

6:45 P.M. - Early Meeting - Representative of Rudy Boschwitz

7:15 P.M. - Special Meeting - Consider Appointment for 3rd
Ward Councilperson

COUNCIL MEETING

7:30 P.M.

DATE: August 18, 1986

AGENDA

I CALL TO ORDER:

II ROLL CALL:

III DETERMINATION OF QUORUM:

IV APPROVAL OF MINUTES:

Minutes of meeting of August 4, 1986

V AWARDING OF BIDS AND HEARING

VI REPORTS FROM CITY STAFF:

A. City Planner

1. 3rd Reading-Ordinance No. 208-Home Occupations in R-3 Zone.
2. Interpretation of professional offices in R-3 Zone.
3. Minor Subdivision of Grain elevator/feed mill site-2nd & Tyler Street-St. Paul Bank for Cooperatives.
4. Minor Subdivision of Lot 16, Block 21, Addition No. 13-Nettie Bakken, 1402 W. 4th Street.
5. Revised site plan-Phase I of Westview 2 Commercial Development-IBI, Inc.
6. Site plans for Phase I & II of Dakota County Government Center Expansion Project.
7. Review proposed plat correction-Country Estates Addition.

B. City Administrator

1. Change Council Meeting - due to Holiday - September 2, 1986.
2. Set Special Council Meeting-Canvass of election returns-September 10, 1986.
3. 3rd Reading-Charter Amendments (table)
4. 3rd Reading-Ordinance No. 209-City Administrator duties.
5. 3rd Reading-Ordinance No. 210-Council Agenda.
6. Accept resignation-Volunteer Firefighter-Juan Pasch.
7. Hazardous Waste brochure.
8. Request for authorization for funds-cardiac monitors & defibrillators-Set Public Hearing.
9. City Hall proposal for renovation-Fuchs.

C. City Attorney

D. City Engineer

- VII COMMENTS FROM AUDIENCE:
 - VIII UNFINISHED BUSINESS:
 - IX NEW BUSINESS:
 - X REPORTS FROM CITY COMMITTEES, OFFICERS, COUNCILMEMBERS
 - XI COMMUNICATIONS AND MISCELLANEOUS BUSINESS:
 - XII PAYMENT OF CLAIMS
- Consent Agenda:
1. Pay all bills as audited.
- XIII ADJOURNMENT:

Hastings, Minnesota
August 4, 1986

The City Council of the City of Hastings, Minnesota met in a regular meeting on Monday, August 4, 1986 at 7:30 p.m. in the Council Chambers of the City Hall.

Members Present: Councilmember Berg, Werner, Kulzer, Bond, Trautmann, Nesbitt, Plan and Mayor Stoffel.

Members Absent: None.

The Mayor called for additions or corrections to the minutes of the meeting of July 21, 1986 and hearing none declared the minutes approved as presented.

Moved by Councilmember Trautmann, seconded by Councilmember Kulzer to accept the following bids that were received according to the specifications set forth by the City Council. 8 Ayes; Naves, None.

ACCEPT BIDS-
EMPLOYEE HEALTH
INSURANCE

Plan I - Present Plan

	<u>Total Annual Cost</u>
Firemans Fund	\$160,050.00
Blue Cross/Blue Shield	154,999.68
Great West	143,101.20

Plan II

\$100 deductible, 80-20, Comp, Major Med.

Firemans Fund	\$130,666.80
Blue Cross/Blue Shield	139,312.80
Great West	127,630.80
U.S. Life	130,405.84
Time Insurance	137,372.30

Dental Insurance

Diagnostic, Preventive and Minor Restorative

Canada Life	\$12,858.48
Delta Dental	18,284.40
Blue Cross/Blue Shield	18,790.56

Moved by Councilmember Bond to turn the matter of the Employee Health Insurance over to the Administrative Committee of the City Council to consider and make recommendation. This motion died for a lack of a second.

Councilmember Werner suggested that possibly two members of the Council work with the Employee Insurance Committee to consider possible alternatives to the health insurance.

The Mayor suggested that Councilmember Trautmann and Councilmember Plan work with the Employee Insurance Committee, however the following motion was adopted.

Moved by Councilmember Berg, seconded by Councilmember Werner to submit the present plan and alternate Plan II to the employees to a vote on which plan they prefer. 8 Ayes; Naves, None.

The Mayor declared the Public Hearing open at 8:00 p.m. to consider amending Section 10.13, Subdivision 2 and Section 10.02, Subdivision 11 having to do with Home Occupation Permits. The Mayor asked if anyone wished to speak on the matter, no one wished to do so. The Mayor closed the public hearing at 8:01 p.m.

PUBLIC HEARING-
HOME OCCUPATION
IN R-3 ZONE AND
DEFINITION CHANGE

The Mayor declared the Public Hearing open at 8:01 p.m. to consider a Special Use Permit allowing Ken and Dave's autobody repair business in the Industrial Park. The Mayor asked if anyone wished to speak on the issue, no one wished to do so. The Mayor closed the public hearing at 8:02 p.m.

PUBLIC HEARING-
SPECIAL USE
PERMIT-INDUSTRIAL
PARK

The Mayor declared the Public Hearing open at 8:02 p.m. to consider the request for a vacation of drainage and utility easements contained in the Dakota Hills 6th Addition as platted by the Dakota Hills 5th Addition. The Mayor asked if anyone wished to speak on the issue, no one wished to do so. The Mayor declared the public hearing closed at 8:03 p.m.

PUBLIC HEARING
DRAINAGE AND
UTILITY EASEMENT-
DAKOTA HILLS 5TH
ADDITION

The Mayor declared the Public Hearing open at 8:03 p.m. to consider amending Section 2.80 of the City Code adding additional duties for the City Administrator. The Mayor asked if anyone wished to speak on the issue, no one wished to do so. The Mayor declared the public hearing closed at 8:04 p.m.

PUBLIC HEARING-
CITY ADMINISTRATOR
DUTIES

The Mayor declared the Public Hearing open at 8:04 p.m. to consider amending Section 2.52, Subdivision 1 of the City Code relating to the placement of items on the Council agenda. The Mayor asked if anyone wished to speak on the issue, no one wished to do so. The Mayor declared the public hearing closed at 8:05 p.m.

PUBLIC HEARING-
COUNCIL AGENDA

Moved by Councilmember Nesbitt, seconded by Councilmember Werner to pass the 3rd and Final Reading of Ordinance No. 205 amending Section 10.01, Subdivision 1 of the City Code Zoning Sunny Acres as R-2 Medium Density Residential. 8 Ayes; Nayes, None.

3RD READING-
ORDINANCE NO.
205-ZONING
MALCOLM AVENUE

Moved by Councilmember Kulzer, seconded by Councilmember Plan to pass the 2nd Reading of an Ordinance Amending Section 10.13, Subdivision 2 and 10.02, Subdivision 11 having to do with Home Occupation Permits. 8 Ayes; Nayes, None.

2ND READING-
ORDINANCE
AMENDMENT-
HOME OCCUPATION
R-3 ZONE AND
DEFINITION CHANGE

Moved by Councilmember Berg, seconded by Councilmember Kulzer to approve the Special Use Permit for Ken & Dave's Auto Repair in a proposed building in the Industrial Park to be located at the Northwest corner of 160th Street (31st Street) and Millard Avenue, subject to the Industrial Park Advisory Boards recommendations as follows. 8 Ayes; Nayes, None.

SPECIAL USE
PERMIT-AUTO
REPAIR-INDUSTRIAL
PARK

1. That the outside storage of automotive vehicles is prohibited.
2. No inoperable vehicle shall be stored overnight outside of the building.

Moved by Councilmember Trautmann, seconded by Councilmember Werner to adopt Resolution No. 64-86 approving the request for vacation of drainage and utility easements contained within the Dakota Hills 6th Addition as platted by the Dakota Hills 5th Addition-Hastings Construction/Affected property owners. 8 Ayes; Nayes, None. Copy of resolution on file.

RESOLUTION NO.
64-86 UTILITY AND
DRAINAGE EASE-
MENTS-DAKOTA HILLS
5TH ADDITION

Moved by Councilmember Kulzer to approve a time extension for the McGoon Photography Studio for an additional 30 days. This motion died for lack of second.

MOGOON PHOTOGRAPHY-
TIME EXTENSION

Moved by Councilmember Werner, seconded by Councilmember Trautmann, to set Council interpretation of the City Code whereby Photography Studios are considered professional offices thereby allowed in an R-3 zone.

Moved by Mayor Stoffel, seconded by Councilmember Berg, to table the matter of the Council interpretation of the City Code until the next meeting of City Council. 5 Ayes; Nayes, Werner, Kulzer and Trautmann.

Moved by Councilmember Bond, seconded by Councilmember Nesbitt, to approve the request for a 30 day extension to the Home Occupation for the McGoon Photography Studio. 8 Ayes; Nayes, None.

Moved by Councilmember Plan, seconded by Councilmember Berg to appoint the following judges to serve for the 1986 Primary and General Election. 8 Ayes; Nayes, None.

APPOINT ELECTION
JUDGES

Ward 1

Gloria Stoneberg (head judge)
Evelyn Blanchard
Joan Moes
Pat Fox
Lova Dotson
Jo Erickson
Claire Bieraugel
Marcella Bauer
Carol Scully
Betty Zontelli
Helen Biessel
Helen Schoen

Ward 2

Mary Teuber (head judge)
Catherine Wagner
Corrine McNamara
Lorraine Nolan
Joan Grier
Grace Sorenson
Janelle Wohfiel (general only)
Mickey O'Connor
Dorothy Wanke
Maxine Hampton (primary only)
Marcella Linde
Marilyn Peterson

Ward 3

Joanne Dempsey (head judge)
 Jackie Kane
 Mary Ann Peterson
 Janet Niebuhr
 Helen Smith
 Helen Ruedy
 Emiline Hamilton
 Fern Swanson
 Janice Burr
 Ellen Johnson
 Angela Richter

Ward 4

Marilyn Rother (head judge)
 Marcia Pletcher
 Jackie Albrecht
 Pat Gildemeister
 Lois Milbrandt
 Marcia Van Vleet
 Phila Matsch
 Martha Grosenick
 Mary Fischer
 Betty McWilliams
 Maxine Hall
 Mary Ann Teuber

Counting Center Judges

Pat Pederson
 Dorothy Swanson

Extra Judges - for fill-in if needed or absentee ballot board if needed.

1 judge from Ward 4 above

Barbara Lutz
 Pat Campbell
 Evelyn Puffaff
 Roberta Klein
 Kay Harren
 Betty McWilliams

Because it is required to balance parties as nearly as possible, staff may need to re-assign judges as needed to the wards.

Moved by Councilmember Trautmann, seconded by Councilmember Kulzer to authorize the city to enter into an agreement with Thornber Election Group to provide maintenance/support equipment agreement for the up coming 1986 elections. 8 Ayes; Naves, None. ELECTION EQUIPMENT AGREEMENT

Moved by Councilmember Trautmann, seconded by Councilmember Werner to pass the 2nd Reading of the Charter Amendments. 8 Ayes; Naves, None. 2ND READING- CHARTER AMENDMENTS

Moved by Councilmember Nesbitt, seconded by Councilmember Werner to pass the 3rd Reading of Ordinance No. 206 Amending Section 2.61 of the City Code adding additional restrictions regarding the electronic transfer of funds. 8 Ayes; Naves, None. 3RD READING- ORDINANCE NO. 206 -WIRING OF FUNDS

Moved by Councilmember Trautmann, seconded by Councilmember Nesbitt to pass the 2nd Reading of an Ordinance Amending Section 2.80 adding addition duties for the City Administrator. 8 Ayes; Naves, None. 2ND READING- ORDINANCE AMENDMENT -CITY ADMINISTRATOR DUTIES

Moved by Councilmember Plan, seconded by Councilmember Berg to pass the 2nd Reading of an Ordinance Amending Section 2.52, Subdivision 1 relating to the placement of items on the Council Agenda. 7 Ayes; Naves, Werner. 2ND READING- ORDINANCE AMENDMENT -COUNCIL AGENDA

Moved by Councilmember Berg, seconded by Councilmember Nesbitt to pass the 3rd Reading of Ordinance No. 207 Amending Section 2.42, Subdivision 2 of the City Code having to do with the composition of the Natural Resources and Recreation Commission. 8 Ayes; Naves, None. 3RD READING- ORDINANCE NO. 207- NRRC REDUCTION IN MEMBERSHIP

Moved by Councilmember Berg, seconded by Councilmember Werner to authorize the purchase of 2 CB Radios for the Park Rangers, costing \$200.00. This money would come from the 1986 Park Rangers Budget. 8 Ayes; Naves, None. CB RADIOS-PARK RANGERS

Moved by Councilmember Berg to deny the petition for annexation for the home located at 16180 LeRoy Avenue. This motion died for lack of a second. PETITION FOR ANNEXATION

Moved by Councilmember Werner, seconded by Councilmember Bond to approve the annexation of the home located at 16180 LeRoy Avenue and to make the annexation known to near by residents that the city services are being made available if they are interested in annexation. 7 Ayes; Naves, Berg.

- Moved by Councilmember Werner, seconded by Councilmember Kulzer to approve the job description for a Water and Electric Maintenance Worker for the Water Electric Public Works Department and authorize the posting/advertisement for the position. 8 Ayes; Naves, None. JOB DESCRIPTION-
WATER OPERATOR
- Councilmember Nesbitt addressed the Council informing them that he had received 4 resumes' for the current vacancy in the 3rd Ward Council seat. An Administrative Committee meeting will be held on Thursday, August 7, 1986 beginning at 7:00 p.m. to interview these candidates. ADMINISTRATIVE
COMMITTEE-3RD
WARD COUNCIL
VACANCY
- Moved by Councilmember Trautmann, seconded by Councilmember Nesbitt to approve the hiring of Kramer and Associates, Ltd., to do the 1986 City audit in an amount not to exceed \$20,000.00. 8 Ayes; Naves, None. 1986 AUDIT
- Moved by Councilmember Trautmann, seconded by Councilmember Werner to approve the change order to encompass purchasing another cable to insure the conductivity of the electricity to NSP lines. 6 Ayes; Naves, Berg and Bond. HYDRO PLANT-
EXTRA CABLE
- Moved by Councilmember Werner, seconded by Councilmember Trautmann to adopt Resolution No. 65-86 directing staff to prepare the proposed assessment for the cost of the improvements for the 1986 projects. 8 Ayes; Naves, None. Copy of resolution on file. RESOLUTION NO.
65-86 PROPOSED
ASSESSMENTS
1986 IMPROVEMENTS
- Moved by Councilmember Nesbitt, seconded by Councilmember Kulzer to approve change order #1 to the specifications for the 1986 Street and Utility Improvements - Pine Street sidewalk. This change order provides that the existing sidewalk shall remain on the east side between 3rd Street and 5th Street. The sidewalk for the remainder of Pine Street between 2nd Street & T.H. 55 shall be constructed adjacent to the curb on the east side except from 6th Street to a point 150 feet south where it shall be constructed adjacent to the property line. 7 Ayes; Naves, Bond. PINE STREET
WALKS-CHANGE
ORDER
- Moved by Councilmember Berg, seconded by Councilmember Kulzer to approve the final payment to Northdale Construction in the amount of \$2,616.79 for the sanitary sewer construction on Pine Street. 8 Ayes; Naves, None. FINAL PAYMENT-
NORTHDALE
CONSTRUCTION-
PINE STREET
- Moved by Councilmember Werner, seconded by Councilmember Plan to approve the final payment for the 1986 sealcoating to Allied Blacktop in the amount of \$39,146.87. 8 Ayes; Naves, None. FINAL PAYMENT-
ALLIED BLACKTOP
SEALCOATING
- Moved by Councilmember Werner, seconded by Councilmember Bond to approve change order #1 for Well Pump No. 5 modification and electrical controls. 8 Ayes; Naves, None. CHANGE ORDER
NO. 1-WELL NO.
5
- Moved by Councilmember Nesbitt, seconded by Councilmember Trautmann to:
1. Pay all bills as audited.
 2. Partial payment No. 3-1986 Improvement-Keller Construction \$342,212.77. 8 Ayes; Naves, None.
- Moved by Councilmember Berg, seconded by Councilmember Werner to table the matter of the consideration of the Eyries building until the next meeting of the City Council. 3 Ayes; Naves, Werner, Kulzer, Bond, Trautmann and Plan. EYRIES BUILDING-
CITY HALL

The Mayor recessed the meeting for the purpose of the Council looking at the Eyries building for consideration as a part of City Hall.

The City Council meeting reconvened at 9:55 p.m.

Moved by Councilmember Werner, seconded by Councilmember Kulzer to have the City Staff contact architects for a schematic to utilize the existing City Hall as well as the Eyries building and determine estimated cost of remodeling. 6 Ayes; Naves, Berg and Bond.

Moved by Councilmember Berg, seconded by Councilmember Plan ADJOURNMENT to adjourn the meeting at 10:25 p.m. 7 Ayes; Naves, Berg.

ATTEST

Mayor

City Administrator/Clerk

HASTINGS PLANNING COMMISSION

Monday, August 11, 1986

The regular meeting of the Hastings Planning Commission was called to order at 7:30 P.M.

Members Present: Commissioners Stevens, Dredge, Folch, Kaiser, Conzemius, Anderson, Voelker, and Chairman Simacek.

Members Absent: Commissioner Ditty.

Staff Present: Planning Director Harmening

Commissioner Kaiser moved, seconded by Commissioner Conzemius, to approve the July 28, 1986 Planning Commission minutes. Voice vote carried unanimously.

MINUTES

The Chairman reopened the Public Hearing at 7:35 p.m. There being no comments from the audience Chairman Simacek closed the Public Hearing at 7:36 p.m. Planning Director Harmening reviewed with the Planning Commission the information they had requested pertaining to the anticipated future land use for the subject property as outlined in the draft of the Master Plan which was being prepared by the HRAs consultant as well as a memorandum from the HRA regarding their current interest in the property. Planning Director also reviewed certain conditions the applicant should be required to meet to allow the minor subdivision to be approved. These items included a parking agreement between the two eventual property owners, a realignment of the proposed new lot line to meet setback requirements, the removal of concrete foundations which overlap the proposed lot line, and the implementation of a Declaration of Minor Subdivision, and a possible storm sewer easement. After considerable discussion a motion was made by Commissioner Stevens, seconded by Commissioner Conzemius, to recommend approval of the minor subdivision subject to the following conditions:

CONTINUE PUBLIC HEARING-MINOR SUBDIVISION OF GRAIN ELEVATOR & FEED MILL SITE- 2ND & TYLER STREET ST. PAUL BANK FOR COOPERATIVES.

- A. That some type of parking agreement be implemented for the two proposed parcels to insure adequate off street parking arrangements were still available.
- B. That the proposed lot line be adjusted to meet required setback requirements from the buildings and metal bins.
- C. That the concrete foundations be removed which overlap the proposed lot line.
- D. That a Declaration of Minor Subdivision be implemented.
- E. That a possible storm sewer easement be obtained by the city.

Upon vote taken, Ayes, Commissioner Stevens, Conzemius, and Simacek; Nays, Commissioner Dredge, Folch, Kaiser, Anderson, Voelker. The motion was not approved.

The Chairman opened the Public Hearing at 8:00 P.M.

Barbara Jensen, 1181 W. 4th St., indicated that she was not in favor of the minor subdivision as the proposed purchaser of the one half of the property in question wanted to park a truck on the site. Mrs. Jensen indicated that she felt the parking of a truck in the residential area was a danger to the neighborhood.

There being no further comments from the audience the Chairman closed the Public Hearing at 8:05 p.m.

Planning Director indicated to the Planning Commission that Nettie Bakken owns three lots at the northwest corner of 4th & Ash Street. It appears that the Bakken home is situated on two of the lots, or lots 17 & 18. Bakken desires to sell one half of lot 16 to her next door neighbor named Gerald Kramer, who owns lot 15, in order for them to have more space in between their properties (as per the letter from Bakkens attorney). To accomplish this task Bakken requests approval of a minor subdivision. The Planning Director reviewed with the Planning Commission various items pertaining to the property including zoning, etc. After discussion a motion was made by Commissioner Conzemius, seconded by Commissioner Dredge, to recommend approval of the minor subdivision subject to, if necessary, the completion of a Declaration of Minor Subdivision. Upon vote taken, Ayes, 6; Nays, Commissioner Folch and Commissioner Voelker. The motion was declared approved.

Planning Director informed the Planning Commission that IBI, Inc. has requested that the City approve a revised site plan for the Phase I development of the Westview 2 project located west of the intersection of So. Frontage Road and Westview Drive. Changes in the originally approved Phase I site plan include the addition of a 15,600 gross square foot office building, the addition of related parking, and other minor parking lot modifications. The Planning Director indicated that the city had originally approved the Phase I site plan in June of 1986 for the 29,400 Sq.ft. Tops Do It Center building and retail space.

PUBLIC HEARING-
MINOR SUBDIVISION
OF LOT 16, BLOCK
21, ADDN #13-
NETTIE BAKKEN,
1402 W. 4TH ST.

REVIEW OF REVISED
SITE PLAN-PHASE I
OF WESTVIEW 2
COMMERCIAL DEVELOP-
MENT-IBI, INC.

The Planning Director reviewed with the Planning Commission the proposed building addition, parking arrangements, storm sewer, landscaping, etc. The Planning Director discussed in length with the Planning Commission matters pertaining to the traffic system impact of the proposed development as related to the Westview Drive/So. Frontage Road intersection. The Planning Director noted that the office buildings first floor elevation is proposed to be at elevation 859 which is several feet higher than the existing grades around the building. To adjust for the sharp grade change the Planning Director noted that retaining walls were proposed to be added on the northeast side of the building. It was further noted that although the proposed elevation of the office building and retaining walls would not improve the site lines at the intersection the developer does propose to cut the grade between the retaining walls and the intersection which should improve the sight line. The Planning Director also stated that, upon checking with the Police Department, only one car accident had been reported in the last three years for the So. Frontage Road/Westview Drive intersection.

Commissioner Kaiser expressed concern with the intersection and suggested that the two proposed trees at the intersection be removed to improve sight lines. Comments were also made regarding a possible berm along Westview Drive.

Brooks Swanson, representative for IBI, presented elevation drawings of the proposed building and answered questions of the Planning Commission.

After considerable discussion a motion was made by Commissioner Dredge, seconded by Commissioner Anderson, to recommend that the revised site plan for the expansion of Phase I of the Westview 2 commercial development be approved subject to the following conditions:

- A. Additional lighting being provided for the parking lot to the south of the Top Do It Center Store with said lighting to be installed so as not to be disruptive to adjacent residential areas.
- B. The developer is to reduce the grade of the area directly adjacent to the intersection of So. Frontage Road and Westview Drive so as to improve sight lines at this intersection. In addition the two trees proposed to be located at this intersection are not to be installed.
- C. The calculation of the additional parking spaces for the office building to be verified at the time of final building plan submittal.
- D. The developer is to provide additional plantings in front of the six parking spaces directly adjacent to the office building which face Westview Drive and a residential area.
- E. That the Developers Agreement currently in place between the Developer and the City regarding the original Phase I proposal be amended to take into consideration the revised site plan and the conditions for approval.
- F. That the City Engineer study the need to make the South Frontage Road/Westview Drive intersection a 3 or 4 way stop and to also study the need to make the west side of Westview Drive a "No Parking Zone".

Upon vote taken, Ayes, 8; Nays, 0.

The Planning Director informed the Planning Commission that Dakota County is requesting approval of the site plan for Phase I and Concept approval for Phase II of the proposed Dakota County Government Center Expansion Project. It was noted that the zoning for the property is P-I Public Institution.

REVIEW OF SITE
PLANS FOR PHASE I
AND II OF DAKOTA
COUNTY GOVERNMENT
CENTER EXPANSION
PROJECT-DAKOTA CO

The Planning Director outlined for the Planning Commission the Phase I proposal which includes the construction of the Law Enforcement Center, expansion of the public parking area to the southwest, connection of the loading area drive to 4th St., and raising the existing Ponding area berm. Other matters discussed with the Planning Commission regarding Phase I included parking, storm sewer, erosion control, etc.

The Planning Director also discussed the Phase II proposal which includes the addition of 6 court rooms, construction of shell space for 6 future court rooms, expansion of the staff parking area to the north, expansion of the handicapped and short term parking area, and connection of the parking lot to a proposed new public street at the west property line. It was noted that Dakota County intends to petition for the proposed street to be constructed in the summer of 1987. Planning Director informed

the Planning Commission that matters pertaining to the Countys dedication of the street right of way to the City will be reviewed at a later date by the Planning Commission. It was further noted that Phase II is in the early programming and design stage and is tentatively scheduled to begin construction in the Spring of 1987. The Planning Director further discussed matters pertaining to parking, storm sewer, erosion control, and other matters related to the Phase II proposal.

The Planning Director informed the Planning Commission that two primary concerns relating to the Government Center expansion project pertain to parking and storm sewer needs.

In attendance to answer questions of the Planning Commission were Clifford Buikema, Architect, and Robert Frigaard, Consulting Engineer for the County. The Planning Commission questioned Mr. Frigaard on the adequacy of the storm sewer system as it relates to the proposed expansion project. Mr. Frigaard indicated that the proposed modification to the Pond berm will adequately handle storm sewer needs for the area which it serves. It was further indicated by Mr. Frigaard that the 4th Street storm sewer system was also adequate to handle the run off generated by the expansion project.

Architect Buikema also provided the Planning Commission with elevation drawings of the law enforcement structure.

After discussion a motion was made by Commissioner Folch, seconded by Commissioner Conzemius, to recommend approval of the site plan for Phase I and Concept approval for Phase II of the proposed Dakota County Government Center expansion project subject to the following conditions:

- A. That the County provide the city with final plans for the proposed adjustment to the Pounding berm.
- B. That the County should take steps to insure that adequate erosion control measures are implemented during building and parking lot construction.
- C. That the County should implement some type of landscaping for screening purposes around the perimeter of the proposed parking lots.
- D. That the County should consider providing rip rap, if needed, around the outlet of the retaining pond.
- E. Parking lot lighting should be designed in a manner which is not obtrusive to the neighboring properties.

Upon vote taken, Ayes, 8; Naves, 0.

The Planning Director informed the Planning Commission that at its last meeting the Commission tabled action on the request by Burmeister for a zoning ordinance amendment/comp plan amendment to permit an Ag preserves designation so that Burmeister and the city staff could further study and provide information to the Planning Commission on the viability of Burmeister using the Green Acres law versus the ag preserves law to protect her property from development intrusions. The Planning Director briefly summarized for the Planning Commission the Metropolitan Ag Preserves Act and the Minnesota Agricultural Property Tax Law (Green Acres).

ZONING AMENDMENT/
COMP PLAN AMEND-
MENT-AG PRESERVES
DESIGNATION -
IRENE BURMEISTER,
2200 RAVENNA TRAI

Mrs. Burmeister indicated that upon researching the two laws in her opinion the Green Acres law would not adequately protect her from special assessments as would the ag preserves statute.

The Planning Director reviewed with the Planning Commission the previous memo sent to them on this matter which contained comments pertaining to the citys Comp Plan and Zoning Ordinance requirements pertaining to the property in question. Harmening further noted that it appeared the Citys current land use controls and policies, which relate to the Burmeister property as well as other properties in the area should protect the area from urban development intrusions such as the extension of sewer and water. Harmening further indicated that if the majority of the Planning Commission feels that implementing an Ag preserves tool in Hastings is unwarranted that the Planning Commission should indicate these feelings to Burmeister and inquire whether or not she would consider withdrawing her application such that her \$150.00 fee may be returned and considerable time not wasted. The Planning Commission did question Burmeister on this matter and Burmeister indicated that after considerable thought she had decided to withdraw her application at this time. She further indicated that she in no way desires to develop her property and hopes that the Comp Plan language and zoning language in place protects her adequately from development intrusions. Based on this withdrawal of her application the Planning Commission directed Planning Director Harmening to return Burmeisters \$150.00 application fee. The Planning Commission thanked Mrs. Burmeister for her patience with the citys review of this matter. No further action was taken.

Planning Director Harmening indicated that the City of Hastings is in the process of selling city owned property located directly west of the water tower situated along the No. Frontage Road. At this point a survey is being done by Dwyer Surveying so as to delineate the proposed property to be sold. A motion was made by Commissioner Kaiser, seconded by Commissioner Anderson, to order that a Public Hearing be held on the proposed minor subdivision. The Public Hearing is to be held on August 25, 1986 at 7:30 p.m. Upon vote taken, Ayes, 8; Nays, 0.

ORDER PUBLIC
HEARING-MINOR
SUBDIVISION OF
CITY OWNED PROP-
ERTY ADJACENT TO
WATER TOWER ALONG
SO. FRONTAGE ROAI

The Planning Commission tabled discussion regarding the review of the McGoon Home Occupation Permit.

MCGOON HOME
OCCUPATION PERMIT

The Planning Director updated the Planning Commission on recent City Council Action.

OTHER BUSINESS

A motion was made by Commissioner Conzemius, seconded by Commissioner Dredge, to adjourn the meeting at 9:05 p.m. Upon vote taken, Ayes, 8; Nays, 0.

ADJOURNMENT

MEMO

Date: August 14, 1986

To: Mayor and City Council

From: Tom Harmening, City Planner

Re: Zoning Ordinance Amendment - Home Occupation in R-3 Zones.

Attached, for a third reading, is the above stated ordinance amendment.

jt

ORDINANCE NO. _____, SECOND SERIES

AN ORDINANCE OF THE CITY OF HASTINGS AMENDING SECTION 10.13, SUBD 2 ALLOWING HOME OCCUPATIONS AS A PERMITTED USE IN THE R-3 MEDIUM DENSITY RESIDENCE ZONE AND AMENDING SECTION 10.02, SUBD 11 BY ADDING RESTRICTIONS TO THE DEFINITION OF HOME OCCUPATIONS.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HASTINGS AS FOLLOWS:

- A. Section 10.13, Subd. 2 of the Hastings City Code shall be amended to add the following:

Subsection E - Customary Home Occupations but allowed only in single family detached dwellings and two family dwellings and in accordance with Section 10.02, Subd. 11.

- B. Section 10.02, Subd. 11 of the Hastings City Code shall be amended to add the following sentences:

No mechanical or electrical equipment is to be used if the operation of such equipment interferes with the residential environment of the neighborhood. Only articles made or originating on the premises shall be sold on the premises unless such articles are incidental to a permitted Home Occupation.

VIOLATION A MISDEMEANOR. Every person violates a Section, Subdivision, Paragraph or Provision of this Chapter when they perform an act thereby prohibited or declared unlawful, or fails to act when such failure is thereby prohibited or declared unlawful, and upon conviction thereof, shall be punished as for a misdemeanor, except as otherwise stated in specific provisions hereof.

Adopted by the City Council of the City of Hastings this _____ day of _____, 1986.

This ordinance shall be effective upon passage and seven days after publication.

BY: _____
LuAnn Stoffel, Mayor

ATTEST:

Gary E. Brown, City Administrator/Clerk

V1A2

MEMO

Date: August 14, 1986

To: Mayor & Council

From: Tom Harmening, City Planner

Re: Professional Office in R-3 Zone

During the last City Council meeting a question was raised whether a photography studio constituted a professional office which are permitted in R-3 zones. This question was precipitated due to the recent review of the McGoon Photography Studio. As you recall the interpretation was tabled until the 8/18/86 Council meeting such that staff could provide research on the matter and provide input to the Council.

On a related matter I wish to make the Council aware of the fact that McGoons attorney has made application to the city which requests that the city consider possible action to resolve the McGoon home occupation matter which included a request for an interpretation of what constitutes a professional office (see attached letter). It was anticipated that this matter would proceed through the usual channels and was scheduled to be placed on the Planning Commission Agenda for August 25, 1986. Therefore, due to this circumstance Council action at this time regarding the interpretation of professional office might be somewhat premature. Nevertheless, staff has followed the instructions of the City Council and has reviewed the question pertaining to the interpretation of professional office.

Prior to commencing discussion on this matter staff would like to note that clearly defining a professional is not an easy task based on the fact that what may constitute a professional occupation to one person may not be in line with the thoughts of another. Due to this fact the Council may wish to eventually dispose of the phrase "professional" office as a permitted use and just simply list the types of office uses permitted in a specific zone.

It appears that the Council could take two courses of action regarding an interpretation of what constitutes a professional office - a "liberal" interpretation and what staff would call a more "traditional" interpretation. Based on the following comments staff is currently of the opinion that the "traditional" interpretation should be considered.

Liberal Interpretation

A liberal interpretation of professional office, which staff assumes would include photography studios, would appear to imply that any vocation, calling, occupation or employment involving labor, skill, education, and special knowledge which a person professes to have acquired could be construed as being a profession. This would appear to imply that a person of almost any trade or occupation could then be permitted to establish a business under the auspices of a professional office. In staffs opinion this interpretation could then set a potentially troublesome precedent as it is felt the intent of certain zoning districts within the city could be compromised. For example, professional offices are permitted uses in the

R-3 zone. In staffs opinion it is questionable whether or not office uses of any type should be allowed in the R-3 zone but in any event it appears that the intent, at least in part, of allowing professional offices in the R-3 zone was to provide on a limited bases (traditional interpretation) certain types of offices as transitional uses in some areas in the R-3 multi family district. In addition, as the Council is aware, the R-3 zone is often used under a planned unit development concept. In this case, under an R-3 PUD some limited land uses (professional offices under a traditional interpretation) other than residential are permitted and, on a preplanned basis, may be very functional as the propensity for a whole neighborhood to be commercialized in an unplanned fashion is eliminated. As was stated before, in the case of the R-3 zone the primary intent is to accomodate residential land uses. A liberal interpretation of professional office could compromise the residential integrity of the zone and would not, in staffs opinion, be consistent with the Comp Plan. Also, please recall that home occupations are proposed to be permitted uses in the R-3 zone which would allow small scale businesses to exist.

It should also be noted that discussion by the Council and Planning Commission regarding professional offices in the citys residential zone is not new. For example, in late 1983 the City Council adopted an ordinance which deleted professional offices as uses in the R-1 and R-2 zone as there apparently was a concern that the creation of offices of any interpretation in these zones could cause problems. In addition, concerns were also expressed by the Planner at that time regarding the advisability of permitting professional offices, particularly with a liberal interpretation, in the R-3 zone as well (see attached memo from P. Burns dated 10/7/83). Staff basically concurs with the previous Planners thoughts and submits that maybe the city should consider deleting offices of any type, excepting for possible PUD's, from the R-3 zone.

The Council also discussed professional offices in November of 1985 during which it found that a barbershop/beauty shop and tanning salon did not constitute a professional office.

Traditional Interpretation

At the risk of upsetting persons involved in certain occupations the traditional interpretation of a professional office, which by studying the zoning ordinance would appear to be its intent, would imply that the "learned" and highly advanced educational professions such as attorneys and doctors would most certainly fall under the definition of professional. In addition, other occupations which imply professional attainments and highly advanced education (as distinguished from mere skill) and involve predominantly mental, intellectual, or scientific skill (rather than physical or manual) would also appear to be eligible to be identified as professional.

As was stated previously, it is staffs opinion that the intent of the zoning ordinance was to use the traditional interpretation of professional, particularly in the residential zones, due in part to the concerns expressed above.

As an added note, to support the previous comments regarding the intended definition of professional office the Council should be aware that within the listing of permitted uses in commercial zones in the citys zoning ordinance the use "professional office" is listed separately from "photography studio" as a permitted land use which would appear to imply that photography studios were not intended to be considered as a professional office.

Based upon the traditional interpretation of professional offices and the comments provided in this memo the following occupations could be considered to fall under professional:

Doctors (of all types including psychologists/psychiatrists, veterinarians), Dentists, Attorneys, Engineers, Architects, possibly Accountants (CPA) and, based on a 1983 Council interpretation, Insurance and Real Estate Brokers.

Summary

To summarize this memo the following thoughts are provided for your consideration:

- A. A clear definition of professional is somewhat difficult to provide and the Council may wish to eventually discard the use of this phrase in the Zoning Ordinance (or limited only to PUDs in R-3 zones) and in its place simply list the types of office uses allowed.
- B. A liberal and traditional interpretation of professional office appears available to the Council. Based upon the research conducted by staff it would appear that the traditional interpretation should be implemented, which, in staffs opinion would not include photography studios.

Other matters

A question was raised with respect to the number of parking spaces McGoon would be required to provide if a photography studio was interpreted as being a professional office. This topic in itself presents an interesting question due to the following:

- A. Professional offices are required to provide one parking space for each 100 sq. ft. of floor area. If this standard was implemented McGoon would be required to provide 10 spaces.
- B. Studios are required to provide 1 parking space for each 400 sq. ft. of floor area. If this standard was implemented McGoon would be required to provide 3 parking spaces.

The question now raised is which parking requirement should be met? If a photography studio was interpreted as being a professional office it is felt the City would have sufficient justification to require the stricter parking interpretation.

MORATZKA, DILLON, KUNKEL & STORKAMP

PROFESSIONAL ASSOCIATION

ATTORNEYS AT LAW

705 VERMILLION STREET

P.O. BOX 489

HASTINGS, MINNESOTA 55033

(612) 437-7740

TIMOTHY D. MORATZKA
TIMOTHY K. DILLON
PHILLIP L. KUNKEL
JAMES B. STORKAMP
SUSAN A. SCHNEIDER

CANNON FALLS OFFICE
4TH AND MILL
CANNON FALLS, MINNESOTA 55009
(507) 263-4654
TWIN CITIES LINE: 333-6738

July 24, 1986

Mr. Tom Harmening
Planning Director
City of Hastings
100 Sibley Street
Hastings, MN 55033

In Re: Mac McGoon Property
1100 Westview Drive, Hastings

Dear Tom:

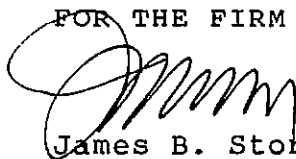
As we have previously discussed by phone, to resolve the alleged improper use of property referred to above by our client, Mr. McGoon, we would propose to make application to the City at this time for a rezoning of the property to C-1 Classification under the Hastings City Code. To save time for our client and for city staff and the Planning Commission and City Council, we would propose, at the same time, to make three alternative requests to the City should our initial request ultimately be denied. The first alternative would be, in the event that the City decides against the rezoning request, for an amendment, by the City, of Hastings City Code Section 10.13 Subdivision 2B to add to that Paragraph, as a permitted use, photographic studios. As a second alternative, we would like to make application for an administrative interpretation by your office, or the City Council, acting as the Board of Adjustment and Appeals, to define professional photographic studios as being a professional office use as contemplated by Section 10.13 Subdivision 2B. The final alternative request would be for a variance from the provisions of the home occupation permit ordinance to allow the continued use of the property for the home occupation as previously conducted there for the last eight years in approximately 35% of the home and with one non-family employee on the premises.

Please be so kind as to advise us what type of formal application and application fee you will require for this multi faceted request and we will immediately provide you with same. We will then be in touch with you to discuss the various alternatives and

to obtain your advices as to what your recommendations will be to the Planning Commission. Also, we would intend to appear before the Planning Commission to make a brief presentation with regard to our request. Thank you in advance for your assistance herein.

Very truly yours,

FOR THE FIRM

A handwritten signature in cursive script, appearing to read 'J. B. Storkamp', written in black ink.

James B. Storkamp

JBS:lmc

cc: Mac McGoan

October 7, 1983

MEMO

TO: PLANNING COMMISSION

FROM: PAUL BURNS

SUBJECT: REVIEW OF ZONING ORDINANCE DEFINITION OF "PROFESSIONAL OFFICES"

At their last meeting, the City Council chose to interpret the term "Professional Offices" to include such things as Insurance and Real Estate Offices. This term is included in a grouping of land uses that is included as a special use in the R-1 District, a permitted use in the R-2, R-3, and R-4 Districts. Previously, this term had only been interpreted to include Doctors, Dentists, and Lawyers Offices. The City Council has asked the Planning Commission to review this provision for its appropriateness, and definition in these residential districts.

This was a provision that was historically placed in many older zoning ordinances. I believe its original intent was to allow an office for such things as Doctors and Dentists, when they were located in the persons home. That distinction has now been eliminated, and one must question whether any kind of an office building is a compatible use in a residential zoning district, especially single family districts. If this broader interpretation had been followed, many homes along Highway #55 between Highway #61 and Westview would have been converted to general offices long ago. The same concern exists for the area between the midtown shopping center and the downtown along Highway #61. To allow general offices in these areas, not to mention the remainder of the single family zones, would be inconsistent with the goals of the Comprehensive Plan, in my opinion. Therefore, I would definitely recommend eliminating professional offices as a special use in the R-1 zoning district, and a permitted use in the R-2 zoning district. I would also recommend eliminating gift or craft shops and the phrase "similar uses of a public service nature" from both single family districts. None of these uses are included in the draft zoning ordinance single family districts.

The question of whether these uses should be permitted in the multiple family districts is a harder question. I can envision where such uses could be an appropriate transitional use in some areas in the multiple family districts. For example, those areas zoned or planned for multiple family residential use near the commercial zones could be an appropriate location for an office. The main question is whether, if general offices are a permitted use in, for example the R-3 zoning district, would the areas zoned R-3 be more likely to be developed as office projects than medium density housing? The area between Pleasant Drive and Westview near the Vermillion River which is zoned R-3 would not, I believe be an appropriate location for an office building, whereas those multiple family zones near the North Frontage Road might be, as well as those narrow strips of R-3 zoning near the Midtown Shopping Center.

I would recommend immediately advising the Council to eliminate office uses from the single family zones, while further researching the appropriateness of this use in the R-3 district.

MEMO

Date: August 14, 1986

To: Mayor & City Council

From: Tom Harmening, City Planner

Re: Minor Subdivision of Grain Elevator and Feed Mill Site - 2nd & Tyler St.-
St. Paul Bank for Cooperatives

The St. Paul Bank for Cooperatives, as current owner of the Grain Elevator and Feed Mill site, is requesting a minor subdivision of the property. The current zoning of the property is I-2 Industrial. According to the applicant the primary purpose of the minor subdivision is to accommodate the proposed sale of the property to two buyers (the current tenants) who have different interests. It appears, according to the applicant, the proposed use of the property after the minor subdivision would be the same as the uses currently maintained on the site - a grain elevator on one of the properties and a feed mill on the other. Attached are various exhibits pertaining to this matter including a survey drawing, legal descriptions, etc. On 7/28/86 the Planning Commission conducted a Public Hearing on this matter but tabled action and continued the Public Hearing until its 8/11/86 meeting such that staff could provide additional information pertaining to the anticipated future land use for the property in question as well as the Hastings HRA's interest and plans for the property.

On 8/11/86 the Planning Commission reviewed this matter again and received the information compiled by staff (see attached memo to the Planning Commission and related materials). Essentially, the information compiled found that the Master Plan being prepared by the HRA's consultant does indicate that all industrial uses in the downtown should be phased out and/or relocated but that the potential or priority for redevelopment of the subject property probably would appear to place a redevelopment effort ten to fifteen years from now. In addition, the HRA indicated that the subject property is not high in priority at this time for HRA redevelopment efforts.

It should be noted that the subject property, along with other properties in the downtown, will probably be involved in a zoning change as a part of the HRA's MasterPlan process.

Recommendation: After considerable discussion by the Planning Commission during the 8/11/86 meeting a motion was made and seconded to recommend to the City Council the approval of the minor subdivision subject to the following conditions:

- A. That some type of parking agreement be implemented for the two proposed parcels to insure adequate off street parking arrangements were still available.
- B. That the proposed lot line be adjusted to meet required setback requirements from the buildings and metal bins.
- C. That the concrete foundations be removed which overlap the proposed lot line.
- D. That a Declaration of Minor Subdivision be implemented.

E. That a possible storm sewer easement be obtained by the City.

Upon taking a vote on the motion, the motion to approve the minor subdivision did not pass based on a 5-3 vote against the motion.

Upon informally polling members of the Planning Commission after the meeting some reasons which were given for their vote against the motion included, but were not limited to, concerns for parking, the proposed meandering lot line and the creation of very odd shaped lots which may have an impact on the eventual sale or redevelopment of the property, setback of the buildings and bins from the proposed lot line, zoning concerns with respect to the property in question possibly being rezoned in the near future which could possibly create a non conforming use, etc.

The City Council should note that if the minor subdivision is denied findings of fact or reasons for denial should be clearly identified.

jt

HASTINGS HOUSING AND REDEVELOPMENT AUTHORITY

August 5, 1986

TO: Tom Harmening, City Planner

FROM: John Grossman, HRA Director



RE: Former Anson Brothers property at 2nd and Tyler

At your request I have asked the HRA Commissioners for their views on possible HRA interest in this property, in respect to the pending request for minor subdivision. The consensus of the Commissioners is as follows:

1. This property is not a high priority for HRA redevelopment efforts. The draft master plan considers the current use to be possible for the next ten to fifteen years.
2. There are no objections to the current uses of the property. The Commissioners agree that the property should remain in private hands as long as the current uses are viable and not blighting.
3. Eventual acquisition might be desirable in the long term. If other major developments are accomplished, particularly in the river front area, funds might become available for other properties, such as this one. However, acquisition would have to be justified by an adequate use. Demolition of the elevator would be quite expensive. Adaptive use of the elevator would require a firm commitment by a developer.

MEMO

Date: August 7, 1986

To: Planning Commission

From: Tom Harmening, City Planner

Re: Minor Subdivision of Grain Elevator and Feed Mill Site- Southeast corner of 2nd Street and Tyler Street - St. Paul Bank For Cooperatives

During the last Planning Commission meeting the Planning Commission tabled the above stated matter and continued the public hearing until its August 11, 1986 meeting such that additional information could be developed pertaining to the anticipated future land use for the property in question and the Hastings HRA's interest and plans for the property. The following information has been developed:

- A. Future Land Use - The HRA's consultant has been preparing a Master Plan for downtown Hastings which includes the property in question. At this point a draft of the Master Plan has been prepared and I have provided excerpts from the draft which pertains to the site. Essentially, the excerpts provided do find that all industrial uses within the downtown, including the subject property, should eventually be discontinued and the properties redeveloped. In the case of the elevator/feed mill site it was found that the property appears to face an uncertain future but that three scenarios for the use of the property seem possible - first, it may remain "as is" until 2000 and beyond; second - it may be converted to another use without substantial modifications of its exterior form or finally, they may be torn down and used for other purposes. On the proposed land use plan for the subject property it was found that the property should eventually be redeveloped under a mixed type land use which would accommodate traditional downtown businesses including commercial service establishments, commercial retail establishments, and offices and second story apartments. Generally speaking, the flavor of the Master Plan, in terms of priorities for redevelopment in the downtown, seems to focus more on the riverfront with other areas such as the grain elevator/feed mill site in line for redevelopment ten to fifteen years from now.

Comments from the H.R.A. - Attached is a memo from John Grossman, H.R.A. Director, regarding the H.R.A.'s views on the Grain elevator/feed mill site. The memo is self explanatory and no further comment is required from myself.

Other Comments - Questions pertaining to parking needs and the possible need for a utility easement on the property is being researched further for possible discussion at the meeting.

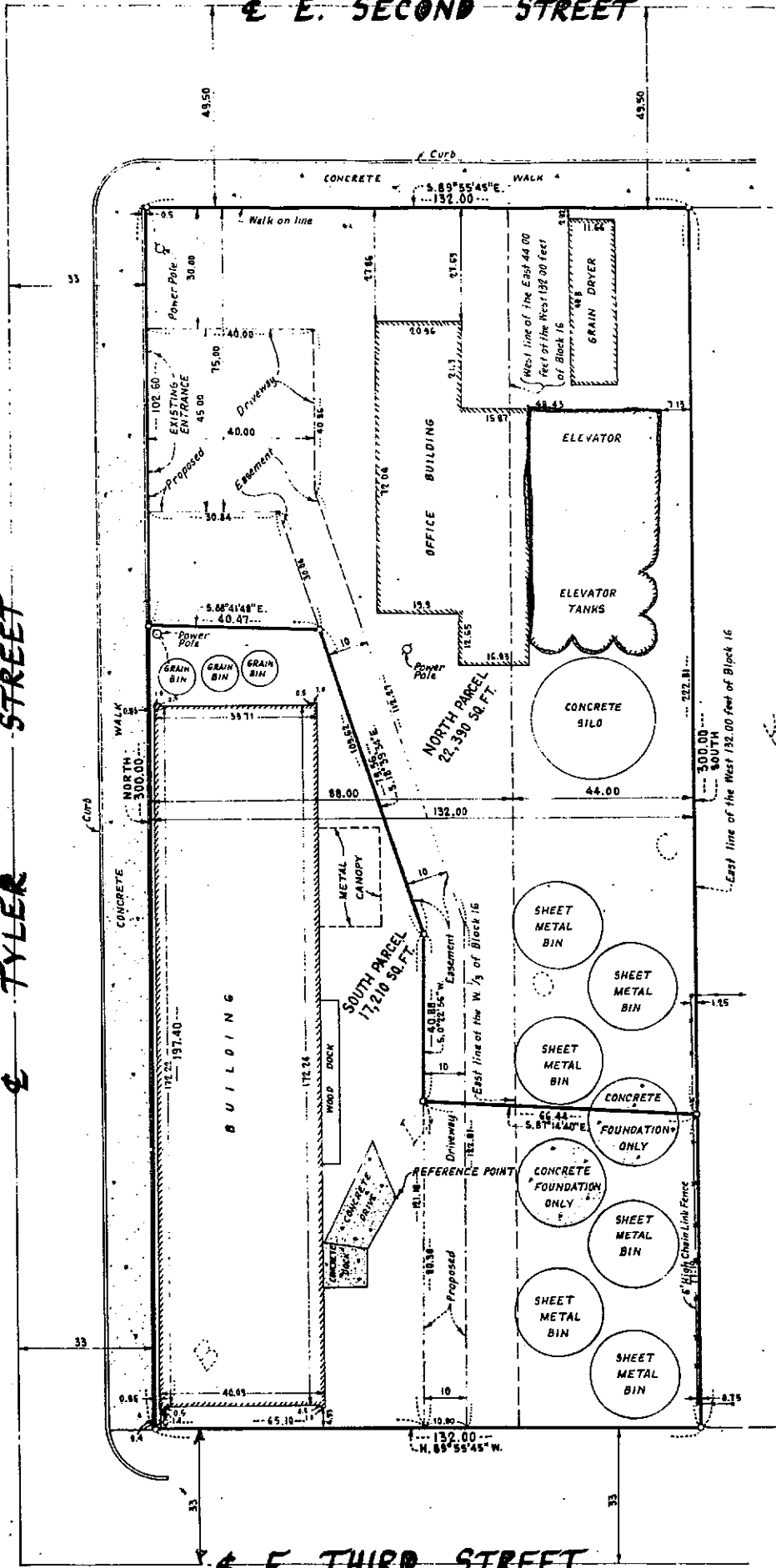
I have provided for your review the previous memo sent to you on this matter.

jt

E. SECOND STREET

TYLER STREET

E. THIRD STREET





(812) 474-0981

5300 HIGHWAY 101 SOUTH, MINNETONKA, MINNESOTA 55343

LEGAL DESCRIPTION:

East Forty-Four (44) feet of West One Hundred Thirty-Two (132) feet of Block Sixteen (16) of the Town of Hastings;

and

West One-Third (W1/3) of Block Sixteen (16) of the Town of Hastings, which Block Sixteen (16) is also known as "Market Square".

Dakota County, Minnesota.

Surveyed September 11, 1985, Drafted September 12, 1985

Revised November 11, 1985.

PROPOSED LEGALS FOR DIVISION:**NORTH PARCEL:**

That part of Block 16, TOWN OF HASTINGS, according to the recorded plat thereof, Dakota County, Minnesota, described as follows: Commencing at the southwest corner of said Block 16; thence on an assumed bearing of North along the west line of said Block 16 a distance of 197.40 feet to the point of beginning of the land to be described; thence South 88 degrees 41 minutes 48 seconds East a distance of 40.47 feet; thence South 18 degrees 39 minutes 34 seconds East a distance of 79.56 feet; thence South 0 degrees 22 minutes 56 seconds West a distance of 40.88 feet; thence South 87 degrees 14 minutes 40 seconds east a distance of 66.44 feet to the east line of the West 132.00 feet of said Block 16; thence on a bearing of North along the east line of the West 132.00 feet of said Block 16 to the northeast corner of the West 132.00 feet of said Block 16; thence North 89 degrees 55 minutes 45 seconds West along the north line of said Block 16 a distance of 132.00 feet to the northwest corner of said Block 16; thence on a bearing of South along the west line of said Block 16 a distance of 102.60 feet to the point of beginning.

SOUTH PARCEL:

That part of Block 16, TOWN OF HASTINGS, according to the recorded plat thereof, Dakota County, Minnesota, described as follows: Beginning at the southwest corner of said Block 16; thence on an assumed bearing of North along the west line of said Block 16 a distance of 197.40 feet; thence South 88 degrees 41 minutes 48 seconds East a distance of 40.47 feet; thence South 18 degrees 39 minutes 34 seconds East a distance of 79.56 feet; thence South 0 degrees 22 minutes 56 seconds West a distance of 40.88 feet; thence South 87 degrees 14 minutes 40 seconds East a distance of 66.44 feet to the East line of the West 132.00 feet of said Block 16; thence on a bearing of South along the east line of the West 132.00 feet of said Block 16 a distance of 77.19 feet to the southeast corner of the southeast corner of the West 132.00 feet of said Block 16; thence North 89 degrees 55 minutes 45 seconds West along the South line of said Block 16 a distance of 132.00 feet to the point of beginning.

STANDARD SYMBOLS

"o" Denotes 1/2" ID pipe with plastic plug bearing State Registration No. 9235. set.

"*" Denotes Iron monument found.

"+" Denotes cross chiseled in concrete surface.

"982x5" Denotes existing spot elevation measured at the point marked by "+" in this case.



Farm Credit Services

375 Jackson Street
P.O. Box 64949
St. Paul, Minnesota 55164-0949
Telephone 16121 221-0600

Part of the Farm Credit System

July 2, 1986

Mr. Tom Harmening, City Planner
City of Hastings
100 Sibley Street
Hastings, Minnesota 55033

Dear Tom:

As we discussed in our phone conversation on 6/30/86, the St. Paul Bank for Cooperatives, as current owner of the grain elevator and feed mill in Hastings (formerly Anson Bros. Grain) wishes to make a minor subdivision of the property. The minor subdivision will accomodate the prospective sale of the property to two buyers with different interests.

At your request, I have enclosed two certified copies of a recent site survey showing the proposed minor subdivision and an 8 1/2 x 11 reduction of same. Also enclosed is the Banks formal application for minor subdivision to be presented to the Hastings City Planning Committee.

You have informed me that there are no fees to be paid at this time, and this letter will be a suitable substitute for an "in person interview".

Please do not hesitate to phone me at (612) 221-4892 if you have any questions or comments relative to the Bank's minor subdivision request.

Sincerely,

Mike LeVasseur
Collateral Control Specialist

cc: Lee Rosin
Gerri Jessen

ML/ch

LAND USE APPLICATION

CITY OF HASTINGS

Address of Property Involved Elevator and Feed Mill, Market Square, Hastings

Legal Description of Property Involved East forty-four (44) feet of west one hundred thirty two (132) feet of block sixteen(16) of the town of Hastings

Applicant: ATTN: Mike LeVasseur
Name St. Paul Bank for Cooperatives

Address 375 Jackson Street
P.O. Box 64949
St. Paul, Minnesota 55101-0949

Telephone (612)-221-4892

Official Use Only

Date Rec'd _____

Case No. _____

Fee Paid _____

Rec'd by _____

Owner: (If different from Applicant)

Name: _____

Address: _____

Telephone: _____

Request:

Zone: _____

Special Use: _____

Site Plan Review _____

Subdivision: Minor

Variance: _____

Other: _____

Present Zone: _____

Applicable Ordinance No. _____ Section: _____

Description of Request The St. Paul Bank for Cooperatives, as current owner of the Elevator and Feedmill in Hastings has potential buyers for the property as two separate subdivisions. To facilitate the sale of the property, the Bank requests the city of Hastings to approve the Minor subdivision of the property into an elevator parcel and a feed mill parcel.

Approved Denied Date

Planning Commission			

Mike LeVasseur
Signature of Applicant
Collateral Control Specialist

PROJECT: Minor Subdivision

Grain Elevator &
Feed Mill Site
2nd & Tyler St.

Department	Reviewed		Date	Name	Comments
	Yes	No			
Fire	✓		7/21/86	Handell	approved
Water	✓		7/21/86	Armed Licks	N/A
Building	✓		7/21/86	M. Alie	N/A
Planning	✓		7/21/86	T.H.	Approved as per memo.
Engineering	✓		7/31/86	Jim Kleinschmidt	approved
Parks	✓		7/21/86	Marty McNamara	N/A

V1A4

MEMO

Date: August 14, 1986

To: Mayor & City Council

From: Tom Harmening, City Planner

Re: Minor Subdivision of Lot 16, Block 21, Addition #13
Nettie Bakken, 1402 W. 4th Street.

Nettie Bakken owns three lots at the northwest corner of 4th & Ash Street. The Bakken home appears to be situated on two of the lots, or lots 17 & 18. Bakken would like to sell one half of lot 16 to her next door neighbor named Gerald Kramer who owns lot 15. To accomplish this task Bakken requests approval of a minor subdivision. Items of interest pertaining to this matter are as follows:

- A. Location of Property - northwest corner of West 4th St. & Ash St.
- B. Zoning of Property - R-2 Medium Density Residential.
- C. The size of the lot in question is 50' x 150'.

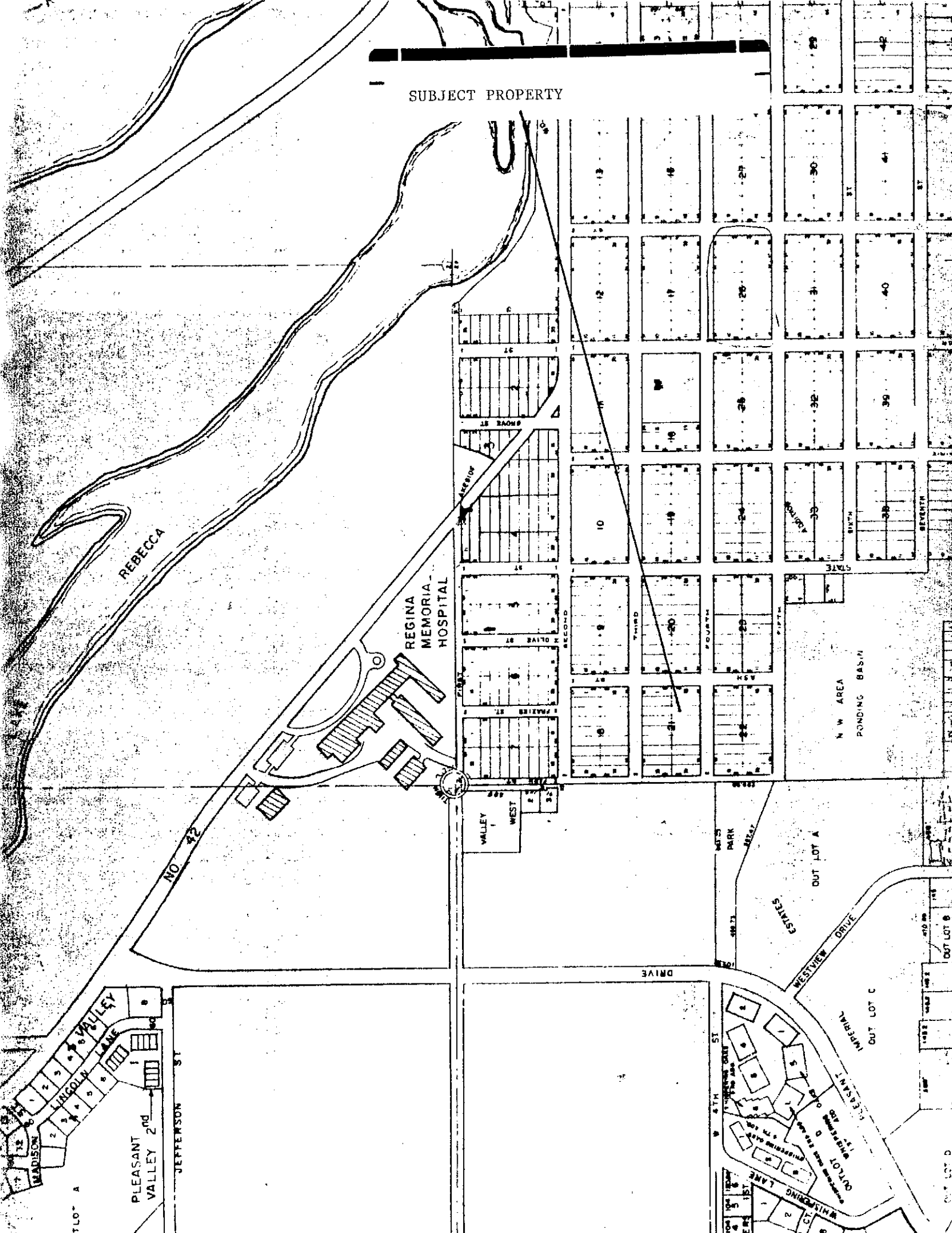
It should be noted that during the Public Hearing conducted by the Planning Commission a property owner from the area objected to the minor subdivision due to the fact that the proposed purchaser (G.Kramer) intended to use the extra property for parking his truck which it was felt would be a detriment to the neighborhood.

Recommendation:

The Planning Commission recommended that the minor subdivision be approved subject to, if necessary, the completion of a Declaration of Minor Subdivision.

jt

SUBJECT PROPERTY



REBECCA

REGINA MEMORIA HOSPITAL

NO 42

PLEASANT VALLEY 2nd

JEFFERSON ST

LOT 1-12
LOT 13-24
LOT 25-36
LOT 37-48
LOT 49-60
LOT 61-72
LOT 73-84
LOT 85-96
LOT 97-108
LOT 109-120

SECOND

THIRD

FOURTH

FIFTH

N W AREA
PONDING BASIN

ESTATES

OUT LOT A

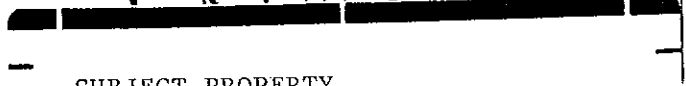
WESTVIEW DRIVE

IMPERIAL

OUT LOT C

OUT LOT B

OUT LOT D



DWYER & ASSOCIATES, INC.

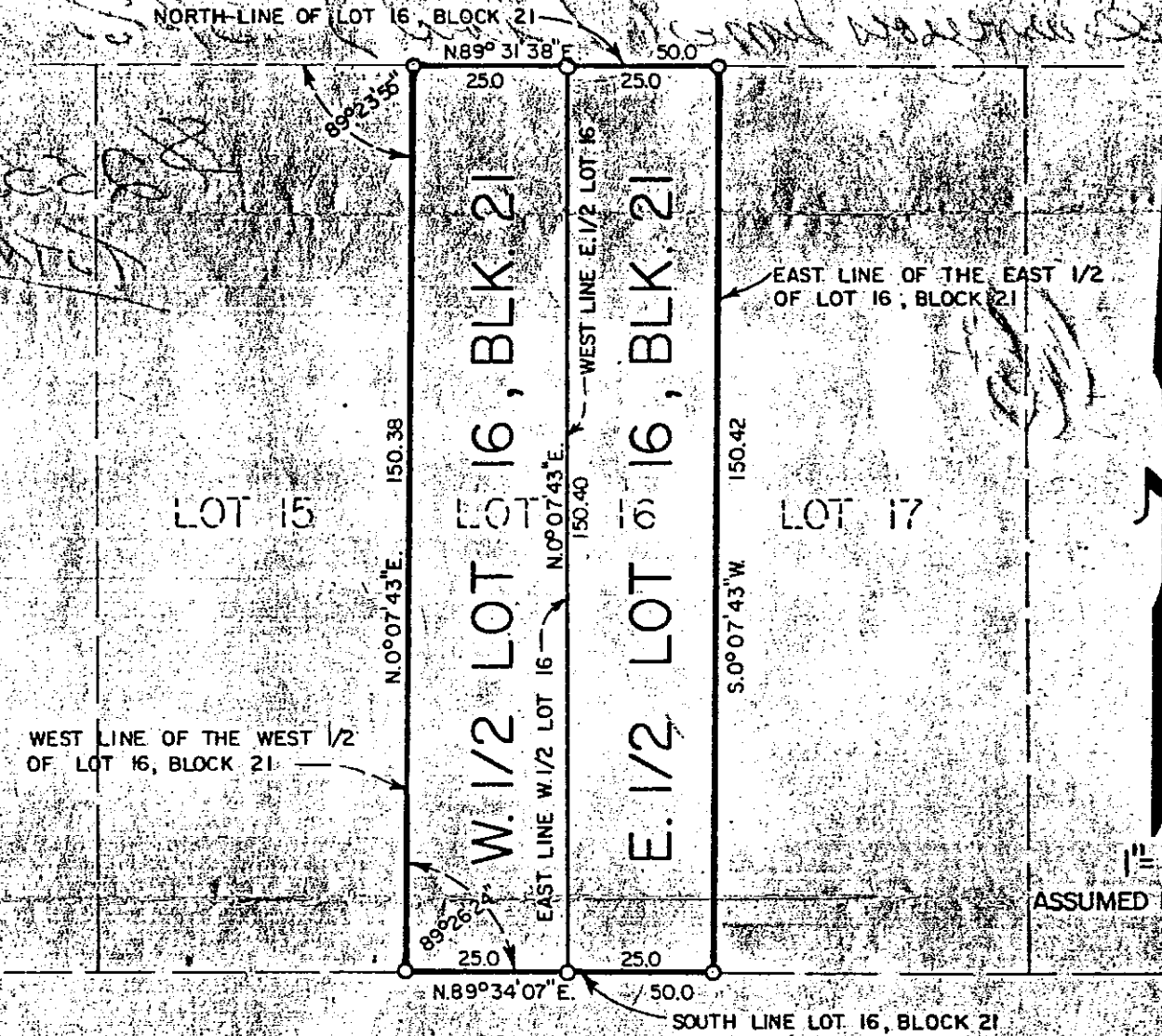
LAND SURVEYORS

Hastings, Minnesota 55033

(612) 437-2909



Certificate of Survey for NETTIE BAKKEN



FOURTH STREET

The West One Half of Lot 16, Block 21, ADDITION NO. 13, on file and of record in the office of the County Recorder, Dakota County, Minnesota.

Lot 16, Block 21, ADDITION NO. 13, on file and of record in the office of the County Recorder, Dakota County, Minnesota, except the West One Half thereof.

I hereby certify that this is a true and correct representation of a survey of the boundaries of the above described land. It does not purport to show improvements or encroachments, if any. As surveyed by me this 26TH day of June A.D. 19 86

By John F. Dwyer
Registered Land Surveyor No. 9294



**Hertogs Fluegel
Sieben Polk
Jones & LaVerdiere**
PROFESSIONAL ASSOCIATION

999 Westview Drive
Hastings, MN
55033
(612) 437-3148

July 21st, 1986

Samuel H. Hertogs
Donald J. Fluegel
Michael R. Sieben
Michael S. Polk
*Harvey N. Jones
Richard A. LaVerdiere
Steven D. Hawn
George L. May
Kenneth A. Skrien
Leo F. Schumacher
Shawn M. Moynihan
Carol A. Eckersen
Kathy A. Endres
John O. Sonsteng

*Also admitted in Wisconsin

OFFICES ALSO AT:

Cottage Grove, MN
(612) 459-1019

Red Wing, MN
(612) 388-1581

Mr. Tom Harmening, City Planner
Hastings City Hall
100 Sibley Street
Hastings, Minnesota 55033

Re: Minor Subdivision - Nettie Bakken

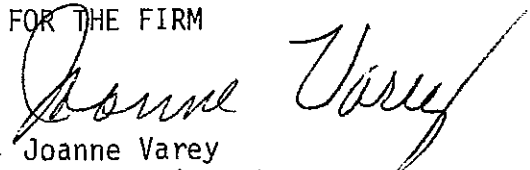
Dear Tom:

In connection with the above matter we enclose copy of survey done on Lot 16, Block 21, Addition No. 13. As we discussed, Mrs. Bakken would like to sell half of that lot to Gerald Kremer who owns Lot 17 in order for them to have more space in between the properties.

Kindly set the matter on for hearing before the Planning Commission and we will prepare the Declaration and send it down for your review prior to the Council Meeting. If there is anything further that you need, or if you have a question, please contact us.

Very truly yours,

FOR THE FIRM


Joanne Varey
Legal Assistant

jv

cc: Nettie Bakken

PROJECT: Minor Subdivision Nettie Bakken

Department	Reviewed		Date	Name	Comments
	Yes	No			
Fire					
Water	✓		8/4/86	Amos S. Jones	N/A
Building	✓		8/4/86	M. White	APPROVED
Planning	✓		8/7/86	T.H.	Approved subject to Memo of 8/7/86
Engineering	✓		8/4/86	J.J. Klemmenschmidt	Approved
Parks	✓		8/4/86	Marty M. Aronson	APPROVED

VIA5

MEMO

Date: August 14, 1986

To: Mayor & City Council

From: Tom Harmening, City Planner

Re: Revised Site Plan - Expansion of Phase I of Westview 2
Commercial Development - I.B.I., Inc.

I.B.I., Inc. has requested that the city approve a revised site plan for the Phase I development of the Westview 2 project located west of the intersection of So. Frontage Road and Westview Drive. Changes in the originally approved Phase I site plan includes the addition of a 15,600 gross square foot office building, the addition of related parking, and other minor parking lot modifications. As you recall, the city originally approved the Phase I site plan in June for the 30,000 square foot Tops Do It Center building.

A review of the revised site plan is as follows:

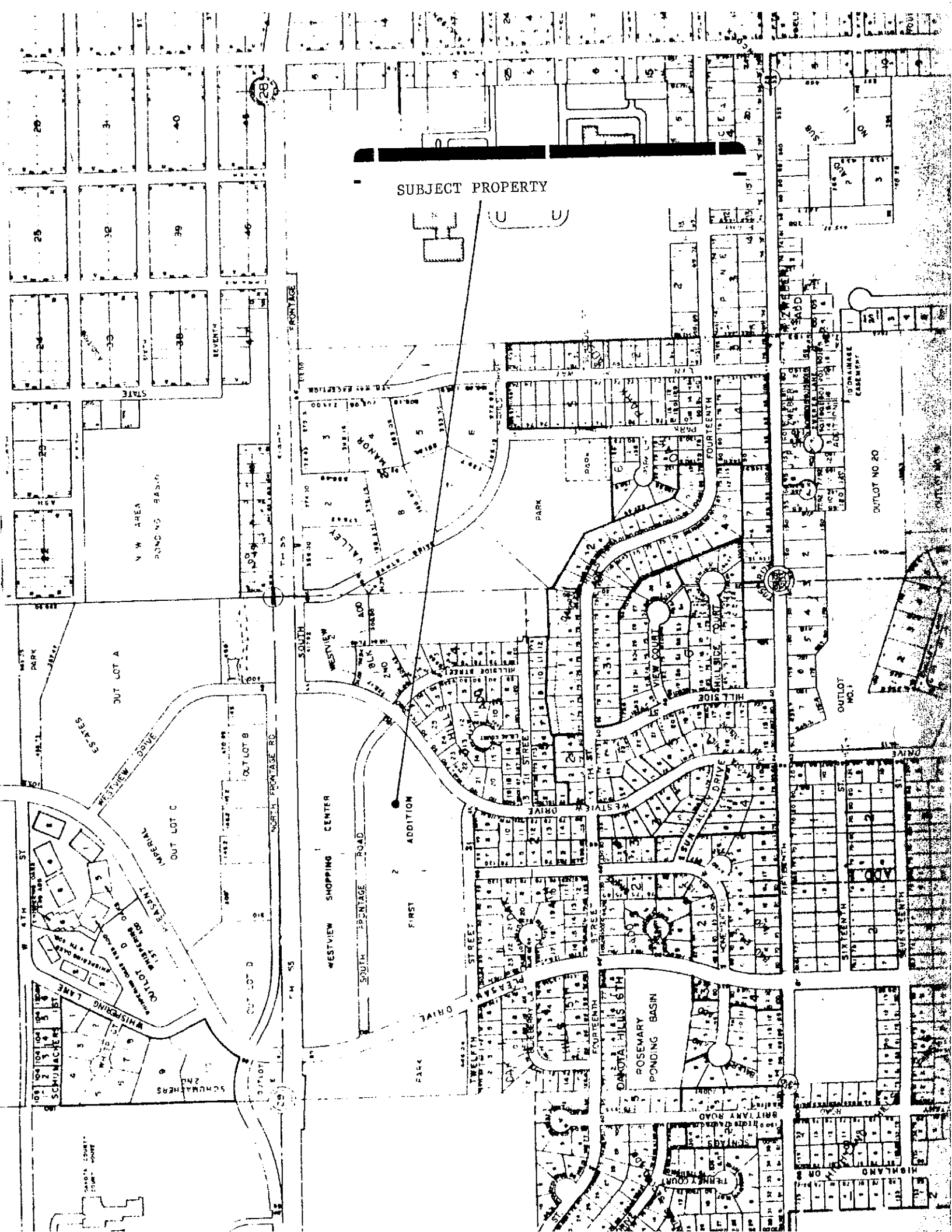
- A. Zoning of project - C-4; permits office buildings.
- B. Proposed building addition - the Developer proposes to include in Phase I an additional 15,600 sq.ft. office building to be located directly adjacent to the intersection of So. Frontage Road and Westview Drive. The structure meets the minimum required setbacks for the zone in which it is located (50 feet from So. Frontage Road and 30 feet from Westview Drive). The proposed structure is two stories in height with a brick exterior. Elevation drawings of the proposed building will be available at the City Council meeting. It should be noted that the Developer eventually hopes to add an additional 7,500 sq.ft. of retail space under a future Phase II project. The future building would be located along the south wall of the Tops Do It Center store.
- C. Parking Lot Addition - For the original Phase I proposal the Developer was to provide 122 parking spaces. To accommodate the office building addition the Developer proposes an additional 117 spaces or 239 total stalls. The number of additional spaces is based on the ordinance requirement for office buildings of 1 space per 100 sq.ft. of net floor area. The Developer indicates that from the total 15,600 gross square feet there will be 11,672 net square feet of floor area. (15,600 sq.ft. less non public areas, etc.). Assuming this calculation is correct the number of proposed additional spaces should be adequate. It should be noted that staff will verify the Developers calculations at the time the final building plans are submitted. As an additional note the Developer should provide additional plantings in front of the six parking spaces directly adjacent to the office building which face Westview Drive and a residential area. Please also note that the Developer will also be continuing the planting berm along 12th Street.

- D. Other Parking lot changes - The Developer has proposed other minor changes to the parking lot layout which was originally approved. These changes involve the movement towards the east of the entrance located in the far northwest corner of the project site. In addition, the developer also proposes a connection, in the northwest corner of the site, of the Westview Shopping Center parking lot and the Westview 2 parking lot. Both of these changes appear acceptable.
- E. Storm Sewer - Upon reviewing this matter with the City Engineer the Developer proposes to provide additional catch basins to drain the parking area which will be added to the south of the Tops Do It Center.
- F. Traffic system impact - The City Council should discuss matters pertaining to traffic impacts of the overall development particularly for the intersection of South Frontage Road and Westview Drive. At the present time a two way stop is in place at this intersection (So. Frontage Road and Hillside Street. It would appear that this intersection may have to be made a three way or possibly a four way stop. It should be added that the future stop light system at the Westview Drive and Hwy 55 intersection should help with traffic problems at the So. Frontage Road and Westview Drive intersection. In addition, the City Council should closely examine the future sight lines for the South Frontage Road and Westview Drive intersection. You should note that the office buildings first floor elevation is proposed to be at elevation 859 which is several feet higher than the existing grades around the building. To adjust for the sharp grade change you will note that retaining walls will be added on the northeast side of the building. Although it is felt the proposed elevation of the office building and retaining walls will not improve the sight lines at this intersection the City Council should be aware that the Developer does propose to cut the grade between the retaining walls and the intersection which should improve the sightlines. As a point of information, upon checking with the Police Department only one car accident has been reported in the last three years for the South Frontage Road/Westview Drive intersection.
- G. Landscaping - Generally appears acceptable. As stated above the Developer should grade the area located directly adjacent to the intersection of So. Frontage Road and Westview Drive so as to improve the sight lines at this intersection.
- H. Lighting - The Developer should provide lighting for the parking lot to the south of the Top Do It Center building. The lighting should be installed in a fashion as to not be disruptive to the adjacent residential areas.
- I. Other Comments - With respect to the parking lot to the south of the Top Do It Center store the Developer should consider providing a pedestrian walkway system through the parking stall tiers.

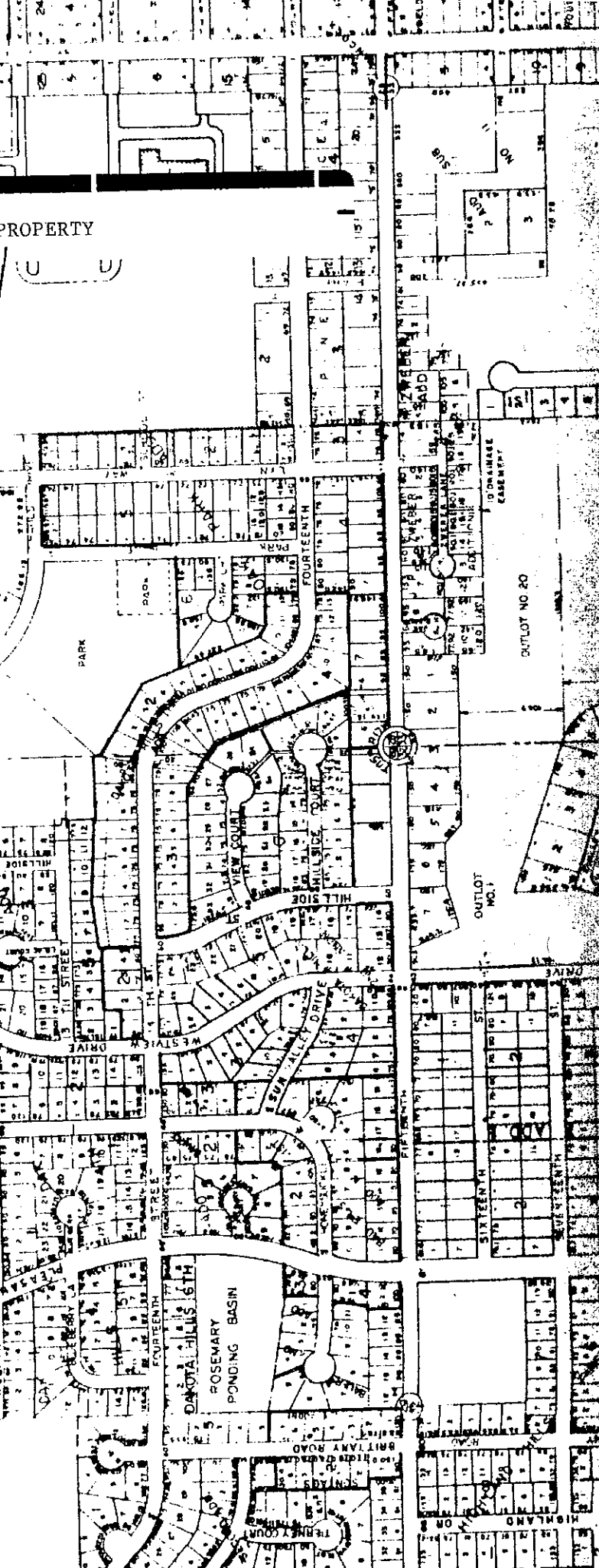
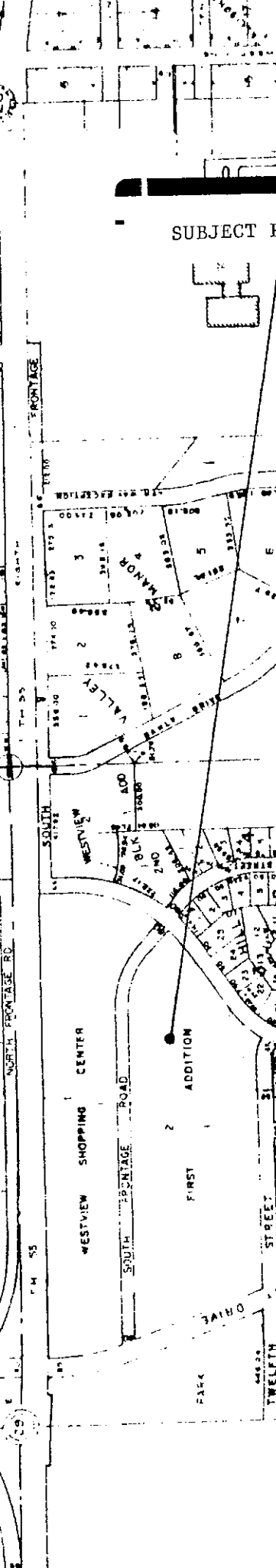
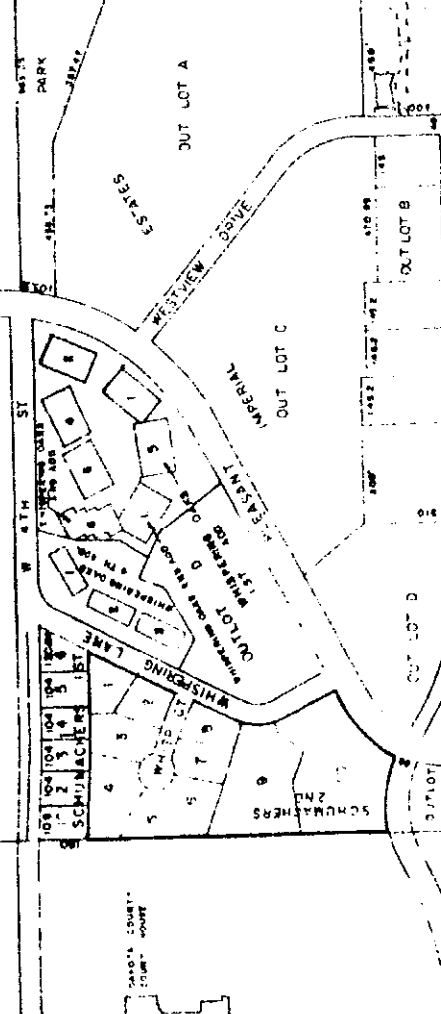
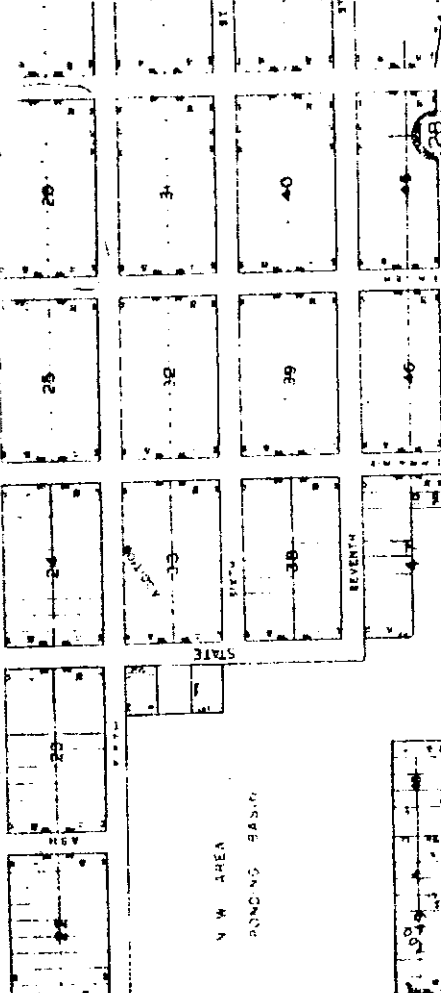
Recommendation:

The Planning Commission recommended that the revised site plan for the expansion of Phase I of the Westview 2 Commercial Development be approved subject to the following conditions:

- A. Additional lighting being provided for the parking lot to the south of The Top Do It Center store with said lighting to be installed so as not to be disruptive to adjacent residential areas.
- B. The Developer is to reduce the grade of the area directly adjacent to the intersection of South Frontage Road and Westview Drive so as to improve sight lines at this intersection. In addition, the two proposed trees at the intersection of So. Frontage Road/Westview Drive are not to be planted.
- C. The calculation of the additional parking spaces for the office building to be verified at the time of final building plan submittal.
- D. The Developer is to provide additional plantings in front of the six parking spaces directly adjacent to the office building which face Westview Drive and a residential area.
- E. That the Developers Agreement currently in place between the Developer and the City regarding the original Phase I proposal be amended to take into consideration the revised site plan and the conditions for approval.
- F. The Planning Commission further recommended that the City Engineer also study the need to make the So. Frontage Road/Westview Drive intersection a 3 or 4 way stop and to also study the need to make the west side of Westview Drive a "No-Parking Zone".



SUBJECT PROPERTY



SOUTH FRONTAGE ROAD

WESTVIEW DRIVE

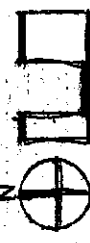
OFFICE
15,800 SQ. FT.
PLANT ELEV. 8590

TOP DO-IT CENTER
14,000 SQ. FT.
PLANT ELEV. 8680

Inside Warehouse
8400 SQ. FT.

Outside Storage
12,000 SQ. FT.

Site Plan

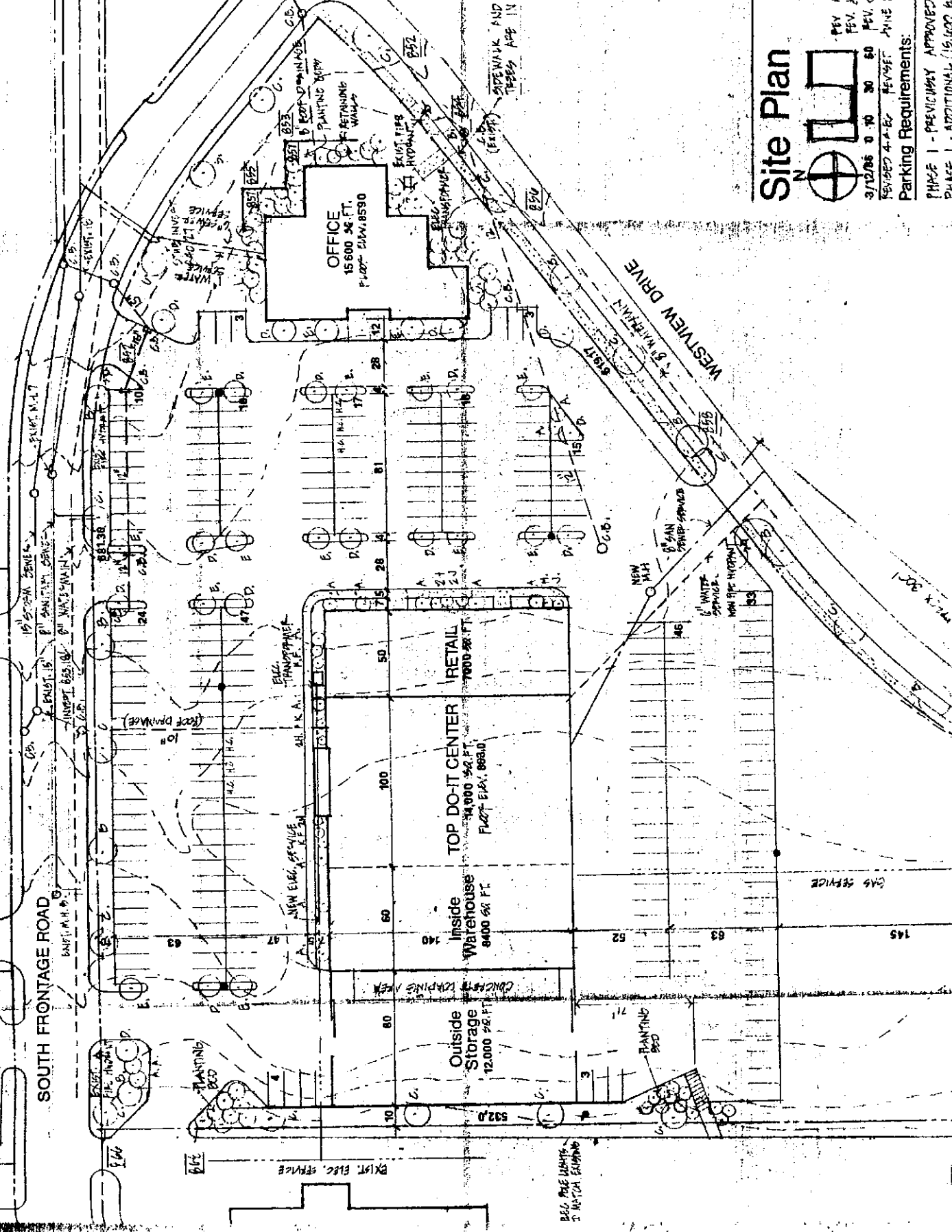


REV. AUG. 4, 1966
REV. JULY 31, 1966
3/12/66 0.30 30 50
REVISED 4-1-66
REV. JULY 30, 1966
REV. JUNE 24, 1966
REV. JUNE 30

Parking Requirements:

PHASE I - PREVIOUSLY APPROVED TOP DO-IT CENTER AND
PHASE I - ADDITIONAL 15,000 G.S.F. OFFICE, (11,672
259 CAR) PARKING REQUIRED - 241 PROVIDED

SPIDEWALK AND REPAIRS
THESES ARE IN PHASE I



LAND USE APPLICATION

CITY OF HASTINGS

Address of Property Involved 1303 South Frontage Road

Legal Description of Property Involved Part of Lot 1, Block 2 Westview Shopping Center

Applicant:
Name IBI Inc.
Address 1303 Eddy St.
Hastings, Mn.
Telephone 437-5708

Official Use Only
Date Rec'd 8/6/84
Case No. 616
Fee Paid \$100.00
Rec'd by T.H.

Owner: (If different from Applicant)
Name: _____
Address: _____
Telephone: _____

Request:
Zone: _____ Special Use: _____
Site Plan Review X Subdivision: _____
Variance: _____ Other: _____

Present Zone: C4

Applicable Ordinance No. _____ Section: _____

Description of Request Site plan approval for new 15,600
Square Foot Office.

Planning Commission	Approved	Denied	Date

[Signature]
Signature of Applicant

PROJECT:

I.B.I.

12,000 Sq. ft Office Bldg.
Westview Shopping Center

Department	Reviewed		Date	Name	Comments
	Yes	No			
Fire	✓		7/14/86	Greenhall	Approved
Water	✓		7/14/86	Arnold Enoch	APPROVED.
Building	✓		7/14/86	Mulin	APPROVED
Planning	✓		7/14/86	T.H.	Approved as per memo dated 8/7/86
Engineering	✓		7/14/86	J.J. Klenzinski	Approved
Parks	✓		8/4/86	Marty McNamee	APPROVED

MEMO

Date: August 14, 1986

To: Mayor & City Council

From: Tom Harmening, City Planner

Re: Dakota County Government Center Expansion Project

Dakota County is requesting approval of the site plan for Phase I and concept approval for Phase II of the proposed Dakota County Government Center Expansion Project. The Zoning for the property is P-I Public Institution. A brief review of the project is as follows (please see attached letter from architect):

I. Phase I - Law Enforcement Center

Phase I includes the construction of the law enforcement center, expansion of the public parking area to the southwest, connection of the loading area drive to 4th Street, and raising of the existing ponding area berm. The architect indicates that Phase I is currently in the final working drawing stages and will be bid in October with construction to commence yet this Fall. The proposed setback of the law enforcement building from 4th Street is 60 feet. The architect will be providing elevation drawings of the building for City Council review.

- A. Parking - This topic was of major interest to Staff. Currently, the Government Center has a total of 377 spaces. Phase I construction proposes to add an additional 215 spaces or 592 total which will accommodate the proposed law enforcement center as well as provide parking in advance for the Phase II court addition. Therefore, the parking proposed for Phase I will be more than adequate to handle expected needs. Also note that it is anticipated that approximately 40 County employees currently located in the Government Center are to be relocated yet this year to a different location in the County. With respect to the parking lots proposed, staff has received comments from a property owner in the area regarding whether something could be done with the parking lot lighting such that it is not obtrusive to neighboring properties. The County should take this comment into consideration when planning its parking lot lighting.
- B. Storm Sewer - This item presented some of the largest concerns for City Staff and probably for neighboring properties due to the fact that a large increase in parking and building area is being proposed. The County's Consulting Engineer has analyzed the storm sewer needs and is proposing that runoff from the southwest parking area will be controlled by raising the height of the lower pond berm (located within the southeast portion of the site) to elevation 854 which is about a three foot increase from the existing berm. Based on the engineer's calculations the increase in the berm elevation should adequately handle a 100 year, 24 hour rainfall event. The County should possibly consider providing rip rap around the outlet from the pond. In addition

the County should provide the City with final plans for the proposed adjustment to the berm.

The Countys Consulting Engineer has also found that the existing 30 inch storm sewer in West Fourth Street has adequate capacity to handle the runoff from the law enforcement center roof as well as the proposed Phase II northwest parking area.

- C. Other utilities - Water and sewer main layouts have been reviewed by City staff and generally appear acceptable.
- D. Erosion Control - The applicant should take steps to insure that adequate erosion control measures are implemented during building and parking lot construction.

II. Phase II - Court Addition

The Phase II proposal includes the addition of six court rooms, construction of shell space for six future court rooms, expansion of the staff parking area to the north, expansion of the handicapped and short term parking area, and connection of the parking lot to a proposed new public street at the west property line. It appears Dakota County intends to petition for the proposed street to be constructed in the summer of 1987. Matters pertaining to the County's dedication of the street right of way to the City will be reviewed at a later date by the City Council. At the present Phase II is in the early programming and design stages and is tentatively scheduled to begin construction in the spring of 1987. At this point the applicant is requesting concept approval of the Phase II site plan.

- A. Parking - During Phase II construction 135 parking spaces will be added to the site which, along with ten enclosed garage spaces, will bring the total parking to 737 stalls or an overall increase of 360 parking spaces from what presently exists.
- B. Storm Sewer, Utilities, Erosion Control, etc. - Comments pertaining to these items are covered under the Phase I discussion just made.

III. Comments in General -

As was repeated previously a primary concern of city staff as well as the residents in the area pertained to the proposed storm water disposal systems to accomodate the proposed expansion. Based on the comments from the Consulting Engineer for the County it would appear that the proposed modifications and/or existing systems are adequate to handle runoff.

The County should consider providing some type of landscaping for screening purposes around the perimeter of the proposed parking lots.

Recommendation:

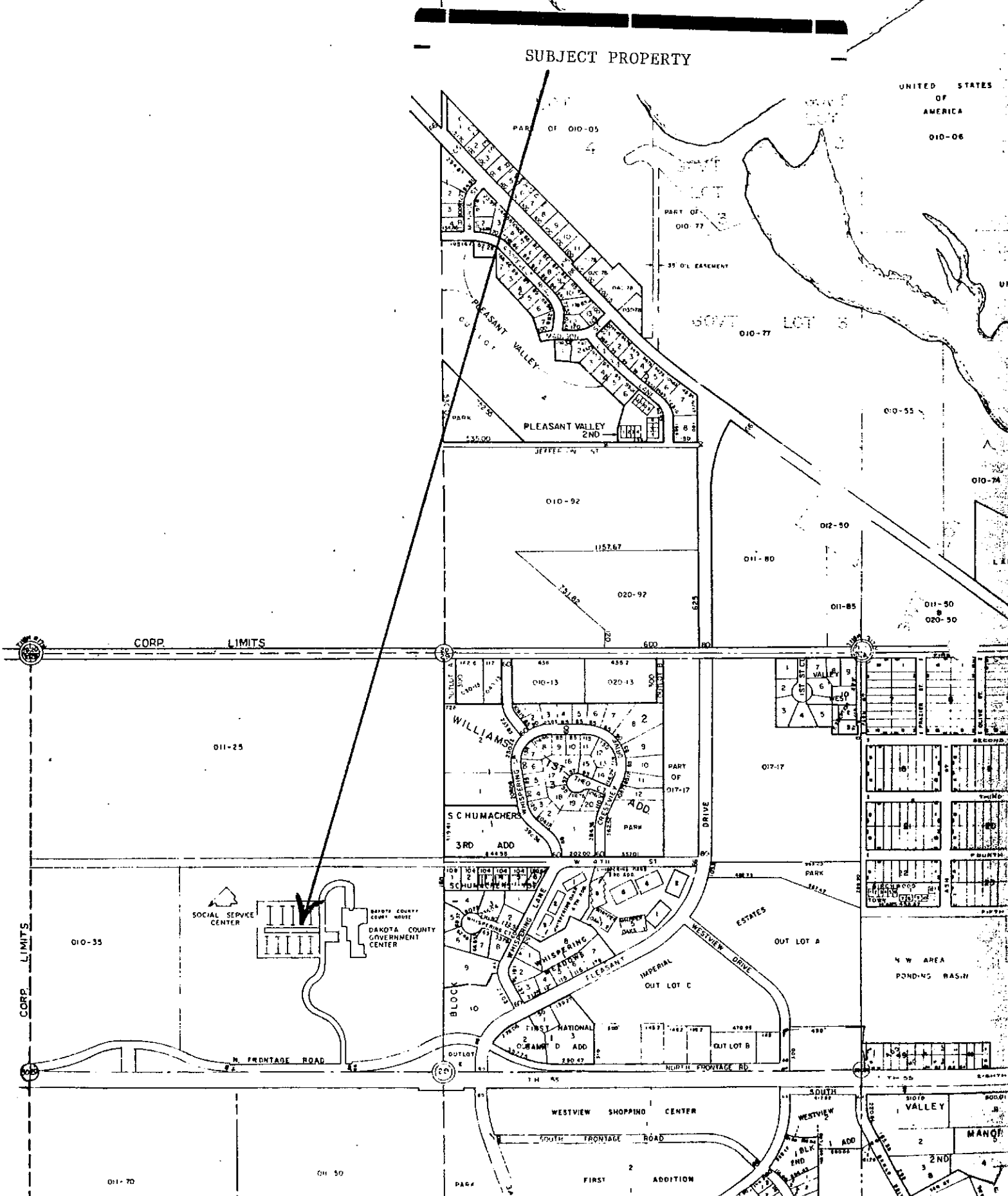
The Planning Commission recommended that the proposed Site Plan for Phase I and the Concept Plan for Phase II be approved subject to the following:

- A. That the County provide the city with final plans for the proposed adjustment to the Ponding berm.
- B. That the County should take steps to insure that adequate erosion control measures are implemented during building and parking lot construction.
- C. That the County should implement some type of landscaping for screening purposes around the perimeter of the proposed parking lots.
- D. That the County should consider providing rip rap, if needed, around the outlet of the retaining pond.
- E. Parking lot lighting should be designed in a manner which is not obtrusive to the neighboring properties.

jt

SUBJECT PROPERTY

UNITED STATES OF AMERICA
010-06



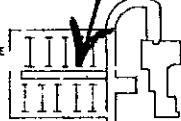
CORP. LIMITS

011-25

CORP. LIMITS

010-35

SOCIAL SERVICE CENTER



DAKOTA COUNTY GOVERNMENT CENTER

N. FRONTAGE ROAD

011-70

011-50

WESTVIEW SHOPPING CENTER

SOUTH FRONTAGE ROAD

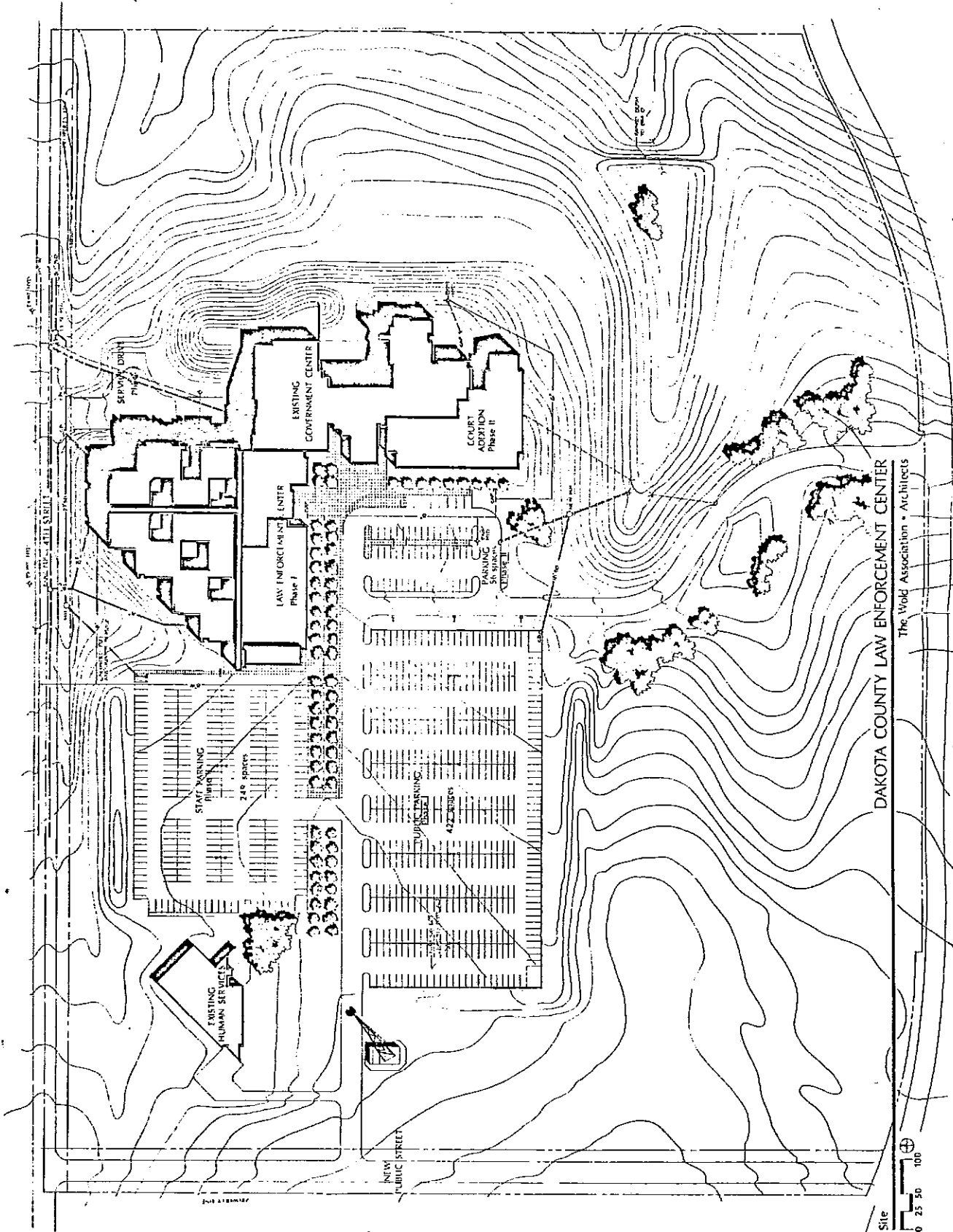
FIRST ADDITION

WESTVIEW

VALLEY

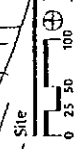
MANOR

VALLEY

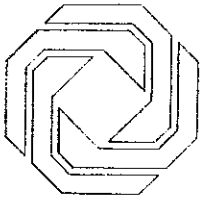


DAKOTA COUNTY LAW ENFORCEMENT CENTER

The Wolf Association • Architects



Site



The Wold Association • Architects 530 Northern Federal Bldg., St. Paul, Minnesota 55102 612-227-7773

August 5, 1986

Mr. Thomas K. Harmening
Planning Director
City of Hastings
100 Sibley Street
Hastings, Minnesota 55033

Dear Mr. Harmening:

Enclosed find six copies of the site plan for the proposed Law Enforcement Center and Court Addition to the Dakota County Government Center. The plan depicts building footprint and location, expansion of parking facilities, landscaping concept, site drainage and utilities.

The project is to be constructed in phases as follows:

PHASE I - Law Enforcement Center

This work will include construction of the Law Enforcement Center, expansion of the public parking area to the southwest, connection of the loading area drive to Fourth Street, and raising of the existing ponding area berm.

Phase I is currently in the final working drawing stages and will be bid in October 1986. We are preparing a preliminary site development package to be bid this month.

PHASE II - Court Addition

This phase includes the addition of six courtrooms, construction of shell space for six future courtrooms, expansion of the staff parking area to the north, expansion of the handicapped and short-term parking area, and connection of the parking lot to a new public street at the west property line. Dakota County intends to petition for this street, for construction in the summer of 1987.

Phase II is in the early programming and design stages, and is tentatively scheduled to begin construction in the spring of 1987.

You have identified two major issues of concern to the City of Hastings: parking and storm drainage. Over the past several months, our staff has met with you and other city officials to review and discuss these issues. The following is a summary of our proposals with regard to these issues.

Clark D. Wold
Norman L. Glewwe
Mike S. Cox
Mikio Kirihara
Kevin P. Sullivan

Letter to Mr. Thomas Hardening
August 5, 1986

Page Two

Parking

We propose that the County expand its parking facilities from the present 377 to a total of 737 based upon the following calculations:

Existing

Office space	35,000 g.s.f. x .80 - 100	280
Courtrooms	4 x 30	120
		<u>400</u>

New

Law enforcement	56 staff	60
Jail	15 staff	15
Visiting	12 visiting stations	15
Courts	6 x 30	180
Office expansion	8,000 g.s.f. x .80 - 100	65
		<u>335</u>

Total Required: 735

Space Available

Public parking	422
Staff parking	249
Short term/handicapped parking	56
Enclosed garage parking	<u>10</u>

Total Proposed: 737

Site Drainage

We propose that runoff from the southwest parking area will be controlled by raising the height of the lower pond berm to the elevation 854.0. This will adequately handle a 100 year, 24 hour rainfall event.

From our calculations, the existing 30 inch storm sewer in west Fourth Street has adequate capacity to handle runoff from the roof and from the northwest parking area. The existing storm sewer would be extended west to pick up the relocated service drive, roof drain leader and parking lot.

Thank you for your consideration of this site plan submittal. Please contact me if you have any questions.

Sincerely,

THE WOLD ASSOCIATION



Clifford N. Buikema, AIA
Project Manager

cc: Gary Erickson, Bob Frigaard, Gerry Corrick

8/7/86

Dakota Co. Govt. Center Expansion

PROJECT:

Site Plan Approval - Phase I; Concept Approval - Phase II

Department	Reviewed		Date	Name	Comments
	Yes	No			
Fire	✓		8/6/86	<i>Roenschel</i>	approved
Water	✓		8/8/86	<i>David [unclear]</i>	APPROVED
Building	✓		8/6/86	Merlin	APPROVED SUBJECT TO FINAL WORKING DRAWINGS
Planning	✓		8/7/86	T.H.	Approved as per par memo
Engineering	✓		8/8/86	<i>JJ Klenschnidt</i>	approved subject to review of final plans for storm drainage and dike construction.
Parks					

V117

MEMO

Date: August 14, 1986

To: Mayor & City Council

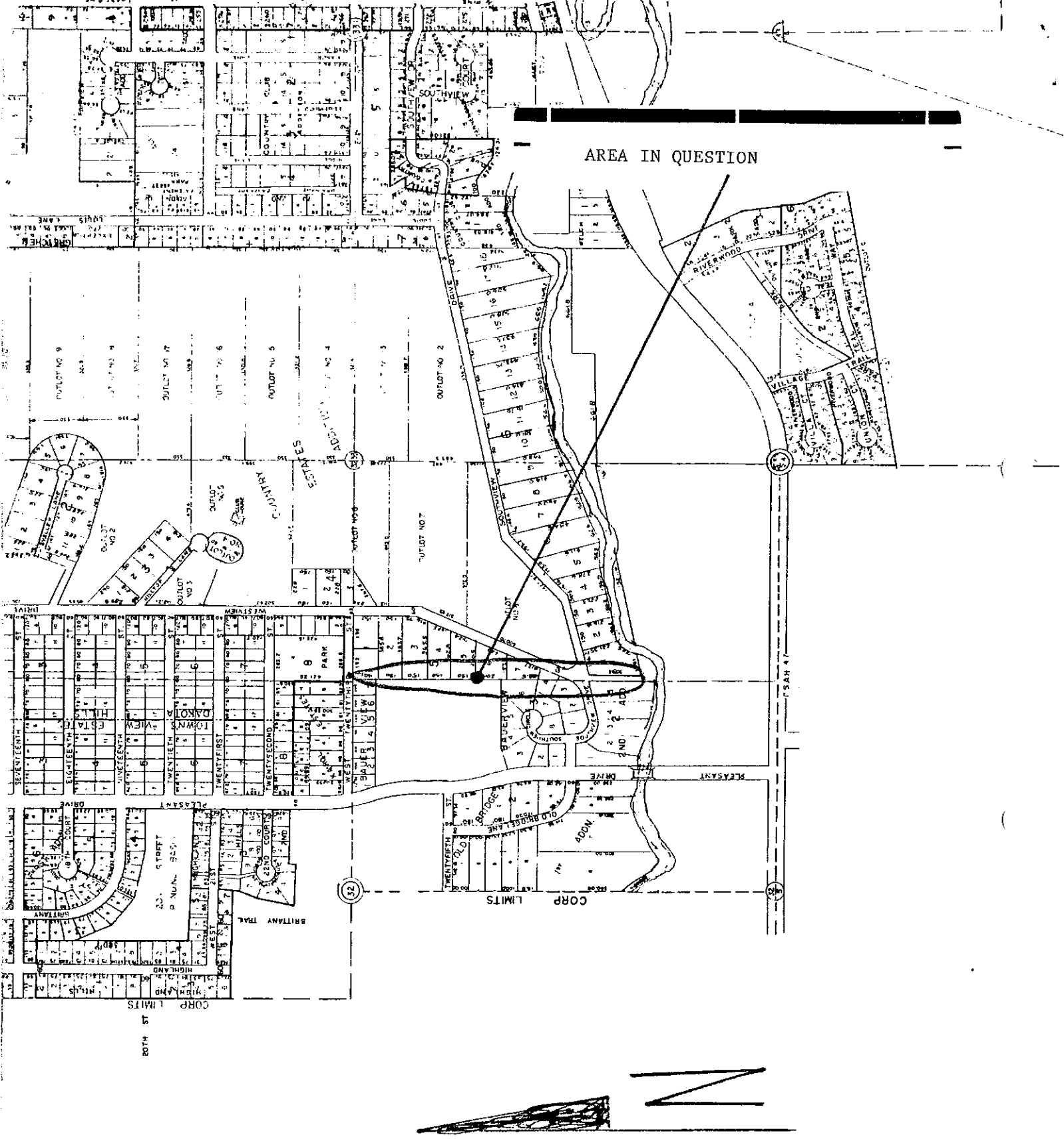
From: Tom Harmening, City Planner

Re: Plat correction - Country Estates Addition

When the plat for the Bauer View 2nd Addition was being prepared it was found that the existing description of an abutting plat, Country Estates Addition, did not match that which was actually platted. To clear up this discrepancy a correction is proposed to be made to the Country Estates Plat. Attached, is the proposed plat correction document which has been signed by John Dwyer, Land Surveyor and Bernard Larson, Dakota County Surveyor. The City Council is required to approve plat corrections. I've also attached, for your use, a map which illustrates the location of the two plats. John Dwyer will be in attendance at the City Council meeting to answer any questions you may have.

jt

AREA IN QUESTION



Name of Plat: COUNTRY ESTATES ADDITION

Pursuant to the provisions of Chapter 505.175 Laws of Minnesota, 1957, John F. Dwyer, the undersigned, a Registered Land Surveyor in and for the State of Minnesota, declares as follows:

1. That the plat of COUNTRY ESTATES ADDITION dated Dec. 7, 1959 and filed on June 6, 1960 in the office of the County Recorder, Dakota County, Minnesota, in Book 0 of Plats, page 34, was prepared by a registered land surveyor who is not now available for the following reason: deceased.

2. That said plat contains errors, omissions, or defects in the following particulars, to-wit:

A part of the description on the plat, describes the land platted as follows:

The East Half of the Southeast Quarter (E1/2 SE1/4) except the following described parcel:

Commencing at the Southeast corner of said E1/2 SE1/4, thence North on the East line thereof Seventy-two (72) rods, thence Southwesterly to a point on the West line thereof Fifty-four (54) rods North of the Southwest corner thereof, thence South to the Southwest corner thereof, and thence East to the place of beginning, all in Section Thirty-two (32), Township One Hundred Fifteen (115) N., Range Seventeen (17) W.

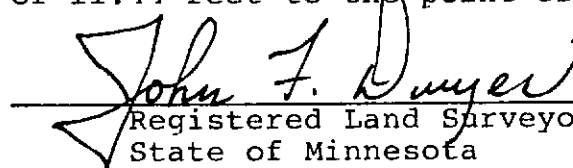
3. That said plat is hereby corrected in the following particular, to-wit:

by also excepting the following described property from the above description:

That part of the East One Half of the Southeast Quarter of Section 32, Township 115 N., Range 17 West, Dakota County, Minnesota, described as follows:

Commencing at the southwest corner of said East One Half of the Southeast Quarter; thence $N0^{\circ}54'56"W$, the bearing of the west line of said East One Half of the Southeast Quarter is assumed to bear $N1^{\circ}38'17"W$, a distance of 886.08 feet to the southwest corner of COUNTRY ESTATES ADDITION, as monumented and the point of beginning of the land to be described; thence $N0^{\circ}54'08"W$, along the west line of said plat as monumented, a distance of 1039.75 feet; thence $N1^{\circ}29'25"W$, along the west line of said plat as monumented, a distance of 708.36 feet to the north line of said East One Half of the Southeast Quarter; thence $S89^{\circ}14'51"W$, along said north line, a distance of 26.36 feet to the northwest corner of said East One Half of the Southeast Quarter; thence $S1^{\circ}38'17"E$, along the west line of said East One Half of the Southeast Quarter, a distance of 1750.87 feet to its intersection with the southwesterly extension of the southerly line of said COUNTRY ESTATES ADDITION; thence $N76^{\circ}02'52"E$, along said extension, a distance of 11.44 feet to the point of beginning.

AUGUST 6, 1986


Registered Land Surveyor No. 9294
State of Minnesota

The above Certificate of Correction to the plat of COUNTRY ESTATES ADDITION has been approved by the City Council of Hastings, Minnesota at a regular meeting of said Council, held on the _____ day of _____, 1986.

Mayor

Clerk

This Certificate of Correction has been checked and approved this 6th day of August, 1986.

BY 
Dakota County Surveyor

ORDINANCE NO. _____ - SECOND SERIES

AN ORDINANCE OF THE CITY OF HASTINGS AMENDING SECTION 2.80 ADDING ADDITIONAL DUTIES FOR THE CITY ADMINISTRATOR

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HASTINGS AS FOLLOWS:

Section 2.80, Subd. 2 B. shall be deleted in its entirety and amended to read as follows:

- B. Exercise control over all departments and divisions of the City except the police department; appoint and remove all employees of the City, except the police department and department heads, upon the basis of merit and/or fitness alone. Department heads may be appointed or removed by the City Administrator only after receiving Council approval. The City Administrator shall make recommendations for the suspension and termination of department heads, except the Police Chief, and may suspend any department head, except the Police Chief, until the next Council Meeting when the Council shall affirm, modify or rescind the suspension. The City Administrator shall act as the Personnel Officer and shall be responsible for the implementation of the City's personnel policy.

Section 2.80, Subd. 2 F. shall be amended to read as follows:

- F. Submit reports to the Council on City finances, budget status and administrative activities on a regular basis, as well as submit to the Council and make available to the public a complete report on the financial and administrative activities of the City at the end of each fiscal year.

VIOLATION A MISDEMEANOR. Every person violates a Section, Subdivision, Paragraph or Provision of this Chapter when they perform an act thereby prohibited or declared unlawful, or fails to act when such failure is thereby prohibited or declared unlawful, and upon conviction thereof, shall be punished as for a misdemeanor, except as otherwise stated in specific provisions hereof.

Adopted by the City Council of the City of Hastings this _____ day of _____, 1986.

This Ordinance shall be effective upon passage and seven days after publication.

By _____
LuAnn Stoffel, Mayor

ATTEST:

Gary E. Brown, City Administrator/Clerk

ORDINANCE NO. _____ - SECOND SERIES

AN ORDINANCE OF THE CITY OF HASTINGS AMENDING SECTION 2.52, SUBD. 1 RELATING TO THE PLACEMENT OF ITEMS ON THE COUNCIL AGENDA

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HASTINGS AS FOLLOWS:

Section 2.52, Subd. 1 of the City Code shall be amended to add the following sentence:

For any item to be considered at a regular Council Meeting, it must be submitted to the City Clerk at least five days before the regular Council Meeting. No item shall be considered at a Council Meeting unless it has been submitted as required herein or unless all Council members present agree to consider it immediately.

VIOLATION A MISDEMEANOR. Every person violates a Section, Subdivision, Paragraph or Provision of this Chapter when they perform an act thereby prohibited or declared unlawful, or fails to act when such failure is thereby prohibited or declared unlawful, and upon conviction thereof, shall be punished as for a misdemeanor, except as otherwise stated in specific provisions hereof.

Adopted by the City Council of the City of Hastings this _____ day of _____, 1986.

This Ordinance shall be effective upon passage and seven days after publication.

By _____
LuAnn Stoffel, Mayor

ATTEST:

Gary E. Brown, City Administrator/Clerk

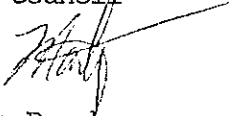
To the Chief

I Juan Pach resign from
the History Fine Dept.

Sincerely
Juan Pach

VIBY

MEMO

TO: Mayor and City Council
FROM: Marty McNamara 
SUBJECT: Hazardous Waste Brochure
DATE: August 14, 1986

The attached brochure contains information on the proper way to dispose of hazardous waste. We feel that our community could gain some knowledge from reading this brochure. We propose to distribute this to our residents with their water billing. The cost of the brochure is 16¢ per copy x 3,800 residents = \$608.00. This expenditure would be refunded by Dakota County.

Attachment

ces

What You Can Do In Your Community

By working together, the people in a community can plan and create effective systems for managing hazardous wastes. Many communities have begun to sponsor Hazardous Waste collection days. These efforts have helped reduce the amount of hazardous waste in many areas while heightening public awareness of the problem.

Successful collection efforts in many cities have helped officials protect their community's wastewater treatment plants and groundwater from hazardous waste contamination. Many communities were able to collect thousands of pounds of hazardous materials on the strength of a one or two day effort. If your community has a program for disposal of hazardous wastes, please support it.

We also encourage you to:

- Learn as much as you can about your wastewater treatment plant and share that information with your family and friends. Clean water is for everyone.
- Learn about your community's landfill system and special programs for the disposal of hazardous wastes.
- Contact your state hazardous waste agency. They can provide information on companies which are licensed to handle hazardous wastes along possible funding sources for such efforts.



What The Future Holds

Billions of dollars have been spent to clean up our lakes and streams. Many millions more have been spent to build and maintain adequate sanitary landfills.

Modern wastewater treatment plants have led us all to expect clean water and a safe environment as a part of our everyday lives. We now realize that we can not just discharge our wastes into a stream or bury hazardous waste without thinking about their impact on the environment.

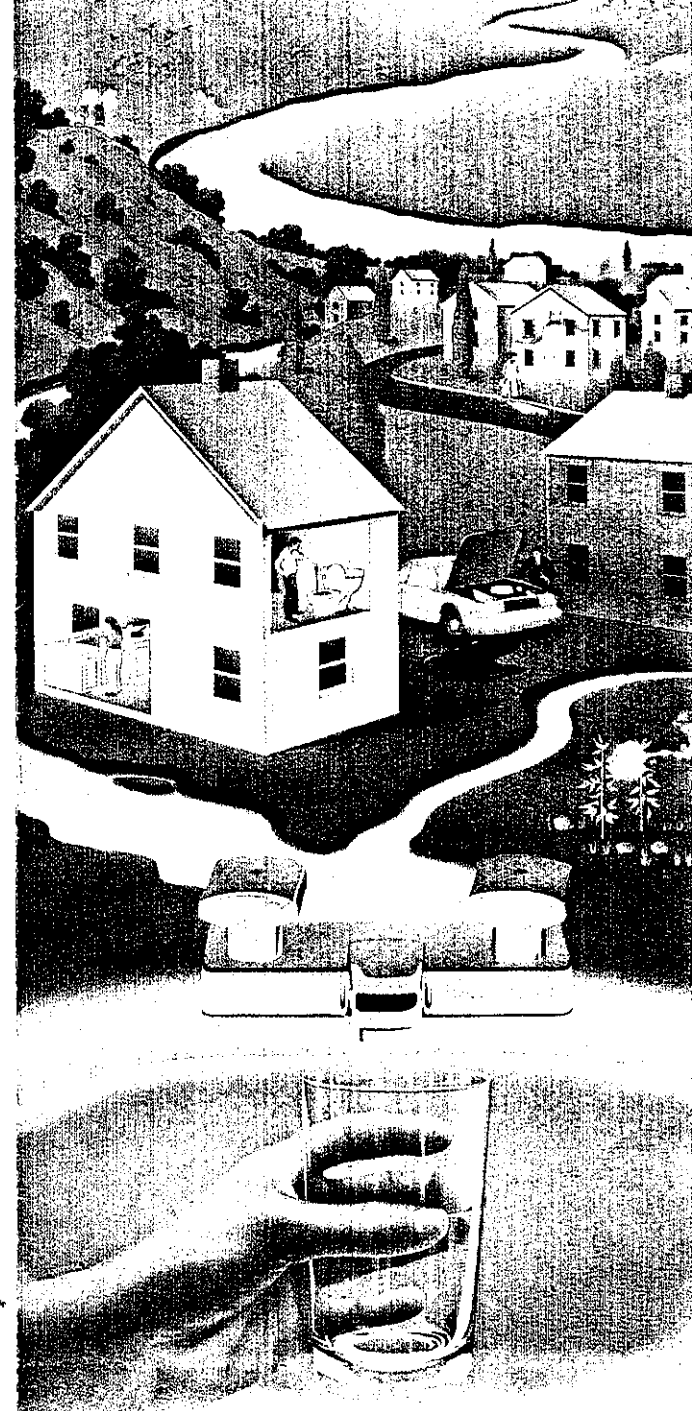
For that reason and others, household hazardous waste collection has really caught on. Communities throughout the world have begun to develop programs to deal with household wastes. These efforts need to be expanded to include as many areas as possible.

For details on what you can do, contact your local wastewater treatment facility, Department of Public Works or Sanitation District. Or, for further information you can contact:

**WATER POLLUTION CONTROL FEDERATION
601 WYTHE STREET
ALEXANDRIA, VA 22314-1994**

Direct inquiries to the Public Education department.

HAZARDOUS WASTE WHAT YOU SHOULD & SHOULDN'T DO



Are You Poisoning Your Water?

If someone were to drop a poisonous substance into your community's water supply, the act would be considered a serious crime and a state of public emergency would be declared.

But when you dump a can of paint thinner down the drain or throw out an old car battery with the trash, no alarms are sounded, no news flashes are issued. Yet, the impact on your water resources could be just as disastrous.

That is not a far-fetched statement. The average household contains between three and ten gallons of materials that are hazardous to human health or to the natural environment. Collectively, these materials can poison our water if they are not stored carefully and disposed of properly.

What Is A Hazardous Material?

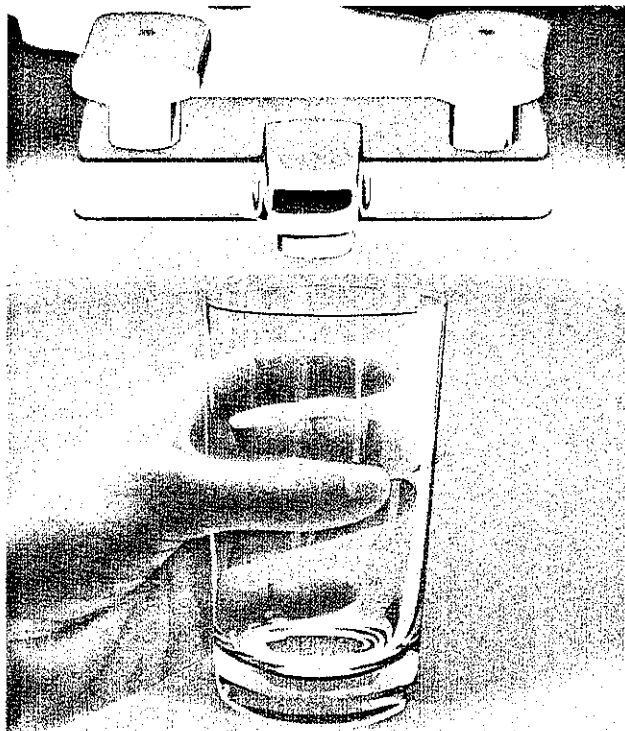
The United States Environmental Protection Agency considers a substance hazardous if it can catch fire, if it can react or explode when mixed with other substances, if it is corrosive, or if it is toxic. In addition, EPA has designated four hundred specific substances (such as battery acid) to be hazardous.

This definition includes many things that you probably are storing right now in your garage, basement, bathroom, or kitchen. Some, like paint thinner or car batteries, are pretty obvious, but there are many that you might not ordinarily think of such as polishes, insecticides and glues.

Dangers Of Hazardous Waste

The improper disposal of household hazardous wastes can cause problems for the entire community. Wastes can be explosive or highly flammable. Sewers have exploded and garbage trucks have burned because people have carelessly discarded flammable or reactive wastes.

Hazardous wastes can also be corrosive. The acid from discarded auto batteries can eat away many substances. Some wastes are poisonous to humans or wildlife, while others can cause cancer, birth defects or other serious medical problems.



Where Do We Put Them

One of the worst ways to dispose of many hazardous materials is to "just dump them down the drain." Wastewater treatment plants are not designed to handle certain types of hazardous wastes.

Unfortunately, disposing of wastes in a landfill has not proven an effective solution either. Without special design, the modern sanitary landfill is not equipped to accept hazardous wastes. Hazardous wastes improperly disposed of in a landfill can pollute the environment through the groundwater, surface water and air.

If the public can not dispose of most hazardous wastes in the sewer system or a landfill, what can be done? This brochure describes some preventive measures you can take in your home to reduce the quantity of waste you must dispose. The Household Hazardous Wastes chart indicates the best way of dealing with most hazardous materials found in the home.

First: Reduce The Amount

You do not need a Ph.D. in Chemistry to reduce hazardous wastes in your home. The following suggestions can help:

- Before you buy a product, read the label and make sure that it will do what you want. Once you buy something you are also responsible for disposing of it properly.
- Do not buy more than you need. That way, you will not need to dispose of the surplus.
- Read and follow direction on how to use a product and dispose of the container. (There is a good reason why the labels say "do not incinerate" or "do not mix with bleach.")

Second: Take Care Of The Wastes

Even if you reduce the wastes that must be dealt with as outlined above there is still the question of what to do with what is left over.

Recycling is an excellent way of handling some hazardous wastes. Used motor oil, paint thinners and some other solvents can be refined and reused just as aluminum cans are. Local civic groups can help you identify recycling programs.

Incineration is another effective means of dealing with some hazardous wastes. However, a specially designed incinerator is needed to destroy hazardous materials. "Incinerators" in your home, such as your fireplace or wood stove, can not get hot enough to destroy hazardous wastes and should **never** be used to destroy wastes.

Take your household hazardous wastes to a licensed contractor. Your local wastewater treatment operator can give you more information on this matter, along with details on other methods of disposing of hazardous materials.

The Household Hazardous Waste Chart will guide you in disposing of potentially hazardous materials around your home. You should display this chart where you store hazardous wastes.

Remember to never dump hazardous wastes on the ground, and always check the chart before pouring them down the drain.

HOUSEHOLD HAZARDOUS WASTE CHART

The following chart prepared by the Water Pollution Control Federation will help you establish the most effective means of disposing of typical hazardous wastes used around your home or garden.

Blue dots (·) indicate products which can be poured down the drain with plenty of water. If you have a septic tank, additional caution should be exercised when dumping these items down the drain. In fact, there are certain chemical substances that cannot be used with a septic tank. Read the labels to determine if a product could damage the septic tank.

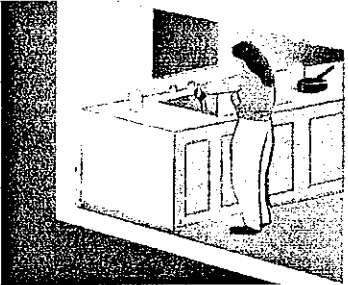
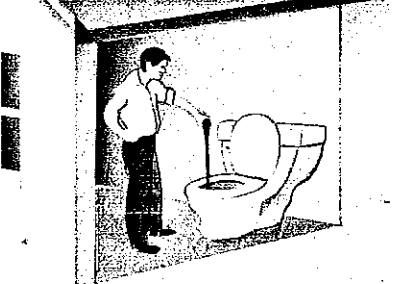
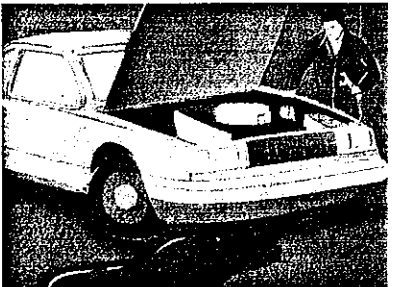
Yellow diamonds (◊) indicate materials which cannot be poured down the drain, but can be safely disposed of in a sanitary landfill. Be certain the material is properly contained before it is put out for collection or carried to the landfill.

The red boxed squares (◻) indicate hazardous wastes which should be saved for a community wide collection day or given to a licensed hazardous wastes contractor. (Even the empty containers should be taken to a licensed contractor).

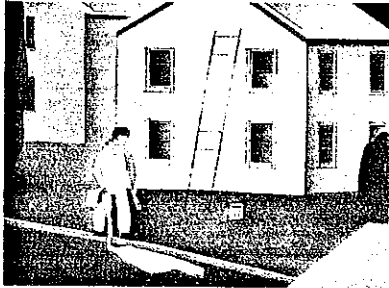
Green packages (⊠) in the fourth column indicate recyclable material. If there is a recycling program in your area, take the materials there. If not, encourage local officials to start such a program.

For more information on the safest way to dispose of these and other products contact the United States Environmental Protection Agency. We suggest that you note here these important phone numbers in your local area:

Hazardous Waste Management Agency ☎ _____
Poison Control Center ☎ _____

	TYPE OF WASTE	·	◊	◻	⊠
 <p>KITCHEN</p>	Aerosol cans (empty)		◊		
	Aluminum cleaners	·			
	Ammonia based cleaners	·			
	Bug sprays			◻	⊠
	Drain cleaners	·			
	Floor care products			◻	
	Furniture polish			◻	
	Metal polish			◻	
	Window cleaner			◻	
	Oven cleaner (lye base)	·			
 <p>BATHROOM</p>	Alcohol based lotions (aftershave, perfumes, etc.)	·			
	Bathroom cleaners	·			
	Depilatories	·			
	Disinfectants	·			
	Permanent Lotions	·			
	Hair relaxers	·			
	Medicine (expired)	·			
	Nail polish			◊	
	Nail polish remover			◻	
	Toilet bowl cleaner	·			
Tub and tile cleaners	·				
 <p>GARAGE</p>	Antifreeze			◻	
	Automatic transmission fluid			◻	
	Auto body repair products		◊		
	Battery acid (or battery)			◻	⊠
	Brake fluid			◻	
	Car wax with solvent			◻	
	Diesel fuel			◻	⊠
	Fuel oil			◻	⊠
	Gasoline			◻	⊠
Kerosene			◻	⊠	

Motor oil	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Other oils	<input type="checkbox"/>	
Windshield washer solution	<input type="checkbox"/>	



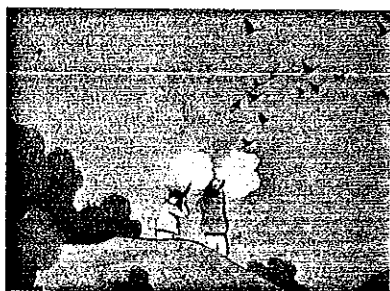
WORKSHOP

Paint brush cleaner with solvent	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Paint brush cleaner with TSP	<input type="checkbox"/>	
Aerosol cans (empty)	<input type="checkbox"/>	
Cutting oil	<input type="checkbox"/>	
Glue (solvent based)	<input type="checkbox"/>	
Glue (water based)	<input type="checkbox"/>	
Paint — latex	<input type="checkbox"/>	
Paint — oil based	<input type="checkbox"/>	
Paint — auto	<input type="checkbox"/>	
Paint — model	<input type="checkbox"/>	
Paint thinner	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Paint stripper	<input type="checkbox"/>	
Paint stripper (lye base)	<input type="checkbox"/>	
Primer	<input type="checkbox"/>	
Rust remover	<input type="checkbox"/>	
Turpentine	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Varnish	<input type="checkbox"/>	
Wood preservative	<input type="checkbox"/>	



GARDENING

Fertilizer	<input type="checkbox"/>	
Fungicide	<input type="checkbox"/>	
Insecticide	<input type="checkbox"/>	
Rat poison	<input type="checkbox"/>	
Weed killer	<input type="checkbox"/>	



MISCELLANEOUS

Ammunition	<input type="checkbox"/>	
Artists' paints, mediums	<input type="checkbox"/>	
Dry cleaning solvents	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Fiberglass epoxy	<input type="checkbox"/>	
Gun cleaning solvents	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Lighter fluid	<input type="checkbox"/>	
Mercury batteries	<input type="checkbox"/>	
Moth balls	<input type="checkbox"/>	
Old fire alarms	<input type="checkbox"/>	
Photographic chemicals (unmixed)	<input type="checkbox"/>	
Photographic chemicals (mixed and properly diluted)	<input type="checkbox"/>	
Shoe polish	<input type="checkbox"/>	
Swimming pool acid	<input type="checkbox"/>	

The preceding chart is based on information from the United States Environmental Protection Agency's Hazardous Waste regulations.

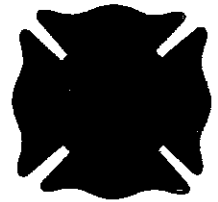
For information on obtaining copies of this brochure contact:

WATER POLLUTION CONTROL FEDERATION • 601 WYTHE STREET • ALEXANDRIA, VA 22314-1994

VIB8




HASTINGS FIRE DEPARTMENT



DONALD C. LATCH, CHIEF
115 West 5th Street
Hastings, Minnesota 55033

Business Office (612) 437-5610

TO: Mayor Stoffel
City Council Members

FROM: D. C. Latch - Fire Chief 

SUBJECT: Request for Federal Revenue Sharing Funds

DATE: August 13, 1986

I respectfully request \$19,000 of unallocated Federal Revenue Sharing funds for the purpose of purchasing two Cardiac Monitors/Defibrillators for our Ambulance Service. An explanation on this request is provided in Mr. Mark Holmes' attached memo.

Also attached are supporting letters from Dr. L. G. Erickson (Hastings Ambulance Service Medical Director) and the Regina Memorial Hospital Emergency Room Committee.

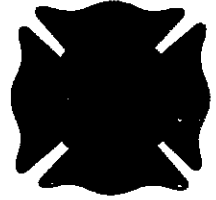
This addition of the Automatic Cardiac Monitors/Defibrillators will obviously upgrade the level of service we are now providing. This seemed to be the intent of the Council's Safety Committee and Rural Fire Association when upgrading to Advanced Life Support was tabled last October. This additional knowledge, training and equipment will help bridge the gap between our current level of service and Advanced Life Support Service.

Attachments

ces



HASTINGS FIRE DEPARTMENT



DONALD C. LATCH, CHIEF
115 West 5th Street
Hastings, Minnesota 55033

Business Office (612) 437-5610

TO: Mayor Stoffel
City Council Members

FROM: Mark J. Holmes - Ambulance Training Coordinator

SUBJECT: Request For Authorization And Funding For Two Automatic
Cardiac Monitors And Defibrillators

DATE: July 28, 1986

Approximately two years ago, we had the opportunity to review a new piece of equipment called the "Heart Aid". This portable unit has the ability to read and interpret fatal cardiac arrhythmia and defibrillate in the field. After careful consideration, we decided to wait until field testing was complete, sufficient information was available, and the decision was made to allow emergency medical technicians (EMT's) to use this equipment in the field (at that time only paramedics were allowed to use).

With the above requirements now being satisfied (EMT's are now allowed to use the Heart Aid in the field), we have again studied the equipment and test results and found the following: The Minnesota Department of Health now allows EMT's to defibrillate in the field; initially as little as four hours of training is required to successfully use the Heart Aid; early defibrillation (up to 8 minutes after arrest) successfully reduces the mortality rate in cardiac arrest victims; and automatic defibrillators bypass costly radio and telemetry equipment.

With the recent recommendation by the committee appointed to study advanced life support in our community to continue to upgrade within our means, we ask the following:

- Authorization be given to upgrade our service to include the Heart Aid.
- Appropriation of \$19,000.00 for the purchase of two Heart Aids. (One would not allow us to provide this valuable service 100% of the time.)

I will be attending the August 18th Council meeting with the Heart Aid to answer any questions.

Thank you for your consideration.

MJH:lh



RIVER VALLEY CLINIC

955 Highway 55
Hastings, Minnesota 55033
(612) 437-7287

1320 Frontage Road South
Hastings, Minnesota 55033
(612) 437-1044

119 Broad Street North
Prescott, Wisconsin 54021
(715) 262-3649

LESLEY ATWOOD, M.D.
Family Practice
L.G. ERICKSON, M.D.
Family Practice
LEA R. HOGAN, M.D.
Family Practice
PAUL KERESTES, M.D.
Family Practice
GARY MOODY, M.D.
Family Practice
ROBERT H. NELSON, M.D.
Family Practice
JENNIE ORR, M.D.
Family Practice
RALPH RAYNER, M.D.
Internal Medicine
AS SCHWINGHAMER, M.D.
Family Practice
WILLIAM SPINELLI, M.D.
Family Practice
MARK ZIPPER, Ph. D.
Psychology

July 31, 1986

Mark Holmes
Hastings Ambulance Service
Hastings, MN 55033

Dear Mark,

As Medical Director of the Hastings Ambulance Service, I am writing you this letter to fully endorse the purchase of the Heart Aid Monitor/Defibrillator. I feel that this would be a significant upgrading of the basic life support service that we now have in our community.

In addition, I have had the opportunity to review this equipment as Medical Director of the Emergency Room at Regina Memorial Hospital and also as a member of the Emergency Room Committee. It is our feeling from the hospital standpoint and the Emergency Room standpoint that this new equipment would be a great benefit to our ambulance service in their efforts to save lives within our community.

I look forward to working with the Hastings Ambulance Department, and in particular the EMT's in the training and in the use of this Heart Aid Monitor/Defibrillator. If I can be of any further help in regards to this matter, please feel free to contact me.

Yours truly,

L. G. Erickson, M.D.

LGE:rm

Regina

MEMORIAL HOSPITAL
NURSING HOME — RESIDENCE
Hastings, Minnesota 55033

Phone: (612) 437-3121

July 16, 1986

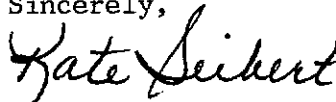
Mark Holmes
Hastings Ambulance Service
Hastings, Minnesota
55033

Dear Mark,

As members of the Emergency Room Committee, we were pleased to have had the opportunity to review the new Heart Aid Monitor/Defibrillator. Drs. Erickson and Schwinghamer were familiar with the monitor but were very impressed with the advanced capabilities of the newest model. They believe it will be of significant value to the community with the probability of saving additional lives by the use of such updated equipment.

The Committee members, as listed below, wish to extend their support to the Hastings Ambulance Service EMT's in the training and use of the Heart Aid Monitor/Defibrillator.

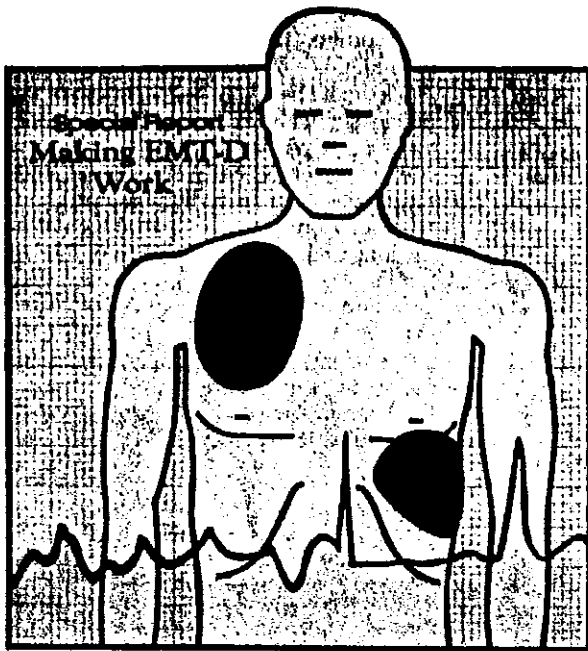
Sincerely,



Kate Seibert, RN
Director of Nursing Service

Emergency Room Committee Members:

Dr. L. Erickson
Dr. T. Schwinghamer
John W. Junkman, Administrator
Barb Becker, Executive Secretary
Kay Mayer, Head Nurse of E.R.
Kate Seibert, Director of Nursing Service



Making EMT-D Work Part II

Proceedings from the University of Iowa Workshop

Editor's Note: The first part of the *Proceeding of the Iowa Workshop on EMT-Defibrillation* appeared in the February issue of *JEMS* and focused on the current status of EMT-D and on training methods.

Part Two of the *Proceedings* discusses the concept of medical control and how it can be established in an EMT-D program; Ken Stults provides an insightful discussion on how to maintain quality in an EMT-D program and the valuable idea of using time trends to improve a program; and finally a detailed comparison of automatic and manual defibrillators is presented to help programs make the decision about which type of defibrillator they should choose.

Medical Control

by Richard O. Cummins, MD

The American Heart Association, in the 1980 Standards and Guidelines for Emergency Cardiac Care, defined medical control in the following way:

"Medical control is defined as the authority exercised by a designated physician (medical director) to direct the medical care provided by any and all personnel involved in the EMS system."²⁵

The concept of medical control. An EMT who performs a medical procedure other than transportation in an emergency is technically engaged in the practice of medicine. Over the past decade EMTs have been permitted by law to perform more and more medical procedures in their efforts to save lives and reduce disabilities. In performing these procedures, EMTs are acting as agents of medical doctors. The American College of

Emergency Physicians states this concept clearly:

"All prehospital medical care may be considered to have been provided by one or more agents of the physician who controls the prehospital system, for this physician has assumed responsibility for such care."²⁶

In many parts of the country, however, basic EMTs operate independently of physician contact, and medical review of their performance seldom, if ever, occurs. In the past, this situation arose most often when programs were started in communities where no physicians were available, interested, or qualified to offer assistance. Lack of medical leadership has frequently limited the contribution of EMTs to emergency care.

Even though it is highly recommended by many experts on prehospital care, basic life support units are not uniformly required to have a formal medical control relationship with a physician. In some states, such as Minnesota, rules and regulations require basic life support ambulance services to have a physician medical advisor. For an EMT-defibrillation program, however, the situation is different—every EMT-D program *must* have formal medical control.

Features required to establish Medical Control. Although the details required by emergency medical service programs may differ from state to state, formal medical control should be established through the following features:

1. Medical Director. A designated physician must understand and accept the responsibility of being the medical director of an EMT or first responder defibrillation program.

2. Training Program. A physician must approve the content and the presentation of the training program. The instruction should be provided by the physician or by a representative of the physician.

3. Standing Orders. The medical director must approve the standing orders that will be used by the EMTs or first responders.

4. **Certification.** The medical director must approve the certification process. This means the methods used to test the students and includes written examinations and demonstrations of practical skills.

5. **Authorization.** After certification, the medical director must then issue formal "authorization" to operate the defibrillator according to the standing orders.

6. **Case-by-case review.** Every event in which EMT-Defibrillators or first responders used (or potentially should have used) the defibrillator must be reviewed by the medical director or his designated representative. In King County, Washington, this has meant medical review of every incident in which cardiopulmonary resuscitation was performed. These so-called "CPR Cases" were not limited to cardiac arrest due to heart disease but include drownings, traumatic arrest, drug overdoses, and respiratory failure. There are two ways in which case-by-case review occurs; first by written documentation, and second by review of the tape recordings made by the voice/electrocardiographic tape recorders attached to the portable defibrillators.

7. **Performance evaluations/Practical skills reviews.** At intervals of 30-90 days EMT-Ds must be evaluated and graded on their practical skills of patient assessment, defibrillator operation, and (if using manual defibrillators) rhythm recognition.

8. **Recertification.** At intervals of two to three years, in most states, the performance of the EMT-D is reviewed and a decision is made whether or not that EMT will remain authorized to perform defibrillation. This review can take the form of a written and practical skills exam or, in some areas, a review of the performance of practical skills.

Requirements for Medical Control

- | | |
|---------------------|----------------------------|
| 1. Medical director | 5. Authorization |
| 2. Training program | 6. Case-by-case review |
| 3. Standing orders | 7. Performance evaluations |
| 4. Certification | 8. Recertification |

Prospective, Direct and Retrospective Medical Control. The figure shows that medical control of EMT-Defibrillation programs is established *prospectively* through state EMS authorities, the training program, and the standing orders and protocols that EMT-Ds learn in their training course. Medical control is established *retrospectively*, that is after actual field events, by case-by-case review performed by the medical direc-

tor or his representative. EMT-D programs *must not* depend on *direct medical control* through telemetry.

Standing orders versus telemetry. Virtually all EMT-D programs use standing orders rather than telemetric transmission of an ECG recording to a base station physician. This is because quickness is so important during a cardiac arrest and because telemetry frequently causes long decision-making delays. Standing orders and protocols, in effect, are a direct order from the program medical director to perform certain tasks for a patient. The standing orders must be memorized and practiced by the EMT-D. The EMT-D operates under the authority of the medical director's medical license. When EMT-Ds successfully complete their training course, they receive a Certificate of Authorization. This certificate is a "prescription" from the medical director that legally authorizes the EMT to use the defibrillator *in certain situations and in a prescribed manner*. Standing orders present exactly what these "certain situations" and "certain manners are."

Relationships among training, medical control and quality assurance. In EMT-defibrillation there is a great deal of overlap among the concepts of training, medical control and quality assurance. The figure displays these relationships graphically, and Ken Stults discusses them further in the next section. Prospective medical control affects training directly in the form of the standing orders and protocols that the EMTs must learn. Case-by-case review is the primary technique for quality assurance, as well as the primary technique for maintaining retrospective medical control. Problems identified during quality assurance reviews are addressed through either retraining, changes in the initial training, or even changes in the standing orders and protocols. Similarly, insights gained through long-term outcome assessments can be used to modify and "fine-tune" the entire system. These interrelationships must be remembered in any discussion of EMT-defibrillation.

Quality Assurance: The Key to a Safe and Effective Program

by Kenneth R. Stults, BS, PA-C

Demonstrating that EMT-Ds can improve survival following out-of-hospital cardiac arrest is, unfortunately, no assurance that in any given community they will. Improved patient outcome cannot be guaranteed simply by providing a defibrillator

Making EMT-D Work

Proceedings from the University of Iowa Workshop

Editor's Note: This exclusive two-part series is a summary of the proceedings of a workshop organized by Ken Stults and held in Des Moines, Iowa, December 6, 1985. The proceedings were prepared by the following workshop participants: Roger D. White, MD, Judith Reid Graves, RN, EMT-P, Kenneth R. Stults, BS, PA-C, and Richard O. Cummins, MD.

Part 1: February 1986 edition of *jems*

- EMT-Defibrillation: Time to Implement Using National Standards by Roger White, MD
- Is EMT-D Right for You? by Richard Cummins, MD
- EMT-D Background by Kenneth R. Stults, BS
- Current Status of EMT-D by Richard Cummins, MD
- Training EMTs to Use Manual Defibrillators by

Kenneth R. Stults, BS

- Training EMTs to Use Automatic Defibrillators by Judith Reid Graves, RN

Part 2: March 1986 edition of *jems*

- Medical Control by Richard Cummins, MD
- Quality Assurance: The Key to a Safe and Effective Program by Kenneth R. Stults
- The Coming of Automatic External Defibrillation by Richard O. Cummins, MD, Judith Reid Graves, RN and Kenneth R. Stults, BS

Author Affiliations

Roger D. White, MD, is Associate Professor of Anesthesiology, Mayo Medical School, and Medical Director of Gold Cross Ambulance Service, Rochester, Minn.; Judith Reid Graves, RN, EMT-P was formerly Research Coordinator for EMT-Defibrillation programs in the King County, Wash. EMS Division, and is presently Assistant Clinical Instructor in Emergency Medicine at the East Carolina University School of Medicine; Kenneth R. Stults, BS, PA-C is the Director of the EMS Learning Resources Center, University of Iowa; Richard

O. Cummins, MD is an Associate Professor of Medicine at the University of Washington, and the Medical Director of the King County Washington EMT-Defibrillation Program.

EMT-D National Conference

A national EMT-D conference sponsored by the National Council of State EMS Training Coordinators will be held in San Francisco, April 26-27, 1986 at the Westin St. Francis Hotel. The program will be chaired by Roger White, MD and will focus on the establishment of standards for the training, medical control and quality assurance of EMT-D programs.

Interested readers are invited to share ideas, experience and research. For more information contact Nels Sanddal, National Council of State EMS Training Coordinators, P.O. Box 150, Boulder, MT 59632; 406/225-4224. □

and 10-20 hours of training on how to use it. Many variables contribute to determining the likelihood of survival for any given patient. The importance of whether or not the presenting rhythm is ventricular fibrillation is obvious. Other variables, however, such as the quality of the technique of defibrillation, are more subtle. An effective community program capable of significantly improving survival following cardiac arrest must address as many of these variables that determine outcome as possible. The more variables that are effectively addressed, the higher will be the likelihood of success. Some, such as a patient's age or whether someone saw or heard the patient collapse, have been appropriately termed "fate factors," and are not amenable to improvement by any known community effort.²⁷ Many can be influenced on a community-wide basis, however. If an EMT-D program is to enjoy maximum success, each of these variables must be known, must be frequently, or even continuously, monitored and, when indicated, must be specifically targeted for improvement.

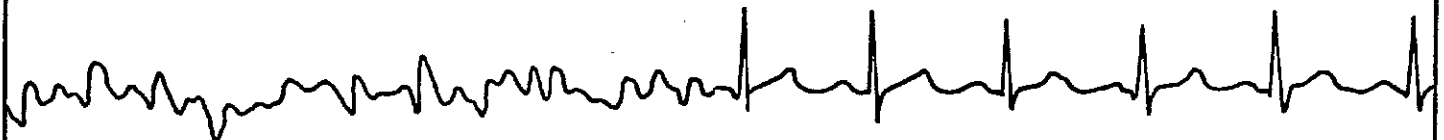
Case-by-Case Review. Due to the wide range of variables involved, including many related to the actual field performance of the EMT-Ds, a fairly elaborate mechanism for information retrieval and analysis is necessary. At a minimum, this must include a written ambulance run report and a continuous voice/ECG tape recording of the resuscitation attempt. Each tape, in turn, must be analyzed for a variety of information including the presenting rhythm, accuracy of interpretation of the presenting rhythm (organized vs. VF vs. asystole), appropriateness of decision regarding defibrillation, elapsed time from arrival to shock, pulse checks, and performance of CPR when indicated. A constructive critique of each resuscitation must be provided to the EMT-Ds as soon after the event as possible. Major performance errors must be identified and corrected as they occur, while good performance must be acknowledged.

As Richard Cummins discussed in the previous section, case-by-case review contributes a great deal to the quality assurance program, and can be considered a component of medical control. In practice, medical control of EMT-Ds is never "on line." The only way for the physician medical director to determine whether his standing orders are carried out in a given case is to review the cassette tape.

Periodic Trend Analysis: The importance of data collection. Case-by-case review provides information about adherence to the performance protocol for a particular patient. It is not possible, however, to determine with certainty whether or not a given patient should have survived, irrespective of the quality of management. Measuring the overall success of an EMT-D program requires review of many patients. The patient survival rate, and all of the variables which influence it, must be monitored over time. Complete data on each event must be serially logged and periodically evaluated for trends in both patient outcome and EMT-D performance. For example, if survival to hospital discharge in a community improves only minimally or not at all following implementation of an EMT-D service, it will be critically important to determine why. This will depend on how well the important contributing variables are known. Are ambulance response times consistently too long? Are defibrillations consistently delayed? Are patients consistently being converted out of VF, or do shocks often appear to be ineffective (an indirect measure of defibrillation technique)? If this information, and more, cannot be determined reliably, there is little chance that the needed corrections can be made and the success rate improved.

Collecting and analyzing detailed data concerning prehospital emergency medical services, and EMT-D in particular, cannot be neglected on the grounds that it is a research activity. It simply cannot be assumed that because EMT-D works in rural Iowa,

EMT-DEFIBRILLATION A CONCEPT WHOSE TIME IS NOW!



THE SECONDS THAT IT TAKES TO CHANGE THIS TO THIS

Require months of serious planning and preparation. Does your system have:

Medical Control?

Quality Training?

Assured Skill Maintenance?

Appropriate Response?

Sponsored by:

The National Council of State EMS Training Coordinators
and
The National Association for Rural Emergency Care.

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it will work anywhere as long as training is adequate and skills are maintained in some acceptable manner. Though EMT-D is a proven concept, what has been "proven" is that EMT-Defibrillation works in systems which participate in an on-going, comprehensive quality assurance program similar to that described here. It has yet to be demonstrated that a program without such quality control can succeed. What we do know is that when EMT-D is not effective in improving survival in a given community, and such a monitoring program has not been installed, it is impossible to determine what went wrong or what corrective action is required.

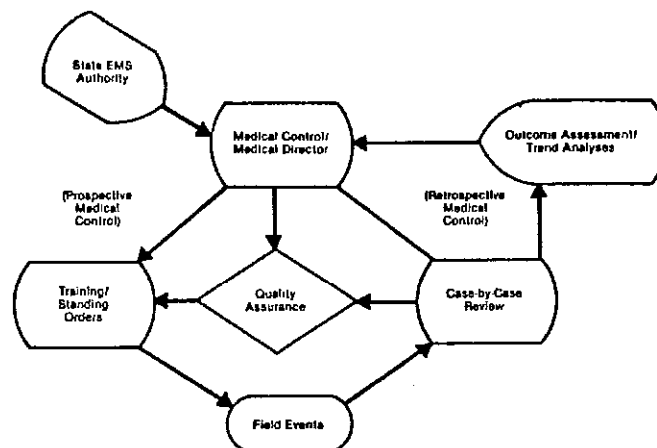
Practical Application. Training, review of EMT-D performance and patient outcome trends and periodic retraining are four components of a continuous loop comprising an on-going quality assurance program (see EMT-Defibrillation figure). When an EMT-D program is first established, the initial training program will encompass all that is currently known about how the EMS system and the EMT-Ds themselves must function for it to succeed. Only rarely will the realities of a given EMS system mirror the ideal. The system's shortcomings must be searched out through case-by-case performance review and long-term trend analysis. The case-by-case review can identify individual performance problems, such as delayed time from ambulance arrival to defibrillation, misinterpretation of rhythms and other deviations from the established protocol. When such performance problems are noted, the EMT-Ds involved in the case must receive whatever remedial training is necessary to assure that those particular problems do not recur. It is beneficial to review the case with the other members of the ambulance squad as well so that they learn from the mistakes of their peers. Thorough case-by-case review and follow-up should result in consistent EMT-D adherence to the performance protocol. It cannot, however, guarantee success or even, by itself, provide adequate information to judge whether a program has been successful.

When a case is reviewed, predefined data must be collected in an orderly manner to help generate periodic summaries of key variables. This data list should include:

- | | |
|-------------------------------------|---|
| 1. <i>Patient</i> | |
| Age | Unwitnessed arrest |
| Sex | Distance of collapse from ambulance |
| Witnessed arrest | Initial cardiac rhythm |
| 2. <i>The EMS System</i> | |
| Time from collapse to call for help | Ambulance response time |
| Time from collapse to CPR | Scene-to-hospital transport time |
| 3. <i>EMT-D Performance</i> | |
| Completeness of patient assessment | Time between defibrillation attempts |
| Accuracy of rhythm interpretations | Appropriate management of each rhythm encountered |
| Time from arrival to defibrillation | General adherence to the protocol |
| 3. <i>Patient Outcome</i> | |
| Rhythm after each shock | Hospital admission |
| Return of a pulse in the field | Survival to hospital discharge |

It can then be determined, over time, whether the patient survival to hospital discharge rate (the ultimate measure of EMT-D success) is acceptable. If not, a summary analysis is performed of all factors known to influence survival. If the average age of the cardiac arrest population in a community is 75 years, and only 25 percent of all arrests are witnessed, it will be difficult to design any strategies which are likely to improve outcome. But if the so-called "fate factors" are in line with national norms, then system or performance deficiencies or both are likely to be responsible. It may be discovered that ambulance response times are averaging 8.0 minutes (they need to be close to 4.0 minutes), or that the average time from EMT-D arrival to defibrillation is three minutes or more (it should be less than 2.5

EMT-Defibrillation: Relationships Among Training, Medical Control and Quality Assurance



minutes). It might be discovered that no more than 50 percent of patients found in ventricular fibrillation are being successfully defibrillated into some other rhythm. If this is the case, various components of defibrillation technique must be examined—paddle placement, paddle pressure and use of conductive medium. If enough data are collected on enough patients, it should be possible to identify one or more contributing reasons why an acceptable long-term survival rate has not been achieved.

Correction of Discovered Problems. The next step is to apply this information and correct the deficiencies. If the average time from arrival to defibrillation is too long, or the overall VF conversion rate is too low, then it can be concluded that the problem involves most, if not all, members of the ambulance service. A remedial training program which specifically targets the deficiencies identified in the trend analysis must be developed and conducted for the entire service. Further, the critical components of this remedial training program must be incorporated into future primary EMT-D training programs conducted for new trainees.

Once retraining is complete, case-by-case review and periodic trend analysis is continued to monitor for improvement—both in EMT-D performance and in patient outcome. This continuous cycle of training, monitoring and targeted retraining must never be allowed to end.

Special Case of the Small Community. Special consideration must be given to low-volume ambulance services operating in small communities. Developing and maintaining a quality assurance program such as we have described here would be difficult in a small town for several reasons. First, such a program would obviously require a significant investment of time and energy on the part of the local physician medical director. However, medical directors of small community ambulance services are almost invariably busy general practitioners or surgeons who have little time for extensive involvement in such activities.

Second, the incidence of cardiac arrest in a small community may not be sufficient to allow identification of important trends over a reasonably short span of time. A good example is conversion from ventricular fibrillation. It is impossible to know how any given patient should respond to a defibrillation attempt—too many potentially predisposing factors are unknown. Therefore, the type and strength of conclusions one could draw from observing that three of six patients in ventricular fibrillation in

the past year were successfully converted and one survived to hospital discharge, are far different from the perspective gained from observations of 100 patients in VF, 50 of whom were successfully converted, but only ten survived to hospital discharge. In the first case, it would be difficult to conclude that things were not going about as well as could be expected considering natural statistical variation. In the second case, which can be seen as an extension of the first, one should be seriously concerned about the low conversion rate and the low survival to discharge rate. Further investigation may well reveal a need for remedial training or some alteration of the defibrillation protocol. It would take years to appreciate this trend if one were looking just at the cases from a single small community.

A solution to the differences of effective quality assurance in the low-volume environment is regionalization of case review, data collection and analysis. Regional hospitals, regional EMS councils, state health department EMS sections and statewide university hospitals are all potential providers of such a centralized program. Three basic conditions must be met to assure maximum effectiveness of a regional review system. 1) A committed individual or small group of individuals is required which must include a physician with considerable expertise in emergency cardiac care. Good public relations skills and a positive attitude are a must; 2) The capacity to collect, store, retrieve and analyze key data from large series of cardiac arrest runs must be available; 3) Through cooperation with the local medical director, the central group must have the authority to act on performance deficiencies in a constructive, corrective manner that will foster improved performance and assure the safety of patients, bystanders and fellow EMTs.

The Coming of Automatic Defibrillation

by Richard O. Cummins, Judith Reid Graves and Kenneth R. Stults

Automatic external defibrillators. Automatic external defibrillators represent the addition of techniques for analysis and interpretation of surface electrocardiographic signals to the already available, portable, direct-current defibrillators.^{28,29} Presently available devices incorporate sophisticated digital software with rhythm algorithms that analyze multiple features of the heart's electrical signal. The devices record the signal from the heart through two adhesive electrode pads, placed on the chest in the same positions in which standard manual defibrillator pads are placed. Defibrillatory shocks are also delivered through these electrodes.

When an automatic external defibrillator is used in a cardiac arrest, the rescuer must cease contact with the patient while the device assesses the rhythm, charges the capacitor, and delivers countershocks. Depending on the manufacturer, the time required for rhythm analysis can range from six to 20 seconds and capacitor charge time from four to 11 seconds. There are two general types of automatic external defibrillators, a "fully automatic" and a "semi-automatic" device. The fully automatic devices, once attached and turned on, assess the rhythm, charge the capacitors and deliver countershocks as long as the rhythm remains ventricular fibrillation (VF) or rapid pulseless ventricular tachycardia, or until the device is switched off. The semi-automatic devices require responses by the operator, guided by messages displayed on a liquid crystal screen. If the rhythm is ventricular fibrillation or rapid pulseless ventricular tachycardia, a final step is required in which the operator is "advised" to press the shock button.

Evaluations of Automatic External Defibrillators. Unlike much equipment used for prehospital emergency care, automatic external defibrillators have been extensively evaluated.^{28,29} The overall evaluation approach has, in effect, followed this sequence:

1. testing detection algorithms against rhythm collections;³⁰
2. testing detection algorithms on actual patients in controlled hospital settings;
3. testing actual devices first in hospital settings and then in prehospital settings with immediate manual defibrillator backup;³¹
4. testing actual devices in prehospital settings without immediate manual defibrillator backup;³²
5. conducting formal, controlled clinical trials that compare outcomes from EMT use of automatic external defibrillators to EMT use of standard manual defibrillators.^{33,34}

The first two formal, controlled clinical trials of automatic external defibrillators stopped data collection in mid and late 1985. These studies, like the first controlled evaluations of EMT use of standard manual defibrillators, were conducted in King County, Washington and in small communities in Iowa. The results have not yet been published. There have, however, been preliminary presentations of some results from these trials at the Scientific Sessions of the American Heart Association's 1985 Annual Meeting. The general conclusion from these published abstracts has been that automatic external defibrillators are an *acceptable alternative* to manual defibrillators when used by basic EMTs either with or without EMT-paramedic backup.^{33,34} Additional, uncontrolled data presented at the AHA Meeting suggested that AEDs can improve survival when used by first responders, not just EMTs.³²

The controlled clinical trials in Iowa and King County have looked at the clinical outcomes of defibrillation (removal of VF), admission to hospital, and survival to hospital discharge. Actual clinical "saves" do not depend on the type of defibrillator used, but on the combined effect of patient and system factors, a point that has already been confirmed in these trials.³⁵ If the preliminary findings presented in scientific sessions continue to hold true, there appear to be no significant *clinical differences* between EMTs using automatic defibrillators or using manual defibrillators. As accurate "detectors of VF," and as delivery systems for electrical countershocks, automatic defibrillators appear to perform as well as EMTs when the EMTs function as "detectors of VF" and operate manual defibrillators.

There are, however, *program differences* between EMT use of manual defibrillators and EMT use of automatic defibrillators, as discussed in detail in the next section.

A comparison of automatic and manual defibrillators for EMTs (See Table 1). The relative advantages and disadvantages of automatic versus standard manual defibrillators are highlighted by drawing one distinction, a person interprets the cardiac rhythm with manual defibrillators, whereas a machine interprets the rhythm with automatic defibrillators. This distinction introduces several points for an EMTD program to consider before making the choice between manual and automatic defibrillators:

1. Initial Training: rhythm recognition. In a manual program much time must be devoted to teaching EMTs to recognize cardiac rhythms. In an automatic program little if any time is needed to teach rhythm recognition. Training can be done without visual displays of rhythms. Some automatic defibrillators have a monitor display of the rhythm and can be operated in either an automatic or manual mode. Consequently, some programs may elect to start with an automatic EMT program and operate the defibrillator only in the automatic mode. Later, the program can change to a manual program by additional classes in rhythm recognition.

2. Initial training: operation of the device. Automatic defibrillators require attachment of adhesive electrode pads to the patient's chest. Through these pads the rhythm is recorded, analyzed and the electrical shocks are delivered. Because an automatic defibrillator internally recognizes the rhythm, it is programmed to charge the capacitors and, depending on which manufacturer's device is used, to deliver a shock with virtually no additional action from the EMT-operator.

Use of a manual defibrillator is more complicated. To provide

the EMT with a clear picture of the rhythm, the manual defibrillators first require calibration of the monitor (a step not required on all brands) and then attachment of monitor electrodes. The manual EMT must:

1. calibrate the machine;
2. select an energy level;
3. gel the defibrillator paddles;
4. charge the capacitors;
5. apply them to the chest;
6. assess the rhythm again; and
7. press the shock-delivery buttons.

Of necessity, the initial training classes are longer and more involved.

3. Initial training: treatment protocols. The treatment options available to EMTs using automatic and semi-automatic defibrillators are more limited and consequently, the treatment protocols are simpler and easier to learn and to use.

4. Maintenance of skills. In King County, Washington, EMT-Ds trained in the manual program have attended four one- to two-hour continuing education classes per year. In Iowa, manual EMT-Ds must demonstrate practical knowledge of device operation and treatment protocols every month. As more and more states adopt EMT-defibrillation programs, exact requirements for maintenance of skills in each state will be specified. Automatic defibrillators, by not requiring rhythm recognition, will have more simple, though not necessarily less frequent, continuing education classes.

5. Field performance: ventricular fibrillation detection.³⁶ The electrical circuitry for the detection of ventricular fibrillation in AEDs has been extensively field-tested and is under constant refinement. There is not 100 percent accuracy in the detection of ventricular fibrillation. Automatic defibrillators occasionally fail to identify and shock extremely fine ventricular fibrillation and have had some trouble with coarse ventricular fibrillation. It must be remembered, however, that the "VF detector" to which the automatic defibrillator is being compared is not a medical doctor, sitting quietly in the office, but rather the EMT in the field, trying to read the cardiac rhythm on a small monitor screen and to perform several complicated tasks at the same time.

In general, we have observed that a really good defibrillation-trained EMT is better than an automatic defibrillator at the detection and countershock of ventricular fibrillation. Unfortunately, not all EMTs are the same and their performance can be highly variable. Automatic defibrillators, on the other hand, are relatively constant in performance. Clinical trials have established that overall this performance level is comparable to manual defibrillators.

6. Field performance: non-ventricular fibrillation detection.³⁶ The term "specificity" means the ability to detect and respond appropriately to normal rhythms, or at least rhythms that should not be shocked. The currently available automatic external defibrillators have, so far, displayed virtually 100 percent specificity. EMTs, operating manual defibrillators, have not done so well. Depending on the program, EMTs can be instructed to be "aggressive" in their approach to rhythms that might be ventricular fibrillation. This means they occasionally shock rhythms that are asystole or slow, idioventricular rhythms. This degree of specificity has probably not had significant clinical consequences and has remained acceptable in programs that have close medical control.

7. Speed of operation. Because of their ease of attachment and operation, and their speed of decision-making, automatic external defibrillators are clearly faster than manual defibrillators. In both Iowa and King County, Washington, EMTs can deliver a countershock with an automatic defibrillator an average of 60 seconds faster than they can with a manual defibrillator. In theory, this should make a significant clinical difference, though such a difference has not yet been observed in clinical studies.

Table One:

Comparison of features of EMT-Defibrillation Programs: Automatic versus Manual

Feature	Automatic Program	Manual Program
<i>Initial training:</i>		
rhythm recognition:	not required	required
device operation:	simple	more complicated
treatment protocols:	simple	more complicated
<i>Maintenance of skills:</i>	simple	more complicated
<i>Field performance:</i>		
VF detection:	good/constant	variable
non-VF detection:	excellent	variable
speed of operation:	fast	variable
defibrillation ability:	good to excellent	excellent
<i>Need for documentation:</i>	required	required
<i>Medical control (case-by-case review):</i>	required	required

8. Defibrillation ability. Technically "defibrillation" means the removal of ventricular fibrillation. It does not mean conversion of ventricular fibrillation to normal sinus or other perfusing rhythms. The electrical energy delivered by automatic defibrillators, even through their adhesive electrodes, has proven to be equally effective at "defibrillation" as the electrical energy delivered through the paddles of manual defibrillators. Manual defibrillators have one theoretical advantage in that the energy level of the countershocks can be increased if the initial shocks do not defibrillate the heart. In the Table, defibrillation ability is therefore listed as "excellent" though the true clinical advantage of increasing the energy level of the shocks has not been established.

9. Need for documentation and case-by-case medical review. As discussed in the sections on medical control and quality assurance, the key to the success of an EMT-Defibrillation program is accurate documentation and close medical review of every case in which a defibrillator is used. This requirement is the same whether an automatic or a manual defibrillator is used. There must be no misunderstanding that use of an automatic defibrillator removes the need for close medical supervision and case-by-case review.

The final choice between manual or automatic defibrillators: a program question.³⁶ There are many apparent advantages to automatic external defibrillators: training is shorter and easier; skill maintenance and quality assurance is shorter and easier; rhythm interpretation is standardized; operation and shock delivery is faster. Iowa, King County and several other locations have embarked upon the clinical trials mentioned above, in order to confirm or disprove these many advantages. As noted, final conclusions from these projects have not yet been published. It may be prudent for EMT programs giving serious consideration to starting an EMT-D program to think seriously about using automatic external defibrillators. When all factors are considered, especially long-term medical control, standardized performance, skill maintenance and overall patient survival, automatic external defibrillators may work best

for many EMT-D programs.

There are many steps to setting up an EMT-D program that must be completed before final purchase of defibrillators. Though we hesitate to suggest that starting a lifesaving program such as EMT-D be delayed, 1986 will witness many rapid developments in the field of automatic defibrillators. These developments will include final publications from the clinical trials, continued refinement of present products and probably the appearance of new devices.

Finally, consideration should be given to the dual approach now used in both King County, Washington, and in Iowa. In these locations fire departments or ambulance services are permitted to select either manual or automatic defibrillators for the EMT-Ds to use. Final choices are left to individual fire departments or ambulance services who base their decisions on their staffing and training needs and their service demands. In King County, the general pattern appears to be selection of automatic defibrillators by the more rural, less busy units where volunteer EMTs are more common, and by those fire departments where fire suppression, rather than emergency medical services, receives more emphasis. In Iowa, the EMTs have generally preferred to not surrender decision-making to a device; instead, they have preferred the sense of a more direct clinical involvement given by manual defibrillators.

Acknowledgments

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have generously supported much of the research referred to in these proceedings. Donald Brown, MD of the University of Iowa, chaired the Iowa Workshop on EMT-Defibrillation, and Mickey S. Eisenberg, MD reviewed the manuscript.

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THURSDAY

14:45 HOURS

I was working the first shift. It had been a quiet afternoon.

14:46 HOURS

We got an alarm. "Middle-aged male collapsed at work. Possible heart attack." We were rolling.

14:50 HOURS

We were lucky, traffic was light. We arrived on-site. The arrest had been witnessed and called in immediately. CPR was being administered by a co-worker.

14:51 HOURS

Patient was a male, about 220 lbs., 5'10", middle 50's. The patient was clammy and cyanotic, with no respirations, no pulse, no B.P.

In the seven years I've been an EMT, I've seen a lot of cardiac arrest victims. Most of them never got a chance. No matter how long or hard we administered CPR, it wasn't enough. CPR just buys a few extra minutes. The fact is CPR is only 25% as effective as the heart's normal perfusion. CPR won't restart the arrested heart; that takes a defibrillatory shock.

14:52 HOURS

I opened the HEART ♥ AID, our Fully Automatic External Defibrillator, put the two adhesive, pre-gelled electrode pads on my patient's chest, stopped CPR and turned on HEART ♥ AID. Within seconds, HEART ♥ AID's voice instruction said, "Stand back, stand back." The patient's body jumped as the life saving defibrillation was delivered... less than 15 seconds after I turned the unit on. HEART ♥ AID again said, "Stand back, stand back." The patient's body again jumped, as another automatic defibrillation was administered.

14:53 HOURS

I checked for a pulse. It was weak, but it was there. Respirations had also returned. The pulse was getting stronger, and skin color was returning to normal.

14:54 HOURS

Less than ten minutes had passed since we had received the alarm. The victim was now breathing on his own and we were getting ready to transport. Thanks to HEART ♥ AID, this one had made it.

When the Department purchased HEART ♥ AIDs for our EMT unit, they said it would increase our chances of saving cardiac arrest victims, reduce the cost and time of us to help save lives. They were right.

More than 1.5 million Americans suffer heart attacks each year. Almost 600,000 die. In fact, with CPR alone, only three out of one hundred reach the hospital alive. With the HEART ♥ AID, case studies show that 50 out of 100 can reach the hospital alive if they are defibrillated within eight minutes.*

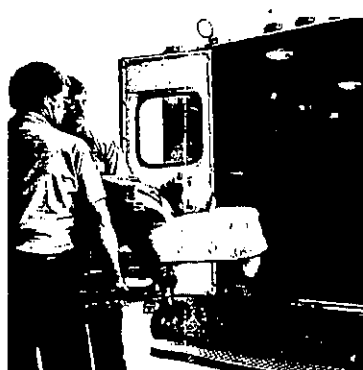
The HEART ♥ AID gives the EMTs full automatic diagnosis and defibrillation for ventricular fibrillation and severe tachycardia. HEART ♥ AID also has optional pacing, for those cases where the patient is in asystole or severe bradycardia.

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Defibrillation, pacing, ECG monitoring and voice recording of the entire event, all function in the manual or automatic mode. (Features vary by model.)

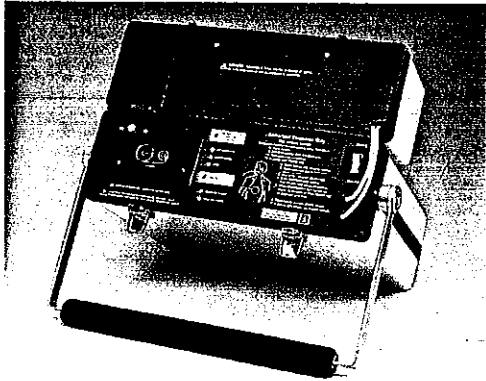
If you enjoy being an EMT as much as I do, and if you're as disheartened with losing patients as I was, then find out for yourself about the portable, rugged HEART ♥ AID.

*Data available upon request.



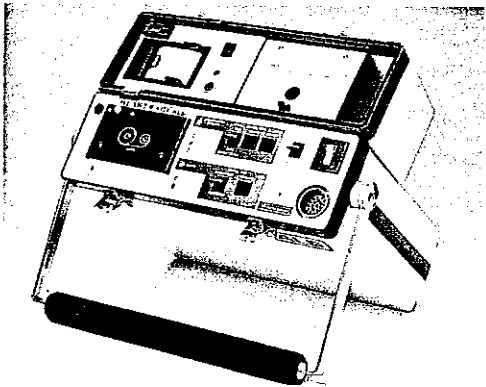
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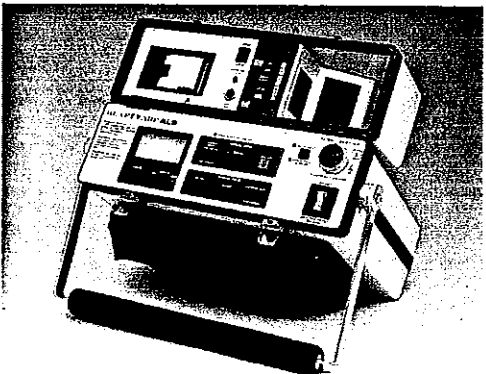
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MEMO

Date: August 14, 1986

To: Mayor & Council

From: Barb Thompson



Re: Revenue Sharing Update

Staff will attempt to give you an up to date summary of the Federal Revenue outlook for 1986.

We have received 3 quarterly payments this year and have received confirmation we will be receiving the 4th quarter payment in October which will be 37.9% less than usual amount resulting from the combined effort of the Gramm-Rudman - Holings Deficit reduction legislation and an appropriation cut made by Congress last fall. This makes the total 1986 receipts approximately 9% down from the 1985 revenue received.

At budget time last fall we anticipated a much more drastic cut and budgeted \$72,300 when we will actually receive \$104,539.00. This plus unallocated and unused funds from previous years gives us an estimated balance at the end of 1986 approximately \$55,000.00.

At this time we have no final word on receiving funds for 1987 but the exact wording in the August bulletin read "1987 Outlook Cloudy". Hopefully we will know more before the 1987 budget is adopted.

Don Latch and Keith Rosch are both making requests to use a portion of the \$55,000.00 unallocated funds. It is necessary to hold a public hearing at the next Council meeting to spend the requested revenue sharing monies.

jt

MEMO

TO: Mayor and Council
FROM: Gary E. Brown *geb*
DATE: August 14, 1986
SUBJECT: City Hall

Mr. Dick Fuchs prepared the attached proposal. A narrative will be sent out to the City Council detailing some of the cost expenditures proposed.

Also attached is a letter from Jim Weiland regarding the Hastings Health & Racquetball Club which is now for sale. The building comprises about 11,000 square feet and conceivably could be used as a City Hall. If members are interested in looking at this building they should contact my office and we will schedule a viewing. As I understand it the building cost is \$280,000.00 and the owner would be interested in pursuing a possible contract for Deed.

cl



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V189

August 13, 1986

Mr. Gary Brown, Administrator
City of Hastings
100 Sibley Street
Hastings, MN 55033

Dear Mr. Brown:

Re: Cost Estimate and Fee Proposal
for Renovation @ Existing City
Hall and Eyries Building

The following is a revised estimate prepared following our discussion on Friday, August 8 regarding the consideration of using the Eyries Building in conjunction with the existing City Hall premises for city administration.

1. Provide demolition as required for the new work - 5300 sq. ft. @ 3.00	= 15,900.00
2. Provide General Construction to renovate 5300 sq. ft. @ 23.50	= 124,550.00
3. Provide plumbing and mechanical work (reuse some existing mechanical equipment) 3500 sq. ft. @ 7.00	= 24,500.00
4. Provide electrical work (no new service) 5300 sq. ft. @ 6.50	= 34,450.00
5. Provide interior design services 5300 sq. ft. @ .40 (no furniture selections)	= 2,520.00
	<hr/>
Sub Total	201,520.00

Professional Fees - architectural, mechanical/
electrical engineers and structural engineer @ 10% = 20,150.00

Note: If instructed by Owner, we can eliminate
any discipline which is not felt necessary
and credit the fee to Owner.

Sub Total 221,670.00

6. Design Contingency @ 5% = 11,084.00

Sub Total 232,754.00

Eyries Building - Cost of Purchase = 80,000.00

Total 312,754.00

General Notes:

1. No furnishings or draperies included in price submitted.
2. No permit costs included in price submitted.
3. Be cautioned that this is a preliminary cost estimate done without the benefit of any drawings. An accurate estimate can be prepared at such time as drawings are available to the various contractors.
4. It may be possible to control some costs beyond what is herein proposed if a budget can be arrived at, and the quality of finishes, etc. be provided to accommodate such budget.

Respectfully submitted,

R. P. Fuchs, Architects

By: _____

James and Gail Weiland
15950 E. 195th Street
Hastings, Mn. 55033
612-437-4544

Gary Brown, City Administrator
City of Hastings
Hastings, Minnesota 55033

Dear Mr. Brown:

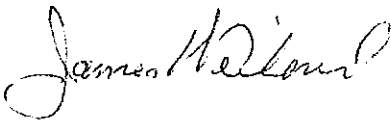
The former Hastings Health Club building, has now become available for lease or purchase.

Located at 515 East 3rd Street, Lots 6, 7 and 8, Block 122 and Lot 1, Block 123, Town of Hastings. Approximate size of building 11,000 square feet. Concrete masonry type construction.

As the present structure exists it may be over sized for your use, however with other possible needs of the City in the future, it may be of interest to investigate this property.

For more details contact James Weiland at the above address.

Sincerely,



James Weiland

August 1, 1986

August 14, 1986

Construction Statement

Re: Remodel @ Existing City Hall
and Eyries Building

The accompanying preliminary cost estimate for the remodeling of the two above-mentioned buildings encompasses the following demolition and construction:

1. Removal of existing walls, ceilings, doors and frames, trim, floor coverings, and all plumbing, HVAC and electrical now existing which is affected by such demolition at the first floor of each of the two buildings.
2. New steel or fire retardant wood stud wall construction as required for new floor plans design.
3. Gypsum board wall material with painted and/or vinyl wall fabric finishes. (Ceramic tile at toilet rooms)
4. Hardwood doors in metal frames, rated where required at interior.
- 4a. New exterior doors and frames as designed.
5. Suspended, lay-in acoustical ceilings as selected, with flush fluorescent lighting fixtures.
6. Carpeting and other floor finishes as selected. (Ceramic tile at toilet rooms)
7. Hardwood and plastic laminate millwork items as designed.
8. Limited refurbishing of building exteriors. (Brick patching and possible cleaning, etc.)
9. Installation of new plumbing fixtures to accommodate handi-capped requirements.

10. All other plumbing and electrical installation as per design.
11. Reworking existing and/or installing new HVAC as required.

In addition to the above listing, any consideration for interior furnishings in the remodeled areas could possibly be partially or wholly covered by the design contingency funds defined in the estimate.