

CITY OF MARINE ON ST. CROIX
CITY COUNCIL MEETING
THURSDAY, SEPTEMBER 10, 2020
VILLAGE HALL 7:00 PM

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Approval of Agenda**
4. **Citizens Considerations**
 - . **Marla Update**
 - . **Bequest Request**
 - . **Planning Commission**
 - . **August Meeting Update**
 - . **Tim Casey – Variance Request**
5. **Council Committee Reports –**
 - a) **Public Safety- Miller/Anderson**
 - . **Hand Sanitizer Stations**
 - b) **Roads –Pardun/ Roden**
 - . **Engineering Report**
 - . **Award Bid for Judd St Project**
 - c) **Personnel/Building Inspector – Pardun**
 - d) **Parks & Recreation- Miller/Anderson**
 - . **Friday Movie Nights**
 - . **Trail Enforcement Discussion**
 - . **Millsite Update**
 - . **Urban Forest Update**
 - e) **Cemetery – Mills**
 - e) **Water Systems –Mills/Pardun**
 - 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**
8. **Consent Calendar**
 - a) **Minutes of 8/13//20, 8/20/20**
 - b) **Treasurer’s Report 9/20**
 - c) **List of Bills to be paid for 9/10/20**
 - d) **Planning Commission Minutes**
 - e) **Zoning Administrator’s Report**
 - f) **Public Works Maintenance Report**
9. **Old/New Business**
 - . **Proposed Budget Addition Consideration**
 - . **Set 2021 Maximum Levy**
 - . **Hall Rental Fee – Billy McLaughlin**
 - . **CARES Funding Workshop**
 - . **Long/Short Term Goals**
10. **Mayor Notes/Clerk’s Report**
11. **Adjournment**

CITY OF MARINE ON ST. CROIX
Long and Short Term Goals/Projects
September 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

Judd Street Motions

I move to award the Judd Street Revitalization Project contract to Dressel Contracting in the base bid amount of \$1,213,161.05.

I move to approved Resolution 200910-01, approving the grant agreement to State Transportation fund local road improvement program grant terms and conditions SAP 082-592-001

Levy approval

I move to set the maximum 2021 levy at \$1,188,462.70, which represents a 25.75% increase over 2020.



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& MENK**

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2035 County Road D East
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September 3, 2020

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

RE: Bid Results
Village Center Revitalization
City of Marine on St. Croix
Project No.: N13.118101

Dear Mayor and Council,

Bids for the Village Center Revitalization Project were opened on Thursday, September 3, 2020. Six (6) bids were received and ranged from \$1,213,161.05 to \$1,978,000.80 for the Total Base Bid as shown in the attached abstract of bids. The following table is a summary of the bids received:

	BIDDERS	AMOUNT BID
1	Dressel Contracting Inc.	\$1,213,161.05
2	Peterson Companies	\$1,233,363.59
3	Forest Lake Contracting, Inc.	\$1,252,103.00
4	Miller Excavating, Inc.	\$1,500,279.01
5	Bituminous Roadways Inc.	\$1,726,023.50
6	Urban Companies	\$1,973,735.80

Staff's recommendation is to award the contract to the lowest bidder, Dressel Contracting Inc. to perform the work in the Base Bid in the amount of \$1,213,161.05.

If you have any questions, please feel free to contact me at (612) 597-7140.

Sincerely,

Ryan Goodman, P.E.
City Engineer

Enclosures: Abstract of Bids

**CITY OF MARINE ON ST. CROIX
RESOLUTION NO. 200910-01**

**A Resolution Approving the Grant Agreement to State Transportation Fund
Local Road Improvement Program
Grant Terms and Conditions
SAP 082-592-001**

WHEREAS, the City of Marine on St. Croix has applied to the Commissioner of Transportation for a grant from the Minnesota State Transportation Fund for Local Road Improvement; and

WHEREAS, the Commissioner of Transportation has given notice that funding for this project is available; and

WHEREAS, the amount of the grant has been determined to be \$750,000.00 by reason of the lowest responsible bid;

NOW THEREFORE, BE IT RESOLVED, that the City of Marine on St. Croix does hereby approve the grant agreement and agrees to the terms and conditions of the grant consistent with Minnesota Statutes, section 174.52 and will pay any additional amount by which the cost exceeds the estimate, and will return to the Minnesota State Transportation Fund any amount appropriated for the project but not required. The proper city officers are authorized to execute a grant agreement and any amendments thereto with the Commissioner of Transportation concerning the above-referenced grant.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF MARINE ON ST. CROIX THIS 10th DAY OF September, 2020.

Glen Mills - Mayor

STATE OF MINNESOTA
COUNTY OF WASHINGTON

I hereby certify that the foregoing Resolution is a true and correct copy of the Resolution presented to and adopted by the City of Marine on St. Croix at a duly authorized meeting thereof held on the 10th day of September, 2020, as shown by the minutes of said meeting in my possession.

Witness my hand as the City Clerk and the corporate seal of the City of Marine on St. Croix, this 10th day of September, 2020.

Lynette Peterson
City Clerk

Seal

**LOCAL ROAD IMPROVEMENT PROGRAM (LRIP)
GRANT AGREEMENT**

This Agreement between the Minnesota Department of Transportation (“MnDOT”) and the Grantee named below is made pursuant to Minnesota Statutes Section 174.52 and pursuant to Minn. Laws 2018, Chapter 214- H.F. 4425. The provisions in that section and the Exhibits attached hereto and incorporated by reference constitute this Agreement and the persons signing below agree to fully comply with all of the requirements of this Agreement. This Agreement will be effective on the date State obtains all required signatures under Minnesota Statutes §16C.05, subdivision 2.

1. Public Entity (Grantee) name, address and contact person:

City of Marine on St. Croix
121 Judd Street
Marine on St. Croix, MN 55047

Contact: Lynette Peterson, City Clerk

2. Project(s):

Name of Project & Project Number (See Exhibit C for location)	Amount of LRIP Funds	Amount of Required Matching Funds	Completion Date
SAP 082-592-001 Village Center Revitalization	\$750,000.00	\$463,161.05	December 31, 2021

3. Total Amount of LRIP Grant for all projects under this Agreement: \$ 750,000.00
4. The following Exhibits for each project are attached and incorporated by reference as part of this Agreement:

Exhibit A Completed Sources and Uses of Funds Schedule
Exhibit B Project Completion Schedule
Exhibit C Bond Financed Property Certification
Exhibit D Grant Application
Exhibit E Grantee Resolution Approving Grant Agreement
Exhibit F General Terms and Conditions

5. Additional requirements, if any:
NONE.

6. Any modification of this Agreement must be in writing and signed by both parties.

(The remaining portion of this page was intentionally left blank.)

PUBLIC ENTITY (GRANTEE)

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

DEPARTMENT OF TRANSPORTATION
Approval and Certifying Encumbrance

By: _____

Title: State Aid Programs Engineer

Date: _____

Office of Financial Management, Grant Unit

By: _____
Agency Grant Supervisor

Date: _____

OFFICE OF CONTRACT MANAGEMENT

By: _____
Contract Administrator

Date: _____

EXHIBIT A

SOURCES AND USES OF FUNDS SCHEDULE

SOURCES OF FUNDS		USES OF FUNDS	
Entity Supplying Funds	Amount	Expenses	Amount
State Funds:		Items Paid for with LRIP	
LRIP Grant	\$ <u>750,000.00</u>	Grant Funds:	
Other:		Participating Street	\$ <u>643,604.00</u>
	\$	Participating Storm Sewer	\$ <u>106,396.00</u>
	\$		\$
	\$		\$
	\$		\$
Subtotal	\$ <u>750,000.00</u>	Subtotal	\$ <u>750,000.00</u>
Public Entity Funds:		Items paid for with Non-LRIP Grant Funds:	
Matching Funds	\$ <u>463,161.05</u>	Participating Storm Sewer	\$ <u>113,084.00</u>
Other:		Non-Participating Items	\$ <u>350,077.05</u>
	\$		\$
	\$		\$
	\$		\$
Subtotal	\$ <u>463,161.05</u>	Subtotal	\$ <u>463,161.05</u>
TOTAL FUNDS	\$ <u>1,213,161.05</u>	TOTAL PROJECT COSTS	\$ <u>1,213,161.05</u>

EXHIBIT B

PROJECT COMPLETION SCHEDULE

(Provide for enough time to final the project through the MnDOT state aid pay request process.)

Begin Stage 1 Construction	-	September 21, 2020
Substantial Completion Stage 1	-	November 30, 2020
Begin Stage 2 Construction	-	Spring 2021
Substantial Completion Stage 2	-	June 30, 2021
Begin Stage 3 Construction	-	July 7, 2021
Substantial Completion Stage 3	-	August 6, 2021
Final Completion – Construction	-	September 3, 2021
Final Completion – State Aid Process	-	December 31, 2021

EXHIBIT C

BOND FINANCED PROPERTY CERTIFICATION

State of Minnesota
General Obligation Bond Financed Property

The undersigned states that it has a fee simple, leasehold and/or easement interest in the real property located in the County of Washington, State of Minnesota that is generally described or illustrated graphically in **Attachment 1** attached hereto and all improvements thereon (the "Restricted Property") and acknowledges that the Restricted Property is or may become State bond-financed property. To the extent that the Restricted Property is or becomes State bond-financed property, the undersigned acknowledges that:

- A. The Restricted Property is State bond-financed property under Minn. Stat. Sec. 16A.695, is subject to the requirements imposed by that statute, and cannot be sold, mortgaged, encumbered or otherwise disposed of without the approval of the Commissioner of Minnesota Management and Budget; and
- B. The Restricted Property is subject to the provisions of the Local Road Improvement Program Grant Agreement between the Minnesota Department of Transportation and the undersigned dated September 10, 2020; and
- C. The Restricted Property shall continue to be deemed State bond-financed property for 37.5 years or until the Restricted Property is sold with the written approval of the Commissioner of Minnesota Management and Budget.

Date: September 10, 2020

City of Marine on St. Croix
[name of Public Entity grantee], a political
subdivision of the State of Minnesota

By: _____
Name: _____
Title: _____

By: _____
Name: _____
Title: _____

Attachment 1 to Exhibit C

GENERAL DESCRIPTION OF RESTRICTED PROPERTY

(Insert a narrative or graphic description of the Restricted Property for the project. It need not be a legal description if a legal description is unavailable.)

Judd Street from Oak Street to approximately 790' south of Maple Street, Maple Street from State Highway 95 to Third Street, Linden Street from Judd Street to Third Street, and Parker Street from State Highway 95 to Judd Street.

See also attached Site Plan.

EXHIBIT D

GRANT APPLICATION

Attach the grant application for the project

EXHIBIT E

GRANTEE RESOLUTION APPROVING GRANT AGREEMENT

EXHIBIT F

GENERAL TERMS AND CONDITIONS FOR LOCAL ROAD IMPROVEMENT PROGRAM (LRIP) GRANTS

Article I DEFINITIONS

Section 1.01 **Defined Terms.** The following terms shall have the meanings set out respectively after each such term (the meanings to be equally applicable to both the singular and plural forms of the terms defined) unless the context specifically indicates otherwise:

“Advance(s)” - means an advance made or to be made by MnDOT to the Public Entity and disbursed in accordance with the provisions contained in Article VI hereof.

“Agreement” - means the Local Road Improvement Program Grant Agreement between the Public Entity and the Minnesota Department of Transportation to which this Exhibit is attached.

“Certification” - means the certification, in the form attached as **Exhibit C**, in which the Public Entity acknowledges that its interest in the Real Property is bond financed property within the meaning of Minn. Stat. Sec. 16A.695 and is subject to certain restrictions imposed thereby.

“Code” - means the Internal Revenue Code of 1986, as amended, and all treasury regulations, revenue procedures and revenue rulings issued pursuant thereto.

“Commissioner” - means the Commissioner of Minnesota Management & Budget.

“Commissioner’s Order” - means the “Fourth Order Amending Order of the Commissioner of Minnesota Management & Budget Relating to Use and Sale of State Bond Financed Property” dated July 30, 2012, as it may be amended or supplemented.

“Completion Date” - means the projected date for completion of the Project as indicated in the Agreement.

“Construction Contract Documents” - means the document or documents, in form and substance acceptable to MnDOT, including but not limited to any construction plans and specifications and any exhibits, amendments, change orders, modifications thereof or supplements thereto, which collectively form the contract between the Public Entity and the Contractor(s) for the completion of the Construction Items on or before the Completion Date for either a fixed price or a guaranteed maximum price.

“Construction Items” - means the work to be performed under the Construction Contract Documents.

“Contractor” - means any person engaged to work on or to furnish materials and supplies for the Construction Items including, if applicable, a general contractor.

“Draw Requisition” - means a draw requisition that the Public Entity, or its designee, submits to MnDOT when an Advance is requested, as referred to in Section 4.02.

“G.O. Bonds” - means the state general obligation bonds issued under the authority granted in Article XI, Sec. 5(a) of the Minnesota Constitution, the proceeds of which are used to fund the LRIP Grant, and any bonds issued to refund or replace such bonds.

“Grant Application” - means the grant application that the Public Entity submitted to MnDOT which is attached as **Exhibit D**.

“LRIP Grant” - means a grant from MnDOT to the Public Entity under the LRIP in the amount specified in the Agreement, as such amount may be modified under the provisions hereof.

“LRIP” - means the Local Road Improvement Program pursuant to Minn. Stat. Sec. 174.52 and rules relating thereto.

“MnDOT” - means the Minnesota Department of Transportation.

“Outstanding Balance of the LRIP Grant” - means the portion of the LRIP Grant that has been disbursed to the Public Entity minus any amounts returned to the Commissioner.

“Project” - means the Project identified in the Agreement to be totally or partially funded with a LRIP grant.

“Public Entity” - means the grantee of the LRIP Grant and identified as the Public Entity in the Agreement.

“Real Property” - means the real property identified in the Agreement on which the Project is located.

Article II GRANT

Section 2.01 Grant of Monies. MnDOT shall make the LRIP Grant to the Public Entity, and disburse the proceeds in accordance with the terms and conditions herein.

Section 2.02 Public Ownership, The Public Entity acknowledges and agrees that the LRIP Grant is being funded with the proceeds of G.O. Bonds, and as a result all of the Real Property must be owned by one or more public entities. The Public Entity represents and warrants to MnDOT that it has one or more of the following ownership interests in the Real Property: (i) fee simple ownership, (ii) an easement that is for a term that extends beyond the date that is 37.5 years from the Agreement effective date, or such shorter term as authorized by statute, and which cannot be modified or terminated early without the prior written consent of MnDOT and the Commissioner; and/or (iii) a prescriptive easement for a term that extends beyond the date that is 37.5 years from the Agreement effective date.

Section 2.03 Use of Grant Proceeds. The Public Entity shall use the LRIP Grant solely to reimburse itself for expenditures it has already made, or will make, to pay the costs of one of the following applicable activities: (i) preliminary, final construction and engineering and administration (ii) constructing or reconstructing city streets, county highways, or town roads with statewide or regional significance that have not been fully funded through other state, federal, or local funding sources; or (iii) capital improvement projects on county state-aid highways that are intended primarily to reduce traffic crashes, deaths, injuries, and property damage. The Public Entity shall not use the LRIP Grant for any other purpose, including but not limited to, any work to be done on a state trunk highway or within a trunk highway easement.

Section 2.04 Operation of the Real Property. The Real Property must be used by the Public Entity in conjunction with or for the operation of a county highway, county state-aid highway, town road, or city street and for other uses customarily associated therewith, such as trails and utility corridors, and for no other purposes or uses. The Public Entity shall have no intention on the effective date of the Agreement to use the Real Property as a trunk highway or any part of a trunk highway. The Public Entity must annually determine that the Real Property is being used for the purposes specified in this Section and, upon written request by either MnDOT or the Commissioner, shall supply a notarized statement to that effect.

Section 2.05 Sale or Lease of Real Property. The Public Entity shall not (i) sell or transfer any part of its ownership interest in the Real Property, or (ii) lease out or enter into any contract that would allow another entity to use or operate the Real Property without the written consent of both MnDOT and the Commissioner. The sale or transfer of any part of the Public Entity's ownership interest in the Real Property, or any lease or contract that would allow another entity to use or operate the Real Property, must comply with the requirements imposed by Minn. Stat. Sec. 16A.695 and the Commissioner's Order regarding such sale or lease.

Section 2.06 Public Entity's Representations and Warranties. The Public Entity represents and warrants to MnDOT that:

- A. It has legal authority to execute, deliver and perform the Agreement and all documents referred to therein, and it has taken all actions necessary to its execution and delivery of such documents.
- B. It has the ability and a plan to fund the operation of the Real Property for the purposes specified in Section 2.04, and will include in its annual budget all funds necessary for the operation of the Real Property for such purposes.
- C. The Agreement and all other documents referred to therein are the legal, valid and binding obligations of the Public Entity enforceable against the Public Entity in accordance with their respective terms.
- D. It will comply with all of the provisions of Minn. Stat. Sec. 16A.695, the Commissioner's Order and the LRIP. It has legal authority to use the G.O. Grant for the purpose or purposes described in this Agreement.
- E. All of the information it has submitted or will submit to MnDOT or the Commissioner relating to the LRIP Grant or the disbursement of the LRIP Grant is and will be true and correct.
- F. It is not in violation of any provisions of its charter or of the laws of the State of Minnesota, and there are no actions or proceedings pending, or to its knowledge threatened, before any judicial body or governmental authority against or affecting it relating to the Real Property, or its ownership interest therein, and it is not in default with respect to any order, writ, injunction, decree, or demand of any court or any governmental authority which would impair its ability to enter into the Agreement or any document referred to herein, or to perform any of the acts required of it in such documents.
- G. Neither the execution and delivery of the Agreement or any document referred to herein nor compliance with any of the provisions or requirements of any of such documents is prevented by, is a breach of, or will result in a breach of, any provision of any agreement or document to which it is now a party or by which it is bound.

- H. The contemplated use of the Real Property will not violate any applicable zoning or use statute, ordinance, building code, rule or regulation, or any covenant or agreement of record relating thereto.
- I. The Project will be completed and the Real Property will be operated in full compliance with all applicable laws, rules, ordinances, and regulations of any federal, state, or local political subdivision having jurisdiction over the Project and the Real Property.
- J. All applicable licenses, permits and bonds required for the performance and completion of the Project and for the operation of the Real Property as specified in Section 2.04 have been, or will be, obtained.
- K. It reasonably expects to possess its ownership interest in the Real Property described in Section 2.02 for at least 37.5 years, and it does not expect to sell such ownership interest.
- L. It does not expect to lease out or enter into any contract that would allow another entity to use or operate the Real Property.
- M. It will supply whatever funds are needed in addition to the LRIP Grant to complete and fully pay for the Project.
- N. The Construction Items will be completed substantially in accordance with the Construction Contract Documents by the Completion Date and all such items will be situated entirely on the Real Property.
- O. It will require the Contractor or Contractors to comply with all rules, regulations, ordinances, and laws bearing on its performance under the Construction Contract Documents.
- P. It shall furnish such satisfactory evidence regarding the representations and warranties described herein as may be required and requested by either MnDOT or the Commissioner.
- Q. It has made no material false statement or misstatement of fact in connection with its receipt of the G.O. Grant, and all the information it has submitted or will submit to the State Entity or Commissioner of MMB relating to the G.O. Grant or the disbursement of any of the G.O. Grant is and will be true and correct.

Section 2.07 **Event(s) of Default.** The following events shall, unless waived in writing by MnDOT and the Commissioner, constitute an Event of Default under the Agreement upon either MnDOT or the Commissioner giving the Public Entity 30 days' written notice of such event and the Public Entity's failure to cure such event during such 30-day time period for those Events of Default that can be cured within 30 days or within whatever time period is needed to cure those Events of Default that cannot be cured within 30 days as long as the Public Entity is using its best efforts to cure and is making reasonable progress in curing such Events of Default; however, in no event shall the time period to cure any Event of Default exceed six (6) months unless otherwise consented to, in writing, by MnDOT and the Commissioner.

- A. If any representation, covenant, or warranty made by the Public Entity herein or in any other document furnished pursuant to the Agreement, or to induce MnDOT to disburse the LRIP Grant, shall prove to have been untrue or incorrect in any material respect or materially misleading as of the time such representation, covenant, or warranty was made.

- B. If the Public Entity fails to fully comply with any provision, covenant, or warranty contained herein.
- C. If the Public Entity fails to fully comply with any provision, covenant or warranty contained in Minn. Stat. Sec. 16A.695, the Commissioner's Order, or Minn. Stat. Sec. 174.52 and all rules related thereto.
- D. If the Public Entity fails to use the proceeds of the LRIP Grant for the purposes set forth in Section 2.03, the Grant Application, and in accordance with the LRIP.
- E. If the Public Entity fails to operate the Real Property for the purposes specified in Section 2.04.
- F. If the Public Entity fails to complete the Project by the Completion Date.
- G. If the Public Entity sells or transfers any portion of its ownership interest in the Real Property without first obtaining the written consent of both MnDOT and the Commissioner.
- H. If the Public Entity fails to provide any additional funds needed to fully pay for the Project.
- I. If the Public Entity fails to supply the funds needed to operate the Real Property in the manner specified in Section 2.04.

Notwithstanding the foregoing, any of the above events that cannot be cured shall, unless waived in writing by MnDOT and the Commissioner, constitute an Event of Default under the Agreement immediately upon either MnDOT or the Commissioner giving the Public Entity written notice of such event.

Section 2.08 **Remedies.** Upon the occurrence of an Event of Default and at any time thereafter until such Event of Default is cured to the satisfaction of MnDOT, MnDOT or the Commissioner may enforce any or all of the following remedies.

- A. MnDOT may refrain from disbursing the LRIP Grant; provided, however, MnDOT may make such disbursements after the occurrence of an Event of Default without waiving its rights and remedies hereunder.
- B. If the Event of Default involves a sale of the Public Entity's interest in the Real Property in violation of Minn. Stat. Sec. 16A.695 or the Commissioner's Order, the Commissioner, as a third party beneficiary of the Agreement, may require that the Public Entity pay the amounts that would have been paid if there had been compliance with such provisions. For other Events of Default, the Commissioner may require that the Outstanding Balance of the LRIP Grant be returned to it.
- C. Either MnDOT or the Commissioner, as a third party beneficiary of the Agreement, may enforce any additional remedies it may have in law or equity.

The rights and remedies specified herein are cumulative and not exclusive of any rights or remedies that MnDOT or the Commissioner would otherwise possess.

If the Public Entity does not repay the amounts required to be paid under this Section or under any other provision contained herein within 30 days of demand by the Commissioner, or any amount ordered by a court of competent jurisdiction within 30 days of entry of judgment against the Public Entity and in favor

of MnDOT and/or the Commissioner, then such amount may, unless precluded by law, be offset against any aids or other monies that the Public Entity is entitled to receive from the State of Minnesota.

Section 2.09 Notification of Event of Default. The Public Entity shall furnish to MnDOT and the Commissioner, as soon as possible and in any event within seven (7) days after it has obtained knowledge of the occurrence of each Event of Default, a statement setting forth details of each Event of Default and the action which the Public Entity proposes to take with respect thereto.

Section 2.10 Effect of Event of Default. The Agreement shall survive Events of Default and remain in full force and effect, even upon full disbursement of the LRIP Grant, and shall only be terminated under the circumstances set forth in Section 2.11.

Section 2.11 Termination of Agreement and Modification of LRIP Grant.

A. If the Project is not started within five (5) years after the effective date of the Agreement or the LRIP Grant has not been disbursed within four (4) years after the date the Project was started, MnDOT's obligation to fund the LRIP Grant shall terminate. In such event, (i) if none of the LRIP Grant has been disbursed by such date, MnDOT shall have no obligation to fund the LRIP Grant and the Agreement will terminate, and (ii) if some but not all of the LRIP Grant has been disbursed by such date, MnDOT shall have no further obligation to provide any additional funding for the LRIP Grant and the Agreement shall remain in force but shall be modified to reflect the amount of the LRIP Grant that was actually disbursed and the Public Entity is still obligated to complete the Project by the Completion Date.

B. The Agreement shall terminate upon the Public Entity's sale of its interest in the Real Property and transmittal of the required portion of the proceeds of the sale to the Commissioner in compliance with Minn. Stat. Sec. 16A.695 and the Commissioner's Order, or upon the termination of the Public Entity's ownership interest in the Real Property if such ownership interest is an easement.

Section 2.12 Excess Funds. If the full amount of the G.O. Grant and any matching funds referred to in Section 5.13 are not needed to complete the Project, then, unless language in the G.O. Bonding Legislation indicates otherwise, the G.O. Grant shall be reduced by the amount not needed.

Article III

**COMPLIANCE WITH MINNESOTA STATUTE, SEC. 16A.695
AND THE COMMISSIONER'S ORDER**

Section 3.01 State Bond Financed Property. The Public Entity acknowledges that its interest in the Real Property is, or when acquired by it will be, "state bond financed property", as such term is used in Minn. Stat. Sec. 16A.695 and the Commissioner's Order and, therefore, the provisions contained in such statute and order apply, or will apply, to its interest in the Real Property, even if the LRIP Grant will only pay for a portion of the Project.

Section 3.02 Preservation of Tax Exempt Status. In order to preserve the tax-exempt status of the G.O. Bonds, the Public Entity agrees as follows:

A. It will not use the Real Property or use or invest the LRIP Grant or any other sums treated as "bond proceeds" under Section 148 of the Code (including "investment proceeds," "invested sinking funds" and "replacement proceeds") in such a manner as to cause the G.O. Bonds to be classified as "arbitrage bonds" under Code Section 148.

- B. It will deposit and hold the LRIP Grant in a segregated non-interest-bearing account until such funds are used for payments for the Project.
- C. It will, upon written request, provide the Commissioner all information required to satisfy the informational requirements set forth in the Code, including Sections 103 and 148, with respect to the G.O. Bonds.
- D. It will, upon the occurrence of any act or omission by the Public Entity that could cause the interest on the G.O. Bonds to no longer be tax exempt and upon direction from the Commissioner, take such actions and furnish such documents as the Commissioner determines to be necessary to ensure that the interest to be paid on the G.O. Bonds is exempt from federal taxation, which such action may include: (i) compliance with proceedings intended to classify the G.O. Bonds as a “qualified bond” within the meaning of Code Section 141(e), or (ii) changing the nature of the use of the Real Property so that none of the net proceeds of the G.O. Bonds will be deemed to be used, directly or indirectly, in an “unrelated trade or business” or for any “private business use” within the meaning of Code Sections 141(b) and 145(a).
- E. It will not otherwise use any of the LRIP Grant or take, permit or cause to be taken, or omit to take, any action that would adversely affect the exemption from federal income taxation of the interest on the G.O. Bonds, and if it should take, permit or cause to be taken, or omit to take, as appropriate, any such action, it shall take all lawful actions necessary to correct such actions or omissions promptly upon obtaining knowledge thereof.

Section 3.03 **Changes to G.O. Compliance Legislation or the Commissioner’s Order.** If Minn. Stat. Sec. 16A.695 or the Commissioner’s Order is amended in a manner that reduces any requirement imposed against the Public Entity, or if the Public Entity’s interest in the Real Property becomes exempted from Minn. Stat. Sec. 16A.695 and the Commissioner’s Order, then upon written request by the Public Entity, MnDOT shall execute an amendment to the Agreement to implement such amendment or exempt the Public Entity’s interest in the Real Property from Minn. Stat. Sec. 16A.695 and the Commissioner’s Order.

Article IV DISBURSEMENT OF GRANT PROCEEDS

Section 4.01 **The Advances.** MnDOT agrees, on the terms and subject to the conditions set forth herein, to make Advances of the LRIP Grant to the Public Entity from time to time in an aggregate total amount not to exceed the amount of the LRIP Grant. If the amount of LRIP Grant that MnDOT cumulatively disburses hereunder to the Public Entity is less than the amount of the LRIP Grant delineated in Section 1.01, then MnDOT and the Public Entity shall enter into and execute whatever documents MnDOT may request in order to amend or modify this Agreement to reduce the amount of the LRIP Grant to the amount actually disbursed. Provided, however, in accordance with the provisions contained in Section 2.11, MnDOT’s obligation to make Advances shall terminate as of the dates specified in Section 2.11 even if the entire LRIP Grant has not been disbursed by such dates.

Advances shall only be for expenses that (i) are for those items of a capital nature delineated in Source and Use of Funds that is attached as **Exhibit A**, (ii) accrued no earlier than the effective date of the legislation that appropriated the funds that are used to fund the LRIP Grant, or (iii) have otherwise been consented to, in writing, by the Commissioner.

It is the intent of the parties hereto that the rate of disbursement of the Advances shall not exceed the rate

of completion of the Project or the rate of disbursement of the matching funds required, if any, under Section 5.13. Therefore, the cumulative amount of all Advances disbursed by the State Entity at any point in time shall not exceed the portion of the Project that has been completed and the percentage of the matching funds required, if any, under Section 5.13 that have been disbursed as of such point in time. This requirement is expressed by way of the following two formulas:

Formula #1:

Cumulative Advances \leq (Program Grant) \times (percentage of matching funds, if any, required under Section 5.13 that have been disbursed)

Formula #2:

Cumulative Advances \leq (Program Grant) \times (percentage of Project completed)

Section 4.02 Draw Requisitions. Whenever the Public Entity desires a disbursement of a portion of the LRIP Grant the Public Entity shall submit to MnDOT a Draw Requisition duly executed on behalf of the Public Entity or its designee. Each Draw Requisition with respect to construction items shall be limited to amounts equal to: (i) the total value of the classes of the work by percentage of completion as approved by the Public Entity and MnDOT, plus (ii) the value of materials and equipment not incorporated in the Project but delivered and suitably stored on or off the Real Property in a manner acceptable to MnDOT, less (iii) any applicable retainage, and less (iv) all prior Advances.

Notwithstanding anything herein to the contrary, no Advances for materials stored on or off the Real Property will be made by MnDOT unless the Public Entity shall advise MnDOT, in writing, of its intention to so store materials prior to their delivery and MnDOT has not objected thereto.

At the time of submission of each Draw Requisition, other than the final Draw Requisition, the Public Entity shall submit to MnDOT such supporting evidence as may be requested by MnDOT to substantiate all payments which are to be made out of the relevant Draw Requisition or to substantiate all payments then made with respect to the Project.

The final Draw Requisition shall not be submitted before completion of the Project, including any correction of material defects in workmanship or materials (other than the completion of punch list items). At the time of submission of the final Draw Requisition the Public Entity shall submit to MnDOT: (I) such supporting evidence as may be requested by MnDOT to substantiate all payments which are to be made out of the final Draw Requisition or to substantiate all payments then made with respect to the Project, and (ii) satisfactory evidence that all work requiring inspection by municipal or other governmental authorities having jurisdiction has been duly inspected and approved by such authorities and that all requisite certificates and other approvals have been issued.

If on the date an Advance is desired the Public Entity has complied with all requirements of this Agreement and MnDOT approves the relevant Draw Requisition, then MnDOT shall disburse the amount of the requested Advance to the Public Entity.

Section 4.03 Additional Funds. If MnDOT shall at any time in good faith determine that the sum of the undisbursed amount of the LRIP Grant plus the amount of all other funds committed to the Project is less than the amount required to pay all costs and expenses of any kind which reasonably may be anticipated in connection with the Project, then MnDOT may send written notice thereof to the Public Entity specifying the amount which must be supplied in order to provide sufficient funds to complete the Project. The Public Entity agrees that it will, within 10 calendar days of receipt of any such notice, supply or have some other entity supply the amount of funds specified in MnDOT's notice.

Section 4.04 **Condition Precedent to Any Advance.** The obligation of MnDOT to make any Advance hereunder (including the initial Advance) shall be subject to the following conditions precedent:

- A. MnDOT shall have received a Draw Requisition for such Advance specifying the amount of funds being requested, which such amount when added to all prior requests for an Advance shall not exceed the amount of the LRIP Grant set forth in Section 1.01.
- B. No Event of Default under this Agreement or event which would constitute an Event of Default but for the requirement that notice be given or that a period of grace or time elapse shall have occurred and be continuing.
- C. No determination shall have been made by MnDOT that the amount of funds committed to the Project is less than the amount required to pay all costs and expenses of any kind that may reasonably be anticipated in connection with the Project, or if such a determination has been made and notice thereof sent to the Public Entity under Section 4.03, then the Public Entity has supplied, or has caused some other entity to supply, the necessary funds in accordance with such section or has provided evidence acceptable to MnDOT that sufficient funds are available.
- D. The State Entity shall have received evidence, in form and substance acceptable to the State Entity, that the Public Entity has sufficient funds to fully and completely pay for the Project and all other expenses that may occur in conjunction therewith.
- E. The Public Entity has supplied to the State Entity all other items that the State Entity may reasonably require

Section 4.05 **Processing and Disbursement of Advances.** The Public Entity acknowledges and agrees as follows:

- A. Advances are not made prior to completion of work performed on the Project.
- B. All Advances are processed on a reimbursement basis.
- C. The Public Entity must first document expenditures to obtain an Advance.
- D. Reimbursement requests are made on a partial payment basis or when the Project is completed.
- E. All payments are made following the "Delegated Contract Process or State Aid Payment Request" as requested and approved by the appropriate district state aid engineer.

Section 4.06 **Construction Inspections.** The Public Entity shall be responsible for making its own inspections and observations regarding the completion of the Project, and shall determine to its own satisfaction that all work done or materials supplied have been properly done or supplied in accordance with all contracts that the Public Entity has entered into regarding the completion of the Project.

Article V MISCELLANEOUS

Section 5.01 **Insurance.** If the Public Entity elects to maintain general comprehensive liability insurance regarding the Real Property, then the Public Entity shall have MnDOT named as an additional named insured therein.

Section 5.02 Condemnation. If, after the Public Entity has acquired the ownership interest set forth in Section 2.02, all or any portion of the Real Property is condemned to an extent that the Public Entity can no longer comply with Section 2.04, then the Public Entity shall, at its sole option, either: (i) use the condemnation proceeds to acquire an interest in additional real property needed for the Public Entity to continue to comply with Section 2.04 and to provide whatever additional funds that may be needed for such purposes, or (ii) submit a request to MnDOT and the Commissioner to allow it to sell the remaining portion of its interest in the Real Property. Any condemnation proceeds which are not used to acquire an interest in additional real property shall be applied in accordance with Minn. Stat. Sec. 16A.695 and the Commissioner's Order as if the Public Entity's interest in the Real Property had been sold. If the Public Entity elects to sell its interest in the portion of the Real Property that remains after the condemnation, such sale must occur within a reasonable time period after the date the condemnation occurred and the cumulative sum of the condemnation and sale proceeds applied in accordance with Minn. Stat. Sec. 16A.695 and the Commissioner's Order.

If MnDOT receives any condemnation proceeds referred to herein, MnDOT agrees to or pay over to the Public Entity all of such condemnation proceeds so that the Public Entity can comply with the requirements of this Section.

Section 5.03 Use, Maintenance, Repair and Alterations. The Public Entity shall not, without the written consent of MnDOT and the Commissioner, (i) permit or allow the use of any of the Real Property for any purpose other than the purposes specified in Section 2.04, (ii) substantially alter any of the Real Property except such alterations as may be required by laws, ordinances or regulations, or such other alterations as may improve the Real Property by increasing its value or which improve its ability to be used for the purposes set forth in Section 2.04, (iii) take any action which would unduly impair or depreciate the value of the Real Property, (iv) abandon the Real Property, or (v) commit or permit any act to be done in or on the Real Property in violation of any law, ordinance or regulation.

If the Public Entity fails to maintain the Real Property in accordance with this Section, MnDOT may perform whatever acts and expend whatever funds necessary to so maintain the Real Property, and the Public Entity irrevocably authorizes MnDOT to enter upon the Real Property to perform such acts as may be necessary to so maintain the Real Property. Any actions taken or funds expended by MnDOT shall be at its sole discretion, and nothing contained herein shall require MnDOT to take any action or incur any expense and MnDOT shall not be responsible, or liable to the Public Entity or any other entity, for any such acts that are performed in good faith and not in a negligent manner. Any funds expended by MnDOT pursuant to this Section shall be due and payable on demand by MnDOT and will bear interest from the date of payment by MnDOT at a rate equal to the lesser of the maximum interest rate allowed by law or 18% per year based upon a 365-day year.

Section 5.04 Recordkeeping and Reporting. The Public Entity shall maintain books and records pertaining to Project costs and expenses needed to comply with the requirements contained herein, Minn. Stat. Sec. 16A.695, the Commissioner's Order, and Minn. Stat. Sec. 174.52 and all rules related thereto, and upon request shall allow MnDOT, its auditors, the Legislative Auditor for the State of Minnesota, or the State Auditor for the State of Minnesota, to inspect, audit, copy, or abstract all of such items. The Public Entity shall use generally accepted accounting principles in the maintenance of such items, and shall retain all of such books and records for a period of six years after the date that the Project is fully completed and placed into operation.

Section 5.05 Inspections by MnDOT. The Public Entity shall allow MnDOT to inspect the Real Property upon reasonable request by MnDOT and without interfering with the normal use of the Real Property.

Section 5.06 Liability. The Public Entity and MnDOT agree that each will be responsible for its own acts and the results thereof to the extent authorized by law, and neither shall be responsible for the acts of the other party and the results thereof. The liability of MnDOT and the Commissioner is governed by the provisions of Minn. Stat. Sec. 3.736. If the Public Entity is a “municipality” as that term is used in Minn. Stat. Chapter 466, then the liability of the Public Entity is governed by the provisions of Chapter 466. The Public Entity’s liability hereunder shall not be limited to the extent of insurance carried by or provided by the Public Entity, or subject to any exclusion from coverage in any insurance policy.

Section 5.07 Relationship of the Parties. Nothing contained in the Agreement is to be construed as establishing a relationship of co-partners or joint venture among the Public Entity, MnDOT, or the Commissioner, nor shall the Public Entity be considered to be an agent, representative, or employee of MnDOT, the Commissioner, or the State of Minnesota in the performance of the Agreement or the Project.

No employee of the Public Entity or other person engaging in the performance of the Agreement or the Project shall be deemed have any contractual relationship with MnDOT, the Commissioner, or the State of Minnesota and shall not be considered an employee of any of those entities. Any claims that may arise on behalf of said employees or other persons out of employment or alleged employment, including claims under the Workers’ Compensation Act of the State of Minnesota, claims of discrimination against the Public Entity or its officers, agents, contractors, or employees shall in no way be the responsibility of MnDOT, the Commissioner, or the State of Minnesota. Such employees or other persons shall not require nor be entitled to any compensation, rights or benefits of any kind whatsoever from MnDOT, the Commissioner, or the State of Minnesota, including tenure rights, medical and hospital care, sick and vacation leave, disability benefits, severance pay and retirement benefits.

Section 5.08 Notices. In addition to any notice required under applicable law to be given in another manner, any notices required hereunder must be in writing and personally served or sent by prepaid, registered, or certified mail (return receipt requested), to the address of the party specified below or to such different address as may in the future be specified by a party by written notice to the others:

To the Public Entity: At the address indicated on the first page of the Agreement.

To MnDOT at: Minnesota Department of Transportation
Office of State Aid
395 John Ireland Blvd., MS 500
Saint Paul, MN 55155
Attention: Marc Briese, State Aid Programs Engineer

To the Commissioner at: Minnesota Management & Budget
400 Centennial Office Bldg.
658 Cedar St.
St. Paul, MN 55155
Attention: Commissioner

Section 5.09 Assignment or Modification. Neither the Public Entity nor MnDOT may assign any of its rights or obligations under the Agreement without the prior written consent of the other party.

Section 5.10 Waiver. Neither the failure by the Public Entity, MnDOT, or the Commissioner, as a third party beneficiary of the Agreement, in one or more instances to insist upon the complete observance or performance of any provision hereof, nor the failure of the Public Entity, MnDOT, or the Commissioner to exercise any right or remedy conferred hereunder or afforded by law shall be construed as waiving any

breach of such provision or the right to exercise such right or remedy thereafter. In addition, no delay by any of the Public Entity, MnDOT, or the Commissioner in exercising any right or remedy hereunder shall operate as a waiver thereof, nor shall any single or partial exercise of any right or remedy preclude other or further exercise thereof or the exercise of any other right or remedy.

Section 5.11 Choice of Law and Venue. All matters relating to the validity, interpretation, performance, or enforcement of the Agreement shall be determined in accordance with the laws of the State of Minnesota. All legal actions arising from any provision of the Agreement shall be initiated and venued in the State of Minnesota District Court located in St. Paul, Minnesota.

Section 5.12 Severability. If any provision of the Agreement is finally judged by any court to be invalid, then the remaining provisions shall remain in full force and effect and they shall be interpreted, performed, and enforced as if the invalid provision did not appear herein.

Section 5.13 Matching Funds. Any matching funds as shown on Page 1 of the Grant Agreement that are required to be obtained and supplied by the Public Entity must either be in the form of (i) cash monies, (ii) legally binding commitments for money, or (iii) equivalent funds or contributions, including equity, which have been or will be used to pay for the Project. The Public Entity shall supply to MnDOT whatever documentation MnDOT may request to substantiate the availability and source of any matching funds.

Section 5.14 Sources and Uses of Funds. The Public Entity represents to MnDOT and the Commissioner that the Sources and Uses of Funds Schedule attached as **Exhibit A** accurately shows the total cost of the Project and all of the funds that are available for the completion of the Project. The Public Entity will supply any other information and documentation that MnDOT or the Commissioner may request to support or explain any of the information contained in the Sources and Uses of Funds Schedule. If any of the funds shown in the Sources and Uses of Funds Schedule have conditions precedent to the release of such funds, the Public Entity must provide to MnDOT a detailed description of such conditions and what is being done to satisfy such conditions.

Section 5.15 Project Completion Schedule. The Public Entity represents to MnDOT and the Commissioner that the Project Completion Schedule attached as **Exhibit B** correctly and accurately sets forth the projected schedule for the completion of the Project.

Section 5.16 Third-Party Beneficiary. The Governmental Program will benefit the State of Minnesota and the provisions and requirements contained herein are for the benefit of both the State Entity and the State of Minnesota. Therefore, the State of Minnesota, by and through its Commissioner of MMB, is and shall be a third-party beneficiary of this Agreement.

Section 5.17 Public Entity Tasks. Any tasks that the Agreement imposes upon the Public Entity may be performed by such other entity as the Public Entity may select or designate, provided that the failure of such other entity to perform said tasks shall be deemed to be a failure to perform by the Public Entity.

Section 5.18 Data Practices. The Public Entity agrees with respect to any data that it possesses regarding the G.O. Grant or the Project to comply with all of the provisions and restrictions contained in the Minnesota Government Data Practices Act contained in Minnesota Statutes Chapter 13, as such may subsequently be amended or replaced from time to time.

Section 5.19 Non-Discrimination. The Public Entity agrees to not engage in discriminatory employment practices regarding the Project and it shall fully comply with all of the provisions contained in

Minnesota Statutes Chapters 363A and 181, as such may subsequently be amended or replaced from time to time.

Section 5.20 **Worker's Compensation.** The Public Entity agrees to comply with all of the provisions relating to worker's compensation contained in Minn. Stat. Secs. 176.181 subd. 2 and 176.182, as they may be amended or replaced from time to time with respect to the Project.

Section 5.21 **Antitrust Claims.** The Public Entity hereby assigns to MnDOT and the Commissioner of MMB all claims it may have for over charges as to goods or services provided with respect to the Project that arise under the antitrust laws of the State of Minnesota or of the United States of America.

Section 5.22 **Prevailing Wages.** The Public Entity agrees to comply with all of the applicable provisions contained in Minnesota Statutes Chapter 177, and specifically those provisions contained in Minn. Stat. §. 177.41 through 177.435 as they may be amended or replaced from time to time with respect to the Project. By agreeing to this provision, the Public Entity is not acknowledging or agreeing that the cited provisions apply to the Project.

Section 5.23 **Entire Agreement.** The Agreement and all of the exhibits attached thereto embody the entire agreement between the Public Entity and MnDOT, and there are no other agreements, either oral or written, between the Public Entity and MnDOT on the subject matter hereof.

Section 5.24 **E-Verification.** The Public Entity agrees and acknowledges that it is aware of Minn.Stat. § 16C.075 regarding e-verification of employment of all newly hired employees to confirm that such employees are legally entitled to work in the United States, and that it will, if and when applicable, fully comply with such order.

Urban Forest Advisory Committee Report Sept 2020

Olivia's bird-friendly trees are being planted at the Marine Mill Site Sept. 9.

The gravel bed trees will be planted Sept. 26, 9 -11 a.m. (or Oct. 3 in case of rain)

- 1 maple and 2 hawthorn by back fence of cemetery
- 1 silver maple by pond in Burris Park
- 2 maple by Settlers Cabin
- Remainder of the trees to be planted on boulevards of homeowners interested in caring for a tree, based on preferred locations identified by Forest Committee volunteers, first come, first serve, as available.

Attached is a Business Case for EAB treatment/removal of specific ash trees.

Submitted Sept. 8, 2020 by Peter Foster

Recommendation to Marine City council – Treatment of Publicly Owned Ash Trees

Overview

There are eleven significant publicly owned ash trees in downtown Marine. The Emerald Ash Borer (EAB) has recently been confirmed at Square Lake Park and will inevitably make its presence known in the community, resulting in 100% mortality in the population of ash. There is a business case that can be made for treating some of these trees based on the “avoided cost” of tree removal.

Insecticide Application

The recommended treatment involves injecting an insecticide¹ into the trunk of an ash tree. It has been shown to be effective in protecting ash from EAB infestation for two years. The Urban Forest Advisory Committee received an updated quote for treatment by a qualified applicator (significant reduction to \$5/inch dbh). The applicator is willing to offered this rate to the public interested in treating privately owned trees in Marine.

Recommendations

Without preventive treatment, we can expect EAB infestation to result in the total loss of ash in Marine’s urban and native forest. Preservation of some of the publicly owned trees defers the cost of removal. There are three recommendations:

1. Continue to treat the Montfort Ash (#1).
2. Treat the ash trees in the greenspace with gazebo (#2,3,4), and in Burris PRK (#10, 11) for one or two treatment cycles (2-4 years), providing time for replacement plantings to be established.
3. Remove the ash trees along Park Street and the northern most ash² on the north end of Judd Street as part of the Downtown Revitalization Project, and replant following construction.

The Tree	Diameter	2-year protection	Annualized cost	cCst of removal
1. Montfort ash	34" dbh	\$175	\$85/yr.	\$1,200
2. Northern ash	20" dbh	\$100	\$60/yr.	\$600
3. Gazebo north ash	23" dbh	\$115	\$70/yr.	\$700
4. Gazebo south ash	27" dbh	\$135	\$70/yr.	\$800
5. Flag pole east ash	22" dbh	The ash trees along Park Street should be remove as part of Downtown Revitalization project. Once the project is completed new street trees can be planted. This should be considered as part of the revitalization project.		
6. Flag pole south ash	22" dbh			
7. Parking area ash	19" dbh			
8. Bank north ash	18" dbh			
9. Bank South ash	18" dbh			
10. Settlers cabin ash	19" dbh	\$95	\$50/yr.	\$600
11. Settlers cabin ash	20" dbh	\$100	\$50/yr.	\$600
		\$720	\$360	\$4500

The question is whether to preserve these trees because of their amenity value, or let them succumb to this virulent, invasive pest. Trees in public spaces are assets to the community. Some are worth an investment in preventive treatment in order to preserve their value. Preservations of some of the ash also has the benefit of the

¹ Emamectrin benzoate, stem injection

² This tree was not included in the earlier EAB plan

Recommendation to Marine City council – Treatment of Publicly Owned Ash Trees

avoiding the cost of removal. Replacement plantings can also occur prior to the loss of the current canopy provided by our ash trees, lessening the visual impact of EAB.

Request to hear additional budget items for Marine on St Croix City Council consideration, fiscal year 2021.

Submitted 9/3/2020

Dear City Council Members and Mayor

Creating a budget is a difficult, annual process: I recognize the time, analysis and thought put into our 2021 budget. I also recognize the importance of existing line items currently in the 2021 proposed budget. Thank you City Council members and Mayor.

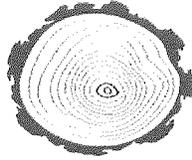
I am submitting this letter of budgetary considerations as it became evident in last month's initial budget workshop that there is not a clear, defined or widely understood process for getting a dedicated line item in a proposed budget.

There are multiple ways to direct revenue streams toward these ideas. These more creative, budget allocating ideas do however require more robust, community discussions.

Please accept these items for consideration and discussion before certification of our 2021 budget at the September 10, 2020 City Council meeting.

- 1) **Fee for a Town Planner: \$30k.** The City of Marine 's Planning Commission over the past two years has had many substantial land use items to deal with: zoning revisions, a cell tower proposal, short term rentals and affordable housing. There are also Comprehensive Plan elements and other contemporary issues the Commission does not have time to address. An on call town planner would give our Commissioners additional expertise and research needed to make informed decisions. A consulting planner would also significantly allow the planning commission to more efficiently get through the process of deliberating these important City issues.
- 2) **Public bathroom: \$55k.** We are a destination for thousands of visitors each year. A conversation (previous to a major downtown improvement project) about a. *where* to put a public bathroom, b. the *design*, and c. the *maintenance* of such a building is long overdue.
- 3) **A master plan for trails, non -activated alleys and green spaces: \$20k.** Residents, visitors and media know that one of the main reasons Marine is special is because of its uncompromised natural beauty. That beauty is woven into and through neighborhoods, and of course, down to the river. Our trail system, parks, access points and unused alleys and roads are gems. A plan to inventory, map, maintain and use this now rough system would be a good idea.
- 4) **A Conservation Plan for our Cultural Resources: \$25k.** (these costs can be 50-100% covered by Legacy grants) This multi year plan would include a context statement, an updated inventory of cultural resources (to include archaeological sites), a maintenance plan for the Village Hall and development of preservation ordinances for the City. Historic resources are

called out in our Comprehensive Plan as strong defining values but we have had nominal work towards such stewardship. Our Cultural resource can be our economic assets if we actively work towards that.



MARINE LIBRARY
ASSOCIATION

Established in 1878 Renewed in 2011

August 31, 2020

Marine City Council
121 Judd Street
Marine on St. Croix, MN 55047

Re: Additional 2020 Jordan Bequest Disbursement Request for \$15,000

Dear Mayor Mills and Members of the Marine City Council:

The Marine Library Board appreciates your ongoing support to the Marine Library Association, helping us to create a wonderful and vibrant community library. In the past months, our board members and volunteers have nimbly adapted our services to meet the challenges of the pandemic limitations through the development and broadcast of River Radio; offering the 2020 Summer Reading Challenge for young readers on-line; initiating Saturday library curbside/delivery services to continue to make our catalog of materials available to our patrons; and maintaining a schedule of adult programs that are delivered virtually to our audience.

We believe that it is important that we turn our eyes to the future as we continue to build on our success. The Marine Library Association Board has chosen to take advantage of this unique time to improve our services by remodeling the library during its shutdown and pursuing a much needed upgrade to the library website. We believe that both of these projects are consistent with the objectives of the Elizabeth Jordan Bequest and would like to utilize that resource in support of these two major initiatives.

Along with our regular annual request to the Washington County Board for a \$6,000 draw from the Jordan Bequest, we are asking for an additional, one-time \$15,000 allocation to support the two major undertakings that are underway. This funding will cover approximately half of our anticipated costs for the interior remodel and the website redesign. The remaining expense will be covered by the library's budget, which relies on donations from our community of library supporters.

Marine Library Association PO Box 85, Marine on St. Croix, MN 55047

Details on each project are as follows:

1. Remodel the current library site for enhanced space and energy efficiency, which includes:
 - Equipment moves to improve efficiency and provide room for additional bookshelves
 - Relocation and build of volunteer desk with covered storage
 - Book drop to library from Village Hall hallway
 - Bench underneath windows to provide patron seating and shelving for Children's materials
 - Book display podium for gifted museum edition of Craig Blacklock's "St. Croix and Namekagon Rivers – The Enduring Gift"
 - LED adjustable lights to replace existing fluorescent troffers
 - Repair of current windows for egress safety and improved ventilation
 - Addition of energy-efficient window blinds
 - Professional cleaning of existing furnishings

BUDGET: \$19,000

PROJECT TIMELINE: To be completed during physical closure of the library to local patrons during Fall 2020. Project coordinated by volunteers.

2. Upgrades to the current library website for patron ease of use with enhanced and more readily edit-able announcement capabilities. Volunteers will receive required training hours to learn to maintain the website.

BUDGET: \$11,000

PROJECT TIMELINE: Year-end 2020

The Marine Library Association Board believes that this funding request to support the Marine Community Library specifically meets the objective of the Elizabeth Jordan Bequest. We are confident that once completed, the interior redesign will offer an improved community space for friends and neighbors to browse materials and enjoy the company of others. It will also expand our capabilities in delivering services to our increasingly digitally connected community.

Thank you for your kind consideration. I hope you will favorably review our request.

Sincerely,

Jim Maher
Chair
Marine Library Association

CITY OF MARINE ON ST. CROIX CITY COUNCIL MEETING
Thursday, August 13, 2020

The meeting was called to order by Mayor Mills at 7:00pm. Pardun, Miller

Citizens Present: Anne Reich, Jeff Comins, John Waugh, Dorothy Deetz, Kitzi Vadheim, Leslie McKenzie, Peter Foster, Andy/Karen Kramer, Larry Whitaker, John Goodfellow, Gerry Mroska, Mary Whitaker, Pat Pardun, Jim Maher, Ryan Goodman, Wendy Ward, Nancy Cosgriff, Valoree Dowell

Approval of the Agenda – Pardun moved and Roden seconded to approve the agenda as drafted.

Roden - yes

Anderson - yes

Miller -yes

Pardun -yes

Mills -yes

All in favor, motion passes.

Citizens Considerations – Wendy Ward was in attendance to advise the Council of a land purchase she is pursuing. The land is a 12 acre piece behind Rosabel Street and contains black ash seep. Ms. Ward is working with Washington County and the Minnesota Land Trust to obtain an easement for buckthorn management. She is looking for verbal support from the Council to bring back to Washington County. Anderson thank Ms. Ward for bringing this issue to the Council and questioned how this may interplay with existing City trails in that area. Ms. Ward believes the City could work with the Land Trust and County to improve this area and enhance the City trails. The Council consensus was favorable for this project.

Win Miller – Mr. Miller reported the Marine Village School has pulled the application for 2021 due to the pandemic and plans to resubmit for 2022.

Marla – Jim Maher reported the summer reading program had good participation this year. The curbside pick up is working well. The interior redesign is moving forward, and the fall programs will be beginning soon. The library would be interested in conducting a candidate forum for the upcoming local election. The Council thought that was a great idea and thank Mr. Maher for the offer.

Planning Commission - Chairman Mroska updated the Council on the July meeting. The public hearing was held for the proposed STR ordinance. A public hearing was held for Dan Willenbring and a public hearing was set for Tim Casey on Nason Hill. The communication committee is working on the cell tower ordinance and they are continuing to work on the zoning ordinance.

STR Ordinance – Anderson reviewed several grammatical errors in the draft and suggested that

Section 5, (O) be amended to by changing the “ who to call” document to “who to contact: Miller suggested some sort of public comment period at the time of the license renewal. Pardun noted there is always a chance for the public to comment and believes this is true for all licenses. Anderson referred to the section of the ordinance that requires Council approval for any renewal and also believes that any comment sent to the City Clerk is sent on to the Council for review which then would be read at a City Council meeting. Pardun presented a few amendments. The first is on page 3 section 4 (A) to add “provided, however, that Short-Term Rentals located exclusively within the Central Business District shall not be subject to the restrictions of this Ordinance” – Section 5, H – Pardun would like to add accessory buildings to the list of restricted locations for rental.

Anderson questioned page 6, Q and would like to clarify that any complaint form be filed in the licensee’s property file.

Anderson addressed enforcement. The Council relies on its citizens to help with enforcement given its limited staffing resources and believes the ordinance as written addresses this issue in a satisfactory manner.

The number of allowed licenses per district was discussed. Pardun reviewed the number of homes in each district and given the size of most districts believes 3 is a satisfactory number. Pardun also believes this ordinance will change throughout time and things will be adjusted. He also believes that the City cannot be too restrictive for legal reasons.

Roden questioned the Village Center restriction. Pardun noted that the Village Center does not meet the residential requirements that are listed in the ordinance but the City does not want to preclude them from having an STR.

Andy Kramer does not believe the ordinance defines multi-family housing and does not explain why the school house apartments are excluded in the overall STR count. Anderson stated the owner of the apartments is not able to fill the apartments with full time tenants, so the STR option helps him to bring people in and fill those units. The definition of multi-family housing can be looked into further, however Anderson does not believe that should hold up taking action on the proposed ordinance at this time.

John Goodfellow would like a more active notice to the residents when the license renewal comes due. Roden noted the all licenses will expire December 31 of each year. Anderson suggested the City could add to the 4th quarter newsletter as a reminder. Miller also noted there is a 60 day renewal period.

Larry Whitaker appreciates that the public will have a chance to comment prior to the renewal. He would like to see the allowance for LLC’s and corporations removed. He would also like to see a cost benefit analysis done and a provision for spacing STR locations.

Miller noted that Section 3 and Section 5 both address the dedicated STR (LLC / Corporation)

issue. Miller also noted that the residents have a chance to comment on any STR at any time. Section 6 also addresses the revoking of a license due to complaints, so the Council is confident that these concerns are addressed within the ordinance.

John Goodfellow requested the Council packet be available to the residents prior to the day of the meeting. Pardun noted that much of the material does not come in until days prior to the meeting and so it is difficult to have all the information available in advance.

Roden moved and Pardun seconded to adopt Ordinance 156 regulating short term rentals and prohibiting unpermitted short term rentals with the stated amendments.

Pardun - yes

Miller - yes

Anderson - yes

Roden - yes

Mills - yes

Motion passed unanimously.

Pardun moved and Miller seconded to set the submission date for the STR licenses for November 1st 2020 for review by the City Council at the December 2020 meeting.

Roden – yes

Anderson – yes

Miller – yes

Pardun – yes

Mills – yes

Motion passed unanimously.

Fire and Rescue – There will be an appreciation outdoor BBQ held in September at Dunrovin. Anderson addressed the number of tourists on the weekend who are not wearing masks or social distancing. The City doing everything it can with signage and the MDH has confirmed with Anderson that both the City and the local businesses are doing what they are supposed to. The issue with the number of people at the Brookside socializing outside is a difficult situation and the Brookside is doing the best it can to handle this situation.

Roads – Ryan Goodman reported on the Judd Street project. SHPPO has finally responded and has determined there will be adverse effect. This allowed the advertisement for bid to go out last Friday with a bid opening scheduled for September 3rd. The City will need to pass a resolution accepting the cooperative agreement with MnDOT.

Pardun moved and Roden seconded to accept Resolution 2008123-01

Roden – yes
Anderson – yes
Miller – yes
Pardun – yes
Mills - yes

Motion passed unanimously

Personnel - No Report.

Parks & Rec –

Millsite – Anne Reich reported there have been over 11,000 visitors this year. Benches were installed honoring Jack Warren and Charles Arnason.

Urban Forest – The shrubs and trees for the migrating bird project will be delivered August 23rd. The committee would like to hold off on the planting until September to coincide with the gravel bed plantings but will stay with the August date as planned if Council prefers. The locations will be in Burris Park and the Bandstand park. The committee is reviewing information on the Emerald Ash Borer for residents. Anderson is concerned with Ms. Nienaber’s timeline as this is a 4-H project and believes the committee should discuss the timeline with her and see what she needs to meet her project guidelines.

Anderson questioned if the cemetery has been looked at in terms of tree replacement. Pardun would like the committee to touch base with Public Works on the location of any tree placement. Leslie McKenzie noted the funding secured for the Ravine project behind the general store has been lost through Green Corp.

Cemetery – Mayor Mills noted the City will be looking at the new addition.

City Properties– No Report.

Water Systems -Pardun reported on the sewer system potential connections. A letter will be sent to the residents who currently have individual systems but that the City owns. There has also been a question by residents looking to connect to see if they could pay the fee over a 5 year period via their utility bill.

Pardun would also like to amend the City Code to address any new resident requesting to connect to City sewer that they must place the tank in a location that is above the water table.

Pardun moved and Roden seconded to prorate the septic connection fee over a 5 year period to the utility bill.

Pardun moved and Anderson seconded to allow Eric Larsen to work with the City t

P-1 Station Upgrade – As part of the septic system upgrade, the lift station at P-1 will need a backup generator. The most cost effective option would be a trailered generator versus a stationary generator. The proposed cost for this option is \$137,989. There is currently \$34,000 set aside for the generator purchase and the balance would be taken from the wastewater reserve funds. The ravine project will begin in September. This will affect the traffic on Highway 95 going north, moving the lanes over to the west for approximately 30 days.

Pardun moved and Miller seconded to approve the purchase of a generator in the amount of

Citizen Committee Reports

City Properties – No Report

Green Step Cities - Leslie McKenzie reported the committee has met with the MPCA to review what is needed to move forward with Step 4. The EV charging group met with Councilmember Pardun on potential locations.

Holidays/Events – Anderson reported Marine Mills Day is still scheduled for August 23rd.

EDA – No Report.

Communication Infrastructure – Mayor Mills noted that he and the City Clerk have been working with Midco to upgrade the internet and phone lines. Anderson is working with the Assistant Clerk on getting the new website up very soon. Washington County communicated that during a recent emergency at William O’Brien State Park, the cell service was almost non-existent making coordination extremely difficult.

Consent Calendar – *Miller moved and Pardun seconded to approve the Minutes of 7/9/20, Treasurer’s Report of 7/20, List of Bills for 8/13/20, Zoning Administrators Report-none, Public Works Maintenance Report and Planning Commission Minutes.*

Roden-yes

Anderson-yes

Pardun-yes

Miller-yes

Mills – yes

Motion passed unanimously

Old/New Business –

Wayside Rest Porta Potties – Roden questioned if the porta potties at the Wayside rest could be moved north closer to Maple Street so they are not right next to the Brookside dumpsters. Jason Crotty suggested if they are moved to a more public area then the Council should consider screening.

2019 Proposed Reserve Funds – Clerk Peterson presented the proposed reserve fund allocations from the 2019 budget. These were delayed to allow for the completion of the 2018 and 2019 audits with the new auditor.

Pardun moved and Miller seconded to approve the proposed 2019 reserve fund allocations as presented.

Pardun yes

Roden yes

Miller yes

Anderson yes

Mills yes

All in favor, motion passed unanimously.

County grant funding – The Secretary of States office was allocated grant money to cities for Covid-19 related elections expenses. The allocation for the City of Marine is \$683.57. Washington County has the opportunity to use all or some of those funds for the additional cost of the absentee balloting process. Two resolutions have been presented for consideration. The resolution for Option A directs the City to allocate all of their allocated grant dollars to Washington County and option B allows the City to the amount of allocated funds as necessary to cover their Covid related expenses, and make the remaining balance available to use by Washington County.

Anderson moved and Miller seconded to approve Resolution 200813-01, which allows for Option B.

Anderson yes

Miller yes

Roden yes

Pardun yes

Mills yes

All in favor, motion passed unanimously.

Billy McLaughlin Hall Rental Request – Mr. McLaughlin will be hosting a concert on October 3, and again every Sunday from November 29 through December 23rd. Because the capacity restrictions due to Covid-19 only allow for 25%, Mr. McLaughlin is requesting a reduction in the rental fee. The Council would like Mr. McLaughlin to present a proposal for the amount of the

reduction..

Budget meeting dates – The initial budget meeting will be held on August 20th at 6:00pm, with a follow up meeting on August 26th if necessary.

.Anderson would like to remove all non-permitted boats from the landing. Public Works will address this next week.

.Long/Short Term Goals – No Changes

Mayor Notes/Clerk's Report – None

Adjournment . Miller moved and Roden seconded to adjourn at 9:15pm.

Minutes taken by Lynette Peterson, City Clerk

CITY OF MARINE ON ST. CROIX CITY COUNCIL MEETING
Thursday, August 20, 2020

The meeting was called to order by Mayor Mills at 6:00pm. Pardun, Miller, Roden present. Anderson absent.

Citizens Present: Jason Crotty, John Goodfellow, Wendy Ward, Peter Foster, Mary Whitaker, Larry Roden, Fizzie Heimdahl.

Mayor Mills opened the meeting for the purpose of discussing the 2021 proposed budget. Clerk Peterson then reviewed the budget changes.

Peter Foster reviewed the request budget for the Urban Forest Committee. The requested amount is \$6,239 which would be used for the treatment of 15 ash trees on City property, damaged tree removal, risk assessment and new tree plantings. Miller questioned the damaged tree location. Mr. Foster noted it is located in Burris park. The City currently has \$7500 budgeted for tree trimming and removal, and Miller requested Public Works look at that tree now. Pardun noted that the committees budget request came 2 hours prior to the meeting and so that makes it very difficult to discuss. The consensus was to keep the full requested amount in for now, and then the Council can discuss further at the Truth in Taxation meeting.

Roden would like to remove the line item for dumpster screening until after the Judd Street project is complete.

Pardun reviewed the additional \$150,000 for Roads. The current roads budget is very tight with the upcoming Judd Street project. The City is receiving just over one million dollars in grants, however the City will need to cover the balance and he would like to see a little cushion in the budget. The hope is that the bids come in lower than expected, and this line item can be reduced in December.

Discussion was held on the request for a well at the maintenance shop. Currently there is no water source at that location. A question was raised as to whether the CARES funding would cover that expense. Clerk Peterson believes it would be considered an allowed expense as currently there is no way for Public Works to wash their hands. Pardun also noted upgrading the heating and AC for upstairs ventilation is being looked into, which could also be covered with the CARES funding.

John Goodfellow, resident, questioned the possibility of upgrading the current roads equipment to allow for liquid de-icing applications during the winter months and suggested adding \$15,000 to the capital budget. Pardun stated this option has been looked at in the past. He also clarified that the de-icing is actually the plowing and pre-treatment is considered anti-icing. Because our public works department begins to plow long before the snow is able to compact, the pre-treatment is not necessary. After further discussion, the consensus was to add \$5,000 as a place holder and review further at the Truth in Taxation meeting.

Wendy Ward, resident, questioned if any thought had been put into saving for a long-term Capital Improvement Plan. Mayor Mills noted that most line items in the Capital fund are based on ideas or plans for long term projects. Miller added that the City already has a CIP for the roads and utilities, along with the Village Hall. Any additional long-term ideas or projects are suggested by either the Council or residents, and then a line item is added to the budget. The Council will continue to put money away each year for that project until the project can be fully funded.

The Council will set the maximum levy of \$1,185,659.69 which represents a 25.45% increase at the September 10th City Council meeting.

Adjournment – *Miller moved and Pardun seconded to adjourn at 6:53pm.*

Pardun yes

Roden yes

Miller yes

Mills yes

Motion passed unanimously.

Minutes taken by Lynette Peterson, City Clerk (budget attached)

STATE OF MINNESOTA CITY COUNCIL
COUNTY OF WASHINGTON VARIANCE REQUEST
CITY OF MARINE ON ST. CROIX

In the Matter of Planning Case No. 072920-01
1051 Nason Hill Road North

REQUESTED BY: Tim and Barb Casey

The above matter came on to be heard before the Marine on St. Croix City Council the 10th day of September, 2020, a request for a Variance at 1051 Nason Hill Road North, Marine on St. Croix.

Summary:

Tim Casey has made application for a variance to construct an addition to his existing non-conforming garage. The addition would provide additional storage for vehicles and other items. On July 10, 2020, Planning Commission chair Gerry Mroska and member Ron Brenner met on site with Tim Casey to review the proposal and existing site conditions.

The property lies within the Single Family Urban Residential District. The applicant is requesting the following variance:

- 1. Section 402.3.3.b of the zoning ordinance requires that no accessory building shall be located nearer the front property line than the principal building on the lot. The applicant proposes a lateral (east-west) addition to the existing non-conforming garage. The proposed addition is approximately 23 feet in the west-east direction and 16 feet in depth (north-south direction).*

Findings:

1. Does the landowner propose to use the property in a reasonable manner not permitted by the zoning ordinance?
 - a. The proposed addition otherwise complies with all other required setbacks and other zoning requirements.*
 - b. An alternative location to the east of the garage would require extensive grading due to topographic conditions, require the removal of several existing pine trees, require additional impervious surface and would still require a variance.*
 - c. The proposed location to the west side of the existing garage will preserve the existing homes viewshed to the northeast from the entry porch.*
 - d. An alternative detached garage located to the northwest of the house would require more extensive grading, removal of existing trees, and would still require a variance.*
 - e. The existing residence and garage / proposed addition are already visually inconspicuous due to vegetative screening and topographic conditions. The proposed addition will not impact either of these aspects.*

- f. *The proposed addition is reasonable in that it relatively maintains the existing front yard setback.*
 - g. *The proposed variance will not impair an adequate supply of light and air to adjacent property, or substantially increase the congestion of public streets, or increase danger of fire, or endanger public safety, or substantially diminish or impair property values within the neighborhood. Neighbors are sufficiently distant to not be adversely impacted.*
 - h. *An addition to provide storage for vehicles and other items is a reasonable use.*
2. Is the plight of the landowner due to circumstances unique to the property not created by the landowner?
- a. *The lot has physically unique features in the form of existing structures which limit possible structure locations / orientations. The alternative locations would not be preferred (see items 1b, 1c and 1d above).*
 - b. *The plight of the landowner is not created by the landowner as the physically unique features existed upon their purchase of the property.*
3. Will the variance, if granted, alter the essential character of the locality?
- a. *The variance will NOT alter the essential character of the locality. The proposed structure height, volume and design is complementary to the existing home and to the existing garage.*
 - b. *Neighbors are sufficiently distant to not be negatively impacted.*
 - c. *The proposed structure is architecturally compatible with the existing house and existing garage – utilizing a similar roof design, materials and colors.*
 - d. *The proposed addition location will require minimal grading and not require the removal of any trees.*
4. Will the variance, if granted, be in keeping with the spirit and intent of the City Zoning Ordinance?
- a. *The variance is in keeping with the spirit and intent of the City Zoning Ordinance section 102 which specifically promotes orderly development of residential areas.*
 - b. *Granting the variance would allow the owner to store items that are currently unprotected on the property.*
5. Will the variance, if granted, be consistent with the Comprehensive Plan?
- a. *The variance request will be consistent with the Comprehensive Plan Housing Elements Goals and Policies which promotes the improvement and development of residential property within the city.*

Recommendation:

Planning Commission Volunteers recommend approval for the requested variance for proposed construction at 1051 Nason Hill Road North as presented.

CITY OF MARINE ON ST. CROIX
PLANNING COMMISSION
MINUTES

Tuesday, July 28, 2020 - 7:30pm
Virtual Meeting via Zoom

Present: Chairman Gerry Mrosla, Commissioners Brenner, Spisak, Henry, Sanderson (arrived 7:50 pm).

Citizens present: Mary Whitaker, Tim Casey, Dan Willenbring, Barb Casey, Larry Martin.

Public Hearing – Dan Willenbring – Variance Request

Chairman Mrosla opened the public hearing at 7:32 pm.

Dan Willenbring, 400 Tanglewood Lane, was in attendance regarding his request for variances for sideyard setback and to build a structure in front of the primary residence. The chairman noted that Willenbring's request had come before the commission in 2014 and was approved by the commission and council. Construction had been delayed and the variance had sunset.

Commissioner Smitten visited the site in 2014 and again in July 2020. She submitted a written report recommending approval, with conditions regarding vegetative screening and architectural design and materials. Commissioner Spisak noted a small error in the second paragraph of the findings: the zoning is Single Family Rural but was called Single Family Residential. This will be changed before the recommendation goes to council.

Mr. Willenbring thanked the commission for considering his request and noted that he was asking for two additional feet in height from the 2014 application. The structure would remain lower than the primary residence. Screening at the site had also increased in the six years since the original application was approved. Commissioner Brenner asked the applicant if he was aware of the conditions to retain vegetative screening, to keep the building architecturally similar to the primary structure, and design the street facing exteriors to mimic a residential structure. He was.

Mrosla asked whether the public wished to comment. No one spoke. He closed the public hearing at 7:40 pm.

Brenner moved to recommend approval based on the report and the conditions therein. Spisak seconded. Roll call vote: Mrosla – Aye; Brenner – Aye; Spisak – Aye; Henry – Aye. Motion to recommend approval passed unanimously.

Variance – Tim Casey – 1051 Nason Hill North

Mr. Casey is applying for a variance to add a single stall onto the existing garage, which is nonconforming in that it sits in front of the house. The property poses practical difficulties because it is bordered by steep hills.

*PLANNING COMMISSION TERMS – Ron Brenner, Scott Spisak, Ed Sanderson – 12/31/2020;
Gerry Mrosla, Kristina Smitten – 12/31/2021; Anna Hagstrom, Jennifer Henry – 12/31/2022*

Spisak moved and Henry seconded to set a public hearing for a variance for the garage addition at the August 25 Planning Commission meeting, 7:30 pm. Roll call vote: Mrosla – Aye; Brenner – Aye; Henry – Aye; Spisak – Aye. Motion passed unanimously.

Wireless Communications Ordinance progress update

Commissioner Spisak reported that the committee met in July and has created an agenda with action items. They plan to begin more serious work on this matter now that the commission is finished with the short-term rental ordinance.

Zoning Code progress update

A workshop date needs to be set. Suzanne will send a reminder to commissioners about the Doodle poll.

Approval of minutes

June 30 Regular Meeting: Commissioner Spisak noted several typographical errors: under Willenbring variance Spisak's second was listed twice; under STR, Gwen Roden's comment should say "14" as opposed to "many," under Rentals per District there is a "that that," "Henry and Roden agreed;" and "changes" (not chances).

Spisak moved and Brenner seconded approval of the minutes of the June 30 meeting, as amended. Roll call vote: Mrosla – Aye; Brenner – Aye; Spisak – Aye; Henry – Aye. Minutes approved as amended.

July 14 Special Meeting: *Spisak moved and Henry seconded approval of the minutes of the July 14 special meeting. Roll call vote: Mrosla – Aye; Brenner – Abstained (not present July 14); Spisak – Aye; Henry – Aye. Motion carries.*

July 22 Public Hearing on Proposed Short Term Rental Ordinance: *Spisak moved and Henry seconded approval of the minutes of the July 22 public hearing. Roll call vote: Mrosla – Aye; Brenner – Abstained (not present July 22); Spisak – Aye; Henry – Aye. Motion carries.*

Adjournment

Spisak moved and Sanderson seconded to adjourn at 7:54 pm. Roll call vote: Mrosla – Aye; Brenner – Aye; Henry – Aye; Spisak – Aye; Sanderson – Aye. Motion passed unanimously.

Minutes taken by Suzanne Dammann, Assistant City Clerk.

CITY OF MARINE ON ST. CROIX
PLANNING COMMISSION MINUTES
ZONING CODE WORKSHOP

Tuesday, August 18, 2020

7:00 pm via Zoom

The City of Marine on St. Croix Planning Commission zoning code workshop of August 18, 2020, was called to order at 7:01 pm. Present: Chairman Gerry Mrosła, Commissioners Scott Spisak and Kristina Smitten.

Citizens present: Larry Martin

Zoning Code Review

508.5 Conditional Uses

Spisak noted that 1(f) “connected with principal” should be “connected with the principal.” Also, change “discards” to “parts and all materials.”

In the last section of (h) change “should not be permitted in an area subject to public view” to “shall be screened as required in (f).”

The commission confirmed that neon signage is not allowed.

Regarding 2(f)(6), the group discussed whether the code should restrict a second or third floor in the commercial district from being residential. Smitten noted that thinking has changed regarding mixed use, and that it can be good in commercial districts.

All agreed to strike 2(f)(6) on page 5-42.

The assistant clerk and Commissioner Smitten agreed to create a list of “to do” items.

508.7 District Performance Standards

The group confirmed that setbacks are zero in the village center.

Smitten suggested asking the Watershed District to look at district performance standards when the draft goes out for review.

508.7(6) Colors of Structures: The group discussed building colors, currently mandated as earth or summer tones unless completely screened from the river. Spisak suggested adding that buildings completely screened from the river should use historic colors, and Smitten noted that Marine had received a historic designation.

Change to “New structures visible from the river, including roofs, shall be of earth or summer vegetation tones. If completely screened from the river, colors historic to the village of Marine are encouraged.”

509: Limited Industry

Zoning map should be revised from “Light Industrial” to Limited Industry.

509.5 Conditional Uses: Strike 4-6: schools, day care and residential care.

509.6 District Performance Standards: Smitten will work on language to the effect of “Any industrial building color should blend with the surroundings and be built with durable materials.”

Strike “509.7 Prohibited”

Section 510 Lower St. Croix River Overlay District

The group recalled that, per Jack Warren, this section “is what it is.”

Regarding 510.6 (1)(a) Smitten asked whether the city provides a vegetative cutting permit.

Suzanne will ask Lynette about this.

510.7 Spisak noted that variance language was struck, with a note to replace it with wording from 311.1.

Smitten suggested including a reference to that language.

511.4 General Provisions

(1) Flood Insurance Rate Map

Strike “for the City of Marine on St. Croix dated Feb. 3, 2010” and just say “the most current flood insurance rate map [... developed by FEMA].”

Smitten noted that there is a lot of floodplain language up to 511.9, also likely to fall under DNR review.

Spisak noted that (g)(b) – p. 5-58 is the correct number for the Sewer Use Ordinance.

511.11 Variances

Spisak noted that they’d made different edits here. Smitten asked about referencing, “Consistent with 311.1” Smitten and Spisak recalled that the DNR had possibly not met the allotted period for comment, and thus had effectively waived its right to make changes.

Spisak suggested that all of 511.11 might deserve research from Jack Warren's file.

Suzanne will ask Lynette also.

The group concluded its initial review. Mrosla noted that at the next meeting they would discuss as a full commission. Spisak noted that many items had been set aside for later research.

Suzanne will try and have the list ready to go in the packet.

The meeting concluded at 7:52 p.m.

Minutes taken by Suzanne Dammann, Assistant City Clerk.

CITY OF MARINE ON ST. CROIX CITY COUNCIL MEETING
Thursday, August 13, 2020

The meeting was called to order by Mayor Mills at 7:00pm. Pardun, Miller

Citizens Present: Anne Reich, Jeff Comins, John Waugh, Dorothy Deetz, Kitzi Vadheim, Leslie McKenzie, Peter Foster, Andy/Karen Kramer, Larry Whitaker, John Goodfellow, Gerry Mrosla, Mary Whitaker, Pat Pardun, Jim Maher, Ryan Goodman, Wendy Ward, Nancy Cosgriff, Valoree Dowell

Approval of the Agenda – Pardun moved and Roden seconded to approve the agenda as drafted.

Roden - yes

Anderson - yes

Miller -yes

Pardun -yes

Mills -yes

All in favor, motion passes.

Citizens Considerations – Wendy Ward was in attendance to advise the Council of a land purchase she is pursuing. The land is a 12 acre piece behind Rosabel Street and contains black ash seep. Ms. Ward is working with Washington County and the Minnesota Land Trust to obtain an easement for buckthorn management. She is looking for verbal support from the Council to bring back to Washington County. Anderson thank Ms. Ward for bringing this issue to the Council and questioned how this may interplay with existing City trails in that area. Ms. Ward believes the City could work with the Land Trust and County to improve this area and enhance the City trails. The Council consensus was favorable for this project.

Win Miller – Mr. Miller reported the Marine Village School has pulled the application for 2021 due to the pandemic and plans to resubmit for 2022.

Marla – Jim Maher reported the summer reading program had good participation this year. The curbside pick up is working well. The interior redesign is moving forward, andt he fall programs will be beginning soon. The library would be interested in conducting a candidate forum for the upcoming local election. The Council thought that was a great idea and thank Mr. Maher for the offer.

Planning Commission - Chairman Mrosla updated the Council on the July meeting. The public hearing was held for the proposed STR ordinance. A public hearing was held for Dan Willenbring and a public hearing was set for Tim Casey on Nason Hill. The communication committee is working on the cell tower ordinance and they are continuing to work on the zoning ordinance.

STR Ordinance – Anderson reviewed several grammatical errors in the draft and suggested that

issue. Miller also noted that the residents have a chance to comment on any STR at any time. Section 6 also addresses the revoking of a license due to complaints, so the Council is confident that these concerns are addressed within the ordinance.

John Goodfellow requested the Council packet be available to the residents prior to the day of the meeting. Pardun noted that much of the material does not come in until days prior to the meeting and so it is difficult to have all the information available in advance.

Roden moved and Pardun seconded to adopt Ordinance 156 regulating short term rentals and prohibiting unpermitted short term rentals with the stated amendments.

Pardun - yes

Miller - yes

Anderson - yes

Roden - yes

Mills - yes

Motion passed unanimously.

Pardun moved and Miller seconded to set the submission date for the STR licenses for November 1st 2020 for review by the City Council at the December 2020 meeting.

Roden – yes

Anderson – yes

Miller – yes

Pardun – yes

Mills – yes

Motion passed unanimously.

Fire and Rescue – There will be an appreciation outdoor BBQ held in September at Dunrovin. Anderson addressed the number of tourists on the weekend who are not wearing masks or social distancing. The City doing everything it can with signage and the MDH has confirmed with Anderson that both the City and the local businesses are doing what they are supposed to. The issue with the number of people at the Brookside socializing outside is a difficult situation and the Brookside is doing the best it can to handle this situation.

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Pardun moved and Roden seconded to accept Resolution 2008123-01

Pardun moved and Anderson seconded to allow Eric Larsen to work with the City to connect to the City system for a newly proposed home on Rosabel Street.

*Pardun – yes
Anderson – yes
Roden – yes
Miller – yes
Mills – yes*

Motion passed unanimously.

P-1 Station Upgrade – As part of the septic system upgrade, the lift station at P-1 will need a backup generator. The most cost effective option would be a trailered generator versus a stationary generator. The proposed cost for this option is \$137,989. There is currently \$34,000 set aside for the generator purchase and the balance would be taken from the wastewater reserve funds. The ravine project will begin in September. This will affect the traffic on Highway 95 going north, moving the lanes over to the west for approximately 30 days.

Pardun moved and Miller seconded to approve the purchase of a generator in the amount of \$68,053.66.

*Pardun – yes
Miller -yes
Anderson – yes
Roden – yes
Mills – yes*

All in favor, motion passed unanimously.

Citizen Committee Reports

City Properties – No Report

Green Step Cities - Leslie McKenzie reported the committee has met with the MPCA to review what is needed to move forward with Step 4. The EV charging group met with Councilmember Pardun on potential locations.

Holidays/Events – Anderson reported Marine Mills Day is still scheduled for August 23rd.

EDA – No Report.

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Anderson moved and Miller seconded to approve Resolution 200813-01, which allows for Option B.

Anderson yes

Miller yes

Roden yes

Pardun yes

Mills yes

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.Anderson would like to remove all non-permitted boats from the landing. Public Works will address this next week.

Long/Short Term Goals – No Changes

Mayor Notes/Clerk's Report – None

Adjournment . Miller moved and Roden seconded to adjourn at 9:15pm.

Minutes taken by Lynette Peterson, City Clerk

CITY OF MARINE ON ST. CROIX CITY COUNCIL MEETING
Thursday, August 13, 2020

The meeting was called to order by Mayor Mills at 7:00pm. Pardun, Miller

Citizens Present: Anne Reich, Jeff Comins, John Waugh, Dorothy Deetz, Kitzi Vadheim, Leslie McKenzie, Peter Foster, Andy/Karen Kramer, Larry Whitaker, John Goodfellow, Gerry Mroska, Mary Whitaker, Pat Pardun, Jim Maher, Ryan Goodman, Wendy Ward, Nancy Cosgriff, Valoree Dowell

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Planning Commission - Chairman Mroska updated the Council on the July meeting. The public hearing was held for the proposed STR ordinance. A public hearing was held for Dan Willenbring and a public hearing was set for Tim Casey on Nason Hill. The communication committee is working on the cell tower ordinance and they are continuing to work on the zoning ordinance.

STR Ordinance – Anderson reviewed several grammatical errors in the draft and suggested that

Section 5, (O) be amended to by changing the “ who to call” document to “who to contact: Miller suggested some sort of public comment period at the time of the license renewal. Pardun noted there is always a chance for the public to comment and believes this is true for all licenses. Anderson referred to the section of the ordinance that requires Council approval for any renewal and also believes that any comment sent to the City Clerk is sent on to the Council for review which then would be read at a City Council meeting. Pardun presented a few amendments. The first is on page 3 section 4 (A) to add “provided, however, that Short-Term Rentals located exclusively within the Central Business District shall not be subject to the restrictions of this Ordinance” – Section 5, H – Pardun would like to add accessory buildings to the list of restricted locations for rental.

Anderson questioned page 6, Q and would like to clarify that any complaint form be filed in the licensee’s property file.

Anderson addressed enforcement. The Council relies on its citizens to help with enforcement given its limited staffing resources and believes the ordinance as written addresses this issue in a satisfactory manner.

The number of allowed licenses per district was discussed. Pardun reviewed the number of homes in each district and given the size of most districts believes 3 is a satisfactory number. Pardun also believes this ordinance will change throughout time and things will be adjusted. He also believes that the City cannot be too restrictive for legal reasons.

Roden questioned the Village Center restriction. Pardun noted that the Village Center does not meet the residential requirements that are listed in the ordinance but the City does not want to preclude them from having an STR.

Andy Kramer does not believe the ordinance defines multi-family housing and does not explain why the school house apartments are excluded in the overall STR count. Anderson stated the owner of the apartments is not able to fill the apartments with full time tenants, so the STR option helps him to bring people in and fill those units. The definition of multi-family housing can be looked into further, however Anderson does not believe that should hold up taking action on the proposed ordinance at this time.

John Goodfellow would like a more active notice to the residents when the license renewal comes due. Roden noted the all licenses will expire December 31 of each year. Anderson suggested the City could add to the 4th quarter newsletter as a reminder. Miller also noted there is a 60 day renewal period.

Larry Whitaker appreciates that the public will have a chance to comment prior to the renewal. He would like to see the allowance for LLC’s and corporations removed. He would also like to see a cost benefit analysis done and a provision for spacing STR locations.

Miller noted that Section 3 and Section 5 both address the dedicated STR (LLC / Corporation)

issue. Miller also noted that the residents have a chance to comment on any STR at any time. Section 6 also addresses the revoking of a license due to complaints, so the Council is confident that these concerns are addressed within the ordinance.

John Goodfellow requested the Council packet be available to the residents prior to the day of the meeting. Pardun noted that much of the material does not come in until days prior to the meeting and so it is difficult to have all the information available in advance.

Roden moved and Pardun seconded to adopt Ordinance 156 regulating short term rentals and prohibiting unpermitted short term rentals with the stated amendments.

Pardun - yes

Miller - yes

Anderson - yes

Roden - yes

Mills - yes

Motion passed unanimously.

Pardun moved and Miller seconded to set the submission date for the STR licenses for November 1st 2020 for review by the City Council at the December 2020 meeting.

Roden – yes

Anderson – yes

Miller – yes

Pardun – yes

Mills – yes

Motion passed unanimously.

Fire and Rescue – There will be an appreciation outdoor BBQ held in September at Dunrovin. Anderson addressed the number of tourists on the weekend who are not wearing masks or social distancing. The City doing everything it can with signage and the MDH has confirmed with Anderson that both the City and the local businesses are doing what they are supposed to. The issue with the number of people at the Brookside socializing outside is a difficult situation and the Brookside is doing the best it can to handle this situation.

Roads – Ryan Goodman reported on the Judd Street project. SHPPO has finally responded and has determined there will be adverse effect. This allowed the advertisement for bid to go out last Friday with a bid opening scheduled for September 3rd. The City will need to pass a resolution accepting the cooperative agreement with MnDOT.

Pardun moved and Roden seconded to accept Resolution 2008123-01

Roden – yes
Anderson – yes
Miller – yes
Pardun – yes
Mills - yes

Motion passed unanimously

Personnel - No Report.

Parks & Rec –

Millsite – Anne Reich reported there have been over 11,000 visitors this year. Benches were installed honoring Jack Warren and Charles Arnason.

Urban Forest – The shrubs and trees for the migrating bird project will be delivered August 23rd. The committee would like to hold off on the planting until September to coincide with the gravel bed plantings but will stay with the August date as planned if Council prefers. The locations will be in Burris Park and the Bandstand park. The committee is reviewing information on the Emerald Ash Borer for residents. Anderson is concerned with Ms. Nienaber's timeline as this is a 4-H project and believes the committee should discuss the timeline with her and see what she needs to meet her project guidelines.

Anderson questioned if the cemetery has been looked at in terms of tree replacement. Pardun would like the committee to touch base with Public Works on the location of any tree placement. Leslie McKenzie noted the funding secured for the Ravine project behind the general store has been lost through Green Corp.

Cemetery – Mayor Mills noted the City will be looking at the new addition.

City Properties– No Report.

Water Systems -Pardun reported on the sewer system potential connections. A letter will be sent to the residents who currently have individual systems but that the City owns. There has also been a question by residents looking to connect to see if they could pay the fee over a 5 year period via their utility bill.

Pardun would also like to amend the City Code to address any new resident requesting to connect to City sewer that they must place the tank in a location that is above the water table.

Pardun moved and Roden seconded to prorate the septic connection fee over a 5 year period to the utility bill.

Pardun moved and Anderson seconded to allow Eric Larsen to work with the City to connect to the City system for a newly proposed home on Rosabel Street.

*Pardun – yes
Anderson – yes
Roden – yes
Miller – yes
Mills – yes*

Motion passed unanimously.

P-1 Station Upgrade – As part of the septic system upgrade, the lift station at P-1 will need a backup generator. The most cost effective option would be a trailered generator versus a stationary generator. The proposed cost for this option is \$137,989. There is currently \$34,000 set aside for the generator purchase and the balance would be taken from the wastewater reserve funds. The ravine project will begin in September. This will affect the traffic on Highway 95 going north, moving the lanes over to the west for approximately 30 days.

Pardun moved and Miller seconded to approve the purchase of a generator in the amount of \$68,053.66.

*Pardun – yes
Miller -yes
Anderson – yes
Roden – yes
Mills – yes*

All in favor, motion passed unanimously.

Citizen Committee Reports

City Properties – No Report

Green Step Cities - Leslie McKenzie reported the committee has met with the MPCA to review what is needed to move forward with Step 4. The EV charging group met with Councilmember Pardun on potential locations.

Holidays/Events – Anderson reported Marine Mills Day is still scheduled for August 23rd.

EDA – No Report.

Communication Infrastructure – Mayor Mills noted that he and the City Clerk have been working with Midco to upgrade the internet and phone lines. Anderson is working with the

Assistant Clerk on getting the new website up very soon. Washington County communicated that during a recent emergency at William O'Brien State Park, the cell service was almost non-existent making coordination extremely difficult.

Consent Calendar – *Miller moved and Pardun seconded to approve the Minutes of 7/9/20, Treasurer's Report of 7/20, List of Bills for 8/13/20, Zoning Administrators Report-none, Public Works Maintenance Report and Planning Commission Minutes.*

Roden-yes

Anderson-yes

Pardun-yes

Miller-yes

Mills – yes

Motion passed unanimously

Old/New Business –

Wayside Rest Porta Potties – Roden questioned if the porta potties at the Wayside rest could be moved north closer to Maple Street so they are not right next to the Brookside dumpsters. Jason Crotty suggested if they are moved to a more public area then the Council should consider screening.

2019 Proposed Reserve Funds – Clerk Peterson presented the proposed reserve fund allocations from the 2019 budget. These were delayed to allow for the completion of the 2018 and 2019 audits with the new auditor.

Pardun moved and Miller seconded to approve the proposed 2019 reserve fund allocations as presented.

Pardun yes

Roden yes

Miller yes

Anderson yes

Mills yes

All in favor, motion passed unanimously.

County grant funding – The Secretary of States office was allocated grant money to cities for Covid-19 related elections expenses. The allocation for the City of Marine is \$683.57. Washington County has the opportunity to use all or some of those funds for the additional cost of the absentee balloting process. Two resolutions have been presented for consideration. The resolution for Option A directs the City to allocate all of their allocated grant dollars to Washington County and option B allows the City to the amount of allocated funds as necessary to cover their Covid related expenses, and make the remaining balance available to use by

Washington County.

Anderson moved and Miller seconded to approve Resolution 200813-01, which allows for Option B.

Anderson yes

Miller yes

Roden yes

Pardun yes

Mills yes

All in favor, motion passed unanimously.

Billy McLaughlin Hall Rental Request – Mr. McLaughlin will be hosting a concert on October 3, and again every Sunday from November 29 through December 23rd. Because the capacity restrictions due to Covid-19 only allow for 25%, Mr. McLaughlin is requesting a reduction in the rental fee. The Council would like Mr. McLaughlin to present a proposal for the amount of the reduction.

Budget meeting dates – The initial budget meeting will be held on August 20th at 6:00pm, with a follow up meeting on August 26th if necessary.

.Anderson would like to remove all non-permitted boats from the landing. Public Works will address this next week.

..Long/Short Term Goals – No Changes

Mayor Notes/Clerk's Report – None

Adjournment . Miller moved and Roden seconded to adjourn at 9:15pm.

Minutes taken by Lynette Peterson, City Clerk

ZONING ADMINISTRATOR'S REPORT

08/20 – 9/20

PERMITS ISSUED

Brian Keogh	188 Egret Lane	Garage remodel
Robin Brooksbank	775 Judd Street	Window Replacement
Suzanne Pollack	981 Rosabell	Window Replacement
Jim Maher	371 Robert St	Gas Fireplace
Luke Christiansen	350 Judd St	Interior Remodel

LJP, ZA

September 2020 List of Bills

9/10/2020

Payable To	Total Check	Code	Breakdown Amount	
Lynette Peterson	\$4,556.27	GEN		09/01/2020 - 09/30/2020
Suzanne Dammann	\$1,008.70	GEN		09/01/2020 - 09/15/2020
Suzanne Dammann	\$1,001.70	GEN		09/16/2020 - 09/30/2020
Tom Boesel	\$2,642.89	GEN		09/01/2020 - 09/15/2020
Tom Boesel	\$2,252.61	GEN		09/16/2020 - 09/30/2020
Jason Crotty	\$2,277.42	GEN		09/01/2020 - 09/15/2020
Jason Crotty	\$2,048.38	GEN		09/16/2020 - 09/30/2020
Tyler Peterson	\$193.93	G&R		Compost Attendant
Edward Jones	\$100.00	GEN		Employee IRA Contribution
Security State Bank	\$5,511.90	GEN		Fed Withholdings August
Minnesota Revenue	\$951.11	GEN		MN Withholding August
PERA	\$2,036.29	GEN		09/01/2020 - 09/15/2020
PERA	\$1,051.82	GEN		09/16/2020 - 09/31/2020
Advanced Disposal	\$9,535.71	G&R		August Services
All Hands on Deck	\$455.00	PS	\$240.00	Cleaning
		HLL	\$215.00	Cleaning
Bolton & Menk, Inc	\$4,354.00	GEN	\$60.00	Engineering
		RDS	\$4,294.00	Capital (Village Center)
Capital One	\$718.41	GEN	\$148.24	Elections
		GEN	\$115.80	Materials/Supplies
		GEN	\$5.14	Misc
		GEN	\$16.06	Services
		RDS	\$7.49	Services
		PS	\$200.00	Appreciation Dinner
		PS	\$35.27	Fuel
		PS	\$203.96	Materials/Supplies
		P&R	\$12.45	Fuel
		GEN	-\$26.00	Partial refund (masks)
Companion Animal Control	\$75.00	GEN		Animal
Country Messenger	\$505.00	GEN		Advertising
Duane W. Nielsen Company	\$454.05	WWT		Tests
Finance & Commerce, Inc.	\$258.31	RDS		Capital
Frontier	\$230.41	WWT	\$128.61	Telephone
		PS	\$101.80	Telephone
John Goodfellow	\$32.13	P&R		Urban Forest - Reimb.
Gopher State One Call	\$16.20	GEN		Locate Request Services
GovOffice	\$1,648.00	GEN		Website (6 months)
Guardian Pest Solutions	\$127.48	HLL	\$35.35	Services
		RDS	\$40.71	Services
		SCHOOL	\$51.42	Services
Hydraulic Plus & Consulting	\$58.05	RDS		Materials/Supplies
Langness Enterprises	\$921.64	RDS	\$877.99	Equipment Maintenance
		RDS	\$43.65	Equipment Repair
League of Minnesota Cities	\$901.00	GEN		Dues

Lincoln National Life Insurance	\$184.46	GEN		Employee Insurance
Marine General Store	\$103.29	P&R	\$33.97	Marine Mills Soiree
		GEN	\$47.00	Elections
		WWT	\$2.49	Materials/Supplies
		RDS	\$12.12	Materials/Supplies
		HLL	\$7.71	Materials/Supplies
Menards	\$56.06	CEM		Materials/Supplies
Midcontinent	\$772.98	RDS	\$100.00	Internet
		GEN	\$190.00	Internet
		GEN	\$482.98	Internet / Telephone
Minnesota Mayors Association	\$30.00	GEN		Dues
MPCA	\$30.00	WWT		Training
Pat Myers	\$800.00	CEM		Burial
North 40 Resources	\$347.12	RDS		Road Repair Material
NCPERS	\$64.00	GEN		Employee Insurance
On Site Sanitation	\$454.14	G&R	\$68.00	
		P&R	\$318.14	
		CEM	\$68.00	
Pace Analytical	\$280.00	WWT		Water Test
Pitney Bowes	\$87.45	GEN		Services
Premium Waters Inc	\$64.73	HLL	\$37.49	Materials/Supplies
		RDS	\$27.24	Materials/Supplies
SafeAssure Consultants Inc	\$1,125.73	GEN		Services
Security State Bank	\$16,785.00	GEN		School Bond
Sentry Systems	\$192.65	SCHOOL	\$53.90	Alarm
		RDS	\$34.95	Alarm
		HLL	\$103.80	Alarm
T-Mobile	\$54.36	RDS		Telephone
U.S Bank	\$125.00	GEN		Copier Services
Vital Systems	\$54.15	GEN		Services
Xcel Energy	\$3,082.75	HLL	\$166.14	Electric
		PS	\$132.23	Electric
		P&R	\$124.92	Electric
		RDS	\$199.97	Electric
		WWT	\$549.13	Electric
		WAT	\$199.52	Electric
		CEM	\$12.11	Electric
		SCHOOL	\$1,698.73	School
Xcel Energy	\$648.07	RDS		Streetlights
TOTAL	\$71,265.35			