

OFFICIAL CITY COUNCIL PROCEEDINGS  
REGULAR SESSION  
MAY 7, 2018

A regular session of the Granite Falls City Council was called to order by Mayor David Smiglewski at 7:00 p.m., Monday, May 7<sup>th</sup>, in the Council Chambers of City Hall. Council Members present: DuWayne Galow, Joe Fagnano and Scott Peterson. Council Members absent: Sarina Otaibi and Steve Nordaune. Staff present: City Manager Crystal Johnson, Finance Director Neal Carstensen and City Clerk Joan Taylor. Also in attendance were members of the Prairie 5 Community Action Council, Steve Barber, Mike Amborn and Advocate Tribune News Editor Kyle Klausing.

MINUTES: M/S PETERSON/GALOW TO APPROVE THE MINUTES OF THE APRIL 16<sup>TH</sup> REGULAR MEETING. Motion carried unanimously by those present.

BILLS: M/S FAGNANO/GALOW TO APPROVE BILLS PRESENTED FOR PAYMENT. Motion carried unanimously by those present.

PRAIRIE FIVE: Eric Hedman from the Prairie Five Community Action Council advised council that because funding has been reduced the board has decided to consolidate the two senior meal sites in the city into one to be located at Henry Hill beginning July 1, 2018.

REPORTS: The following reports were acknowledged at this time: Kilowatt Community Center Board, Planning Commission, Public Works, Utilities Commission and Charter Committee.

CHARTER COMMITTEE: Upon the recommendation of the Charter Committee, Galow introduced the following resolution and moved its adoption appointing the members of the Charter Commission.

RESOLUTION NO. 18-56

RESOLUTION APPOINTING CHARTER COMMISSION MEMBERS

Pursuant to the provisions of Minnesota Statutes ' 410.05 and in consideration of the fact that the City of Granite Falls is a Charter Commission City but pursuant to Charter adopted November 3, 1987, effective December 3, 1987, which replaced any and all previous charters, and in recognition that the Charter Commission thereby appointed became inactive with the members either being deceased, no longer residents of the community or otherwise unavailable and inactive to perform the duties specified by law for members of the Charter Commission; and it being in the best interest of the residents of the City of Granite Falls that such action be taken pursuant to law reestablish the Charter Commission so as to facilitate consideration pursuant to law of the terms and provisions of said

Charter;

NOW, THEREFORE, it is hereby resolved as follows:

1. That a petition be submitted to the Chief Judge of the Eighth Judicial District with a copy of this resolution to be attached thereto.

2. That this resolution requests the Court pursuant to said petition to appoint the following members of the Charter Commission for the terms specified after their respective names

Mayor David Smiglewski	4 year	City Attorney Holmstrom	2 year
Councilmember Joe Fagnano	4 year	Tom Cherveney	2 year
Councilmember Sarina Otaibi	4 year	City Clerk Joan Taylor	2 year
Pat Kubly	4 year	Bill Lavin	2 year
Tyler Knutson	4 year	Robin Henderson	2 year
Ex Officio City Manager Crystal Johnson			

Adopted by the City Council of Granite Falls, Minnesota, this 7<sup>th</sup> day of May, 2018.

David Smiglewski  
Mayor

ATTEST:

Joan M. Taylor  
City Clerk

With second by Peterson, the resolution was adopted unanimously by those present.

Following the adoption of Resolution No. 18-56 Galow introduced a resolution approving the Petition for Appointment of the Charter Commission.

RESOLUTION NO. 18-57

RESOLUTION APPROVING PETITION FOR APPOINTMENT  
OF CHARTER COMMISSION MEMBERS

WHEREAS, pursuant to Resolution No. 18-56 council appointed the following members to the Charter Commission

Mayor David Smiglewski	4 year	City Attorney Holmstrom	2 year
Councilmember Joe Fagnano	4 year	Tom Cherveney	2 year
Councilmember Sarina Otaibi	4 year	City Clerk Joan Taylor	2 year

Pat Kubly	4 year	Bill Lavin	2 year
Tyler Knutson	4 year	Robin Henderson	2 year
Ex Officio City Manager	Crystal Johnson		

WHEREAS, pursuant to Minnesota Statutes '410.05, Subd. 1, the Chief Judge of the Eighth Judicial District will now need to appoint the member of this commission.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF GRANITE FALLS, MINNESOTA, approving the Petition for Appointment of Charter Commission Members.

Dated by the City Council this 7<sup>th</sup> day of May, 2018.

David Smiglewski  
Mayor

ATTEST:

Joan M. Taylor  
City Clerk

With second by Peterson, the resolution was adopted unanimously by those present.

WESTERN FEST: M/S PETERSON/FAGNANO APPROVING THE USE OF SORLIEN PARK BY THE AMERICAN LEGION FOR WESTERN FEST. Motion carried unanimously by those present.

LIQUID CO<sub>2</sub>: Following discussion, Peterson introduced a resolution and moved its adoption waiving calling for quotes and accepting the quote received from Praxair in the amount of \$220 per ton for the purchase and delivery of Liquid CO<sub>2</sub> for the Water Treatment Plant.

RESOLUTION NO. 18-58

RESOLUTION WAIVING CALLING FOR QUOTES AND ACCEPTING QUOTE  
FOR PURCHASE OF LIQUID CO<sub>2</sub>

WHEREAS, Praxair was the supplier of Liquid Carbon Dioxide needed at the Water Treatment Plant for 2017 at a cost of \$220 per ton; and

WHEREAS, the Praxair has proposed to supply Liquid Carbon Dioxide needed for 2018 for the same amount of \$220 per ton; and

WHEREAS, Praxair has been the only company to submit a quote for the delivery of Liquid CO<sub>2</sub> since 2014, it has been recommended to waive calling for quotes and accept the quote submitted by Praxair.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF GRANITE FALLS, MINNESOTA, waiving calling for quotes and accepting the quote from Praxair in the amount of \$220 per ton for the purchase and delivery of Liquid CO<sub>2</sub> for 2018.

Adopted by the City Council this 7<sup>th</sup> day of May, 2018.

David Smiglewski  
Mayor

ATTEST:

Joan M. Taylor  
City Clerk

With second by Galow, the resolution was adopted unanimously by those present.

SURPLUS PROPERTY: Fagnano introduced the following resolution and moved its adoption declaring the 1995 Ford Pickup VIN #1FTDF15Y4SL859271 and the 2001 Ford VIN #2FAFP71W31X144765 as surplus property and authorizing the sale of these vehicles upon delivery of the new squad car.

RESOLUTION NO. 18-59

RESOLUTION DECLARING CITY OWNED PROPERTY AS SURPLUS  
AND AUTHORIZING THE SALE OF SAME

WHEREAS, the City Code authorizes that excess property, when no longer needed for a municipal purpose, shall be declared surplus and disposed of in the manner stated therein; and

WHEREAS, the city has determined that the Public Works 1995 Ford Pickup VIN #1FTDF15Y4SL859271 and the 2001 Airport Courtesy Car VIN #2FAFP71W31X144765 are no longer needed and should be declared surplus property and should be sold.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF GRANITE FALLS, MINNESOTA, declaring the 1995 Ford Pickup VIN #1FTDF15Y4SL859271 and the 2001 Ford VIN #2FAFP71W31X144765 as surplus property and authorizing the sale of these vehicles upon delivery of the new squad car.

Adopted by the City Council this 7<sup>th</sup> day of May, 2018.

David Smiglewski  
Mayor

ATTEST:

Joan M. Taylor  
City Clerk

With second by Peterson, the resolution was adopted unanimously by those present.

KCC: Upon the recommendation of the Kilowatt Community Center Board the following quotes were received to purchase a cross trainer for the KCC.

Life Fitness	\$4,222.92
NuStep	\$5,987.00

Following discussion, Peterson introduced a resolution and moved its adoption accepting the quote received from Life Fitness in the amount of \$4,222.92 to purchase the cross trainer.

RESOLUTION NO. 18-60

RESOLUTION ACCEPTING QUOTE FOR PURCHASE OF FITNESS EQUIPMENT

WHEREAS, upon the recommendation of the Kilowatt Community Center Board the following quotes were received for the purchase of a cross trainer for the KCC; and

WHEREAS, the following quotes were received

Life Fitness	\$4,222.92
NuStep	\$5,987.00

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF GRANITE FALLS, MINNESOTA, accepting the quote received from the Life Fitness for the purchase of a cross trainer for the KCC in the amount of \$4,222.92.

Adopted by the City Council this 7<sup>th</sup> day of May, 2018.

David Smiglewski  
Mayor

ATTEST:

Joan M. Taylor  
City Clerk

With second by Galow, the resolution was adopted unanimously by those present.

FUNERAL HOME: Upon the recommendation of the City Attorney Holmstrom, Fagnano introduced the following resolution and moved its adoption authorizing the execution of an Encroachment Easement Agreement between the city and WBDS Holdings, LLC.

RESOLUTION NO. 18-61

RESOLUTION AUTHORIZING EXECUTION OF  
ENCROACHMENT EASEMENT AGREEMENT

WHEREAS, WBDS is the owner of real property located in Yellow Medicine County, Minnesota described as follows:

The East half of Block 53 of Pillsbury's Second Addition to the City of Granite Falls, Yellow Medicine County, Minnesota;

**AND**

The South half of that portion of 14th Avenue as now platted and laid out within Pillsbury's Second Addition to the City of Granite Falls, Minnesota, lying between Blocks 44 and 53 therein;

**AND**

All of Vacated Sixth Street lying between Blocks 53 and 54, in Pillsbury's Second Addition to the City of Granite Falls, Minnesota;

**AND**

That part of Lots 1, 2 and 3 of Block 54, Pillsbury's Second Addition to the City of Granite Falls, Minnesota, described as follows: Beginning at the Northwest corner of said Lot 1; thence South along the lot line to the Southwest corner of Lot 3; thence East forty-seven feet along the South line of Lot 3; thence Northeasterly to a point on the North line of Lot 1 that is seventy-eight feet East to the Northwest corner; thence West along the North line of Lot 1 seventy-eight feet to the point of beginning.

WHEREAS, the city is responsible for maintenance and control of dedicated public ways within the city, including those public ways abutting the WBDS Property in Pillsbury's Second Addition; and

WHEREAS, a portion of a structure and front drive-up parking area owned by WBDS may encroach within the area of 6<sup>th</sup> Street and 14<sup>th</sup> Avenue; and

WHEREAS, the parties desire to enter an Encroachment Easement Agreement relative to the location of said structure and drive-up/parking area.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF GRANITE FALLS, MINNESOTA, authorizing execution of an Encroachment Easement Agreement between the city and WBDS Property.

Adopted by the City Council this 7<sup>th</sup> day of May, 2018.

David Smiglewski  
Mayor

ATTEST:

Joan M. Taylor  
City Clerk

With second by Peterson, the resolution was adopted unanimously by those present.

MASTER SUBSCRIBER AGREEMENT: At the request of City Attorney Kvam, Peterson introduced the following resolution and moved its adoption authorizing execution of the Master Subscriber Agreement between the city and the Office of State Court Administration.

RESOLUTION NO. 18-62

RESOLUTION APPROVING STATE OF MINNESOTA MASTER SUBSCRIBER AGREEMENT WITH THE CITY OF GRANITE FALLS ON BEHALF OF ITS CITY ATTORNEY

WHEREAS, the City of Granite Falls, on behalf of its prosecuting attorney, desires to enter into a Master Subscriber Agreement with the State of Minnesota, Office of State Court Administration, to use systems and tools available over the State's court data services.

NOW, THEREFORE, BE IT RESOLVED by the city council of the City of Granite Falls, Minnesota, as follows:

1. That the State of Minnesota Master Subscriber Agreement by and between the State of Minnesota, Office of State Court Administration, and the City of Granite Falls on behalf of its prosecuting attorney is hereby approved. A copy of the Master Subscriber Agreement is attached to this Resolution and made a part hereof.

2. That the Assistant City Attorney, Spencer H. Kvam, or his successors, is designated the authorized representative for the prosecuting attorney. The authorized representative is also authorized to sign any agreement or subsequent amendment that may be required by the State of Minnesota to maintain the City's connection to court data services for governmental agencies.

Adopted by the City Council of Granite Falls, Minnesota, this 7<sup>th</sup> day of May, 2018.

City of Granite Falls

By: David Smiglewski  
Its: Mayor

And: Crystal Johnson  
Its: City Manager

With second by Galow, the resolution was adopted unanimously by those present.

MEMORIAL PARK: Council was advised that the Memorial Park Committee met to discuss the grant application for Phase III of Memorial Park Improvements.

WATER TOWER: After review it was the consensus of council to go with the all blue color for the water towers.

BOND RATING: Council reviewed the bond rating letter the city received from Moody's Investors Service. They have continued the city's rating at Baa2.

VOLSTEAD HOUSE: Staff advised council that the porch at the Volstead House has been peeling and will be repainted with a different kind of paint and a slip resistant will be added.

AIRPORT: Council Member Galow advised the council of a fence that is being built at the Airport adjacent to the WWII Museum.



BRUSH SITE: Staff advised council that because of misuse of the brush site it will now be gated and regular hours will be set to be open. Details will be developed with Public Works Director Anderson.

CHARITABLE GAMBLING: A gambling license application was acknowledged at this time for the Granite Falls Lions to hold a raffle on behalf of the YME Dance Team during Western Fest.

BARBER CIRCLE/DANIELS DRIVE: Following discussion with City Engineer Mike Amborn, Galow introduced a resolution ordering the preparation of plans and specifications and calling for bids for the construction of Barber Circle and Daniels Drive.

RESOLUTION NO. 18-63

RESOLUTION ORDERING BARBER CIRCLE & DANIELS DRIVE DEVELOPMENT  
AND DIRECTING PREPARATION OF FINAL PLANS AND SPECIFICATIONS  
AND CALLING FOR BIDS

WHEREAS, after due Notice of Public Hearing on the development of Barber Circle and Daniels Drive for the City of Granite Falls, Minnesota, hearing on said improvements was duly held and the Council heard all persons desiring to be heard on the matter and fully considered the same; and

WHEREAS, at said hearing there was available a reasonable estimate of the amount to be assessed and a description of the methodology, in the form attached hereto as Exhibit A.

NOW THEREFORE, BE IT RESOLVED by the City Council of Granite Falls, Minnesota as follows:

1. Said improvements are necessary, cost-effective, and feasible as detailed in the feasibility report.
2. It is advisable, expedient and necessary that said improvements as described in the Notice of Hearing thereon be constructed, and the same are hereby ordered made.
3. The improvements described in said Notice of Hearing are hereby designated and shall be known as Barber Circle & Daniel's Drive Development.
4. The consulting engineers, Rodeberg & Berryman, are hereby directed to prepare final plans and specifications for said improvements and call for bids along with the 2018 Street/Utility Improvements bid.

6. The City Council declares its official intent to reimburse itself for the costs of the improvements from the proceeds of tax-exempt bonds.

7. The City Council shall let the contract for all or part of the work for said improvements or order all or part of the work done by day labor or otherwise as authorized by Minnesota Statutes, Section 429.011 to 429.111 within one year of the date of this resolution ordering said improvements.

Adopted by the City Council this 2<sup>nd</sup> day of February, 2018.

David Smiglewski  
Mayor

ATTEST:

Joan M. Taylor  
City Clerk

EXHIBIT A

The City's policy is generally as follows:

Improvement	Property Owner's Share Based Upon Front Foot Assessment	Maximum # Years to Pay Assessment
New Sanitary Sewer - *1	75%	15 years
New Watermain - *1	75%	15 years
New Street - *2	75%	8 years
Curb & Gutter - *2	75%	8 years
Storm Sewer	*3	-

\*1 - Assessed on a per lot basis.

\*2 - Corner or double fronting lots are assessed for 75% of the frontage.

Odd shaped lots are adjusted using the midpoint method in determining the assessable front footage.

\*3 - Storm sewer costs assessed 100% to the entire Storm Sewer Improvement District.

Any portion of all of the assessed costs may be paid within 30 days of the final hearing with no interest charged.

Any assessments not paid within 30 days will be added to the property taxes, payable over the above indicated times with interest. Interest rate would be the rate of the bond sale plus 1% per State Statutes.

**Proposed Improvements - Barber Circle & Daniels Drive**

Sanitary Sewer Improvements

Sanitary sewer improvements would include installing an 8 inch PVC main. Each lot would be provided with a service line and clean out for future connections.

Watermain Improvements

Watermain improvements would include installing an 8 inch PVC main. Each lot would be provided with a service line and curb stop for future connections.

Storm Sewer Improvements

Storm sewer improvements would include installing a 12 inch concrete pipe main along the south leg of Barber Circle and Daniels Drive to assist in surface runoff and street drainage. The existing topography should allow for additional surface drainage to the existing storm sewer located within East Skyline Drive.

Street Construction Improvements

Proposed street improvements would involve the construction of a 30 foot wide street with geotextile fabric, aggregate base, bituminous surfacing, and concrete curb and gutter. The curb and gutter would be a drive over style similar to that on East Skyline Drive.

The original plat was created with a right of way of 50 feet with the idea that 30 foot streets be built for the circle developments that branch from Skyline and East Skyline Drive. For instance, Aadland Circle and Mooney Circle are 30 foot streets.

Estimated Project Cost: \$588,000

Estimated Assessments:

Sanitary Sewer & Watermain Service	\$ 8,760
Street	\$ 63.50 / lineal foot
Curb & Gutter:	\$ 12.60 / lineal foot

A summary of the assessments receiving all improvements are as follows:

Assessment Range:	\$16,000 - \$26,000
Average Assessment:	\$17,500

The estimated assessments presented in this handout account for approximately \$411,000 of an estimated total project cost of \$588,000. Approximately 70% of the costs are therefore assessed, with the City being responsible for the remainder of the cost.

It should again be noted that assessed costs listed above are estimated costs, and that the final assessments would be based upon the awarded bid costs.

This hearing is part of the procedure by law whereby the City can proceed with the improvement. Persons are asked to submit either oral or written comments regarding their feelings about the improvement. The Council will, by its action, either order to approve or disapprove of the improvement.

**THE CITY COUNCIL**

With second by Fagnano, the resolution was adopted unanimously by those present.

ADJOURN: M/S/P NORDAUNE/PETERSON TO ADJOURN at 8:31 p.m.

David Smiglewski  
Mayor

ATTEST:

Joan M. Taylor  
City Clerk

**BILLS PAID:**

Total 2XL CORPORATION:	123.17
Total ADVOCATE-TRIBUNE:	1,570.04
Total AIRNAV LLC:	20.00
Total ALEX AIR APPARATUS:	139.00
Total ALMICH'S MARKET:	407.76

Total ARTIC GLACIER INC:	80.51
Total ARTISAN BEER COMPANY:	47.00
Total AUTOMATIC SYSTEMS CO:	1,479.05
Total BACKES TECHNOLOGY SERVICES INC:	759.18
Total BAKKER, LYNETTE:	101.37
Total BAYCOM INC:	6,712.00
Total BEVERAGE WHOLESALERS:	509.20
Total BISBEE PLUMBING & HEATING:	1,248.38
Total BORDER STATES ELECTRIC SUPPLY:	194.65
Total BREAKTHRU BEVERAGE:	3,544.09
Total BROTHERS FIRE PROTECTION CO:	205.00
Total BUESING AG PARTNERSHIP:	15,371.25
Total CARLSON, MARNIE:	80.00
Total CENTURYLINK:	146.97
Total CHIPPEWA COUNTY:	13,980.15
Total CITIZENS ALLIANCE BANK:	30.00
Total CNH CAPITAL:	281.89
Total COCARD:	160.99
Total COLLECTION BUREAU:	50.00
Total CONVENTION & VISITORS BUREAU:	501.18
Total CORE & MAIN:	107.73
Total DAMON FARBER LANDSCAPE ARCHITECTS:	17,391.55
Total DAN'S SHOP INC:	29.81
Total DEKAM, MEAGAN:	55.00
Total DEPARTMENT OF ENERGY:	14,623.09
Total DEPARTMENT OF HUMAN SERVICES:	11,174.86
Total DERK'S WINDOWS:	165.00
Total DUNN, JASON:	30.00
Total DVS:	43.50
Total E & C GRAPHICS INC:	150.00
Total EAGLE ENGRAVING INC:	48.15
Total EMERGENCY AUTOMOTIVE TECH INC:	800.40
Total F.D. SIGNWORKS LLC:	359.15
Total FARMERS UNION OIL CO.:	4,076.52
Total FASTENAL COMPANY:	105.61
Total FERGUSON WATERWORKS SUPPLY:	2,628.25
Total G & K SERVICES:	253.21
Total GRAINGER INC, WW:	188.60
Total GRANITE FALLS AUTO PARTS:	299.10
Total GRANITE FALLS, CITY OF:	21.75
Total GRANITE TRUE VALUE:	2,511.31
Total GRAYMONT CAPITAL INC:	6,227.21
Total HAWKINS INC:	1,231.30
Total HEARTLAND PAYMENT SYSTEMS:	93.78
Total HILLYARD-HUTCHINSON:	87.50
Total HOERNEMANN, PAUL:	255.00
Total HOLMSTROM & KVAM PLLP:	150.00
Total I C M A:	624.00
Total ITINERARIES MIDWEST:	195.00
Total JOHNSON BROS WHOLESALE LIQUOR:	7,402.22
Total JOHNSON, CRYSTAL:	564.26
Total JT SERVICES:	1,108.66
Total LEE'S AUTO & DIESEL:	58.51
Total LIGHT FUND:	31,341.86
Total LINCOLN PIPESTONE RURAL WATER:	42.08
Total LOCHER BROTHERS:	17,913.29
Total MADISON BOTTLING CO.:	10,490.60
Total MARCO TECHNOLOGIES LLC:	150.29
Total MEDIACOM:	63.01

Total MINNEAPOLIS, CITY OF:	204.00
Total MINNESOTA VALLEY TECH. INC:	32.67
Total MN DEPT OF ECONOMIC SECURITY:	8.79
Total MN DEPT OF REVENUE:	22,225.00
Total MN MUNICIPAL UTILITIES ASSN:	225.00
Total MN NCPERS-496000:	48.00
Total MN VALLEY TESTING LAB INC.:	585.00
Total MONEY MOVERS:	29.00
Total MVTV:	338.75
Total NALCO CHEMICAL CO.:	136.94
Total NORTH CENTRAL INTERNATIONAL INC:	2,411.41
Total NORTHERN BUSINESS PRODUCTS:	99.17
Total OFFICE DEPOT:	41.21
Total OFFICE OF MN.IT SERVICES:	92.23
Total PAUSTIS & SONS:	1,536.48
Total PETERSON, BRENDA:	780.00
Total PHILLIPS WINE & SPIRITS CO.:	6,165.20
Total POSTMASTER:	1,600.00
Total RECREATION SUPPLY COMPANY:	284.67
Total RODEBERG & BERRYMAN INC.:	19,258.00
Total RUNNINGS SUPPLY INC:	17.98
Total RYER PLUMBING & HEATING:	208.33-
Total SARTELL, CITY OF:	10,000.00
Total SAWMILL, THE:	8,608.84
Total SCHWAN'S SALES ENT.:	93.68
Total SCHWIETERS FORD OF MONTEVIDEO:	343.02
Total SHRED-IT USA:	46.36
Total SINA, ALEXANDER:	120.00
Total SMITH, DENNIS:	257.16
Total SOUTH CENTRAL COLLEGE:	450.00
Total SOUTHERN WINE & SPIRITS OF MN:	4,398.04
Total STANTEC CONSULTING SERVICES:	531.50
Total SW-WC SERVICE COOPERATIVES:	34,419.50
Total SYRING, MELISSA:	800.00
Total TACTICAL SOLUTIONS:	1,015.00
Total TALKING WATERS BREWING CO. LLC:	165.00
TOTAL FILTRATION SYSTEM:	216.53
Total UPS:	26.88
Total US BANK:	1,255.71
Total USC PROPANE:	353.37
Total VERIZON WIRELESS:	5,938.79
Total VISA:	2,123.90
Total WESTERN FEST:	600.00
Total WINE MERCHANTS:	125.00
Total WOODS, KEITH:	250.00
Total XEROX CORPORATION:	90.38
Total XPRESS BILL PAY:	168.75
Total YELLOW MEDICINE CO. AUDITOR:	3,964.00
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Total ZEE MEDICAL SERVICES:	501.05
Total ZEP:	218.79
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Grand Totals:	313,796.41
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