dwelling, or portion thereof, that is offered to transient guests for a period of less than 30 consecutive days, where the primary property use ("use" is a typical term) is a short-term rental.

#### **Section 4. General Requirements and License Issuance.**

- A. License required. No property, structure or dwelling may be used as a Short-Term Rental (Type A, B or C) unless an application is submitted and a license is first granted by the City. The License shall be entered on a short-term rental registry. Type C Short Term Rentals are not permitted in the City.
- B. Issuance. All Short-Term Rental Licenses shall be issued administratively by the City Clerk pursuant to the terms contained herein.
- C. License application. Any property owner offering, using or desiring to offer or use a Dwelling as a Short-Term Rental within the City must apply for a Short-Term Rental License from the City. A license must be approved prior to operating within the City. The license application request must be submitted on the form prescribed by the City and must include all the information requested on the application form. Any use or offering for use of a Short-Term Rental which is not licensed is a violation of this Section.
- D. License fee. The license application form must be accompanied by payment in full of the required license application fee. The license application fee amount will be as determined by the City Council and set forth in the City fee schedule. Fees for new licenses obtained for less than the annual license term will be determined on a monthly pro-rated basis until the next full term.
- E. Criteria for Issuance. Prior to issuance of a Short-Term Rental License hereunder, the applicant shall ensure and the City Clerk, or if requested by the Clerk, City Council, that the

following criteria are met:

- a. The licensee accurately certifies on the application form that all applicable items found in this Section are satisfied. In addition, the certification shall constitute an ongoing assurance of compliance herewith. Such items shall include, but not be limited to, the following:
  - i. Short Term Rentals are a permitted use in the zoning district of the subject property;
  - ii. The Proposed Short-Term Rental complies with all of the performance standards, purpose section and definitional requirements found in this Ordinance;
  - iii. A policy number for a valid, in-force liability insurance policy is provided to the City;
  - iv. Compliance with all applicable provisions of the City Code;
  - v. Compliance with any special conditions established in the license.
  - vi. The Dwelling must be materially used for its owner's enjoyment-which shall mean to state the owner shall accurately certify and document to the City annually that the Dwelling has been physically inhabited by the owner for more days and nights than it has been rented. This provision shall not apply to that portion of a lawfully preexisting multi-family residence offered for Short Term Rental (e.g., school house apartments).

#### **Section 5. General Performance Standards.**

The following shall be the general standards for all Short-Term Rental licenses issued hereunder. Violations of them, together with violations of this Ordinance, shall alone be grounds for revocation of permits. All properties seeking or holding a Short Term Rental permit are subject to inspection and verification.

- A. **No Physical Alterations.** No physical alterations of a dwelling shall be permitted in conjunction with the establishment or operation of a Short-Term Rental, except that additional on-site parking may be provided, to the extent that such parking is otherwise permitted by the applicable provisions of the City's Code.
- B. **Non-Transferable.** Licenses issued under this Section are non-assignable, non-transferable. Each license shall automatically terminate upon the sale or other conveyance of the property to an unlicensed person or entity.
- C. **No Vested Right.** Licenses granted hereunder constitute a revocable, limited right. Nothing herein shall be construed as granting a vested property right. No party shall have any expectancy of reissuance of any license after its annual expiration.

- D. Term. Licenses granted under this Section are valid for up to one year (365 days), expiring on December 31<sup>st</sup> of each year. Any renewal shall require City Council approval. A renewal application must be submitted annually, in advance, at least 60 days of the expiration on December 31<sup>st</sup> but not more than 120 days. If the license holder does not offer the property for short term rental at least twice in a calendar year, then they are not eligible for renewal.
- E. Number of Bedrooms. Each license shall indicate the number of bedrooms which are contained in the dwelling. No license shall advertise the dwelling as containing any more than the identified number of bedrooms. The number of bedrooms, as indicated on the license, shall be used for all calculations required herein.
- F. Use for Events Prohibited. The Short Term Rental shall not be used by the renter nor any rental occupant for nonresidential purposes such as commercial or social events. The Short-Term Rental host shall expressly prohibit and prevent the use of their property for events in any advertisement as well as on-site informational material. Examples of events include, but are not limited to: sponsored events, conference gatherings, retreats, concerts, banquets, receptions, weddings, reunions, dances, parties, or similar uses.
- G. All residential properties offering Short Term Rentals must be owner-occupied (meaning the owner demonstrably occupies and resides in the property for more days annually than it is rented), except for multi-dwelling properties. Lawful multi-family properties existing at the date of adoption of this Ordinance cannot have any more than fifty percent (50%) of the total units in short term rental use.
- H. A Short-Term Rental may only be operated in a principal structure (i.e., not in recreational vehicle, trailer or vehicle).
- I. The applicant/owner shall supply to the City, upon request, true and accurate affidavit of use in form approved by the City. It shall, to the degree specified by the City, detail occupancy by its owner compared to use as Short Term Rental. Failure to submit the affidavit, or inaccuracies in it, shall be grounds for revocation or denial of the permit. The property shall be made available on request for a limited compliance inspection by the City.

- J. Location / Allowances / Considerations. Short-Term Rentals are allowed in all Residential and Village Center zoning districts.

A maximum of three (3) Short-Term Rental licenses shall be allowed in each of the zoning districts within the City. The creation of an additional zoning district shall not give rise to three (3) additional licenses unless this Ordinance is specifically amended to so state. Note: the Schoolhouse units are excluded from the count of three (3) per district.

- K. Use. Short-Term Rental operations must conform to all existing City Ordinances.

Signage indicating the Short-Term Rental is not permitted on or off the premises.

The maximum number of guests allowed is two (2) persons per bedroom, plus an additional two (2) guests. For example, a three-bedroom home could have a maximum of eight (8) guests.

One (1) vehicle per bedroom shall be allowed, with a maximum of four (4) vehicles. The owner of the Short-Term Rental must provide one (1) approved off-street parking spot per bedroom (that is not on a public or private road, right of way or easement), with a maximum of four (4).

Each Short-Term Rental may be rented a maximum of two weekends per calendar month, with additional maximums of 14 days per calendar month and 72 days per calendar year.

- L. The Applicant must confirm upon their application form that there are functioning smoke and carbon monoxide detectors in each bedroom or sleeping area, and a functioning fire extinguisher in the living space.
- M. At the time of permit application and prior to making their property available as a Short-Term Rental, property owner(s) must provide and maintain current, effective contact and emergency contact information for the owner and any designated management representative to all neighbors abutting the side, rear, and across the street from their property. The Applicant shall also maintain accurate emergency contact information with the City sufficient to allow it to be in contact with the Owner immediately.
- N. If the property owner is not on premises, owner or an owner-designee is required to respond to emergencies, and must stay within thirty (30) minutes traveling distance of the property and be available by cellphone during Short-Term Rental use.
- O. 24-hour "Who to call" information page shall be posted on the premises, and a "Who to call" page shall be on the City website for residences concerned with the activity at any Short-Term Rental.
- P. The property owner must pay any applicable Federal, State and local taxes.
- Q. Any complaints may be filed with the City via an approved complaint form.
- R. The Licensee shall maintain true and correct records (for a period of 3 years) for annual

reporting to the City. The records shall be sufficient to permit the City to determine the number of guests, and the rental dates.

- S. Noise. While occupying or visiting a Short Term Rental, no person shall make, cause, or permit unreasonable noise to be emitted from the Short Term Rental.
- T. The property owner acknowledges that it assumes all responsibility for operation of the rental and that the City is not responsible for the condition of the rental.

**Section 6. Enforcement and License Revocation.**

- A. Enforcement and License Revocation. Upon a finding that a licensee or other person or firm has violated the terms of this Ordinance, or any other applicable ordinance, law, or regulation, including being determined to have submitted false or misleading information to the City, on two occasions within the license period, the City may revoke the license. Prior to such revocation, the City Clerk shall mail written notice of the license violations to the licensee. The licensee shall have ten (10) days to request a hearing, in writing, upon such revocation before the City Council. Failure to request such a hearing, in writing, shall constitute waiver of the right to be heard on such revocation. However, upon Council discretion a license may be immediately revoked in the event of violation of the terms of this Section.
  - 1. Effect of Revocation. Upon revocation of a license under this Section, such licensee shall be ineligible for applying for a new Short-Term Rental license for a period of 12 months from the date of revocation. Such prohibition shall apply not only to the property for which the license was revoked, but also any other property held or owned by the licensee.
  - 2. Violation a Misdemeanor. Operating a Short-Term Rental without a license shall constitute a misdemeanor and shall constitute a fine of \$1,000.
  - 3. Remedies not Exclusive. In the event of a violation or threatened violation of this Ordinance, the City, in addition to other remedies, is entitled to seek injunctive relief or proceedings to prevent, restrain, correct, or abate such violations or threatened violations.

**Section 7. Effective Date.** This Ordinance shall be effective immediately upon its passage and publication according to law.

WHEREUPON, said Ordinance was declared passed and adopted this \_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Attest: Lynette Peterson,  
City Clerk/Administrator

\_\_\_\_\_  
Glen Mills,  
Mayor

## STR Enactment Motion

Motion to set the submission date for STR licenses for November 1, 2020 for review by the City Council at the December 2020 meeting.



**DEPARTMENT OF  
ADMINISTRATION**

STATE HISTORIC PRESERVATION OFFICE

August 8, 2020

Kristen Zschomler  
Cultural Resources Unit  
MN Department of Transportation  
395 John Ireland Blvd, MS 620  
St. Paul, MN 55155-1899

RE: S.A.P. 082-592-001 Local Road Improvement Project: Village Center Revitalization Project  
City of Marine on St. Croix, Washington County  
SHPO Number: 2020-0213

Dear Ms. Zschomler,

Thank you for continuing consultation with our office regarding the above-referenced project. Information received in our office via e-mail on June 11, 2020 has been reviewed pursuant to the responsibilities given the State Historic Preservation Officer by the National Historic Preservation Act of 1966 and implementing federal regulations at 36 CFR Part 800. Based upon your description of the various levels of state and local involvement and jurisdictions associated with the federally-funded project, we have also reviewed this project pursuant to the responsibilities given the State Historic Preservation Office by the Minnesota Historic Sites Act (Minn. Stat. 138.665-666) and the Minnesota Field Archaeology Act (Minn. Stat. 138.40).

Previous comments from our office regarding the proposed Village Center Revitalization Project were issued to the City of Marine on St. Croix on November 19, 2019.

We have now completed a review of your letter dated June 11, 2020, a submission which included the following documentation in support of your agency's "No Adverse Effect" Section 106 finding:

- "Figure 1: Area of Potential Effects" (Bolton & Menk, June 2020);
- Figures 1-4 Existing Conditions, Proposed Conditions, Existing/Proposed Conditions Overlay, and Corps of Engineers Permitting Area Maps (February 2020);
- 95% Construction Plan Set for "Village Center Revitalization" S.A.P. 082-592-001 (86 sheets, dated 05/18/2020);
- Survey report titled *Architecture-History Study for Village Center Revitalization, Marine on St. Croix, Washington County* (Streamline Associates, April 2020); and
- Survey report titled *Phase I Archaeological Survey and Phase II Archaeological Investigations, Village Center Revitalization Project, Marine on St. Croix, Washington County, Minnesota* (Bolton & Menk, May 2020).

**Definition of Federal Undertaking and Area of Potential Effect**

We understand by your June 11<sup>th</sup> letter that the proposed federal undertakings consist of funding from the U.S. Environmental Protection Agency (USEPA), identified as the lead federal agency for Section 106 review, to improve stormwater management in the City of Marine on St. Croix and Section 10/Section 404 permits from the U.S. Army Corps of Engineers (USACE). We also understand that your agency will be providing state funding for the project and completing work both within and outside of non-federal public lands which your agency

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MINNESOTA STATE HISTORIC PRESERVATION OFFICE

50 Sherburne Avenue ■ Administration Building 203 ■ Saint Paul, Minnesota 55155 ■ 651-201-3287 [mn.gov/admin/shpo](http://mn.gov/admin/shpo) ■ [mnshpo@state.mn.us](mailto:mnshpo@state.mn.us)

AN EQUAL OPPORTUNITY AND SERVICE PROVIDER

controls. By letter dated May 8, 2020 our office was informed by the Minnesota Pollution Control Agency, as authorized by the USEPA, that authorization to initiate Section 106 consultation had been delegated to the Minnesota Department of Transportation. For the record, we have never received notification from the USACE acknowledging the lead federal agency status of USEPA for this review.

We appreciate your agency's explanation of the various federal and state involvement with the Village Center Revitalization Project (Project), as well as the extensive narrative description of the scope and nature of the proposed Project as described on pages 2-3 of your June 11<sup>th</sup> letter. The complexity of federal, state, and local involvement and jurisdiction is clear.

Based upon our understanding of the scope and nature of the federal undertaking, we agree that your agency's definition of the Area of Potential Effects (APE), as described and documented in your June 11<sup>th</sup> submission, is generally appropriate to take into account both direct and indirect effects that the proposed federal undertakings may have on historic properties.

### **Identification of Historic Properties**

#### *Archaeology*

We concur with your agency's identification of the **Marine Mill** site, a historic archaeological property which is listed in the National Register of Historic Places (NRHP), as being located within the APE as it is currently defined. For clarification, as it pertains to consultation under state statues, the Marine Mill site is also a designated Historic Site under Minn. Stat. 138.662.

We have completed a review of the May 2020 archaeological report and the determination regarding level of effort to identify archaeological resources as provided in your June 11<sup>th</sup> letter. While we understand that, because of Project design modifications to eliminate any potential Project impacts to the resource, archaeological site 21WA85/Blacksmith Shop was not fully surveyed and evaluated to determine eligibility for listing in the NRHP. For the record, we agree with the report's recommendations for future study of this site.

We agree with the agency determination that the scope and level of effort to identify archaeological resources within the APE for this Project, as it is currently defined, has been reasonable and carried out in good faith.

#### *History/Architecture*

We concur with the determination that the **Marine Mill Historic District** (Historic District), a historic property which was listed in the NRHP in 1970, is located within the APE as it is currently defined. As indicated in your June 11<sup>th</sup> letter, the Marine Mill site is a contributing resource in the Historic District.

We appreciate the fact that agencies have taken into consideration the age of the NRHP nomination of this Historic District and undertaken a partial re-evaluation in order for all consulting parties to have updated documentation of the historic property, including its historic integrity, clarification of contributing/noncontributing elements (as this categorization was not required in pre-1982 nominations), period of significance, and identification of cultural landscape characteristics which qualify it for listing in the NRHP.

We have completed a review of the Architecture-History Study and the determinations made in your June 11<sup>th</sup> letter. It is important to note that this study essentially extrapolates from the current (1970) NRHP nomination for the Historic District and does did not include a full re-evaluation of the Marine on St. Croix Historic District to contemporary standards.

Understandably, the re-evaluation study also only covers a portion of the Historic District, that portion that falls within the APE for the Project. In the future, if circumstance allows, the entire Historic District should be re-evaluated and the NRHP Nomination Form updated to meet modern-day standards and expectations. This would include determining the contributing status of all resources – structures, archaeological sites, and cultural landscape features - within the Historic District.

While we agree that the period of significance as expressed in the present nomination is 1837-1895, it is possible that the period of significance no longer is accurate. New research may demonstrate a period of significance that runs into the twentieth century. If so, resources such as the Brookside Bar (WA-MXC-023), which is non-contributing in the present study, could be found to be contributing. Its Chalet-style architecture certainly would fit within the district's area of significance of architecture.

Also, any future re-evaluation should include a detailed study of the Settler's Cabin (WA-MXC-026) in Burriss Park. Although the cabin was moved to its current site in the park in 1938, it could be evaluated under Criteria Consideration B (moved properties). For example, if the cabin was determined to reflect distinctive construction or workmanship, it potentially could be listed in the NRHP. Additionally, the cabin could be evaluated using Criteria Consideration F (commemorative properties); it may be possible that the owner or builder was prominent, and the cabin is the only extant property tied to that individual.

Finally, the re-evaluation study addresses the potential for a Tourism-Related Historic District in Marine on St. Croix. We agree with your agency's conclusion that such a district in Marine on St. Croix is unlikely, given the many historic integrity shortcomings in the area that would likely encompass the district.

Therefore, for the purposes of this Section 106 review, although our office acknowledges the limitations of the architecture-history study as expressed above, we find that it is sufficient for purposes of completing the Section 106 review of the federal undertakings and the state-level reviews as well. Therefore, we will concur with the determinations made in your June 11<sup>th</sup> letter specifically as it relates to the current Marine on St. Croix Historic District nomination, the properties listed in "Table 1 – No further work warranted" (same as Table 2, p. 14 of the report) require no further evaluation as part of this review, as each property is noncontributing to the Historic District. Additionally, the properties listed in "Table 2 – Properties considered contributing to Marine Historic District; treated as individually eligible" (same as Table 3, p. 26 of the report) are contributing to the Historic District. Also, based upon the information provided in the study report, we concur with the agency's summary identification of contributing and noncontributing historic landscape elements within this portion of the Historic District as described on page 5 of your letter.

#### **Assessment of Effects**

We appreciate the extensive narrative description regarding your agency's assessment of adverse effect and the supporting documentation, especially the existing/proposed conditions maps, all of which provided for our review in your June 11<sup>th</sup> submission.

Although we acknowledge the Project will result in extensive, modern upgrades to the street and sidewalk infrastructure in the center of the Historic District, which is currently very rural in nature, we understand also that these upgrades are necessary in order to manage stormwater and to curtail ongoing detrimental effects to all resources in the village center of Marine on St. Croix and to improve both vehicular and pedestrian access throughout.

Based upon information provided to our office at this time, we concur with your agency's finding that the undertaking, as currently proposed at 95% design, has been designed consistent with the Secretary of the

Interior's Standards for the Treatment of Historic Properties and will have **no adverse effect** on the Marine Mill site and the Marine on St. Croix Historic District.

### **Consultation Summary**

As noted in your June 11<sup>th</sup> letter, we understand that the City of Marine on St. Croix has held several public open houses (August, November, and December 2019) regarding the proposed Project. We assume that these open houses clearly presented to the public the nature of federal involvement in the Project and the corresponding Section 106 review requirements, including specific public notification of the federal agency's efforts to both identify historic properties and consider the effects that the federal undertaking will have on historic properties as required in the regulations.

While our office may find the level of Section 106 public notification somewhat questionable as these open houses have all taken place well before final Project plan development, final results pertaining to historic property identification, and final federal agency findings of effect, we assume that the federal agencies which have authorized your agency the responsibly to complete this review are satisfied that the level and timing of public participation for these undertakings meets the nature and intent of Section 106 and 36 CFR 800.2(d).

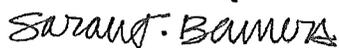
Your letter indicates tribal consultation pursuant to federal agency responsibilities under 36 CFR Part 800, as well as consultation with the Office of the State Archaeologist pursuant to responsibilities under Minn. Stat. 138.40, was facilitated concurrent with our review.

We appreciate the agencies' consultation with the Minnesota Historical Society, which should be formally recognized as a consulting party in the Section 106 review, regarding the undertakings' potential effects to the Marine Mill site which is owned and managed by the MNHS.

Implementation of the undertaking in accordance with this finding, as documented, fulfills the federal agencies' responsibilities under Section 106. If, subsequent to this review by our office, either federal agency receives an objection to Section 106 determinations and/or findings from a consulting party, or project is not constructed as proposed, including, but not limited to, a situation where design changes to the currently proposed project diverts substantially from what was presented at the time of this review, then the federal agencies will need to reopen Section 106 consultation with our office and others pursuant to 36 CFR 800.5(d)(1).

Please feel free to contact me at (651) 201-3290 or [sarah.beimers@state.mn.us](mailto:sarah.beimers@state.mn.us) if you have any questions regarding our review of this project.

Sincerely,



Sarah J. Beimers  
Environmental Review Program Manager

Cc via email:

Melissa Jenny and Nancy Komulainen-Dillenburg, USACE  
Aaron Novodvorsky, Minnesota Historical Society  
Cindy Penny, Minnesota Pollution Control Agency  
Lynette Peterson, City of Marine on St. Croix  
Amanda Gronhovd, Office of the State Archaeologist



**BOLTON  
& MENK**

Real People. Real Solutions.

2035 County Road D East  
Maplewood, MN 55109-5314

Ph: (651) 704-9970  
Fax: (651) 704-9971  
Bolton-Menk.com

August 6, 2020

Honorable Mayor and City Council  
City of Marine on St Croix  
121 Judd Street  
Marine on St. Croix, MN 55047

RE: Village Center Revitalization – Resolution Approving MnDOT Cooperative Agreement No. 1044286

Dear Mayor and Council:

As part of the Village Center Revitalization project, storm sewer pipe and stormwater quality features will be installed within the Minnesota Department of Transportation (MnDOT) right-of-way. MnDOT requires the execution of a Cooperative Agreement, which includes maintenance responsibilities, for any work completed within trunk highway right-of-way.

Enclosed is Agreement No. 1044286 along with instructions for applying digital signatures. A suggested resolution is also included on the last page of the document.

We have reviewed the Agreement and recommend that the City Council pass a resolution to enter into Agreement No. 1044286 with the State of Minnesota, Department of Transportation.

Please feel free to contact me with any questions or comments regarding the services proposed herein at 612-597-7140.

Sincerely,

BOLTON & MENK, INC.

Ryan J. Goodman, P.E.  
City Engineer

Enclosure: Agreement No. 1044286

August 6, 2020

Ryan Goodman  
City Engineer  
Marine on St Croix  
21 Judd Street  
Marine on St Croix, MN, 55047

RE: Proposed Cooperative Construction Agreement No. 1044286  
Between the City of Marine on St Croix and the State of Minnesota  
Control Section 8210 (TH 95)  
TH 95 at Judd St, Linden St, Maple St and Parker St in the City of Marine on St Croix  
SAP 082-592-001  
Cooperative Construction Agreement

Dear Mr. Goodman:

Transmitted herewith by email is a proposed agreement with the City of Marine on St Croix. This agreement provides for Storm Sewer work on TH 95 at Judd St, Linden St, Maple St and Parker St.

Please present this agreement to the City Council for their approval and execution. Given the current circumstances, we are processing documents with digital signatures. Please have the relevant digital signatures affixed to the attached pdf, and return it to me by email. Also required is a pdf copy of a resolution passed by the City Council authorizing its officers to sign the agreement on its behalf, again with the relevant digital signatures. A suggested form of such resolution is also attached.

See the attached sheet for suggestions regarding use of digital signatures.

Please return the digitally signed copies of the agreement and resolution to me, once they have been executed by the City. An electronic copy will be returned to the City when fully executed.

Please contact me if you have any questions or additional comments.

Sincerely,



Rob Wielinski

Mr. Goodman  
August 6, 2020  
Page 2

Metro District State Aid

Attachments: Proposed Agreement

ecopy: Malaki Ruranika, MnDOT-Municipal Agreements  
Jeff Kahnke, MnDOT-Municipal Agreements  
Adam Josephson, MnDOT-Metro Program Delivery  
Kaare Festvog, MnDOT-Metro Traffic Engineering  
Project File

**Tips For Applying Digital Signatures:**

- The Local Agency resolution should be attached to the pdf before digital signatures begin. Remove the included “suggested form” resolution and replace it with your own version.
- Changes cannot be made to the pdf after the signature process begins, including the addition of pages. Digital signatures get removed if subsequent changes are made. (Printing as a pdf is a workaround, although this “fixes” the signature and removes the digital verification.)
- Do not lock/secure the pdf after digitally signing, otherwise future signatures are prevented. (Print to pdf is a workaround)
- It is suggested that digital signatures should happen after any wet signatures to keep digital signatures “validated.” (Print to pdf is a workaround)
- Digital signatures must happen sequentially on the same pdf,
- With some programs that allow digital signatures, such as DocuSign, the document gets locked and we cannot use the “print to pdf” technique for a workaround.

Please contact us if you have any questions.



**STATE OF MINNESOTA  
DEPARTMENT OF TRANSPORTATION  
And  
CITY OF MARINE ON ST. CROIX  
COOPERATIVE CONSTRUCTION  
AGREEMENT**

**Control Section (C.S.):** 8210  
**Trunk Highway Number (T.H.):** 95  
**State Aid Project Number (S.A.P.):** 082-592-001

This Agreement is between the State of Minnesota, acting through its Commissioner of Transportation ("State") and the City of Marine on St. Croix acting through its City Council ("City").

**Recitals**

1. The City will perform grading aggregate base, plant mixed bituminous pavement, concrete sidewalk, concrete curb and gutter, storm sewer, landscaping construction, and other associated construction upon, along, and adjacent to Trunk Highway No. 95 at Judd Street, Linden Street, Maple Street, and Parker Street according to City-prepared plans, specifications, and special provisions designated by the State as Control Section 8210 and by the State and the City as S.A.P. 082-592-001 ("Project"); and
2. The City requests the State allow the construction of storm sewer and the State is willing to allow said construction; and
3. Minnesota Statutes § 161.20, subdivision 2 authorizes the Commissioner of Transportation to make arrangements with and cooperate with any governmental authority for the purposes of constructing, maintaining, and improving the trunk highway system.

**Agreement**

1. **Term of Agreement; Survival of Terms; Plans; Incorporation of Exhibits**
  - 1.1. **Effective Date.** This Agreement will be effective on the date the State obtains all signatures required by Minnesota Statutes § 16C.05, subdivision 2.
  - 1.2. **Expiration Date.** This Agreement will expire when all obligations have been satisfactorily fulfilled.
  - 1.3. **Survival of Terms.** All clauses which impose obligations continuing in their nature and which must survive in order to give effect to their meaning will survive the expiration or termination of this Agreement, including, without limitation, the following clauses: 2.4. State Ownership of Improvements; 5. Maintenance by the City; 8. Liability; Worker Compensation Claims; Insurance; 10. State Audits; 11. Government Data Practices; 12. Governing Law; Jurisdiction; Venue; and 14. Force Majeure.
  - 1.4. **Plans, Specifications, and Special Provisions.** State-approved City plans, specifications, and special provisions designated by the State as Control Section 8210 and by the State and the City as S.A.P. 082-592-001 are on file in the office of the City's Engineer and incorporated into this Agreement by reference ("Project Plans").
  - 1.5. **Exhibits.** "Drainage Maintenance Exhibit" is attached and incorporated into this Agreement.

## 2. Right-of-Way Use

- 2.1. Limited Right to Occupy.** The State grants to the City (and its contractors and consultants) the right to occupy Trunk Highway Right-of-Way as necessary to perform the work described in the Project Plans. This right is limited to the purpose of constructing the project, and administering such construction, and may be revoked by the State at any time, with or without cause. Cause for revoking this right of occupancy includes, but is not limited to, breaching the terms of this or any other agreement (relevant to this project) with the State, failing to provide adequate traffic control or other safety measures, failing to perform the construction properly and in a timely manner, and failing to observe applicable environmental laws or terms of applicable permits. The State will have no liability to the City (or its contractors or consultants) for revoking this right of occupancy.
- 2.2. State Access; Suspension of Work; Remedial Measures.** The State's District Engineer or assigned representative retains the right to enter and inspect the Trunk Highway Right-of-Way (including the construction being performed on such right-of-way) at any time and without notice to the City or its contractor. If the State determines (in its sole discretion) that the construction is not being performed in a proper or timely manner, or that environmental laws (or the terms of permits) are not being complied with, or that traffic control or other necessary safety measures are not being properly implemented, then the State may direct the City (and its contractor) to take such remedial measures as the State deems necessary. The State may require the City (and its contractors and consultants) to suspend their operations until suitable remedial action plans are approved and implemented. The State will have no liability to the City (or its contractors or consultants) for exercising its rights under this provision.
- 2.3. Traffic Control; Worker Safety.** While the City (and its contractors and consultants) are occupying the State's Trunk Highway Right-of-Way, they must comply with the approved traffic control plan, and with applicable provisions of the Work Zone Field Handbook (<http://www.dot.state.mn.us/trafficeng/workzone/index.html>). All City, contractor, and consultant personnel occupying the State's Trunk Highway Right-of-Way must be provided with required reflective clothing and hats.
- 2.4. State Ownership of Improvements.** The State will retain ownership of its Trunk Highway Right-of-Way, including any improvements made to such right-of-way under this Agreement, unless otherwise noted. The warranties and guarantees made by the City's contractor with respect to such improvements (if any) will flow to the State. The City will assist the State, as necessary, to enforce such warranties and guarantees, and to obtain recovery from the City's consultants, and contractor (including its sureties) for non-performance of contract work, for design errors and omissions, and for defects in materials and workmanship. Upon request of the State, the City will undertake such actions as are reasonably necessary to transfer or assign contract rights to the State and to permit subrogation by the State with respect to claims against the City's consultants and contractors.

## 3. Contract Award and Construction

### 3.1. Direction, Supervision, and Inspection of Construction.

- A.** The contract construction will be under the direction of the City and under the supervision of a registered professional engineer; however, the State participation construction covered under this Agreement will be open to inspection by the State District Engineer's authorized representatives. The City will give the State Aid Agreements Engineer at Roseville five days notice of its intention to start the contract construction.

B. Responsibility for the control of materials for the contract construction will be on the City and its contractor and will be carried out according to Specifications No. 1601 through and including No. 1609 in the State's current "Standard Specifications for Construction".

3.2. **Completion of Construction.** The City will cause the contract construction to be started and completed according to the time schedule in the construction contract special provisions. The completion date for the contract construction may be extended, by an exchange of letters between the appropriate City official and the State District Engineer's authorized representative, for unavoidable delays encountered in the performance of the contract construction.

3.3. **Compliance with Laws, Ordinances, and Regulations.** The City will comply and cause its contractor to comply with all Federal, State, and Local laws, and all applicable ordinances and regulations. With respect only to that portion of work performed on the State's Trunk Highway Right-of-Way, the City will not require the contractor to follow local ordinances or to obtain local permits.

#### 4. Right-of-Way; Easements; Permits

4.1. The City will, without cost or expense to the State, obtain all rights-of-way, easements, construction permits, and any other permits and sanctions that may be required in connection with the local and trunk highway portions of the contract construction.

4.2. The City will convey to the State by quit claim deed, all newly acquired rights needed for the continuing operation and maintenance of the Trunk Highway, if any, upon completion of the Project, at no cost or expense to the State.

4.3. The City will comply with Minnesota Statutes § 216D.04, subdivision 1(a), for identification, notification, design meetings, and depiction of utilities affected by the contract construction.

#### 5. Maintenance by the City

Upon completion of the project, the City will provide the following without cost or expense to the State:

5.1. **Storm Sewers.** Routine maintenance of storm sewer facilities construction as shown in the "Drainage Maintenance Exhibit". Routine maintenance includes, but is not limited to, removal of sediment, debris, vegetation and ice from grates and catch basins, and any other maintenance activities necessary to preserve the facilities and to prevent conditions such as flooding, erosion, or sedimentation, this also includes informing the District Maintenance Engineer of any needed repairs.

5.2. **Pond Responsibilities.** Upon completion of the storm water treatment pond construction to be performed within the corporate City limits under the construction contract, the City will provide for proper maintenance, according to the "Drainage Maintenance Exhibit", of the ponds without cost or expense to the State. Maintenance will include, but not limited to, litter, debris and silt removal, mowing, erosion repairs and any other maintenance activities necessary to preserve the facilities and to prevent conditions such as flooding, erosion, sedimentation or accelerated deterioration of the facilities. The City will be responsible, to the extent provided by law, for its own acts and omissions in connection with maintaining the storm water treatment ponds.

5.3. **Additional Drainage.** No party to this Agreement will drain any additional drainage volume into the storm sewer facilities constructed under the construction contract that was not included in the drainage for which the storm sewer facilities were designed, without first obtaining written permission to do so from the other party.

5.4. **Sidewalks.** Maintenance of any sidewalk construction, including stamped and colored concrete sidewalk (if any) and pedestrian ramps. Maintenance includes, but is not limited to, snow, ice and debris removal,

patching, crack repair, panel replacement, cross street pedestrian crosswalk markings, vegetation control of boulevards (if any), and any other maintenance activities necessary to perpetuate the sidewalks in a safe, useable, and aesthetically acceptable condition.

## 6. Authorized Representatives

Each party's Authorized Representative is responsible for administering this Agreement and is authorized to give and receive any notice or demand required or permitted by this Agreement.

### 6.1. The State's Authorized Representative will be:

Name, Title: Malaki Ruranika, Cooperative Agreements Engineer (or successor)  
Address: 395 John Ireland Boulevard, St. Paul, MN 55155  
Telephone: (651) 366-4634  
E-Mail: malaki.ruranika@state.mn.us

### 6.2. The City's Authorized Representative will be:

Name, Title: Ryan Goodman, City Engineer (or successor)  
Address: 21 Judd Street, Marine on St. Croix, MN 55047  
Telephone: (651) 704-9970 ext. 2960  
E-Mail: ryango@bolton-menk.com

## 7. Assignment; Amendments; Waiver; Contract Complete

7.1. **Assignment.** No party may assign or transfer any rights or obligations under this Agreement without the prior consent of the other party and a written assignment agreement, executed and approved by the same parties who executed and approved this Agreement, or their successors in office.

7.2. **Amendments.** Any amendment to this Agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original Agreement, or their successors in office.

7.3. **Waiver.** If a party fails to enforce any provision of this Agreement, that failure does not waive the provision or the party's right to subsequently enforce it.

7.4. **Contract Complete.** This Agreement contains all prior negotiations and agreements between the State and the City. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.

## 8. Liability; Worker Compensation Claims; Insurance

8.1. Each party is responsible for its own acts, omissions, and the results thereof to the extent authorized by law and will not be responsible for the acts, omissions of others, and the results thereof. Minnesota Statutes § 3.736 and other applicable law govern liability of the State. Minnesota Statutes Chapter 466 and other applicable law govern liability of the City. Notwithstanding the foregoing, the City will indemnify, hold harmless, and defend (to the extent permitted by the Minnesota Attorney General) the State against any claims, causes of actions, damages, costs (including reasonable attorneys fees), and expenses arising in connection with the project covered by this Agreement, regardless of whether such claims are asserted by the City's contractor(s) or consultant(s) or by a third party because of an act or omission by the City or its contractor(s) or consultant(s).

8.2. Each party is responsible for its own employees for any claims arising under the Workers Compensation Act.

8.3. The City may require its contractor to carry insurance to cover claims for damages asserted against the City's contractor.

**9. Nondiscrimination**

Provisions of Minnesota Statutes § 181.59 and of any applicable law relating to civil rights and discrimination are considered part of this Agreement.

**10. State Audits**

Under Minnesota Statutes § 16C.05, subdivision 5, the City's books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by the State and the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this Agreement.

**11. Government Data Practices**

The City and State must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided under this Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the City under this Agreement. The civil remedies of Minnesota Statutes §13.08 apply to the release of the data referred to in this clause by either the City or the State.

**12. Governing Law; Jurisdiction; Venue**

Minnesota law governs the validity, interpretation, and enforcement of this Agreement. Venue for all legal proceedings arising out of this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

**13. Termination; Suspension**

**13.1. By Mutual Agreement.** This Agreement may be terminated by mutual agreement of the parties or by the State for insufficient funding as described below.

**13.2. Termination for Insufficient Funding.** The State may immediately terminate this Agreement if it does not obtain funding from the Minnesota Legislature, or other funding source; or if funding cannot be continued at a level sufficient to allow for the payment or the provision of the services covered here. Termination must be by written or fax notice to the City. The State will not be assessed any penalty if this Agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds.

**13.3. Suspension.** In the event of a total or partial government shutdown, the State may suspend this Agreement and all work, activities, performance, and payments authorized through this Agreement.

**14. Force Majeure**

No party will be responsible to the other for a failure to perform under this Agreement (or a delay in performance), if such failure or delay is due to a force majeure event. A force majeure event is an event beyond a party's reasonable control, including but not limited to, unusually severe weather, fire, floods, other acts of God, labor disputes, acts of war or terrorism, or public health emergencies.

[The remainder of this page has been intentionally left blank]

**CITY OF MARINE ON ST. CROIX**

The undersigned certify that they have lawfully executed this contract on behalf of the Governmental Unit as required by applicable charter provisions, resolutions, or ordinances.

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**DEPARTMENT OF TRANSPORTATION**

Recommended for Approval:

By: \_\_\_\_\_  
(District Engineer)

Date: \_\_\_\_\_

Approved:

By: \_\_\_\_\_  
(State Design Engineer)

Date: \_\_\_\_\_

**COMMISSIONER OF ADMINISTRATION**

By: \_\_\_\_\_  
(With Delegated Authority)

Date: \_\_\_\_\_

**INCLUDE COPY OF RESOLUTION APPROVING THE AGREEMENT AND AUTHORIZING ITS EXECUTION.**

P1 Lift Station upgrade  
 Address: 600 Broadway St. Marine on St Croix.  
 Goal Pumping capacity - 100 gpm  
 TDH 152.1' & 92.75' Static Head

Vendor	Contact	Contact #	Work Performed	Quantity	Quote Price
Tri-State Pump	Bruce Bottko	612-209-3976	2 Meyers 10hp Pumps	2	
Tri-State Pump	Bruce Bottko	612-209-3977	Meyers Lifting system	2	
Tri-State Pump	Bruce Bottko	612-209-3978	3/16" Stainless Chain	34'	
Tri-State Pump	Bruce Bottko	612-209-3979	1/4" Stainless Schackle	2	
Tri-State Pump	Bruce Bottko	612-209-3980	Meyers Rail system	2	
Tri-State Pump	Bruce Bottko	612-209-3981	Meyers guid bracket	2	
Tri-State Pump	Bruce Bottko	612-209-3982	Guide rail pipe (20' ea)	80'	
Tri-State Pump	Bruce Bottko	612-209-3983	Anchors (Base elbows)	8	
Tri-State Pump	Bruce Bottko	612-209-3984	Anchors (Guide Rails)	16	
Tri-State Pump	Bruce Bottko	612-209-3985	Panel	1	63247.83
Tri-State Pump	Bruce Bottko	612-209-3986	Controller (Stationary Model)	1	
Tri-State Pump	Bruce Bottko	612-209-3987	Controller (Portable Model)	2	64884.97
Tri-State Pump	Bruce Bottko	612-209-3987	Pump seal fail	2	
Tri-State Pump	Bruce Bottko	612-209-3988	Floats (50' cord)	4	
Tri-State Pump	Bruce Bottko	612-209-3988	Cable support bracket	1	
Tri-State Pump	Bruce Bottko	612-209-3989	Cable support hook	2	
Tri-State Pump	Bruce Bottko	612-209-3990	PVC Conduit to station		
Tri-State Pump	Bruce Bottko	612-209-3991	Cord grips		
Tri-State Pump	Bruce Bottko	612-209-3992	Hatch frame	1	
Tri-State Pump	Bruce Bottko	612-209-3993	Top slab lift station	1	
Tri-State Pump	Bruce Bottko	612-209-3994	Mastic	3	
Tri-State Pump	Bruce Bottko	612-209-3995	Pipe vent	1	
Tri-State Pump	Bruce Bottko	612-209-3996	Discharge piping		
Tri-State Pump	Bruce Bottko	612-209-3997	Core Drill 6"		
Tri-State Pump	Bruce Bottko	612-209-3998	75' Flow meter cable		
Tri-State Pump	Bruce Bottko	612-209-3999	75' sump pump cable		
Tri-State Pump	Bruce Bottko	612-209-4000	start-up	1	
Tri-State Pump	Bruce Bottko	612-209-4001	Labor 2-men	30hrs	3168.86
Tri-State Pump	Bruce Bottko	612-209-4002	Mission Scada		68053.63
Tri-State Pump	Bruce Bottko	612-209-4003	Total	Portable Option	66416.69
			Total	Stationary Option	

Vendor	Contact	Contact #	Work Performed	Quantity	Quote Price
Generator Power Systems	Phil Plowman	612-860-8978	60kw Generator (Trailer dual power)		5835.35
Generator Power Systems	Phil Plowman	612-860-8978	60kw Generator (Stationary)		22330.25
Generator Power Systems	Phil Plowman	612-860-8979	Start-up		
Web Elec	Peter Bourland	612-968-5196	480v - 3ph 100amp svc		
Web Elec	Peter Bourland	612-968-5197	Disconnect		
Web Elec	Peter Bourland	612-968-5198	New piping from pole to LS		
Web Elec	Peter Bourland	612-968-5199	Trenching		
Web Elec	Peter Bourland	612-968-5200	Boom Lift - Mounting wire to pole		
Web Elec	Peter Bourland	612-968-5201	Permit		12750
Web Elec	Peter Bourland	612-968-5202	transfer switch (Stationary Gen)	Total	
Web Elec	Peter Bourland	612-968-5203	transfer switch (Portable Gen)	Total	9250
Smilies Sewer	Kieth Valento	651-261-1562	bypass pumping		3850
Public Works	Public Works	651-675-6493	Generator Slab		
Public Works	Public Works	651-675-6494	Panel Slab		
Public Works	Public Works	651-675-6495	Misc excavating		
Public Works	Public Works	651-675-6496	Remove Old Cover LS		
Public Works	Public Works	651-675-6497	Install New Cover LS		
Public Works	Public Works	651-675-6498	Generator Setting		
Public Works	Public Works	651-675-6499	Bullards		
Public Works	Public Works	651-675-6500	Restoration		
			Total		2500
Excel Energy (Elec)	Hans Wenth		3 phase Power		N/C
Excel Energy (Gas)			Service installation.		????????
Young & Sons			Connect Generator to Gas meter	(Stationary Gen)	\$200.00
			Package Price Trailer generator		137,989.01
			Package Price Stationary generator		101,696.94

**Estimate**  
**Mantyla Well Drilling, Inc.**  
 1392 St. Croix Trail North  
 Lakeland, MN 55043-0797  
 (651)436-7600 Fax (651)436-5106

NAME City of Marine on St. Croix	PHONE 651-675-6493	FAX	DATE July 17, 2020
ADDRESS		JOB NAME/location Maintenance Building	
		JOB LOCATION 1500 Broadway Street Marine on St. Croix	

Estimate 320' of 4" Steel Cased well at \$29.00 per foot	\$ 9,280.00
Grout and Pea Gravel	\$ 3,250.00
<b>COMPLETE PRESSURE SYSTEM WITH:</b>	
1-1/2HP A.Y.McDonald Submersible Pump (10gpm) with 5 year warranty,	
1" galvanized drop-pipe and rubber-coated wire,	
WX203 Pressure Tank, 4-J1 Maass underground discharge unit,	
up to 20' of trench, 1" plastic, UF wire and miscellaneous fittings.	\$ 3,550.00
A} Water Analysis (Bacteria/Nitrate/Arsenic)	\$ 250.00
B} Owner to assume final wiring and plumbing hookups.	
C} The above price may vary at \$29.00 per foot for in accordance with total depth of well, which could vary from said depth.	
D} Estimate of 400' Directional Boring & 1-1/4" waterline	\$ 6,300.00
E} Hydrant 10' from well, installed	\$ 395.00
E} Total price does include any applicable well permits & administrative fee	\$ 275.00
<b>TOTAL ESTIMATED COST:</b>	<b>\$23,300.00</b>

\*Down Payment of \$8,000.00 required before starting job

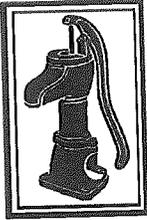
**Estimator/Project Manager:** Jeff Thron **Date** 7/17/2020  
**Terms and Conditions**

Unless otherwise specified in this contract:

- 1) This is an estimate. Charges for the completed work may vary from the total estimated cost. Invoices will reflect the cost for the actual work performed and materials used. This estimate is valid for 60 days of the date of issue. \_\_\_\_\_
- 2) Additional charges may be assessed to remedy unexpected conditions. \_\_\_\_\_
- 3) Payment for work completed is due 20 days from the date of invoice. Cash, check or major credit cards (Visa, MasterCard, AMEX & Discover) are accepted. Past due balances of 30 days or more will accrue interest at an annual percentage rate of 18%. \_\_\_\_\_
- 4) Access for our equipment shall be provided by the Customer, including, but not limited to, removal of structures obstructing the well. \_\_\_\_\_
- 5) Access, egress, and construction activities may cause damage to the site. Repairs are not included in this estimate and are the responsibility of the Customer. Excavated soils will be backfilled to rough grade. Backfilled soils will not be compacted and settling will likely occur. Removal of debris and restoration of landscape is not included in this estimate. \_\_\_\_\_
- 6) Mantyla Well Drilling, Inc. will notify Gopher State One-Call to locate public utilities if necessary. The Customer must identify and locate all private, underground utilities. Damage to unknown utilities will be the responsibility of the Customer for repairs. \_\_\_\_\_
- 7) Mantyla Well Drilling Inc. will install electrical from the well to the outside of structure. All other electrical is to be done by a licensed electrician and is not included in this estimate. \_\_\_\_\_

Mantyla Well Drilling, Inc. is a licensed contractor. All work to be completed will be according to the Minnesota Department of Health rules and regulations.  
 If you have any questions regarding this Estimate or the "Terms and Conditions" please call us at (651)436-7600.

**Acceptance of Proposal – By signing below you accept and understand the total estimated cost and terms and Conditions.**  
**Customer/Representative Signature** \_\_\_\_\_ **Date** \_\_\_\_\_



**Tri-State Pump & Control**  
 20092 21st Avenue East  
 PO Box 7  
 Clearwater, MN 55320  
 800-537-2040 Fax: 320-558-2002  
 tristate@tristatepump.com  
 www.tristatepump.com

# Estimate

**This Estimate is  
 Good for 30 Days  
 from the date of  
 Issue**

Date	Estimate
8/5/2020	135438

Name / Address
CITY OF MARINE ON ST CROIX PO BOX 250 MARINE ON ST CROIX, MN 55047-0250
Phone: 651-433-3636 Fax: 651-433-3659

Ship To
CITY OF MARINE ON ST CROIX 121 JUDD STREET MARINE ON ST CROIX, MN 55047-8662 ATTN JASON

Terms	Rep	Project
NET 30	BRUCE	

Item	Description	Qty	U/M	Unit Price	Total
	CONCRETE PAD FOR GENERATOR AND CONTROL PANEL MOUNTING BY CITY  TRI STATE WILL REQUIRE LIFTING ASSISTANCE FROM CITY TO REMOVE OLD COVER CASTING AND INSTALL NEW COVER CASTING - DISPOSAL OF OLD COVER CASTING BY CITY				

**We Accept Visa, MasterCard, Discover & American Express**  
*Invoices Over \$300.00 That Are Paid With A Credit Card Will Be Charged A  
 3% Processing Fee*  
  
**Net 30 Days Unless Noted - 1.5% Month Thereafter**  
**No Returns on Electrical Components**

<b>Subtotal</b>	\$64,884.97
<b>Sales Tax (7.125%)</b>	\$0.00
<b>Total</b>	\$64,884.97



**Tri-State Pump & Control**  
 20092 21st Avenue East  
 PO Box 7  
 Clearwater, MN 55320  
 800-537-2040 Fax: 320-558-2002  
 tristate@tristatepump.com  
 www.tristatepump.com

# Estimate

**This Estimate is  
 Good for 30 Days  
 from the date of  
 Issue**

Date	Estimate
7/29/2020	135419

Name / Address
CITY OF MARINE ON ST CROIX PO BOX 250 MARINE ON ST CROIX, MN 55047-0250
Phone: 651-433-3636 Fax: 651-433-3659

Ship To
CITY OF MARINE ON ST CROIX 121 JUDD STREET MARINE ON ST CROIX, MN 55047-8662 ATTN JASON

Terms	Rep	Project
NET 30	BRUCE	

Item	Description	Qty	U/M	Unit Price	Total
MISM153	MISSION COMMUNICATIONS MYDRO WIRELESS REAL-TIME ALARM SYSTEM - FLATPAK ENCLOSURE - MOUNTS INSIDE MCC CABINET	1	EA	1,857.86	1,857.86
MISBMLPVDB700/2500	CELLULAR ANTENNA, MULTI-BAND 698-960/1710-2500 MHz, LOW PROFILE	1	EA	104.85	104.85
MISMTPM800	MOUNT, ANTENNA, CELLSTAT	1	EA	68.85	68.85
MISRG58U-4-NMSM	CABLE, N MALE TO SMA MALE CONNECTORS, 4'	1	EA	39.90	39.90
MISSP150-12	SERVICE PACKAGE - MYDRO M150 SERIES - 1 YEAR	1	EA	347.40	347.40
MISSW550	NEW ACCOUNT SET UP	1	EA	250.00	250.00
LS	LABOR IN SHOP INSTALL INTO CONTROL PANEL INITIAL SET UP	5	HR	100.00	500.00

**We Accept Visa, MasterCard, Discover & American Express**  
*Invoices Over \$300.00 That Are Paid With A Credit Card Will Be Charged A  
 3% Processing Fee*  
**Net 30 Days Unless Noted - 1.5% Month Thereafter**  
**No Returns on Electrical Components**

<b>Subtotal</b>	\$3,168.86
<b>Sales Tax (7.125%)</b>	\$0.00
<b>Total</b>	\$3,168.86

# BLUE STAR

## Power Systems Inc.

# Sales Quote

Quote Date: 7/28/2020 11:56:12 AM  
 Quote Number: 0057366-2  
 Project Title: Marine on St. Croix-Trailer  
 Prepared for: Generator Power Systems

Distributed by:



Unit Model	JD60-04FT4MP	Standby / Prime	Mobile Standby Power
kWe Rating	60 kWe	UL 2200 Listed	No
Fuel	Diesel	CSA Approved	No
EPA	Tier 4 Final	Paint Color	White

**Engine Model:** John Deere 4045HFG04 60kW Standby Power Rating at 1800 RPM Governor - Electronic Isochronous

**Voltage:** Multi-Voltage With 4 Position Selector Switch  
 480/277V 3 PH, 208/120V 3 PH, 240/120V 3 PH and 240/120V 1 PH

**Gen Model:** Marathon 362CSL1604 12 Lead 3 PH/1 PH Selectable 105°C Rise Over 40°C Ambient

**Voltage Regulator:** Marathon DVR2500 Digital Voltage Regulator with PMG Excitation

**Control Panel:** Blue Star DGC-2020 Microprocessor Based Gen-Set Controller Mounted Facing Left from Generator End (Unless Specified Otherwise)  
 Standard Features: Low Oil Pressure, High Coolant Temp, Overspeed, Overcrank Shutdowns  
 Emergency Stop Pushbutton, Audible Alarm Buzzer with Silencing Switch  
 Optional Features Include: Generator Protection (Undervoltage, Overvoltage, Underfrequency, Overfrequency, Overcurrent), 15 Contact Outputs, RS-485 Communications, Control Panel Battery Disconn

**Control Panel Options:** Voltage Adjust Rheostat (Switch) - Panel Mounted  
 Low Water Level Sensor with Shutdown

**Unit Color:** White

**Enclosure:** Level 3 (Sound Attenuated Enclosure) Powder Coated 14 Gauge Steel Rugged and Durable 200 MPH Wind Rated Enclosure with Exhaust Hood  
 Pitched Roof for Increased Structural Integrity and Improved Watershed  
 Punched Intake with Baffle and Punched Exhaust Openings  
 Keyed Alike Lockable Doors with Draw Down Latches and Stainless Steel Component Hinges  
 Additional 1.5" Thick Polydamp Type D Acoustical Foam (PAF)  
 Formed Steel Base with Mounting and Lifting Holes  
 Includes Vibration Mounts to Isolate Unit from Base Rail

**Sound Attenuation Foam:** Sound Attenuation Installed in Enclosure and Exhaust Hood

**Enclosure Options:** Load Distribution Center Wired to Receptacles Package  
 Includes: 2-50A 208/240VAC and 1-30A 208/240VAC, 2-20A 139/120VAC Receptacles

**Cooling:** Unit Mounted Radiator (50°C Ambient)

**Coolant Drain Extension:** Plumbed to Bulkhead Fitting in Base

**Oil Drain Extension:** Plumbed to Bulkhead Fitting in Base

**Mainline Breaker:** 250 Amp 3 Pole 240 Volt Breaker Mounted & Wired to Cam-Lok Receptacle Package  
 12VDC Shunt Trip Wired to Engine Shutdowns

**Jacket Water Heater:** Engine Block Heater 1500W 120VAC Rated for -20°F  
 Heater Installed with Isolation Valves and Wired to Terminal

**Air Cleaner:** Dry Single Stage

**Silencer:** SCR / DOC Catalysts / Silencer Mounted to Engine

**Battery:** 12 Volt System with Rack and Cables

**Battery Charger:** NRG 12 Volt 10 Amp Mounted and Wired to Terminal

**Gen-Set Trailer Package:** T12000-2 Tandem Axle DOT Approved Trailer Package Including:  
3" Pintle Eye, Safety Chains, Electric Brakes with Breakaway Kit  
Radial Tires, Fenders, Adjustable Tongue Jack, Front and Rear Stabilizing Jacks, Shore Power and Tool Box

**Trailer Package Options:** Lockable Cable / Storage Box  
Exterior 120VAC Shore Power Connection For Heater(s) and Charger  
Front Stabilizing Jack Set

**Fuel Tank:** 250 Gallon Double Wall Tank Including Supply & Return Connections  
Fuel Level Gauge and Fill & Vent Plumbing

**Factory Test:** Standard Commercial Testing Includes:  
Verification of Alarm Shutdowns, Voltage Settings, Block Loading to Rated kW and PF

**Owner's Manual:** Print Copy (Qty 2), Flash Drive (Qty 1)

**Warranty:** 2 Year / 2000 Hour Limited

**Notes:** 1) 25 foot cable set for portable connection including plugs and connectors.

**Additional Options  
(Not Included in Price):**

Unit Price (QTY 1)	<b>\$52,535.35</b>
Freight	<b>\$1,000.00</b>
Installation	<b>Not Included</b>
Startup	<b>\$800.00</b>
Sales Tax	<b>To Be Determined</b>

**Total Price** **54,335.35**

**Payment Terms:** Net 30  
**Lead Time:** 10-12 Weeks (Contingent on component availability)

**Terms & Conditions**

- This quote is valid for a period of 30 days.
- This proposal is our interpretation of your requirement. It includes only the items listed on this quotation. Should there be other requirements or specifications, we will re-quote accordingly.
- Units are shipped wet to include lube oil and 50/50 water and antifreeze mix unless otherwise noted in this quotation.
- All extended piping, wiring, or other than listed above is performed by "others".
- Seller is not quoting, offloading, job site startup, personnel instructions, field testing, or unit installation.
- Quoted prices include normal testing, packaging, and instructional literature.
- It is the distributor/purchaser and end user's responsibility to ensure that this equipment is operated in accordance with all applicable local, state, and federal laws and regulations governing the use and operation of this equipment.

## Marine Mill Site Committee June 22, 2020 – Minutes

**Welcome** – Anne Reich, co-chair, welcomed all. Zoom meeting, 7 pm, 40 min.

**Attendees** – Aaron Novodvorsky (MNHS Historic Facilities Manager), Bill Miller (City Council liaison), Jim Schoeller (co-chair), David Stephens, Tom Omdahl, Larry Whitaker, Peter Foster, Curt Moe, Kevin Nyenhuis

### In the Time of COVID...

Anne noted these two points:

- City has installed signs encouraging 6' distancing
- Volunteers are asked to work at site individually or with co-quarantine partner

### Updates

- These updates were noted for the record:
- Numbers – In May, River Trail had 2,338 visitors, compared to 1,433 last year. From January through May this year, 4,727 people visited the Mill Site, up 70% over 2019.
  - Minnesota Native Landscapes – prairie maintenance – first visit was June 12
  - American Elm treatment – scheduled for July
  - Benches – new benches and plaques were installed honoring Jack Warren and Chuck Arnason for their role in saving the Mill Site for the public
  - Maple Street Channel Stabilization – Design begins July, schedule and bid for construction TBD. Likely 2021.
  - Village Center Revitalization Project – Archaeological survey completed for revision of main trail entry to make ADA compliant. We welcome continued communication re how construction will affect the Mill Site trees/plantings.

### Other Business

-Stairs to the Mill Stream Ravine – Discussion

Tom O requested that this topic be moved up on agenda since Kevin Nyenhuis had joined us from the road in North Dakota to help answer questions. Anne provided brief background on stair discussion. Tom explained that drawings had been made by Kevin and shared with MNHS, which expressed support for exploring idea and requested more detailed design. Kevin said he could provide more detailed drawings. He also explained how stairs would be attached to Village Hall deck, would be 'floating' to fulfill requirement for no digging (for footings) on historic site, and would meet existing deck at bottom of ravine. Aaron mentioned MNHS requirement for an engineer to do drawings (which costs \$\$) due to liability. Curt asked about funds, and Aaron said no money is available at this time, pointing out that 60% of MNHS staff have been furloughed due to Covid. Kevin said that he is not an engineer, thus cannot assist with that aspect of the project. Bill stated that the City also would require formal engineering drawings, has concerns re liability, likely has an issue with it being attached to an historic structure, and the slope is too great to meet city

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code requirements for structures (check with Lynette). Aaron stated the project would need MNHS and SHPO approval, and would be put out to bid for construction. Discussion ensued. Lack of funding, the need for more information re slope and design issues, liability concerns, mixed support from the committee, and other roadblocks led Anne to suggest it be tabled for the time being. All agreed. Thank you to Tom and Kevin for their time exploring the idea.

**Maintenance Needs – Volunteers?** (Reminder: report hours to Jim S.)

- Reset boardwalk in lower ravine by stream – Larry W and Curt M will evaluate and make recommendation
- Replace small cage with larger on small pine at south end – Larry W
- Clean out cages – all. Anne will meet with Peter F to “train in” on procedure
- ID homes for extra cage wire – Peter F will take some for Urban Forest Committee needs. Curt will evaluate. We will place extra out with “free” sign and note on Marine Facebook. Curt will evaluate needs for cleaning up our gear at Public Works shed.
- Weed whip north of fence (protect milkweed) – David already did
- Pull buckthorn – all
- Tag cages to be removed – Anne

Curt mentioned issue of our committee’s age demographic and need for younger members. Important concern. Zoom time ran out. We will discuss this at next meeting.

**Adjourn** – *Thank you for all you do to ensure that the Marine Mill Site remains an asset to our community!*

# Marine GreenStep City Committee

## Minutes – July 29, 2020

**Present:** Leslie MacKenzie, Gwen Roden, Kitsi Vadheim, Nancy Cosgriff, Peter Foster, John Goodfellow, Liz Kelly, Anne Reich, Juanita Ikuta, Kevin Hein, Mark and Patte Kraske

**Location:** Zoom

**Roles:** Facilitator: Leslie Mackenzie and Peter Foster; Time-keeper: Liz Kelly; Secretary: Mark Kraske

### AGENDA

- 15 min Check-in
- 15 min Review and discussion of results
- 15 min Projects to move forward
- 20 min Breakout groups to discuss the course of action, choose a group lead
- 10 min Report back
- 5 min Wrap up eval

#### Review and discussion of results

Leslie reviewed/discussed the 3 tiers of workplans posted on the Marine GreenStep website. These have been reorganized to reflect the priorities the Council arrived at during the 6/24/20 Council-Committee workshop. Tier 1 workplans will be our focus at this time.

#### Projects to move forward

Notes before breakout:

- **Dark Sky:** Residential and business lighting education is in scope; municipal lighting is out of scope. This project should be worked on now, when the weather is warm.
- **Rain Garden Maintenance** was approved by the Council but there are maintenance contracts still in place so this workplan can be placed on hold.
- **EV Charging:** Gwen said Lon Pardun had identified three potential parking spots for EV chargers. There are no city funds available for EV so the committee would provide real value if we could help obtain grant money.
- **Explorer's Club** is a large project that will take a lot of planning. Leslie suggested planning could take place in the fall or winter, with a possible launch next spring.

Each GS team member selected which plans they were most interested in working on. Top voted workplans were identified:

- \*Become a Step 4 City – Kevin, Leslie, Anne
- \*Septic Education – Kitsi and John
- \*EV Charging – Anne, Leslie, Greg Johnson (not present)
- \*Dark Sky – Gwen, Liz, Nancy, Juanita, Peter, Patte, Mark
- Safe, Clean Water – Gwen, Liz, Nancy, Juanita, Peter, Patte, Mark – on hold
- Explorer's Club – Peter, Nancy, Juanita – on hold
- \*(Communications – Peter, Leslie, Liz)

#### Breakout groups

Dark Sky and Step 4 City groups met in breakout rooms.

#### Report back

Step 4

- Leslie will schedule a meeting with Kristin Mroz some time after August 10 to ensure everyone on the team understands the requirements and next steps.
- Leslie will review the application form for RETAP to initiative any additional audits of municipal buildings. (They are on hold at the moment but are accepting applications.)

### Dark Sky

- Group Lead: Mark Kraske
- Educating ourselves about the Dark Sky program is essential. Sharing information with community will be one of the outcomes.
- Creating a FAQ document might be helpful for the community. Look at zoning and ordinances. Note what we can control and what we can't (street, church, village).
- We need a measurement for Step 4. Possible measurements: How much lighting is used before and after a campaign (might be difficult). Communications could be a measurement (promote and inventory then identify outcomes).
- Volunteered initiatives:
  - Juanita – metrics
  - Liz – Works for the state and will research information. Infrastructure
  - Gwen – Will talk with the city on what is out of scope so it can be communicated.
  - Nancy and Peter – Will research Dark Sky to share with the team.
  - All team members can walk the community to see where there could be opportunities.

### Notes:

Xcel is the utility provider.

Community Education – The Messenger, City website, Newsletter

### NEXT Dark Sky Team Meeting

- Date: August 19, 2020 - 6:30 PM -- Location: Zoom

### Wrap Up eval

The meeting was productive, the breakout rooms worked well. The GreenSteps general committee will meet (approximately) quarterly and independent teams will schedule their own meetings, ideally monthly, and report in.

Teams are requested to send their minutes to Leslie.

### NEXT GreenStep General Committee Meeting

- Date: TBD (quarterly)
- Time: TBD
- Location: Zoom

**CITY OF MARINE ON ST. CROIX**  
**PLANNING COMMISSION**  
**MINUTES**

**Tuesday, June 30, 2020 – 7:30 pm**  
**Virtual Meeting via Zoom**

The City of Marine on St. Croix Planning Commission regular meeting of June 30, 2020, was called to order at 7:34 pm. Present: Chair Gerry Mrosla, Commissioners Jennifer Henry, Scott Spisak, Kristina Smitten, Ron Brenner, Ed Sanderson.

Citizens present: Dan Willenbring, Tim Casey, Barb Casey, Wendy Ward, Larry Martin, John Goodfellow, Gwen Roden, Kitsi Vadheim, Juli Hagstrom, Jim Maher, Marcia C., Mary Whitaker, Gayle Knutson.

Variance - Dan Willenbring – 400 Tanglewood Lane

Mr. Willenbring hopes to construct an accessory building to the south of his driveway, which would require two variances: one for setback and one for placing a building in front of the house. He was approved for both in 2014, but did not follow through with construction as his focus turned to the health of his parents. Nothing has changed since then, except that he has transplanted a large pine for more screening. He is requesting to increase the structure's maximum height from 20 feet to 22 feet. It would still be lower than the primary residence. Chairman Mrosla reiterated that the variances were approved but had sunset, and suggested setting a public hearing for July. Commissioner Smitten recalled that she and Jack Warren had visited the site in 2014, and noted that the process has changed regarding the criteria for practical difficulties vs. hardship.

*Smitten and Mrosla will do a site visit.*

*Commissioner Brenner moved to set the public hearing for 400 Tanglewood Lane for Daniel Willenbring for the July PC meeting. Seconded by Spisak.*

*Roll call vote: Mrosla – Aye; Spisak – Aye; Sanderson – Aye; Smitten – Aye; Henry – Aye; Brenner – Aye. Motion approved unanimously.*

*Willenbring will formally apply in early July.*

Variance Pre-application – Tim Casey – 1051 Nason Hill Road

Mr. Casey is looking to add a single stall onto the existing garage, which is nonconforming because it is in front of the house. The home is bordered by steep hills.

Mrosla noted that there are practical difficulties at the site and asked for volunteers to visit the site.

*Ron Brenner and Gerry Mrosla volunteered to do a site visit.*

Short-Term Rental Ordinance

Mrosla requested that the commission reinsert the 14-day maximum per calendar month to section 5J. Spisak was also in favor, in part because it supports the logic of the 72-day annual maximum and precludes more intense usage per month.

Smitten noted that the committee was fine with that a couple of months ago. Henry and Sanderson voiced support. Councilmember Roden noted that the two-weekend limit was meant to prevent rental for more than 14 days per month.  
*The commission decided to reinsert the 14-day maximum.*

5-I – “shall” vs. “may”  
*Keep “shall” based on Snyder’s opinion.*

Section 4-A  
*Use Snyder’s recommendation for “by the city” and “in the city.”*

Rentals per District  
Smitten reported that some commissioners did not agree with the opinion of some council members that two rentals per district was the consensus. The committee had recommended a higher number and two was agreed on with the contingency that more could be allowed by council discretion. As Commissioner Hagstrom pointed out, the discretionary licenses were later pulled from the ordinance.  
Sanderson said he agreed that two was not a consensus, as it was discussed in relation to other factors that had not yet been established.  
Henry and Gwen Roden agreed via chat.  
Mrosla said this was also a lesson in process during workshops, having a mutual understanding at the meeting of whether things are agreed on.

Citizen Comments  
Smitten noted that she wants residents to know their comments are seen and considered. Because of open meeting laws commissioners are not always able to respond, but citizen comments are valued.  
Mrosla noted that without citizen comments the draft would look very different.

Set Public Hearing for Short-Term Rental Ordinance  
Prior to the hearing, public notice must be posted (minimum 10-day notice). The draft must be updated and reviewed by Attorney Snyder. The commission will be notified of changes and the draft will be posted for public review.  
Logistics are being worked out for how to hold the meeting in person and via Zoom simultaneously.

*Spisak moved and Smitten seconded to set the public hearing for the proposed STR Ordinance on July 22, 7:30 p.m., location either City Hall or School property. Roll call vote: Mrosla – Aye; Sanderson – Aye; Henry – Aye; Spisak – Aye; Smitten – Aye; Brenner – Aye. Motion approved unanimously.*

Commissioner Smitten requested that short-term rental sample materials be re-published on website, with the note: “subject to update once ordinance has passed.”

### Wireless Communications Infrastructure – progress update

Commissioner Spisak reported that he, Smitten and Sanderson have been working on this matter since February. Their first assignment was to review whether the current ordinance could accommodate the city's present communication needs. They recommended to the council in April that the ordinance be updated, including 5G and small cell, lest that be foisted upon Marine. The group is working on a Wireless Communications Ordinance. Any cell tower technology or consideration of a proposal would come after the ordinance is written. Next steps include reviewing and understanding adjacent communities' ordinances, regional needs, where coverage gaps are, and proposed service levels.

Sanderson noted that the commission is looking at the community's needs, not rewriting the ordinance to fit any proposal before the council.

Smitten added that the committee has met to ask what the next steps are and what needs to be understood as they work on this.

### Zoning Code – progress update

Mroska reported that the most recent review went to Section 508.5. The commission is well on its way putting this together. Once it's reviewed, they'll start filling in the gaps. He requested a meeting in July.

*Suzanne will send out a poll to set a workshop date for the week of July 13.*

### Approval of Minutes

*Smitten moved and Sanderson seconded approval of the minutes of the May 26 regular meeting. Roll call vote: Mroska – Aye; Sanderson – Aye; Spisak – Aye; Brenner – Aye; Smitten – Aye; Henry – Aye; Minutes approved.*

*Spisak moved and Smitten seconded approval of the minutes of the June 2 workshop. Roll call vote: Mroska – Aye; Spisak – Aye; Sanderson – Abstain; Brenner – Abstain; Henry – Abstain Smitten – Aye. Minutes approved.*

*Minutes of the June 16 workshop were informally approved, as this was a workshop without a quorum.*

### Adjournment

*Smitten moved and Sanderson seconded to adjourn at 8:32 pm. Roll call vote: Mroska – Aye; Sanderson – Aye; Brenner – Aye; Spisak – Aye; Smitten – Aye; Henry – Aye. Motion passed unanimously.*

Minutes taken by Suzanne Dammann, Assistant City Clerk.

OPTION B

CITY/TWP OF \_\_\_\_\_

Date: August \_\_, 2020

Resolution # \_\_\_\_\_

WHEREAS, the COVID-19 Pandemic requires additional efforts to make the election process safe, sanitary and effective; and

WHEREAS, the Office of the Minnesota Secretary of State is currently soliciting grant applications from counties for grants pursuant to Laws 2020, Chapter 77, section 4 and the federal CARES Act; and

WHEREAS, grants will be provided to each county pursuant to a formula set forth in the grant application provided by the Office of the Secretary of State; and

WHEREAS, the funds provided by the Office of the Secretary of State are provided for the purpose of the uses set forth in the federal CARES Act and as further restricted by Laws 2020, chapter 77, section 4, subdivision 4; and

WHEREAS, those purposes are primarily for the protection of persons involved with the election process including voters, as well as certain other purchases set forth in law; and

WHEREAS, the county will work with the municipalities within the county to determine a fair, equitable, and mutually agreeable allocation of the funds within the County and between municipalities for the funds to be distributed pursuant to the OSS identified default allocation formula as determined by the Secretary; and

WHEREAS, Laws 2020, Chapter 77, section 4 requires a 20% match for the grant; and

WHEREAS, Washington County administers the absentee voting process for all municipalities and incurs substantial costs associated with this commitment, and

WHEREAS, additional county costs for absentee balloting due to COVID-19 will be between \$330,000 and \$400,000 for the 2020 State Primary and General elections; and

THEREFORE, BE IT RESOLVED that the Municipality of \_\_\_\_\_ agrees to the allocation of funds in the maximum amount of (see listing with grant information) \_\_\_\_\_: and

BE IT FURTHER RESOLVED, that the Municipality hereby appropriates the required match amount of 20% as set forth in the grant application; and

BE IT FURTHER RESOLVED, in the event all of the appropriated funds indicated above are not spent in accordance with the grant requirements, that the remaining funds be made available for Washington County to claim for costs associated with the absentee ballot process; and

BE IT FINALLY RESOLVED, that the chief elections officer of the municipality is hereby authorized to submit the required expenditure report to Washington County as a claim for reimbursement up to the maximum appropriation listed above.

OPTION A

CITY/TWP OF \_\_\_\_\_

Date: August \_\_\_, 2020

Resolution # \_\_\_\_\_

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WHEREAS, additional county costs for absentee balloting due to COVID-19 will be between \$330,000 and \$400,000 for the 2020 State Primary and General elections; and

THEREFORE, BE IT RESOLVED that the Municipality of \_\_\_\_\_ agrees to allocate the default municipality distribution of funds in the maximum amount of \_\_\_\_\_ to Washington County to be used for reimbursement of absentee ballot voting costs.

CITY OF MARINE ON ST. CROIX CITY COUNCIL MEETING  
Thursday, July 9, 2020

The meeting was called to order by Mayor Mills at 7:00pm. Pardun, (Anderson, Miller- via Zoom) Roden and Mills present.

Citizens Present: Mary Whitaker, Jim Maher, Jeff Comins, Larry Martin, Leslie McKenzie, Peter Foster, John Waugh, Nancy Cosgriff, Ryan Goodman, Wendy Ward

Approval of the Agenda – Pardun moved and Roden seconded to approve the agenda as drafted. *Pardun, Roden and Mills in favor – Anderson and Miller unable to respond due to connectivity. Motion passed.*

Citizens Considerations – Mike Tibbetts was in attendance to discuss the charter school that is hoping to go into the Marine Elementary building. Mr. Tibbetts would like to suggest bringing a school bus full of 30 African American children and 2 African American teachers to the school in order to integrate the children.

Brookside Bar E Pull tab request – Matt Miller, Brookside Bar and Grill, is changing their pull tab charitable gambling license from the Scandia Marine Lions to the Forest Lake Athlete Association.

*Pardun moved and Roden seconded to approve the Charitable Gambling License through the Forest Lake Athletic Association. Pardun, Roden and Mills in favor – Anderson and Miller unable to respond due to connectivity. Motion passed.*

Marla – Jim Maher was in attendance to update on the library. The library remains closed however there are hours available to pick up books. The website is being updated during the shut down and there is a proposal to remodel the inside of the library room. There will be a reconfiguration of the shelving and check out machines, along with a display table for Craig Blacklock's book. The last item would be a book drop inserted in the wall from the lobby to the library. That exact location is not yet known.

Planning Commission - Chairman Mroska reported on the June meeting. There will be a public hearing for Dan Willenbring at the July meeting and a pre-application for Tim Casey on Nason Hill for a garage expansion. A final draft of the STR ordinance was presented by the City Attorney with a few changes from the previous draft. The public hearing will be held on July 22<sup>nd</sup> at 7:30pm at the elementary school. Anderson questioned the newly proposed changes to the ordinance and is concerned that there are new issues coming up so late in the game. Clerk Peterson explained the concern with not allowing LLC's and Trusts as an owner.

Fire and Rescue – Still responding under the Covid-19 guidelines. Everything else is quiet

Roads – Ryan Goodman reviewed the engineering report. Plans and Specs are ready for the Judd Street project and require Council approval. Once these are approved then the City can go out for

bid. The hope is to have bids out before the end of July and then they will be back for approval in August. This will allow for Parker St, Judd St north of Maple, Linden Street and the culvert under Judd Street in late fall. Then the remaining portions of Maple and Judd Street in the spring. The historical review is still in process, however MnDOT is in favor and so the City is moving forward. If SHPO comes back with any concerns, then the City will work around and address those concerns.

*Pardun moved and Roden seconded to approve the plans and specs for the Judd Street Revitalization of Judd Street.*

*Miller - yes*

*Anderson - yes*

*Roden - yes*

*Pardun - yes*

*Mills - yes*

*All in favor – motion passed.*

*Pardun moved and Roden seconded to approve to go out for bid for the Judd Street Revitalization project.*

*Miller - yes*

*Anderson - yes*

*Roden - yes*

*Pardun - yes*

*Mills -- yes*

*All in favor – motion passed.*

Personnel - No Report.

Parks & Rec –

Millsite – No Report

Urban Forest – Peter Foster reported many ash trees around the City have been tagged with yellow ribbon as the committee continues to explore the Emerald Ash Borer impact. Reimbursement has been requested for some materials purchased as part of this project. Pardun noted that several years ago, when Emerald Ash Borer was brought up by John Goodfellow, that the Council had decided as a whole to not move forward with treating any ash trees other than the Monfort Dunn tree in the park by the post office. Instead, the City would just replace the trees that were needed to be removed as a result of EAB.

Cemetery – No report.

City Properties– No Report.

Water Systems -No report.

Citizen Committee Reports

Green Step Cities - Leslie McKenzie reported on the committee workshop with the City Council. There is a website available to show what items the committee is moving forward with.

Holidays/Events – Founders Day has been changed to Marine Mills day in order to celebrate the community coming together. The Riverside Hitman have agreed to perform for \$1500.

*Anderson moved to allocate \$1500 from the community events fund for the Riverside Hitman to perform and also to approve an outdoor music permit.*

*Anderson - yes*

*Miller - yes*

*Roden - yes*

*Pardun - yes*

*Mills -yes*

*All in favor Motion passed*

EDA – Still working on the charter school lease.

Communication Infrastructure – The website is continuing to be updated and Anderson has agreed to be the liaison to the PC committee working on the cell tower issue.

Consent Calendar – Pardun would like to amend the Minutes from the June 11<sup>th</sup> meeting. Under the Sweeper discussion, amend “new sweeper” to “used sweeper”.

*Miller moved and Pardun seconded to approve the Minutes of 6/11/20 (as amended), Treasurer’s Report of 6/20, List of Bills for 7/9/20, Zoning Administrators Report-none, Public Works Maintenance Report and Planning Commission Minutes. Motion passed unanimously.*

*Roden - yes*

*Anderson - yes*

*Pardun - yes*

*Miller - yes*

*Mills – yes*

*All in favor, motion passed.*

Old/New Business –

CARES Funding – Clerk Peterson advised the City is eligible to receive \$53,000 from the Federal government to help with costs associated with the COVID pandemic. These funds could be used to help pay for supplies purchases and also upgrades to audio/video technology for City meetings.

*Pardun moved and Miller seconded to move forward on applying for the CARES Funding certification.*

*Pardun – yes*

*Miller – yes*

*Roden – yes*

*Anderson – yes*

*Mills – yes*

*All in favor – motion passed.*

Budget meeting dates – Clerk Peterson will send out a meeting request for the upcoming budget meetings and also requested any wish list items be emailed within the next two weeks.

Long/Short Term Goals – No Changes

Mayor Notes/Clerk's Report –

Adjournment. *Roden moved and Miller seconded to adjourn at 8:14pm.*

*Roden – yes*

*Miller – yes*

*Pardun – yes*

*Anderson – yes*

*Mills – yes*

*All in favor, motion passed.*

Minutes taken by Lynette Peterson, City Clerk

## Proposed 2019 Reserve Funds

<u>Fund</u>	<u>Remaining</u>
P&R – Red Bridge	\$2,500
GEN – Land Acquisition	\$1,000
PS – Truck Replacement	\$ 10,000
RDS – Alleys	- \$ 130,000
RDS – Pickup Replacement	\$ 5,000
GEN – Stormwater	\$ 20,000
P&R – BLDG Maintenance	\$ 5,000
RDS – Equipment	\$ 5,000
CEM – Improvements	\$ 5,000
RDS – Salt Shed	\$10,000
HLL – VH Restoration	\$25,000
Total Deposited into Reserves From Checking	\$93500
Total Deposited into Checking From Roads Reserve account	\$130,000

## CITY OF MARINE ON ST. CROIX

## TREASURER'S REPORT

CHECKING

979,069.90

DEPOSITS

FIRE &amp; RESCUE-DEDICATED

277,323.00

FIRE &amp; RESCUE-VEHICLE REPLCMNT

209,247.15

FIRE &amp; RESCUE- EQUIPMENT

51,916.66

FIRE &amp; RESCUE- VILLAGE WATER

16,583.00

FIRE &amp; RESCUE-800MHZ RADIOS

10,483.80

GEN-CITY OFFICE/RECORDS

4,207.23

GEN - LAND ACQUISITION

40,138.51

GEN-STORMWATER

77,474.40

WASTEWATER-RESERVE

238450.32

JM WATER - RESERVE

17,064.23

JM-WELLHEAD PRTCTN

5,199.24

ROADS-EQUIPMENT

31,158.83

ROADS-ALLEYS/STREETS

320,652.05

ROADS-PICKUP RPLCMNT

15,228.76

HLL- VILLAGE HALL

23,400.43

PARKS &amp; REC-RED BRIDGE

29,824.81

PARKS &amp; REC- VC SIGNAGE

15,673.35

PARKS &amp; REC-BLDG MAINTENANCE

17,249.49

PARKS &amp; REC-BIKE TRAIL

0.00

CEM-PERPETUAL CARE

90,000.00

CEM-PERPETUAL CARE-SAVINGS

76,573.20

CEM-IMPROVEMENTS

12,394.18

P&amp;R - COMMUNITY EVENTS

21,926.23

CITATION CABLE-SECURITY

2,500.00

BALANCE 7/31/20

2,583,738.77

CEM - Lot Purchase	200.00
G&R - Garbage	9240.81
G&R - Compost	589.51
G&R - County Tax	3110.21
G&R - Commercial Tax	168.09
G&R - Residential tax	758.11
G&R - Recycling	4552.66
GEN - Bldg Fees	921.09
GEN - Cable	612.97
GEN - CARES Funding	53567.00
GEN - Interest	97.88
RDS - Transit Tax	22.60
GEN -Zoning/Reimb	89.30
WTR - Billing	1745.04
CEM - Burial	200.00
WWT - Sewer	14357.26
WWT - LC	26.09
WWT - Interest	86.20
CEM - Interest	4.48
WTR - Interest	8.05
HLL - Interest	2.12
P&R -Interest	30.62
PS - Interest	104.20
RDS - Interest	132.69
GEN - Levy	500853.63
GEN - Misc	450.00
GEN - Fines	40.00
Total	591970.61

Report by Lynette Peterson,  
Clerk/Treasurer



	Actual Budget 2019	Actual 2019 thru 10/31/19	Budget 2020	Actual 2020 thru 7/31/20	From 2019 to 2020	LEVY INCREASE ^^^^^^^^^	FUND NAME
1						6.2650%	
2							
3							
4							
5	Actual Budget 2019	Actual 2019 thru 10/31/19	Budget 2020	Actual 2020 thru 7/31/20	From 2019 to 2020		
6							
7							
8							
26							<u>GENERAL EXPENSES</u>
27						0.00%	
28	1,200.00	1,004.06	1,200.00	856.43	0.00%	0.00%	ANIMAL CONTROL
29	5,400.00	5,220.00	5,400.00	5,200.00	0.00%	0.00%	ASSESSOR
30	7,300.00	4,000.00	11,500.00	14,163.00	57.53%	57.53%	AUDITOR
31	1,000.00		1,000.00		0.00%	0.00%	ZONING ADMINISTRATION
32	2,000.00	1,115.48	2,000.00		0.00%	0.00%	MUNICIPAL CLERK'S INSTITUTE & CONFERENCE
33	2,600.00	2,999.30	2,600.00	1,138.95	0.00%	0.00%	DUES
34	1,000.00	830.00	2,500.00	2,147.20	150.00%	150.00%	ELECTIONS-LEASE
35	3,000.00	1,750.50	3,000.00	536.00	0.00%	0.00%	ENG SERVICES
36	17,000.00	17,532.00	17,500.00	18,033.00	2.94%	2.94%	INSURANCE
37	15,000.00	23,580.16	17,000.00	23,667.21	13.33%	13.33%	WORKER'S COMP
38	10,000.00	15,751.25	10,000.00	10,296.60	0.00%	0.00%	LEGAL SERVICES
39	500.00	1,566.30	2,000.00	102.91	300.00%	300.00%	MEETING EXPENSE/APPECIATION DINNER
40	250.00	272.75	300.00	20.00	20.00%	20.00%	PBLSHNG & ADVRTSNG
41	337,541.09	253,209.98	347,667.23	180,484.29	3.00%	3.00%	EMPLOYEE WAGES/BENEFITS /INSURANCE
42	15,000.00	27,315.03	15,000.00	7,625.71	0.00%	0.00%	BUILDING INSPECTOR
43	600.00	173.57	600.00	473.01	0.00%	0.00%	BUILDING FEES-STATE SURCHARGE FEES
44	5,000.00	8,616.93	8,000.00	2,175.65	60.00%	60.00%	GEN-SERVICES
45	3,500.00	2,004.84	3,500.00	1,527.41	0.00%	0.00%	SERVICES-COPIER,ETC.
46	3,000.00		0.00		-100.00%	-100.00%	PLANNING - COMP. PLAN
47	3,500.00	2,358.93	3,500.00	3,309.48	0.00%	0.00%	MATERIALS AND SUPPLIES
48	4,200.00	6,233.99	5,000.00	3,558.95	19.05%	19.05%	TELEPHONE/BROADBAND
49	2,400.00		2,400.00	2,242.93	0.00%	0.00%	OFFICE-EQUIP
50	100.00		100.00		0.00%	0.00%	MISCELLANEOUS
51	1,500.00	707.00	4,500.00	2,170.64	200.00%	200.00%	WEB SITE - ( 3 YEAR UPGRADE)
52	1,000.00		1,000.00		0.00%	0.00%	MILLSTREAM ASSOCIATION
53		53,716.48					MARINE SCHOOL
54	443,591.09	429,958.55	467,267.23	279,729.37	5.34%	5.34%	EXPENSES TOTAL

	Actual 2019 thru 10/31/19	Budget 2020	Actual 2020 thru 7/31/20	From 2019 to 2020	FUND NAME
1					
2					
3					
4					6.2650%
5					LEVY INCREASE ^^^^^^^^^
6					
7					
8					
55					
56					
57					<u>FIRE AND RESCUE INCOME</u>
58					
59					<u>RUN CALLS</u>
60					MISCELLANEOUS (COUNTY GRANT)
61					2% STATE AID-FIREMAN'S RELIEF
62	15,000.00	15,000.00		0.00%	
63	33,376.31	34,377.60		3.00%	MAY FIRE CONTRACT-
64				0.00%	PS-STREET DANCE
65				0.00%	PSF-FUNDRAISER PROCEEDS
66			5,305.21	0.00%	REIMBURSEMENT
67	200.00	200.00	35.00	0.00%	BURN PERMITS
68	350.00	1,100.00	678.20	214.29%	INTEREST
69			2,086.66	0.00%	RELIEF FUNDS
70			300.00	0.00%	DONATIONS
71			2,150.00	0.00%	DEDICATED
72	48,926.31	50,677.60	10,555.07	3.58%	SAFETY INCOME TOTAL
73					
74					
75					<u>FIRE AND RESCUE EXPENSE</u>
76					
77	6,000.00	6,000.00	2,512.00	0.00%	TRAINING EXPENSE
78	3,000.00	3,000.00	0.00	0.00%	ELECTRICITY & HEAT
79	1,200.00	1,200.00	323.35	0.00%	FUEL-VEHICLES
80	900.00	900.00	567.16	0.00%	TELEPHONE
81	2,500.00	2,500.00		0.00%	PHYSICAL EXAMS & HEPATITIS
82	500.00	500.00		0.00%	MEETING EXPENSE
83	34,311.44	35,169.22	2,000.00	2.50%	FIREMEN'S RELIEF
84	15,000.00	15,000.00		0.00%	2% STATE AID - FIREMAN'S RELIEF
85	10,000.00	10,000.00	6,001.20	0.00%	800 MHZ RADIOS
86	3,500.00	3,500.00	1,117.50	0.00%	REPAIRS/MAINTENANCE-BLDG/EQUIPMENT
87	8,000.00	8,000.00	7,443.84	0.00%	VEHICLE REPAIRS
88	8,000.00	8,000.00	3,730.13	0.00%	MATERIALS AND SUPPLIES
89			250.00	0.00%	STREET DANCE
90	50.00	50.00		0.00%	NOTICES IN PAPER
91	11,000.00	8,000.00		-27.27%	NEW EQUIPMENT



	Actual Budget 2019	Actual 2019 thru 10/31/19	Budget 2020	Actual 2020 thru 7/31/20	From 2019 to 2020	FUND NAME
1						
2						
3						
4					6.2650%	
5						LEVY INCREASE ^^^^^^^^^^^
6						
7						
8						
101						HALL INCOME
102	4,000.00	3,125.00	4,000.00	750.00	0.00%	HALL RENT
103	10.00	51.55	100.00	13.77	900.00%	INTEREST
104						FROM MARINE RESTORATION
105	500.00	400.00	500.00		0.00%	CLEANING FEE
106	6,000.00		6,000.00		0.00%	MISCELLANEOUS(BEQUEST)
107	10,510.00	3,576.55	10,600.00	763.77	0.86%	HALL INCOME TOTAL
108						
109						HALL EXPENSE
110						
111	5,500.00	4,379.09	5,500.00	3,174.45	0.00%	HALL-ELECTRICITY&HEAT
112	1,500.00	3,040.52	1,500.00	313.28	0.00%	REPAIR-BLDG
113	2,500.00	2,241.92	2,500.00	294.32	0.00%	SPRINKLER MAINT. AND SERVICES
114	450.00	311.40	450.00	207.60	0.00%	ALARM CONTRACT
115	2,000.00	1,360.91	2,000.00	1,124.20	0.00%	MATERIALS AND SUPPLIES
116	600.00	600.00	600.00		0.00%	EQUIPMENT-NEW/REPAIRS (FURNACES)
117	3,860.00	1,856.21	4,100.00	2,272.13	6.22%	HALL CLEANING
118	6,000.00	6,000.00	6,000.00		0.00%	JORDAN BEQUEST (MARLA)
119	22,410.00	19,790.05	22,650.00	7,385.98	1.07%	HALL EXPENSE TOTAL
120						

	Actual Budget 2019	Actual 2019 thru 10/31/19	Budget 2020	Actual 2020 thru 7/31/20	From 2019 to 2020	FUND NAME
1						
2						
3						
4						6.2650%
5	Actual Budget 2019	Actual 2019 thru 10/31/19	Budget 2020	Actual 2020 thru 7/31/20	From 2019 to 2020	LEVY INCREASE ^^^^^^^^^^^
6						
7						
8						
121						CEMETERY INCOME
122						
123	2,000.00	3,225.00	2,000.00	3,450.00	0.00%	BURIALS
124	350.00	458.08	375.00	38.71	7.14%	INTEREST INCOME
125	2,000.00	1,450.00	2,000.00	1,300.00	0.00%	CEM LOT PURCHASE
126	2,000.00	1,450.00	2,000.00	1,300.00	0.00%	PERPETUAL CARE PURCHASE
127						MISC.
128						
129	6,350.00	6,583.08	6,375.00	6,088.71	0.39%	INCOME TOTAL
130						
131						CEMETERY EXPENSES
132	150.00	144.68	150.00	82.07	0.00%	ELECTRICITY (HAND PUMP)
133	350.00	538.33	350.00	192.82	0.00%	FUEL VEHICLES
134	200.00		200.00		0.00%	REPAIR-NOT VEHICLES
135	100.00		100.00		0.00%	REPAIRS-VEHICLES
136	2,500.00		2,500.00		0.00%	TREE MAINTENANCE
137	500.00	681.04	500.00	240.49	0.00%	MATERIALS & SUPPLIES
138	150.00	75.00	150.00		0.00%	TOOLS & EQUIPMENT
139	3,000.00	2,800.00	3,000.00	2,650.00	0.00%	GRAVE OPENING
140	500.00	398.29	500.00	174.86	0.00%	POTTIES
141						MISCELLANEOUS (LOT BUY BACK)
142	7,450.00	4,637.34	7,450.00	3,340.24	0.00%	EXPENSE TOTAL
143						



	Actual Budget 2019	Actual 2019 thru 10/31/19	Budget 2020	Actual 2020 thru 7/31/20	From 2019 to 2020	FUND NAME
1						
2						
3						
4						6.2650%
5	Actual Budget 2019	Actual 2019 thru 10/31/19	Budget 2020	Actual 2020 thru 7/31/20		
6						LEVY INCREASE ^^^^^^^^^
7						
8						
171						ROADS INCOME
172						INTEREST
173	2,700.00	1,770.67	2,700.00	863.64	0.00%	TRANSIT TAX
174		519.07			0.00%	MISCELLANEOUS
175				130.00	0.00%	ROADS INCOME TOTAL
176	2,700.00	2,289.74	2,700.00	993.64	0.00%	
177						ROADS EXPENSES
178						ELECTRICITY-STREETLIGHTS
179	11,500.00	10,395.44	13,000.00	6,194.50	13.04%	FUEL VEHICLES
180	4,000.00	4,580.08	4,500.00	2,476.81	12.50%	REPAIRS-VEHICLE & EQUIPMENT
181	3,500.00	3,272.89	3,500.00	4,882.24	0.00%	SERVICES-LEGAL
182	200.00	344.36	200.00	120.42	0.00%	SERVICES-TREE MAINTENANCE
183	2,500.00		2,500.00	1,200.00	0.00%	TELEPHONE/BROADBAND
184	3,500.00	2,641.47	3,500.00	1,706.05	0.00%	UNIFORMS
185	1,500.00	714.25	1,200.00	1,002.80	-20.00%	MATERIALS & SUPPLIES-SIGNS INCLUDED
186	6,000.00	2,011.95	6,000.00	1,898.92	0.00%	ROAD REPAIR MATERIAL
187	4,000.00	9,893.85	5,000.00	3,505.01	25.00%	TOOLS & EQUIPMENT
188	1,500.00	606.26	1,500.00	98.88	0.00%	MISC.EXPENSE-LICENSE
189	750.00	140.00	200.00	100.25	-73.33%	SWEEPING
190	4,000.00	1,687.50	4,000.00	1,365.00	0.00%	SALT AND SAND
191	5,000.00	6,079.05	5,000.00	2,473.25	0.00%	SERVICES - ENGINEERING
192	5,000.00	2,698.58	5,000.00	974.46	0.00%	REPAIRS-BLDG-MAINT./ALARM
193	2,000.00	883.66	2,000.00	371.40	0.00%	EXTRA SHERIFF PATROL
194	2,500.00		2,500.00		0.00%	ROADS EXPENSE TOTAL
195	57,450.00	45,949.34	59,600.00	28,369.99	3.74%	
196						MARINE SCHOOL INCOME
197						RENTAL FEES
198				2,889.22		MISC/REIMBURSEMENT
199				207.29		MARINE SCHOOL INCOME TOTAL
200				3,096.51		
201						MARINE SCHOOL EXPENSES
202						HVAC SYSTEM
203				35.77		ELECTRICITY
204				15,819.10	0.00%	MOWING/FUEL
205				88.99		BUILDING REPAIRS
206						MATERIALS/SUPPLIES
207				833.64	0.00%	



	Actual Budget 2019	Actual 2019 thru 10/31/19	Budget 2020	Actual 2020 thru 7/31/20	From 2019 to 2020	FUND NAME
1						
2						
3						
4						6.2650%
5	Actual	Actual	Budget	Actual		LEVY INCREASE ^^^^^^^^^^^
6	Budget	thru 10/31/19	2020	2020		
7	2019	thru 10/31/19	2020	thru 7/31/20		
8						
215						GARBAGE & REFUSE INCOME
216						
217	60,975.00	42,540.50	60,975.00	35,806.99	0.00%	BILLING
218	25,500.00	22,997.72	25,500.00	21,949.61	0.00%	RECYCLING/COMPOSTING
219	16,000.00	12,445.83	16,000.00	12,053.84	0.00%	G&R-COUNTY SOLID WASTE TAX
220	70.00	89.70	70.00	86.41	0.00%	COUNTY TRANSIT
221	5,500.00	3,804.54	5,500.00	3,501.14	0.00%	SALES TAX/SOLID WASTE SURCHARGE
222	108,045.00	81,878.29	108,045.00	73,397.99	0.00%	GARBAGE AND REFUSE INCOME TOTAL
223						
224						GARBAGE & REFUSE EXPENSE
225	5,500.00	4,864.00	5,500.00	4,959.00	0.00%	SALES TAX
226	16,000.00	14,585.50	16,000.00	12,532.48	0.00%	COUNTY ENVIRONMENTAL TAX
227	65,400.00	73,625.21	65,400.00	63,357.28	0.00%	HAULER
228	500.00	533.75	500.00	415.43	0.00%	FORMS & MAILING
229	4,000.00	5,790.41	4,900.00	1,599.34	22.50%	COMPOSTING
230						
231	91,400.00	99,398.87	92,300.00	82,863.53	0.98%	TOTAL EXPENSES
232						
233						

	Actual Budget 2019	Actual 2019 thru 10/31/19	Budget 2020	Actual 2020 thru 7/31/20	From 2019 to 2020	FUND NAME
1						
2						
3						
4						6.2650%
5	Actual	Actual	Budget	Actual		LEVY INCREASE ^^^^^^^^^
6	Budget	thru 10/31/19	2020	2020		
7	2019	thru 10/31/19	2020	thru 7/31/20		
8						
234						WASTEWATER INCOME
235						
236	126,741.30	97,412.87	133,078.36	71,825.68	5.00%	OPERATION & MAINT.
237	2,000.00	717.72	1,000.00	561.06	-50.00%	INTEREST
238	1,500.00	1,173.78	1,500.00	1,025.76	0.00%	LATE CHARGE
239		6,566.16		50.00	0.00%	REIMBURSEMENT
240	17,000.00		0.00		-100.00%	GENERATOR CARRYOVER
241					0.00%	PINE CONE TRAIL PROJECT (BOND PAYMENT)
242	147,241.30	105,870.53	135,578.36	73,462.50	-7.92%	WASTEWATER TOTAL INCOME
243						
244						WASTEWATER EXPENSES
245	500.00	0.00	1,000.00		100.00%	EMERGENCY PUMPING
246	7,000.00	5,613.91	7,000.00	3,987.62	0.00%	ELECTRICITY
247	2,000.00	1,944.40	2,200.00	817.60	0.00%	FUEL-VEHICLE
248	2,000.00		2,000.00		0.00%	JETTING/LINE CLEANING
249	200.00	580.00	200.00	1,389.00	0.00%	SERVICES - LEGAL AND OTHER
250	0.00					SITE MAINTENANCE
251	200.00	128.50	200.00		0.00%	REPAIRS-BLDG&VEH
252	4,326.00		4,454.00		2.96%	ADMINISTRATIVE LABOR (LJP)
253	25,000.00	25,275.00	27,000.00		8.00%	SEWER PUMPING
254	9,500.00	15,958.86	9,500.00	2,115.79	0.00%	EQUIP. REPAIR
255	4,000.00	3,990.21	4,000.00	1,393.22	0.00%	MATERIALS & SUPPLIES
256	1,000.00	973.41	1,000.00	635.09	0.00%	TELEPHONE-PAGER & DIALER
257	5,000.00		5,000.00	3,314.04	0.00%	NEW EQUIPMENT
258	1,000.00	1,844.00	1,000.00	528.25	0.00%	LICENSE/PERMITS
259	3,000.00	2,120.00	3,000.00	1,667.20	0.00%	WATER TESTS
260	1,000.00	1,412.05	1,000.00	498.12	0.00%	TRAINING
261	14,708.00		15,134.24		2.90%	PW SUPERVISOR AND PART TIME
262	40,000.00		25,000.00		-37.50%	RESERVE FUND
263	17,000.00		17,000.00		0.00%	GENERATOR
264	3,000.00	5,877.55	3,000.00		0.00%	ENGINEERING SERVICES
265	6,500.00		6,500.00		0.00%	PANEL REPLACEMENT
266						PINE CONE TRAIL PROJECT
267						
268	147,134.00	70,187.89	135,188.24	16,345.93	-8.12%	WASTEWATER EXPENSES
269						
270						







## Lynette Peterson

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**From:** Charlie Anderson  
**Sent:** Wednesday, August 12, 2020 10:34 AM  
**To:** Lynette Peterson  
**Subject:** Fwd: WOB Drowning

Could you add this email to the packet? I will be addressing this during the council meeting.

R/

Charlie

Sent from my iPhone. Forgive the brevity, typos, and utter lack of nuance.

Begin forwarded message:

**From:** Charlie Anderson <charlie.anderson@cityofmarine.org>  
**Date:** July 13, 2020 at 10:09:20 CDT  
**To:** Assistant Clerk <asstclerk@cityofmarine.org>  
**Cc:** Lynette Peterson <mosc@cityofmarine.org>  
**Subject:** WOB Drowning

Suzanne,

I received the following from Nate Timm, director of the WashCo Emergency Communications Center regarding the tragic drowning which occurred at WOB a couple weeks ago.

Please pass along his comments to the Wireless Communications Ordinance subcommittee and the PC chairman. Thank you.

###

From the public safety response side, I did receive several complaints about cellular coverage impacting the response. I think this reply from Sergeant Ty Jacobson, who was coordinating the response, sums it up best:

**“The cell coverage down there was pretty much nonexistent. The radios worked ok but having a working cell phone is imperative to running an operation like this. I virtually had no cell signal. I was unable to call out or text which made coordinating rescue efforts difficult. Many of our volunteer divers, reserves, mounted patrol don’t have radios so cell phones are the only way to communicate with them. When you don’t have cell signal it makes coordination and communication that much more difficult.”**

R/

Charlie

Sent from my iPhone. Forgive the brevity, typos, and utter lack of nuance.

# August 2020 List of Bills

Payable To	Total		Breakdown Amount
	Check	Code	
Lynette Peterson	\$4,556.27	GEN	August Salary
Suzanne Dammann	\$1,106.65	GEN	08/01/2020 - 08/15/2020
Suzanne Dammann	\$1,099.65	GEN	08/16/2020 - 08/31/2020
Tom Boesel	\$2,252.61	GEN	08/01/2020 - 08/15/2020
Tom Boesel	\$2,252.61	GEN	08/16/2020 - 08/31/2020
Jason Crotty	\$2,105.65	GEN	08/01/2020 - 08/15/2020
Jason Crotty	\$2,048.38	GEN	08/16/2020 - 08/31/2020
Matthew Peterson	\$230.87	G&R	August Salary
Tyler Peterson	\$350.93	G&R	August Salary
Richard Johnson	\$129.29	G&R	August Salary
Edward Jones	\$100.00	GEN	Employee IRA Contribution
Security State Bank		GEN	Fed Withholdings August
Minnesota Revenue		GEN	MN Withholding August
PERA		GEN	08/01/2020 - 08/15/2020
PERA		GEN	08/16/2020 - 08/31/2020
Advanced Disposal	\$9,371.37	G&R	July Services
All Hands on Deck	\$575.00	PS	Cleaning
		HLL	Cleaning
Bolton & Menk	\$7,370.00	RDS	Capital
		GEN	Engineering
Buberl Black Dirt	\$90.00	CEM	Materials/Supplies
Capital One	\$3,139.07	GEN	Elections
		GEN	Elections (Covid)
		PS	Materials/Supplies
		GEN	Materials/Supplies
		GEN	Materials/Supplies (Covid)
		GEN	Services
		RDS	Services
		RDS	Fuel
		PS	Vehicle Repair
		PS	Fuel

8/12/2020

			P&R	\$21.99	Repairs
			WWT	\$100.00	Training
Companion Animal Control	\$75.00		GEN		Animal - July
Commercial Asphalt Company	\$208.15		RDS		Road Repair Material
Country Messenger	\$65.00		GEN		Ads
Federated Co-ops	\$630.91		CEM	\$119.70	Fuel
			P&R	\$119.70	Fuel
			SCHOOL	\$71.28	Fuel
			WWT	\$171.51	Fuel
			RDS	\$99.21	Fuel
			P&R	\$49.50	Trails
Peter Foster	\$103.65		P&R		Urban Forest - Reimbursement
Frontier	\$853.55		GEN	\$308.21	Telephone
			WWT	\$139.11	Telephone
			RDS	\$107.48	Telephone
			PS	\$101.80	Telephone
			SCHOOL	\$196.95	Telephone
Gopher State One Call	\$33.75		GEN		Services
Grainger	\$515.16		SCHOOL		HVAC
Guardian Pest Solutions	\$127.48		HLL	\$35.35	Services
			RDS	\$40.71	Services
			SCHOOL	\$51.42	Services
Halliday Products	\$2,030.70		WWT		New Equipment
Heritage Embroidery & Design	\$587.50		PS		Materials/Supplies
Johnson/Turner Legal	\$3,423.50		GEN	\$3,393.50	Legal (June + July)
			SCHOOL	\$30.00	Legal
Langness Enterprises	\$51.28		CEM	\$25.64	Equipment Repair
			P&R	\$25.64	Equipment Repair
Lincoln National Life Insurance	\$184.46		GEN		Life Insurance
Lowes	\$69.56		HLL	\$17.06	Repairs
			RDS	\$52.50	
Marine General Store	\$113.60		PS	\$81.80	Materials/Supplies
			GEN	\$12.85	Materials/Supplies
			WWT	\$4.98	Materials/Supplies
			GEN	\$7.08	Elections
			HLL	\$6.89	Materials/Supplies

Menards - Stillwater	\$159.61	GEN	\$140.78	Elections (Covid)
		RDS	\$18.83	Materials/Supplies
Metro Cities	\$372.00	GEN		Dues
Midcontinent	\$290.00	GEN	\$190.00	Internet
		RDS	\$100.00	Internet
MN Dept. of Employment		GEN		Insurance
My Alarm Center	\$117.42	P&R		Alarm
NAC	\$2,544.00	SCHOOL		HVAC
NCPERS	\$64.00	GEN		Employee Insurance
Newman	\$461.28	RDS		Materials
North 40 Resources	\$461.28	RDS	\$69.51	Road Repair Material
		RDS	\$295.27	Materials/Supplies
On Site Sanitation	\$544.00	G&R	\$136.00	Porta Potties (July + August)
		P&R	\$272.00	Porta Potties (July + August)
		CEM	\$136.00	Porta Potties (July + August)
Pace Analytical	\$270.00	WWT		Water Tests
PERA	\$10.00	GEN		Services
Premium Waters Inc	\$90.22	HLL	\$62.98	Materials/Supplies (June + July)
		RDS	\$27.24	Materials/Supplies
Sentry Systems	\$88.85	RDS	\$34.95	Alarm
		SCHOOL	\$53.90	Alarm
Stillwater Towing	\$300.00	G&R		Compost Site
Summit Companies	\$850.00	SCHOOL		Sprinkler System
T-Mobile	\$54.36	RDS		Cell Phones
U.S Bank	\$125.00	GEN		Copier
Vital Systems	\$48.55	GEN		Services
Winnick Supply	\$41.93	18.08	WWT	Water Tests
		23.85	RDS	Materials/Supplies
Xcel Energy	\$3,570.44	HLL	\$131.70	Electricity and Gas
		PS	\$221.01	"
		P&R	\$76.61	"
		RDS	\$187.51	"
		WWT	\$654.56	"
		WAT	\$207.81	"
		CEM	\$12.13	"
		SCHOOL	\$2,079.11	School

Xcel Energy	\$1,271.93	RDS	Street Lights (July + Aug. bills)
<b>TOTAL</b>	<b>\$57,586.47</b>		

