

Sunday

Monday

Tuesday

Wednesday

Thursday

Friday

Saturday

# February 2001

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Council-7 p.m.

HRA-7 p.m.

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Planning-7 p.m.

Energy-7 p.m.

Industrial Park-  
7:30 a.m.

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Holiday

Council-7 p.m.  
HPC-7 p.m.  
NRRC-7 p.m.  
Spiral Room

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28

Planning-7 p.m.

## CITY OF HASTINGS

**COUNCIL MEETING**                      **7:00 P.M.**                      **DATE:**                      **Tuesday**  
**January 16, 2001**

**I. CALL TO ORDER:**

**II. ROLL CALL:**

**III. DETERMINATION OF QUORUM:**

**IV. APPROVAL OF MINUTES:**

Approval of Minutes of the Regular Meeting of January 2, 2001

**V. COUNCIL ITEMS TO BE CONSIDERED:**

**VI. CONSENT AGENDA:**

*The items on the Consent Agenda are to be acted upon by the City Council in a single motion. There will be no discussion of these items unless a Councilmember or citizen so requests, in which event the items will be removed from the Consent Agenda to the appropriate department for discussion.*

1. Pay All Bills As Audited
2. Accept Quotes, Parks Department purchase of 2001, 3/4 ton pickup truck
3. Accept Quotes, Street Department Purchase of 3/4 ton Pickup, Utility Department 1/2 ton Pickup, Engineering Department Crew Cab Pickup
4. Approval of Renewal of Gambling Permit at Eagles Hall 2212 by the Minnesota Jaycees Charitable Foundation
5. Approval of Waiver of 30-Day Waiting Period for a One-Day Gambling Permit for the Mississippi Longtails/Pheasants Forever
6. Approval of Inspections & Code Enforcement Technician Position Description
7. Approval of Retirement Policy Amendment
8. Resolution – Setting 2001 Residential Garbage Haulers License Fee
9. Approval of 2001 Council Committees
10. Payroll Adjustments for Paid-on-Call Firefighters
11. Authorize Agreement to Farm Land at Industrial Park

**VII. AWARDING OF CONTRACTS & PUBLIC HEARING:**

1. Public Hearing - 4th Street East Street Vacation

**VIII. REPORTS FROM CITY STAFF:**

**A. Public Works**

1. Informational Presentation - Lock & Dam Access Road and Trail Improvements

- B. City Planner
  - 1. Street Vacation – 4<sup>th</sup> Street East
  - 2. 1st Reading/Order Public Hearing - Rezone Bohlken Estates 6<sup>th</sup> Addition (A- Agriculture to R-2 Medium Density Residence
  - 3. Preliminary Plat - Bohlken Estates 6<sup>th</sup> Addition
  
- C. Administrator
  - 1. Set Assistant Fire Chief Compensation Range
  - 2. Listul Industries Settlement

**IX. COMMENTS FROM AUDIENCE:**

**X. UNFINISHED BUSINESS:**

**XI. NEW BUSINESS:**

**XII. REPORTS FROM CITY COMMITTEES, OFFICERS, COUNCILMEMBERS:**

**XIII. ADJOURNMENT:**

**Next Regular City Council Meeting on Monday, February 5, 2001**

**Hastings, Minnesota**  
**January 2, 2001**

The City Council of the City of Hastings, Minnesota met in a regular meeting on Tuesday, January 2, 2001 at 7:00 p.m. in the City Hall Council Chambers, 101 4<sup>th</sup> Street East, Hastings, Minnesota

**Members Present:** Councilmember Yandrasits, Riveness, Schultz, Hazlet, Hicks, Moratzka & Mayor Werner

**Members Absent:** None

**Staff Members Present:** Dave Osberg, City Administrator;  
Shawn Moynihan, City Attorney;  
Marty McNamara, Parks & Recreation Director;  
Mike McMenemy, Police Chief;  
and Melanie Mesko, Administrative Assistant/City Clerk

**Swearing of Councilmembers**

Administrative Assistant/City Clerk, Melanie Mesko administered the Oaths of Office to Councilmembers Schultz, Hazlet, Riveness and Yandrasits for their terms to expire December 31, 2004.

**Approval of Minutes**

Mayor Werner asked if there were any corrections or additions to the minutes of the regular meeting of December 18, 2000 and hearing none the minutes were approved as presented.

**Consent Agenda**

Moved by Councilmember Hicks, seconded by Councilmember Riveness, to approve the Consent Agenda as presented.

7 Ayes; Nays, None.

1. Pay All Bills As Audited
2. Resolution No. 01-01-2001-Designation of Official City Newspaper for 2001
3. Resolution No. 01-02-2001-Approving Application for Massage Therapist License for Judith Kulla
4. Resolution No. 01-03-2001-Adopt Assessment-Utility Service Repair, 411 Vermillion
5. Final Pay Request-Family Aquatic Center
6. Planning Commission Appointments-Cecilia Strauss & Lance Twedt
7. Resolution No. 01-04-2001-Annual Declaration of Bank Depository

**Public Hearing-Liquor License Violations**

Mayor Werner opened the Public Hearing at 7:03 p.m. Mike Anderson of Rivers Grill & Bar was present to outline for the Council the steps that his business has taken to prevent sale of alcohol to minors. He also stated that the first violation occurred ten days following the purchase of the business and requested that Council consider their second violation to be the first violation in consideration of the violation that occurred after the purchase of the business.

Craig Thompson of Short Stop Liquor was present to outline the items that he is doing to prevent sale of alcohol to minors.

Hearing no further public comment the public hearing was closed at 7:29 p.m.

**Liquor License Violations**

Moved by Councilmember Hicks, seconded by Councilmember Riveness, Rivers Grill & Bar that the second violation be considered the business's first violation and therefore they be required to pay the monetary fine or purchase the identification reader machine. Should another violation occur within twenty-four months, it would be considered River's third violation with corresponding penalties for a third violation.

7 Ayes; Nays, None.

Moved by Councilmember Hicks, that the guidelines approved by the Council be imposed and a \$750 penalty and two-day suspension for Short Stop Liquor's second violation within a twenty-four month time frame.

Motion fails for a lack of a second.

Moved by Councilmember Yandrasits, seconded by Councilmember Moratzka, to impose the same penalty on Short Stop Liquors as Rivers'. This violation is to be considered their first violation, should another violation occur within twenty-four months that would subsequently be considered a third violation and the corresponding penalties shall be assessed.

7 Ayes; Nays, None.

**2001 Council Committees**

Mayor Werner presented recommendations for Council Committee appointments for 2001. Mayor Werner requested approval of the Acting Mayor position to be Councilmember Hicks with all other Council Committees to be set at the Council meeting of January 16, 2001.

Moved by Councilmember Riveness, seconded by Councilmember Schultz, to approve Councilmember Hicks as Acting Mayor; with other Committees to be set at the January 16, 2001 Council meeting.

7 Ayes; Nays, None.

**Joint Maintenance Facility**

Parks & Recreation Director Marty McNamara request approval for City Staff to proceed with joint maintenance facility between the City and School District 200.

Moved by Councilmember Hicks, seconded by Councilmember Moratzka, to direct Staff to enter into a contract with TKDA to provide architectural and engineering design and construction administration services for this facility.

7 Ayes; Nays, None.

**Adjournment**

Moved by Councilmember Riveness, seconded by Councilmember Moratzka, to adjourn the meeting at 7:45 p.m.

7 Ayes; Nays, None.

\_\_\_\_\_  
Mayor

ATTEST \_\_\_\_\_  
City Clerk

City of Hastings  
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
	FIRESIDE CORNER	REFUND BLDG PERMIT 1296	40.40
	GENZ RYAN	REFUND BLDG PERMIT	20.40
	HASTINGS AREA CHAMBE	NOV 2000 LODGING TAX	4,256.52
	MCES	DEC SAC CHARGES	54,529.20
	MINNESOTA MUTUAL	MONTHLY LIFE INS PREMIUM	777.40
	REGINA MEDICAL CENTE	FEB WELLNESS	143.32
	Total for Department		59,767.24*
COUNCIL	ASSN. OF METRO MUNIC	2001 MEMBERSHIP	4,858.00
COUNCIL	JOHNSON, R.L. JEWEL	RETIREMENT WATCH WUOLLET	168.27
COUNCIL	LEVEE CAFE	COUNCIL RETIREMENT LUNCH	150.55
COUNCIL	MINNESOTA MUTUAL	MONTHLY LIFE INS PREMIUM	50.63
	Total for Department 6011		5,227.45*
ADMINISTRATION	AT&T	LONG DISTANCE CHARGES	13.72
ADMINISTRATION	BOISE CASCADE OFFICE	BINDERS	17.66
ADMINISTRATION	BOISE CASCADE OFFICE	CALC RIBBON/PAPER/HIGHLI	223.16
ADMINISTRATION	BOISE CASCADE OFFICE	CREDIT-RETURN	-69.48
ADMINISTRATION	BOISE CASCADE OFFICE	PAPER	40.36
ADMINISTRATION	CORPORATE EXPRESS	PAPER	213.43
ADMINISTRATION	CORPORATE EXPRESS	RIBBON CALC	7.09
ADMINISTRATION	FARMER BROS CO.	COFFEE	23.92
ADMINISTRATION	FORTIS BENEFITS INS	MONTHLY LTD PREMIUM	58.64
ADMINISTRATION	IOS CAPITAL	COPIER LEASE	385.53
ADMINISTRATION	M.A.U.M.A.	DECEMBER MAUMA/MAMA MEET	16.00
ADMINISTRATION	METRO AREA MNGR ASSN	2001 MEMBERSHIP DUES	45.00
ADMINISTRATION	MINNESOTA MUTUAL	MONTHLY LIFE INS PREMIUM	18.75
ADMINISTRATION	SPRINT	MONTHLY TELEPHONE	1,050.44
	Total for Department 6020		2,044.22*
CITY CLERK	FORTIS BENEFITS INS	MONTHLY LTD PREMIUM	16.81
CITY CLERK	HASTINGS STAR GAZETT	AERATION NOTIFICATION	79.20
CITY CLERK	HASTINGS STAR GAZETT	CITY HALL OFFICE TECH	82.50
CITY CLERK	HASTINGS STAR GAZETT	FARMLAND FOR LEASE	27.00
CITY CLERK	HASTINGS STAR GAZETT	GA PRELIM PLAT	20.70
CITY CLERK	HASTINGS STAR GAZETT	HRA REDEVELOP DOWNTOWN	82.80
CITY CLERK	HASTINGS STAR GAZETT	PH BOLKEN ESTATE	29.00
CITY CLERK	HASTINGS STAR GAZETT	REZONE BOHLKEN 6TH	29.00
CITY CLERK	HASTINGS STAR GAZETT	RINK ATTENDANTS CLASSIFI	66.80
CITY CLERK	HASTINGS STAR GAZETT	SUBD 820 WEST 13TH	20.70
CITY CLERK	HASTINGS STAR GAZETT	SUSPEND LIQUOR LICENSE	13.50
CITY CLERK	HASTINGS STAR GAZETT	TRUTH IN TAXATION	138.60
CITY CLERK	HASTINGS STAR GAZETT	VACATE 4TH & LOCUST	21.75
CITY CLERK	M.A.U.M.A.	2001 DUES	30.00
CITY CLERK	MESKO, MELANIE	MILEAGE/MTG EX	38.15
CITY CLERK	MINNESOTA SAFETY COU	WORK COMP TRNG-MESKO	175.00
CITY CLERK	MINNESOTA MUTUAL	MONTHLY LIFE INS PREMIUM	4.95
CITY CLERK	STAR TRIBUNE	AD-CITY HALL OFFICE TECH	649.50
CITY CLERK	VERIFIED CREDENTIAL	BACKGROUND CK-C LUNDER	120.00
	Total for Department 6040		1,645.96*

City of Hastings  
PM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
ELECTIONS	DAKOTA CNTY TREAS-AU	2000 ELECTIONS BALLOT PR	497.26
ELECTIONS	SCHLEUSSLER, ROBERT	BALANCE DUE CLEANING ARM	39.00
		Total for Department 6041	536.26*
FINANCE	FORTIS BENEFITS INS	MONTHLY LTD PREMIUM	73.29
FINANCE	MINNESOTA MUTUAL	MONTHLY LIFE INS PREMIUM	30.00
		Total for Department 6050	103.29*
CITY FACILITIES	FORTIS BENEFITS INS	MONTHLY LTD PREMIUM	13.04
CITY FACILITIES	MINNESOTA MUTUAL	MONTHLY LIFE INS PREMIUM	7.50
CITY FACILITIES	SDS INC.	DEC PLOWING	1,350.00
CITY FACILITIES	SDS INC.	SNOW PLOWING	366.66
		Total for Department 6080	1,737.20*
CITY FACILITIES LIGH	DAKOTA ELECTRIC ASSN	MONTHLY ELECTRICITY	17.70
CITY FACILITIES LIGH	XCEL ENERGY	MONTHLY ELECTRICITY	854.45
		Total for Department 6081	872.15*
PLANNING	AMERICAN PLANNING AS	APA MEMBERSHIP-JENSON	156.00
PLANNING	FORTIS BENEFITS INS	MONTHLY LTD PREMIUM	33.72
PLANNING	MINNESOTA MUTUAL	MONTHLY LIFE INS PREMIUM	17.25
PLANNING	WEILAND, MATTHEW	APA NAT'L CONF REG-WEILA	465.00
PLANNING	WEILAND, MATTHEW	APA NAT'L CONF-AIRFARE-W	189.50
PLANNING	WEILAND, MATTHEW	REIMBURSE FOR HP PRINTER	708.16
		Total for Department 6090	1,569.63*
POLICE	AT&T	LONG DISTANCE CHARGES	129.93
POLICE	BIRCHEN ENTERPRISES	BULBS	12.73
POLICE	BIRCHEN ENTERPRISES	FRONT END ALIGNMENT	47.93
POLICE	BIRCHEN ENTERPRISES	MISC	8.40
POLICE	BIRCHEN ENTERPRISES	OIL CHANGE	52.26
POLICE	BIRCHEN ENTERPRISES	OIL CHANGE-TIRES	124.11
POLICE	BIRCHEN ENTERPRISES	OIL CHANGE/CK TIRES & BR	17.42
POLICE	BIRCHEN ENTERPRISES	OIL CHANGE/WIPER BLADES	47.14
POLICE	BIRCHEN ENTERPRISES	WIPER BLADES	29.71
POLICE	BOISE CASCADE OFFICE	CALENDAR/TAPE/ENVELOPES/	103.97
POLICE	CAPITOL COMMUNICATIO	BLDG RADIO REPAIRS	664.52
POLICE	CHIEF SUPPLY	TAPE/FUSES	233.76
POLICE	CY'S UNIFORMS, INC.	GLOVES-RESERVES	452.70
POLICE	CY'S UNIFORMS, INC.	RESERVE UNIFORM PANTS	43.15
POLICE	CY'S UNIFORMS, INC.	SHIRTS-RISCH	75.30
POLICE	DAKOTA CNTY TREAS-AU	DAKOTA CO FUEL MONTHLY C	1,993.91
POLICE	DAKOTA CTY CHIEFS OF	2001 MEMBERSHIP-MCMENOMY	35.00
POLICE	DAKOTA COUNTY TECH C	2001 MANDATED TRAINING C	7,450.00
POLICE	ELECTRO WATCHMAN, IN	QUARTERLY ALARM MONITORI	57.51
POLICE	FORTIS BENEFITS INS	MONTHLY LTD PREMIUM	413.42
POLICE	ITL PATCH & MONOGRAM	PATCHES	92.86
POLICE	KUSTOM SIGNALS, INC.	RADAR UNIT	1,256.06
POLICE	LOCK SHOP, THE	REKEY SQUAD	140.00
POLICE	MEDTOX LABORATORIES,	DRUG SCREEN TEST SCHMITZ	31.00



City of Hastings  
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
POLICE	MN CHIEFS OF POLICE	2001 MEMBERSHIP	150.00
POLICE	MIDSTATE ORG. CRIME	2001 MEMBERSHIP	150.00
POLICE	MILLER & HOLMES, INC	CAR WASHES-POLICE - SALE	8.13
POLICE	MILLER & HOLMES, INC	CAR WASHES-POLICE DEPT	125.00
POLICE	MN DEPT OF PUBLIC SA	CJDN & CJDS CONNECTION	390.00
POLICE	MINNESOTA MUTUAL	MONTHLY LIFE INS PREMIUM	217.50
POLICE	MOTOROLA	PORTABLE RADIOS	3,035.25
POLICE	REGINA MEDICAL GROUP	MANTIQUX TEST-POLICE DEP	456.00
POLICE	RES.LAW OFFICERS OF	RESERVE OFFICERS LIFE/DI	425.00
POLICE	RISCH, ROD	BINOCULARS	18.84
POLICE	SLIDE LOCK TOOL COMP	VEHICLE UNLOCK SUPPLIES	322.00
POLICE	SPRINT	MONTHLY TELEPHONE	1,622.27
POLICE	STOR-A-WAY MINI STOR	ANNUAL RENT STORAGE BLDG	1,380.00
POLICE	STREICHER'S	DRUG TEST KIT SUPPLIES	143.54
POLICE	UNIFORMS UNLIMITED	HAT-BAUMAN RESERVE	32.95
POLICE	UNIFORMS UNLIMITED	NAMETAG-BELTZ	21.41
POLICE	UNIFORMS UNLIMITED	S SCHARFE UNIFORM	333.61
POLICE	UNIFORMS UNLIMITED	UNIFORM-M SCHMITZ	989.72
POLICE	UNIFORMS UNLIMITED	UNIFORM-RESERVE MORGAN	68.92
POLICE	U.S. POSTMASTER	STAMPS	410.00
POLICE	VERIZON WIRELESS, BE	CELL PHONE-POLICE	55.66
	Total for Department 6210		23,868.59*
D.A.R.E. PROGRAM	TEE'S PLUS	DARE MERCHANDISE	568.82
	Total for Department 6218		568.82*
BUILDING	BAKKEN, THOMAS	EDUCATIONAL REIMBURSEMEN	266.94
BUILDING	DAKOTA CNTY TREAS-AU	DAKOTA CO FUEL MONTHLY C	66.54
BUILDING	FORTIS BENEFITS INS	MONTHLY LTD PREMIUM	49.91
BUILDING	MINNESOTA MUTUAL	MONTHLY LIFE INS PREMIUM	24.00
	Total for Department 6240		407.39*
HOUSING INSPECTION	DAKOTA CNTY TREAS-AU	DAKOTA CO FUEL MONTHLY C	19.09
	Total for Department 6245		19.09*
ENGINEERING	DAKOTA CNTY TREAS-AU	DAKOTA CO FUEL MONTHLY C	70.44
ENGINEERING	FORTIS BENEFITS INS	MONTHLY LTD PREMIUM	70.55
ENGINEERING	MINNESOTA MUTUAL	MONTHLY LIFE INS PREMIUM	38.00
	Total for Department 6311		178.99*
STREETS	AT&T	LONG DISTANCE CHARGES	10.08
STREETS	BAHLS SERVICE	BUSHINGS	5.01
STREETS	BAHLS SERVICE	LINKS	10.13
STREETS	BAHLS SERVICE	TIRE REPAIRS	56.00
STREETS	BAHLS SERVICE	WASHERS	10.48
STREETS	DAKOTA CNTY TREAS-AU	DAKOTA CO FUEL MONTHLY C	3,995.77
STREETS	ENVIRONMENTAL EQUIPM	PUH CURTAIN SET	372.75
STREETS	FORTIS BENEFITS INS	MONTHLY LTD PREMIUM	121.87
STREETS	H & H INDUSTRIES INC	LIGHTS	171.88
STREETS	HASTINGS AUTO BODY,	93 DODGE PU	88.01

City of Hastings  
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
STREETS	HASTINGS FORD-JEEP-E	PUMP/GASKET	221.52
STREETS	IMPERIAL INC	BRAKE CLEANER	30.69
STREETS	LAKELAND TRUCK CENTE	INSPECT/SVC BRAKES	172.50
STREETS	LAKELAND TRUCK CENTE	OIL SEAL	24.61
STREETS	LAKELAND TRUCK CENTE	SWITCH	37.75
STREETS	MEYER COMPANY	JACKET-WEBER	53.00
STREETS	MINNESOTA MUTUAL	MONTHLY LIFE INS PREMIUM	60.00
STREETS	MOTOR PARTS SERVICE	55 GAL W/W	78.53
STREETS	MOTOR PARTS SERVICE	AIR FILTER/HORN	27.32
STREETS	MOTOR PARTS SERVICE	BATTERIES	142.61
STREETS	MOTOR PARTS SERVICE	BULB	1.16
STREETS	MOTOR PARTS SERVICE	F CHUCK	7.86
STREETS	MOTOR PARTS SERVICE	FILTERS	40.12
STREETS	MOTOR PARTS SERVICE	FILTERS/LAMP	25.30
STREETS	MOTOR PARTS SERVICE	TRI FLOW/ARORALL/RAINX/A	69.49
STREETS	SDS INC.	DEC PLOWING	1,728.00
STREETS	SDS INC.	SNOW PLOWING	366.67
STREETS	SPRINT	MONTHLY TELEPHONE	261.49
	Total for Department 6312		8,190.60*
STREET LIGHTING	DAKOTA ELECTRIC ASSN	MONTHLY ELECTRICITY	822.98
STREET LIGHTING	XCEL ENERGY	MONTHLY ELECTRICITY	9,103.59
	Total for Department 6313		9,926.57*
Senior Center	ELECTRO WATCHMAN, IN	QUARTERLY ALARM MONITORI	57.51
	Total for Department 6521		57.51*
UNALLOCATED EXPENSES MN U.C. FUND	3RD QTR 2000 UNEMPLOYMEN		473.15
	Total for Department 6920		473.15*
RETIREE'S HEALTH INS	MINNESOTA MUTUAL	MONTHLY LIFE INS PREMIUM	42.80
	Total for Department 6922		42.80*
	Total for Fund 101		117,236.91*
PARKS/RECREATION	AT&T	LONG DISTANCE CHARGES	10.43
PARKS/RECREATION	BAHLS SERVICE	CLEVIS/LYNCH PINS	18.83
PARKS/RECREATION	COMMUNITY EDUCATION	JOINT POWERS 99-2000	35,435.25
PARKS/RECREATION	DOERER'S GENUINE PAR	FUEL CON	3.39
PARKS/RECREATION	DOERER'S GENUINE PAR	HAL BULB	14.47
PARKS/RECREATION	DOERER'S GENUINE PAR	OIL	75.21
PARKS/RECREATION	DOERER'S GENUINE PAR	RAINX	4.89
PARKS/RECREATION	ELECTRO WATCHMAN, IN	QUARTERLY ALARM MONITORI	115.02
PARKS/RECREATION	FORTIS BENEFITS INS	MONTHLY LTD PREMIUM	109.64
PARKS/RECREATION	GERLACH SERVICE, INC.	REPLACEMENT BALDE	22.31
PARKS/RECREATION	IOS CAPITAL	COPIER LEASE	53.88
PARKS/RECREATION	LEEF BROTHERS, INC.	TOWELS/MATS	41.61
PARKS/RECREATION	MINNEGASCO, ACCT'S PA	REPAIR GAS METER	272.26
PARKS/RECREATION	MINNESOTA MUTUAL	MONTHLY LIFE INS PREMIUM	60.00
PARKS/RECREATION	NIEBUR OIL CO INC	HOSE	34.95

City of Hastings  
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
PARKS/RECREATION	NIEBUR OIL CO INC	HOSE-SALES TAX	2.27
PARKS/RECREATION	NINE EAGLES GOLF CO.	SHIRTS-LIKES	80.00
PARKS/RECREATION	O'CONNOR PLBG & HEAT	COMMERCIAL HEATING	1,195.00
PARKS/RECREATION	REIS, INC	BROOMS	25.53
PARKS/RECREATION	REIS, INC	DUCT TAPE	11.46
PARKS/RECREATION	REIS, INC	PROPANE	6.56
PARKS/RECREATION	RENT 'N' SAVE PORTAB	REST ROOM RENT	122.09
PARKS/RECREATION	SPRINT	MONTHLY TELEPHONE	171.87
PARKS/RECREATION	TERRY'S ACE HARDWARE	NUTS/BOLTS	7.57
PARKS/RECREATION	TERRY'S ACE HARDWARE	PHILLIPS SCREWDRIVER	2.73
PARKS/RECREATION	TERRY'S ACE HARDWARE	SCREWS/BRACE	5.08
PARKS/RECREATION	TERRY'S ACE HARDWARE	TESTER/KEYBLANK	24.43
PARKS/RECREATION	XCEL ENERGY	MONTHLY ELECTRICITY	72.17
		Total for Department 6520	37,998.90*
		Total for Fund 200	37,998.90*
AQUATIC CENTER	ELECTRO WATCHMAN, IN	QUARTERLY ALARM MONITORI	79.88
AQUATIC CENTER	GRAPHIC DESIGN	PRINTING	103.57
AQUATIC CENTER	METROCALL	PAGER SERVICE	14.25
		Total for Department 6511	197.70*
		Total for Fund 201	197.70*
CULTURE/RECREATION	AURAN, PAUL	4TH QTR COUNCIL/PLANNING	550.00
CULTURE/RECREATION	MOSS & BARNETT	LEGAL FEES CABLE RENEWAL	735.70
		Total for Department 6560	1,285.70*
		Total for Fund 205	1,285.70*
PIIONEER ROOM	IOS CAPITAL	COPIER LEASE	182.39
		Total for Department 6641	182.39*
		Total for Fund 210	182.39*
	REGINA MEDICAL CENTE	FEB WELLNESS	402.00
		Total for Department	402.00*
FIRE	AT&T	LONG DISTANCE CHARGES	40.78
FIRE	DAKOTA CNTY TREAS-AU	DAKOTA CO FUEL MONTHLY C	439.14
FIRE	FORTIS BENEFITS INS	MONTHLY LTD PREMIUM	181.65
FIRE	MINNESOTA MUTUAL	MONTHLY LIFE INS PREMIUM	90.00
FIRE	SPRINT	MONTHLY TELEPHONE	500.40
		Total for Department 6220	1,251.97*
AMBULANCE	DAKOTA CNTY TREAS-AU	DAKOTA CO FUEL MONTHLY C	469.82
		Total for Department 6230	469.82*
		Total for Fund 213	2,123.79*

City of Hastings  
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
ADMINISTRATIVE/UNALL	LOCUS ARCHITECTURE,L	DESIGN PROPOSED RIVERFRO	595.00
		Total for Department 6072	595.00*
		Total for Fund 401	595.00*
OPERATIONS	SDS INC.	DEC PLOWING	1,377.00
OPERATIONS	SDS INC.	SNOW PLOWING	366.67
		Total for Department 6632	1,743.67*
REDEVELOPMENT	BRADLEY & DEIKE PA	BIRCHEN PROPERTY	25.00
		Total for Department 6635	25.00*
		Total for Fund 402	1,768.67*
ADMINISTRATION	FORTIS BENEFITS INS	MONTHLY LTD PREMIUM	12.94
ADMINISTRATION	MINNESOTA MAHRO	2001 MEMBERSHIP	100.00
ADMINISTRATION	MINNESOTA MUTUAL	MONTHLY LIFE INS PREMIUM	6.75
ADMINISTRATION	PUBLICORP, INC.	PUBLIC FINANCE SEMINAR-G	165.00
		Total for Department 6631	284.69*
REHABILITATION	BRADLEY & DEIKE PA	RIES LOAN	350.00
REHABILITATION	BRADLEY & DEIKE PA	SWANDLUND LOAN	337.50
		Total for Department 6633	687.50*
REDEVELOPMENT	BRADLEY & DEIKE PA	SHERMAN HOUSING	962.50
		Total for Department 6635	962.50*
		Total for Fund 404	1,934.69*
OTHER SERVICES/CHARG	DAKOTA COUNTY ECONOM	2001 SUPPORT ENTERPRISE	16,000.00
OTHER SERVICES/CHARG	FORTIS BENEFITS INS	MONTHLY LTD PREMIUM	11.70
OTHER SERVICES/CHARG	LAWSON, MARSHALL, MC	REIMBURSE FOR REAL ESTAT	1,133.76
OTHER SERVICES/CHARG	MINNESOTA MUTUAL	MONTHLY LIFE INS PREMIUM	1.50
		Total for Department 6700	17,146.96*
		Total for Fund 407	17,146.96*
	REGINA MEDICAL CENTE	FEB WELLNESS	9.33
		Total for Department	9.33*
WATER	AT&T	LONG DISTANCE CHARGES	10.08
WATER	CONNELLY INDUSTRIAL	150 HP DRIVE	15,945.18
WATER	CONNELLY INDUSTRIAL	BOTTOM PLATE	121.74
WATER	DAKOTA CNTY TREAS-AU	DAKOTA CO FUEL MONTHLY C	876.56
WATER	DAKOTA ELECTRIC ASSN	MONTHLY ELECTRICITY	73.53
WATER	ECOLAB PEST ELIM.DIV	ODOR UNITS	10.65
WATER	ELECTRO WATCHMAN, IN	ALARM MONITORING	57.51
WATER	FORTIS BENEFITS INS	MONTHLY LTD PREMIUM	94.38
WATER	IOS CAPITAL	COPIER LEASE	207.27
WATER	MINNESOTA MUTUAL	MONTHLY LIFE INS PREMIUM	46.25

City of Hastings  
 FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
WATER	MOTOR PARTS SERVICE	GAS STAB	4.32
WATER	MOTOR PARTS SERVICE	HEADLIGHT/SNOW BLADE/TOG	67.74
WATER	MOTOR PARTS SERVICE	V-BELT	22.66
WATER	MOTOR PARTS SERVICE	WIPER BLADES	20.67
WATER	NEXTEL COMMUNICATION	UTILITIES CELL PHONE	143.96
WATER	OTTO EXCAVATING, INC	REPAIR WATERMAIN 1521 HI	1,695.00
WATER	ROWEKAMP ASSOCIATES	ARCVIEW 3.2	1,031.45
WATER	SEARS COMMERCIAL ON	VACUUM SUPPLIES	53.21
WATER	SPRINT	MONTHLY TELEPHONE	261.48
WATER	TERRY'S ACE HARDWARE	CABLE TIES	68.14
WATER	TERRY'S ACE HARDWARE	FURNACE FILTERS	9.84
WATER	TERRY'S ACE HARDWARE	ID TAGS	9.55
WATER	TERRY'S ACE HARDWARE	KEYBLANK	8.88
WATER	TERRY'S ACE HARDWARE	PIPE/PARTS	17.83
WATER	TERRY'S ACE HARDWARE	SHIPPING SERVICE	17.78
WATER	TERRY'S ACE HARDWARE	SOCKET ADAPTORS/WASHER	6.62
WATER	TERRY'S ACE HARDWARE	STAPLEGUN	28.74
WATER	TERRY'S ACE HARDWARE	THERMOCOUPLE	4.99
WATER	TERRY'S ACE HARDWARE	WIRE/BUCKET	29.15
WATER	TERRY'S ACE HARDWARE	WIRE/CONDUIT/CONN	79.03
WATER	TWIN CITY WATER CLIN	BACTERIA ANALYSIS DEC	96.00
WATER	US FILTER DISTRIBUTI	ECR REGISTER/GASKETS	3,671.69
WATER	US FILTER DISTRIBUTI	METER/FLANGES/MXU'S	3,654.00
WATER	US FILTER DISTRIBUTI	METERS/WASHERS	335.47
WATER	US FILTER DISTRIBUTI	MIU MULTI-READ	111.33
WATER	US FILTER DISTRIBUTI	MXU'S	124,605.00
WATER	US FILTER DISTRIBUTI	MXU'S/BRACKETS	13,000.00
WATER	US FILTER DISTRIBUTI	WIRE	559.12
		Total for Department 7100	167,056.80*
		Total for Fund 600	167,066.13*
	REGINA MEDICAL CENTE	FEB WELLNESS	9.34
		Total for Department	9.34*
WASTEWATER	DAKOTA ELECTRIC ASSN	MONTHLY ELECTRICITY	38.92
WASTEWATER	FORTIS BENEFITS INS	MONTHLY LTD PREMIUM	34.45
WASTEWATER	MCES	FEB 2001 WASTEWATER SVC	65,608.00
WASTEWATER	MINNESOTA MUTUAL	MONTHLY LIFE INS PREMIUM	16.25
WASTEWATER	XCEL ENERGY	MONTHLY ELECTRICITY	306.18
		Total for Department 7300	66,003.80*
		Total for Fund 601	66,013.14*
	KLEIN, ROBERTA	TRAC TOKENS RETURNED	379.50
	REGINA MEDICAL CENTE	FEB WELLNESS	6.01
		Total for Department	385.51*
TRANSIT	AT&T	LONG DISTANCE CHARGES	3.97
TRANSIT	AT&T WIRELESS SERVIC	CELL PHONE	22.14

City of Hastings  
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
TRANSIT	BUMPER TO BUMPER	HALLOGEN BULB	.39
TRANSIT	DAKOTA CNTY TREAS-AU	DAKOTA CO FUEL MONTHLY C	878.48
TRANSIT	FORTIS BENEFITS INS	MONTHLY LTD PREMIUM	11.68
TRANSIT	MN TRANSPORTATION AL	2001 DUES	200.00
TRANSIT	MINNESOTA MUTUAL	MONTHLY LIFE INS PREMIUM	6.30
TRANSIT	MOTOR PARTS SERVICE	FILTER	.88
TRANSIT	MOTOR PARTS SERVICE	FILTER/LAMP	3.15
TRANSIT	MOTOR PARTS SERVICE	FILTERS	1.93
TRANSIT	MOTOR PARTS SERVICE	RED MARKER	1.36
TRANSIT	NEXTEL COMMUNICATION	TRAC CELL PHONE	78.89
TRANSIT	SPRINT	MONTHLY TELEPHONE	54.12
TRANSIT	TERRY'S ACE HARDWARE	GARBAGE BAGS	2.97
	Total for Department 7500		1,266.26*
TRANSIT-OPERATIONS	FORTIS BENEFITS INS	MONTHLY LTD PREMIUM	20.79
TRANSIT-OPERATIONS	MINNESOTA MUTUAL	MONTHLY LIFE INS PREMIUM	15.00
TRANSIT-OPERATIONS	NINE EAGLES GOLF CO.	SHIRT-BENNETT	248.00
TRANSIT-OPERATIONS	NINE EAGLES GOLF CO.	SHIRTS/JACKET-DIXON	191.75
TRANSIT-OPERATIONS	NINE EAGLES GOLF CO.	VEST - FRIESE	38.00
	Total for Department 7501		513.54*
TRANSIT-MAINTENANCE	BUMPER TO BUMPER	HALLOGEN BULB	5.95
TRANSIT-MAINTENANCE	MOTOR PARTS SERVICE	FILTER	13.53
TRANSIT-MAINTENANCE	MOTOR PARTS SERVICE	FILTER/LAMP	48.39
TRANSIT-MAINTENANCE	MOTOR PARTS SERVICE	FILTERS	29.59
TRANSIT-MAINTENANCE	MOTOR PARTS SERVICE	RED MARKER	20.82
	Total for Department 7502		118.28*
	Total for Fund 610		2,283.59*
CIVIC ARENA	AT&T	LONG DISTANCE CHARGES	8.78
CIVIC ARENA	DIPPIN DOTS, INC.	DIPPIN DOTS	975.00
CIVIC ARENA	DOERER'S GENUINE PAR	THRDLOCK	5.79
CIVIC ARENA	ELECTRO WATCHMAN, IN	QUARTERLY ALARM MONITORI	57.51
CIVIC ARENA	FARMER BROS CO.	BEVERAGES	268.65
CIVIC ARENA	FARMERS UNION CO-OP	ANTIFREEZE	235.95
CIVIC ARENA	FARMERS UNION CO-OP	ANTIFREEZE-SALES TAX	15.34
CIVIC ARENA	FORTIS BENEFITS INS	MONTHLY LTD PREMIUM	40.87
CIVIC ARENA	JAYTECH, INC.	FREIGHT	25.00
CIVIC ARENA	MICKEY'S TAVERN STYL	PIZZAS	220.80
CIVIC ARENA	MIDWEST COCA-COLA BT	BEVERAGES	1,566.25
CIVIC ARENA	MIDTOWN FOOD CENTER	DEC CHARGES-CIVIC ARENA	330.50
CIVIC ARENA	MINNESOTA MUTUAL	MONTHLY LIFE INS PREMIUM	15.00
CIVIC ARENA	NEXTEL COMMUNICATION	ARENA CELL PHONES	133.74
CIVIC ARENA	NINE EAGLES GOLF CO.	SHIRT-ARENA	160.80
CIVIC ARENA	R & R SPECIALITIES,	BLADE GRINDS	141.00
CIVIC ARENA	REIS, INC	BOLTS/NUTS	14.21
CIVIC ARENA	SPRINT	MONTHLY TELEPHONE	162.75
CIVIC ARENA	SYSCO, MINNESOTA	CONCESSION FOOD	1,604.91
CIVIC ARENA	TECH PARTNERS	REPAIR PRINTER	49.50

City of Hastings  
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
CIVIC ARENA	TERRY'S ACE HARDWARE	BROOM/NUTSETTER	12.97
CIVIC ARENA	TERRY'S ACE HARDWARE	BULBS/AMMONIA/WW FLUID	18.81
CIVIC ARENA	TERRY'S ACE HARDWARE	NUT KEPS LOCK	25.86
CIVIC ARENA	TERRY'S ACE HARDWARE	SOCKET/ADAPTOR	8.50
CIVIC ARENA	THERMOGAS CO OF HAST	12 CYLINDER RENTAL	12.78
CIVIC ARENA	THERMOGAS CO OF HAST	PROPANE CYLINDERS	98.78
CIVIC ARENA	THERMOGAS CO OF HAST	PROPANE CYLNDERS	56.45
CIVIC ARENA	VOSS LIGHTING	PARTS	102.34
		Total for Department 7700	6,368.84*
		Total for Fund 615	6,368.84*
HYDROELECTRIC	AT&T	LONG DISTANCE CHARGES	24.53
HYDROELECTRIC	DAVID AGENCY	HYDRO PLANT RENEWAL POLI	25,645.00
HYDROELECTRIC	FORTIS BENEFITS INS	MONTHLY LTD PREMIUM	14.08
HYDROELECTRIC	L & S INDUST. & MARI	POWER PLANT LABOR/EQUIP/	3,982.50
HYDROELECTRIC	MINNESOTA MUTUAL	MONTHLY LIFE INS PREMIUM	7.50
HYDROELECTRIC	REIS, INC	BLADES	11.17
HYDROELECTRIC	SPRINT	MONTHLY TELEPHONE	47.43
		Total for Department 7900	29,732.21*
		Total for Fund 620	29,732.21*
		Grand Total	451,934.62*

January 16, 2001

APPROVED:

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City Administrator

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Finance Director

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Councilmember Hazlet

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Councilmember Riveness

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Councilmember Schultz

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Councilmember Moratzka

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Councilmember Hicks

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Councilmember Yandrasits

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Mayor Werner



## MEMO

To: Mayor & City Council  
From: Marty McNamara   
Subject: Parks Department ¾ Ton Pickup

The Parks Department budgeted money to purchase a ¾ ton pickup in the 2001 budget. Quotes were solicited from local dealers for the pickup. The low quote submitted was from Hastings Ford in the amount of \$24,288.19.

## COUNCIL ACTION

Accept the quote \$24,288.19 from Hastings Ford for ¾ ton pickup for the Parks Department. There will be no trade-in. The current ½ ton ford pickup at the Civic Arena will be offered to Tom Kussant, City Hall Maintenance for city use.



## JEEP - EAGLE

### ADJUSTED BID

City Of Hastings

Attn: Jim Heusser

From: Joe Linder (Hastings Ford)

651-437-4030

651-437-4396 Fax

Here are your bids on the 3 trucks that you requested!

The specs are matched to your request sheets. Any additional equipment would be extra...

1. 1/2 ton 4x4 super cab (4.6 V-8 This includes the Off Road Package skid plates & bigger rims and tires.)

Your price \$24317.54 - This is a total of 191.<sup>00</sup> more than Original

2. 3/4 TON 4X4 REG CAB (The new price reflects the all terrain tire up grade for 103.00) This truck is red with grey interior.

Your price \$24288.19

3. 3/4 TON 4X4 REG CAB (The new price reflects the all terrain tire up grade for 103.00) This truck is Green with medium tan interior.

Your price \$24288.19

### TRADES:

1. Green mid 80's Auto

Trade Allowance \$500.00

2. 93 Chevy Van Cargo

Trade Allowance \$3200.00

3. 95 Ford F-250 XLT 4x4 Reg Cab

Trade Allowance \$11000.00

You will receive tax savings on the trades if you trade them.

Any question please give me a call.

Thank You

Joe Linder (Hastings Ford)

651-437-4030

CITY OF HASTINGS  
PARKS DEPARTMENT

PRICE QUOTE FOR:  
2001 CHEVROLET 3/4TON SILVERADO  
HEAVY DUTY, 4WD, REGULAR CAB, LONG BOX

AS PER CITY OF HASTINGS SPECIFICATIONS  
LISTED ON FOLLOWING PAGES.

	<u>Invoice</u>	<u>MSRP</u>
Base Vehicle:	\$23,639.00	\$27,016.00
Total Options:	\$1,668.40	\$1,940.00
Destination Charge:	\$720.00	\$720.00
Advert/Adjustments:	\$289.56	\$0.00
<b>TOTAL PRICE:</b>	<b>\$26,316.96</b>	<b>\$29,676.00</b>

YOUR PRICE: \$25,776.60  
Less Trade-In: (\$1,500.00)  
1988 Ford F150  
Regular Cab Base Model  
**YOUR TOTAL COST: \$24,276.60**

Quote prepared by:  
Bob Hudak  
Joe O'Brien Chevrolet-Cadillac, Inc.

Jan 12 14

CITY OF HASTINGS

PARKS DEPARTMENT SPECIFICATIONS FOR:

MSPD 30,000

2001 Heavy Duty 3/4 Ton Pickup, 4 WD, Standard Box

The equipment to be furnished shall meet or exceed the following minimum requirements:

XLT

- VEHICLE RATING: 9,200 lbs. gross vehicle weight. 8,800
- VEHICLE DIMENSIONS: Wheel base 130".
- ENGINE: Gas V-8-300 horsepower minimum at 4,400 RPM, with fuel injection, cold climate package. V-10
- TRANSMISSION: 4 Speed automatic with overdrive. Heavy duty cooling.
- TRANSFER CASE: Electronic push-button Insta-Trac 4WD. OK
- FRONT AXLE: 4,500 lbs. capacity, heavy duty double acting shock absorbers, power steering, independent torsion bar. 4700
- REAR AXLE: 6,000 lbs. capacity equipped with 3.73 limited slip rear axle, heavy duty double acting shock absorbers. 6084
- BUMPERS: Front - chrome.  
Rear step - chrome.
- REAR HITCH: Heavy duty trailer package. Class 3 receiver hitch to be installed so tongue and ball can be quickly removed, 2" drop with a 2 5/16" ball, trailer wiring harness installed.
- BRAKE: Four wheel disc brakes with anti-lock brake system.
- TIRES: 16" all season radials.
- PLOW PACKAGE: Snow plow prep. package.
- RIMS: Steel wheels with center caps.
- SPARE TIRE AND RIM: To match and be mounted under the frame at the rear.
- FUEL TANK: 26 gallons min.
- ELECTRICAL SYSTEM AND EQUIPMENT: Alternator - 95 to 120 amp output.  
Battery - 600 cold cranking amps.  
Wiper - intermittent wipers with washer.  
AM/FM radio.  
Power windows and locks.
- PAINT: Solid paint treatment. Color -- green.

CAB:

Bench seat, cloth to match interior.  
Headliner - interior - colored with matching retainer moldings.  
Floor will be a rubber floor mat.  
Exterior mirrors 6x9 chrome.  
Steering wheel tilt capability.  
Windows - Tinted solar, Ray glass.

DASH MOUNTED GAUGES AND WARNING LIGHTS:

Engine temperature.  
Fuel ammeter.  
Oil pressure.  
Engine water temperature.

SHOP MANUAL:

Supply one complete shop service manual and a copy of the operator's manual.

OPTIONS:

Air conditioning.  
Chrome bumpers, front, rear.  
Cloth seat and headliner.  
Cold climate package.  
Intermittent wipers.  
Rubber floor mat.  
Trailer hitch and wire harness.  
Chrome exterior mirrors.  
Off road - skid plate.

Bid per Specification  
\$ 24,413.40/EA Plus Any Tax or Lic

1995 7-250 with Plow \$ 9000<sup>00</sup>

1993 3/4 Ton Van \$ 4500<sup>00</sup>

Thank You Ron Becker

1-05-01

# MEMO

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**To:** Honorable Mayor and City Council Members  
**From:** Tom Montgomery  
**Subject:** Accept Quotes, Street Department 3/4 ton Pickup, Utility Department 1/2 ton Pickup, Engineering Department Crew Cab Pickup.  
**Date:** January 9, 2001

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## STREET DEPARTMENT 3/4 TON PICKUP

The 2001 Street Department Budget included \$25,500 (not including sales tax) for the purchase of a replacement 3/4 ton pickup truck and plow. The following quotes are for the pickup truck only. The cost of the plow and bed liner are estimated at \$4,500.

<u>Dealer</u>	<u>Base Bid</u>	<u>Trade-In</u>	<u>Sales Tax</u>	<u>Total</u>
Hastings Ford	\$24,288.19	\$11,000.00	\$863.73	\$14,151.92
Joe O'Brien Chev-Cadillac, Inc.	\$25,776.60	\$11,500.00	\$927.98	\$15,204.58
Ron Becker Dodge	\$24,413.40	\$9,000.00	\$1,001.87	\$16,415.27

## UTILITY DEPARTMENT 1/2 TON PICKUP

The 2001 Utility Department Budget included \$23,300 (not including sales tax) for the purchase of a replacement of the Utility Department full size van with a 1/2 ton extended cab pickup truck with a utility box and bed liner. The following quotes are for the pickup truck only. The cost of the utility box and bed liner are estimated at \$1,300.

<u>Dealer</u>	<u>Base Bid</u>	<u>Trade-In</u>	<u>Sales Tax</u>	<u>Total</u>
Hastings Ford	\$24,317.54	\$3,200.00	\$1,372.64	\$22,490.18
Joe O'Brien Chev-Cadillac, Inc.	\$25,841.27	\$3,500.00	\$1,452.18	\$23,793.45
Ron Becker Dodge	\$26,980.00	\$4,500.00	\$1,461.20	\$23,941.20

## ENGINEERING DEPARTMENT CREW CAB PICKUP

The 2001 Engineering Department Budget included \$26,000 (not including sales tax) for the purchase of a replacement of the survey van with a 1/2 ton four door crew cab pickup truck with a utility box and bed liner. The following quotes are for the pickup truck only. The cost of the utility box and bed liner are estimated at \$1,300. The survey van will be transferred to the Building Maintenance Department.

Honorable Mayor and City Council Members

Page 2

January 9, 2001

<u>Dealer</u>	<u>Base Bid</u>	<u>Sales Tax</u>	<u>Total</u>
Ron Becker Dodge	\$23,393.04	\$1,520.55	\$24,913.59
Hastings Ford	\$23,848.50	\$1,550.15	\$25,398.65
Joe O'Brien Chev-Cadillac, Inc.	\$25,841.27	\$1,679.68	\$27,520.95

**COUNCIL ACTION REQUESTED**

Council is requested to accept the low quotes from Hastings Ford for the Street Department and Utility Department pickups, and to accept the low quotes from Ron Becker Dodge for the Engineering Department crew cab pickup, and to authorize the purchase of the three vehicles.

Memorandum
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**To:** Mayor Werner & Councilmembers  
**From:** Melanie Mesko, Administrative Assistant/City Clerk  
**Date:** January 9, 2001  
**Re:** Resolution- Application the Minnesota Jaycees Charitable Foundation for Renewal of Premise Permit for Lawful Gambling at Eagles #2212, 1220 Vermillion Street

**Council Action Requested:**

Adopt the attached resolution which approves a Class B Lawful Gambling Premises Permit Renewal Application by the Minnesota Jaycees Charitable Foundation at the Eagles Club #2212, located at 1220 Vermillion Street, pending receipt of all necessary paperwork. The license will expire on March 31, 2003.

**Background:**

Application has been received by the Minnesota Jaycees Charitable Foundation for a renewal of a premise permit for lawful gambling at the Eagles Club #2212, located at 1220 Vermillion Street. This application is for a Class B license, which allows pull-tabs, tipboards, paddlewheels, and raffles.

**Attachments:**

1. Resolution approving a Class B Lawful Gambling Premises Permit Renewal Application (Attached)  
Renewal Application (On File)



**CITY OF HASTINGS  
DAKOTA COUNTY, MINNESOTA**

**RESOLUTION NO. 01-\_\_-01**

**RESOLUTION APPROVING APPLICATION OF  
A PREMISE PERMIT APPLICATION FOR LAWFUL GAMBLING**

**WHEREAS**, the Minnesota Jaycees Charitable Foundation has presented an application to the City of Hastings to conduct Lawful Gambling at the Eagles Club #2212 1220 Vermillion Street, Hastings, MN 55033; and

**WHEREAS**, the premise application is for Class B which permits raffles, paddlewheels, tip boards, and pull-tabs; and

**WHEREAS**, the Minnesota Jaycees Charitable Foundation shall comply with all applicable laws governing lawful gambling, including the requirement for 50% of lawful gambling expenditures to be used for lawful purposes with the City of Hastings trade area.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Hastings that the Mayor and Administrative Assistant/City Clerk are authorized and directed to sign this resolution and forward it to the Minnesota Department of Gaming, Gambling Control Division, showing approval of this application for a Premise Permit for The Minnesota Jaycees Charitable Foundation at the Eagles Club #2212 at 1220 Vermillion Street.

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF HASTINGS THIS 16<sup>th</sup> DAY OF JANUARY, 2001.**

**Ayes:**

**Nays:**

**Absent:**

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Michael D. Werner, Mayor

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Melanie Mesko, Administrative Assistant/City Clerk

**(SEAL)**

**MEMORANDUM**

**To:** Mayor Werner and City Councilmembers  
**From:** Melanie Mesko, Administrative Assistant/City Clerk  
**Date:** January 10, 2001  
**Re:** Application for Lawful Gambling Premises Permit-Mississippi Longtails/Pheasants Forever at County Point Café, located at Highways 61 & 10

**Recommended City Council Action:**

Approve the attached Resolution, waiving the 30-day waiting period for the Mississippi Longtails/Pheasants Forever and authorizing the Mississippi Longtails/Pheasants Forever to conduct a raffle on March 13, 2001 at the County Point Café, Highways 61 & 10.

**Background:**

Application has been received from the Mississippi Longtails/Pheasants Forever to conduct a raffle for their organization on March 13, 2001 at the County Point Café, located at Highways 61 & 10 in Hastings.

If Council should approve this application, the attached resolution will be sent to the Minnesota Lawful Gambling Board showing the City's approval to allow the raffle and also waiving the 30-day waiting period.

The Gambling Control Board allows up to 5 licenses of this type to be issued to a nonprofit organization per year.

Should you have any concerns or questions, please do not hesitate to contact me.

**Attachment:**

1. Resolution- Waiving the 30-day waiting period for the Mississippi Longtails/Pheasants Forever at County Point Café, located at Highways 61 & 10.

**CITY OF HASTINGS  
DAKOTA COUNTY**

**RESOLUTION NO. 01-\_\_\_\_-01  
EXTRACT OF MINUTES OF A MEETING  
OF THE CITY COUNCIL OF THE  
CITY OF HASTINGS, MINNESOTA**

**HELD: JANUARY 16, 2001**

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Hastings, Dakota and Washington Counties, Minnesota, was duly held at the City Hall in said City on the 16<sup>th</sup> of January, 2001 at 7:00 o'clock p.m. for the purpose in part of authorizing Resolution No. 01-\_\_\_\_-01, waiving the 30 day waiting period for the Mississippi Longtails/Pheasants Forever, and authorizing the Mississippi Longtails/Pheasants Forever to conduct a raffle on March 13, 2001 at County Point Café, Highways 61 & 10.

The following Councilmembers were present:

And the following Councilmembers were absent:

Councilmember \_\_\_\_\_ introduced the following resolution and moved its adoption:

**RESOLUTION NO. 09-\_\_\_\_-00**

**RESOLUTION WAIVING THE 30 DAY WAITING  
PERIOD FOR THE HASTINGS DOWNTOWN  
ASSOCIATION TO CONDUCT A RAFFLE**

**WHEREAS**, the Mississippi Longtails/Pheasants Forever have presented an application to the City of Hastings to conduct a raffle on March 13, 2001, at County Point Café, Highways 61 & 10 in Hastings; and

**WHEREAS**, the Minnesota Lawful Gambling Board requires a Resolution be passed to waive the 30-day waiting period; and

**WHEREAS**, the application for Exemption from lawful Gambling license has been presented.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Hastings that the Mayor and City Clerk are authorized and directed to sign this resolution and forward to the Minnesota Department of Gaming, Gambling Control Division, showing the 30 day waiver and the approval of this application for an Exemption from Lawful Gambling License.

The motion for the adoption of the foregoing resolution was duly seconded by

Councilmember \_\_\_\_\_ and, after full discussion thereof and upon vote being taken thereon, the following voted in favor thereof:

And the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

**ADOPTED BY THE CIYT COUNCIL OF THE CITY OF HASTINGS, THIS 16<sup>TH</sup>  
DAY OF JANUARY, 2001.**

\_\_\_\_\_  
*Michael D. Werner, Mayor*

ATTEST:

\_\_\_\_\_  
*Melanie Mesko, Administrative Assistant/City Clerk*

**(SEAL)**

**MEMORANDUM**

**TO:** Mayor Werner and City Councilmembers  
**FROM:** Melanie Mesko, Administrative Assistant/City Clerk  
**DATE:** January 9, 2001  
**RE:** Approval of Code Enforcement Technician Position Description & Salary Schedule

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**Requested Council Action:**

Approve the attached position description and salary schedule for the position of Inspections & Code Enforcement Technician. Jane Toenjes will assume this position.

**Background:**

The Council, in approving the 2001 budget, approved a new position in the Inspections & Code Enforcement Department. This responsibilities of this position are currently being filled by Jane Toenjes, who is one of our City Hall front counter personnel. This position description outlines the duties that Jane is currently responsible for, but because she is moving to a different department, Staff is requesting an alternate position description.

This is a lateral position adjustment, with the same salary schedule as the City Hall Office Technician (formerly described as Administrative, City Hall &/or Technical Secretary positions) position.

Per previous Council approval, we have advertised & have recently closed the recruitment for a replacement for Jane's position at the City Hall front counter. Until that position is filled, Jane will continue to assist the front counter with day-to-day duties.

If you have any questions, please do not hesitate to contact me.

# CITY OF HASTINGS

101 4th Street East • Hastings, MN 55033-1955  
651-437-4127 • Fax: 651-437-7082

## CITY OF HASTINGS POSITION DESCRIPTION

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<b>POSITION TITLE:</b>	<b>INSPECTIONS &amp; CODE ENFORCEMENT TECHNICIAN</b>
<b>DEPARTMENT:</b>	<b>INSPECTIONS &amp; CODE ENFORCEMENT</b>
<b>STATUS:</b>	<b>NON-EXEMPT</b>
<b>WORKING HOURS:</b>	<b>8:00 AM to 4:30 PM, MONDAY - FRIDAY</b>
<b>TYPE:</b>	<b>NON-UNION</b>

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<b>ACCOUNTABLE TO:</b>	<b>INSPECTIONS &amp; CODE ENFORCEMENT SUPERVISOR</b>
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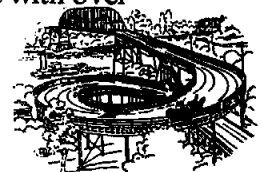
**APPROVED BY COUNCIL:** —

### JOB SUMMARY

Performs administrative support tasks for the Inspections & Code Enforcement Department. Assists the public and City staff with the policies and procedures related to City code and State building statutes.

### ESSENTIAL DUTIES & RESPONSIBILITIES

1. Performs all support staff functions associated with the preparation and timely distribution of information for Inspections & Code Enforcement, including, but not limited to:
  - a. The answering of phones and assisting the public with determining their needs and the direction to the appropriate staff for assistance;
  - b. Receipt of incoming permits and verifying that all necessary information is attached;
  - c. Process documents for required approvals.
2. Transcribes dictation and handwritten letters, including correspondence, directive, memos, and other documents and paperwork as may be needed.
3. Maintains radio communications with Inspections & Code Enforcement staff.
4. Provide monthly reports for MCES charges.
5. Provide quarterly reports for surcharge charges to the State of Minnesota
6. Provide monthly reports to the Bureau of Census.
7. Provide monthly permit totals for records.
8. Maintain permanent address files of property records for pertinent information for ICE Department.
9. Maintain current contractors license information and ensure that contractors are licensed prior to permit issuance.
10. Knowledgeable and able to perform other departments clerical functions to assist with over-flow work or typing as needed.



Hastings on the Mississippi

11. Serves as back-up for other clerical support as needed.
12. Performs other duties and assume other responsibilities as apparent or as delegated.

**REQUIRED QUALIFICATIONS**

1. High school diploma or equivalent.
2. Minimum of 2-4 years of secretarial work experience.
3. Ability to type 60 words per minute accurately. Demonstration of ability to type accurately and efficiently. Thorough knowledge of office practices, procedures, and commercial arithmetic. Competency in the use of proper grammar, punctuation, and spelling.
4. Thorough knowledge of work processing, database, and spreadsheet software applications.
5. Skill in the use and care of typewriters, calculators, Dictaphones, computers/work processing, copy/xerox machine, fax machine, postage meter/mailing machine, and other similar office machines.
6. Ability to determine work priorities and accomplish goals within limited periods of time under pressure.
7. Ability to construct and maintain orderly filing system to provide easy access to papers and documents.
8. Two years experience working with the public.

**DESIRABLE QUALIFICATIONS**

1. Previous experience working in a municipal office setting. Thorough knowledge of the organization and functioning of individual City departments and their scope of authority relative to the processing of complaints and inquires.
2. Post-high school clerical support training.

**PHYSICAL DEMANDS**

The following physical demands are representative of those that must be met by an employee to successfully perform the essential functions of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential position functions.

While performing the duties of this job, the employee is regularly required to:

- a. Sit; and
- b. Use hands to finger, handle, feel, or operate objects, keyboards, telephone systems, and other tools.

The employee is frequently required to:

- a. Walk; and
- b. Stand and reach with hands and arms.

The employee must frequently:

- a. Move;
- b. Turn; and
- c. Lift and carry objects weighing up to 50 pounds;

Specific vision abilities required by this job include:

- a. Close vision;
- b. Distance vision; and
- c. Depth perception

***The City of Hastings is an Affirmative Action/Equal Opportunity Employer***

Posted: N/A; filled internally

Closing Date: N/A; filled internally



## MEMORANDUM

TO: Mayor Werner and City Councilmembers  
FROM: Melanie Mesko, Administrative Assistant/City Clerk  
DATE: January 9, 2001  
RE: City Paid Health Insurance Policy Amendment

---

**Council Action Requested:**

Council is being requested to approve an amended provision for pre-1993 hired, non-union employees to receive City-paid health insurance following retirement.

**Background:**

Our current retirement health insurance provision states that "regular, full-time employees who were hired prior to January 1, 1993, have worked for the City for at least 10 years, and who provide adequate notice of retirement will have their health insurance premiums paid in full for a period of ten years or until the employee reaches Medicare age, whichever comes first."

We are proposing to allow City-paid health insurance upon retirement to a very special group of employee(s). To qualify, the employee would still need to meet the above-outlined conditions that are required of all employees (pre-'93 hire, 10 years' service, adequate notice). However, this would also apply to non-union employee(s) who were granted health insurance benefits while working as a part-time employee.

This amendment applies to one person only, and seeks to clarify a unique situation that otherwise has not been addressed in the past with the Personnel Policy.

If you have any questions, please let me know.

## MEMORANDUM

TO: Mayor Werner and City Councilmembers  
FROM: Melanie Mesko, Administrative Assistant/City Clerk  
DATE: January 10, 2001  
RE: Setting Annual Residential Solid Waste Hauler License Fee

---

**Council Action Requested:**

Approval of resolution increasing the annual residential solid waste hauler license fee to \$200.00

**Background:**

The City Council sets the annual license fee for the company that is licensed to collect residential solid waste in the City of Hastings. The Council recently approved a three-year contract with Waste Management, with an option for a three-year extension.

The Council last set the annual residential solid waste hauler license fee in July, 1994 at \$150.00. Previous to that, the annual fee was \$100.00, set in 1987. Consistent with previous Council action, Staff is recommending a \$50.00 increase to the annual fee.

A.

if you have any questions, please do not hesitate to contact me.

**CITY OF HASTINGS**  
**DAKOTA COUNTY, MINNESOTA**

**RESOLUTION 01-\_\_-01**

**RESOLUTION OF THE CITY COUNCIL  
OF THE CITY OF HASTINGS  
ADJUSTING LICENSE FEE FOR RESIDENTIAL  
SOLID WASTE COLLECTION HAULER  
IN THE CITY OF HASTINGS**

**WHEREAS**, pursuant to Hastings City Ordinance No. 356, The Hastings City Council is authorized to establish a license fee for the residential solid waste collection haulers license in the City of Hastings, and

**WHEREAS**, the fee is currently \$150.00 a year and this fee was established in July, 1994.

**NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HASTINGS AS FOLLOWS;**

1. Pursuant to City Ordinance No. 356, the annual fee for a residential haulers license shall be set by City Council resolution and shall not be prorated;
2. The annual fee shall be paid by January 1 of each year of the contract;
3. The annual license fee for a residential solid waste collection haulers license from the City of Hastings shall be set at \$200.00.

**ADOPTED BY THE CITY COUNCIL OF HASTINGS, MINNESOTA, THIS 16<sup>th</sup> DAY OF JANUARY, 2001.**

Ayes:

Nays:

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*Michael D. Werner, Mayor*

ATTEST:

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*Melanie Mesko, City Clerk*

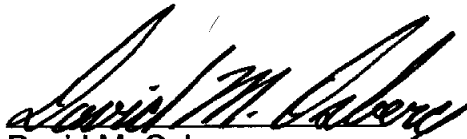
(SEAL)

**MEMORANDUM**

**DATE:** January 11, 2001  
**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Dave Osberg, City Administrator  
**SUBJECT:** 2001 City Council Committees

**RECOMMENDED CITY COUNCIL ACTION**

It is recommended that the City Council take action approving the appointment of the attached committee members for the 2001 City Council Committees. The Council Committees were presented to the City Council for review at its meeting on January 2, 2001. The attached Council Committees reflect recommended changes as suggested by Mayor Mike Werner.



David M. Osberg  
City Administrator

Attachment

cl

## 2001 CITY COUNCIL COMMITTEES

### PLANNING:

Lynn Moratzka-Chairperson  
Danna Elling Schultz  
Turney Hazlet

### ADMINISTRATION:

Janette Yandrasits-Chairperson  
Lynn Moratzka  
Ed Riveness

### OPERATIONS:

Ed Riveness-Chairperson  
Janette Yandrasits  
Danna Elling Schultz

### PUBLIC SAFETY:

Ed Riveness-Chairperson  
Paul Hicks  
Turney Hazlet

### FINANCE:

Paul Hicks-Chairperson  
Janette Yandrasits  
Danna Elling Schultz

### UTILITIES:

Lynn Moratzka-Chairperson  
Paul Hicks  
Turney Hazlet

### JOINT POWERS:

Ed Riveness-Chairperson  
Paul Hicks  
Janette Yandrasits

### PARKS/RECREATION:

Janette Yandrasits-Chairperson  
Turney Hazlet  
Lynn Moratzka

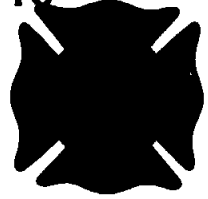
### ACTING MAYOR:

Paul Hicks



# HASTINGS FIRE DEPARTMENT

VI-10



MARK J. HOLMES, CHIEF  
115 West 5th Street  
Hastings, Minnesota 55033-1815

Business Office (651) 437-5610  
Fax (651) 437-5956

TO: Mayor Werner  
City Council Members

FROM: Mark J. Holmes, Fire Chief *[Signature]*

SUBJECT: Payroll Adjustments for Paid-on-Call Firefighters

DATE: January 11, 2001

I respectfully request that the City Council authorize a \$1.00 per hour increase for our paid-on-call (volunteer) firefighters. This increase would be for all fire calls.

This request was included as part of the 2001 budget process. City Council authorization is required so that the Finance Department can properly execute the payroll. I ask that this be retroactive to January 1, 2001.

Thank you for your consideration in this matter.

cc: D. Osberg, City Administrator

January 10, 2001

TO: The Honorable Mayor & Council

FROM: John Grossman, HRA Director

RE: Authorize agreement to lease Industrial Park land for farming

The last agricultural lease with Robert and Keith Carlson for 120 acres of farm land in the Industrial Park expired at the end of 2000. We advertised on December 21 and 28 for proposals to lease the land for 2001 and 2002. The following proposals were received. All were in order.

1. William A. Bauer \$92.00/ac. per year
2. Keith and Robert Carlson \$86.00/ac. per year
3. Steve Wagner \$100/ac. less taxes (taxes will be \$14.29 so proposal is effectively \$85.71/ac.)

The lessee pays the real estate tax on leased farm land directly to the county. The City may advise the lessee that a parcel will be sold. If already planted, and the crop cannot be harvested, the City will deduct the costs of planting that parcel and deduct those acres from the annual rent.

**RECOMMENDATION:**

William Bauer's proposal is the best offer for the City. Recommend authorizing the Mayor to execute the lease agreement with William Bauer.

# CITY OF HASTINGS

VII-1 &  
VIII-B-1

101 4th Street East • Hastings, MN 55033-1955  
651-437-4127 • Fax: 651-437-7082

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## MEMORANDUM

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**TO:** Mayor Werner and City Council

**FROM:** Matt Weiland, City Planner

**DATE:** November 28, 2000

**SUBJECT:** Public Hearing - vacate part of 4 St E

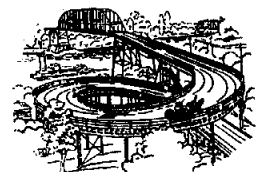
**This street vacation request is to correct an earlier street vacation of Locust St which the City approved. A small square was left out of the street vacation (see map). This street vacation request will solve this problem.**

**Background information:**

Dave Carroll has submitted an application and a petition to the City Of Hastings requesting the vacation of a portion of 4<sup>th</sup> St. E (Site Location Map enclosed). The vacated property is legally described as follows:

The east 33 ft of the platted Locust St Right Of Way located adjacent to Lot 4, Block 14, Barker's Addition, and southerly of the north line of the south 33 feet of 4<sup>th</sup> St extended westerly

He is requesting this vacation for many reasons. The main reason is that the road has always been an unimproved city street and he would like to add this property to his property for future site development. He has been maintaining this property for many years. This request for a street vacation first came before the City Council back in April, 1999. There were concerns raised at that time about this street being used as a future public access for Lake Isabel. The item was tabled at that time to allow for a study being done on Lake Isabel to be completed. That study has now been completed. I would recommend the City Council order a new public hearing to discuss this street vacation to be held on February 22<sup>nd</sup>, 2000. If the City Council vacates this street, the applicant should be responsible for all recording fees required by Dakota County.



Hastings on the Mississippi



**Planning Comments:**

Every property owner in the city has a right to petition the city to vacate street r.o.w. property. However, the City is not obligated to vacate street property. This property has always been unimproved. It is a slope that runs down to the flood plain. The applicant would like to maintain this property and possibly put a home on the property. The property owner is aware of the shoreland and flood plain rules in this area and will have to meet these rules in order to put a home in here. Future access to Lake Isabel could still be accommodated in the western 33 ft of the Locust St. R.O.W. .

**Requested Action:**

**Motion to adopt a resolution vacating part of 4<sup>th</sup> St East**

cc: Dave Carroll

**HASTINGS CITY COUNCIL**

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HASTINGS  
VACATING STREET R-O-W  
FOR PART OF Locust St and 4<sup>th</sup> St E**

Council member \_\_\_\_\_ introduced the following Resolution and moved its adoption:

**WHEREAS**, the Hastings City Council has initiated consideration of action to vacate that portion of the street R.O.W legally described as follows:

Vacated Street:

The east 33 ft of the platted Locust St Right Of Way located adjacent to Lot 4, Block 14, Barker's Addition, and southerly of the north line of the south 33 feet of 4<sup>th</sup> St extended westerly

**WHEREAS**, on January 16th, 2001, a Public Hearing on this proposed street vacation was held before the City Council of the City of Hastings, which hearing was proceeded by published notice as required by state law, city charter and city ordinance; and

**WHEREAS**, the City of Hastings in all respects proceeded with the vacation hearing as provided by the Charter, ordinances and applicable Minnesota Statutes.

**NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HASTINGS AS FOLLOWS:**

That the following legally described street R.O.W and drainage and utility easement:

Vacated Street:

The east 33 ft of the platted Locust St Right Of Way located adjacent to Lot 4, Block 14, Barker's Addition, and southerly of the north line of the south 33 feet of 4<sup>th</sup> St extended westerly

is hereby vacated effective of this date.

**BE IT FURTHER RESOLVED**, that a copy of this resolution shall be filed with the Dakota County Recorder's Office by the Hastings City Clerk.

Council member \_\_\_\_\_ moved a second to this resolution and upon being put to a vote it was unanimously adopted by all Council Members present.

Ayes:

Nays:

Absent:

ATTEST:

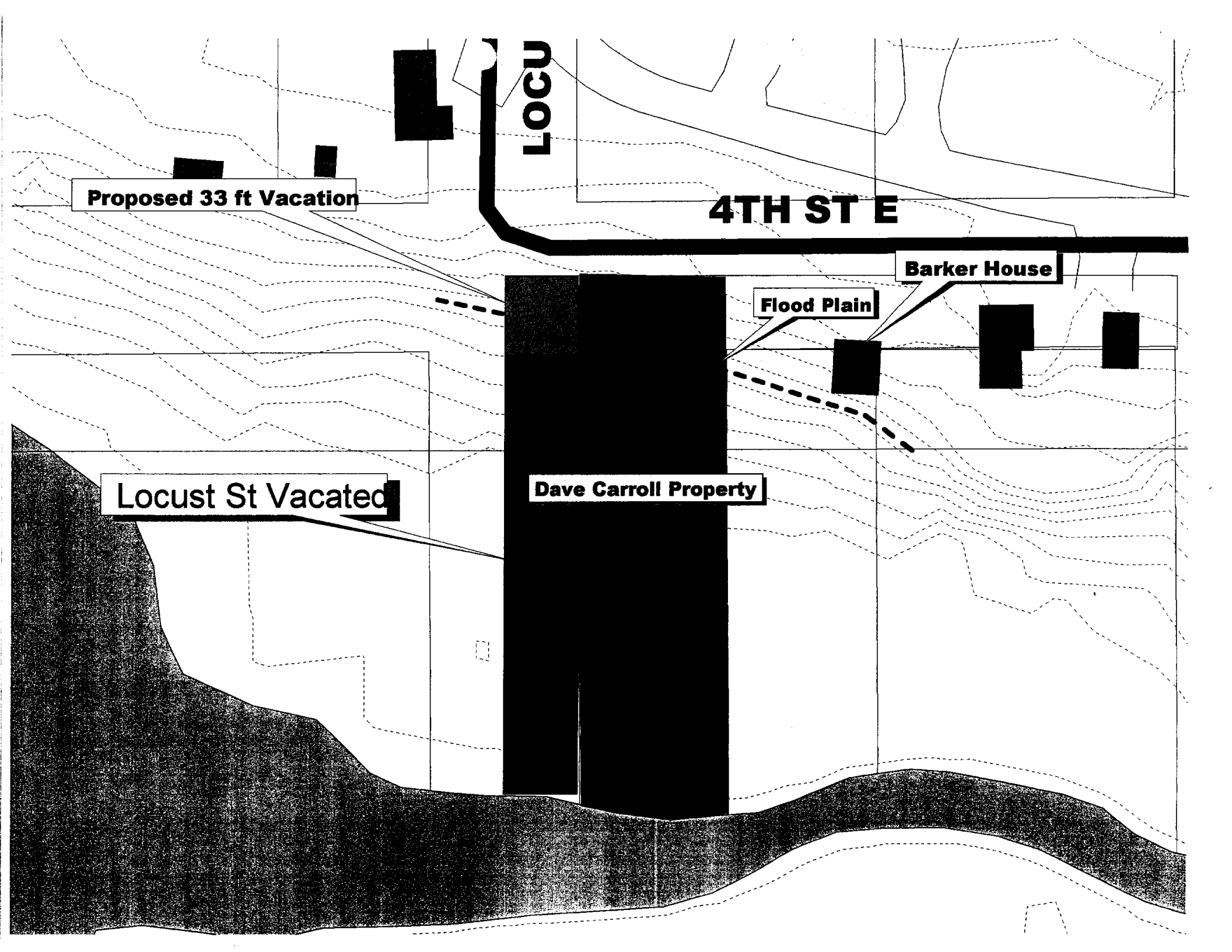
\_\_\_\_\_  
Michael D. Werner, Mayor

\_\_\_\_\_  
Melanie Mesko  
Administrative Assistant/City Clerk

I HEREBY CERTIFY that the above is a true and correct copy of resolution presented to and adopted by the City of Hastings, County of Dakota, Minnesota, on the 16th day of January, 2001, as disclosed by the records of the City of Hastings on file and of record in the office.

\_\_\_\_\_  
Melanie Mesko  
Administrative Assistant/City Clerk

( SEAL )



**LOCUST**

**4TH ST E**

**Proposed 33 ft Vacation**

**Barker House**

**Flood Plain**

**Locust St Vacated**

**Dave Carroll Property**

# MEMO

---

**To:** Honorable Mayor and City Council Members  
**From:** Tom Montgomery  
**Subject:** Informational Presentation - Lock and Dam Access Road and Trail Improvements  
**Date:** January 8, 2001

---

The following is some general information about the proposed Phase 1 Riverfront improvements that I will be presenting to the Council at the January 16<sup>th</sup> meeting.

## I. IMPROVEMENTS

The Phase 1 Riverfront improvements consist of the following improvements;

- ▶ **Reconstruct the Access Road** - The existing 24 ft. wide Lock and Dam Access Road will be reconstructed with concrete curb and gutter to a 28 ft. width. No parking will be allowed along the roadway.
- ▶ **New Alignment** - The Lock and Dam Access Road will be constructed on a new alignment beginning at the bottom of the hill coming down from 2<sup>nd</sup> Street. The new alignment will swing towards Lake Rebecca to create an area for an interpretive center and bandshell. The new alignment will swing back towards the river to enter the Koch tank farm property near the location of the existing main gate. The new alignment will cut through the Koch tank farm property near the river side of the old tank locations, before swinging riverward to match the existing access road alignment at the downstream end of the Lock and Dam property. A new entrance to the Mississippi River public access boat ramp will be created that will separate the boat ramp activities from the Lock and Dam Access Road.
- ▶ **Trail Extension** - The existing Riverfront Trail will be extended upstream from the public access to connect with the existing trail system through the Lock and Dam property. This trail extension will be 10 ft. wide and will generally be constructed over the existing road alignment. Another new trail will be constructed from 2<sup>nd</sup> St. down to match into the existing Riverfront Trail at the bottom of the hill. Due to space constraints and steep side slopes, this trail will be constructed at an 8 ft. width.
- ▶ **Storm Sewer** - Storm sewer will be installed as part of the road improvements. Some of the storm water will be directed to the existing Lake Rebecca outlet pond. Farther upstream, storm water will be discharged into small settlement basins and be allowed to infiltrate over the natural area between the new road alignment and the trail extension.
- ▶ **Trail Lighting** - Xcel Energy will install decorative lights along the new trail.

## **IMPROVEMENTS (CONT.)**

- ▶ **Utility Service** - A sanitary sewer force main and a water main will be extended from 2<sup>nd</sup> St. down to the site of the proposed interpretive center. Sewer service for the proposed interpretive center will require a pump station to be constructed inside the building.
- ▶ **Building Demolition and Fence Removal** - The existing Lake Rebecca bath house and restroom will be demolished under this project. The existing barb wire topped chain link fence surrounding the Koch property will be removed.
- ▶ **Dredge Disposal Site** - All of the existing dredge spoil on the Koch tank farm property near the Lock and Dam property line will be used either in the road construction or for grading around the proposed interpretive center. The Corps of Engineers wants to continue with a permanent leased site in this area. Approximately four acres of the tank farm site has been designated for this use in the Riverfront Improvements concept plan. A gravel access road will be constructed to connect the site to the new Lock and Dam Access Road. The dredge material is good granular material and future dredge spoils will be made available to anyone for use as clean fill on a first come/first served basis. The Corps of Engineers anticipates dredging activities to occur about every four to five years. The Street Department will also use this site for snow storage. Currently, snow hauled from the Downtown area is deposited on the public access parking lot.

## **II. FUNDING**

Enclosed with this report is a draft Feasibility Report funding summary and assessment analysis. The total project cost is estimated at \$1.4 million. This cost includes construction costs of about \$1.04 million, contingencies, engineering, legal, and bonding costs. The Corps of Engineers has agreed to fund ½ of the cost of rebuilding the access road along the existing alignment. The Corps does not want to pay for extra costs involved in constructing a longer road along the proposed new alignment. Their estimated share of the road improvements is \$365,000. The City has also received a LCMR grant in the amount of \$155,000, and Koch Refining has donated all but the northwest 300 ft. of their tank farm property to the City.

Approximately \$900,000 of the remaining project costs would be assessed against the City's Lake Rebecca property and donated Koch Refining tank farm, boat landing, and Jaycee property, or included as City participation for reconstructing the center 24 ft. of the existing access road as called for in the City's assessment policy. In addition to street and storm sewer assessments, the City would assess itself for the sanitary sewer and water extensions installed to service a proposed interpretive center, building demolition and fence removal, and the remaining balance of the trail improvements not covered by the LCMR grant.

## **III. OTHER ASSESSMENTS**

In addition to assessing City property, approximately \$10,000 is proposed to be assessed against three other property owners for the Lock and Dam access road improvements. Hudson Manufacturing and the Effinger and Reuter properties west of Hudson Manufacturing all abut the Lock and Dam access road ( see enclosed drawing). The Effinger and Reuter properties would be assessed approximately \$1,500 each for the street and storm sewer improvements, while the Hudson Manufacturing would be assessed approximately \$3,100. In addition, \$4,000 of sanitary

**OTHER ASSESSMENTS (CONT.)**

sewer and water service assessments would be recommended to be deferred against the Reuter property until such time as the City's shoreland ordinance is revised to permit splitting this property to make an additional buildable site.

**IV. IMPROVEMENT SCHEDULE**

The LCMR grant stipulates that construction of the trail must be completed by June 30, 2001. The proposed schedule will prioritize the trail construction, with specifications calling for a June 1, 2001 completion date. A temporary access road will be constructed to provide access to the Lock and Dam. The following is the proposed project schedule:

<u>DATE</u>	<u>ACTION</u>
January 16, 2001	Informational Presentation to Council - project scope, cost and benefitted properties, status of property transfer and Corps agreement.
February 19, 2001	Council Accepts Feasibility Report and Orders Public Hearing
March 5, 2001	Public Hearing - Order Improvements, Approve Plans, Authorize Advertisement for Bids.
March 29, 2001	Open Bids, 10:00 AM
April 2, 2001	Award Bids
June 1, 2001	Complete Trail Improvements
October 1, 2001	Complete Project Improvements

**V. STATUS OF KOCH PROPERTY TRANSFER**

The warranty deed transferring the Koch Refining property to the City should be brought before the City Council for approval early this spring. Dennis Coyne, an environmental attorney the City's HRA has used in the past, was retained to review the draft warranty deed language, negotiate revisions with Koch Refining, and advise the City on liability issues associated with the soil and groundwater contamination on the Koch property.

As part of the proposed improvements, soil containing lead paint chips from tank repainting operations will be encapsulated beneath the new roadway. Koch has also removed petroleum contaminated soils from the tank farm property. The groundwater contamination is attenuating, and Koch has received a letter of closure from the MPCA noting that no further action is needed on the soil and groundwater petroleum contamination and that the existing monitoring wells may be capped and sealed.

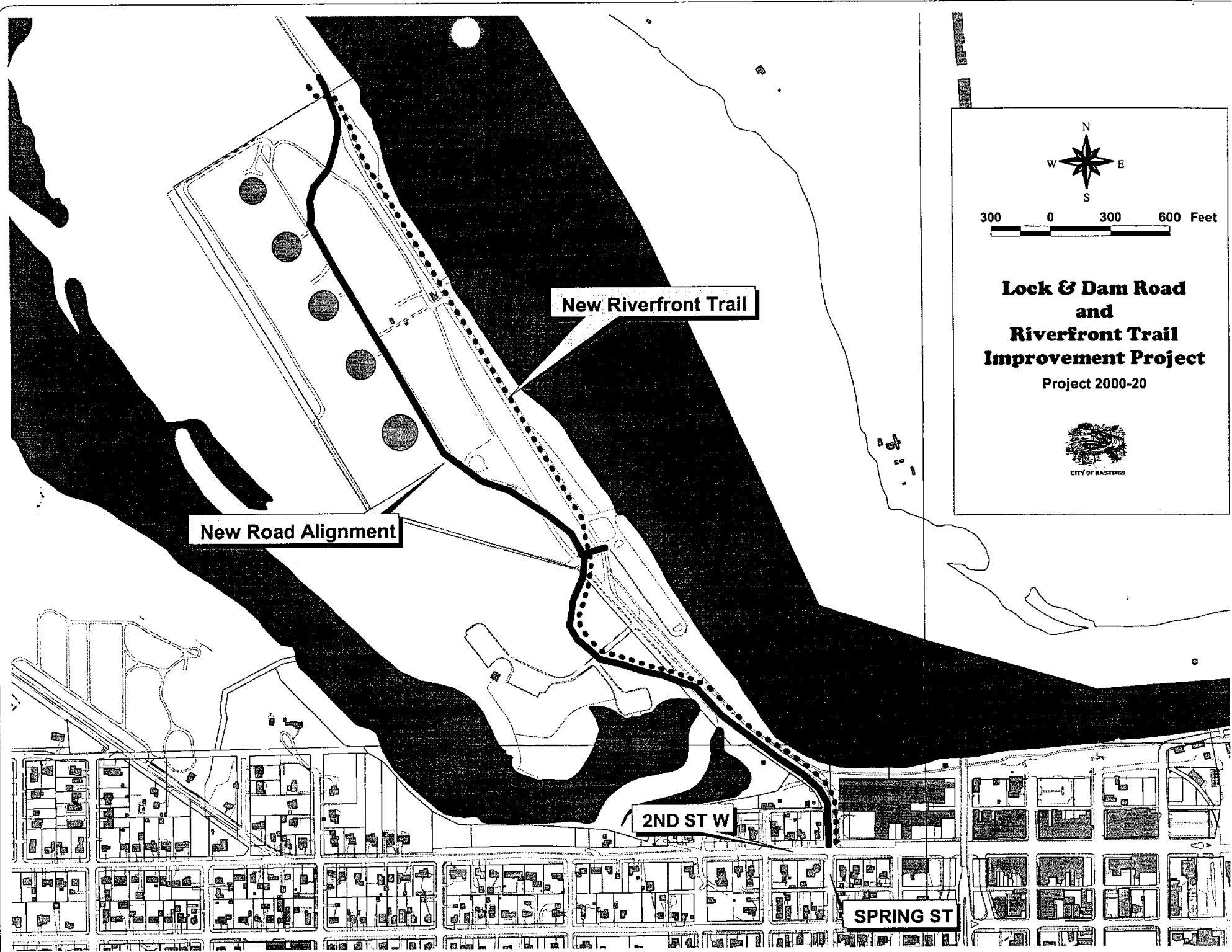
The City has received a general liability letter from the MPCA noting that Minnesota State Statutes are interpreted by the MPCA such that "*if a person comes into possession of property after the tanks have been removed that person is not a 'responsible person' and cannot be ordered to take corrective action ...*". In addition, the City has applied for and will be receiving a "No Association" letter from the MPCA concerning the lead paint chips that will be encapsulated beneath the roadway. Another "No Association" letter has been requested of the MPCA for the petroleum contamination.

## **VI. STATUS OF CORPS OF ENGINEERS AGREEMENT**

The Corps of Engineers is preparing an amendment to the 1962 access and maintenance agreement between the Corps of Engineers, Koch Refining and the City governing the existing access road. Under the terms of the amended agreement, the Corps of Engineers will pay ½ the cost of reconstructing the existing road along its current alignment. The City will maintain the new access road ( snow removal, patching, seal coating). The Corps will share in the cost of future major improvements such as overlays or reconstruction.

In order to cost share in the road construction, the Corps must perform and Environmental Assessment, a process similar to an EAW. The Environmental Assessment has recently been completed and will be distributed to local, state and federal agencies for comment. A public notice will also be published. The comment period runs for 60 days.





New Riverfront Trail

New Road Alignment

2ND ST W

SPRING ST



300 0 300 600 Feet

**Lock & Dam Road  
and  
Riverfront Trail  
Improvement Project**  
Project 2000-20



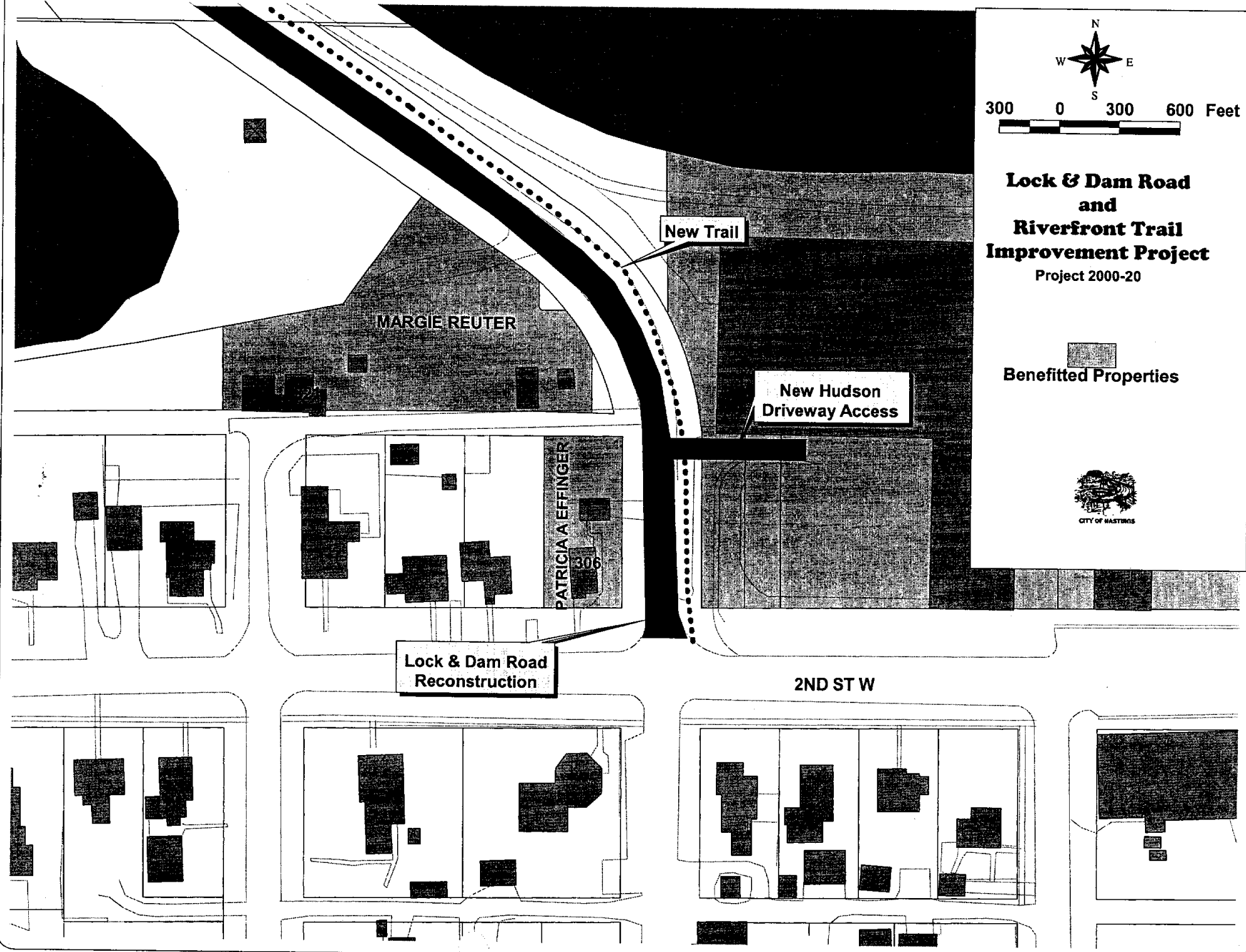


300 0 300 600 Feet

# Lock & Dam Road and Riverfront Trail Improvement Project

Project 2000-20

 Benefitted Properties



MARGIE REUTER

New Trail

New Hudson  
Driveway Access

PATRICIA A EFFINGER  
306

Lock & Dam Road  
Reconstruction

2ND ST W

**RIVERFRONT IMPROVEMENTS**  
**LOCK AND DAM ACCESS ROAD AND TRAIL**  
Hastings, Minnesota

Project No.: 2000-20

Location: Lock and Dam Access Road

Improvement: Street reconstruction, storm sewer, sanitary sewer, watermain and trail construction, building and fence demolition

Initiation: City Initiated Project

Owners Abutting: 4

Right of Way: The project will be constructed within the existing right of way or City property. A temporary construction easement will be needed to relocate the Hudson Manufacturing parking lot driveway.

Feasibility: This project is feasible, necessary, and cost effective, and will result in benefits to the properties served.

Completion: Fall of 2001

**FUNDING SUMMARY:**

1.)	<b>TOTAL PROJECT COSTS:</b> (Includes 10 % Contingencies, 11% for Engr., Legal, Administration, and Bonding Costs, 1% assessment roll preparation, and 8% capitalized interest)	\$1,434,035.98
2.)	<b>FUNDING SOURCES:</b> Corps of Engineers LCMR Grant Assessed City Property and City Participation Assessments	\$ 365,810.00 \$ 155,000.00 \$ 903,066.82 \$ 10,159.16
3.)	<b>ASSESSMENT RATES:</b> Street (Reconstruction): Storm Sewer: Water Service Sewer Service (Force Main)	\$ 11.77/FF \$ 8.76/FF \$ 2,000/EA \$ 2,000/EA

# Riverfront Improvements

Project 2000-20  
Lock and Dam Access Road and Trail Improvements

## Assessment Analysis:

1.)	<b>STREET ASSESSMENT</b>	
	Estimated Street Construction	\$641,850.00
	Plus Contingencies (10%)	<u>\$64,185.00</u>
	Subtotal, Construction Costs	\$706,035.00
	Plus Engineering, Legal, Admin and Bonding	\$136,660.30
	Plus Assessment Roll Prep and Cap Interest (9%)	\$47,394.05
	Less Corps of Engineers Participation	\$316,094.71
	Less City Participation (center 24')	<u>\$452,808.00</u>
	Total Estimated Assessable Project Costs	\$121,186.64
	Assessable Frontage	10,300
	Estimated Assessment Per Front Foot	\$11.77
2.)	 	
	<b>STORM SEWER ASSESSMENT</b>	
	Estimated Storm Sewer Construction	\$100,950.00
	Plus Contingencies (10%)	<u>\$10,095.00</u>
	Subtotal, Construction Costs	\$111,045.00
	Plus Engineering, Legal, Admin and Bonding (11%)	\$21,493.90
	Plus Assessment Roll Prep and Cap Interest (9%)	\$7,454.12
	Less Corps of Engineers Participation	<u>\$49,715.29</u>
	Total Estimated Assessable Project Costs	\$90,277.73
	Assessable Frontage	10,300
	Estimated Assessment Per Front Foot	\$8.76
3.)	 	
	<b>SANITARY SEWER ASSESSMENT</b>	
	Estimated Sanitary Sewer Construction	\$34,960.00
	Plus Contingencies (10%)	<u>\$3,496.00</u>
	Subtotal, Construction Costs	\$38,456.00
	Plus Engineering, Legal, Admin and Bonding (11%)	\$7,443.55
	Plus Assessment Roll Prep and Cap Interest (9%)	<u>\$4,130.96</u>
	Total Estimated Assessable Project Costs	\$50,030.51
4.)	 	
	<b>WATERMAIN ASSESSMENT</b>	
	Estimated Watermain Construction	\$62,100.00
	Plus Contingencies (10%)	<u>\$6,210.00</u>
	Subtotal, Construction Costs	\$68,310.00
	Plus Engineering, Legal, Admin and Bonding (11%)	\$13,222.10
	Plus Assessment Roll Prep and Cap Interest (9%)	<u>\$7,337.89</u>
	Total Estimated Assessable Project Costs	\$88,869.99
5.)	 	
	<b>RIVERFRONT TRAIL</b>	
	Estimated Trail Construction	\$166,560.00
	Plus Contingencies (10%)	<u>\$16,656.00</u>
	Subtotal, Construction Costs	\$183,216.00
	Plus Engineering, Legal, Admin and Bonding (11%)	\$35,463.33
	Plus Assessment Roll Prep and Cap Interest (9%)	\$5,731.14
	Less LCMR Grant	<u>\$155,000.00</u>
	Total Estimated Assessable Project Costs	\$69,410.47
6.)	 	
	<b>BUILDING AND FENCE DEMOLITION</b>	
	Estimated Building Demolition Costs	\$28,400.00
	Plus Contingencies (10%)	<u>\$2,840.00</u>
	Subtotal, Construction Costs	\$31,240.00
	Plus Engineering, Legal, Admin and Bonding (11%)	\$6,046.82
	Plus Assessment Roll Prep and Cap Interest (9%)	<u>\$3,355.81</u>
	Total Estimated Assessable Project Costs	\$40,642.64

# CITY OF HASTINGS

VII-1 &  
VIII-B-1

101 4th Street East • Hastings, MN 55033-1955  
651-437-4127 • Fax: 651-437-7082

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## MEMORANDUM

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TO: Mayor Werner and City Council

FROM: Matt Weiland, City Planner

DATE: November 28, 2000

SUBJECT: **Public Hearing - vacate part of 4 St E**

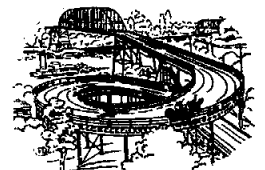
**This street vacation request is to correct an earlier street vacation of Locust St which the City approved. A small square was left out of the street vacation (see map). This street vacation request will solve this problem.**

**Background information:**

Dave Carroll has submitted an application and a petition to the City Of Hastings requesting the vacation of a portion of 4<sup>th</sup> St. E (Site Location Map enclosed). The vacated property is legally described as follows:

The east 33 ft of the platted Locust St Right Of Way located adjacent to Lot 4, Block 14, Barker's Addition, and southerly of the north line of the south 33 feet of 4<sup>th</sup> St extended westerly

He is requesting this vacation for many reasons. The main reason is that the road has always been an unimproved city street and he would like to add this property to his property for future site development. He has been maintaining this property for many years. This request for a street vacation first came before the City Council back in April, 1999. There were concerns raised at that time about this street being used as a future public access for Lake Isabel. The item was tabled at that time to allow for a study being done on Lake Isabel to be completed. That study has now been completed. I would recommend the City Council order a new public hearing to discuss this street vacation to be held on February 22<sup>nd</sup>, 2000. If the City Council vacates this street, the applicant should be responsible for all recording fees required by Dakota County.



Hastings on the Mississippi

**Planning Comments:**

Every property owner in the city has a right to petition the city to vacate street r.o.w. property. However, the City is not obligated to vacate street property. This property has always been unimproved. It is a slope that runs down to the flood plain. The applicant would like to maintain this property and possibly put a home on the property. The property owner is aware of the shoreland and flood plain rules in this area and will have to meet these rules in order to put a home in here. Future access to Lake Isabel could still be accommodated in the western 33 ft of the Locust St. R.O.W. .

**Requested Action:**

**Motion to adopt a resolution vacating part of 4<sup>th</sup> St East**

**cc:** Dave Carroll

**HASTINGS CITY COUNCIL**

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HASTINGS  
VACATING STREET R-O-W  
FOR PART OF Locust St and 4<sup>th</sup> St E**

Council member \_\_\_\_\_ introduced the following Resolution and moved its adoption:

**WHEREAS**, the Hastings City Council has initiated consideration of action to vacate that portion of the street R.O.W legally described as follows:

Vacated Street:

The east 33 ft of the platted Locust St Right Of Way located adjacent to Lot 4, Block 14, Barker's Addition, and southerly of the north line of the south 33 feet of 4<sup>th</sup> St extended westerly

**WHEREAS**, on January 16th, 2001, a Public Hearing on this proposed street vacation was held before the City Council of the City of Hastings, which hearing was proceeded by published notice as required by state law, city charter and city ordinance; and

**WHEREAS**, the City of Hastings in all respects proceeded with the vacation hearing as provided by the Charter, ordinances and applicable Minnesota Statutes.

**NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HASTINGS AS FOLLOWS:**

That the following legally described street R.O.W and drainage and utility easement:

Vacated Street:

The east 33 ft of the platted Locust St Right Of Way located adjacent to Lot 4, Block 14, Barker's Addition, and southerly of the north line of the south 33 feet of 4<sup>th</sup> St extended westerly

is hereby vacated effective of this date.

**BE IT FURTHER RESOLVED**, that a copy of this resolution shall be filed with the Dakota County Recorder's Office by the Hastings City Clerk.

Council member \_\_\_\_\_ moved a second to this resolution and upon being put to a vote it was unanimously adopted by all Council Members present.

Ayes:

Nays:

Absent:

ATTEST:

\_\_\_\_\_  
Michael D. Werner, Mayor

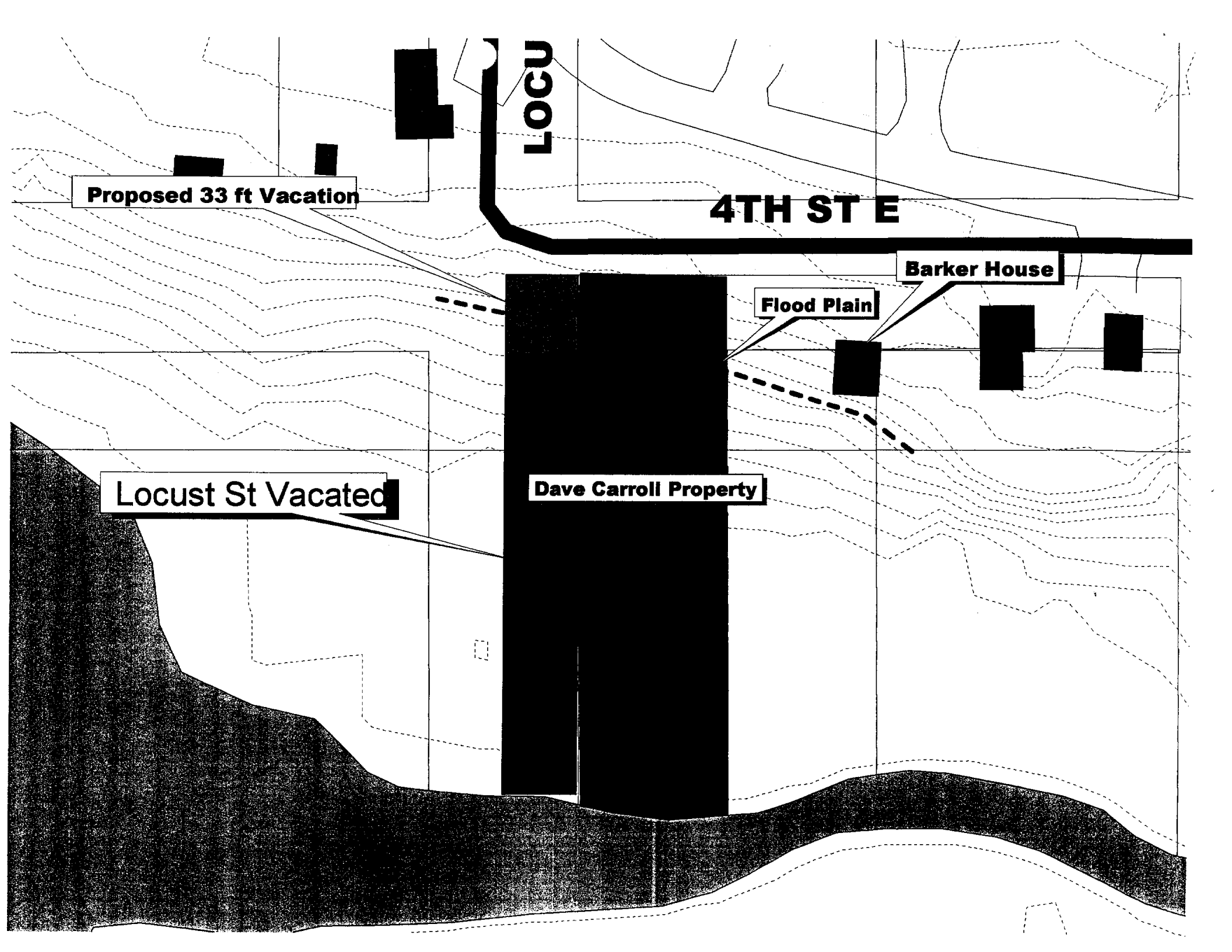
\_\_\_\_\_  
Melanie Mesko  
Administrative Assistant/City Clerk

I HEREBY CERTIFY that the above is a true and correct copy of resolution presented to and adopted by the City of Hastings, County of Dakota, Minnesota, on the 16th day of January, 2001, as disclosed by the records of the City of Hastings on file and of record in the office.

\_\_\_\_\_  
Melanie Mesko  
Administrative Assistant/City Clerk

(SEAL)





**LOCUST**

**4TH ST E**

**Proposed 33 ft Vacation**

**Barker House**

**Flood Plain**

**Locust St Vacated**

**Dave Carroll Property**

# Memo

**To:** Mayor Werner and City Council  
**From:** Matthew Weiland, City Planner  
**Date:** January 11, 2001  
**Subject:** 1<sup>st</sup> Reading/Order Public Hearing - **Rezone Bohlken Estates 6<sup>th</sup> Addition (A-Agriculture to R-2 Medium Density Residence)**

George Bohlken (Bohlken Estates) has requested the rezoning of property (legally described below) from **A- Agriculture to R-2 Medium Density Residence** .

That part of the southeast quarter of Section 33, Township 115 North, Range 17 West lying southerly of the northerly right-of-way line of the retired Chicago, Milwaukee and St. Paul right-of-way (which runs generally southwest-northeast) and lying westerly of the Bohlken Estates 2<sup>nd</sup> Addition and westerly of the Bohlken Estates 3<sup>rd</sup> Addition and northerly of the Bohlken Estates 4<sup>th</sup> Addition all in Dakota County, Minnesota

**Background Information:**

**Comprehensive Plan Classification:** The subject property is classified U-I (Urban Residential 1-3 residential units/acre) in the City's 1993 Comprehensive Plan. R-2 zoning is consistent with this land use designation.

**Zoning Classification:** The subject property is currently zoned A- Agriculture. The applicant has requested to rezone the property to R-2 Medium Density Residence. This zoning a mixture of single family homes and duplexes. The rest of Bohlken Estates is zoned R-2.

**Surrounding Properties:** The subject property is currently vacant and is adjacent to developed Bohlken Estates to the South and East. To the west is vacant residential property and to the north is protected vermilion flood way property.

**Planning Consideration:** The proposed zoning is consistent with the goals of the Comprehensive Plan and the adjacent zoning.

**Recommended Action::**

**Recommendation to approve the first reading of an ordinance rezoning the property to R-2 Medium High Density Residence and order a public hearing for February 5<sup>th</sup>, 2001**

LAND USE APPLICATION

CITY OF HASTINGS

101 4th Street East, Hastings, MN 55033

Phone (651)437.4127 Fax (651)427.7082

Address of Property Involved: NO ADDRESS - NW QUAD. OF SO-PARK DRIVE + HACKBERRY DR.

Legal Description of Property Involved: SEE ATTACHED

**Applicant:**

Name HARRY S. JOHNSON CO. INC.  
Address 170 W. 79TH ST.  
BLOOMINGTON, MN 55420  
Phone 952-884-5341  
Fax 952-884-5344

Official Use Only
Date Rec'd _____
File No. _____
Fee Paid _____
Rec'd by _____
Ordinance # _____
Section _____
App. Com. _____

**Owner (If different from Applicant):**

Name GEORGE BOHLKEN (BOHLKEN ESTATES)  
Address 495 BOHLKEN DRIVE  
HASTINGS, MN. 55033  
Phone 651-437-8438  
Fax \_\_\_\_\_

Request: \_\_\_\_\_  
Rezone: \_\_\_\_\_  
Comp Plan Amend: \_\_\_\_\_  
Site Plan: \_\_\_\_\_  
Variance: \_\_\_\_\_

Special Use: \_\_\_\_\_  
Subdivision: X  
Vacation: \_\_\_\_\_  
Other: \_\_\_\_\_  
TOTAL: \_\_\_\_\_

**Description of Request (include site plan, survey, and/or plat if applicable):**

PROPOSING A SUBDIVISION OF SIX LOTS - SENDING FOR YOUR REVIEW IS A GRADING PLAN, PLAN + PROFILE, UTILITY PLAN AND PRELIMINARY PLAT.

Thomas E. Hodorff 11/30/00  
Signature of Applicant Date

George J. Bohllken 11/30/00  
Signature of Owner Date

Thomas E. Hodorff  
Applicant Name and Title - Please Print

George J. Bohllken  
Owner Name - Please Print

# Memo

**To:** Mayor Werner and City Council  
**From:** Matthew Weiland, City Planner  
**Date:** January 11, 2001  
**Subject:** Bohlken Estates 6<sup>th</sup> Addition Preliminary Plat

**CC:** George Bohlken

George Bohlken has requested approval of a preliminary plat proposed to be named Bohlken Estates 6<sup>th</sup> Addition Preliminary Plat. The preliminary plat proposes a residential subdivision of 8 single family home lots. The property proposed for development is 3.06 acres in size. A site location map is enclosed. This is the final phase of the Bohlken Estates Housing project.

Included with this memo is a site location map, land use application, and the preliminary plat .

**Background Information:**

**Comprehensive Plan Classification:** The subject property is classified U-I (Urban Residential 1-3 residential units/acre) in the City's 1993 Comprehensive Plan. The proposed development density for the subdivision is @ 2.6 units per acre. This is a consistent use with the comprehensive plan.

**Zoning Classification:** The subject property is currently zoned A- Agriculture. The applicant has requested to rezone the property to R-2 Medium Density Residence. Preliminary plat approval will be contingent upon the rezoning being approved. The proposed development is a permitted use in this zoning district.

**Surrounding Properties:** The subject property is currently vacant and is adjacent to developed Bohlken Estates to the South and East. To the west is vacant property and to the north is protected vermillion floodway property.

# Preliminary Plat Approval

**Subdivision Ordinance Requirements:** The submittal provided for the Bohlken Estates 6<sup>th</sup> Addition Preliminary Plat Subdivision meets subdivision ordinance requirements for a preliminary plat submittal. The applicant is currently proposing to plat 8 single family home lots.

1. **Site Access:** Access to the subject property will be provided from Bohlken Dr.
2. **Streets:** The proposed subdivision will extend Bohlken Dr through this property form where it currently dead ends. This road will temporarily dead end in a hammerhead until development is proposed west of this subdivision. This road will eventually be a through road connecting down to 31 St.
3. **Traffic Issues:** This project will not have a significant impact to traffic because of its small size.
4. **Site Grading & Storm Water Management:**  
  
The site grading and stormwater plan has been reviewed and approved by the Public Works Director.
5. **Park Dedication:** The park land dedication for this property was satisfied through the creation of Cannon Park as part of Bohlken Estates 2<sup>nd</sup> Addition
6. **Trail Connections:** The City will require a trail connection at the western end of this property to connect up with the Vermillion River Trail. The City will work with the applicant and the property owner to the west on the best location for this trail.
7. **Interceptor Sewer:** The applicant shall be required to pay \$305.00 per lot in interceptor sewer charges, prior to the city releasing the final plat hardshells. The interceptor sewer charge for this project totals \$2440.00 for 8 units.
8. **Utilities:** The Public Works Director has reviewed the and utility plans and has approved them
9. **Lot and Street Layout:** The project is rationally laid out. It will be a temporary dead end street that will ultimately become a though street providing good access to the development west of this project.
10. **Tree Plantings:** The developer shall plant “boulevard” trees according to the submitted tree plan and one front yard tree per lot. These trees shall be at least two inches in diameter at the base and the species of the tree should be on the list of approved trees

Created by the city Forester. An escrow is required for any unplanted trees before a certificate of occupancy is issued for any units without trees is allowed.

**Planning Consideration:** This property has been identified for residential development in the City's Comprehensive Plan. The subdivision is well laid out and will provide an essential road connection to the property to the west.

**Recommended Action:**

**Preliminary Plat**

**Motion to recommend the approval of the Bohlken Estates 6<sup>th</sup> Addition Preliminary Plat subject to the following conditions:**

- 1. That preliminary plat approval is contingent upon the property being rezoned to R-2 Medium density residential.**
- 2. That the applicant shall pay a \$305/lot Interceptor Sewer Fee, which would total \$2440.00 for 8 units, prior to the City's release of the final plat hardshells.**
- 3. That the developer shall work with the City to establish a trail connection at the western end of this property to the Vermillion River trail.**
- 4. That the developer shall plant "boulevard" trees according to the submitted tree plan and one front yard tree per lot. These trees shall be at least two inches in diameter at the base and the species of the tree should be on the list of approved trees Created by the city Forester. An escrow is required for any unplanted trees before a certificate of occupancy is issued for any units without trees is allowed.**

LAND USE APPLICATION

CITY OF HASTINGS

101 4th Street East, Hastings, MN 55033  
Phone (651)437.4127 Fax (651)427.7082

Address of Property Involved: NO ADDRESS - NW QUAD. OF SO-PARK DRIVE + HACKBERRY DR.

Legal Description of Property Involved: SEE ATTACHED

**Applicant:**

Name HARRY S. JOHNSON CO. INC.  
Address 170 W. 79TH ST.  
BLOOMINGTON, MN 55420  
Phone 952-884-5341  
Fax 952-884-5344

Official Use Only	
Date Rec'd	_____
File No.	_____
Fee Paid	_____
Rec'd by	_____
Ordinance #	_____
Section	_____
App. Com.	_____

**Owner (If different from Applicant):**

Name GEORGE BOHLKEN (BOHLKEN ESTATES)  
Address 495 BOHLKEN DRIVE  
HASTINGS, MN. 55033  
Phone 651-437-8438  
Fax \_\_\_\_\_

Request: \_\_\_\_\_  
Rezone: \_\_\_\_\_  
Comp Plan Amend: \_\_\_\_\_  
Site Plan: \_\_\_\_\_  
Variance: \_\_\_\_\_

Special Use: \_\_\_\_\_  
Subdivision: X  
Vacation: \_\_\_\_\_  
Other: \_\_\_\_\_  
TOTAL: \_\_\_\_\_

**Description of Request (include site plan, survey, and/or plat if applicable):**

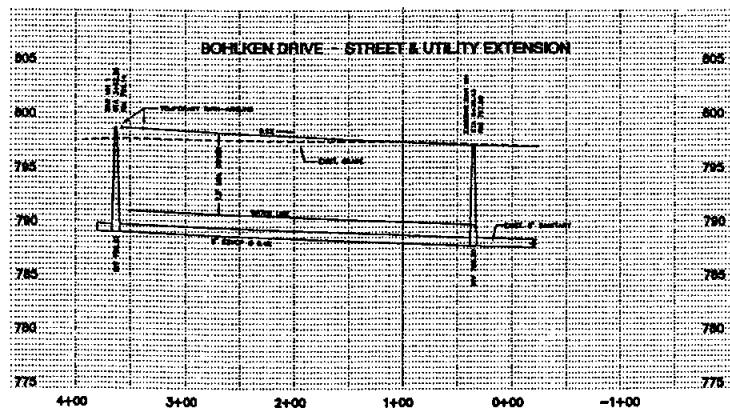
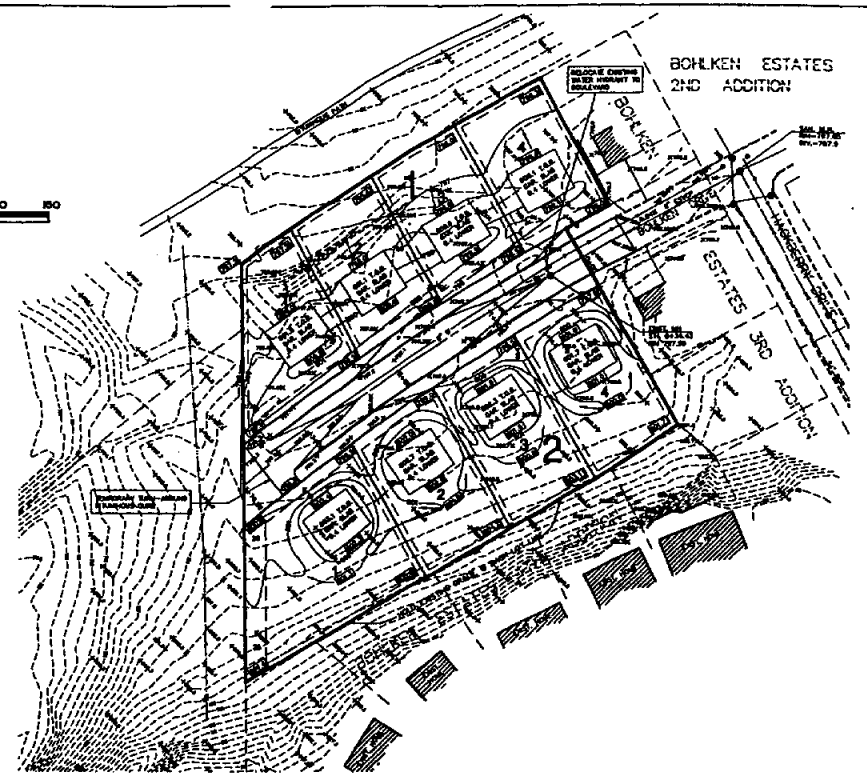
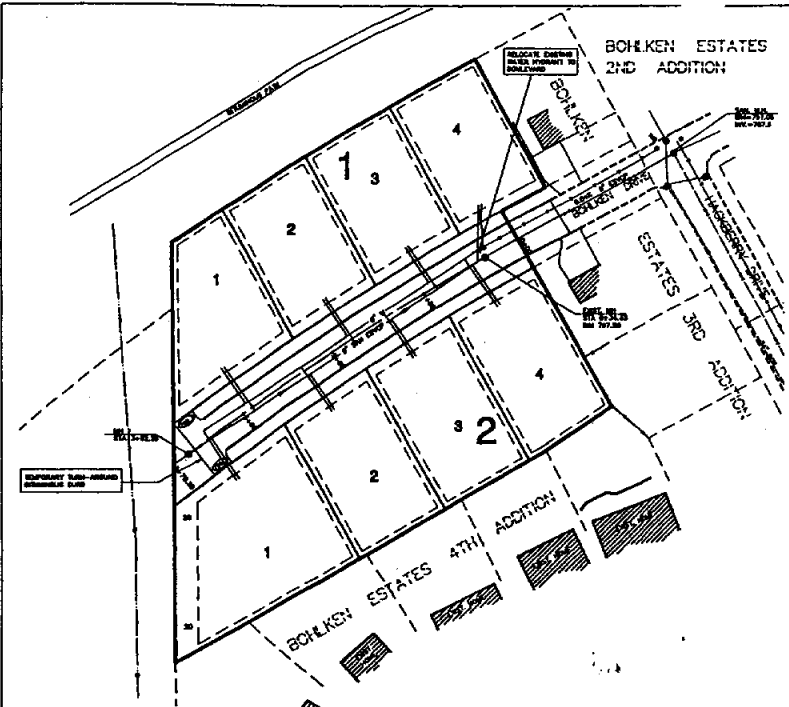
PROPOSING A SUBDIVISION OF SIX LOTS - SENDING FOR YOUR REVIEW IS A GRADING PLAN, PLAN + PROFILE, UTILITY PLAN AND PRELIMINARY PLAT.

Thomas E. Hodorff 11/30/00  
Signature of Applicant Date

George J. Bohllken 11/30/00  
Signature of Owner Date

Thomas E. Hodorff  
Applicant Name and Title - Please Print

George J. Bohllken  
Owner Name - Please Print



**NOTES:**

Let grading to be accomplished at time of individual home construction. Critical elevations are shown plus (61.3) and must be established and held at completion of individual home construction and final grading.

Contractors are responsible for locating of existing utilities using Dipper State One

**BEACH MARKS:**

Top Ring Hydrant - Intersection of Hackberry Drive and South Park Drive... Elevation = 817.88

Top Ring Hydrant - Intersection of Hackberry Drive and Bohlen Drive... Elevation = 793.01

Elevations per the City of Hastings.

**LEGEND**

- Iron Pipe Fused
- Iron Pipe Set
- Storm Sewer
- Sanitary Sewer
- Sewer
- Catchbasin
- Sanitary Venthole
- Hydrant
- Gate Valve
- Concrete Curb
- Existing Spot Elevation
- Existing Spot Elevation @ Center
- Existing Contour
- Proposed Contour
- Proposed Spot Elevation
- Proposed Drains Area
- Top of Ground Slope
- T.O.A.

I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly registered land surveyor under the laws of the State of Minnesota.

DAVID E. JOHNSON, L. S.  
Date: 11/28/88 Registration No. 23677

NO.	DATE	REVISIONS

SURVEY PREPARED BY:  
**HARRY S. JOHNSON CO., INC.**  
LAND SURVEYORS  
170 W. 79TH ST.  
BLOOMINGTON, MN. 55420  
(612) 884-5341

CLIENT

**BOHLKEN ESTATES**

PROJECT TYPE

**GRADING, UTILITY AND PROFILE PLAN**

PROJECT LOCATION

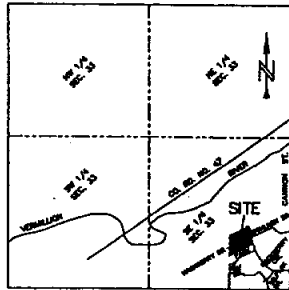
**SW QUAD, HACKBERRY DRIVE AND BOHLKEN DRIVE  
HASTINGS, MN.  
DAKOTA COUNTY**

BOOK & PAGE NO.  
105/02  
CAD FILE  
2000338.DWG  
DRAWN BY  
LCC  
SHEET NO.  
1 OF 1

NSJ W.D. NO.  
**2000338**  
NSJ DWG. NO.  
**1-0-8824P&F**



VICINITY MAP  
(NOT TO SCALE)



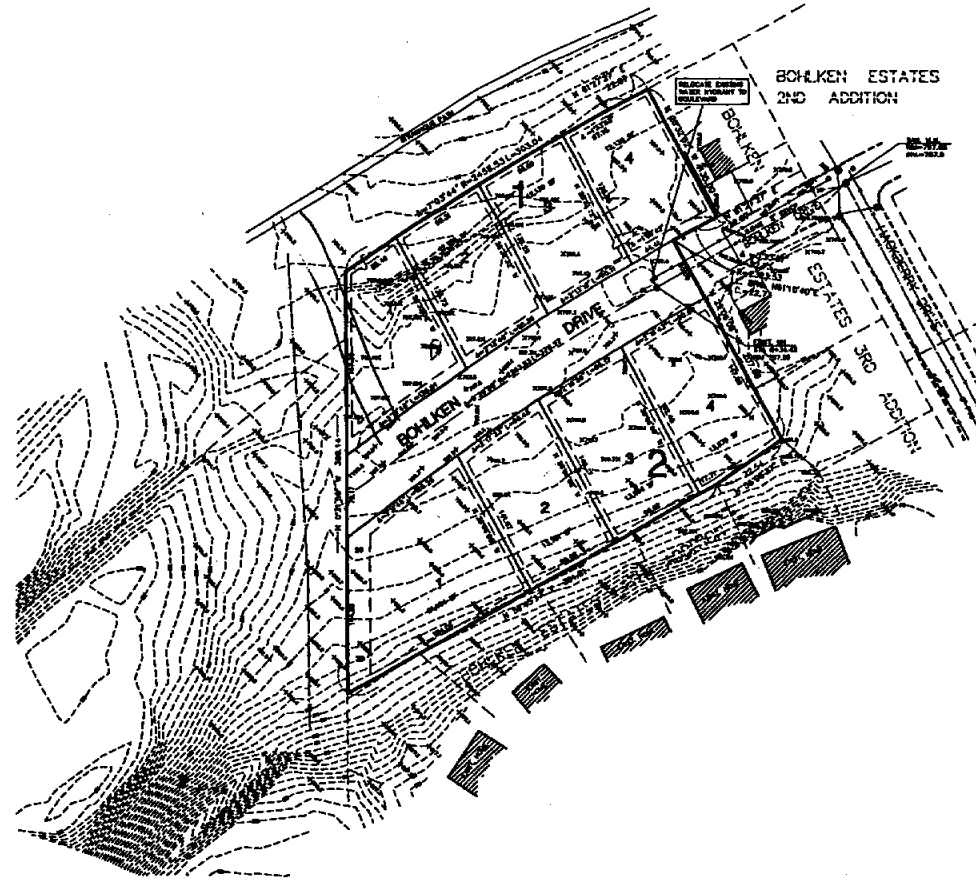
SEC. 23, TWP. 115, RGE. 17

LEGEND

○	Iron Pipe Found
○	Iron Pipe Set
—	Stream Drain
—	Boundary Line
○	Water
○	Crabapple
○	Boundary Markers
○	Hydrant
○	Old Well
○	Concrete Cap
—	Existing Spot Elevation
—	Existing Spot Elevation @ Corner
—	Existing Contour



SCALE IN FEET



PROPOSED SUBDIVISION

**BOHLKEN ESTATES 6TH ADDITION**

DESIGNER - SURVEYOR

Harry S. Johnson Co., Inc.  
170 West 79th St.  
Bloomington, MN 55420  
Phone (612) 884-5341 Telex 000 884-5341

OWNER AND DEVELOPER

Bohlken Estates  
400 Bohlken Drive  
Hastings, MN 55033

PROPOSED LEGAL DESCRIPTION

That part of the southeast corner of the southeast quarter of Section 25, Township 115 North, Range 17 West lying southerly of the northern right-of-way line of the revised Chicago, Minnesota and St. Paul 12th-street South Run generally southeast-southwest and lying westerly of the Bohlken Estates 2nd Addition and westerly of Bohlken Estates 3rd Addition and northerly of Bohlken Estates 4th Addition of in Dakota County, Minnesota. To be platted as Bohlken Estates 6th Addition, Dakota County, Minnesota.

SITE AREA

Site area including right of way to be dedicated: 110,708 square feet = 2.54 acres.  
Area of right of way to be dedicated: 22,700 square feet = 0.52 acres.  
Total area of site to be platted: 133,408 square feet = 3.06 acres.

NOTES

Property shown as proposed platted land is P-5 Medium Density Residential per the City of Hastings.

Building setbacks:

Front = 25 ft.  
Rear = 20 ft.  
Side Yester = 7 ft.  
Side areas = 20 ft.  
Storage area = 5 ft.

Subject property to be insured as being in "Class C, Area of Minimal Flooding" on Flood Insurance Rate Map, Community Plan No. 270108 0000, effective date December 14, 1991.

SPOT ELEVATIONS

Top spot hydrant - Intersection of Hackberry Drive and South Park Drive... Elevation = 287.40  
Top spot hydrant - Intersection of Hackberry Drive and Bohlken Drive... Elevation = 288.81  
Elevations per the City of Hastings.

I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly registered land surveyor under the laws of the State of Minnesota.

HARRY S. JOHNSON, L.L.C.  
Date: 11/26/99 Registration No. 23877

NO.	BY	DATE	REVISIONS

SURVEY PREPARED BY:  
**HARRY S. JOHNSON CO., INC.**  
LAND SURVEYORS  
170 W. 79TH ST.  
BLOOMINGTON, MN. 55420  
(612) 884-5341

CLIENT  
**BOHLKEN ESTATES**

PROJECT TYPE  
**PRELIMINARY PLAT**

PROJECT LOCATION  
**SW QUAD, HACKBERRY DRIVE AND  
BOHLKEN DRIVE  
HASTINGS, MN.  
DAKOTA COUNTY**

BOOK & PAGE NO. 000/000	SEAL NO. NO. <b>2000338</b>
CAD FILE: 2000338.DWG	MSB DWG. NO. <b>1-3-5824PP</b>
DRAWN BY LOC	SHEET NO. 1 OF 1

**MEMORANDUM**

**TO: Honorable Mayor and City Councilmembers**  
**FROM: Dave Osberg, City Administrator**  
**DATE: January 11, 2001**  
**SUBJECT: Assistant Fire Chief Compensation Schedule**

During a recent meeting of the Public Safety Committee, Staff was asked to contact the consultant who assisted the City with the preparation of the classification and compensation system report, to review the situation regarding the Assistant Fire Chief position. The Public Safety Committee sought to determine whether any adjustment of the classification or compensation was warranted for the position of Assistant Fire Chief. After another review of the position description for the Assistant Fire Chief, the consultant has recommended that no adjustment be made to the classification value for the position of Assistant Fire Chief. However, the consultant did advance a suggestion regarding the compensation schedule for the position, that may assist with the establishment of a compromise on the entire issue associated with the compensation for the Assistant Fire Chief position, and recent elimination of all overtime pay for the position.

As a brief background, the City completed a review of its classification and compensation system, at the same time an analysis of the exempt and non-exempt positions, to determine proper overtime compensation: payment or compensatory time. At the same time these reports were being completed, the position of Assistant Fire Chief became vacant, and has remained vacant for several months. As a result of the exempt/non-exempt analysis, the position of Assistant Fire Chief is considered an exempt position. This conclusion, combined with the implementation of a new policy previously adopted by the City Council, and in effect on January 1, 2001, now eliminates all payment of overtime for exempt positions, including the Assistant Fire Chief.

For various historical reasons and due to certain contractual arrangements, the compensation for the position of Assistant Fire Chief is "squeezed" between the compensation for the position of Fire Chief and the unionized firefighter positions. Based on the operations in the Fire/Ambulance Department and the large amounts of reasonably predictable and scheduled overtime, Firefighters receive overtime compensation. Concessions made several years ago, in deference to the FLSA laws, actually results in scheduled overtime hours being compensated.

Without an adjustment, the 2001 Assistant Fire Chief compensation schedule is set at the following:

<b>Step G:</b>	<b>\$3955/monthly</b>
<b>Step F:</b>	<b>\$4121/monthly</b>
<b>Step E:</b>	<b>\$4286/monthly</b>
<b>Step D:</b>	<b>\$4451/monthly</b>
<b>Step C:</b>	<b>\$4616/monthly</b>
<b>Step B:</b>	<b>\$4781/monthly</b>
<b>Step A:</b>	<b>\$4945/monthly</b>

A suggested compensation schedule adjustment would result in the following for the Assistant Fire Chief position:

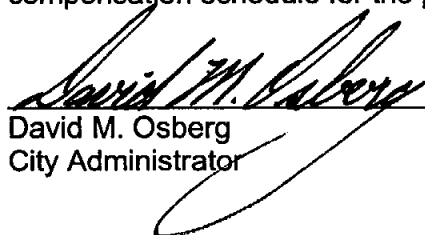
<b>Step G:</b>	<b>\$4130/monthly</b>
<b>Step F:</b>	<b>\$4301/monthly</b>
<b>Step E:</b>	<b>\$4473/monthly</b>
<b>Step D:</b>	<b>\$4646/monthly</b>
<b>Step C:</b>	<b>\$4817/monthly</b>
<b>Step B:</b>	<b>\$4990/monthly</b>
<b>Step A:</b>	<b>\$5162/monthly</b>

The above compensation schedule seeks to offer a compromise on the entire issue of overtime pay, and a competitive compensation schedule for the Assistant Fire Chief. Furthermore, the previous Public Safety Committee had suggested a willingness to consider having the new Assistant Fire Chief start at something other than Step G, depending on qualifications and testing process.

Currently, the Firefighters Union Contract includes language that allows for additional compensation in the amount of \$263.00 monthly for those Firefighters who have "received and maintained their Paramedic Certification." Paramedic pay has also previously been provided in the Police Supervisors Union Contract.

The City Council is asked to consider offering the same paramedic compensation to the Assistant Fire Chief position, provided the person hired has "received and maintained their Paramedic Certification."

Testing for the Assistant Fire Chief position started the week of January 8, 2001 and continues throughout the week of January 15, 2001. Final determination of the compensation schedule for the position of Assistant Fire Chief must be completed soon.

  
\_\_\_\_\_  
David M. Osberg  
City Administrator

## MEMORANDUM

**DATE:** January 11, 2001  
**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Dave Osberg, City Administrator  
**SUBJECT:** Listul Construction Settlement

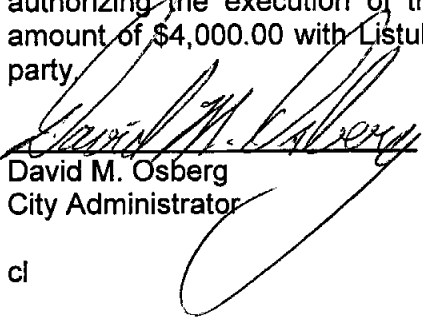
**RECOMMENDED CITY COUNCIL ACTION**

It is recommended that the City Council take action approving a settlement payment in the amount of \$4,000.00 to close out the contract with Listul Industries for its portion of the contract for the second ice sheet at the Hastings Civic Arena.

**BACKGROUND**

Since approximately July, 1999 City Staff has been working with attorney's representing Listul Industries on a disputed claim against the City for the second ice sheet at the Hastings Civic Arena. The dispute centers on material and labor that was not provided by Listul Industries. They claim that certain portions of the project were not properly detailed in the plans and specifications, and thus they did not include such work in their bid. Throughout the construction project, the City's representatives worked diligently in an attempt to have Listul Industries complete the work in which they believed was clearly described in the plans and specifications for the second ice sheet at the Civic Arena. However, as stated previously, Listul Industries did not include this work in their bid, and thus were suggesting that they were not responsible for completing the work in questions. As a result, arrangements were made with alternate contractors to complete those portion of work in dispute, and those dollar amounts were then deleted from the contract amount with Listul Industries. The amount of outstanding invoices is \$8,879.75. The City disputes that amount, and Listul claims there is a balance owed of that amount. Throughout 2000, the City and Listul Industries through its Attorney's Lindquist & Vennum, pursued the formal procedure of arbitration to assist with the settlement of this dispute. Neither party was able to agree on an arbitrator. The amount Listul Industry was attempting to recover was in excess of \$11,000.00, as attorney fees would be sought during the arbitration process.

Since the time arbitration was considered, the process has now been turned over to a different representative from Listul Industries, and the financial situation of the company has changed, and thus each party is willing to settle this dispute in the amount of \$4,000.00. Therefore, Staff is recommending that the City Council take action authorizing the execution of the necessary agreements to assure settlement in the amount of \$4,000.00 with Listul Industries, and eliminating any further claims by either party.

  
David M. Osberg  
City Administrator

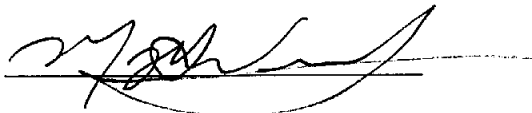
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# Memo

**To:** City Council, Planning Commission, and City Staff  
**From:** Matthew Weiland, City Planner  
**Date:** January 4, 2001  
**Subject:** Annexation and Land Use Issues

Please review the enclosed materials regarding annexation. It is a great review of the annexation process. There are a few upcoming annexation changes that may affect the City of Hastings. It is important that City maintain good relationships with the townships in order to control and guide the City's growth and also control development on the City's borders.

Please review the materials and let me know if you have any questions. I think it would be very productive and informative to set up a meeting to discuss these issues with Representative Jerry Dempsey.



Matthew Weiland, City Planner  
City of Hastings

# FLAHERTY & HOOD

Professional Association

---

December 14, 2000

Matt Weiland, Planning Director  
City of Hastings  
101 4<sup>th</sup> Street East  
Hastings, MN 55033-1944

**Re: 2001 Legislative Session - Annexation and Land Use Issues**

Dear Matt:

You have probably already heard that Representative Jerry Dempsey has been appointed the Chair of the House Local Government and Metropolitan Affairs Committee. In this position, Representative Dempsey will have jurisdiction over all annexation and land use issues impacting local governments throughout the state.

My client, the Coalition of Greater Minnesota Cities (CGMC), is an association of 64 cities located outside the seven-county metropolitan area and is very interested in annexation and land use law since it directly impacts city taxes, economic development, service provision, growth, and the environment. The CGMC has worked very hard over the past decade to make changes to these laws which are beneficial to cities statewide.

Some of the changes that the CGMC has been successful in making include the following:

- ◆ Repealing the annexation election requirement which previously required township voter approval for annexations so that township residents do not have the authority to unilaterally veto appropriate and needed annexations.
- ◆ Establishing a streamlined annexation ordinance procedure allowing cities, upon receipt of a petition of property owners, to annex areas that are 60 acres or less by adopting an ordinance instead of having to go through a costly state hearing process;
- ◆ Sunsetting the politically biased, divisive, and costly Minnesota Municipal Board contested annexation process;
- ◆ Establishing a new annexation by ordinance procedure that allows a city to annex an area by ordinance if the city is ordered by the Minnesota Pollution Control Agency to provide sewer service to a township; and

Matt Weiland  
December 14, 2000  
Page Two

- ◆ Replacing the sunseted Municipal Board contested case annexation process with a legally-based, fair mediation followed by arbitration or administrative law judge process.

This legislative session all Minnesota cities face a significant threat from a new township anti-annexation and land use lobbying organization that has been formed called the Local Government Alliance (LGA). This group's stated objectives are to undo all of the progress made on the law made by the CGMC. In short, this group seeks to eliminate a city's authority to annex urbanizing areas surrounding cities. In addition, it appears that the Minnesota Association of Townships (MAT) will also be introducing anti-city legislation to place significant restrictions on annexation which we believe, if passed, could make the most appropriate annexations extremely difficult or impossible.

Representative Dempsey, as Chair of the House Local Government Committee, will play a critical role in this debate by either protecting the annexation interests of cities to remain healthy or allowing negative changes to the law jeopardizing the viability of regional centers like Hastings. I have enclosed some background information for your review regarding the CGMC's positions on annexation and an information bulletin describing the annexation issue. Also enclosed is documentation associated with the new anti-annexation township lobbying group and a resolution adopted by the MAT describing their 2001 legislation.

Please review the enclosed materials. I will call you next week to discuss the issue in more detail and the possibility that the City of Hastings might adopt the CGMC's position and be willing to meet with Representative Dempsey to discuss these important issues and gain his support. In the meantime, should you have any questions, please contact me at (651) 225-8840.

Very truly yours,

FLAHERTY & HOOD, P.A.



Timothy P. Flaherty

TPF/lp  
Enclosures



Dedicated to a Strong Greater Minnesota

## CGMC 2001 Annexation Policy Positions

1. **New Annexation Process.** The CGMC supports legislative and administrative efforts to make technical, conforming changes to annexation law to finalize the replacement of the Municipal Board and implement the new annexation process.
2. **Annexation Election.** Annexation proceedings are statutory in nature and require the consideration of evidence by a neutral party to decide a disputed matter. An annexation election is inconsistent with such a process since it allows an uninformed or misinformed few to undo a reasoned, unbiased decision. The CGMC opposes legislation to reinstate an annexation election since it will stop appropriate annexations, curtail economic growth, and lead to sprawl, pollution and poor land use planning in areas surrounding cities.
3. **Urban Development.** Urban development in townships contributes to sprawl, higher service costs and less efficient government. The CGMC believes that existing state law correctly identifies cities as the most efficient unit of government to provide services to urban areas. The CGMC supports legislation to prohibit future urban development in townships and to make cities the primary planning agent in areas surrounding cities.
4. **Automatic Annexations.** The CGMC supports legislative efforts to provide for more automatic forms of annexation that will allow cities to more efficiently plan for future development and reduce the need for costly and divisive annexation hearings.
5. **Formation of New Cities.** Many areas of townships have developed contrary to state policy and are no longer rural. Such areas may seek to incorporate as new cities. The CGMC opposes the formation of new cities near existing cities since such actions will result in the costly duplication of existing staff, infrastructure and services, which could be more efficiently provided through consolidation of the governmental units.
6. **Alternative Sewer and Water Systems.** The CGMC supports legislation to modify the permitting of alternative sewer or water systems in areas surrounding cities to prevent unnecessary duplication of city services and to provide for the best land use planning.
7. **County EDAs.** Counties now have authority to create economic development authorities (EDAs). The CGMC believes that EDA activity could lead to sprawl, pollution, relocation of businesses, and costly services. The CGMC believes county EDAs may sometimes be necessary, but supports establishing reasonable limits on EDA activities outside cities.
8. **Property Rights.** The CGMC opposes legislation to unduly restrict a city's current regulatory authority to plan, zone and otherwise enact and enforce governmental regulations that the city council deems necessary and appropriate.



# Annexation & Land Use

## Annexation Priorities for 2001

**1. Give the new annexation process a chance to work before making changes to annexation law.**

- Changing annexation law before Minnesota Planning's 2002 report to the Legislature would stop a process that appears to be working. Stopping this process would be harmful to all parties involved in annexations.
- Giving townships the right to vote on annexation is giving them a veto power over annexation. This removes any incentive to cooperate with cities to solve urban growth problems.

As a result,

- urban sprawl would continue and pollution problems will go unsolved and
- inefficient and costly service delivery will continue.

**2. Don't change annexation law in 2001 unless the CGMC, counties, and townships agree to the changes.**

# Annexation & Land Use

## Background on Annexation

**1. Annexation is the statutory process that allows cities to expand their boundaries to incorporate an area of a township that is urban or needs (or will need) city services, or to resolve a pollution problem.**

- Annexation generates taxes to fund the increased demand for city services.
- Annexation allows cities to provide services cost-effectively and efficiently, and allows cities to position the community for future growth and economic development.
- Annexation may occur in these three ways:
  - Joint agreement between a city and township
  - Property owner petition
  - Contested-case hearing process
- The majority of annexations are undisputed or do not result in a contested-case hearing.

**2. Effective June 1, 1999, the Legislature eliminated the Minnesota Municipal Board (responsible for the previously unfair, costly, and divisive annexation process) and transferred its functions to the Minnesota Planning Agency. The contested-case hearing process was replaced with mediation, arbitration and/or an administrative law judge hearing.**

- Minnesota Planning Agency is required to prepare a report on the successes and failures of the new annexation process. This report must be submitted to the Legislature by 2002.
- The elimination of the Municipal Board and the implementation of the new process was the result of a compromise agreement between the CGMC, counties and townships. Since 1997, these parties have agreed to all changes to annexation law.

**3. A new township organization (the Local Government Alliance, or LGA) has formed to undo the changes CGMC and compromise agreements have made to annexation law. One of the LGA's objectives is to reinstate an annexation election (making all annexations subject to voter approval).**

# CGMC

Coalition of Greater Minnesota Cities

Information Bulletin

2000

## **Annexation and Land Use**

### **Contents:**

- **Basics of Annexation**
- **2001 Annexation Issues**
- **Questions**

If you have any questions or would like more information about the CGMC's annexation and land use policy, please call Chris Hood at (651) 225-8840.

Prepared by Flaherty & Associates, P.A.

# Basics of Annexation

## *What* is annexation?

Annexation is the way in which land is brought into a city so that needed municipal services can be provided. This land may already be developed or may be expected to be developed as residential, commercial, industrial or governmental property.

## *What* is state annexation and land use policy?

A discussion of annexation law should begin with the policy statement contained in the annexation statutes found in Chapter 414, which provides as follows:

**“The Legislature finds that: (1) sound urban development and preservation of agricultural land and open spaces through land use planning is essential to the continued economic growth of this state; (2) municipal government most efficiently provides governmental services in areas intensively developed for residential, commercial, industrial and governmental purposes; and township government most efficiently provides governmental services in areas used or developed for agricultural, open space, and rural residential purposes; (3) the public interest requires that municipalities be formed when there exists or will likely exist the necessary resources to provide for their economical and efficient operation; (4) annexation to existing municipalities of unincorporated areas unable to supply municipal services should be facilitated; and (5) the consolidation of municipalities should be encouraged. . . .”** [Emphasis added.]

In short, state annexation and land use policy provides that:

1. Urban areas should be in cities;
2. Rural areas should be in townships;
3. Areas needing municipal services should be annexed; and
4. Lesser government through the consolidation or merger of municipalities should be encouraged.

This policy is sound, and is based on two principles: urban areas should be in cities where services and infrastructure already exist and where such services can be extended cost-effectively and efficiently. Townships are best equipped to provide services to rural agricultural areas since they often do not have the staff or infrastructure to provide the level of services demanded by citizens in urbanizing areas without duplicating infrastructure or services available in an adjacent city.

## *What* are the types of annexation available under the law?

Currently, three forms of annexation are available under state law:

1. Automatic Annexation by Ordinance. Automatic annexations may be accomplished without an expensive hearing by a city under specific and narrowly defined circumstances. Examples include; a property owner petition for annexation and his property is 60 acres or less, a city owns land, or a city completely surrounds an area. Provided a city has met

certain notice and public hearing requirements, it may enact an ordinance and annex the area automatically under each of these methods. The CGMC supports this type of annexation because it completes a simple boundary adjustment quickly, efficiently, and cost-effectively.

2. Negotiated/Orderly Annexation. Negotiated annexation is the orderly annexation agreement process where a city and township negotiate an agreement containing terms and conditions for immediate and/or future annexations, extension of municipal services, and future growth. With the repeal of the election requirement in 1992, cities and townships now have an incentive to work together to negotiate sound orderly annexation agreements that provide for future community growth.
3. Contested-Case Hearing Annexation. Contested-case hearing annexation is trial-type annexation where a boundary adjustment is in dispute and cannot be settled. This makes it necessary for each party to present its case before a neutral decision-maker who, in turn, will apply the statutes to the evidence and render a binding decision for the parties.

With the sunset of the Minnesota Municipal Board on June 1, 1999, a new process for contested-cases exists. This process requires mediation first followed by a hearing if the dispute cannot be settled. The process requires a hearing, the consideration of fact, evidence and testimony, and a decision based upon specific statutory criteria and standards. Some of the criteria governing contested-case annexations include the consideration of evidence related to the pattern of development, future growth, environmental problems, service delivery and needs, fiscal impacts, and effect on adjacent school district and communities. Based on this criteria, annexation may be ordered if (1) the area is urban or suburban or about to become so, (2) the proposed action is necessary to protect the public health, safety, and welfare, or (3) annexation is in the best interest of the property proposed for annexation.

### ***Why do cities annex land?***

To remain healthy, cities must be allowed to grow. Cities that expand their boundaries can organize for economic growth, create jobs for the entire region and provide needed municipal services in a cost-effective and efficient manner. Cities that expand their boundaries also can clean up problems caused by poor or no land-use planning and to improve future land use planning. Without annexation, cities are locked within existing boundaries, which results in urban decay, while the suburbs and townships on their borders flourish by taking advantage of the services available from the city. The long-term result is stagnation of the city and the continuation of sprawl at the expense of the entire region.

Some of the benefits of annexation include the following:

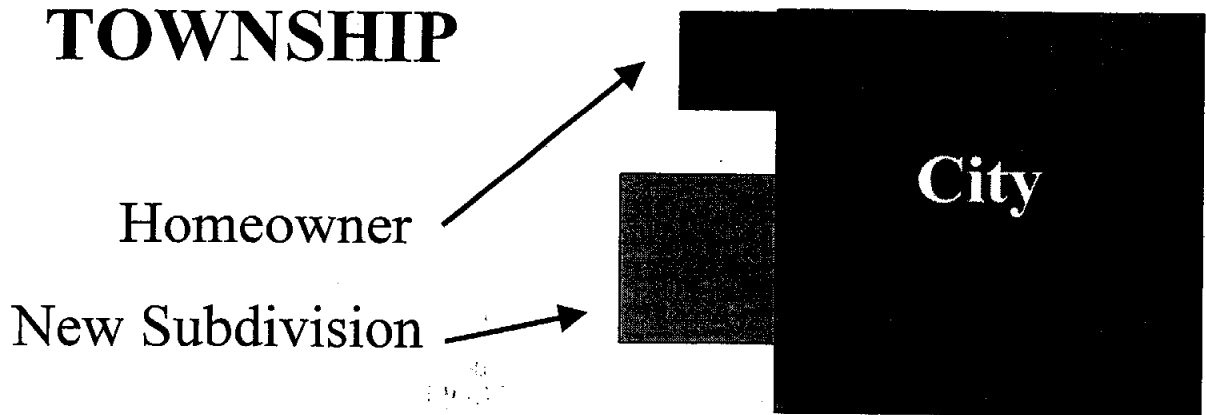
1. Costs of urban services fairly distributed among all who benefit;
2. City organized for economic growth;
3. Good land use planning to preserve agricultural land and stop sprawl;
4. City services provided more efficiently, cost-effectively and without duplication; and
5. Protection of the environment and natural resources.

*What* are some typical examples of annexation?

### Residential Example

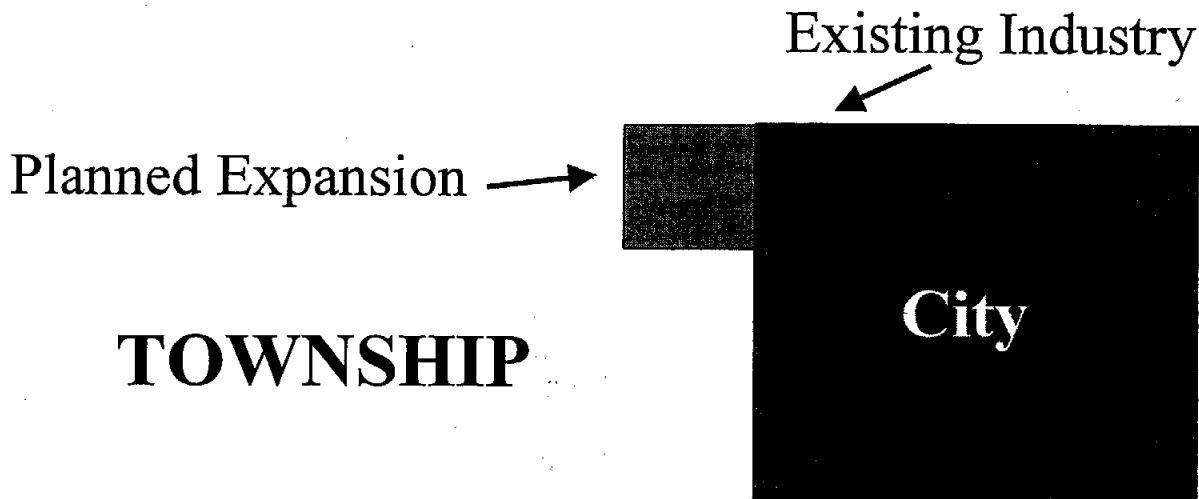
A homeowner in the township wants to join the city in order to stop septic system leakage into the groundwater and avoid having to install a costly replacement system.

The developers of a new subdivision want to connect to city sewer in order to prevent future pollution problems caused by urban development on individual septic systems.



### Industrial Example

An industry wants to expand and needs city sewer, water, and fire services. Expansion space is only available in the township.



*What* do property owners think of annexation?

Many property owners want to join cities so their homes or businesses can receive a full range of city services, including police and fire protection, and sewer and water services. Other property owners do not want to join cities citing increased taxes as a reason. Currently, businesses and homes that are developed on the fringes of cities benefit from many city services, but those business owners and homeowners are not required to contribute to the tax base that funds those services

unless they are annexed. The question is one of tax fairness. Those that receive city services should pay for them, just as city residents do.

### ***How*** do Greater Minnesota cities and townships differ in their views of annexation?

In general, Greater Minnesota cities favor annexation and Greater Minnesota townships oppose it. Cities favor annexation because it promotes the economic vitality and environmental health of the entire community. Townships oppose annexation because it will result in a loss of tax base for the township. Many township residents oppose annexation because they will be required to pay increased property taxes and assessments for the services they receive.

### ***What*** are the effects of years of bad annexation & land-use laws in Minnesota?

Current restrictive annexation and land-use laws have prevented cities from engaging in efficient, long-term regional land-use planning by making appropriate planning, orderly annexations, and service extensions difficult. As a result, many townships continue to develop as urban areas without proper planning or provision of municipal services. These activities hinder regional economic growth, encourage urban sprawl, foster the duplication of services, and result in environmental degradation, destruction of farmland and significantly higher costs to retroactively provide municipal services.

## **2001 Annexation Issues**

### ***What*** are some possible annexation and land use issues for the 2001 legislative session?

1. **New Annexation Process.** During the 1997 legislative session, legislators passed a law that will significantly improve the process used to resolve boundary adjustment disputes between cities and townships by sunseting the Minnesota Municipal Board. The sunset of the Municipal Board became effective June 1, 1999, and resulted in the transfer of all functions and duties for boundary adjustments to the Minnesota Planning Agency. The new boundary adjustment process includes mandatory mediation followed by an administrative hearing if the dispute cannot be settled. The new process, and changes made since that time to implement that process, was the result of a series of compromise agreements made by the CGMC, Association of Minnesota Counties and the Minnesota Association of Townships.

The CGMC believes that the new process will eliminate the bias problems associated with the former Municipal Board resulting in fair, equitable, and reasoned decisions. The CGMC believes, however, that since the new process was only implemented in 1999, the process should be given a chance to work before any additional changes are made to annexation law. Toward this end, the 2000 Legislature passed a law requiring the Minnesota Planning Agency to prepare a report to the Legislature prior to the 2002 legislative session on the successes and failures of the new process. The CGMC opposes all substantive changes to annexation law not agreed to by the CGMC, townships and counties prior to the completion of this report.

2. Revisor's Bill. During the 2000 legislative session, the Legislature passed a law requiring the Revisor of Statutes to make conforming changes to annexation law to reflect the transfer of the powers and duties of the former Minnesota Municipal Board (now abolished) to Minnesota Planning. The CGMC supports making technical changes as part of a Revisor's Bill only as necessary to implement the transfer of authority and upon which the CGMC, township and county associations have jointly agreed.
3. Annexation Election. In 1992, the Legislature repealed a provision in annexation law that made it necessary for township residents to vote to approve an annexation. In effect, this requirement put a moratorium on annexation when it was disputed, regardless of the circumstances, need, or appropriateness of an annexation. This rendered the statutorily based legal boundary adjustment process meaningless. Annexation is necessary to maintain healthy communities and provide services for economic development. Annexation is also consistent with state land use policy that urban development should occur in cities where infrastructure and services are already available.

The CGMC opposes reinstating an annexation election. Reinstating an election requirement will: 1) undo past progress made since 1992; 2) stop development of good planning and orderly annexation agreements; 3) give town residents more rights than city residents and a veto power over annexations; 4) unnecessarily duplicate services; 5) impose a significant obstacle to address pollution problems from failing septic; and 6) continue the current pattern of urban development in townships requiring costly retroactive delivery of services.

4. Urban Development Outside Cities. The CGMC believes that urban, non-farm development in townships near cities should be prohibited unless first included in a city and provided municipal sewer and water services. Retroactive provision of services to clean up environmental problems from urban areas in townships built on septic and wells is extremely expensive:

- Rochester is spending \$22 million to clean up pollution threatening the city's water supply from urban development in its townships.
- St. Cloud is spending \$15 million with an additional \$45 million assessed to retroactively provide services to township areas that allowed urban development on septic systems and wells.

State and local communities cannot afford to continue wasting resources caused by this development pattern. The CGMC supports establishing additional land use controls for areas surrounding cities to prohibit new urban development using individual septic systems and wells unless such development is annexed into a city and connected to an existing municipal sewer or water system.

5. County EDA's. In 2000, the Legislature passed a law allowing counties to establish economic development authorities (EDA's). The law contains only minor limits on the area of operation of county EDA's. The CGMC believes that some counties may allow major economic development projects to occur in areas immediately adjacent to cities using onsite septic systems and wells. The CGMC believes that this type of development pattern is contrary to state land use policy and will result in urban sprawl, pollution, and more costly and inefficient retroactive provision of services. The CGMC is also concerned that county



EDA's may lure businesses from cities to townships to obtain business subsidies, lower taxes and cheap land. The CGMC supports establishing reasonable limits on county EDA activity in areas surrounding cities.

6. Wastewater Resources Efficiency/Evaluation of Alternatives. In 2000, the CGMC was successful in passing legislation to establish requirements on the Minnesota Pollution Control Agency to review alternatives to building new wastewater systems in areas that could be served more cost-effectively, efficiently, and in a more environmentally protective manner using existing infrastructure from an existing city. The CGMC supports establishing additional requirements in law that will prohibit the state from granting financial assistance for new wastewater infrastructure when extension of an existing municipal system is more cost-effective and environmentally protective. Cities have regional systems already in place and overbuilt to meet future needs. Building new systems will only duplicate services and waste public investment. The CGMC believes that the state should prohibit development of new wastewater treatment systems and cluster septic systems in all areas outside cities that can be served through extension of existing infrastructure.

## Questions?

The foregoing was intended to give you a brief overview of current annexation law, the respective city and township positions on annexation, and to briefly summarize some of the annexation issues you may see during the 2001 Legislative Session. If you have questions or would like additional information, please contact Chris Hood at 651-225-8840.



**Dedicated to a Strong Greater Minnesota**

## **STATUS OF TOWNSHIP ANTI-ANNEXATION EFFORT**

### **New Township Anti-Annexation Lobbying Group 2001 Effort.**

1. Name of group - Local Government Alliance (LGA).
2. Lobbyist hired - Chuck Brown. In addition, the group has six additional lobbyists registered.
3. Stated objectives.
  - a. Restore right to vote.
  - b. Reinstate Municipal Board process.
  - c. Eliminate 60-acre annexation by ordinance provision.
  - d. Repeal ordered service extension annexation by ordinance provision.
4. Funding - seeking \$1,500 to \$2,000 from all 1,800 townships.

### **Minnesota Association of Townships 2001 Effort.**

1. Continuation of current annexation lobbying program.
2. Continuation of current funding level.
3. Objectives this session - stop cities from annexing township property, promising to provide services that they do not have the resources or system capacity to provide.
4. Proposed legislation to meet objectives.
  - a. Cities that annex must provide services within two years or property reverts back to township.
  - b. A city must provide services to 95% of present city residents before it can commence any annexation.
  - c. A city's water and wastewater systems must meet all state and federal standards before any additional property may be annexed.
  - d. A city must provide a tax rate comparison, town v. city, to the proposed annexed property owners.
  - e. A township must acknowledge in writing that the township has no interest in providing a service before any annexation can proceed.
  - f. A city must show fiscal stability and demonstrate the ability to provide the requested service.
  - g. Landowners seeking annexation under the 60-acre provision must first make a request to the town for the service or land use option.

# Resolutions passed

## at the 2000 MAT Annual Meeting

### RESOLUTION #1

#### CONCERNING MPCA PROPOSED DRAFT RULES

WHEREAS, MN Pollution Control Agency (MPCA) proposed rule 7020.2000, subd. 5 (B) requires that owners of proposed feedlots or expansion of feedlots must notify local zoning authorities of their plans. All townships have an interest in assuring that their roads and bridges are adequate for the traffic from large feed and livestock trucks serving large feedlots. Such notification could allow the township to hold an informational meeting as a forum for neighbors who have concerns to meet with the proposer. As the proposed rule now stands, it gives townships one more reason to adopt zoning.

THEREFORE, BE IT RESOLVED, that Rule 7020.2000, subd. 5 be amended to require that the local township be notified of proposed or feedlot expansions whether or not the town has adopted land use regulations.

### RESOLUTION #2

#### AGGREGATE RESOURCES

WHEREAS, local access to aggregate resources is important to local economies.

THEREFORE, BE IT RESOLVED, that access to aggregate resources continue to be regulated under local government control.

### RESOLUTION #3

#### LOCAL GOVERNMENT AID EQUALIZATION

WHEREAS, local government aid (LGA) for cities has increased from \$64 million to \$391 million; and

WHEREAS, LGA for townships has decreased from \$9.5 million to \$3 million since 1972.

THEREFORE, BE IT RESOLVED, that the Minnesota Legislature create a more equitable LGA distribution formula, for all local governments, including townships.

### RESOLUTION #4

#### REGARDING AN INCREASE IN THE PILT PAYMENT (PAYMENT IN LIEU OF TAXES)

WHEREAS, the state of Minnesota pays a sum of money on land it owns or controls to local governments to offset the lack of property taxes not collected for it; and

WHEREAS, this sum of money is called, IN LIEU OF TAXES; and

WHEREAS, the amount of this payment to the local governments has not been keeping pace with the cost of providing property tax dependent local services; and

WHEREAS, proposed corrective legislation will again be introduced to increase this payment in the next legislative year.

THEREFORE, BE IT RESOLVED, that the Minnesota Association of Townships request the Minnesota Legislature increase these payments to a realistic figure that reflects increases in the cost of providing tax dependent local services.

### RESOLUTION #5

#### LOCAL FIRE SERVICE CONTRACTUAL PROVIDERS (It was voted to refer this resolution to the board of directors for direction to staff to prepare legislative language to include state reimbursement for car fires when no insurance is available and extraterritorial property lien authority when collecting unpaid service charges.)

WHEREAS, statewide, Minnesota townships may contractually provide fire protection service for their residents and property owners; and

WHEREAS, town boards are responsible, contractually, for the cost of residential, commercial, and other real property related fire calls when not paid by the responsible party, owner or occupant; and

WHEREAS, motor vehicle travelers occasionally incur motor vehicle related problems, including fires, upon local, county, or state highways; and

WHEREAS, most local township fire service contracts do not specifically exempt towns from paying for fire service calls not caused by local residents or occurring on real property located within the township; and

WHEREAS, cost recovery procedures presently in place have proved to be deficient when attempting to collect for fire call related services for nonresident, nonreal property related occurrences; and

WHEREAS, townships do not have a specific right to pursue real estate liens against nonresidents, while being contractually responsible for service calls caused by but not paid for by nonresidents; and

WHEREAS, township taxpayers are unfairly burdened with the cost of nonresident motor vehicle related fire service calls resulting from nonpayment by the responsible parties.

THEREFORE, BE IT RESOLVED, that the Minnesota Legislature adopt legislation granting local governments and their fire service providers the authority to impose and enforce charges for all fire service related calls in all circumstances.

### RESOLUTION #6

#### RECREATIONAL LIABILITY ON PUBLIC ROADS

WHEREAS, the 2000 Legislature adopted legislation to provide immunity from claims for losses suffered by recreational users within the right-of-way of a trunk or county highway; and

WHEREAS, private landowners were granted immunity from the same liabilities in 1994; and

WHEREAS, Minn. Stat. § 3.736 can be amended so that neither Mn/DOT nor

counties, towns, or cities are liable for losses resulting from accidents of recreational users on highway rights-of-way.

THEREFORE, BE IT RESOLVED, that the Minnesota Association of Townships support legislation granting immunity to local units of government from losses claimed by recreational users within state and local highway rights-of-way.

### RESOLUTION #7

#### UNIFORM EXAMPLE BALLOT

WHEREAS, M.S. § 204D.04, subd. 2, as applied to townships, requires that the town clerk prepare printer's instructions for the layout of a ballot, and requires a "legal advisor" approve the instructions before delivery to the printer; and

WHEREAS, if townships were supplied with a timely example ballot, there should be no need for 1,792 townships to get an attorney's approval.

THEREFORE, BE IT RESOLVED, that the Minnesota Association of Townships and the Office of the Secretary of State propose changes to the rules and/or statutes to eliminate the "legal advisor" requirement by providing towns with an example ballot that satisfies content and review criteria.

### RESOLUTION #8

#### CHANGE OF FILING TIME FOR TOWN CANDIDATES

WHEREAS, candidates for public office are authorized to withdraw from the ballot no later than 5 p.m. two days (rather than 12 noon of the next day - M.S. § 205.13, subd. 6) after the last day of filing as a candidate; and

WHEREAS, this would give clerks 1 1/2 fewer days than the seven working days they now have to get the ballots printed and ready for the deadline for absentee ballots and legal advisors approval, if necessary.

THEREFORE, BE IT RESOLVED, that the time frame for filing for township offices to be filled at March elections be modified so that clerks have more time, not less, to have printers prepare their ballots, and legal advisors review them, if necessary.

### RESOLUTION #9

#### REFORMING "QUESTION BALLOT" FORMAT

WHEREAS, township ballots with questions (blue ballots) "must be designated by a number" and have a "title" that is approved by the township's attorney (Rule 8250.0390); and

WHEREAS, OSS is uncomfortable with allowing the MAT attorneys design standard language for common blue ballot questions.

THEREFORE, BE IT RESOLVED, OSS and MAT propose changes to the rules and/or statutes to correct problems with the blue ballot requirements.

### RESOLUTION #10

#### TIMELY DISTRIBUTION OF EXAMPLE BALLOTS

WHEREAS, OSS Rule 8250.1400 states, "The secretary of state shall supply each auditor with a copy of an example ballot by June 1 of each year... The county auditor shall distribute copies of the example ballot to municipal and school district clerks in municipalities and school districts holding elections that year." June is a little late to get an example ballot for March township elections.

THEREFORE, BE IT RESOLVED, that an example ballot be available by the state and distributed by the county auditor in January before the end of filing for town offices.

### RESOLUTION #11

#### ANNEXATION AGREEMENT LANGUAGE

WHEREAS, cities have annexed township property promising to provide a service that is presently not provided; and

WHEREAS, cities, at times, do not have the resources or system capacities to provide services.

THEREFORE, BE IT RESOLVED, that the Minnesota Association of Townships be directed to sponsor individual legislation to address the following:

1. If a city annexes property and does not provide the requested service within two years, the property reverts back to the township.
2. A city must provide proposed services to 95 percent of its present residents before it can commence any annexation procedures.
3. The city's water and wastewater systems must meet all federal and state standards before any additional properties may be annexed.
4. A city must provide a tax rate comparison, town versus city, to the proposed annexed property owners.
5. A township must acknowledge in writing to a property owner that the township will not provide the requested services before any annexations could proceed.
6. The city must show fiscal stability and demonstrate the ability to provide the requested services.
7. Landowners requesting to exercise the 60-acre option must make one formal request, in writing, to the town board requesting the specified services and/or land use options.

By-law amendment...continued on page 13

Michael C. Couri  
Andrew J. MacArthur  
Marcus W. Miller

*\*Also licensed in Illinois*

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June 9, 2000

New Scandia Township  
Dolores Peterson, Clerk  
P.O. Box 128  
Scandia, MN 55073

**RE: Annexation Lobbying Project Materials and Update**

Dear Town Board Member:

Recently Townships throughout the state met to discuss annexation legislation. While your Township was not represented at these meetings, we believe that your Township may have an interest in annexation issues and consequently may have an interest in working with other Townships in the state on this issue.

The purpose of these meetings was to determine whether or not there was interest among Townships across the state in establishing an organization devoted to lobbying for annexation law reform. At the first meeting, held at Sylvan Township in Cass County, 31 persons attended. At the second meeting, held at Rockford Township in Wright County, 98 persons attended. We were very encouraged with that response, as well as the numerous calls from persons unable to attend but who asked to be placed on a mailing list.

Based upon the attendance and response we believe that additional meetings are warranted. However, before we schedule further meetings, we would like to receive as many resolutions of support as possible as evidence of some level of commitment. I have enclosed the proposed resolution with this packet. If you support this endeavor, I would ask that you consider presenting this resolution to your Town Board for consideration at your next meeting. If you know of some other Township in your area that might be interested in this organization we would appreciate it if you would forward this resolution to them for their consideration.

The primary reasons that we have decided to proceed with initiation of such an organization are numerous concerns that have arisen over the last ten years related to how and when annexation is allowed. The enclosed sheet sets forth a timeline that we believe

Dolores Peterson

June 6, 2000

Page 2

demonstrates a steady decline in the ability of Townships to successfully contest unwanted annexations.

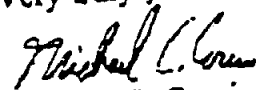
Prior to 1992, in certain cases, the affected Township residents were allowed to vote on whether or not they wanted to become part of an adjoining City. Since then, with the advent of the 60-acre law and other changes including the sunset of the Municipal Board, local representation in the decision making process has been steadily eroded.

The proposed lobby effort would be focused upon putting some equity back in the law and hopefully making changes in both the applicable law and the decision making process. The material enclosed with this letter sets forth some proposed solutions.

This is not a solicitation by this firm of business. We have decided that we would allow communication regarding this issue to pass through this office. This may or may not continue once a separate organization has been established. Our goal is to see such an organization established and controlled by Township officials. It is not intended that this new organization compete with the Minnesota Association of Townships (MATO); rather, we believe that this newly created organization should complement and enhance MATO's lobbying efforts.

If you have any questions at all regarding this matter please feel free to call me.

Very truly yours,



Michael C. Couri

**COURI & MACARTHUR**

Encls.

\_\_\_\_\_ Township  
\_\_\_\_\_ County

**RESOLUTION OF SUPPORT FOR TOWNSHIP LOBBYING PROJECT  
TO REFORM ANNEXATION LAWS**

Whereas, a group of Townships from across the State of Minnesota are banding together in an effort to reform annexation laws; and

Whereas, said Townships intend on establishing and funding an organization which will draft proposed legislation and lobby the Minnesota Legislature on annexation-related issues; and

Whereas, \_\_\_\_\_ Township desires to participate and support such an organization for the reform of annexation laws;

NOW, THEREFORE, the \_\_\_\_\_ Township Board hereby resolves as follows:

1. The \_\_\_\_\_ Town Board believes that the reform of the current annexation laws should be a priority for Townships facing current or future annexation threats.
2. \_\_\_\_\_ Township is interested in assisting in the establishment and funding of an organization to lobby for annexation legislation more favorable to Townships.

Dated: June \_\_\_\_\_, 2000

\_\_\_\_\_  
Town Board Chair

\_\_\_\_\_  
Town Clerk

## CHRONOLOGY OF ANNEXATION LEGISLATION CHANGES

- 1991 The Coalition of Greater Minnesota Cities published a report arguing that annexation laws favored Townships and were inefficient and expensive.
- 1992 The Coalition of Greater Minnesota Cities and the League of Minnesota Cities lobby the legislature and succeed in repealing the right of Township residents to vote as to whether they should be annexed. Also passed legislation allowing the annexation of up to 60 acres of land by ordinance with no chance for the Township to object.
- 1993 The Minnesota Court of Appeals rules that Cities do not have to abide by the terms of orderly annexation agreements if the agreement restricts the City's right to annex land from the Township.
- 1995 The Coalition of Greater Minnesota Cities succeeds in passing legislation which allows Cities to annex land by ordinance with no chance for the Township to object if the MPCA has ordered the City to serve the property with sanitary sewer.
- 1997 The Coalition of Greater Minnesota Cities and the League of Cities succeed in abolishing the Municipal Board effective December 31, 1999. This eliminates the County Commissioners from all annexation decisions.
- 1999 The Coalition of Greater Minnesota Cities and the City of St. Cloud succeed in moving up the sunset date of the Municipal Board to May 31, 1999, preventing the Municipal Board from incorporating St. Augusta Township. Cities also succeed in getting annexation disputes formerly heard by the Municipal Board to be heard by an Administrative Law Judge who lives in the Twin Cities.
- 1999 Administrative Law Judge rules that an orderly annexation agreement between St. Cloud Township and the City of St. Cloud which prohibited St. Cloud from annexing land from St. Augusta Township was not enforceable by St. Augusta Township.
- 2000 Administrative Law Judges annex 7 square miles of St. Augusta Township to St. Cloud and annex all of Forest Lake Township to the City of Forest Lake.
- 2000 Legislature passes a law requiring Cities and Townships to pay the cost of Administrative Law Judge and/or arbitrators and mediators. Hearing costs for St. Augusta's and Forest Lake's cases are approximately \$30,000 per case.

## CITY LOBBYING ORGANIZATIONS

- Coalition of Greater Minnesota Cities—Spent over \$90,000 lobbying the legislature in 1999.
- League of Minnesota Cities—has approximately 100 people on staff. The League has at least two full-time lobbyists, and employs additional lobbyists as needed to assist in the passage of specific bills.
- Minnesota Association of Small Cities. Has at least one person on staff who lobbies the legislature.



**RECENT EXPENDITURES BY TOWNSHIPS TO DEFEND  
ANNEXATIONS/INCORPORATIONS**

- St. Augusta Township, approx. \$120,000 (1999-2000)
- Empire Township, approx. \$175,000 (1993-1994)
- Forest Lake Township, approx. \$130,000 (1999-2000)
- Winona Township, approx. \$40,000 (1995)
- Fayal Township, approx. \$120,000 (1998)

## POTENTIAL LOBBYING OBJECTIVES

- Restore the Right to Vote.
- Return decision-making authority in annexation cases to local officials rather than Twin City Administrative Law Judges.
- Eliminate or curtail the use of 60-acre annexations.
- Repeal the recent law making Townships pay the judge's costs if the Township chooses to defend an annexation attempt.
- Make orderly annexation agreements binding on Cities.
- Repeal the annexation by ordinance provision for Township property which the MPCA orders to be served by a city's sewer.
- Allow the decision maker to impose conditions on annexation (e.g. require the City to take steps to alleviate traffic and drainage impacts in the Township from development on annexed land).
- Require the City to serve annexed properties with sewer and water within a certain period of time.

## STEPS TO ESTABLISH A LEGISLATIVE PROGRAM FOR ANNEXATION REFORM

1. Meet with Townships in northern half of state at Sylvan Town Hall, May 25, 2000.
2. Meet with Townships in southern half of state at Rockford Town Hall, June 1, 2000.
3. By June 30, 2000, all Townships interested in participating in the lobbying program should return the attached Resolution of Support to Couri & MacArthur in the envelope provided.
4. If enough Townships agree to participate (we estimate that between 30 or 40 townships will be needed to sustain the program), a meeting of interested Townships will be held in mid to late July to establish the organization and determine what legislative issues should be pushed.
5. Each participating Township would be expected to contribute between \$1,500 to \$2,000 in the first year to fund the lobbying effort. Future dues will depend upon the number of Townships participating.
6. Township officers must be willing to organize a "phone tree" among their residents so that phone calls and letters can be sent to key legislators when annexation bills come up for committee hearing or for a vote on the House or Senate floor.
7. The organization will be responsible drafting legislation, getting it introduced, keeping participating Townships informed on legislative issues and progress, and will coordinate phone and letter communication between participating Townships and legislators.
8. We would like to get this organization up and running by this fall so that we can introduce some legislation in the 2001 session.