

AGENDA
MAPLE PLAIN CITY COUNCIL – REGULAR MEETING
MAPLE PLAIN CITY HALL
February 26, 2018
7:00 P.M.

- 1. WELCOME**
- 2. CALL TO ORDER**
- 3. PLEDGE OF ALLEGIANCE**
- 4. ADOPT AGENDA**
- 5. CONSENT AGENDA**
 - A. Accounts Payable
 - B. February 5, 2018 City Council Workshop Minutes
 - C. December 18, 2017 City Council Business Meeting Minutes
 - D. December 18, 2017 City Council Workshop Minutes
- 6. ADMINISTRATIVE REPORTS**
 - A. City Engineer January and February Monthly Report
 - B. City Planner January and February Monthly Report
 - C. West Hennepin December and January Monthly Report
 - D. Public Works January and February Monthly Report
 - E. City Administration January and February Monthly Report
- 7. NEW BUSINESS**
 - A. Hennepin County Sports Grant Agreement
 - B. Ordinance 290 Removing Employee Liquor Licensing Requirements for Establishments with Liquor Licenses
 - C. Ordinance 291 Ordinance To Eliminate City Oversight Of Employee Training In Establishments With An “On-Sale” Liquor License
 - D. Ordinance 292 Fee Schedule
 - E. Resolution No. 18-02626-01 – Approving Plans and Specifications and Ordering Advertisement for Bids for 2018 Street & Utility Improvements
 - F. Payment Request No. 3 & Final – WTP Deep Well No. 4 Connection
- 8. COUNCIL REPORTS & OTHER BUSINESS**
 - A. City Council Reports
- 9. VISITORS TO BE HEARD**
 - A. *Note: This is a courtesy extended to persons wishing to address the council who are not on the agenda. A completed public comment form should be presented to the city administrator prior to the meeting; presentations will be limited to 3 minutes. This session will be limited to 15 minutes.*
- 10. ADJOURNMENT**

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Batch Name	022318CITY	User Dollar Amt	\$166,368.71		
	Payments	Computer Dollar Amt	\$166,368.71		
			\$0.00	In Balance	
Refer	0	ABDO, EICK & MEYERS,LLC	-		
Cash Payment	E 101-41500-301	Auditing & Accounting S	2017 AUDIT		\$11,000.00
Invoice	393880	1/31/2018			
Transaction Date	2/23/2018	Bank of Maple Plain	10100	Total	\$11,000.00
Refer	0	ACZ LABORATORIES	-		
Cash Payment	E 601-49400-216	Chemicals & Chemical P	RADIUM		\$184.00
Invoice	42083	2/9/2018			
Transaction Date	2/23/2018	Bank of Maple Plain	10100	Total	\$184.00
Refer	0	BELAYHOST	-		
Cash Payment	E 101-41500-309	EDP, Software and Desi	EMAIL FILTERING		\$45.39
Invoice	34659	2/1/2018			
Transaction Date	2/23/2018	Bank of Maple Plain	10100	Total	\$45.39
Refer	0	BENJAMIN FRANKLIN PLUMBING	-		
Cash Payment	E 602-49450-311	Contract Service	I&I INSPECTIONS JOYCE ST		\$275.00
Invoice	B245664				
Cash Payment	E 602-49450-311	Contract Service	I&I INSPECTIONS JOYCE ST		\$99.00
Invoice	A215665				
Cash Payment	E 602-49450-311	Contract Service	I&I INSPECTIONS JOYCE ST		\$250.00
Invoice	A215694				
Cash Payment	E 602-49450-311	Contract Service	I&I INSPECTIONS JOYCE ST		\$250.00
Invoice	A215665				
Cash Payment	E 602-49450-311	Contract Service	I&I INSPECTIONS JOYCE ST		\$250.00
Invoice	A262852				
Transaction Date	2/23/2018	Bank of Maple Plain	10100	Total	\$1,124.00
Refer	0	BERGERSON-CASWELL, INC.	-		
Cash Payment	E 601-49400-311	Contract Service	TESTING WELL PUMP 3		\$495.00
Invoice	24991	1/18/2018			
Transaction Date	2/23/2018	Bank of Maple Plain	10100	Total	\$495.00
Refer	0	BRYAN ROCK PRODUCTS	-		
Cash Payment	E 101-45200-228	Park Equipment Supplie	RAINBOW BASEBALL ROCK		\$1,883.69
Invoice	26898	2/15/2018			
Cash Payment	E 101-45200-228	Park Equipment Supplie	NORTHSIDE BASEBALL ROCK		\$1,293.98
Invoice	26899	2/15/2018			
Transaction Date	2/23/2018	Bank of Maple Plain	10100	Total	\$3,177.67
Refer	0	CAHILL, CAITLIN	-		
Cash Payment	E 101-41110-331	Training & Travel	MILEAGE		\$51.24
Invoice					
Transaction Date	2/23/2018	Bank of Maple Plain	10100	Total	\$51.24
Refer	0	SUSAN & PETER CARLSON	-		
Cash Payment	E 601-49400-437	Miscellaneous	OVERPAYMENT FINAL UB BILL		\$7.97
Invoice					
Transaction Date	2/23/2018	Bank of Maple Plain	10100	Total	\$7.97

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Refer	0	CARSON, CLELLAND, & SCHREDE	-			
Cash Payment	E 101-41610-304	Legal Services	CIVIL			\$1,953.14
Invoice		1/29/2018				
Cash Payment	E 101-42110-304	Legal Services	CRIMINAL			\$741.89
Invoice		1/29/2018				
Transaction Date	2/23/2018	Bank of Maple Plain	10100	Total		\$2,695.03
Refer	0	CENTERPOINT ENERGY MINNEGA	-			
Cash Payment	E 601-49400-383	Gas Utilities	5829 HIGHWAY 12			\$34.90
Invoice		1/22/2018				
Cash Payment	E 601-49400-383	Gas Utilities	1655 PIONEER AVE			\$336.21
Invoice		1/22/2018				
Cash Payment	E 601-49400-383	Gas Utilities	1640 PIONEER AVE			\$397.19
Invoice		1/26/2018				
Transaction Date	2/23/2018	Bank of Maple Plain	10100	Total		\$768.30
Refer	0	CITY OF DELANO	-			
Cash Payment	E 101-46630-490	Civic Organization Donat	2017 SENIOR CENTER			\$500.00
Invoice						
Transaction Date	2/23/2018	Bank of Maple Plain	10100	Total		\$500.00
Refer	0	CITY OF INDEPENDENCE	-			
Cash Payment	E 601-49400-321	Telephone	JAN 2018 FRONTIER			\$178.57
Invoice						
Cash Payment	E 101-43000-321	Telephone	JAN 2018 FRONTIER			\$178.57
Invoice						
Transaction Date	2/23/2018	Bank of Maple Plain	10100	Total		\$357.14
Refer	0	DONALD SALVERDA & ASSOCIAT	-			
Cash Payment	E 101-41110-331	Training & Travel				\$67.95
Invoice	P-1703-8B					
Transaction Date	2/23/2018	Bank of Maple Plain	10100	Total		\$67.95
Refer	0	FAY, JOHN	-			
Cash Payment	E 101-41110-331	Training & Travel	MILEAGE			\$21.80
Invoice						
Transaction Date	2/23/2018	Bank of Maple Plain	10100	Total		\$21.80
Refer	0	FRONTIER	-			
Cash Payment	E 601-49400-321	Telephone	SCADA LINE			\$72.85
Invoice		1/25/2018				
Cash Payment	E 601-49400-321	Telephone	ALARM LINE			\$57.76
Invoice		1/16/2018				
Transaction Date	2/23/2018	Bank of Maple Plain	10100	Total		\$130.61
Refer	0	JAMES GEHREY	-			
Cash Payment	E 601-49400-437	Miscellaneous	OVERPAYMENT OF FINAL UB BILL			\$67.53
Invoice						
Transaction Date	2/23/2018	Bank of Maple Plain	10100	Total		\$67.53
Refer	0	EVO STUDIOS, INC	-			
Cash Payment	E 101-41500-309	EDP, Software and Desi	FIRST INSTALLMENT NEW WEBSITE			\$2,170.00
Invoice	0009241	1/11/2018				
Transaction Date	2/23/2018	Bank of Maple Plain	10100	Total		\$2,170.00

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Refer	0	<u>HENN COUNTY ACCTS RECEIVAB</u>	-		
Cash Payment	E 101-42110-437	Miscellaneous	RADIOS		\$81.04
Invoice	1000104175	2/2/2018			
Cash Payment	E 101-43125-229	Sand & Salt Materials			\$3,439.32
Invoice	1000103703	12/31/2017			
Transaction Date	2/23/2018	Bank of Maple Plain	10100	Total	\$3,520.36
Refer	0	<u>HOME DEPOT</u>	-		
Cash Payment	E 101-41500-570	Office Equipment & Furni	REFRIGERATOR		\$359.00
Invoice					
Cash Payment	E 101-43000-240	Small Tools & Minor Equ	AIR COMPRESSOR		\$99.00
Invoice					
Transaction Date	2/23/2018	Bank of Maple Plain	10100	Total	\$458.00
Refer	0	<u>INTERSTATE POWER SYSTEM IN</u>	-		
Cash Payment	E 601-49400-311	Contract Service	VOLTAGE REGULATOR REPAIR		\$6,819.38
Invoice	R001129926:01	1/30/2018			
Cash Payment	E 602-49450-311	Contract Service	LIFT STATION GENERATOR INSPECTION		\$642.00
Invoice	R001132336:01	1/16/2018			
Cash Payment	E 601-49400-311	Contract Service	WTP GENERATOR INSPECTION		\$830.00
Invoice	R001132339:01	1/16/2018			
Cash Payment	E 601-49400-311	Contract Service	SETTING UP REMOTE ALARMS		\$1,426.50
Invoice	R001134642:01	1/18/2018			
Cash Payment	E 601-49400-311	Contract Service	PORTABLE GENERATOR INSPECTION		\$731.00
Invoice	R001132340:01	1/16/2018			
Transaction Date	2/23/2018	Bank of Maple Plain	10100	Total	\$10,448.88
Refer	0	<u>LANO EQUIPMENT</u>	-		
Cash Payment	E 101-43000-221	Equipment Parts	LIFT ROD		\$515.93
Invoice	03-532393	1/29/2018			
Cash Payment	E 101-43000-221	Equipment Parts	SNOW PLOWER PARTS		\$175.10
Invoice	03-533626	2/5/2018			
Cash Payment	E 101-43000-221	Equipment Parts	BATTERY		\$125.28
Invoice	03-533627	2/5/2018			
Transaction Date	2/23/2018	Bank of Maple Plain	10100	Total	\$816.31
Refer	0	<u>LEAGUE OF MINNESOTA CITIES</u>	-		
Cash Payment	E 101-41110-331	Training & Travel	MN MAYORS CONFERENCE		\$90.00
Invoice	268925	2/20/2018			
Transaction Date	2/23/2018	Bank of Maple Plain	10100	Total	\$90.00
Refer	0	<u>MAAS-KUSSKE, JULIE</u>	-		
Cash Payment	E 101-41110-331	Training & Travel	MILEAGE		\$74.12
Invoice					
Cash Payment	E 101-41410-437	Miscellaneous	MEAL		\$13.44
Invoice					
Transaction Date	2/23/2018	Bank of Maple Plain	10100	Total	\$87.56
Refer	0	<u>MAPLE PLAIN/INDEPENDENCE FIR</u>	-		
Cash Payment	E 101-42290-307	Fire Administration	JAN & FEB 2018		\$28,987.66
Invoice					
Transaction Date	2/23/2018	Bank of Maple Plain	10100	Total	\$28,987.66
Refer	0	<u>MEDIACOM</u>	-		

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Cash Payment	E 101-41500-309 EDP, Software and Desi	CITY HALL			\$346.80
Invoice					
Cash Payment	E 601-49400-309 EDP, Software and Desi	WTP			\$96.48
Invoice					
Transaction Date	2/23/2018	Bank of Maple Plain	10100	Total	\$443.28
Refer	0 METRO WEST INSPECTION SERVI	-			
Cash Payment	E 101-42400-308 Building Inspection	PERMITS FINALED DEC 2017			\$1,382.16
Invoice 1385	1/30/2018				
Transaction Date	2/23/2018	Bank of Maple Plain	10100	Total	\$1,382.16
Refer	0 MIDWEST SERVICES	-			
Cash Payment	E 101-43000-400 Equipment Repair & Mai	SKID STEER REPAIR			\$521.95
Invoice 1737	2/12/2018				
Cash Payment	E 101-43000-400 Equipment Repair & Mai	LOADER BACKHOE REPAIR			\$247.54
Invoice 1732	1/26/2018				
Transaction Date	2/23/2018	Bank of Maple Plain	10100	Total	\$769.49
Refer	0 MINNESOTA RURAL WATER ASSO	-			
Cash Payment	E 601-49400-433 Dues & Subscriptions	ANNUAL DUES NOV 2017- NOV 2018			\$250.00
Invoice					
Transaction Date	2/23/2018	Bank of Maple Plain	10100	Total	\$250.00
Refer	0 MINNESOTA POLLUTION CONTRO	-			
Cash Payment	E 602-49450-331 Training & Travel	COLLECTION SYSTEM OPERATOR CERTIFICATE RENEWAL- MATT			\$23.00
Invoice					
Transaction Date	2/23/2018	Bank of Maple Plain	10100	Total	\$23.00
Refer	0 NAPA	-			
Cash Payment	E 101-43000-221 Equipment Parts				\$296.27
Invoice					
Transaction Date	2/23/2018	Bank of Maple Plain	10100	Total	\$296.27
Refer	0 NEOFUNDS	-			
Cash Payment	E 101-41500-322 Postage				\$500.00
Invoice	1/31/2018				
Transaction Date	2/23/2018	Bank of Maple Plain	10100	Total	\$500.00
Refer	0 OFFICE DEPOT	-			
Cash Payment	E 101-41500-201 Office Supplies				\$25.01
Invoice 106371247001	2/9/2018				
Cash Payment	E 101-43000-201 Office Supplies				\$84.85
Invoice 106371247001	2/9/2018				
Cash Payment	E 101-41110-570 Office Equipment & Furni	CORD RUG			\$43.29
Invoice 106371247001	2/9/2018				
Transaction Date	2/23/2018	Bank of Maple Plain	10100	Total	\$153.15
Refer	0 OPG-3	-			
Cash Payment	E 101-41500-309 EDP, Software and Desi	ANNUAL FEES			\$1,154.00
Invoice 2375	1/29/2018				
Transaction Date	2/23/2018	Bank of Maple Plain	10100	Total	\$1,154.00
Refer	0 ORONO IND SCHOOL DISTRICT 27	-			

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Cash Payment	E 101-41940-387 Office Lease	FEB 2018			\$2,727.15
Invoice					
Transaction Date	2/23/2018	Bank of Maple Plain	10100	Total	\$2,727.15
Refer	0 RELIANCE STANDARD	-			
Cash Payment	G 101-21715 Long-Term Disability	FEB 2018			\$33.19
Invoice	1/17/2018				
Transaction Date	2/23/2018	Bank of Maple Plain	10100	Total	\$33.19
Refer	0 SCHOEN, BOBBY	-			
Cash Payment	E 101-41500-321 Telephone	FEB 2018 CELLPHONE			\$50.00
Invoice					
Transaction Date	2/23/2018	Bank of Maple Plain	10100	Total	\$50.00
Refer	0 STANDARD INSURANCE CO	-			
Cash Payment	G 101-21708 Life Insurance				\$18.75
Invoice					
Cash Payment	G 101-21710 Extra Life Insurance				\$9.80
Invoice					
Transaction Date	2/23/2018	Bank of Maple Plain	10100	Total	\$28.55
Refer	0 TEAM LAB	-			
Cash Payment	E 101-43100-221 Equipment Parts	SHOP BUGS 2 - 5 GL PAILS			\$325.00
Invoice	INV0009727 2/7/2018				
Transaction Date	2/23/2018	Bank of Maple Plain	10100	Total	\$325.00
Refer	0 TOSHIBA BUSINESS SOLUTIONS	-			
Cash Payment	E 101-41500-413 Office Equipment Rental				\$227.38
Invoice	67979398 1/21/2018				
Cash Payment	E 101-41500-202 Duplicating & Copying S				\$45.71
Invoice	67979398 1/21/2018				
Transaction Date	2/23/2018	Bank of Maple Plain	10100	Total	\$273.09
Refer	0 TURTLEMAC & KEY PRINTING	-			
Cash Payment	E 101-41110-437 Miscellaneous	BUSINESS CARDS- MATT & HARRY			\$140.00
Invoice	22258 1/24/2018				
Transaction Date	2/23/2018	Bank of Maple Plain	10100	Total	\$140.00
Refer	0 UNITED FARMERS COOPERATIVE	-			
Cash Payment	E 101-43000-215 Shop Materials				\$16.48
Invoice	45282 2/2/2018				
Cash Payment	E 101-43000-215 Shop Materials				\$15.31
Invoice	45278 2/2/2018				
Cash Payment	E 101-43000-215 Shop Materials				\$30.21
Invoice	45314 2/5/2018				
Cash Payment	E 101-43000-215 Shop Materials				\$92.82
Invoice	45348 2/7/2018				
Cash Payment	E 101-43000-215 Shop Materials				\$5.59
Invoice	45349 2/7/2018				
Cash Payment	E 101-43000-215 Shop Materials				\$30.52
Invoice	45481 2/15/2018				
Cash Payment	E 101-43000-215 Shop Materials				\$47.86
Invoice	45513 2/16/2018				

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Transaction Date	2/23/2018	Bank of Maple Plain	10100	Total	\$238.79
Refer	0 USA BLUEBOOK	-			
Cash Payment	E 601-49400-227 Utility Maintenance Supp				\$255.92
Invoice	466767	1/17/2018			
Cash Payment	E 601-49400-227 Utility Maintenance Supp				\$83.32
Invoice	466915	1/17/2018			
Transaction Date	2/23/2018	Bank of Maple Plain	10100	Total	\$339.24
Refer	0 VERIZON	-			
Cash Payment	E 601-49400-321 Telephone				\$171.96
Invoice	9801392412				
Transaction Date	2/23/2018	Bank of Maple Plain	10100	Total	\$171.96
Refer	0 VESSCO, INC	-			
Cash Payment	E 601-49400-227 Utility Maintenance Supp				\$594.00
Invoice	71840	1/19/2018			
Transaction Date	2/23/2018	Bank of Maple Plain	10100	Total	\$594.00
Refer	0 WATER CONSERVATION SERVICE	-			
Cash Payment	E 601-49400-311 Contract Service	2017 WATER LEAK SURVEY			\$1,100.00
Invoice	8152	12/31/2017			
Transaction Date	2/23/2018	Bank of Maple Plain	10100	Total	\$1,100.00
Refer	0 WEST HENNEPIN PUBLIC SAFETY	-			
Cash Payment	E 101-42110-306 Police Administration	MARCH 2018			\$40,627.37
Invoice					
Transaction Date	2/23/2018	Bank of Maple Plain	10100	Total	\$40,627.37
Refer	0 XCEL ENERGY	-			
Cash Payment	E 101-43160-381 Electric Utilities	STREET LIGHTS			\$1,974.14
Invoice		2/5/2018			
Cash Payment	E 101-43160-381 Electric Utilities	TRAFFIC SIGNALS			\$42.99
Invoice		2/6/2018			
Cash Payment	E 101-43160-381 Electric Utilities	NS PARK			\$11.22
Invoice		2/6/2018			
Cash Payment	E 101-43160-381 Electric Utilities	GARAGE			\$12.36
Invoice		2/6/2018			
Cash Payment	E 101-43160-381 Electric Utilities	RAINBOW PARK			\$964.18
Invoice		2/6/2018			
Cash Payment	E 601-49400-381 Electric Utilities	WATER			\$275.06
Invoice		2/6/2018			
Cash Payment	E 602-49450-381 Electric Utilities	SEWER			\$243.19
Invoice		2/6/2018			
Cash Payment	E 101-43160-381 Electric Utilities	TRAFFIC			\$29.08
Invoice		2/6/2018			
Cash Payment	E 601-49400-381 Electric Utilities	WTP			\$3,442.13
Invoice		2/6/2018			
Cash Payment	E 101-43160-381 Electric Utilities	5160 OAK			\$26.76
Invoice		2/6/2018			
Cash Payment	E 101-43160-381 Electric Utilities	1501 BAKER PARK			\$52.25
Invoice		2/6/2018			

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Cash Payment	E 101-43160-381 Electric Utilities	5186 MAIN ST		\$21.89
Invoice	2/6/2018			
Cash Payment	E 101-43160-381 Electric Utilities	MUSEUM		\$14.97
Invoice	2/6/2018			
Transaction Date	2/23/2018	Bank of Maple Plain	10100	Total \$7,110.22
Refer	0 ZIEGLER INC	-		
Cash Payment	E 101-43000-404 Machinery & Equipment	LOADER REPAIR		\$976.40
Invoice	2/21/2018			
Transaction Date	2/23/2018	Bank of Maple Plain	10100	Total \$976.40
Refer	0 STANTEC CONSULTING SRVCS IN	-		
Cash Payment	E 101-43000-303 Engineering Services	GENERAL SERVICES		\$3,163.00
Invoice	2/21/2018			
Cash Payment	E 101-43000-303 Engineering Services	PUBLIC MEETINGS		\$304.50
Invoice	2/21/2018			
Cash Payment	E 101-43000-303 Engineering Services	STREETS AND PATHWAYS		\$93.00
Invoice	2/21/2018			
Cash Payment	E 601-49400-303 Engineering Services	WATER		\$93.00
Invoice	2/21/2018			
Cash Payment	E 603-49455-303 Engineering Services	STORM SEWER		\$31.00
Invoice	2/21/2018			
Cash Payment	E 451-49450-303 Engineering Services	WELL 4		\$702.70
Invoice	2/21/2018			
Cash Payment	E 451-49450-303 Engineering Services	2018 STREET IMPROVEMENTS		\$35,002.80
Invoice	2/21/2018			
Transaction Date	2/23/2018	Bank of Maple Plain	10100	Total \$39,390.00

Fund Summary

	10100 Bank of Maple Plain	
101 GENERAL FUND		\$110,599.29
451 CAPITAL IMPROVEMENT PROJECTS		\$35,705.50
601 WATER FUND		\$18,000.73
602 SEWER FUND		\$2,032.19
603 STORM WATER FUND		\$31.00
		\$166,368.71

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$166,368.71
Total	\$166,368.71

MINUTES
MAPLE PLAIN CITY COUNCIL – WORKSHOP
MAPLE PLAIN CITY HALL
February 5, 2018
6:15 p.m.

1. CALL TO ORDER

Mayor Julie Maas-Kusske called the workshop to order at 6:15 p.m.

Present: Mayor Julie Maas-Kusske, Councilmembers Dominic Broda, Caitlin Cahill, and John Fay. Also Present: City Administrator Robert Schoen, City Engineer Dan Boyum, and Assistant to the City Administrator Nicole Kathman.

Absent: Councilmember Mike DeLuca

2. ADOPT AGENDA

Motion by Councilmember Broda, seconded by Councilmember Cahill, to adopt the agenda. Motion passed, 4-0.

3. UTILITY WATER PIPE REPLACEMENT ALONG HWY 12

City Engineer Dan Boyum stated while valves were being placed along the force main pipe on Highway 12 from Halgren to Pioneer, they noticed signs of deterioration and corrosion in the pipes. Boyum provided information on the pipes that was originally discussed with the City Council during the October 23 workshop. Boyum highlighted the following:

- Pipe and soil samples were sent to the Ductile Iron Pipe Research Association this past fall. They determined that the soils are corrosive to the pipe and also the pipe soil resistivity is very low.
- Forcemain pipe from Halgren Rd to the west end of City was replaced in 2011 due to similar issues.
- Valves added in 2017 allow some options for keeping system running from east or west of the treatment plant if there is a break in the future.

Boyum outlined three different options: Option 1- Replace watermain from Halgren to Pioneer for \$216,800, Option 2- Wait for first break to happen then replace piping for \$227,000, and Option 3- Adding cathodic protection to pipes with a unknown cost. Boyum stated that cathodic pipe is not a long term solution as it degrades over time and potentially could cost the same as replacement. Additionally, Boyum noted that the estimates included taking a look at the forcemain west of Halgren and that the project would be bid out with the 2018 Street & Utility Improvements project if Option 1 was chosen.

City Administrator Schoen stated that the City has \$240,000 in previous bond dollars that could be used to pay for this project. Schoen noted that these dollars are limited to public infrastructure projects. It was clarified these funds can be used to pay off bonds.

Councilmember Fay asked about the cost of \$3,000 to abandon the watermain pipe. Boyum explained that the pipes are typically filled with sand which is this cost. He added that alternatively they can be left empty, but they may collapse in the future causing shifting in the ground.

Councilmember Fay inquired if completing the projects together would save on mobility costs. Boyum confirmed that it would.

Councilmembers stated they wanted to be proactive and not wait for a watermain break to happen. In addition, councilmembers discussed the possibilities for funding the project including a combination of previously bonded dollars and bonded dollars for the 2018 Street & Utility Improvement Project. City Council expressed that they wanted all councilmembers there to make the decision on financing. Councilmember Cahill requested more information on the financial impact of the different funding options.

City Council gave City Staff the direction to move forward with including this project as a part of the bid package for the 2018 Street & Utility Improvement Project. In regards to financing the project, it was determined that City Administrator Schoen will provide City Council more information on the options for a decision to be made at the next City Council Workshop.

4. SIGN COMPLIANCE ALONG HWY 12

Items 4 & 5 were combined into one discussion.

City Administrator Schoen shared that the Mayor and himself went out and visited a business owner in regards to sign compliance. During this conversation one pattern that emerged is that business owners are upset about enforcement, but are reaching out to the Chamber instead of the City. Schoen proposed the idea of a business commission as a way to provide an opportunity for businesses to share their concerns and create an open line of communication.

Councilmembers discussed the format of the meetings. Councilmembers decided the meeting would be quarterly and that the meetings would not be public (no minutes and only 2 councilmembers and staff present) to make it less formal and more comfortable for businesses. City Council asked City Administrator Schoen to bring back more information to propose an exact format for these meetings.

City Council directed City Administrator Schoen to start collecting email addresses of businesses with the purpose of sending out notices and information to businesses via email updates.

Furthermore, City Council also expressed there needs to be a softer approach for initially approaching/notifying business owners of sign violations indicating that meeting with business owners directly first is a good idea.

5. BUSINESS COMMISSION

See Item 4 above

6. WATERSHED UPDATE

Councilmember Fay provided an update on items from the Pioneer-Sarah Creek Watershed Management Commission. Fay shared his remarks at the December Pioneer-Sarah Creek Watershed Management Commission meeting in regards adding projects to their Capital Improvement Plan. Fay stated that he shared that the City of Maple Plain has

drafted a CIP that includes a total road and infrastructure projects every 3 years that addresses issues such as storm drains and proper elevation for stormwater runoff.

Fay also shared that the City of Maple Plain has the opportunity to be listed as a partner for the Baker Campground Ravine Stabilization Project as Maple Plain handles drainage for a small portion of the park. Fay noted there would be no cost to the City. City Council provided the direction to include the City of Maple Plain as a partner.

7. CITY BLIGHT

Councilmember Fay shared his concerns of blight in the City of Maple Plain and the need to address it. Fay proposed addressing blight with a three-year window of implementation. In 2018, City Staff would identify properties and Council would approve new or tightening ordinances to address blight and in 2019 and 2020 City Staff would work on education, compliance, and enforcement.

City Council expressed favor towards a gradual approach starting with identifying properties to focus on and educating through face to face conversations. City Council gave City Staff the direction of having Planning Commission review the City Code sections that relate to nuisance and blight as a first step.

Councilmembers then discussed programs to help homeowners make improvements and fix up homes. City Council was open to outside programs and organizations such as Love, Inc., but do not want City programs in place.

8. I AND I TELEVISING EQUIPMENT

Councilmember Fay stated that I&I or Inflow & Infiltration remains to be an issue in the City's sewer lines. Councilmember Fay expressed that it would be a good idea for the City to purchase equipment to inspect residential lines instead of contracting it out.

Councilmembers discussed having some type of program in place in the future to require the residents to have their lines inspected. City Administrator Schoen stated that the City can require lines to be inspected, but not necessarily by the City.

City Council directed City Staff to look into purchasing equipment for sewer televising equipment for the purpose of identifying I&I in both city lines and residential lines. City Council also decided would like have some type of program in place to require residents to have their lines inspected in the future and to work towards having residents fix their lines with the exact approach yet to be determined.

9. ALCOHOL TRAINING IN CITY CODE

Assistant to the City Administrator Kathman stated that the City Staff is ready to move forward with brining removal of City Code Section 110.40 which relates to employee licensing to a City Council meeting as directed in November. Kathman stated that when she discussed the change of revising 110.32(A) by removing "The training shall be provided by an organization approved by the Council and shall be approved by West Hennepin Pubic Safety" which relates to the alcohol selling and serving training for employees, City Attorney Thames had a comment. Kathman shared that Thames stated with the removal, there is not an ability to decline or review training so if the Council wants there to be any discretion

the language could read something like “The training shall be satisfactory to the City Administrator.”

City Council provided the direction of bringing forth to the next City Council meeting to remove 110.40 and 110.32(A) entirely from the City Code.

Kathman also stated that City Code 110.50 through 110.55 relate to Municipal Liquor Stores and is recommended for removal. Councilmembers stated that this section has language that makes it applicable only if there are municipal liquor stores and therefore is fine to keep in.

10. SETTING MEETINGS

City Administrator Schoen asked to confirm the date and time of Tuesday, February 20 at 7:00 pm for the public gathering to review the 2018 Street & Utility Improvement project plans. City Council set this meeting date.

City Administrator Schoen inquired about a date for his review and asked about Monday, February 12 as the workshop is cancelled. City Council agreed to hold the review at 4 pm or 7 pm dependent on what works for Councilmember DeLuca.

City Administrator Schoen stated that he would like to have a policy in place for setting meeting times as he does not want to be put in the position to pick which councilmembers attend meetings. City Administrator Schoen stated he would draft a policy for the City Council to review at an upcoming workshop.

11. CITY ADMINISTRATOR GOALS AND OBJECTIVES

12. CITY ADMINISTRATOR WEEKLY UPDATE

13. OTHER BUSINESS

Councilmember Broda stated that the Parks Commission recommended removing the section of City Code that prohibits alcohol in the parks and asked about when it will come to City Council. City Administrator Schoen stated it will be brought to City Council at an upcoming meeting.

14. ITEMS FOR NEXT WORKSHOP

Councilmember Fay inquired about the Water Treatment Plant Tour. City Administrator Schoen stated he will set up a tour with Public Works.

Councilmember Fay requested that a review of how the City’s health insurance plan compares to other cities to be on a future workshop agenda.

15. ADJOURNMENT

Motion by Councilmember Broda, seconded by Mayor Maas-Kusske to adjourn the workshop. Motion passed, 4-0. Meeting adjourned at 8:15 p.m.

Respectfully submitted,

Nicole Kathman
Assistant to the City Administrator

MINUTES
MAPLE PLAIN CITY COUNCIL – REGULAR MEETING
MAPLE PLAIN CITY HALL
December 18, 2017
7:15 P.M.

1. WELCOME

2. CALL TO ORDER

Mayor Maas-Kusske called the meeting to order at 7:20 pm.

Present: Mayor Julie Maas-Kusske, Councilmembers Dominic Broda, Caitlin Cahill, Mike DeLuca, and John Fay. Also Present: City Administrator Robert Schoen and City Engineer Dan Boyum, Fire Chief Justin McCoy, and Fire Relief Board President Ray McCoy.

3. PLEDGE OF ALLEGIANCE

4. ADOPT AGENDA

Motion by Councilmember Cahill, seconded by Councilmember DeLuca, to adopt the agenda. Motion passed, 5-0.

5. STEVE ROSE PARK BENCH PROPOSAL

Cory Hawkinson and Pete Keding, who were friends with Steve Rose, presented a proposal asking permission to place a park bench dedicated to Steve Rose in Bryantwood Park. Hawkinson shared that Steve, who grew up in Maple Plain, tragically passed away in October helping someone whose car spun out in a snowstorm. Hawkinson expressed that they envision the bench as a place for people in the community to reflect on their lives as Steve helped them to get back on the right track. Hawkinson added that this is also a gift for Steve's parents Barb & Kevin Rose who still live in Maple Plain.

Hawkinson stated that himself, Keding, and 8 others have agreed to donate the funds needed for the bench. A drawing on the proposed bench was shared on the screen showing the bench in between 2 trees at Bryantwood Park where the friends played baseball growing up. In addition, bushes donated by the group will be added. The proposed bench has a plaque with one of Steve's favorite quotes which reads "Always be yourself, unless you can be Batman, in that case be Batman."

Mayor Maas-Kusske thanked Hawkinson and Keding for coming and expressed that she thought it was a great way to honor him. Maas-Kusske said that the City would connect them with the Parks Commission and help them move forward with the project.

6. NICK NEATON DELANO SENIOR CENTER

Nick Neaton, Director of the Delano Senior Center gave a presentation on the Delano Senior Center. Neaton provided an overview of the Delano Senior Center including its location, services, clientele, and funding. Neaton noted statistics throughout his presentation including the in 2016 Delano Senior Center held just over 1,000 events, helped 200 individuals with their taxes, answered 17,000 plus requests for information

2016, drove 2,901 trips with 250 plus individuals to various fun locations, and had 231 individuals volunteer for a total of 7,500 hours.

7. CONSENT AGENDA

- ~~A. Accounts Payable~~
- B. City Council Minutes 11-27-17 Workshop
- C. City Council Minutes 11-27-17
- D. Park Commission Minutes 10-16-17

Councilmember Fay requested to pull item A “Accounts Payable” from the Consent Agenda.

Motion by Councilmember Broda, seconded by Councilmember Cahill, to approve Consent Agenda items B, C, and D. Motion passed, 5-0.

8. ADMINISTRATIVE REPORTS

There were no administrative reports.

9. PUBLIC HEARING

- A. Neighborhood Feasibility Study Feedback

Motion by Councilmember Cahill, seconded by Councilmember Broda, to open the Public Hearing regarding the Neighborhood Feasibility Study Feedback. Motion passed, 5-0.

City Engineer Boyum gave a presentation for the City Council and public. Boyum started off by reviewing the Neighborhood Meeting that occurred on October 30. He outlined the main points that residents made which include: drainage issues, satisfaction with current street widths for both Howard and Independence, adding buried power lines, type of curb, and the lack of need for sidewalks.

Next, Boyum provided an overview of the project location and the proposed improvements including sanitary sewer, water main, storm sewer, and street. For each type of improvement Boyum provided background information on the current infrastructure.

Boyum discussed the estimated project costs stating that the total estimated project cost was \$2,029,100 with \$339,800 for sanitary sewer, \$363,000 for water main, \$200,200 for storm sewer and \$1,126,100 for streets. Boyum shared the four options that were provided to the City Council as follows:

- Option 1 (Complete replacement of water main, storm sewer and sanitary sewer as well as street construction at existing width) - \$2,029,100
- Option 2 (Complete replacement of water main and storm sewer, replacing a portion of sanitary sewer and lining a portion of sanitary sewer as well as street construction at existing width)- \$2,010,500
- Option 3 (Complete replacement of water main, storm sewer and sanitary sewer as well as street construction with widening Independence)- \$2,095,600
- Option 4 (Complete replacement of water main and storm sewer, replacing a portion of sanitary sewer and lining a portion of sanitary sewer as well as street construction with widening Independence)- \$2,077,000

Boyum noted that that from an engineering standpoint lining sanitary sewer provides equivalent life as replacement and that he anticipates bringing both lining and replacement of a recommended portion of sanitary sewer as an option during the bidding process.

Continuing on, Boyum covered financing and preliminary assessments. Boyum stated the City reviews costs for a project with their financial consultant who gives feedback on the amount for bonding and how much may come from utility funds as well as assessments.

Boyum provided information on the preliminary assessments. Boyum noted that the preliminary assessments amounts for sanitary and water main are on a per parcel basis while street and storm sewer costs are on an adjusted footage basis. City Engineer Boyum stated that total amount of the preliminary assessments is 35% of the total project costs and added that the City will complete a special benefits analysis as a tool to use for decision making instead of only using the formula. Boyum also shared some other information regarding the preliminary assessments based on past assessments including the period being 10 to 20 years, interest rate on the assessments being the bonding rate plus additional for administration, and the first payment incurring in 2019.

Boyum shared the recommendation for a bike lane and sidewalk on Independence based on the City's Walking and Biking Plan. He noted the north side would be the best location for a sidewalk.

Finally, Boyum outlined the schedule for the project with the following dates:

- Public Hearing- December 18, 2017
- Order Plans and Specifications- December 18, 2017
- Approve Plans/Authorize Bidding- February 26, 2018
- Open Bids & Award Contract- March 26, 2018
- Begin Construction- May 2018
- Complete Major Construction- Aug/Sept 2018
- Final Wear Course- Spring 2019

Mayor Maas-Kusske opened up the public hearing to public participation and questions. Maas-Kusske asked each individual speaking to state their name and address and stated that the speaking time was limited to three minutes per person.

The first individual to speak was Adam Gadbois of 4900 Independence Street. Gadbois asked what the front foot assessment rate was on previous projects compared to this one. City Engineer Boyum responded that he did not have the information with him, but noted that the City uses prices from past projects and then increase them to account for inflation. Boyum stated once difference is that in past projects wider streets were not proposed, but noted one option would be to only assess for a narrower street and for the City to pick up the extra costs. Gabois also commented he was against the sidewalk and widening the street on Independence.

As a message for all property owners present, City Administrator Schoen commented that the City still needs to gather data to help determine the special assessments amounts noting that the preliminary numbers provided to residents are not concrete.

The second individual to speak was John Shelp of 1666 Howard Ave. Shelp shared he was very alarmed upon receiving the preliminary number and stated that he knows the project

needs to be done. Shelp asked about the process specifically who makes the approvals during the process. City Administrator Schoen stated City Council is the approving authority for the City of Maple Plain. Schoen emphasized that the decision making is not taken lightly noting there is still a lot of information and data that needs to be presented to City Council in order to help them make their decision including resident feedback. Schoen added that any information regarding a decision made by City Council is public and is on the City's website. Shelp asked if there are any programs to help those that cannot take on the cost of the assessment. Schoen responded with two points. First, the special assessment number will be defined during the special benefits analysis and second, the City has done a deferred assessment program with specific criteria to qualify. Schoen noted that State Statute outlines the criteria. Shelp also commented he would prefer no sidewalk and the same width of the street.

The third individual to speak was Tammy Wenz of 4869 Independence St. Wenz asked if the City has spoken to the County about their plans for a bike path to Baker Park Reserve on Main St E so that there is not duplication on Independence St. City Engineer Boyum stated that from a City Staff perspective there was that same thought, but there should be discussion on a sidewalk. Wenz commented that the street width of Independence should remain at 26 feet and that there is no need for a sidewalk or bike lane. Wenz also asked what the interest rate for Main St W. and the amount that was paid was for that project. Schoen responded that the amount paid for the Main St. W. project in special assessments was close to 35%. Schoen replied that he did not know the interest rate for that project at the top of his head, but the interest rate for the Budd Avenue project was around 3.5%.

The fourth individual to speak was Jim Evavold speaking on behalf of his mother Ardis Evavold of 1649 Baker Park Rd. Evavold asked why the project is being done and the benefit received for a \$28,000 assessment. Schoen emphasized that it not productive to dwell on the numbers due to the special benefits analysis not yet being complete. Schoen provided more information on the special benefits analysis stating that a land appraiser will come out and look at multiple properties and determine the new market rate if a new street and utilities was added. Schoen noted that is illegal for a City to assess above the added value. It was clarified that there will be later public hearings to discuss his question once the special benefits analysis is complete.

The fifth individual to speak was Judd Heinzer of 1739 Howard Ave. Heinzer asked if an individual would have to coordinate with Xcel Energy if they wanted their power lines buried. City Engineer Boyum stated that would be the case. City Engineer Boyum stated that he could provide contact information with the City's point of contact at Xcel Energy.

The sixth individual to speak was Russ Jerde of 4845 Independence St. Jerde asked if Howard Avenue was also proposed at 26 feet wide. Boyum stated that it was. Jerde also asked why 1784 Howard had an adjusted frontage of 74 feet for only \$8,000 while his property has a frontage of 73 feet for \$15,000. City Engineer Boyum stated that this property is listed at a zero parcel count because the sewer and water comes from another line and that is the difference he is seeing. Jerde asked about his second vacant property having a parcel count of 1. Boyum stated that from the City's records this parcel is stubbed for sewer and water. Jerde stated that for his house the water and sewer comes from Main St. E not Independence. Boyum stated if that is the case, that would get removed from the assessment noting that Jerde would pay for it when Main St. East was reconstructed. Jerde also commented 35% is very high financially for many residents.

The seventh individual to speak was Robert Lafavor of 4881 Independence St. Lafavor commented he would like the street width of Independence to remain at 26 feet as widening the street would only increase parking for access to Baker Park Reserve. Lafavor added widening it will also increase the current speeding issues. Lafavor also stated he is not in favor of adding a sidewalk.

The eighth individual to speak was Dan Streeter of 1645 Howard Ave. Streeter asked if a survey could be sent to all property owners regarding adding in a sidewalk as many do not attend meeting, but would want a say. Schoen stated is not something that has been completed at this time, but is a good suggestion. Streeter asked at when the City wants to hear opinions about the project plans. Boyum stated the walkthrough held in October was a good opportunity for input as well as he anticipates holding a public gathering in January to look at the plans. It was clarified that there would be time to change the plans with the suggestions made at that public gathering. Streeter commented that he does not want curb that causes a large bump as he drives onto his driveway. Boyum stated that is a common complaint with surmountable curbs. Streeter asked about whether it would be asphalt or concrete placed from the street to the driveways. Boyum stated that in past projects there was 5 feet concrete apron placed by all driveways and it will be the same for this project.

The ninth individual to speak was John Ferril of 1755 Howard Ave. Ferril echoed the comments made earlier that Independence has speeding issues and the stop sign at Howard and Independence is merely a suggestion. Ferril asked why the proposed assessment is 35% when the state statute only requires only 20%. Schoen stated that the threshold was 35% for previous projects. Schoen noted that the 20% comes from the requirement that at least 20% must be assessment when a City bonds for a project. Schoen emphasized that the City still needs to meet the threshold of assessing no more than value added. Ferril asked if the payments for the assessment would be the same amount every year or a principal payment in which the principal goes down and the interest is more accelerated. Boyum stated there is interest on the principal being charged and the City would receive a schedule for each property. Ferril asked if the end of an existing driveway would be torn. Boyum stated when putting in curb and gutter they try to match the driveways as best as possible, but it would not be known until design. Ferril also asked about the road closing during construction noting his kids are in school. Boyum stated the City works with the school district if it does go into the school year. Boyum added closure would happen with installation of sanitary sewer and water main. Ferril ended by stating that it is a great community with wonderful neighbors, police, fire, and teachers and that he would hate to see anyone forced out due to the expenses.

The tenth individual to speak was Don Johnson of 1669 Howard Ave. Johnson inquired how the City decides which contractors to use. Boyum stated the City advertises for bids in construction magazines that many contractors monitor as well as the local newspaper. Boyum added that the City has discussed adding in other areas in this project bid to increase interest in bidding as well as lower bids. Boyum stated once bids are received they are opened and whoever is the lowest bidder is evaluated by Council noting the project typically goes to the lowest bidder unless there are known issues with the contractor. Boyum shared that if the bids do come in higher than estimated, the City Council does have the opportunity to wait and combine this project with another project. Johnson also asked about the quality of materials used specifically asphalt. He noted that the Independence was milled in front of the Discovery Center only a couple of years ago and it is already cracked after trucks for Budd Avenue construction were routed on Independence. Boyum stated that the asphalt has specified is the asphalt that MNDOT recommends. Boyum stated that there are different types of oils that can be used to help

strengthen it and that this is something City Council will be looking at. Johnson asked why trucks for Budd Avenue were brought on Independence to begin with. Boyum apologized noting he did not hear that as a concern during the Budd Avenue project. Boyum stated haul routes will be a discussion with City Council later on and stated Johnson's concern would be noted.

A resident asked if the information could be available on the website. City Administrator Schoen stated it could be.

Motion by Councilmember DeLuca, seconded by Councilmember Fay, to closed the Public Hearing regarding the Neighborhood Feasibility Study Feedback. Motion passed, 5-0.

10. NEW BUSINESS

A. Accounts Payable

Councilmember Fay asked about the DPC Industries invoice and inquired if there is an increase in the chemicals for the water treatment plant due to the addition of Well No. 4. City Administrator Schoen stated there has been because with Well 4 the City has to treat two different types of water as Well 3 and Well 4 are on two different aquifers. Fay asked about the various 10 and 20 dollar charges. Schoen stated he would take a look into it.

Councilmember Fay asked why Public Works did not winterize Northside Park. City Administrator Schoen answered that it is because this is blowing out the lines on the baseball field.

Councilmember Fay asked about the Pearson Brothers invoice. City Administrator Schoen replied it was for turn lane striping on Budd Avenue as a part of the street construction.

Councilmember Fay asked about the \$950 charge for safety training. City Administrator Schoen replied he would have to look into it, but noted Public Works has safety training they are required to complete.

Motion by Councilmember Cahill, seconded by Councilmember DeLuca, to approve Accounts Payable. Motion passed, 5-0.

B. Resolution (17-1218-01) Increase to City Contribution to Fire Relief

Mayor Maas-Kusske stated that she will be abstaining from discussion and vote as her husband is a firefighter. Councilmember DeLuca as acting Mayor led the discussion.

Councilmember DeLuca stated the resolution for consideration is to raise the City contribution to the Fire Relief. DeLuca asked Fire Relief Board President Ray McCoy to make a presentation.

Fire Relief Board President Ray McCoy provided an update on the Fire Relief Association. McCoy stated in 2014/2015, the Fire Relief Association completed a study and put together a long range plan for the lump sum payment amount. This amount is paid for each year served when a firefighter over 50 retires from the department. McCoy stated this is the third year of the five year plan and Fire Relief Board is requesting a

\$100 increase from \$2,600 to \$2,700 per year of service. McCoy shared that the portfolio fund balance of the Fire Relief Association is approximately \$67,000 more than projected. Currently, the Fire Relief Association is approximately 105% funded noting if the lump-sum increase is approved, the portfolio is projected to be 106.58% funded.

Fire Relief Board President McCoy thanked the City Council for their support of the Fire Department and the firefighters. McCoy noted the lump-sum payout is a way to thank them for their service upon retirement.

Fire Relief Board President McCoy inquired if the second to last paragraph of the resolution should be read "\$2600 to \$2700 per year of service."

Councilmember Broda noted that it does clarify that in the paragraph prior and asked if the City Attorney drafted it. City Administrator Schoen stated he did, but it is a simple change he can make.

Motion by Councilmember Broda, seconded by Councilmember Cahill, to approve Resolution 17-1218-01 with the suggested edit of Fire Relief Board President Ray McCoy.

Roll Call Vote:

Cahill: Aye

Fay: Aye

DeLuca: Aye

Broda: Aye

Maas-Kusske: Abstain

Motion passed, 4-0-1.

C. Resolution (17-1218-02) 2018 Final General Fund Budget

City Administrator Schoen stated the City is required to submit preliminary budget numbers every year to Hennepin County by the end of September, which has been done. Schoen stated the purpose of this resolution and the next two resolutions are to approve final budget numbers for 2018. Schoen noted this resolution pertains to the general fund and that the City Council met twice during the summer to draft the budget.

Schoen outlined the proposed general fund stating the following:

- Revenues are \$1,656,399
- Expenditures are \$1,452,184, a decrease of 2.56%
- Other Financing sources are \$204,215

Motion by Councilmember Cahill, seconded by Councilmember Fay, to approve Resolution 17-1218-02.

Roll Call Vote:

Fay: Aye

DeLuca: Aye

Broda: Aye

Cahill: Aye

Maas-Kusske: Aye

Motion passed, 5-0.

D. Resolution (17-1218-03) 2018 Final Tax Levy

City Administrator stated this resolution is pertaining to the tax levy. Schoen noted the proposed tax levy is a decrease of 0.64% and is a total of \$1,477,524.

Councilmember Fay inquired about the adjustment made between the Levy Requirement and the Proposed Levy for the 2016A G.O. Bond. It was clarified this is additional money that has to be appropriated for this bond for 2018.

Motion by Councilmember DeLuca, seconded by Councilmember Broda, to approve Resolution 17-1218-03.

Councilmember DeLuca commented he was proud of the City Council and City Staff for working through a budget and levy that resulted in a tax levy decrease.

Roll Call Vote:

DeLuca: Aye

Broda: Aye

Cahill: Aye

Fay: Aye

Maas-Kusske: Aye

Motion passed, 5-0.

E. Resolution (17-1218-04) 2018 Fire Department Budget

City Administrator Schoen stated the Cities of Maple Plain and Independence work together to create the Fire Department Budget that has a number of moving parts including contributions by both cities. Schoen noted that Maple Plain's contribution decreased.

Motion by Councilmember DeLuca, seconded by Councilmember Broda, to approve Resolution 17-1218-04.

Councilmember DeLuca complimented Fire Chief Justin McCoy on his work as Fire Chief and the budget.

Roll Call Vote:

Broda: Aye

Cahill: Aye

Fay: Aye

DeLuca: Aye

Maas-Kusske: Aye

Motion passed, 5-0.

F. Assistant Fire Chief Selection 2018-2020

City Administrator Schoen referenced the memo placed in the City Council Packet noting that the City Council did pass a new procedure for selecting not only the Fire Chief, but Chief 2 and Chief 3 as well.

Fire Chief McCoy shared that City Administrator Schoen and himself went through an interview process with three internal applicants that applied for two assistant chief positions. McCoy stated after interviews and recommendation checks, the recommended appointments are Chris Doyle and Dave Eisinger.

Motion by Councilmember Fay, seconded by Councilmember Cahill, to approve Assistant Fire Chief Selections for 2018-2020 of Chris Doyle and Dave Eisinger for Chief 2 and Chief 3. Motion passed, 5-0.

G. Amendment to T-Mobile Water Tower Rent Agreement

City Administrator Schoen started by providing an overview of the T-Mobile Agreement and the amendment. Schoen stated that the City has had a water tower lease agreement with T-Mobile for equipment such as satellites and radios since last year. Schoen shared that in this agreement there is a stipulation if T-Mobile desires to add any more equipment they are subject to a rent rate review. Earlier in 2017 T-Mobile requested to add three more radios. After completion of a rent rate review at the expense of T-Mobile, the proposed amendment is to raise rent by \$225 per month for the requested addition of three new radios.

Councilmember Broda asked what the current rent of T-Mobile, that is, without the addition. City Administrator Schoen stated it is approximately \$1,000 per month.

Councilmember Fay complemented City Administrator Schoen for noticing the stipulation in the contract.

Motion by Councilmember Cahill, seconded by Councilmember Broda, to approve an amendment to the T-Mobile Water Tower Rent Agreement. Motion passed, 5-0.

H. Resolution (17-1218-05) EvoGov Website Agreement

City Administrator Schoen stated that during a City Council Workshop in October City Staff provided quotes for multiple website vendors and the pros and cons for each one. During this workshop, City Council provided City Staff with direction of going forth with developing a contract with EvoGov. Schoen added the resolution is to approve this agreement and noted the project price of \$6,510 which he stated is lower than our current website provider, GovOffice.

Councilmember DeLuca asked why the City incurred \$600 in legal review fees for the contract instead of sending out an RFP specifying the parameters. City Administrator Schoen responded both scenarios involve legal fees. Schoen also added that drafting RFP documents can take a lot of staff time including legal.

Councilmember DeLuca commented that the legal fees seemed excessive for this contract. City Administrator Schoen noted that there were multiple discussions between the City and EvoGov to draft the contract as the City desired.

Motion by Councilmember Cahill, seconded by Councilmember Broda, to approve Resolution 17-1218-05.

Mayor Maas-Kusske asked that it be noted that the City Council desires for the web hosting fee to be paid up front for \$500 instead of \$50 per month.

Roll Call Vote:

Cahill: Aye

Fay: Aye

DeLuca: Aye

Broda: Aye

Maas-Kusske: Aye

Motion passed, 5-0.

I. Metropolitan Livable Communities Grant Agreement Extension

City Administrator Schoen stated in 2012 Metropolitan Council granted the City of Maple Plain approximately \$900,000 for work on the downtown site. Schoen noted a lot of the money has been used for obtaining land and preparing the site for development. Schoen shared that the City was notified that the grant agreement was set to expire at the end of 2017 with funds still left including monies allocated for reconstruction of Main St. E. Schoen noted that the City has waited to reconstruct the street until after development simply because development of the downtown site would damage the street. City Staff asked for an extension of the grant and was granted a two year extension with an expiration date of December 31, 2019. This agreement is to approve that extension.

Motion by Councilmember Broda, seconded by Councilmember Fay, to approve the Metropolitan Livable Communities Grant Agreement Extension. Motion passed, 5-0.

Councilmember Broda thanked City staff for their work to extend this agreement for not only one year as originally anticipated, but two years.

J. Resolution (17-1218-06) Street Reconstruction Preparation of Plans and Final Feasibility Study

City Engineer Boyum provided a quick summary of the public hearing. Boyum stated that generally residents are not in favor of neither wider streets nor sidewalks. In regards to curb and gutter, Boyum noted that there concern in regards to abrupt changes in driveway grade that may be associated with surmountable curbs. Boyum noted that in the past the City has installed surmountable curbs to allow slightly more space for parking.

Councilmember Cahill commented that barrier curb might be better as the residents do not want excessive parking on the street. Councilmember DeLuca stated the following two points of feedback stood out to him: there is excessive speeding on Independence and an informational gathering to review the plans should be held. Councilmember DeLuca commented that he thought a gathering should be held.

Councilmember Fay asked City Engineer Boyum if he asked for street width and sidewalk preferences because they need it for the plans or can they go out to bid with multiple scenarios. City Engineer Boyum stated the wider street width takes more time so it is needed before plans are drawn.

The City Council discussed three project decisions to provide feedback for City Engineer Boyum as follows:

1. Curb

The City Council decided on barrier curb based on resident feedback from the public hearing and neighborhood walkthrough.

2. Street Width

The City Council decided on 26 foot wide streets. The City Council would like to restrict parking to one side based on safety as it ensures space for firetrucks.

3. Sidewalk

The City Council decided that they will not include sidewalks in the project. Councilmembers noted resident feedback for the reasoning and noted that it could always be installed in the future.

Motion by Councilmember DeLuca, seconded by Councilmember Cahill to approve Resolution 17-1218-06.

Roll Call Vote:

Fay: Aye

DeLuca: Aye

Broda: Aye

Cahill: Aye

Maas-Kusske: Aye

Motion passed, 5-0.

K. Change Order #1 Well Number 4

City Engineer Boyum stated the first change order for Municipal Builders for Well Number 4 is in the amount of \$6,498.44. Boyum stated there were 5 items on the change order and these items were requested by the Public Works Department.

Councilmember Fay asked if this is a request for payment for work already complete or if this is a request to complete the work emphasizing that the City Council would like the opportunity to discuss before work is approved. City Administrator Schoen stated this is a request to complete the work and added that typically a change order would be on the consent agenda, but he put it as a regular agenda item as he knew discussion would be desired.

Councilmember Fay asked if the work would be completed by contractor or subcontracted. City Engineer Boyum replied it would be completed by the contractor.

Councilmember Fay inquired why public works was not painting the pump facility. City Administrator Schoen stated it is important to have it professionally done. Schoen added that overall it is important to complete the project right as water facility maintenance for public works is demanding.

Councilmember DeLuca asked if the painting is necessary. City Administrator Schoen stated he thought it was important from an aesthetic standpoint. City Engineer Boyum added that the paint used helps prevent rusting.

Councilmember DeLuca inquired where the funds would be withdrawn from. City Administrator Schoen stated there is money left in the project budget so it would come from the bonded dollars.

Motion by Councilmember Cahill, seconded by Councilmember Broda, to approve Change Order #1 for Well Number 4. Motion passed, 5-0.

L. Review Liquor License Applications

City Administrator Schoen stated there are five establishments (Monies, Blackwater, Liquor Depot, McGarry's, and M&M Liquor) that sell alcohol in the City. Schoen noted there are different types of licensing for the different ways in which alcohol is sold. Schoen stated that all of the applicants are repeat applicants. Schoen requested that the Council approve the applications pending the background checks which are still being completed by West Hennepin Public Safety.

Councilmember Cahill commented that the applications contain a lot of personal information and asked if in the future they could be approved without including them in the packet. Councilmember Broda echoed Councilmember Cahill's concerns.

Motion by Councilmember Fay, seconded by Councilmember Cahill, to approve the Liquor License applications pending the background checks. Motion passed, 5-0.

M. Review Tobacco License Applications

City Administrator Schoen stated there are two establishments, Monies and Liquor Depot, requesting a Tobacco License. Schoen noted that McGarry's did not request a Tobacco License unlike they did in the past. Schoen again requested that the Council approve the applications pending the background checks.

Motion by Councilmember Broda, seconded by Councilmember Cahill, to approve the Tobacco License Applications pending the background checks. Motion passed, 5-0.

11. COUNCIL REPORTS & OTHER BUSINESS

A. City Council Reports

Councilmember Cahill stated she attended the Planning Commission meeting. She noted that the meeting did not include any applicants or action, but there was good discussion. Cahill noted two themes from the meeting: how to encourage businesses and residents to beautify their properties and inquiring how enforcement and compliance with ordinances and CUPs is going.

Councilmember Fay reported that the Pioneer-Sarah Watershed meeting was cancelled due to the lack of an agenda. Fay shared that he attended View Santa at Northside Park. Fay added that he has been regularly attending Orono Rotary meetings with Mayor Maas-Kusske and noted that discussion is underway regarding coordination of a street dance between the City and Orono Rotary.

Councilmember DeLuca had nothing to report.

Councilmember Broda had nothing to report.

Mayor Maas-Kusske shared she attended the Police Commission meeting along with Councilmember DeLuca and that the budget was passed. Mayor Maas-Kusske added that she also attended the Regional Council of Mayors, Northwest Hennepin League and the Metro Meeting held by the League of Minnesota Cities. She thanked City Council and Staff for their hard work and commended the great work done with the City's budget. Mayor Maas-Kusske also thanked West Hennepin Public Safety for their work with View Santa as well as their partners including the Museum who provided cider and cookies, the Chamber who completed the tree lighting ceremony, and the Fire Department who provided the fire pits.

12. VISITORS TO BE HEARD

There were no visitors.

13. ADJOURNMENT

Motion by Councilmember Broda, seconded by Councilmember DeLuca, to adjourn the meeting. Motion passed, 5-0. Meeting adjourned at 9:50 p.m.

Respectfully submitted,

Nicole Kathman
Assistant to the City Administrator

MINUTES
MAPLE PLAIN CITY COUNCIL – WORKSHOP
MAPLE PLAIN CITY HALL
December 18, 2017
5:30 p.m.

1. CALL TO ORDER

Mayor Julie Maas-Kusske called the workshop to order at 5:30 p.m.

Present: Mayor Julie Maas-Kusske, Councilmembers Dominic Broda, Caitlin Cahill, Mike DeLuca and John Fay. Also Present: City Administrator Robert Schoen, Assistant to the City Administrator Nicole Kathman, Fire Chief Justin McCoy, and Fire Relief Association President Ray McCoy.

2. ADOPT AGENDA

Motion by Councilmember Cahill, seconded by Councilmember Broda, to pass the agenda. Motion passed, 5-0.

3. FIRE RELIEF ASSOCIATION

Fire Chief Justin McCoy provided an overview of the Fire Relief Association noting that the board is made up of 6 Firefighters, the Fire Chief, the City Administrator, and a City Councilmember. Fire Chief Justin McCoy stated that in 2014/2015, the Fire Relief Board put together a 5 year plan to increase the lump-sum payout from \$2,400 to \$3,000 for each year of service. Fire Chief Justin McCoy noted that increasing the lump-sum payout incrementally makes it so firefighters retire when they want to instead of when there is a large increase which makes personnel planning easier.

Fire Relief Association President Ray McCoy stated that the investment portfolio is ahead of projections which assume a 5% rate of return. Ray McCoy stated that as of October 31, 2017, the portfolio balance is \$1,246,407 which is approximately 105% funded. Ray McCoy also added that the board recommends to the City Council to increase the yearly pension amount from \$2,600 to \$2,700 for 2018.

Councilmember DeLuca expressed concern that the portfolio rate of return earnings were less than the market. DeLuca stated that the investment policy should be reexamined as earnings affect the ability to raise the lump-sum payout as well as the City is liable if the funds are below the state threshold of 90% funded.

Mayor Maas-Kusske shared that she will be abstaining in the vote at the City Council Meeting as her husband is a firefighter on the Maple Plain Fire Department.

4. WATERSHED ITEMS

Councilmember Fay noted items/reminders from the Pioneer Sarah Creek Watershed Management Commission including:

- Jim Kujowa, HCDES still needs a copy of an “Operations and Maintenance Agreement for a bio-filtration filter,” dated September 6, 2016
- Cities should bring forth projects for the water-shed CIP for 2019 and after

- The local water plans within the Comp 2040 plan is a time-sensitive document as many agencies must look at it
- The City of Maple Plain committed to completing a “ravine study” in 2018

City Administrator Schoen acknowledged all of the items/reminders.

5. JANUARY JOINT PARK COMMISSION MEETING DATE

City Administrator Schoen asked the City Council for dates that would work for a joint meeting with Parks Commission and City Council in January. City Councilmembers noted that January and February are busy months. It was decided that a joint meeting will be held instead of a regular Parks Commission meeting on Monday, March 19 at 5:30 pm.

6. COMPREHENSIVE PLAN DATES

City Administrator Schoen asked the City Council for dates that would work for a joint meeting with the Planning Commission to discuss the Comprehensive Plan. Schoen noted the regular Planning Commission meeting is scheduled for Thursday, January 4 at 6:00 pm. It was determined that January 4th would not work for all of Council and that Mondays tend to work well. City Administrator Schoen asked each Councilmember to send him a list of Mondays in January that would work and stated he would determine a date and inform the Council.

7. HOLIDAY PARTY

Mayor Maas-Kusske shared with the City Council her idea of having a holiday gathering with City Council and City Staff. While City Council liked the idea of gathering, the holiday season and the first couple months after were busy. City Council decided that a social gathering would be held in either the spring or summer.

8. CITY ADMINISTRATOR GOALS AND OBJECTIVES

City Administrator Schoen stated that there would be no administrative reports at the December Council Meeting and that the reports would include both December and January at the January Meeting. Schoen also clarified the presentation from Delano Senior Center’s Coordinator Nick Neaton at the December Council Meeting is only informational.

9. CITY ADMINISTRATOR WEEKLY UPDATE

Councilmember DeLuca requested too add the section “Compliance” to the weekly update. DeLuca stated he wanted it to include updates on multiple CUPs and follow-up on other unmet commitments that were made to the City. City Administrator Schoen indicated he would add this section.

10. OTHER BUSINESS

There was no other business.

11. ITEMS FOR NEXT WORKSHOP

No items were brought forward for the next workshop.

12. ADJOURNMENT

Motion by Councilmember DeLuca, seconded by Councilmember Cahill, to adjourn the workshop. Motion passed, 5-0.

Respectfully submitted,

Nicole Kathman
Assistant to the City Administrator



Agenda Information Memorandum
February 26, 2018 - Maple Plain City Council

6. ADMINISTRATIVE REPORTS
A. CITY ENGINEER JANUARY AND FEBRUARY MONTHLY REPORT

ACTION TO BE CONSIDERED

To receive and accept the monthly report for January and February from City Engineer Dan Boyum.

FACTS

- See attached.

ATTACHMENTS

- Monthly Engineering Report – January & February

To:	Honorable Mayor and Council, City Staff City of Maple Plain	From:	Dan D. Boyum City Engineer
File:	193801804	Date:	February 22, 2018

Reference: Monthly Engineering Report – January and February

The purpose of this update is to provide you with information on various projects and engineering activities since the last report.

Well No. 4

- Prepared Change Order No. 1.
- Forwarded information to auditors.
- Reviewed punchlist with Public Works.
- Prepared Payment Request 3 & Final to Municipal Builders, Inc.
- Total Controls is working with Public Works on a few remaining control items. Total Control's work is being done under a separate contract than Municipal Builders, Inc.

2018 Street Improvements

- Preparations for and attendance at the Public Hearing in December.
- Worked on Design.
- Updated private utilities on the project.
- Collected additional information on water/sewer services from Public Works.
- Reviewed on-site drainage feedback from property owner.
- Prepared information on water main replacement due to corrosion by US 12.
- Prepared for and attended Open House meeting.

Elim Property – Baker Park Road

- Forwarded drainage information to developer's engineer.
- Attended meeting with Staff and the developer's engineer/architect.

Miscellaneous

1. Prepared monthly engineering report.
2. Attended staff and council meetings.
3. Prepared preliminary figure drawings for Comp Plan and reviewed transportation items.
4. Forwarded cost breakdowns to City Staff on the CIP program.
5. Reviewed ROW Permit information with Hennepin County Staff related to 1570 Halgren Road and updated Staff.
6. Forwarded utility record plan information to MNDOT.
7. Responded to Hennepin County on bike/walk feedback.
8. Forwarded water supply plan checklist to Staff and started on data collection.
9. Reviewed MS4 permit with Staff.

Memorandum

To: Mayor and City Council

From: Mark Kaltsas, City Planner

CC: Robert Schoen, City Administrator

Date: January 22, 2018

Re: **Planning Update December 2017, January 2018**

Meetings:

- **Staff Meetings** – Four (4) staff meetings to discuss current project status/issues – comprehensive plan, discussed gateway property potential redevelopment, discussed downtown redevelopment, discussed North Side Park development and phasing, discussed potential nuisance violations for several properties, discussed questions relating to several miscellaneous property use questions.
- Two (2) meetings with the City and potential developer of gateway property to review potential development.
- One (1) meeting with City to review North Side Park and Comprehensive Plan.
- One (1) meeting with downtown developer to discuss redevelopment.

Correspondence:

Staff has had correspondence with various constituents over the course of the last month, including the following:

- Correspondence and review of the potential development of the Baker Park Road property.
- Correspondence and work on information pertaining to downtown redevelopment.
- Correspondence regarding the comprehensive plan mapping and exhibits.
- Staff has had correspondence with developers, builders and residents regarding building setbacks, zoning and other related planning questions.
- Work on deal points and correspondence for potential purchase agreement of Baker Park Road property.

Memorandum

To: Mayor and City Council
From: Mark Kaltsas, City Planner
CC: Robert Schoen, City Administrator
Date: February 26, 2018
Re: Planning Update February 2018

Meetings:

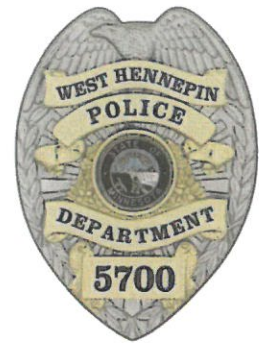
- **Staff Meetings** – Two (2) staff meetings to discuss current project status/issues – comprehensive plan, discussed gateway property potential redevelopment, discussed downtown redevelopment, discussed North Side Park development and phasing, discussed TIF presentation to EDA and potential nuisance violations for several properties, discussed questions relating to several miscellaneous property use questions.
- One (1) EDA meeting to discuss downtown redevelopment project.

Correspondence:

Staff has had correspondence with various constituents over the course of the last month, including the following:

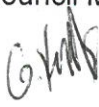
- Correspondence and review of the potential development of the Baker Park Road property. Staff has had several conversations, provided ordinance requirements and reviewed plans relating to the proposed redevelopment of this property.
- Correspondence and work on information pertaining to downtown redevelopment.
- Correspondence regarding the comprehensive plan mapping and exhibits.
- Staff has been working with and providing potential development information relating to the Spring Avenue property and the vacant 3-acre parcel on Budd Ave.
- Staff has provided information and had correspondence with Collision Corner pertaining to a CUP amendment to add a paint booth.

- Staff has had several discussion and reviewed three different sign permit applications for commercial properties within the City.
- Staff has had correspondence with developers, builders and residents regarding building setbacks, zoning and other related planning questions.



Date: January 4, 2018

To: Public Safety Commissioners
City of Independence Council Members
City of Maple Plain Council Members

From: Director Gary Kroells 

SUBJECT: DECEMBER 2017 ACTIVITY REPORT

The purpose of this report is to give the reader a quick overview of the activities of the Public Safety Department each month. It also compares monthly and year-to-date information to the reader.

The report is broken down into five categories, as defined by the Criminal Justice Reporting System.

CRIMINAL-- Criminal is broken down into Part I and Part II crimes.

Part I includes crimes against persons versus crimes against property; criminal homicide, forcible rape, robbery assault, aggravated assault, burglary -breaking or entering, larceny-theft, larceny analysis, motor vehicle theft and arson.

Part II includes other assaults, forgery and counterfeiting, fraud, embezzlement, stolen property, buying, receiving, possession; vandalism, weapons, carrying, possessing, etc.; prostitution and commercialized vice, sex offenses; drug abuse violations, gambling, offenses against the family and children, driving under the influence, liquor laws, drunkenness, disorderly conduct, vagrancy, all other offenses, suspicion, curfew and loitering laws - persons under 18; and runaways - persons under 18.

TRAFFIC-- Includes violations of the road and driving laws.

PART III-- Lost and Found: Includes lost and found persons, animals, and property, and stalled and abandoned vehicles.

PART IV-- Casualties: Includes all motor vehicle accidents, boating, and snowmobile; public home occupational accidents, fires, suicides, sudden deaths, burning permits, and burning violations.

PART V-- Miscellaneous Public: Includes open doors, gun permit applications, suspicious activities, animal complaints, motorist assists, alarm calls, parking complaints, house checks, driving complaints, civil matters, family disputes, department assists.

The balance of the report shows the total number of incidents handled, miles driven and how the Public Safety Department received calls. If anyone should desire more detailed statistical data, please contact my office.

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West Hennepin Public Safety Department
1918 County Road 90 / Maple Plain, Minnesota 55359
Phone: (763) 479-0500 / Fax: (763) 479-0504
Web Address: <http://www.westhennepin.com> E-mail: westhennepin@westhennepin.com

Monthly Activity Report

December 2017

Offense	This Month	Same Month Last Year	This Year To Date	Last Year To Date
City Of Independence				
Criminal	4	11	64	125
Traffic	122	109	1,911	2,342
Part III	7	12	84	136
Part IV	33	33	318	414
Part V	124	130	1,786	1,985
Total City of Independence	290	295	4,163	5,002
City Of Maple Plain				
Criminal	3	6	58	81
Traffic	52	78	1,175	1,094
Part III	1	7	48	88
Part IV	21	24	196	232
Part V	98	122	1,578	1,619
Total City Of Maple Plain	175	237	3,055	3,114
Grand Total Both Cities	465	532	7,218	8,116
TZD	0	12	283	538
Agency Assists	28	26	645	585
Total ICR Reports	493	570	8,266	8,713
Mileage	10,063	13,110	145,473	155,371
How Received				
Fax	13	10	136	123
In Person	40	23	338	408
Mail	2	0	19	23
Other	2	2	48	59
Phone	29	25	367	413
Radio	165	173	2,202	2,543
Visual	215	299	4,613	4,503
Email	6	1	68	48
Lobby Walk In	21	37	475	593
				8,713
Total	493	570	8,266	8,713

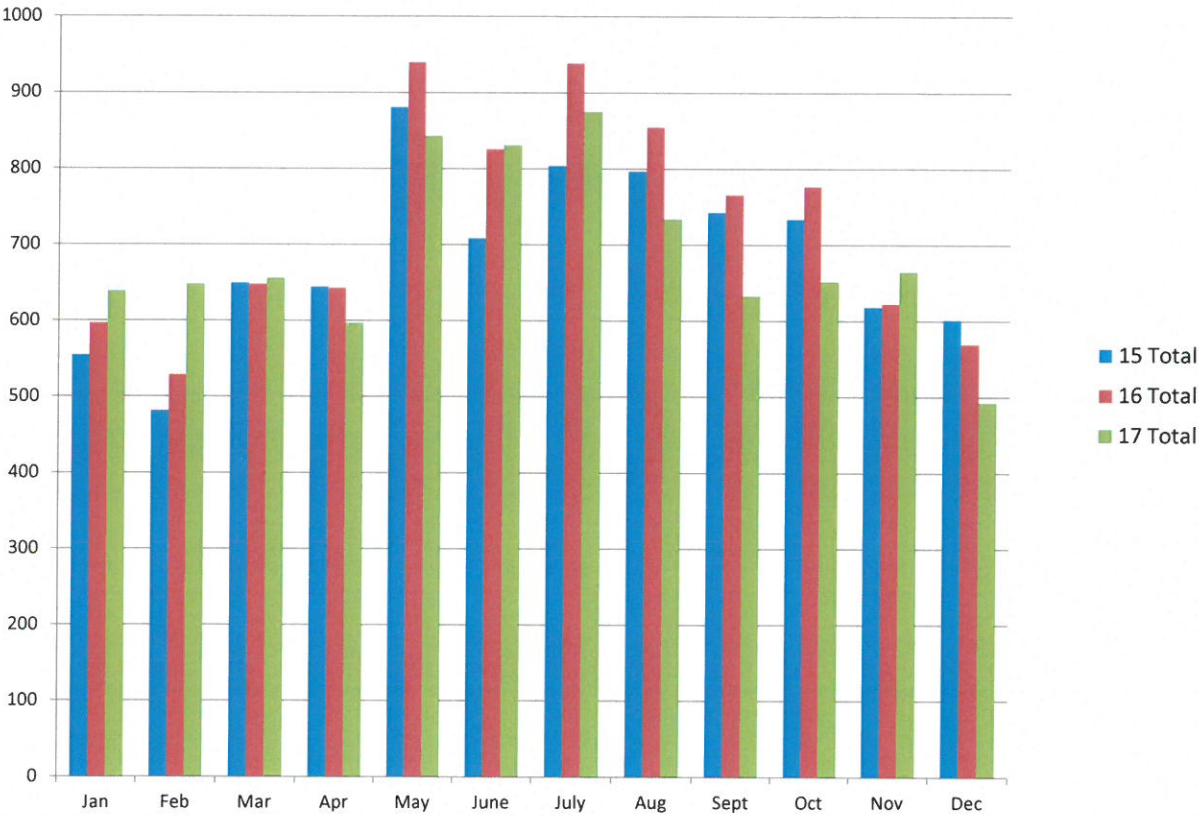
December 2017 Criminal Part I & II
City of Independence Grid #'s 3-5

AGN	ICR	Title	Create Date	Grid #	Reported Date	MOC range
WHPS	17007843	Damage to Vehicle	12/6/2017	3	12/6/2017	P3119
WHPS	17007970	Theft from Auto	12/11/2017	3	12/11/2017	TC229
WHPS	17008101	Theft from Auto	12/20/2017	4	12/20/2017	TD159
WHPS	17008183	3rd Degree DWI/B-Card Violation	12/25/2017	3	12/25/2017	JFWA1

City of Maple Plain Grid # 1-2

AGN	ICR	Title	Create Date	Grid #	Reported Date	MOC range
WHPS	17007821	5th Degree Domestic Assault	12/4/2017	1	12/4/2017	AL312
WHPS	17007977	Domestic/DANCO Violation & 5th Degree Assault	12/11/2017	1	12/11/2017	A430A
WHPS	17008187	Damage to Property - Mail Boxes	12/26/2017	1	12/26/2017	P3119

THREE YEAR COMPARISON OF POLICE CALLS FOR SERVICE & ACTIVITY



DIRECTOR'S NEWS & NOTES

WEST HENNEPIN PUBLIC SAFETY December 2017 Activity Report

Year to Date Activity Report

At the end of December 31, 2017 West Hennepin Public Safety (WHPS) handled a total of 8,266 incident complaints, 3,055 in Maple Plain and 4,163 in Independence. For the month of December 2017, WHPS handled 175 incidents in Maple Plain and 290 incidents in Independence.

The Criminal Part I and Part II cases for both cities have been highlighted for your review on the attached documents.

Recent Highlighted Cases:

Birth of Baby

Dec 4 Ingerson Rd, Independence. Reported female was in labor and eminent birth of a baby. Police arrival found mother holding newborn. Police and MP Fire assisted clearing the baby's airway. Mother and newborn were transported to the hospital by ambulance.

Utility Problem

Dec 5 Hwy 12/ Baker Park Rd, Maple Plain. Reported the stop lights were not working and caller thought the lights were green in all directions. The stop lights were frosted over. MN DOT was called to respond and repair.

Crash

Dec 6 Baker Park Rd / Hwy 12, Maple Plain. Motorist was at the stop light and accidentally hit the gas instead of the brake and ran into the back of a stopped vehicle. The driver of the struck vehicle had back pain and North Memorial Ambulance assessed him. The driver refused transportation to the hospital.

Harassment

Dec 6 5000 Main Street, Maple Plain. Resident received a threatening text from a male who was trespassed from the residence. The male was contacted and told not to contact the resident.

Open Door

Dec 8 3900 Independence Rd, Independence. Caller reported a garage door was open on a house that is vacant and for sale. Police checked the house and found the garage door was closed and the house was secure.

Disturbance

Dec 10 6:41 p.m. Reported someone was knocking on windows at a business at 5500 Pioneer Creek Dr., Maple Plain. Police arrival the business employee was talking with a neighboring business owner who had been knocking on the windows to let them know she was coming into work.

Theft from Auto

Dec 11 6200 Hwy 12, Independence. Reported plumbing items were stolen from a company truck. Stolen were several sections of copper, pipes and brass fittings. Video from the surveillance camera is being viewed. Case under investigation.

DANCO Violation / 4th Degree Assault

Dec 11 Reported a rolling domestic coming from Wayzata through Orono, Medina and entering Maple Plain. The vehicle was found at 1800 Budd Ave., Maple Plain. The driver, Robert Willard Hammond, 30 of Minneapolis was arrested and transported to jail for Misdemeanor Domestic Abuse No Contact Order Violation. Passenger victim Stephanie Rose Hammond, 32 of Minneapolis was found intoxicated. While being treated, she kicked an Emergency Medical Staff. Charges are pending for 4th Degree Assault.

Suspicious Act

Dec 13 3:45 a.m. Police observed a vehicle make a U-Turn at Lake Sarah Dr / CR 92, Independence and stopped on the side of the road. Police contact with the driver who was holding a pair of binoculars, had a spotlight in the center cup holder and the vehicle was full of hunting equipment. The driver stated he was heading to Kimball to go bow hunting.

Scam Letter

Dec 14 6000 Woodhill Lane, Independence. Resident received a threatening letter from an anonymous sender requesting Bitcoin payment. Case is under investigation.

Suspicious Act

Dec 16 3:33 a.m. Police observed a vehicle backed up to the front door of a residence 2000 Nelson Rd, Independence with the vehicles rear hatch open and interior light on. Homeowner was contacted and everything was fine.

Truck Roll-Over Crash

Dec 18 7300 Hwy 12, Independence. Semi-truck rolled over and the driver extracted himself from the truck and was treated by North Memorial Ambulance emergency personnel. Highway 12 traffic was diverted for several hours while the semi was pulled out from the ditch.

Medical

Dec 19 400 Nelson Rd, Independence. Construction worker injured. Delano Fire and North Memorial Ambulance were started. Before Police and emergency responders arrived, coworkers transported the injured person to the hospital in a private car. Call was cancelled.

Suspicious Vehicle

Dec 20 10:42 a.m. Resident reported a vehicle was driven very slowing down their street, 5000 Timber Trail, Independence. The resident felt they were possibly looking for packages on front door steps. The vehicle was not located.

Theft from Auto

Dec 20 5000 Lake Sarah Heights Dr. Independence. Resident reported sometime between 12/18 and 12/19 someone went into her unlocked vehicle that was in her driveway and stole her purse. Also a second vehicle had been gone through. Case under investigation.

Stall

Dec 22 CR 6 / CR 19, Independence. Vehicle was stalled in the intersection and the driver had called for tow assistance. A passerby helped Police push the vehicle out of the intersection to a safe spot to wait for the tow truck.

Smoke Smell

Dec 23 1800 Newport Street, Maple Plain. Police dispatched for a smell of something burning. Maple Plain Fire assisted and no fire or smoke was found. Determined the smell was coming from the washing machine in the laundry room in the basement which was full of water and not draining. Maintenance was contacted.

Mailbox Damage

Dec 23 2900 Lindgren Lane, Independence. Homeowner reported sometime overnight someone hit her mailbox as well as two others that are attached to hers. Estimate lost \$150.00.

Alarm

Dec 23 18 Golf Walk, Independence. Dispatched for alarms covering multiple areas at a business were activated. Police made contact with two cooks in the kitchen who forgot their key to the building and their boss had unlocked the building for them. No issues found.

Harassment

Dec 24 1560 Howard Ave. Maple Plain. Complainant wanted Police to talk with a tenant with the rules of the apartment complex; such as dog rest areas and parking spots. Police advised no criminal issues occurring and would not respond to investigate where the dog goes to the bathroom. Advised for the complainant to bring her complaints to management instead of the tenant.

Unwanted Person

Dec 24 11:35 p.m. 1900 Highsted Dr. Independence. Resident reported unwanted person in her residence. Person was hired to watch her dogs, had lied to the homeowner, had shut off the house cameras and had another person in the house. Police contact with the hired person, she was advised they had to leave and she gathered her items and both persons left. Caretaker secured the residence.

3rd Degree DWI / B-Card Violation

Dec 25 8:17 p.m. Complaint of a vehicle all over road at Hwy 12/ CR 90, Independence. Police contact with driver Brent Jay Mead, 69 years old of Mountain View, AR, provided a breath sample which resulted in .17 breath alcohol concentration. Mead was transported to Hennepin County Jail, booked on 3rd Degree DWI and B-Card Violation.

Mailbox Damage

Dec 26 5200 Manchester Dr., Maple Plain. Management reported someone had bent the aluminum back on the top row of apartment mailboxes. Possibly happened on Dec. 21st. Case is under investigation.

Coyote Sighting

Dec 27 2:25 p.m. 5900 Merz Way, Independence. Caller reported saw either a small wolf or coyote walk across Becker Rd towards a house that she knows has small children. Caller did not know the family or how to contact them to warn them. Police checked the area and did not locate any wild animals.

Verbal Domestic

Dec 28 5200 Manchester Dr., Maple Plain. Neighbor reported arguing and a loud banging noise coming from an apartment. Police contact with residents found verbal argument occurred, nothing physical. Both persons agreed to be separated for the evening.

Crash / PD

Dec 28 WHPS Patrol responded to 6 calls of vehicles in the ditch and property crashes due to the roads covered in ice, snow and were slippery in the cities of Maple Plain and Independence.

Crash

Dec 28 10:19 a.m. 8000 CR 11, Independence. Motorist stated the roads were covered in ice and snow, were slippery and he went off the road, hit a driveway approach and the vehicle went airborne, crashing into the ditch. Damage to landscaping near the driveway and the vehicle was towed from the scene. No injuries.

Personal Injury Crash

Dec 29 Reported personal injury crash at 7400 CR 6, Independence. Police found a Motorist trapped inside his vehicle, had back pain and stated he was struck by another vehicle which was down the road. Maple Plain Fire Rescue responded and extricated the male who was transported to the hospital by ambulance. The driver of the striking vehicle was w/b CR 6, noticed the motorist's vehicle was not negotiating the turn and could not avoid the crash. Driver and her passenger were not injured. Both vehicles were towed from the scene.

Suspicious Activity

Dec 29 1500 Budd Ave., Maple Plain, Delayed report of a male who attempted to enter a residence the night before at 10:30 p.m., opened the screen door and was startled by the residents' son. The male ran. Male was wearing all black clothing and a black hoodie.

Fire Alarm

Dec 29 1500 Howard Ave., Maple Plain. Fire alarm sounding in an apartment. Resident admitted to smoking cigarettes in the apartment due to the cold weather. Alarms were reset and residence was aired out.

Hit and Run Property Damage

Dec 29 5000 Perkinsville Rd, Independence. Hit and run damage to a mailbox and sign post. Police found vehicle tracks w/b on Perkinsville Rd, leading north off the roadway, struck a mailbox, then struck a sign post and left the scene of the crash. Several pieces of vehicle parts left at the scene including a part number that was matched to a 2008 – 2012 Chev Malibu, The parts were a 'liver' color. Case pending investigation.

Vehicle Stalls

Dec 30 & 31 Police assisted with several vehicle stalls due the cold weather.



Date: February 2, 2018

To: Public Safety Commissioners
City of Independence Council Members
City of Maple Plain Council Members

From: Director Gary Kroells *G. Kroells*

SUBJECT: JANUARY 2018 ACTIVITY REPORT

The purpose of this report is to give the reader a quick overview of the activities of the Public Safety Department each month. It also compares monthly and year-to-date information to the reader.

The report is broken down into five categories, as defined by the Criminal Justice Reporting System.

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The balance of the report shows the total number of incidents handled, miles driven and how the Public Safety Department received calls. If anyone should desire more detailed statistical data, please contact my office.

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West Hennepin Public Safety Department
1918 County Road 90 / Maple Plain, Minnesota 55359
Phone: (763) 479-0500 / Fax: (763) 479-0504
Web Address: <http://www.westhennepin.com> E-mail: westhennepin@westhennepin.com

Monthly Activity Report

January 2018

Offense	This Month	Same Month Last Year	This Year To Date	Last Year To Date
City Of Independence				
Criminal	9	5	9	5
Traffic	115	107	115	107
Part III	8	1	8	1
Part IV	37	14	37	14
Part V	114	124	114	124
Total City of Independence	283	251	283	251
City Of Maple Plain				
Criminal	4	5	4	5
Traffic	85	107	85	107
Part III	1	1	1	1
Part IV	17	14	17	14
Part V	95	124	95	124
Total City Of Maple Plain	202	251	202	251
Grand Total Both Cities	485	502	485	502
TZD	1	1	1	0
Agency Assists	31	51	31	51
Total ICR Reports	516	553	516	553
Mileage	14,274	11,301	14,274	11,301
How Received				
Fax	18	8	18	8
In Person	30	18	30	18
Mail	0	3	0	3
Other	4	3	4	3
Phone	37	18	37	18
Radio	133	166	133	166
Visual	264	396	264	396
Email	6	3	6	3
Lobby Walk In	24	24	24	24
Total	516	639	516	639

January 2018 Criminal Part I & II

City of Independence Grid #'s 3-5

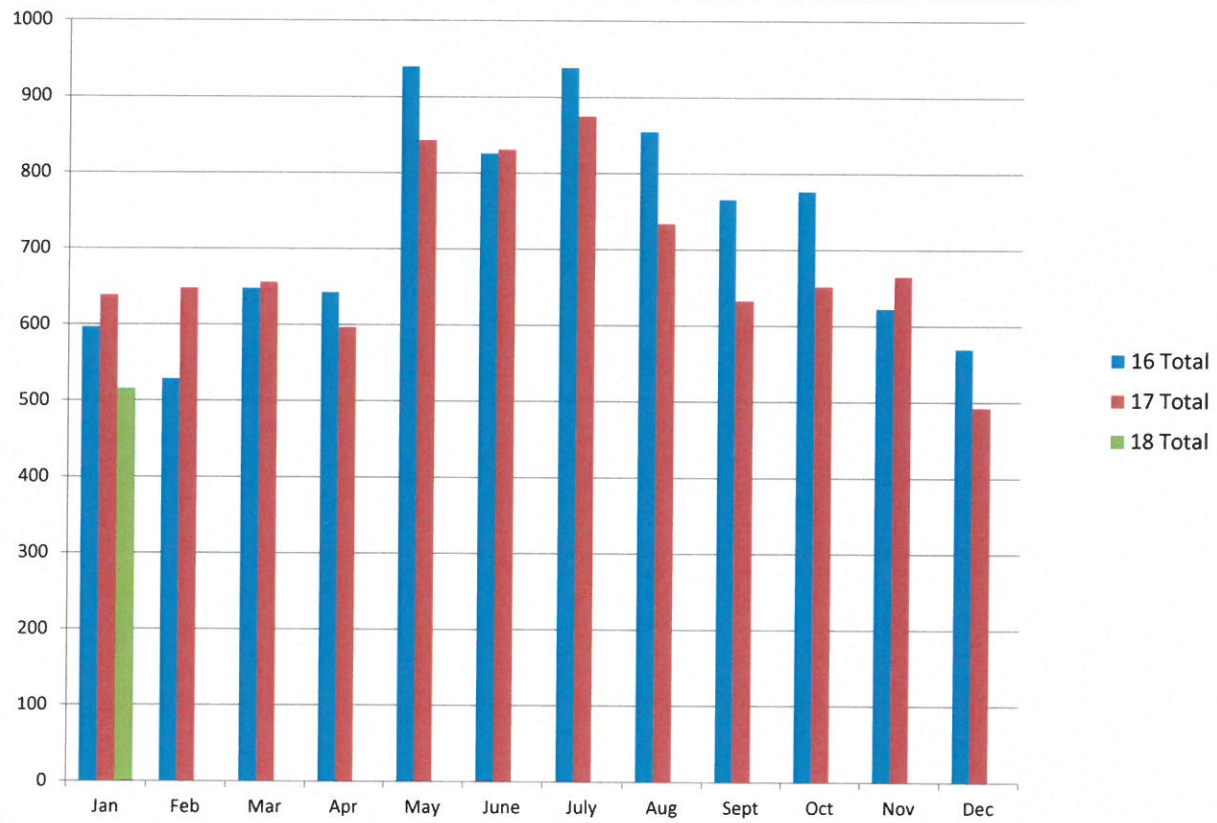
AGN	ICR	Title	Create Date	Grid #	Reported Date	MOC range
WHPS	18000043	Damage to Property - Unfounded	43104	3	43104	P3129
WHPS	18000048	4th Degree DWI	43104	3	43104	JGW01
WHPS	18000123	Possession of Drug Paraphernalia, Possession of Marijuana in MV, Possession of Tobacco by Minor	43109	3	43109	DC500
WHPS	18000216	Property Damage	43116	3	43116	P3119
WHPS	18000217	Burglary	43116	3	43116	B0064
WHPS	18000242	Possession of Drug Paraphernalia	43117	3	43117	DC500
WHPS	18000279	Crash/DWI- Operate Vehicle Under Controlled Substance / Possession of Marijuana in MV	43118	3	43118	DA540
WHPS	18000499	3rd Degree DWI	43131	3	43131	JFW01

January 2018 Criminal Part I & II

City of Maple Plain Grid # 1-2

AGN	ICR	Title	Create Date	Grid #	Reported Date	MOC range
WHPS	18000153	Theft	43110	1	43110	B4890
WHPS	18000193	Felony - Endanger Child - Could Cause Harm	43113	2	43113	I1109
WHPS	18000242	Possession of Drug Paraphernalia	43117	1	43117	DC500
WHPS	18000454	Possession of Drug Paraphernalia, Possession of Marijuana in MV, Possession of Tobacco by Minor	43128	1	43127	DC500

THREE YEAR COMPARISON OF POLICE CALLS FOR SERVICE & ACTIVITY



DIRECTOR'S NEWS & NOTES

WEST HENNEPIN PUBLIC SAFETY January 2018 Activity Report

Year to Date Activity Report

At the end of January 31st, 2018 West Hennepin Public Safety (WHPS) handled a total of 516 incident complaints, 202 in Maple Plain and 283 in Independence.

The Criminal Part I and Part II cases for both cities have been highlighted for your review on the attached documents.

Recent Highlighted Cases:

Domestic

Jan 1 5000 Main Street, Maple Plain. Police dispatched to a domestic and found both boyfriend and girlfriend intoxicated. The boyfriend stated he was drunk and arguing and called police before he did something stupid. Neither persons wanted anything done and both agreed to separate for the night and sober up.

Missing Person

Jan 2 5900 Three Oaks Ave. Maple Plain. Caller reported her father did not show up at her residence in Rockford to help her with frozen pipes. He was not answering his cell phone and wanted WHPS to check her father's home in Maple Plain. Police located the father at his residence in Maple Plain. He explained had left his cell phone at work, went to his daughters residence and since his daughter was not there, he fixed on the frozen pipes and came home. All was okay with the father.

Crash/PD

Jan 2 Hwy 12/ Baker Park Rd, Maple Plain. Driver stated traffic was stopping; he locked up the brakes and rear-ended a vehicle directly ahead of him. Driver was issued a citation for Failure to Drive with Due Care.

Domestic

Jan 3 5200 Bryantwood Dr. Maple Plain. Police dispatched for a physical domestic. Father reported his 23 year old daughter was intoxicated and causing problems. Police arrived and father stated that things had calmed down. The daughter stated her grandmother had just died, her father was being insensitive which started the fight and she just wanted to go to bed and things would be fine. Father would not provide details about the domestic and Police did not observe any injuries or signs of a struggle. Father was leaving for work. He was not concerned things would flare up again and the daughter could stay at the residence if she calmed down and went to bed.

Crash

Jan 3 Highway 12 / CR 90, Independence. W/B vehicle on Highway 12 turning to go s/b on CR 90 was struck by another w/b vehicle as it was turning. Driver of striking vehicle thought the vehicle was crossing Highway 12 but was not sure and struck the rear quarter panel of the turning vehicle. Striking vehicle had heavy front end damage and was towed from the scene. No injuries.

DWI

Jan 4 Traffic complaint a vehicle w/b on Highway 12 from CR 6, Independence. Police located the vehicle weaving all over the road, crossed double yellow line nearly causing a head on crash before it was stopped. Driver Timothy Lynn Vergin, 55 from Buffalo, stated he was a little bit in a hurry to get home to have dinner with his wife. Vergin submitted a breath test which resulted in .12 Breath Alcohol Concentration. Vergin was arrested for 4th Degree DWI and released to his wife.

Civil
Jan 5 5300 Sunset Lane, Independence. Complaint of ground stakes blocking the road right of way. Police found the stakes were placed there for snowmobile safety concerns surrounding the culvert.

Welfare Check
Jan 5 900 block CR 92, Independence. Homeowner requested a check on his dad who was home alone and he could not see him on the security camera. Police found the dad had fallen, had a small cut and determined he did not need to be transported to the hospital. Homeowner was advised of his dad's status.

Road Debris
Jan 6 Police found a recycling bin on its side and contents all over the road and ditch of Becker Rd / Pagenkopf Rd, Independence. It appeared someone grabbed the can from the end of the driveway and drove down the road while holding it out the window. Police picked up the garbage.

Dumping Complaint
Jan 8 5200 Bryantwood Dr Maple Plain. Complaint reported a vehicle backed up to the complex dumpster, emptied several bags of trash and was illegally dumping as did not believe they lived in the building. Police found the vehicle owner lived in the complex. No illegal dumping occurred.

Crash
Jan 8 Intersection of CR 6 /CR 83 / CR 110, Independence. Driver was e/b on CR 6 at CR 83 continued into the intersection and struck another vehicle that had already entered the intersection. Driver was issued citation for Fail to Yield. No injuries.

Civil Assist / Threat Report
Jan 9 5000 CR 11, Independence. Resident had a craigslist post and had provided the buyer with his address. Resident received a bizarre text message, with profanity and believed referenced a drug sale. Police attempted phone contact with the buyer but were unable to reach them. Police advised the resident to arrange a public meeting place to conduct sales to unknown persons in the future.

Internet Scam
Jan 9 1000 CR 83, Independence. Resident was playing a game on FB and a window popped up on his computer "Microsoft" needed to contact him to renew his antivirus software. Resident spoke with a male who claimed to be from Microsoft and gave him access to his computer. Resident was skeptical and called Police. Police advised him to discontinue interaction with the person, shut down his computer as they use the antivirus downloading as a front while they download all personal files from his computer to get his info on finances. Police advised to have his computer looked at before starting up again.

Suspicious Activity
Jan 9 2000 Independence Rd, Independence. Caller reported 2 people hiding behind an orange sled and two buckets, thought they were skipping school or hunting. Police checked the area and did not locate sled, buckets or persons.

Burglary
Jan 9 5000 Pioneer Creek Dr., Maple Plain. Business reported cash box and money was missing from the evening prior. Case is under investigation.

Traffic Complaint
Jan 10 Baker Park Rd / Hwy 12, Maple Plain Traffic complaint of vehicle passing on the shoulder of the roadway. Police contact with the driver who stated he pulled to the shoulder because he was having car troubles, tried to return into the traffic lane and no one would let him, He had to drive on the shoulder. He was advised to be more courteous when driving and pay attention.

Medical

Jan 12 1500 Wyman Ave. Maple Plain. Reported a male was threatening to commit suicide, was upset with his wife's struggle with ailments and his pain from a recent fractured shoulder. He was transported to the hospital.

Escort

Jan 12 11:14 p.m. Baker Park Rd / Hwy 12, Maple Plain. Pregnant female was waiting outside of a business for her ride to arrive. Her boyfriend was supposed to be picking her up and he was drinking somewhere and she could not get a hold of him. Police offered to give her a ride to her apartment, she accepted. Weather was -7 degrees and very cold wind chill.

School Bus Stop Arm Violation Add in 18000364

Jan 12 5000 Main Street E, Maple Plain. First Student bus driver reported the bus was stopped on Main Street E, Maple Plain, dropping off 2 students. The bus stop arm was out, flashing red lights activated, the school bus door open and students were about to walk off the bus when a Chevy Impala passed the bus on the right side of the bus where students were going to exit. The bus driver described the vehicle, gave the license plate # and description of the male driver. Police investigation located the vehicle at a business in Hamel with the suspected male driver matching the physical description given sitting inside the suspect vehicle. The 40 year old male from Glencoe recalled the incident and admitted to passing the school bus on the right side. He saw the stop arms out with the flashing red lights. He didn't think he would be able to stop as he has a hole in his brake line. Charges pending for School Bus Stop Arm violation.

Suicidal

Jan 13 5200 Bryantwood Dr., Maple Plain. Suicidal male was upset how his wife was treating him and his relationship with another woman and he got sick of it. He admitted to taking an unloaded hand gun, putting it to his head and pulling the trigger multiple times. Told his child say goodbye to Dad and stated he was going to kill himself. He was transported to the hospital and Hennepin County Child Protection notified of the incident. Criminal charges pending for child endangerment.

On January 24th the male was arrested for a Hennepin County Warrant for Gross Misdemeanor Child Endangerment. Police transported him to HC Jail.

Property Damage

Jan 15 5:34 a.m. CR 92 / Highway 12, Independence. Driver was e/b Highway 12 and lost control, striking the guard rail and then propelled across the Highway into the North ditch. The road was very icy and conditions were a factor. Driver was not injured and her father responded and picked her up. Vehicle was towed.

Vehicle in Ditch

Jan 15 6:19 a.m. Hwy 12/ CR 92S, Independence. Driver was e/b Highway 12, stated several vehicles attempted to stop and slow quickly causing her to brake quickly and she lost control due to icy road conditions. Vehicle was towed from the ditch, no injuries.

Vehicle in Ditch

Jan 15 6:20 a.m. Highway 12/ Mudd Lake, Independence. Driver lost control due to slippery road conditions and ended up in the ditch. She was ok and had arranged for a tow.

Crash

Jan 15 7:25 a.m. 6400 Highway 12, independence. Driver was w/b Highway 12 when he lost control due to icy road conditions. His vehicle left the roadway to the north, then struck a wooden fence and a tree. Damage sustained to a boat and trailer which were parked inside the fenced area. The owner of the fence was notified of the damage. Boat and trailer approx. loss \$1,000.00 and \$800.00 for the fencing.

Vehicle in Ditch

Jan 15 1:09 p.m. Baker Park Rd / Perkinsville Rd, Independence. Reported vehicle in the ditch. Police arrival, the vehicle was gone, no property damage observed.

Vehicle in Ditch

Jan 15 6:09 p.m. CR 50 /County Line Rd, Independence. Vehicle was in the ditch due to poor road conditions. Juvenile male driver was unable to reach his parents as they were on an airplane and did not have anyone to call or enough money to pay for a tow. A few passerby's stopped and helped push the vehicle out of the ditch.

Blocked Intersection

Jan 16 5000 Hwy 12, Maple Plain, Complainant reported snow piled high at the intersection at K-Bid prevented him from seeing w/b traffic on Hwy 12. Business was advised and would have their plow company deal with it.

Burglary

Jan 16 6200 Highway 12, Independence. Owner of Mini Storage reported 4 storage units had locks cut off or attempted to be cut. Contact with all tenants and at the time of report no items appear to have been taken. Hennepin County Crime Lab responded and photographed the scene and checked items for evidentiary value for further processing.

Crash / Arrest

Jan 16 CR 50 / County Line Rd, Independence. Driver was w/b on CR 50, went to turn left w/b on County Line Rd, the sun was in her eyes and she did not see another e/b vehicle approaching CR 50. She turned in front of the e/b vehicle, causing the vehicle to hit her vehicle. The driver, Melissa Franks 20 year old female from Delano was driving on a revoked license, unable to provide proof of insurance and she had an active Wright County Sheriff's Office warrant for 5th Degree Drugs. Franks was placed under arrest and Wright County Sheriff's Office took custody of her. Franks was issued a citation for DAR, No Proof of Insurance and Fail to Yield Right of Way.

Suspicious Vehicle

Jan 17 7:13 p.m. Reported a suspicious vehicle with the headlights on had been in the parking lot of the Maple Plain Family Center for over an hour. Police contact with the 31 year old female driver from Wayzata who had been sending text messages back and forth to her ex-boyfriend, arguing over some animals that were owned together. Everything was ok.

PD Crash/DWI Narcotics

Jan 18 Police responded to a vehicle crashed into a fence on CR 92 / Highway12, Independence. The driver, Nicholas Lawrence Nystul, 18 from Rockford stated a deer ran out in front of his vehicle. Police observed the tracks where the vehicle had left the road and asked Nystul again what happened. Nystul then admitted to accelerating hard out of a curve, losing control of the vehicle, Nystul spoke quickly and repeatedly interrupted the Police. Police spoke again with Nystul who then admitted to smoking marijuana two hours earlier and admitted there was marijuana in the vehicle. Police observed sitting in plain view a green leafy substance which appeared to be marijuana sitting in plain view on the driver floor mat. Marijuana had an estimated weight of 1.25 grams. A series of roadside sobriety tests, DRE evaluation and admission of drug use Nystul was arrested for DWI Operating Vehicle under Controlled Substance. Criminal charges pending.

Suspicious Vehicle

Jan 18 3000 CR 90, Independence. Homeowner reported someone had rang the doorbell and now is sitting in their truck at the end of their driveway. Police contact with the male driver who stated he had a dry wall job and the homeowner said he was going to be late in meeting him. The driver was given the wrong address and was leaving to go to the correct address in Greenfield. Police confirmed his story, no criminal activity found.

Animal Welfare Check

Jan 19 1000 Three Oaks, Maple Plain. Caller reported a frozen chicken with its feet sticking up out of the snow. Police contact with the homeowner who advised several of his chickens were killed by a predator and the snow melt exposed a chicken he had forgotten about. The chicken no longer had a head, indicating a raccoon or weasel predator killed it as they only eat the head and leave the body.

Animal Complaint

Jan 19 1000 Rainbow Ave., Maple Plain. Homeowner reported a large rodent ran into her window well and is still there. Police found a young muskrat in the egress window well and put wood down the sides of the sill for the muskrat to climb out. Homeowner was advised to leave the muskrat alone and he will climb out and continue on his way. A vehicle search

Suspicious Act – Mail Theft

Jan 20 5000 Amy Lane, Maple Plain. Homeowner reported a black SUV pulled up to her mailbox and took her mail. Homeowner checked her mailbox and there was no mail and she always has mail. SUV was not located.

Motorist Assistance

Jan 20 4000 Lake Sarah Dr., Independence. Motorist at the gas station stated his vehicle wouldn't start because the valet from earlier in the night forgot to give his key fob back. Police gave his wife a ride to their house to retrieve the spare key.

Suspicious Vehicle

Jan 22 Drake Street / Howard, Maple Plain. Caller reported a vehicle was observed driving slowly through the neighborhood and the driver approached at least one home. Police contact with the driver who was a sub-contractor looking for a job site address. Police confirmed the story and determined the driver was lost, no criminal activity was detected.

Property Damage – unfounded

Jan 22 5000 Pioneer Creek Dr. Maple Plain. Business reported weather stripping on their door was damaged; possibly from someone trying to break in. The door was checked and no damage was observed to indicate an attempted break-in. Possibly someone's clothing caught it while they were exiting the door and it was pulled off.

Traffic Complaint

Jan 22 3:24 p.m. Heavy snowfall. Reported a vehicle was stuck in the parking lot of Northside Park, Maple Plain. Police contact with the driver, 21 yoa male from Maple Plain who stated he got stuck prior to wanting to play in the fresh snow. Driver was warned he should not be doing donuts in the parking lot.

PD Crash

Jan 22 6:22 p.m. 6000 CR 11, Independence. Motorist was driving too close to the center line, over corrected causing her to lose control and enter the ditch. The motorist thought she had struck another vehicle. A passerby had witnessed the vehicle go into the ditch and stopped to offer her help. Passerby did not see another vehicle the motorist would have struck nor found vehicle parts on the roadway. Vehicle was towed from the ditch.

Harassment

Jan 23 5000 Highway 12, Maple Plain Complainant reported receiving harassing texted phone messages and phone calls from her estranged husband. Complainant stated the unwanted phone calls and text messages have been going on since they separated but this is the first time she made a report. Police contacted him to cease all communications. The estranged husband stated they always talk and tonight she just changed her mind after they started talking. Complainant resides in Wright County and was advised to make a report there. Both were going to get Order for Protection against each other.

Attempt to Locate – Agency Assist

Jan 24 1300 CR 83, Independence. A plane took off from Stearns County and did not show up at its destination. Stearns County Sheriff's Office requested assistance to check Independence airstrip. Police checked the airstrip, it had not been plowed, nothing found.

Civil Matter

Jan 27 2000 S. Lake Shore Dr, Independence. Male reported his mother and his sibling moved out of their house and thinks his dad is taking things out of the house and wanted to know if there was legal recourse. Advised it is a civil matter and to speak with his mother and their attorney.

Narcotics

Jan 27 11:38 p.m. Baker Park Rd, Maple Plain. Vehicle at the end of street with its headlights turned off. Police contact found three juveniles; Two 17 year old males one from Independence and other from Orono and 15 yoa male from Maple Plain who were 'hanging out'. 17 yoa males were cited for possession of marijuana, drug paraphernalia and tobacco; parents were contacted and picked them up. 15 yoa male admitted smoking MJ earlier, was transported home and his mother took custody of him.

Unwanted Person

Jan 28 5200 Manchester Dr, Maple Plain. Manager reported a male had been observed drinking in the apartment parking lot. Previous day the male was in the common area of the complex, she identified herself as manager and the male told her to mind her business and refused to answer her. Police assisted in identifying him and the manager completed a trespassing notice prohibiting him from the premises.

Traffic Complaint

Jan 29 5000 CR 11, Independence. Motorists reported she was tailgated and as she was slowing down to turn into her driveway a vehicle behind her sped up and passed on the left in a no passing zone. Motorist followed the vehicle. Police contact with the driver who said the motorist was speeding up and slowing down, the turn signal was on and passed three driveways, she thought the motorist was impaired. The driver was advised of the complaint as the motorist wanted the driver to know her actions were dangerous.

Open Door

Jan 29 11:34 p.m. Police found an open door of a business in the 5000 Industrial St. Maple Plain. Premise was checked and no one was inside. Contact with the business owner who had a couple employees out plowing snow and confirmed the vehicle in the parking lot was an employee's.

Medical

Jan 30 5000 Sunset Lane, Independence. Female was hearing voices and intentionally stabbed herself in the neck multiple times with a kitchen knife. She was transported to the hospital by ambulance on a welfare hold.

3rd Degree DWI

Jan 31 7:59 a.m. 4800 Perkinsville Rd, Maple Plain. Police dispatched from a homeowner who reported a vehicle was in the ditch. Driver Robert James Trudeau, 42 of Clay, MI was lost and while trying to turn around his truck and trailer got stuck. Trudeau submitted a breath test which resulted in .25 Breath Alcohol Concentration. Trudeau was arrested for 3rd Degree DWI and transported to HC Jail.

Property Damage Crash / Hit and Run

Jan 31 CR 6 / CR 83, Independence. Motorist reported a vehicle passed her w/b on CR 6 in a no passing zone, struck her vehicle, continued driving and she was following the truck. Police located the suspect vehicle CR 6 / Nelson Rd. Police contact with the driver who stated he had his music up loud, and did not feel a collision. MN State Crash report was written and a citation issued to the truck driver for Fail to Drive with Due Care.



Agenda Information Memorandum
February 26, 2018 - Maple Plain City Council

6. ADMINISTRATION MONTHLY REPORTS
D. Public Works November Monthly Report

ACTION TO BE CONSIDERED

To approve the Monthly Report for Public Works.

FACTS

Staff has been busy with seasonal projects and ongoing issues that include:

- Snow Plowing of roads and sidewalks
- UMR repairs of the water heater and entry heater of WTP.
- Worked with Tmobile for their system updates on the water tower.
- Worked with Stantec on the 2018 road project prep and plans.
- Ball field rock on Rainbow fields and Northside park softball
- WTP tank maintenance and cleaning.
- Worked on 2018 Water Supply data sheet
- Warming house at Rainbow park bath room cleaning
- Contacted Vessco for replacement of CL2 lines in WTP and calibrating CL2 meters
- Received Passing test level results from independent lab: ACZ labs, confirming that we are properly addressing Radium levels from Well #4 when blended with Well #3



Agenda Information Memorandum
February 26, 2018 - Maple Plain City Council

6. ADMINISTRATIVE REPORTS
E. ADMINISTRATION NOVEMBER MONTHLY REPORT

ACTION TO BE CONSIDERED

To approve the Monthly Report for City Administration.

FACTS

Staff has been working on the following projects:

- Staff has hosted and shared communications and received input for the 2018 street reconstruction project.
- Staff has continued working on potential development opportunities throughout the City.
- Staff has worked on amending many City Ordinances.
- Staff has begun working on the New City Website.
- Staff has completed the audit process.
- Staff has been working on long term financial planning for the City.
- Staff is working on the 2040 Comprehensive Plan.



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To: City Council
From: Nicole Kathman, Assistant to the City Administrator
Re: January 19, 2018
Date: Hennepin County Youth Sports Grant- Fall 2018 Agreement

Background

This past fall, the Parks Commission decided to apply for the Hennepin County Youth Sports Equipment Grant for permanent bases at multiple distances at Rainbow Park, field rakes, and two portable pitching mounds. A grant application was submitted for \$3,715. Orono Baseball Association committed \$800 and Orono Softball Association committed \$300 as matching funds.

In December, the Hennepin County Board approved granting the full amount requested. The City will be purchasing the equipment will receive reimbursement after. Orono Baseball Association and Orono Softball Association will be paying the City their contributions. There are no costs for the City of Maple Plain.

Agreement

The attached agreement is for the City Council to approve receiving the grant and is needed to move forward. The following are the main points of the agreement:

- The grant is for pitching mounds, bases, anchors, pitching rubbers, and rakes for Rainbow and Northside Parks.
- The City is the purchaser and is responsible for obtaining funds beyond the grant (in our case funds from the baseball and softball association)
- The City needs to provide messaging and marketing materials regarding the project in advance for review and approval
- The City needs to provide information, data, statistics, and other metrics within one year of completion and two years after- I anticipate this will simply be Orono Baseball and Softball Association participation numbers.
- Once the project is complete the City submits an Affidavit of Project Completion and invoices in order to receive reimbursement

**AGREEMENT FOR
Rainbow and Northside parks - Pitching mounds, bases, anchors, pitching rubbers and
rakes**

This Agreement is between the County of Hennepin, State of Minnesota ("COUNTY"), A-2300 Government Center, Minneapolis, MN 55487, and the City of Maple Plain located at PO Box 97 / 5050 Independence Street ("LOCAL UNIT OF GOVERNMENT " herein "LGU").

Recitals

1. Section 473.757, subd. 2 of Minnesota Statutes authorizes Hennepin County to make grants for youth activities and youth and amateur sports within Hennepin County with certain funds collected as part of the sales tax authorized in Section 473.757, subd. 10 of Minnesota Statutes.
2. Pursuant to Hennepin County Board Resolution 09-0320R3, Hennepin County created the Hennepin Youth Sports Program. The Hennepin Youth Sports Program makes grants for youth sports and activities and amateur sports within Hennepin County.
3. For 2017, as part of the Hennepin Youth Sports Program, by Resolution No. 17-0521, Hennepin County authorized an award of \$3,715 to the LGU for Rainbow and Northside parks - Pitching mounds, bases, anchors, pitching rubbers and rakes.

NOW, THEREFORE, the parties hereto do hereby agree as follows:

The parties agree as follows:

1. **TERM**
The LGU agrees to complete and provide all necessary documentation for payment for the Project described in Section 2 between January 1, 2018 and December 31, 2018.
2. **PROJECT, CONTRIBUTION, USE OF FUNDS, MARKETING AND REPORTING** The LGU shall be responsible for construction of the "Project" in accordance with the application submitted by the LGU to the Minnesota Amateur Sports Commission. The LGU's "Application" for the Project dated 12/6/2017 is on file with Hennepin County and this Application is incorporated into this Agreement by this reference.
Pursuant to the terms herein, the COUNTY shall contribute to the LGU an amount not to exceed \$3,715. The LGU shall be solely responsible for securing all additional funds needed for completion of the Project. The LGU shall use all funds received under this Agreement for construction of the Project.

The parties shall cooperatively and collaboratively develop Project marketing including but not limited to a permanent plaque or sign, news releases, public announcements, social media, video, civic opportunities, logos and community events. The LGU shall not unreasonably refuse or withhold participation from any COUNTY initiated marketing project, plan or strategy.

The LGU shall provide advance copy of the LGU's independently developed messaging and marketing materials regarding the Project to COUNTY for review and approval. COUNTY may, in its sole discretion, reject any proposed marketing if COUNTY determines the proposed marketing does not reflect the spirit or intent of the Project, this grant or is otherwise contrary to COUNTY's best interests.

Upon completion of the project, the LGU shall provide information, data, statistics and other metrics related to the project, facilities, participants and/or related activities, including but not limited to usage numbers, who is using the park, and what changes in usage were noted. This information shall be provided within one year of completion and on an annual basis for two years thereafter.

3. PAYMENT FOR SERVICES

Upon completion of the Project, the LGU shall submit a Certificate of Occupancy (when applicable) and/or an Affidavit of Project Completion (See Attachment A), as directed by COUNTY.

Upon COUNTY's confirmation that the Project is complete, the LGU shall submit invoices for Project expenses with a Reimbursement Request letter in substantially the same content and character as Attachment B.

If the total cost of the completed Project is less than the amount identified by the LGU in the budget the LGU submitted for the Project, the COUNTY's payment will be reduced based on a pro rata share of the difference between the budgeted amount and the actual amount.

Payment shall be made directly to the LGU upon the presentation of a complete claim in the manner provided by law governing the COUNTY'S payment of claims and/or invoices. Payment shall be made within forty-five (45) days from receipt of the invoice.

4. PROFESSIONAL CREDENTIALS

INTENTIONALLY OMITTED

5. INDEPENDENT CONTRACTOR

LGU shall select the means, method, and manner of performing the services. Nothing is intended or should be construed as creating or establishing the relationship of co-partners

between the parties or as constituting LGU as the agent, representative, or employee of the COUNTY for any purpose. LGU is and shall remain an independent LGU for all services performed under this Agreement. LGU shall secure at its own expense all personnel required in performing services under this Agreement. Any personnel of LGU or other persons while engaged in the performance of any work or services required by LGU will have no contractual relationship with the COUNTY and will not be considered employees of the COUNTY. The COUNTY shall not be responsible for any claims that arise out of employment or alleged employment under the Minnesota Economic Security Law or the Workers' Compensation Act of the State of Minnesota on behalf of any personnel, including, without limitation, claims of discrimination against LGU, its officers, agents, LGUs, or employees. LGU shall defend, indemnify, and hold harmless the COUNTY, its officials, officers, agents, volunteers, and employees from all such claims irrespective of any determination of any pertinent tribunal, agency, board, commission, or court. Such personnel or other persons shall neither require nor be entitled to any compensation, rights, or benefits of any kind from the COUNTY, including, without limitation, tenure rights, medical and hospital care, sick and vacation leave, Workers' Compensation, Re-employment Compensation, disability, severance pay, and retirement benefits.

6. NON-DISCRIMINATION

A. In accordance with the COUNTY's policies against discrimination, LGU agrees that it shall not exclude any person from full employment rights nor prohibit participation in or the benefits of, any program, service or activity on the grounds of race, color, creed, religion, age, sex, disability, marital status, sexual orientation, public assistance status, or national origin. No person who is protected by applicable Federal or State laws against discrimination shall be subjected to discrimination.

7. INDEMNIFICATION

LGU agrees to defend, indemnify, and hold harmless the COUNTY, its officials, officers, agents, volunteers and employees from any liability, claims, causes of action, judgments, damages, losses, costs, or expenses, including reasonable attorney's fees, resulting directly or indirectly from any act or omission of LGU, a subcontractor hired by the LGU, anyone directly or indirectly employed by them, and/or anyone for whose acts and/or omissions they may be liable in the performance of the services required by this Agreement, and against all loss by reason of the failure of LGU to perform any obligation under this Agreement.

Nothing in this Agreement constitutes a waiver by the LGUs of any statutory or common law defenses, immunities, or limits on liability. The LGUs cannot be required to pay on behalf of themselves and COUNTY to a third party, any amounts in excess of the limits on liability established in Minnesota Statutes Chapter 466 applicable to any one party. The limits of liability for COUNTY and LGUs may not be added together to determine the maximum amount of liability for LGUs.

8. DATA PRACTICES

LGU, its officers, agents, owners, partners, employees, volunteers and subLGUs shall abide by the provisions of the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13 (MGDPA), the Health Insurance Portability and Accountability Act and implementing regulations, if applicable, and all other applicable state and federal laws, rules, regulations and orders relating to data privacy or confidentiality. If LGU creates, collects, receives, stores, uses, maintains or disseminates data because it performs functions of the COUNTY pursuant to this Agreement, then LGU must comply with the requirements of the MGDPA as if it were a government entity, and may be held liable under the MGDPA for noncompliance. LGU agrees to defend, indemnify and hold harmless the COUNTY, its officials, officers, agents, employees, and volunteers from any claims resulting from LGU's officers', agents', owners', partners', employees', volunteers', assignees' or subLGUs' unlawful disclosure and/or use of such protected data, or other noncompliance with the requirements of this section. LGU agrees to promptly notify the COUNTY if it becomes aware of any potential claims, or facts giving rise to such claims, under the MGDPA. The terms of this section shall survive the cancellation or termination of this Agreement.

9. RECORDS – AVAILABILITY/ACCESS

Subject to the requirements of Minnesota Statutes Section 16C.05, Subd. 5, LGU agrees that the COUNTY, the State Auditor, the Legislative Auditor or any of their authorized representatives, at any time during normal business hours, and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, etc., which are pertinent to the accounting practices and procedures of LGU and involve transactions relating to this Agreement. LGU shall maintain these materials and allow access during the period of this Agreement and for six (6) years after its termination or cancellation.

10. SUCCESSORS, SUBCONTRACTING AND ASSIGNMENTS

- A. LGU binds itself, its partners, successors, assigns and legal representatives to the COUNTY for all covenants, agreements and obligations contained in the contract documents.
- B. LGU shall not assign, transfer or pledge this Agreement and/or the services to be performed, whether in whole or in part, nor assign any monies due or to become due to it without the prior written consent of the COUNTY. A consent to assign shall be subject to such conditions and provisions as the COUNTY may deem necessary, accomplished by execution of a form prepared by the COUNTY and signed by LGU, the assignee and the COUNTY. Permission to assign, however, shall under no circumstances relieve LGU of its liabilities and obligations under the Agreement.

- C. LGU may subcontract for the services to be performed pursuant to this contract. Permission to subcontract, however, shall under no circumstances relieve LGU of its liabilities and obligations under the Agreement. Further, LGU shall be fully responsible for the acts, omissions, and failure of its subLGUs in the performance of the specified contractual services, and of person(s) directly or indirectly employed by subLGUs. Contracts between LGU and each subLGU shall require that the subLGU's services be performed in accordance with the terms and conditions specified. LGU shall make contracts between LGU and subLGUs available upon request.

11. MERGER AND MODIFICATION

- A. It is understood and agreed that the entire Agreement between the parties is contained herein and that this Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter. All items that are referenced or that are attached are incorporated and made a part of this Agreement. If there is any conflict between the terms of this Agreement and referenced or attached items, the terms of this Agreement shall prevail.
- B. Any alterations, variations, modifications, or waivers of provisions of this Agreement shall only be valid when they have been reduced to writing as an amendment to this Agreement signed by the parties.

12. DEFAULT AND CANCELLATION

- A. If LGU fails to perform any of the provisions of this Agreement or so fails to administer the work as to endanger the performance of the Agreement, it shall be in default. Unless LGU's default is excused by the COUNTY, the COUNTY may upon written notice immediately cancel this Agreement in its entirety. Additionally, failure to comply with the terms of this Agreement shall be just cause for the COUNTY to delay payment until LGU's compliance. In the event of a decision to withhold payment, the COUNTY shall furnish prior written notice to LGU.
- B. The above remedies shall be in addition to any other right or remedy available to the COUNTY under this Agreement, law, statute, rule, and/or equity.
- C. The COUNTY's failure to insist upon strict performance of any provision or to exercise any right under this Agreement shall not be deemed a relinquishment or waiver of the same, unless consented to in writing. Such consent shall not constitute a general waiver or relinquishment throughout the entire term of the Agreement.
- D. This Agreement may be canceled with or without cause by either party upon thirty (30) day written notice. If COUNTY cancels this Agreement without cause

upon thirty days written notice, COUNTY shall pay the LGU reasonable expenses incurred prior to the notice of cancellation.

- E. Provisions that by their nature are intended to survive the term, cancellation or termination of this Agreement include but are not limited to: INDEPENDENT CONTRACTOR; INDEMNIFICATION; DATA PRACTICES; RECORDS-AVAILABILITY/ACCESS; DEFAULT AND CANCELLATION; PROMOTIONAL LITERATURE; and MINNESOTA LAW GOVERNS.

13. CONTRACT PROCESSING AND ADMINISTRATION

The Minnesota Amateur Sports Commission (“MASC”) will serve as staff liaison in the grant process administration. Responsibilities will include but not be limited to: forwarding all required grant processing documents to LGU; and forwarding appropriate documents to COUNTY for processing and/or execution (i.e., grant contract and invoice requests). MASC will serve as contact for grant administration and/or processing inquiries.

Joe Mathews, or successor, shall manage this Agreement on behalf of the COUNTY and serve as contract liaison between the COUNTY and LGU.

14. COMPLIANCE AND NON-DEBARMENT CERTIFICATION

- A. LGU shall comply with all applicable federal, state and local statutes, regulations, rules and ordinances currently in force or later enacted.
- B. If the source or partial source of funds for payment of services under this Agreement is federal, state or other grant monies, LGU shall comply with all applicable conditions of the specific referenced or attached grant.
- C. LGU certifies that it is not prohibited from doing business with either the federal government or the State of Minnesota as a result of debarment or suspension proceedings.

15. NOTICES

Any notice or demand which must be given or made by a party under this Agreement or any statute or ordinance shall be in writing, and shall be sent registered or certified mail. Notices to the COUNTY shall be sent to the County Administrator with a copy to the originating Department at the address given in the opening paragraph of the Agreement. Notice to LGU shall be sent to the address stated in the opening paragraph of the Agreement.

16. PROMOTIONAL LITERATURE

LGU agrees that the terms “Hennepin County” or any derivative shall not be utilized in any promotional literature, advertisements of any type or form or client lists without the express prior written consent of the COUNTY.

17. MINNESOTA LAWS GOVERN

The Laws of the State of Minnesota shall govern all questions and interpretations concerning the validity and construction of this Agreement and the legal relations between the parties and their performance. The appropriate venue and jurisdiction for any litigation will be those courts located within the County of Hennepin, State of Minnesota. Litigation, however, in the federal courts involving the parties will be in the appropriate federal court within the State of Minnesota. If any provision of this Agreement is held invalid, illegal or unenforceable, the remaining provisions will not be affected.

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LGU AUTHORIZATION

*LGU: City of Maple Plain

By: _____

Its: _____

And: _____

Its: _____

organized under:

Statutory _____ Option A _____ Option B _____ Charter _____

*LGU shall submit applicable documentation (articles, bylaws, resolutions or ordinances) that confirms the signatory's delegation of authority. This documentation shall be submitted at the time LGU returns the Agreement to the COUNTY. Documentation is not required for a sole proprietorship.

COUNTY BOARD AUTHORIZATION

COUNTY OF HENNEPIN
STATE OF MINNESOTA

Reviewed by the County
Attorney's Office

By: _____
Chair of Its County Board

ATTEST: _____
Deputy/Clerk of County Board

Date: _____

Date: _____

And: _____
Assistant/Deputy/County Administrator

Date: _____

ATTACHMENT A

Affidavit of Project Completion

This document is to be completed for projects receiving Hennepin Youth Sports Program Grants where a Certificate of Occupancy, per Minnesota Rules 1300.0220, is not required to be issued.

I hereby certify that:

1. The facility/structure listed below is not subject to the conditions of Minnesota Rules 1300.0220
2. This document shall serve in lieu of a Certificate of Occupancy.
3. The construction of the facility is completed as outlined in contract **A178456** with Hennepin County
4. The facility is safe to be occupied by the public.
5. The required signage/plaque is in place per county guidelines

Facility Address: _____

PIN (if applicable): _____

Legal Description: _____

Zoning District: _____

Owner Name: _____

Address: _____

City State Zip: _____

Phone: _____

Comments: _____

Name of Grant Recipient:

Name of Authorized Official (print)

Title

Signature

Date

This document is to be mailed to:

Lynda Lynch
Minnesota Amateur Sports Commission
1700 105th Avenue NE
Blaine, MN 55449

ATTACHMENT B

SAMPLE REIMBURSEMENT REQUEST LETTER

(Submitted on Grant Recipient's Official Letterhead)

(Date)

Minnesota Amateur Sports Commission
Attn: Lynda Lynch
1700 105th Avenue NE
Blaine MN 55449

Dear Ms. Lynch:

Please accept this letter as our formal request to receive the Hennepin Youth Sports Program grant funds in the amount of \$_____ for **Rainbow and Northside parks - Pitching mounds, bases, anchors, pitching rubbers and rakes.** This letter also serves as official notification of our acknowledgement and adherence of the language and provisions of the executed grant agreement **A178456.**

Per your request and attached for your review are copies of paid invoices totaling \$_____. These paid invoices equal or exceed our project's grant award.

In addition, to demonstrate the project has been completed and documented as such, a copy of the Certificate of Occupancy is enclosed for your records.

I trust the documentation provided is sufficient for your purposes. Please feel free to contact me if you need additional information or have any questions.

Sincerely,

(Authorized/Official Signature)

**CITY OF MAPLE PLAIN
ORDINANCE NO. 290**

**AN ORDINANCE ELIMINATING EMPLOYEE LICENSING REQUIREMENTS
FOR ESTABLISHMENTS WITH LIQUOR LICENSES**

THE CITY COUNCIL OF THE CITY OF MAPLE PLAIN ORDAINS as follows:

SECTION 1.

City Code Section 110.40 Licensing Intoxicating Liquor is hereby deleted in its entirety. The struck through language is the language to be deleted.

LICENSING INTOXICATING LIQUOR

~~§110.40 LICENSING OF EMPLOYEES~~

~~The purpose and intent of this section is to establish regulations that will allow law enforcement access to Minnesota's Computerized Criminal History information for the specified non-criminal purposes of licensing background checks.~~

- ~~(A) — No person shall work as a manager, bartender, cocktail waitress, clerk, delivery person, or in any capacity where such person sells, services or delivers intoxicating liquor in or from premises licensed under this chapter, and no license shall permit any such person to be so employed, unless such person, within 7 days after being first employed, shall apply for a license to engage in such business. No person may be so employed for any length of time if his or her license is denied or revoked. This section shall not apply to persons employed in establishments licensed pursuant to this code described as bona fide clubs.~~
- ~~(B) — No person shall make off-sale deliveries of intoxicating liquor in the original package within the city unless such person has obtained a license as an employee.~~
- ~~(C) — An application for such license shall be filed with the City Clerk on forms provided by the city, and such application shall be verified under oath and shall contain the following information:
 - ~~(1) — The names and addresses of two residents of Hennepin County, Minnesota, who have known the applicant for a period of 2 years and who will vouch for the sobriety, honesty and general good character of the applicant.~~
 - ~~(2) — A concise history of the applicant's previous employment.~~
 - ~~(3) — The record, if any, of arrests and of convictions for crimes and misdemeanors other than traffic offenses.~~~~

- (4) ~~Before the investigation is undertaken, the applicant must authorize the West Hennepin Public Safety Department by written consent to undertake the investigation. The written consent must fully comply with the provisions of M.S. Chapter 13 regarding the collection, maintenance and use of the information.~~
- (D) ~~The annual license fee shall be \$20 and shall be paid at the time of application.~~
- (E) ~~The application shall be referred to the West Hennepin Public Safety Department (WHPS) which shall investigate the facts set forth in the application and shall make a written report thereon at the earliest practicable time. In conducting the criminal history background investigation in order to screen license applicants, WHPS is authorized to access data maintained in the Minnesota Bureau of Criminal Apprehensions Computerized Criminal History information system in accordance with BCA policy. Any data that is accessed and acquired shall be maintained at WHPS under the care and custody of the chief law enforcement official or his or her designee. A summary of the results of the Computerized Criminal History data may be released by WHPS to the licensing authority, including the City Council, the City Administrator, or other city staff involved in the license approval process.~~
- (F) ~~Except for the positions set forth in M.S. ' 364.09, the city will not reject an applicant for a license on the basis of the applicant's prior conviction unless the crime is directly related to the license sought and the conviction is for a felony, gross misdemeanor, or misdemeanor with a jail sentence.~~
- (G) ~~If the city rejects the applicant's request on this basis, the city shall notify the applicant in writing of the following:~~
- ~~(1) The grounds and reasons for the denial.~~
 - ~~(2) The applicant complaint and grievance procedure set forth in M.S. ' 364.06.~~
 - ~~(3) The earliest date the applicant may reapply for the license.~~
 - ~~(4) That all competent evidence of rehabilitation will be considered upon reapplication. (Am. Ord. 267, passed 6-25-2012)~~

Cross-reference:

Conditions of license, see '110.32

SECTION 2.

This Ordinance shall be effective immediately upon its passage and publication.

SECTION 3.

The following summary clearly informs the public of the intent and effect of the ordinance and is approved for publication:

SUMMARY FOR PUBLICATION

CITY OF MAPLE PLAIN ORDINANCE NO. 290

AN ORDINANCE ELIMINATING EMPLOYEE LICENSING REQUIREMENTS FOR ESTABLISHMENTS WITH LIQUOR LICENSES

The City Council of the City of Maple Plain has passed Ordinance 290 effective upon passage and publication. This ordinance eliminates the requirement to obtain a City of Maple Plain license for each employee who sells, services, or delivers intoxicating liquor in or from establishments with a liquor license. A copy of the full text of this ordinance is available for inspection at City Hall or upon request.

ADOPTED this 26th day of February, 2018, by the City Council of the City of Maple Plain.

CITY OF MAPLE PLAIN

By: _____
Julie Maas-Kusske

ATTEST:

Robert Schoen, City Administrator

**CITY OF MAPLE PLAIN
ORDINANCE NO. 291**

**AN ORDINANCE TO ELIMINATE CITY OVERSIGHT OF EMPLOYEE TRAINING
IN ESTABLISHMENTS WITH AN “ON-SALE” LIQUOR LICENSE**

THE CITY COUNCIL OF THE CITY OF MAPLE PLAIN ORDAINS as follows:

SECTION 1.

City Code, Section 110.32 is amended to remove 110.32(A). The struck through language is the language to be deleted.

§110.32 CONDITIONS OF LICENSE

~~(A) Within 14 days after employment, every person selling or serving liquor in an establishment which has an “on sale” license shall receive training regarding the selling or serving of liquor to customers. The training shall be provided by an organization approved by the Council and shall be approved by West Hennepin Public Safety. Proof of training shall be provided by the licensee.~~

SECTION 2.

Sections 110.32(B), 110.32(C), 110.32(D) and 110.32(E) are renumbered as 110.32(A), 110.32(B), 110.32(C) and 110.32(D)

SECTION 3.

This Ordinance shall be effective immediately upon its passage and publication.

SECTION 4.

The following summary clearly informs the public of the intent and effect of the ordinance and is approved for publication:

SUMMARY FOR PUBLICATION

**CITY OF MAPLE PLAIN
ORDINANCE NO. 291**

**AN ORDINANCE TO ELIMINATE CITY OVERSIGHT OF EMPLOYEE TRAINING
IN ESTABLISHMENTS WITH AN “ON-SALE” LIQUOR LICENSE**

The City Council of the City of Maple Plain has passed Ordinance 291 effective upon passage and publication. This ordinance eliminates the City of Maple Plain’s requirement for every

person who sells or serves liquor in an establishment with an “on-sale” liquor license to receive and provide proof of training regarding the selling or serving of liquor to customers. A copy of the full text of this ordinance is available for inspection at City Hall or upon request.

Robert Schoen
City Administrator

ADOPTED this 26th day of February, 2018, by the City Council of the City of Maple Plain.

CITY OF MAPLE PLAIN

By: _____
Julie Maas-Kusske

ATTEST:

Robert Schoen, City Administrator

**CITY OF MAPLE PLAIN
ORDINANCE NO. 292**

**AN ORDINANCE ADOPTING A SCHEDULE FOR THE COLLECTION OF FEES AND
CHARGES FOR VARIOUS SERVICES, LICENSES, PERMITS & APPLICATIONS**

The City Council of the City of Maple Plain is desirous of establishing a uniform system of fees for requests relating to official controls, information, permits, applications or other matters handled by the City.

Thus, the City Council of the City of Maple Plain hereby ordains as follows:

SECTION 1. The fee schedule in this ordinance shall replace all previously approved fee schedules.

SECTION 2. In the event of a conflict, the Schedule of Fees shall prevail.

SECTION 3. The fees and charges for services, licenses, permits, and applications shall be located in the Table of Special Ordinances in the Maple Plain Code of Ordinances.

SECTION 4. The following as shown in Exhibit A are the fees and charges for services, licenses, permits and applications effective upon publication of this ordinance.

SECTION 5. When applicable, future schedule of fees or other adjustments to this schedule may be made and adopted by Council resolution, except those fees for services, licenses, permits and/or applications that must be adopted by ordinance as mandated by law.

SECTION 6. No more than 50% of building permit fees paid to the City for issuance of building permits done in accordance with City Code may be refunded when no work has been done under said permit. The City shall refund no building permit fees for work not performed in accordance with said permit after one year from the date of issuance of the permit.

No plan review fees paid to the City for review of construction and other building plans may be refunded when the plans are withdrawn or canceled before any plan review is complete.

SECTION 7. This Ordinance shall become effective immediately upon its adoption and publication.

SECTION 8.

The following summary clearly informs the public of the intent and effect of the ordinance and is approved for publication:

SUMMARY FOR PUBLICATION

CITY OF MAPLE PLAIN

ORDINANCE NO. 292

AN ORDINANCE ADOPTING A SCHEDULE FOR THE COLLECTION OF FEES AND
CHARGES FOR VARIOUS SERVICES, LICENSES, PERMITS & APPLICATIONS

The City Council of the City of Maple Plain passed Ordinance 292 effective upon adoption and publication. This ordinance adopts the City's fee schedule for various services, licenses, permits and applications from categories including, but not limited to Administration, Planning & Zoning, and Building. A copy of the full text of this ordinance is available for inspection at City Hall or upon request.

Robert Schoen
City Administrator

ADOPTED this 26th day of February, 2018, by the City Council of the City of Maple Plain.

By: _____
Julie Maas-Kusske, Mayor

Attest:

Robert Schoen, City Administrator



**City of Maple Plain
Ordinance 292 – Appendix A**

City of Maple Plain Fee Schedule

Administration Miscellaneous Fees

Fee Description	Amount	Notes
Address Labels	\$50.00	
Address List	\$30.00	
Audit Book Copy	\$150.00	
City Code Book Copy	Cost + 10%	
Comprehensive Plan Copy	Cost + 10%	
City Maps	At Cost	
City Hall Council Chamber Rental	Maple Plain residents and businesses: \$0 + \$150.00 security deposit Non-residents and business outside of Maple Plain: \$100 + \$150.00 security deposit	
City Hall Conference Room Rental	Maple Plain residents and businesses: \$0 + \$150.00 security deposit Non-residents and business outside of Maple Plain: \$100 + \$150.00 security deposit	
Copies- Black & White per side (8 ½ by 11 or legal)	\$0.25	
Copies- Black & White per side (11” by 17”)	\$1.00	
Copies- Color or photo per side (8 ½ by 11 or legal)	\$1.00	
Copies- Color or photo per side (11” by 17”)	\$1.00	
Copies of Documents Larger than 11” by 17”	Cost	
Delinquent Utility Charges	Bill + 10% late charges	

Delinquent Bills- County Certification	\$150.00 plus 10% penalty	
DVD/CD Copies	\$20.00 per DVD/\$15.00 per CD	
Election Filing Fee	\$2.00	
Fax Charge	\$1.00/page	
Non-Sufficient Funds Check	\$30.00	Set by State Statute
Mailing of copies/reports	Cost	
Special Assessment Search	\$20.00	

Other Licenses & Permits

Fee Description	Proposed Amount	Notes
Transient Merchant Permit	\$100.00 per company	
Solicitor/Peddler Permit	\$100.00 per company	Each individual also needs a background check
Massage Establishment License	\$250.00 (First Year) \$50 Per year afterwards	
Massage Therapist License	\$100.00	Each individual also needs a background check
Dog License	\$5.00 (one-time charge)	
Chicken License	\$100 first time application fee, renewal yearly, but no cost.	
Right of Way Permit	\$250.00 fee; \$1,000 escrow	
Special Event Permit	\$50.00	
Permits- Background Checks	\$50.00 per person	

Staff Time (per hour)

Fee Description	Amount	Notes
Professional	\$75.00	
Clerical	\$50.00	
City Attorney	Hourly Rate per Contract	
Engineering Consultants	Hourly Rate per Contract	
Planning Consultants	Hourly Rate per Contract	

Building

Building Permit Fees- All

Fee	Amount	Notes
Permit Application	\$100.00 pre-payment; applied to total due for valuation permits	Only for Valuation Permits
Valuation	Based on 1997 Uniform Building	There may be permit

	Code Fee Schedule + 15%	review fees and state surcharge also required
Fixed Fees	\$100.00 + \$1.00 State Surcharge	
Plan Review Fee	65% of Permit Fee	
Construction Plan Changes	Fees incurred for changes (Plan Review)	
Building without permit	Double Fees	
New Plans after First Review	Regular fees, plus first plan review fee	If new plans are submitted plan review fees are incurred for both first and second set of plans.
Removal of Underground Tanks	\$100.00 + \$1.00 State Surcharge	
Building Moving < 120 sq. ft.	\$200	May require building permit
Building Moving > 120 sq. ft.	Valuation	May require building permit
Site Inspection for Building Moving	\$150.00	
Fence (< 6 ft)	No building permit needed, but Planning & Zoning Fence Permit Required	
Fence (> 6 ft)	Valuation plus Planning & Zoning Fence Permit Required	
Fees not covered in the schedule	\$50 minimum or valuation, whichever is greater	

Commercial Building Permit Fees

Fee	Amount	Notes
Building Permit Fee for <ul style="list-style-type: none"> • Construction • Alterations • Plumbing & Mechanical • Permanent Signage 	Valuation if project more than \$2,500 Fixed if project less than \$2,500 for the following: <ul style="list-style-type: none"> • Building <ul style="list-style-type: none"> ○ Re-roofing ○ Re-siding ○ Windows & Doors (if current opening) • Plumbing <ul style="list-style-type: none"> ○ 1-5 Fixtures (each additional \$10) ○ Water Heater ○ Water Softener ○ Lawn Irrigation • Mechanical 	There may be permit review fees and state surcharge also required

	<ul style="list-style-type: none"> ○ Duct Work ○ Furnace ○ Air Conditioning ○ Fireplace ○ New Gas Line 	
	Valuation for all else except Demolition & Relocation	
Demolition (Commercial)	\$200	
Demolition (Industrial)	\$500	

Residential Building Permit Fees

Fee	Current Amount	Proposed Amount
New Building Permit Fee	Valuation	Valuation
Fixed Fee Building Permit Fee: <ul style="list-style-type: none"> • Building <ul style="list-style-type: none"> ○ Re-roofing ○ Re-siding ○ Windows & Doors (if current opening) • Plumbing <ul style="list-style-type: none"> ○ 1-5 Fixtures (each additional \$10) ○ Water Heater ○ Water Softener ○ Lawn Irrigation • Mechanical <ul style="list-style-type: none"> ○ Duct Work ○ Furnace ○ Air Conditioning ○ Fireplace ○ New Gas Line 	Fixed Fee (\$100.00 + \$1.00 State Surcharge)	May require plan review fees. Building permit fees for all other residential work is based on valuation.
Demolition (Residential)	Fixed Fee (\$100 + \$1.00 State Surcharge)	

Park and Recreation

Parks and Recreation Fees

Fee	Amount	Notes
Park Shelter Rental (Resident and Maple Plain organizations)	No Cost	

and businesses)		
Park Shelter Rental (Non-Resident and non-Maple Plain organizations and businesses)	\$50	

Planning & Zoning

Miscellaneous Planning & Zoning Fees

Fee	Amount	Notes
Appeal Administrative Decision	\$250 fee; \$250 escrow	
Concept Plan Review	\$500	
Tax Increment Financing Application	\$1,500	
Zoning Letter Request	\$70.00 + Cost	

Residential Application

Fee	Amount	Notes
Conditional Use Permit	\$500 fee; \$1,500 escrow	
Interim Use Permit	\$500 fee; \$1,500 escrow	
Site Plan	\$500 fee; \$1,500 escrow	
Minor Subdivision	\$500 fee; \$1,500 escrow	
Variance	\$500 fee; \$1,500 escrow	
Rezoning	\$500 fee; \$1,500 escrow	
Text Amendment	\$500 fee; \$1,500 escrow	
Vacation of Property	\$500 fee; \$1,500 escrow	
Home Occupation	\$200 fee; \$1,000 escrow	

Commercial Application

Fee Description	Amount	Notes
Conditional Use Permit	\$1,000 fee; \$3,000 escrow	
Interim Use Permit	\$1,000 fee; \$3,000 escrow	
Site Plan	\$1,000 fee; \$3,000 escrow	
Minor Subdivision	\$1,000 fee; \$3,000 escrow	
Variance	\$1,000 fee; \$3,000 escrow	
Rezoning	\$1,000 fee; \$3,000 escrow	
Text Amendment	\$1,000 fee; \$3,000 escrow	
Vacation of Property	\$1,000 fee; \$3,000 escrow	

Residential/Commercial/Office Planning & Zoning Application

Fee Description	Amount	Notes
Preliminary Plat	\$500 fee; \$3,000 escrow	
Subdivision Application	\$500 fee; \$3,000 escrow	
Rezoning	\$500 fee; \$3,000 escrow	

Comprehensive Amendment	Plan	\$500 fee; \$3,000 escrow	
Planned Unit Development		\$1,000 fee; \$3,000 escrow	
Final Plat		\$500 fee; \$3,000 escrow	

Grading and Excavation

Fee Description	Amount	Notes
<100 Cubic Yards	No permit needed; no cost	
>100 Cubic Yards	\$500 fee	
>1,000 Cubic Yards	\$1,000 fee; escrow or surety bond in amount of 150% of land alteration costs	

Park Dedication

Fee Description	Amount	Notes
Park Dedication Fee (Residential)	10% of land value of development but minimum of \$3,750 per unit and max of \$8,000 per unit	In lieu of land dedication of 10% of land- determined by City
Park Dedication Fee (Other)	10% of land value of development	In lieu of land dedication of 10% of land- determined by City

Signage & Fences

Fee Description	Amount	Notes
Permanent Signage/Fence Permit	\$250 fee (building permit also required- based on valuation)	
Temporary Signage/Fence Permit	\$25 fee	

Utilities

Utility Fees

Fee Description	Amount	Notes
Inflow & Infiltration Violation	\$500 per quarter	
Overdue/Unpaid Bills	Cost + 10% Penalty Fee per quarter	
Sewer Access Charge		
MCES Charge	\$2,485 per unit	
City Charge	\$800 per unit	
Water Access Charge		
Residential	\$3,000 per unit	
Commercial/Industrial	\$12,000 per unit	
Add'l	\$100 per unit	

Commercial/Industrial Non-resident residential	\$7,500 per unit	
Water Rates (Quarterly) Fixed & Volume		See Ordinance No. 272
Sewer (Quarterly) Fixed & Volume		See Ordinance No. 272
Water Meter	Cost	
Storm Water (Quarterly) Undeveloped or Vacant Land Single & Two Family Res. Multi-Family Residential Church & Institutional Mixed Use (Commercial/Retail) Industrial Office Park	\$40.50 per acre \$8.91 per lot \$54.00 per acre \$40.50 per acre \$81.00 per acre \$81.00 per acre \$81.00 per acre	

Other Utility Fees

Fee Description	Amount	Notes
Meter Testing	Cost of Test	
Damaged Water Meter	\$60 plus staff time & material	
Damaged Curb Stop	\$100 plus staff time & material	
Damaged Hydrant	Cost	
Damaged Water Main	Cost	
Private Hydrants Flushing	\$75 per hydrant annually	
Temporary Hydrants Meters Construction (per month)	\$100 plus volume charges (\$20 per 1,000 gallons)	
Construction (Deposit)	\$250	
Water Disconnect/Restart	\$60	
Sewer Disconnect/Restart	\$60	
Sanitary Sewer Lateral Repair Permit	\$50	
Water Line Repair Permit	\$50	

Liquor & Tobacco Licenses

Fee Description	Amount	Notes
Tobacco	\$150	
Liquor License Application Renewal	\$25	
Liquor License Investigation	West Hennepin Public Safety Fee Schedule	
On-Sale		
Liquor On-Sale	\$5,000	
Sunday On-Sale	\$200	
Wine & Beer On-Sale	\$250	
Off-Sale		
Liquor Off-Sale	\$240	
3.2 Beer Off-Sale	\$50	
Public Dance/Block Party	\$500	
Temporary 3.2 Liquor Permit	\$25	

Public Safety

Fee Description	Amount	Notes
Police/Fire False Alarm (per calendar year)		
1 st	No Cost	
2 nd	\$100	
3 rd	\$200	
4 th	\$350	
5 th & subsequent	\$500	
Dog Impound	\$35	Plus cost of shelter contract



Agenda Information Memorandum
February 26, 2018 - Maple Plain City Council

7. NEW BUSINESS

E. RESOLUTION NO. 18-0226-01 - APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS FOR 2018 STREET AND UTILITY IMPROVEMENTS

ACTION TO BE CONSIDERED

Approve Resolution No. 18-0226-01.

FACTS

- The City Council authorized preparation of a feasibility report to study the improvements along Howard Avenue and Independence Street in this area due to the age of the utilities, street conditions, and storm sewer drainage.
- A Neighborhood Meeting was held on October 30, 2017. Project streets were walked with residents, council, and staff, and comments were given on the proposed project.
- The feasibility report was prepared and reviewed by the Council on November 27, 2017.
- A Public Hearing to review the feasibility report was held on December 18, 2017.
- The Council approved a resolution on December 18, 2017 for the City Engineer to prepare plans and specifications on the above referenced project.
- The Council previously directed the City Engineer to incorporate the Parkview Road and Maple Ridge Drive Improvements (part of previous quote work in 2017) with this project.
- The Council reviewed the existing water main corrosion between Pioneer Avenue and Halgren Road near the Water Treatment Plant on February 5, 2018, and directed the City Engineer to include this water main repair work with this project.
- The Council held an Open House Meeting with property owners on February 20, 2018 to update them on the project design.
- The estimated construction costs for the project is \$1,903,000 (Not including the Alternate related to drain tile installation to private properties).
- The City Engineer will review specific items from the plans with the Council at the February 26, 2018 Council Meeting.

ATTACHMENTS

Attached on page(s) ____ through ____ is the resolution and plans.

**CITY OF MAPLE PLAIN
RESOLUTION 18-0226-01**

**APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR
BIDS FOR 2018 STREET AND UTILITY IMPROVEMENTS**

WHEREAS, pursuant to a resolution passed by the council December 18, 2017, the city engineer has prepared plans and specifications for the improvement of 2018 Street and Utility Improvements, the improvement of Howard Avenue between Drake Street and Main Street East and Independence Street between Howard Avenue and Baker Park Road by utility and street improvements and has presented such plans and specifications to the council for approval;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF MAPLE PLAIN, MINNESOTA:

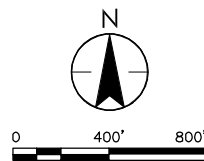
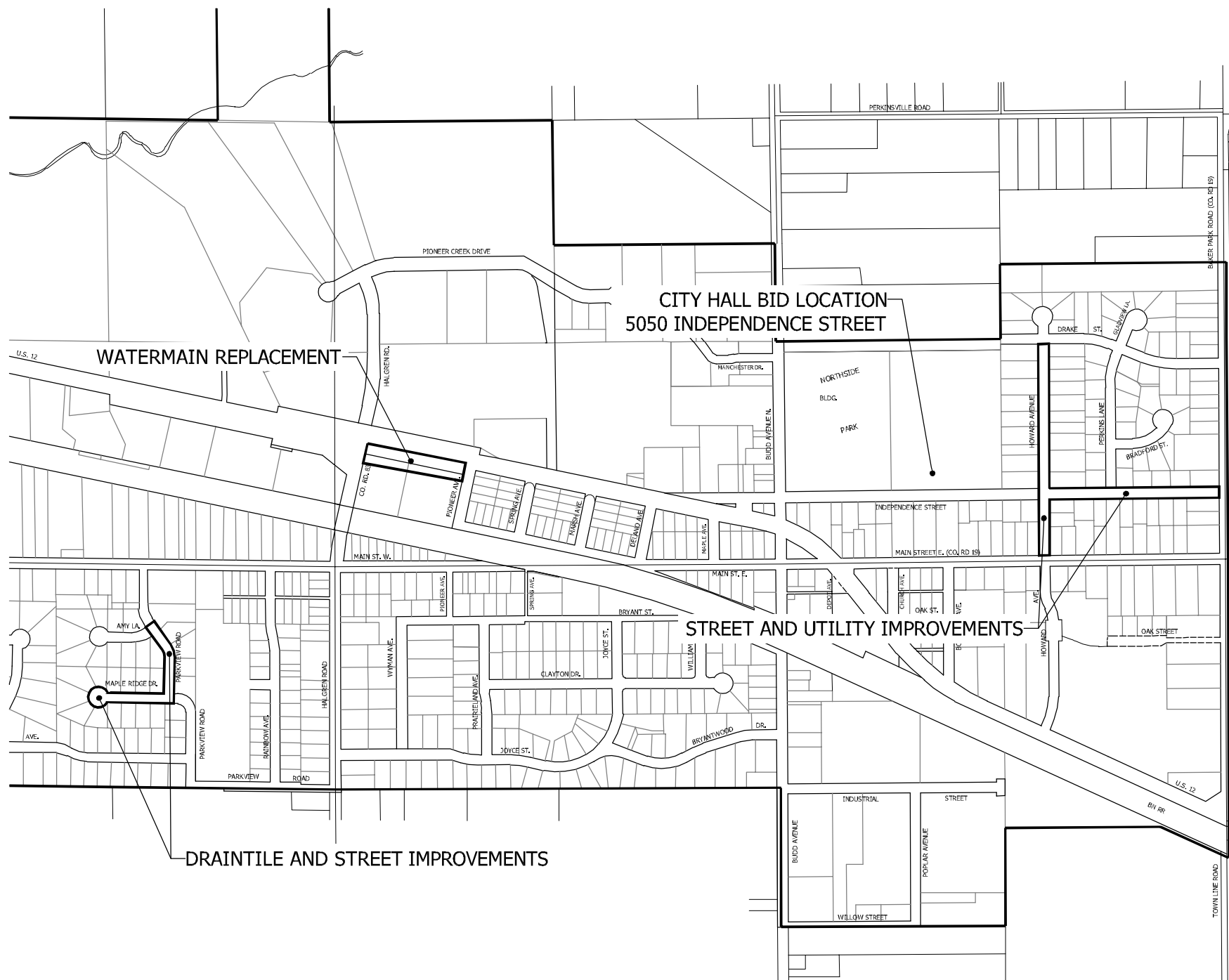
1. Such plans and specifications, a copy of which is attached hereto and made a part hereof, are hereby approved.

2. The city administrator shall prepare and cause to be inserted in the official paper (and in a construction trade journal) an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published for 21 days, shall specify the work to be done, shall state that bids will be received by the clerk until 10 a.m. on March 26, 2018, at which time they will be publicly opened in the council chambers of the city hall by the city administrator and engineer, will then be tabulated, and will be considered by the council at 7:00 p.m. on March 26, 2018 in the council chambers of the city hall. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the council on the issue of responsibility. No bids will be considered unless sealed and filed with the administrator and accompanied by a cash deposit, cashier's check, bid bond or certified check payable to the administrator for five percent of the amount of such bid.

Passed and Adopted by the City Council of the City of Maple Plain on this 26th day of February, 2018.

By: Julie M. Maas-Kusske
Its Mayor

ATTEST: _____
By: Robert Schoen
Its City Administrator



2018 STREET AND UTILITY IMPROVEMENTS MAPLE PLAIN, MN

<u>SHEET NUMBER</u>	<u>SHEET TITLE</u>
G0.01	TITLE SHEET
G0.02	LEGEND
G0.03	GENERAL, CONSTRUCTION, AND SOILS NOTES
C0.01	LOCATION PLAN
C0.02-C0.04	DEMOLITION PLAN
C1.01	TYPICAL SECTIONS & INSETS
C2.01-C2.02	TEMPORARY AND PERMANENT EROSION CONTROL PLAN
C4.01-C4.05	SANITARY SEWER AND WATER MAIN PLAN AND PROFILE
C5.01-C5.06	STORM SEWER PLAN AND PROFILE
C6.01-C6.04	STREET PLAN AND PROFILE
C6.05	PARKVIEW ROAD AND MAPLE RIDGE DRIVE STREET AND UTILITY PLAN
C7.01-C7.07	CROSS SECTIONS
C8.01-C8.04	STANDARD DETAILS
C9.01-C9.02	TRAFFIC CONTROL PLAN
C9.03	DETOUR PLAN
C9.04	SIGNAGE PLAN

THIS PLAN SET CONTAINS 41 SHEETS

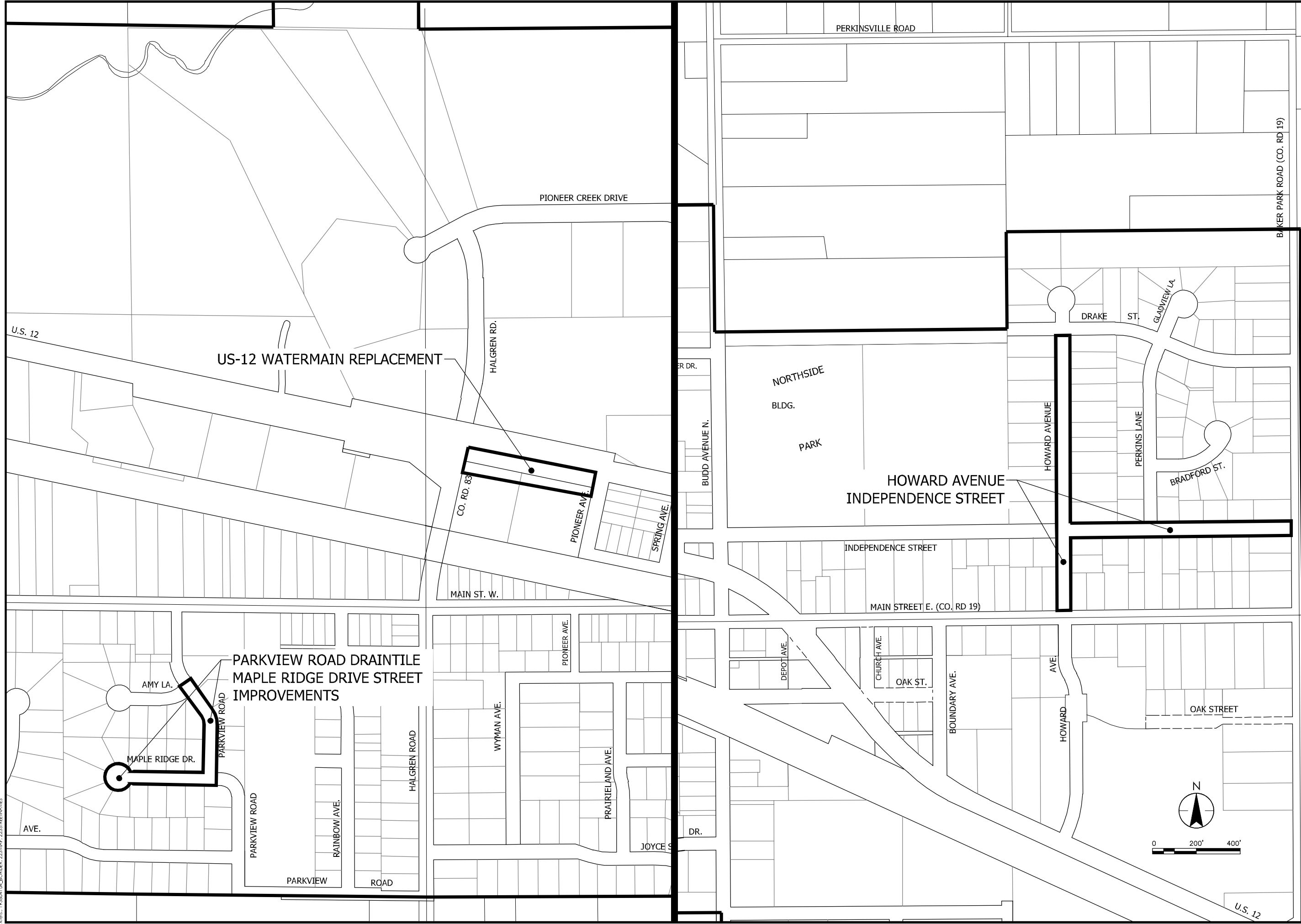
CITY OFFICIALS

JULIE MAAS-KUSSKE
DOMINIC BRODA
CAITLIN CAHILL
MIKE DELUCA
JOHN FAY
ROBERT SCHOEN
JOHN THAMES

MAYOR
COUNCIL
COUNCIL
COUNCIL
COUNCIL
CITY ADMINISTRATOR
CITY ATTORNEY

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xrefs: 193804104_BORDER, 223MAP, 223MAP, 223STREINAMES



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I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT
 WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION
 AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER
 UNDER THE LAWS OF THE STATE OF MINNESOTA

PRINT NAME: DAN D. BOYUM

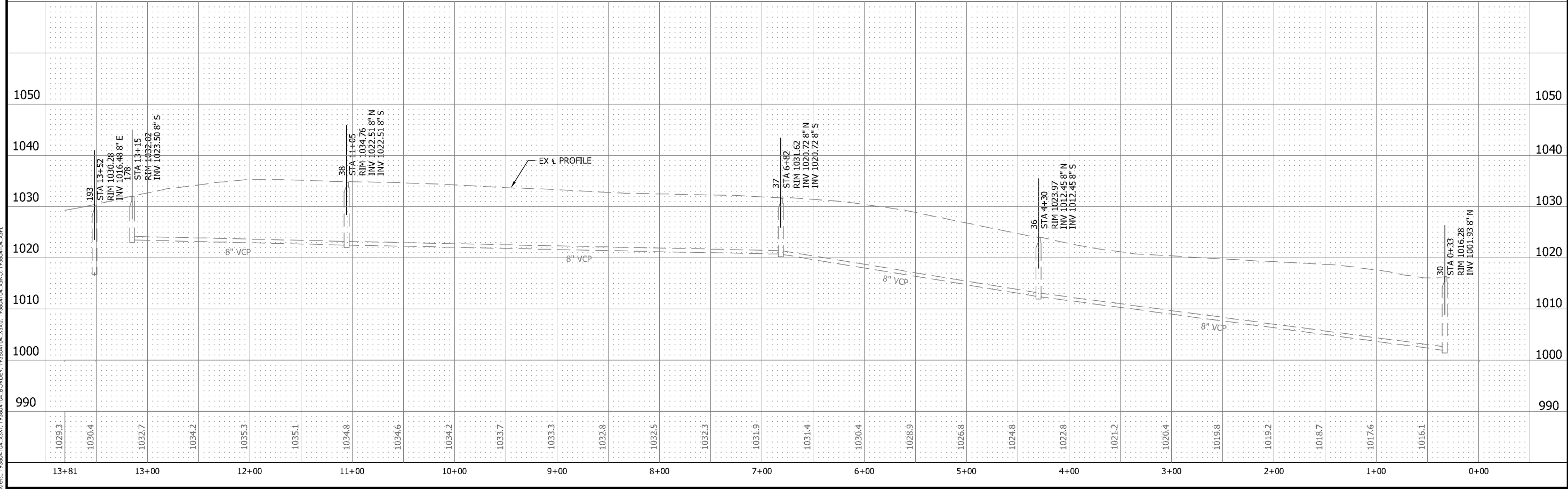
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DATE: JANUARY 29, 2018 LIC. NO.: 23451

CITY OF MAPLE PLAIN, MINNESOTA
2018 STREET AND UTILITY IMPROVEMENTS
LOCATION PLAN

NO	REVISION	DATE
SURVEY		MM
DRAWN		JMS
DESIGNED		JMS
CHECKED		DDB
APPROVED		DDB
PROJ. NO.		193804104
SHEET NUMBER		
C0.01		

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- | | | | | | |
|--|--|--|----------------------------------|--|-----------------------------|
| | REMOVE/ABANDON WATER MAIN PIPE | | REMOVE BITUMINOUS PAVEMENT | | SAW CUT BITUMINOUS PAVEMENT |
| | REMOVE SANITARY PIPE | | REMOVE/PATCH BITUMINOUS DRIVEWAY | | CLEAR AND GRUB TREE |
| | REMOVE STORM PIPE | | REMOVE/PATCH CONCRETE DRIVEWAY | | |
| | REMOVE SANITARY MANHOLE OR STORM CATCH BASIN | | REMOVE/PATCH GRAVEL DRIVEWAY | | |
| | | | | | |

HOWARD AVENUE

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 AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER
 UNDER THE LAWS OF THE STATE OF MINNESOTA

PRINT NAME: DAN D. BOYUM

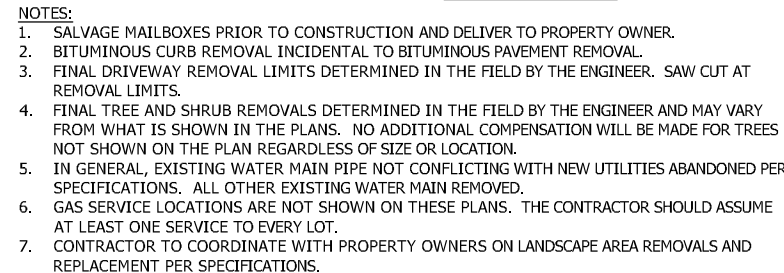
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DATE: JANUARY 29, 2018 LIC. NO. 29451

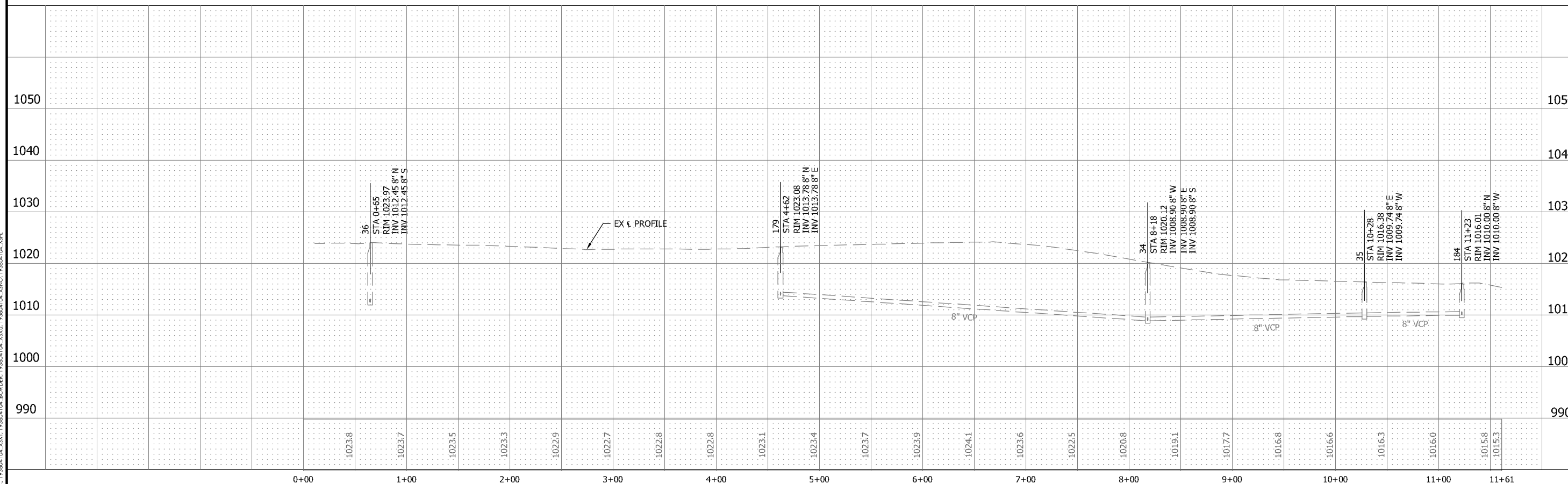
CITY OF MAPLE PLAIN, MINNESOTA
2018 STREET AND UTILITY IMPROVEMENTS
HOWARD AVENUE
DEMOLITION PLAN

[illegible]

Plot Date: 02/22/2018 - 3:21pm



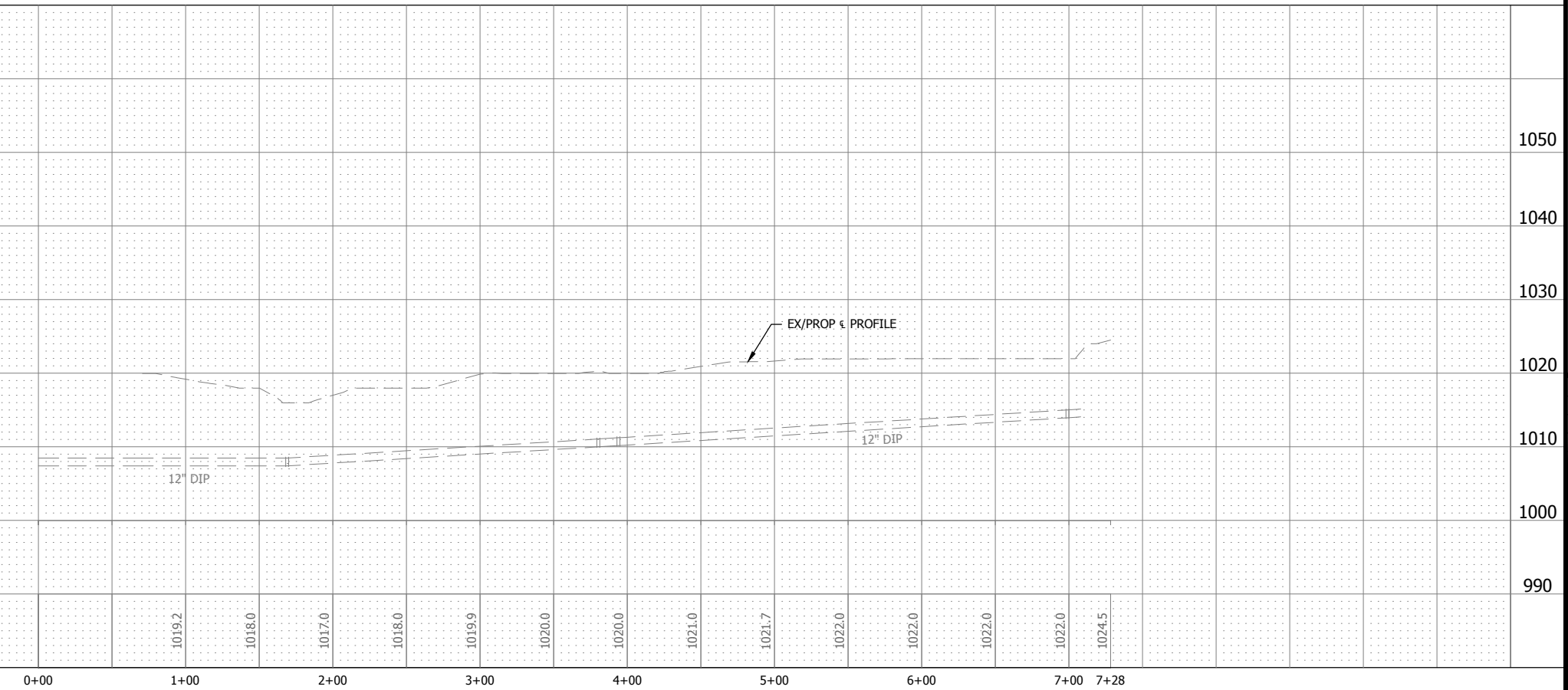
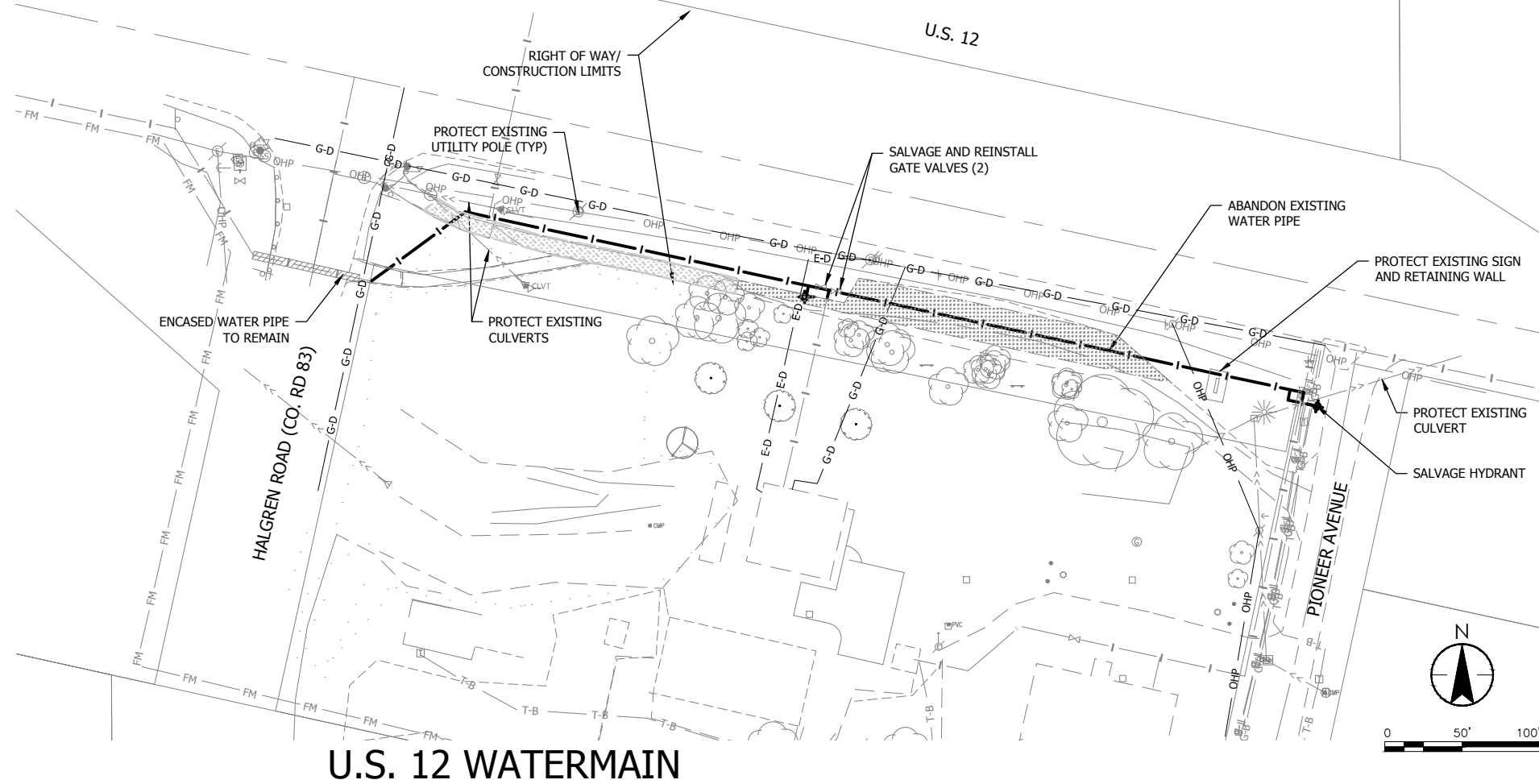
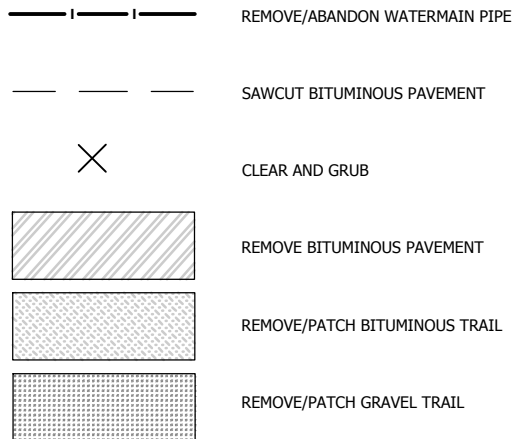
INDEPENDENCE STREET



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NOTES

1. SALVAGE MAILBOXES PRIOR TO CONSTRUCTION AND DELIVER TO PROPERTY OWNER.
2. BITUMINOUS CURB REMOVAL INCIDENTAL TO BITUMINOUS PAVEMENT REMOVAL.
3. FINAL DRIVEWAY REMOVAL LIMITS DETERMINED IN THE FIELD BY THE ENGINEER. SAW CUT AT REMOVAL LIMITS.
4. FINAL TREE AND SHRUB REMOVALS DETERMINED IN THE FIELD BY THE ENGINEER AND MAY VARY FROM WHAT IS SHOWN IN THE PLANS. NO ADDITIONAL COMPENSATION WILL BE MADE FOR TREES NOT SHOWN ON THE PLAN REGARDLESS OF SIZE OR LOCATION.
5. IN GENERAL, EXISTING WATER MAIN PIPE NOT CONFLICTING WITH NEW UTILITIES ABANDONED PER SPECIFICATIONS. ALL OTHER EXISTING WATER MAIN REMOVED.
6. GAS SERVICE LOCATIONS ARE NOT SHOWN ON THESE PLANS. THE CONTRACTOR SHOULD ASSUME AT LEAST ONE SERVICE TO EVERY LOT.
7. CONTRACTOR TO COORDINATE WITH PROPERTY OWNERS ON LANDSCAPE AREA REMOVALS AND REPLACEMENT PER SPECIFICATIONS.



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Xrefs: 193804\04_BORDER, 193804\04_XST Watermain, 193804\04_XPL, 193804\04_XSXU



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SIGNATURE: _____
DATE: JANUARY 29, 2018 LIC. NO. 23451

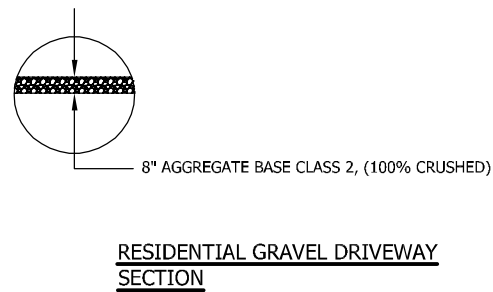
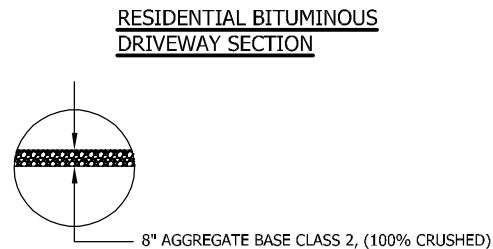
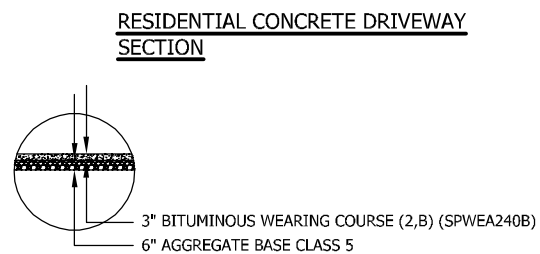
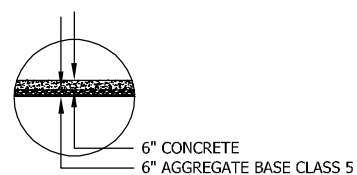
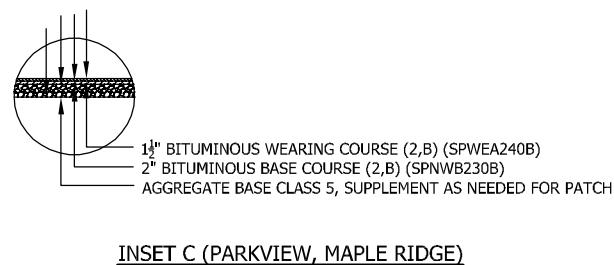
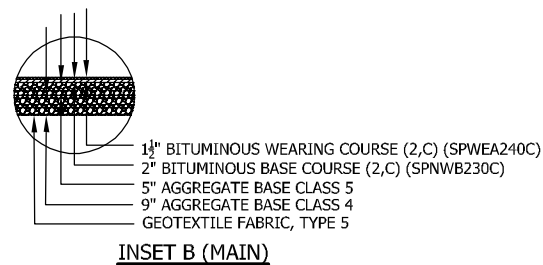
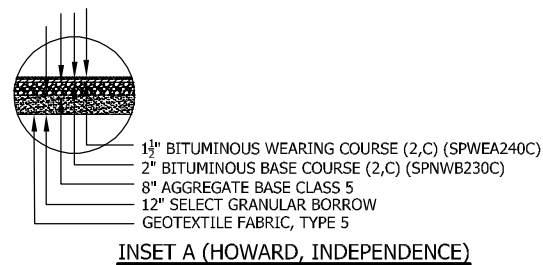
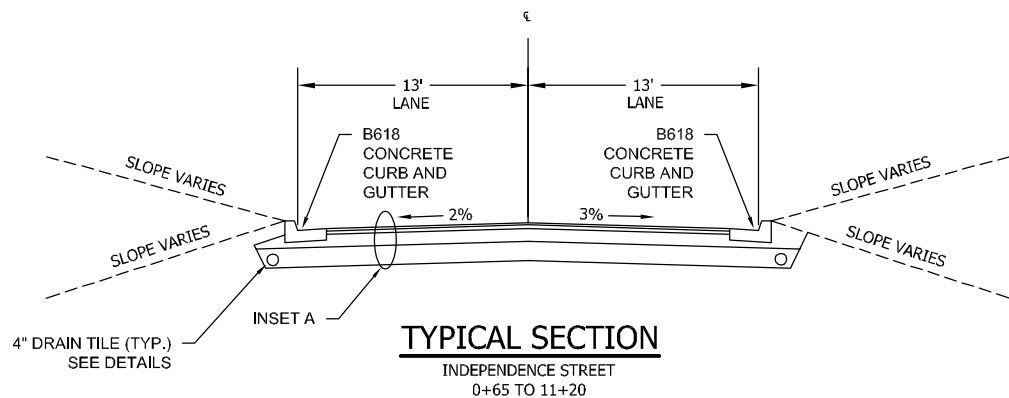
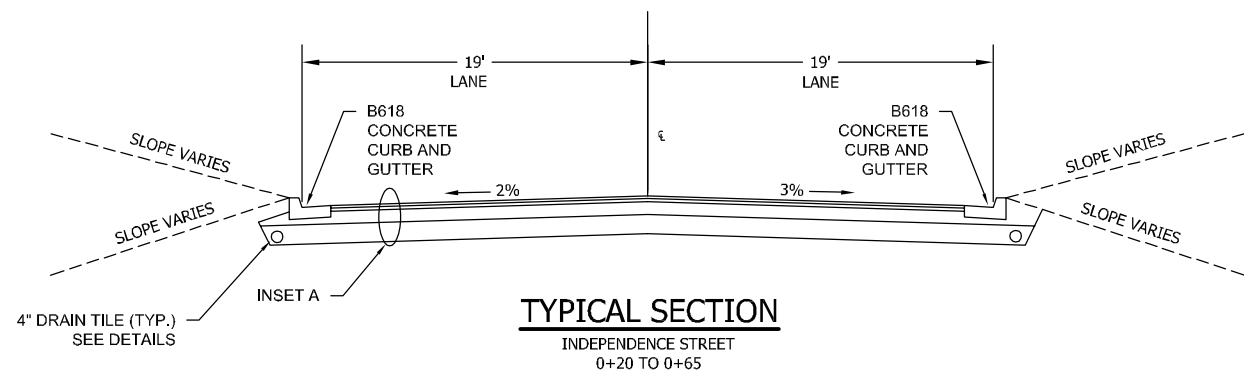
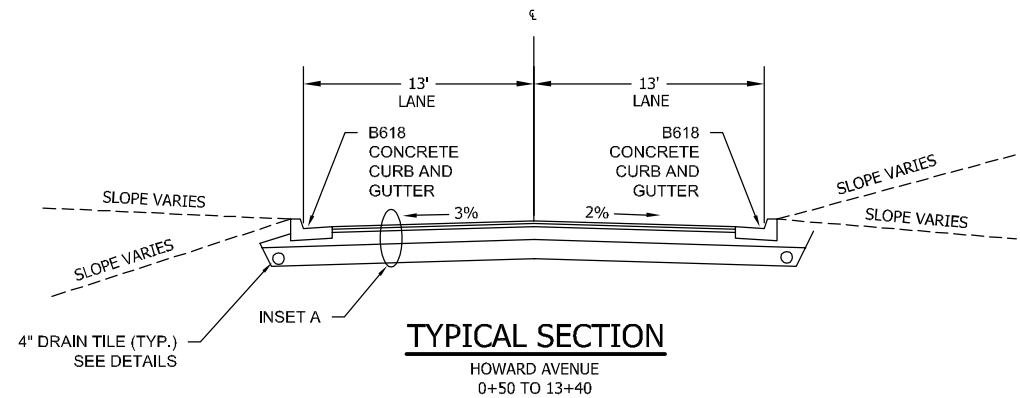
CITY OF MAPLE PLAIN, MINNESOTA
2018 STREET AND UTILITY IMPROVEMENTS
US 12 WATERMAIN
DEMOLITION PLAN

	NO	REVISION	DATE
SURVEY			MM
DRAWN			JMS
DESIGNED			JMS
CHECKED			DBB
APPROVED			DBB
PROJ. NO.	193804104		

SHEET NUMBER

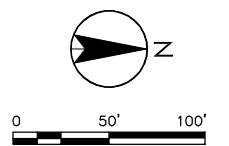
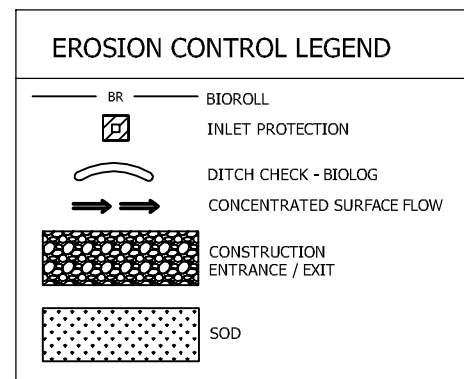
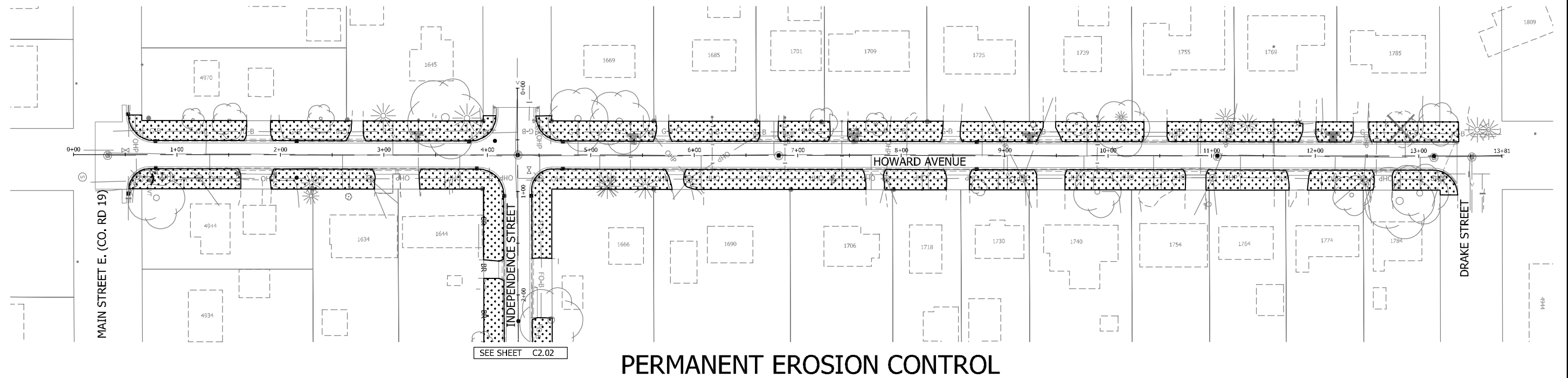
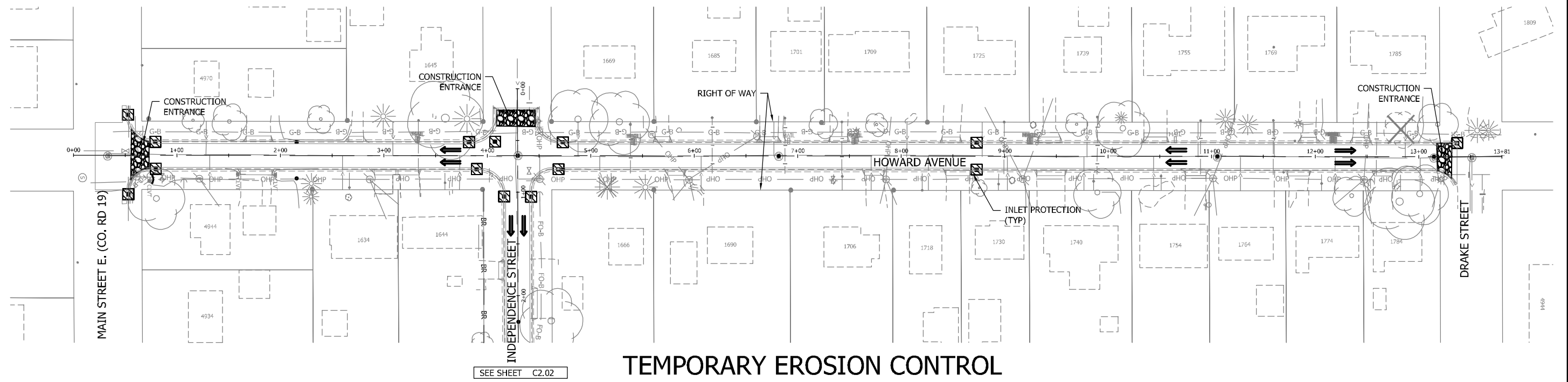
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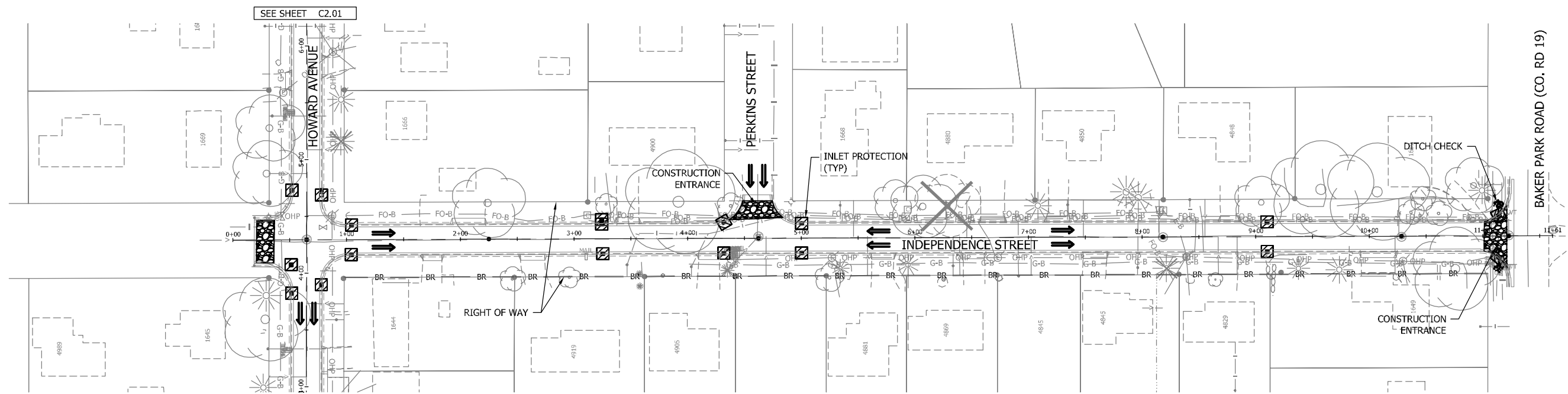


NO	REVISION	DATE
SURVEY	MM	
DRAWN	JMS	
DESIGNED	JMS	
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APPROVED	DBB	
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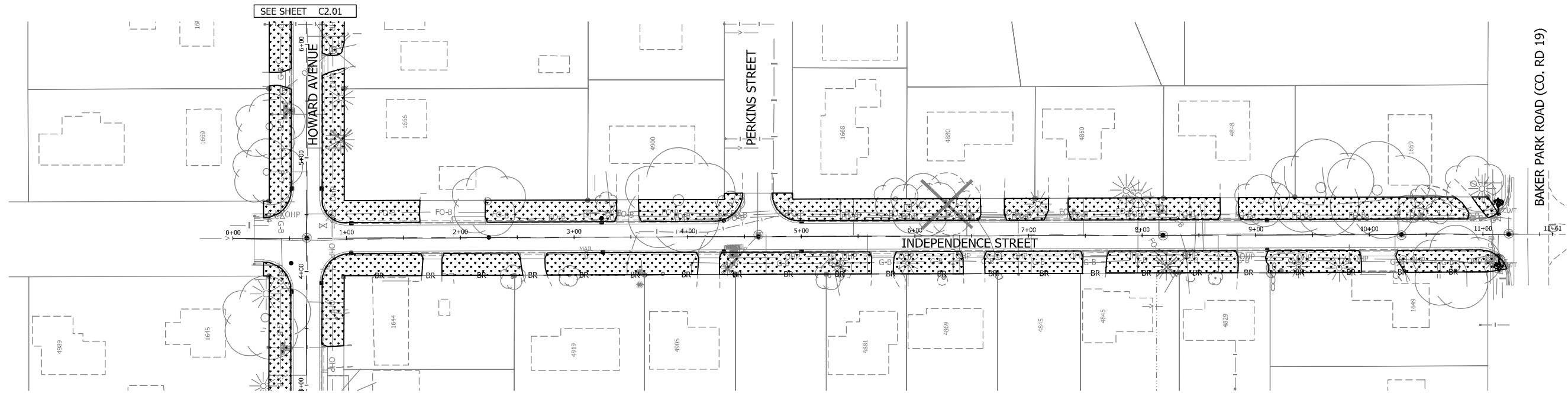
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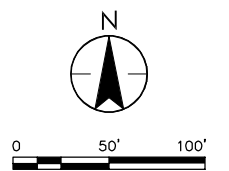
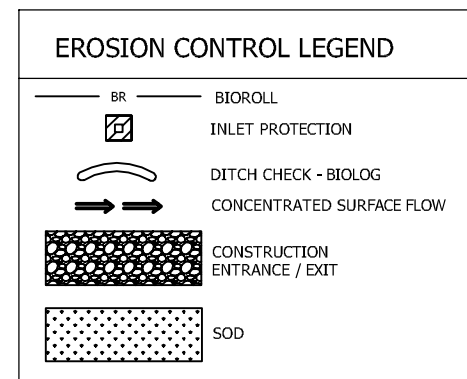
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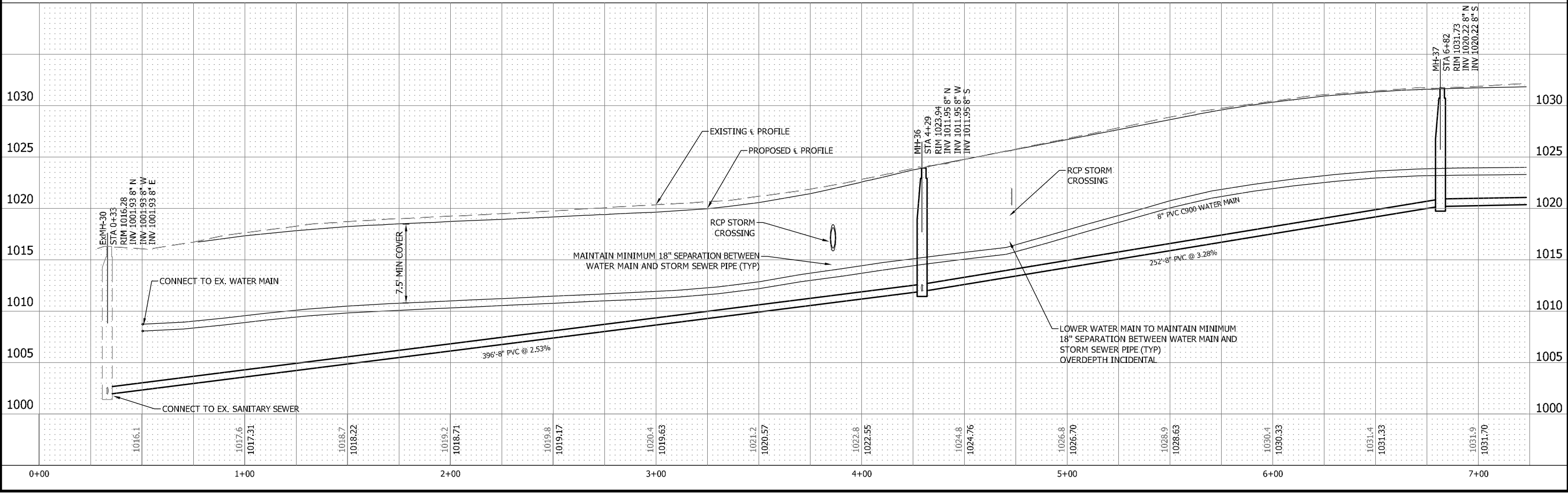
TEMPORARY EROSION CONTROL



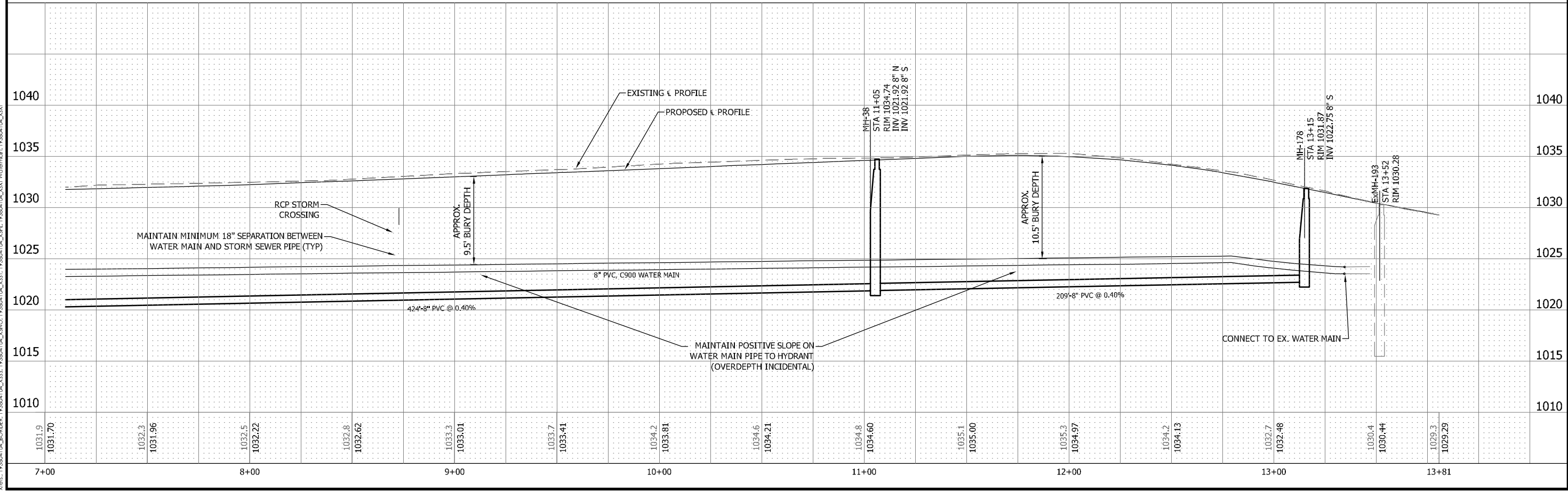
PERMANENT EROSION CONTROL



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Drawing name: V:\1938\active



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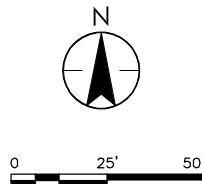
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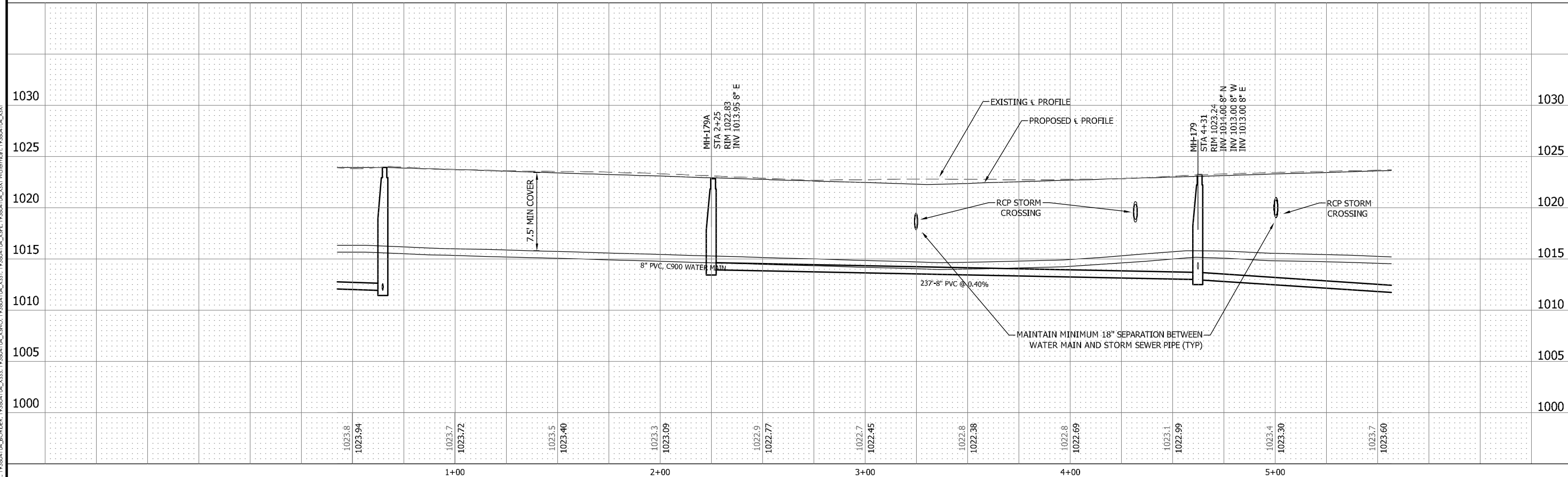
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NOTES:

1. PROVIDE TEMPORARY WATER SERVICE TO ALL RESIDENTS DURING WATER MAIN REPLACEMENT AS SPECIFIED.
2. MAINTAIN MINIMUM 10' HORIZONTAL SEPARATION BETWEEN WATER MAIN AND ALL SEWER.
3. ALL WATER SERVICES 1" TYPE "K" COPPER AND ALL SANITARY SEWER SERVICES 6" PVC SCHEDULE 40.
4. ALL SANITARY SEWER MAIN SHALL BE SDR-35 PVC UNLESS OTHERWISE NOTED.
5. ALL WATER MAIN TO BE C900 PVC, DR 18 WITH A MINIMUM OF 7.5' COVER.
6. ALL WATER MAIN OVER DEPTH TO AVOID UTILITY CONFLICTS OR HIGH POINTS IN WATER LINE ARE INCIDENTAL.
7. EXISTING SERVICE LOCATIONS ARE APPROXIMATE. CONTRACTOR TO FIELD VERIFY ALL SERVICE LOCATIONS, DEPTHS, AND SIZES PRIOR TO REPLACEMENT.
8. ALL INACTIVE SERVICES TO BE ABANDONED BY CONTRACTOR.
9. AS NECESSARY, INSTALL WATER SERVICES BELOW STORM SEWER MAIN LINE. INSULATE WATER SERVICES AS DIRECTED BY ENGINEER IN FIELD.
11. CONTRACTOR TO INSULATE WATER MAIN AT STORM SEWER CROSSINGS AS DIRECTED BY ENGINEER IN FIELD.
12. POTHOLE EXISTING UTILITY BID ITEM INTENDED FOR LOCATING WATER SERVICES, AS INDICATED ON THE PLAN.



INDEPENDENCE STREET



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AND THAT I AM A DIVERSIFIED PROFESSIONAL ENGINEER
UNDER THE LAWS OF THE STATE OF MINNESOTA

PRINT NAME: DAVID D. BOYDM

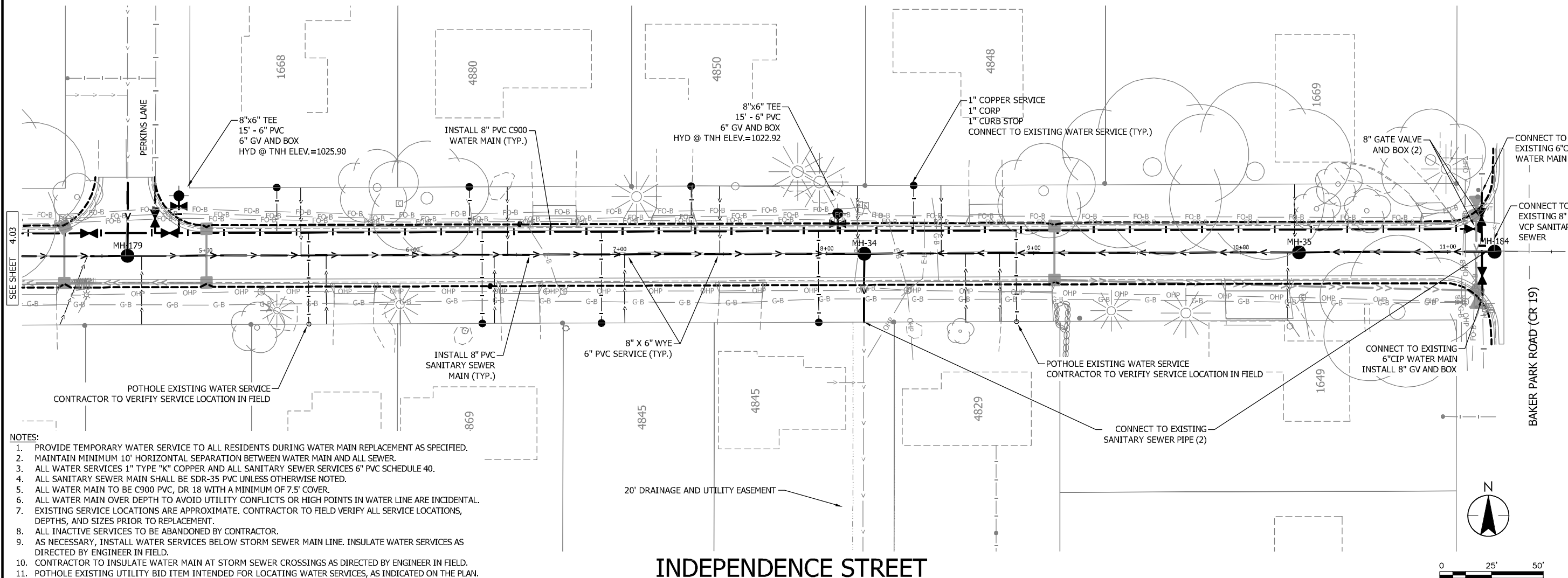
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DATE: JANUARY 22, 2018 LIC. NO.: 23451

CITY OF MAPLE PLAIN, MINNESOTA
2018 STREET AND UTILITY IMPROVEMENTS
INDEPENDENCE STREET
SANITARY SEWER AND WATER MAIN PLAN AND PROFILE

[illegible]

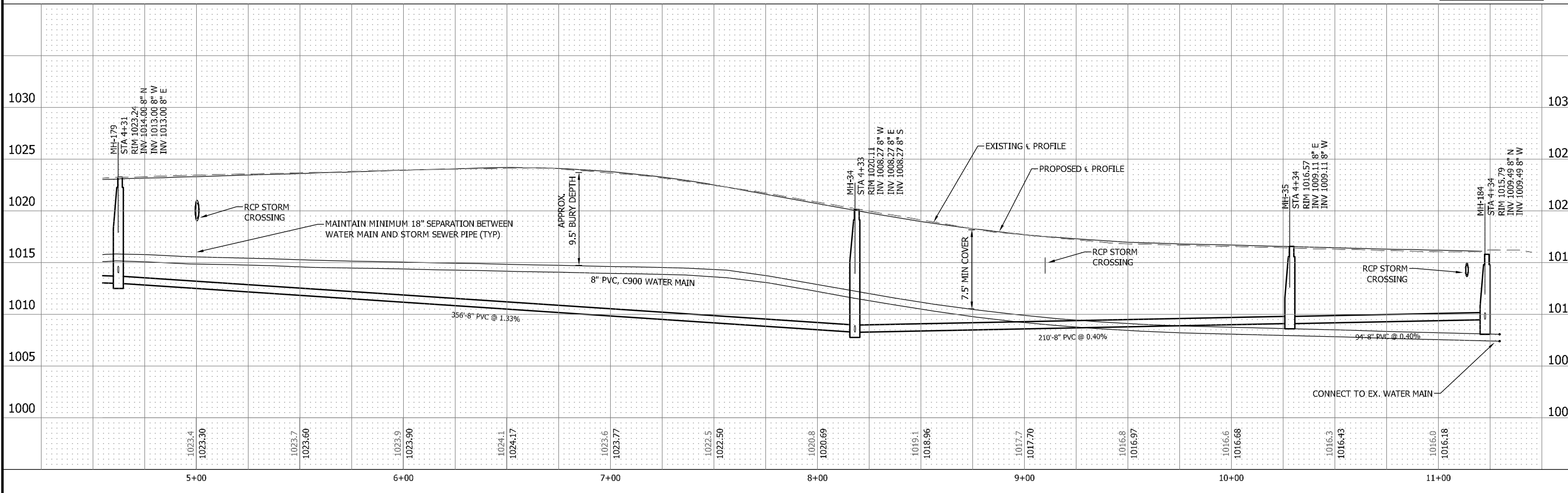
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NOTES:

1. PROVIDE TEMPORARY WATER SERVICE TO ALL RESIDENTS DURING WATER MAIN REPLACEMENT AS SPECIFIED.
2. MAINTAIN MINIMUM 10' HORIZONTAL SEPARATION BETWEEN WATER MAIN AND ALL SEWER.
3. ALL WATER SERVICES 1" TYPE "K" COPPER AND ALL SANITARY SEWER SERVICES 6" PVC SCHEDULE 40.
4. ALL SANITARY SEWER MAIN SHALL BE SDR-35 PVC UNLESS OTHERWISE NOTED.
5. ALL WATER MAIN TO BE C900 PVC, DR 18 WITH A MINIMUM OF 7.5' COVER.
6. ALL WATER MAIN OVER DEPTH TO AVOID UTILITY CONFLICTS OR HIGH POINTS IN WATER LINE ARE INCIDENTAL.
7. EXISTING SERVICE LOCATIONS ARE APPROXIMATE. CONTRACTOR TO FIELD VERIFY ALL SERVICE LOCATIONS, DEPTHS, AND SIZES PRIOR TO REPLACEMENT.
8. ALL INACTIVE SERVICES TO BE ABANDONED BY CONTRACTOR.
9. AS NECESSARY, INSTALL WATER SERVICES BELOW STORM SEWER MAIN LINE. INSULATE WATER SERVICES AS DIRECTED BY ENGINEER IN FIELD.
10. CONTRACTOR TO INSULATE WATER MAIN AT STORM SEWER CROSSINGS AS DIRECTED BY ENGINEER IN FIELD.
11. POTHOLE EXISTING UTILITY BID ITEM INTENDED FOR LOCATING WATER SERVICES, AS INDICATED ON THE PLAN.

INDEPENDENCE STREET



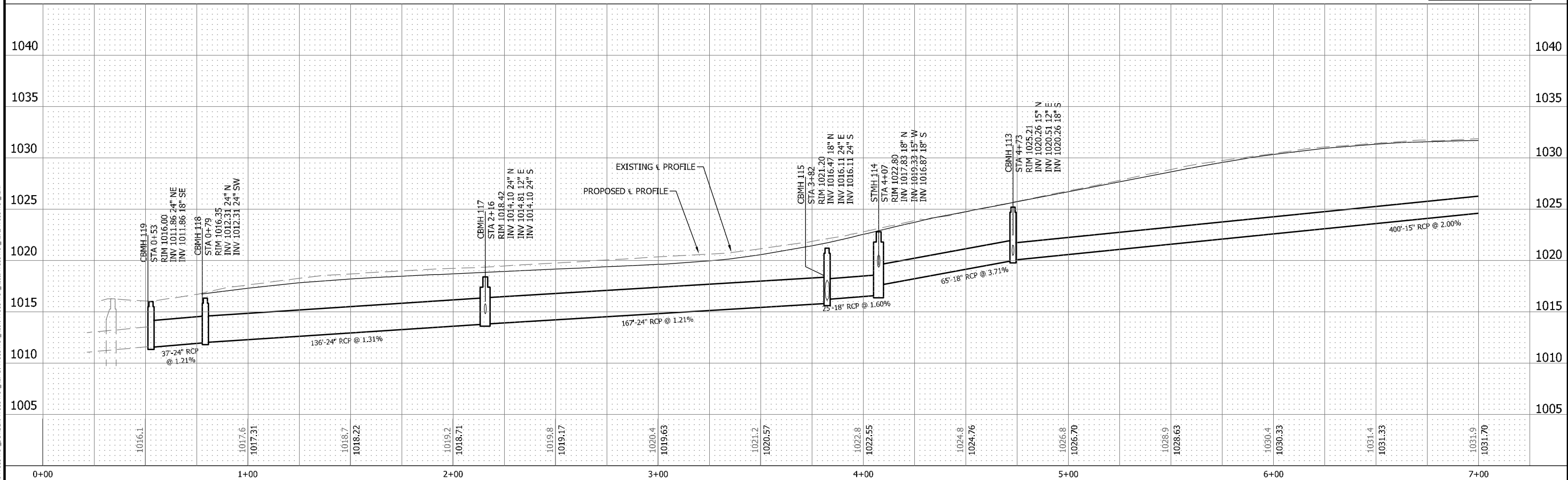
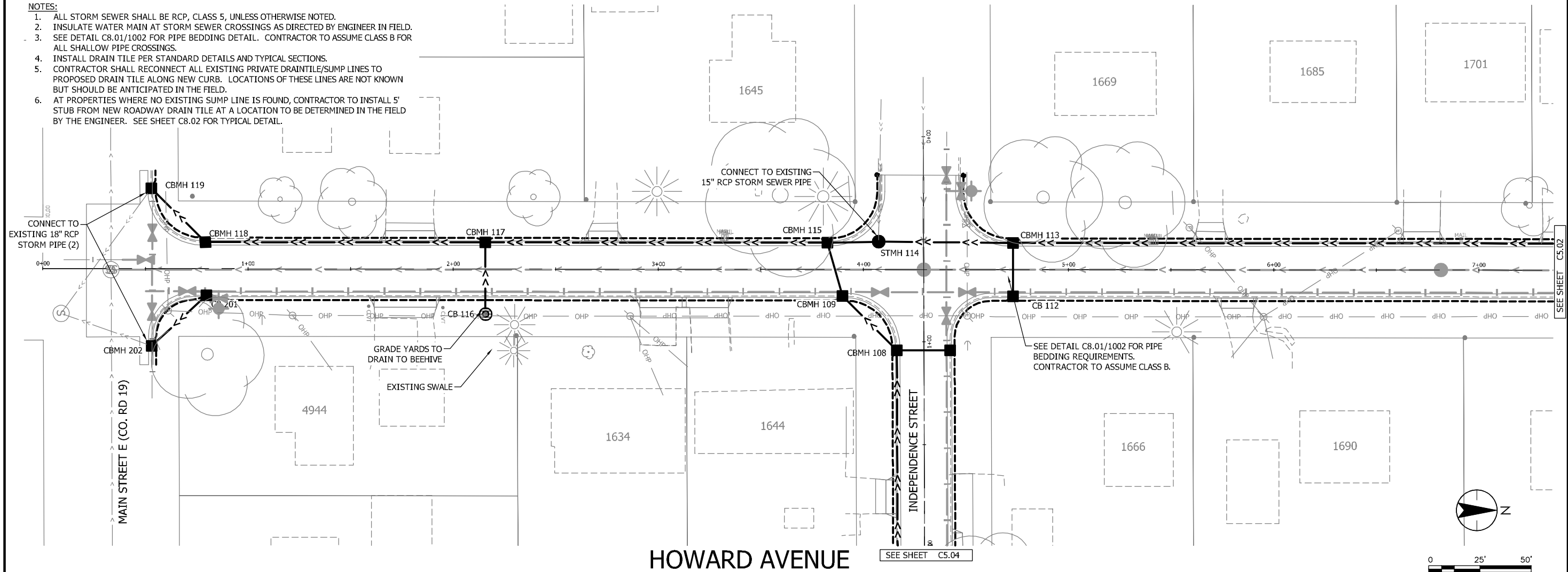
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NOTES:

1. ALL STORM SEWER SHALL BE RCP, CLASS 5, UNLESS OTHERWISE NOTED.
2. INSULATE WATER MAIN AT STORM SEWER CROSSINGS AS DIRECTED BY ENGINEER IN FIELD.
3. SEE DETAIL C8.01/1002 FOR PIPE BEDDING DETAIL. CONTRACTOR TO ASSUME CLASS B FOR ALL SHALLOW PIPE CROSSINGS.
4. INSTALL DRAIN TILE PER STANDARD DETAILS AND TYPICAL SECTIONS.
5. CONTRACTOR SHALL RECONNECT ALL EXISTING PRIVATE DRAINTILE/SUMP LINES TO PROPOSED DRAIN TILE ALONG NEW CURB. LOCATIONS OF THESE LINES ARE NOT KNOWN BUT SHOULD BE ANTICIPATED IN THE FIELD.
6. AT PROPERTIES WHERE NO EXISTING SUMP LINE IS FOUND, CONTRACTOR TO INSTALL 5' STUB FROM NEW ROADWAY DRAIN TILE AT A LOCATION TO BE DETERMINED IN THE FIELD BY THE ENGINEER. SEE SHEET C8.02 FOR TYPICAL DETAIL.



Plot Date: 02/22/2018 - 4:03pm
Drawing name: V:\1938\active\193804104.dwg
User: 193804104

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 AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER
 UNDER THE LAWS OF THE STATE OF MINNESOTA

PRINT NAME DAN D. BOYUM

SIGNATURE: _____

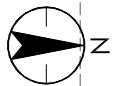
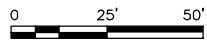
DATE: JANUARY 22, 2018 LIC. NO.: 23451

CITY OF MAPLE PLAIN, MINNESOTA
2018 STREET AND UTILITY IMPROVEMENTS
HOWARD AVENUE
STORM SEWER PLAN AND PROFILE

[illegible]

Plot Date: 02/22/2018 - 4:04pm
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V:\1938\104 8000E 1928

- SEE DETAIL C8.01/1002 FOR PIPE
BEDDING REQUIREMENTS.
CONTRACTOR TO ASSUME CLASS B.



CITY OF MAPLE PLAIN, MINNESOTA

2018 STREET AND UTILITY IMPROVEMENTS

HOWARD AVENUE
STORM SEWER PLAN AND PROFILE



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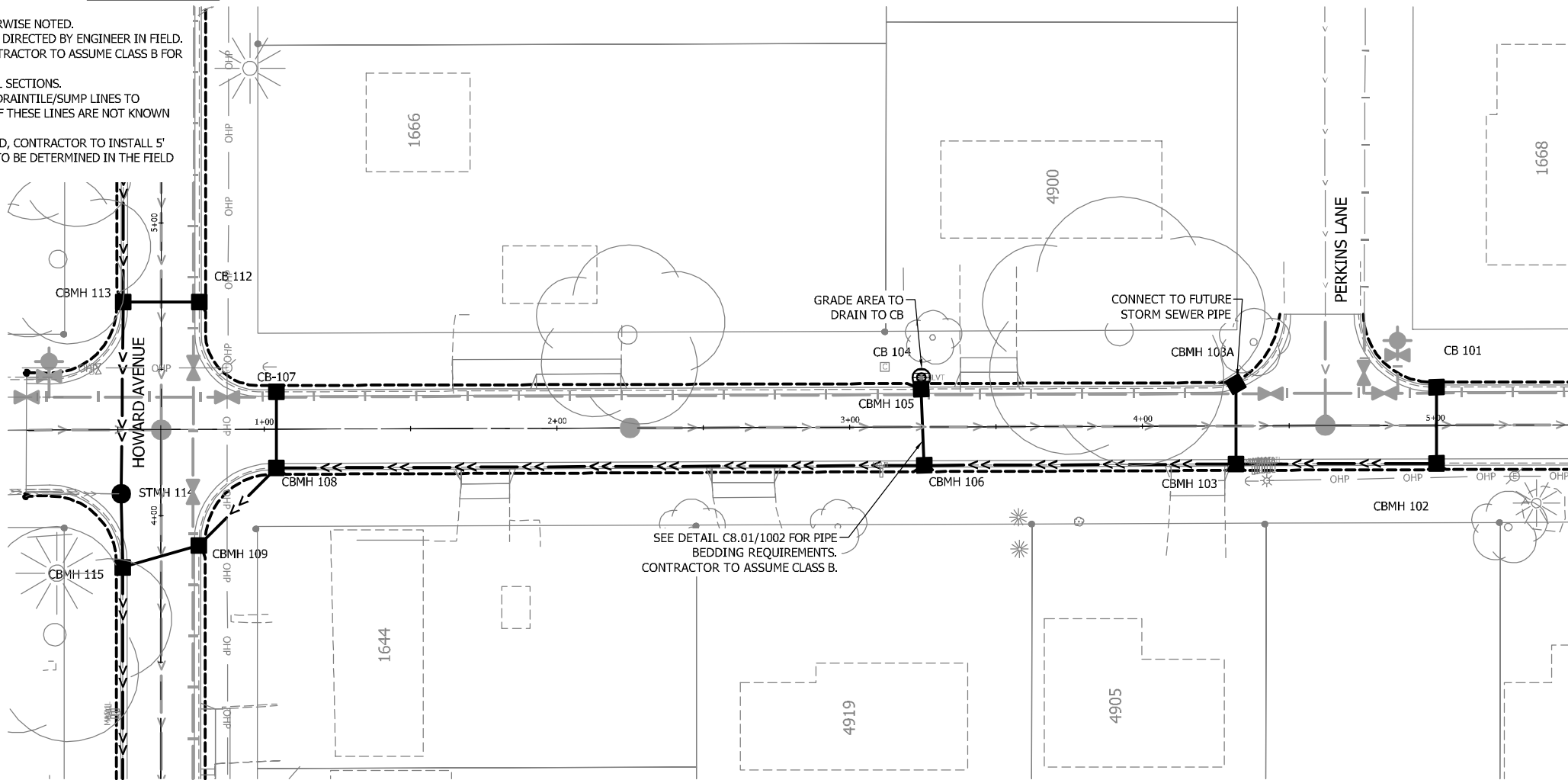
I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT
WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION
AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER
UNDER THE LAWS OF THE STATE OF MINNESOTA.

PRINT NAME: DAN D. BOYUM

SIGNATURE: _____
DATE: JANUARY 29, 2018 LIC. NO. 23451

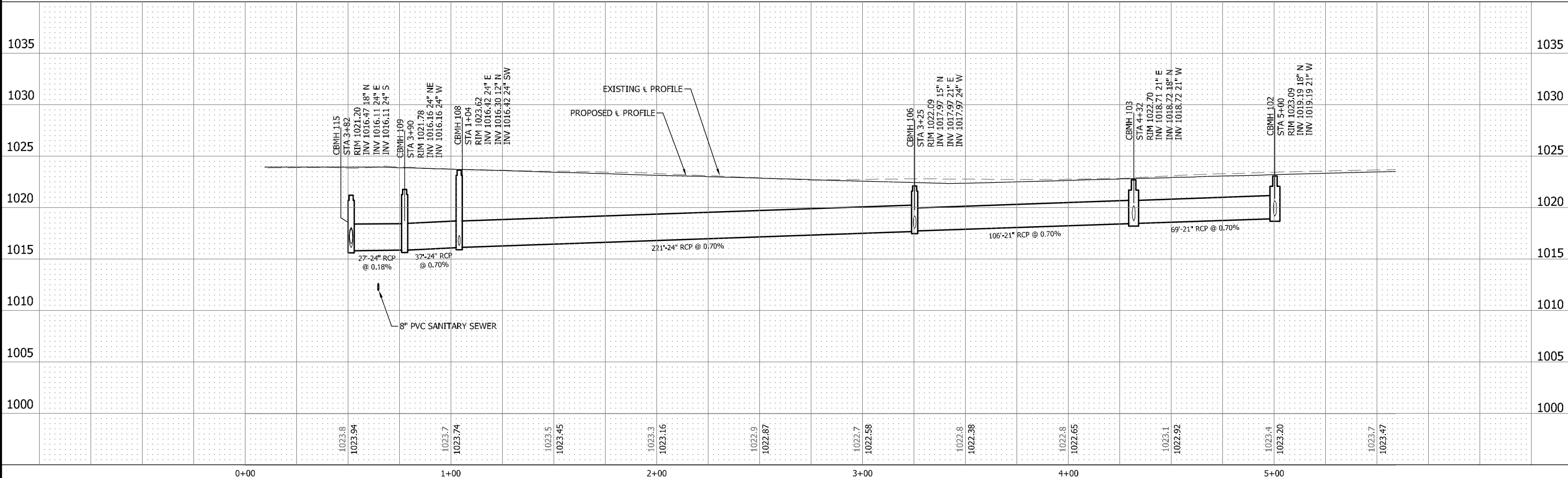
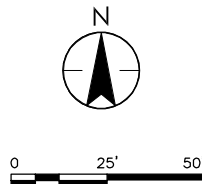
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VSet: 193804104_VSET

SEE SHEET C5.02



SEE SHEET C5.01

INDEPENDENCE STREET



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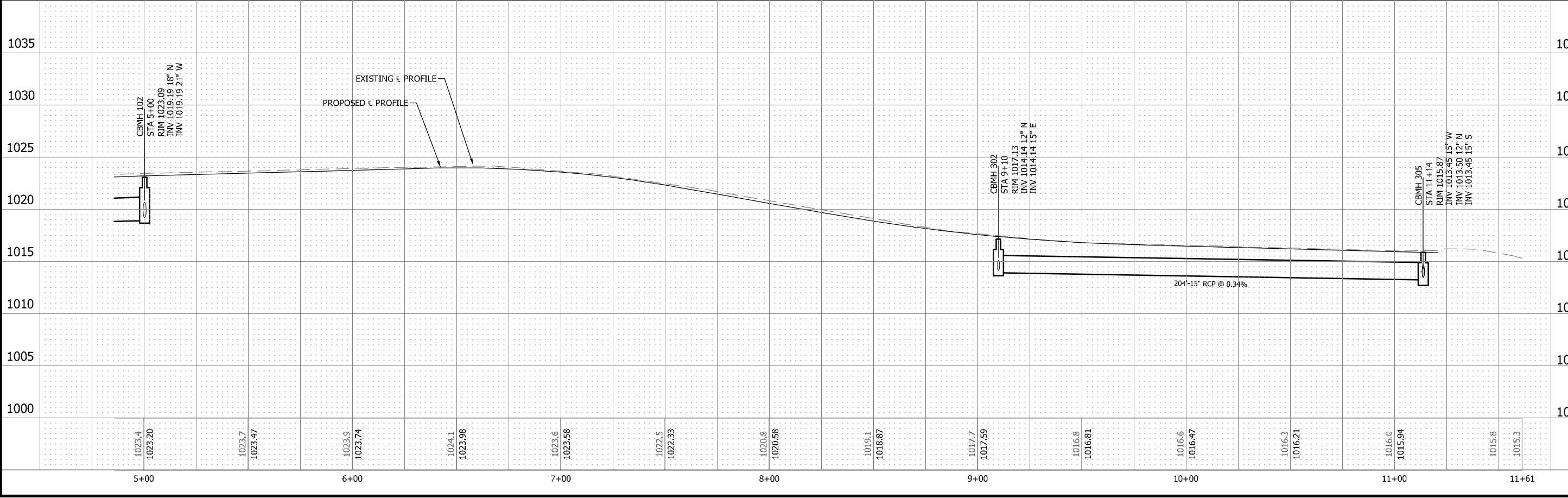
SIGNATURE: _____

DATE: JANUARY 29, 2018 LIC. NO.: 23451

CITY OF MAPLE PLAIN, MINNESOTA
2018 STREET AND UTILITY IMPROVEMENTS
INDEPENDENCE STREET
STORM SEWER PLAN AND PROFILE

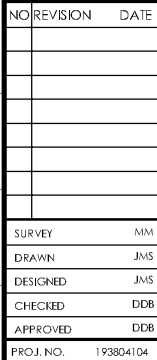
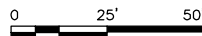
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SURVEY	MM	
DRAWN	JMS	
DESIGNED	JMS	
CHECKED	DD8	
APPROVED	DD8	
PROJ. NO.	193804104	
SHEET NUMBER		
C5.04		

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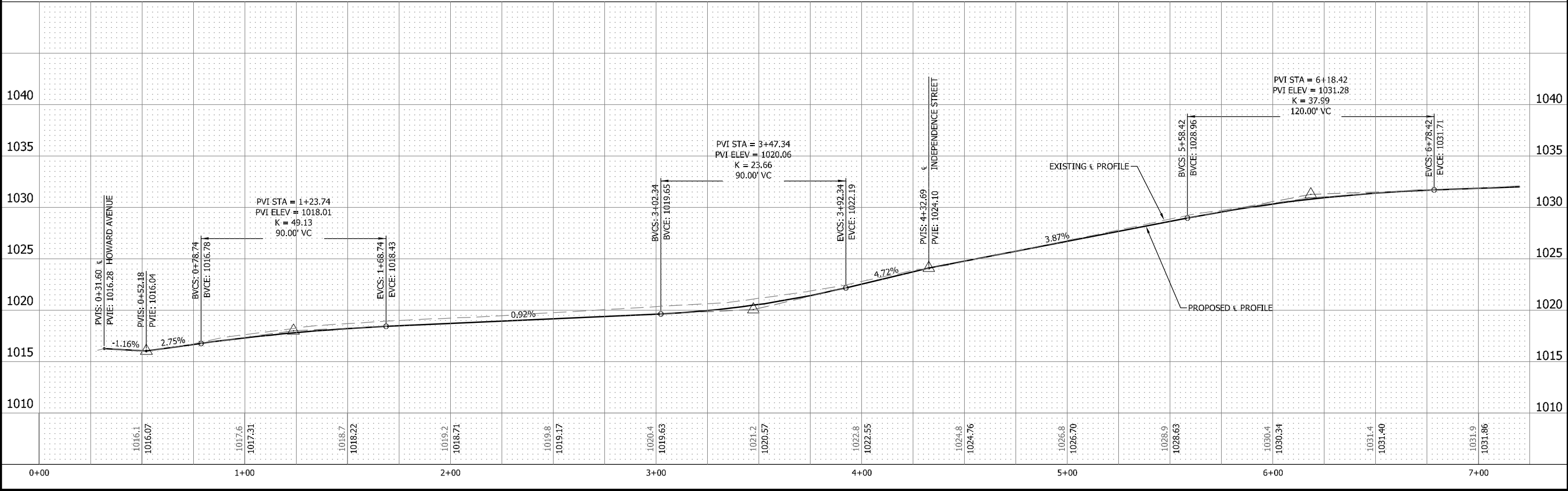
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- SEE SHEET C5.04



Plot Date: 02/22/2018 - 4:12pm



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PRINT NAME: <u>DAVID BOYLE</u>	SIGNATURE: _____
DATE: <u>JANUARY 22, 2018</u>	LIC. NO.: <u>23451</u>

CITY OF MAPLE PLAIN, MINNESOTA

2018 STREET AND UTILITY IMPROVEMENTS

HOWARD AVENUE

STREET PLAN AND PROFILE

NO. REVISION DATE

SURVEY	MM
DRAWN	JVS
DESIGNED	JVS
CHECKED	DDB
APPROVED	DDB
PROJ. NO.	19380404

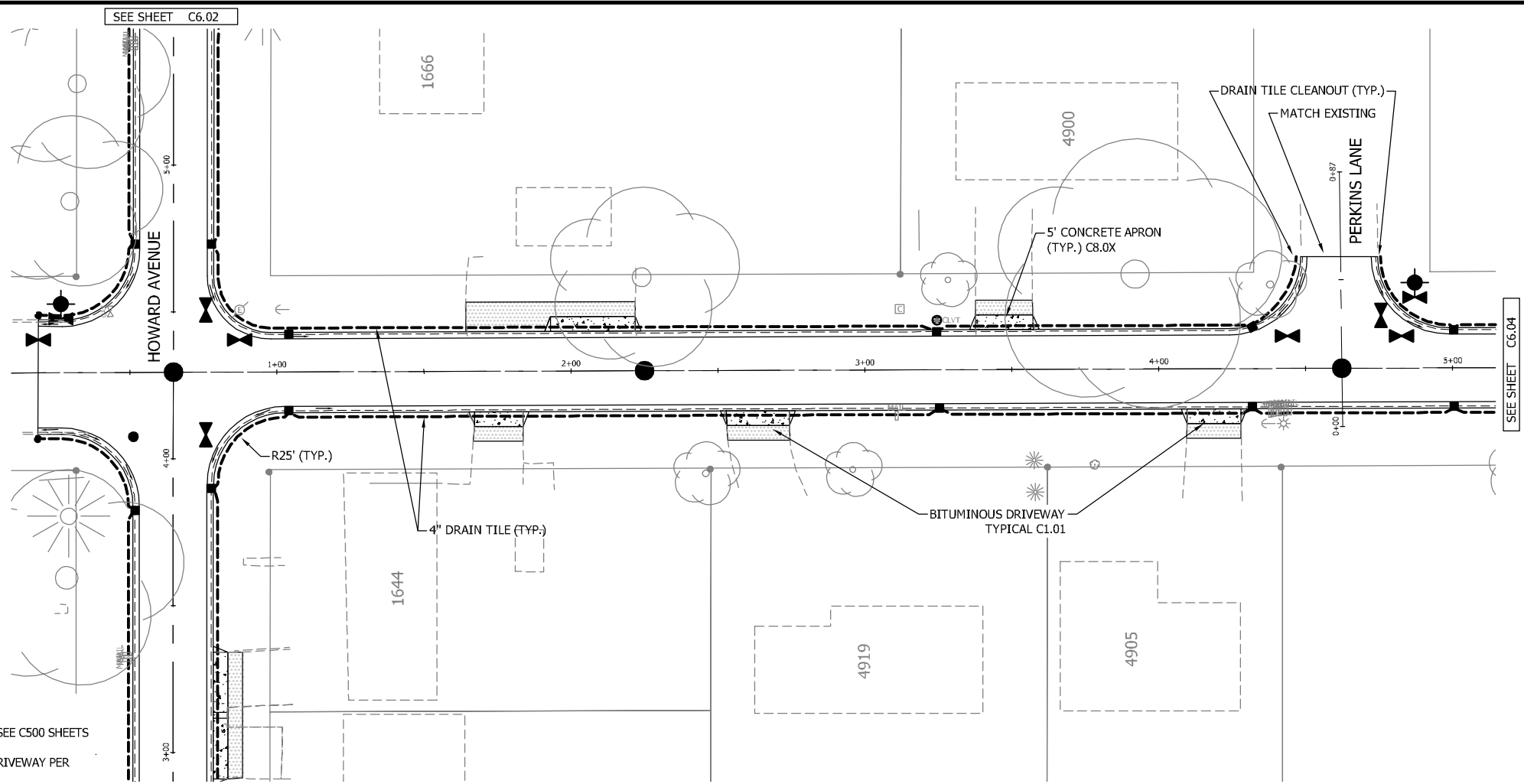
SHEET NUMBER

C6.01

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PRINT NAME: <u>DAN D. BOZUM</u>		
SIGNATURE: _____ DATE: <u>JANUARY 22, 2013</u> LIC. NO.: <u>23451</u>		
<div style="font-size: 18pt; font-weight: bold; margin-bottom: 5px;">CITY OF MAPLE PLAIN, MINNESOTA</div> <div style="font-size: 14pt; font-weight: bold; margin-bottom: 5px;">2018 STREET AND UTILITY IMPROVEMENTS</div> <div style="font-size: 12pt; font-weight: bold; margin-bottom: 5px;">HOWARD AVENUE</div> <div style="font-size: 12pt; font-weight: bold;">STREET PLAN AND PROFILE</div>		
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SURVEY	DRAWN	MM
DESIGNED	CHECKED	JVS
APPROVED	DDB	DDB
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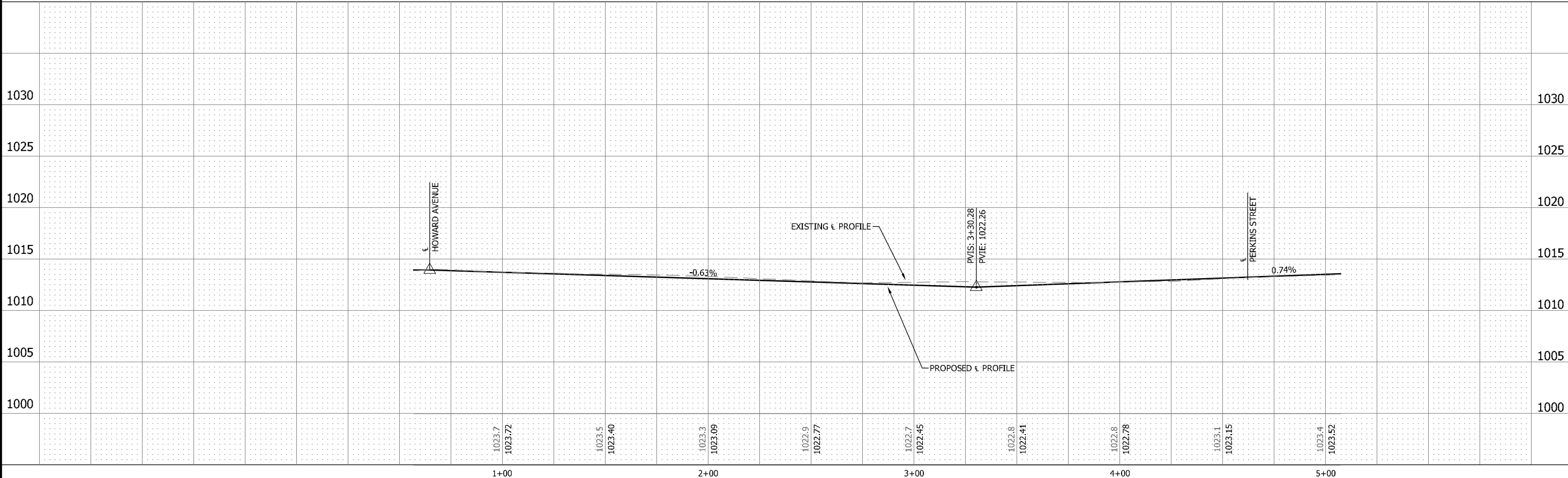
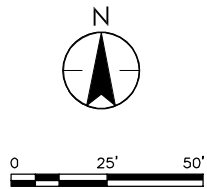
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User: jgaravito_kenedj garavito.jen@laparva.com LAPARVA_VENI LAPARVA_VENI LAPARVA_VENI LAPARVA_VENI LAPARVA_VENI



NOTES:

1. SEE SHEET C1.01 FOR TYPICAL SECTIONS.
2. CONNECT DRAIN TILE TO CATCH BASINS AS SHOWN IN DETAIL 5007. SEE C500 SHEETS FOR ADDITIONAL DRAIN TILE NOTES.
3. CONSTRUCT 5' RESIDENTIAL CONCRETE DRIVEWAY APRON AT EACH DRIVEWAY PER STANDARD DETAILS.
4. PATCH AREA BETWEEN APRON AND EXISTING DRIVEWAY PER TYPICAL SECTIONS ON C1.01.
5. INTERSECTION DETAILS ON SHEET C6.0X



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PRINT NAME: DAN D. BOYLUM	
SIGNATURE: _____	LIC. NO.: 23451
DATE: JANUARY 29, 2013	

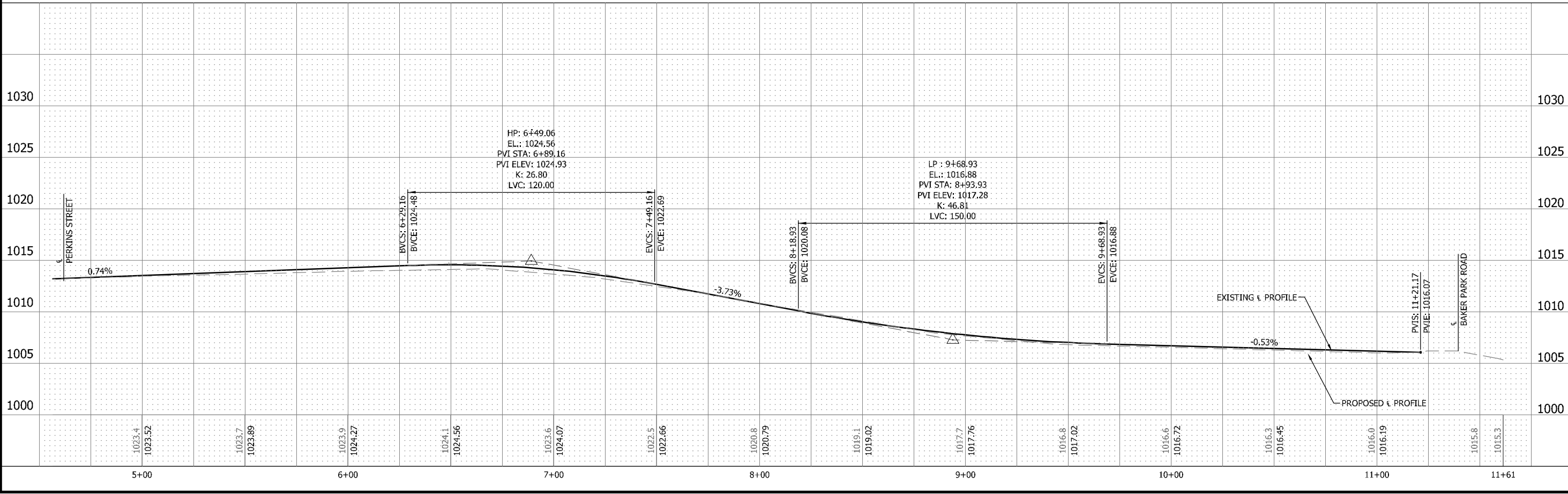
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NO.	REVISION	DATE

SURVEY	N/A
DRAWN	JMS
DESIGNED	JMS
CHECKED	DOB
APPROVED	DOB

PROJ. NO. 193804104	SHEET NUMBER C6.03
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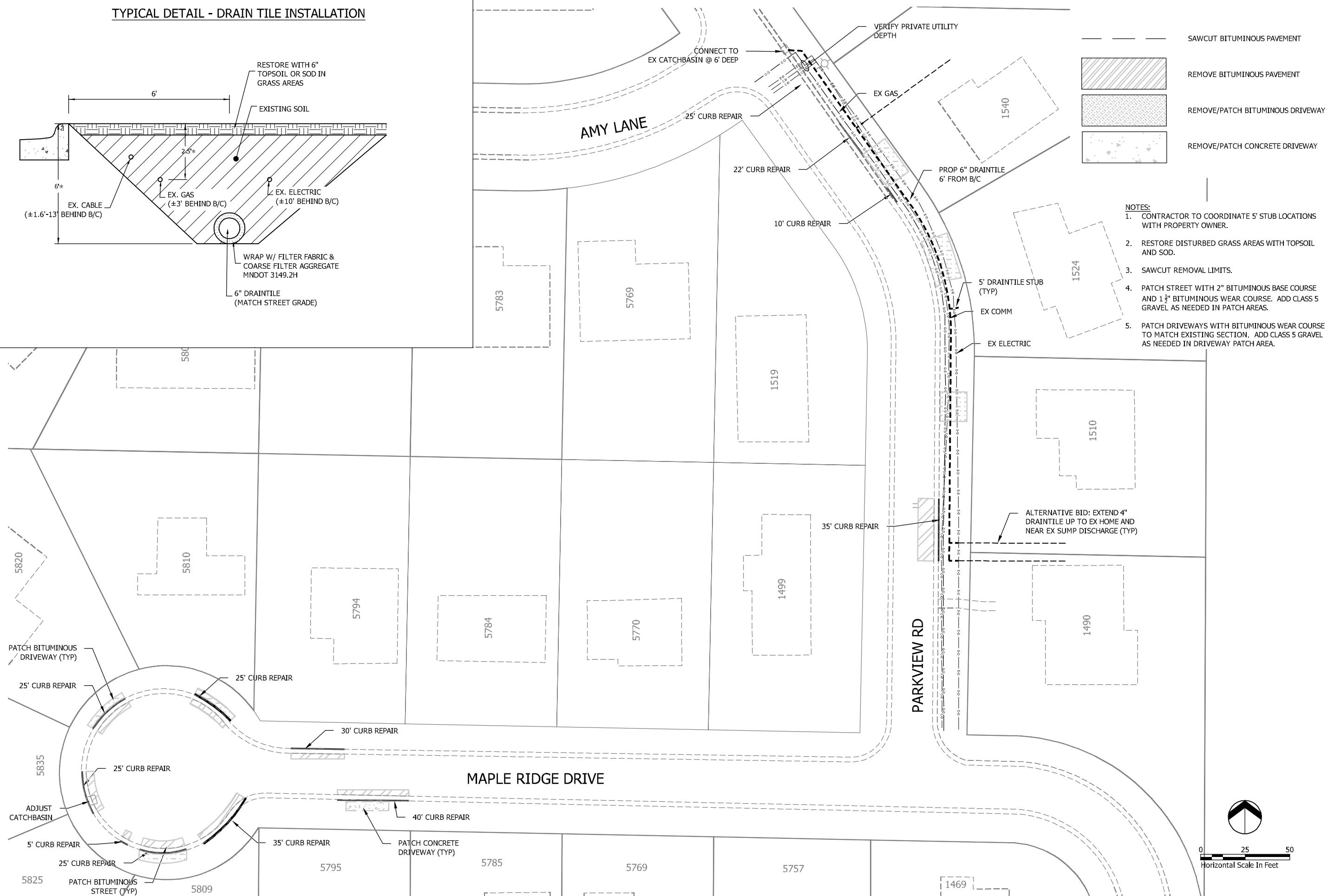


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PRINT NAME: <u>DAN D. BOYUM</u>		
SIGNATURE: _____		
DATE: <u>JANUARY 22, 2013</u> LIC. NO. <u>2451</u>		
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SURVEY	JMS	MM
DRAWN	JMS	JMS
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xrefs: 193804104_XSPL 193804104_BORDER 193804104_XSXT

Diagram illustrating a cross-section of a trench installation. The diagram shows a trench with a sloped side and a bottom layer. Key components and dimensions are labeled:

- RESTORE WITH 6" TOPSOIL OR SOD IN GRASS AREAS**: Indicated at the top surface of the trench.
- EXISTING SOIL**: The material above the trench.
- 6'**: Dimension indicating the width of the trench opening.
- 2.5'±**: Dimension indicating the depth of the trench.
- EX. CABLE (±1.6'-13' BEHIND B/C)**: A cable located at the bottom of the trench.
- EX. GAS (±3' BEHIND B/C)**: A gas line located at the bottom of the trench.
- EX. ELECTRIC (±10' BEHIND B/C)**: An electric line located at the bottom of the trench.
- 6"±**: Dimension indicating the depth of the trench.
- WRAP W/ FILTER FABRIC & COARSE FILTER AGGREGATE MNDOT 3149.2H**: A layer at the bottom of the trench.
- 6" DRAINTILE (MATCH STREET GRADE)**: A daintile located at the bottom of the trench.



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PRINT NAME: DAN D. BOYUM

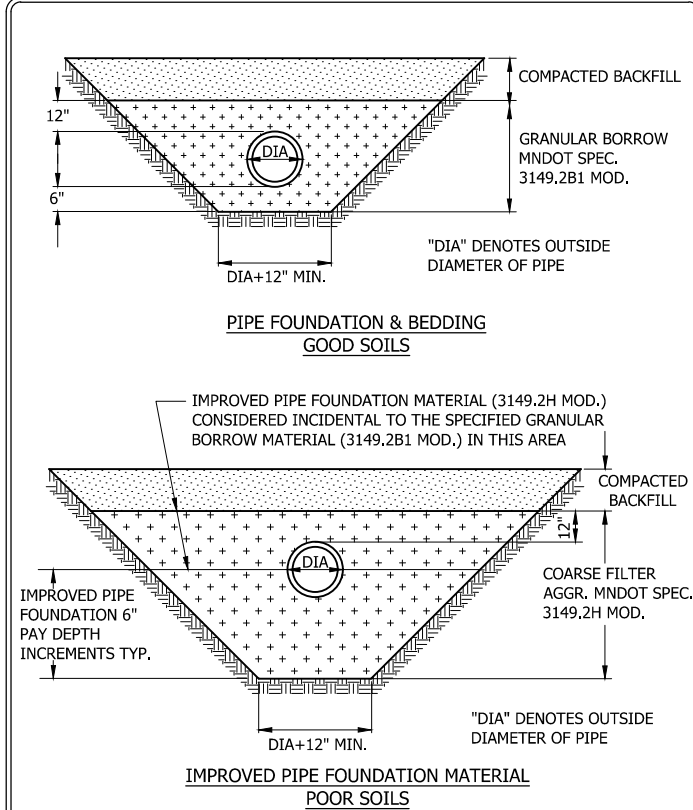
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DATE: JANUARY 29, 2018 LIC. NO.: 23451

CITY OF MAPLE PLAIN, MINNESOTA
2018 STREET AND UTILITY IMPROVEMENTS
PARKVIEW ROAD AND MAPLE RIDGE DRIVE
STREET AND UTILITY PLAN

	NO	REVISION	DATE
SURVEY			MM
DRAWN			JMS
DESIGNED			JMS
CHECKED			DD
APPROVED			DD
PROJ. NO.			193804104

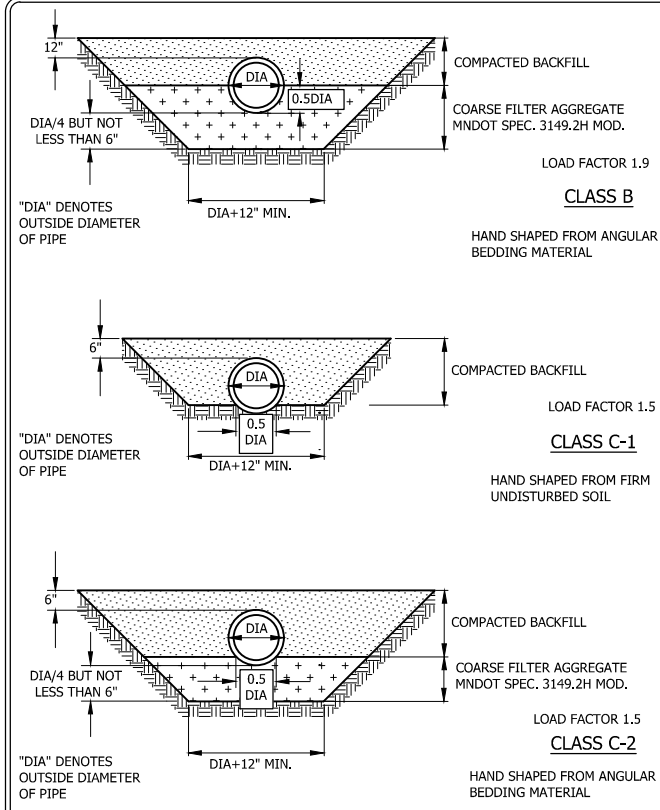
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PIPE FOUNDATION & BEDDING METHODS FOR PVC

LAST REVISION:
March 2002

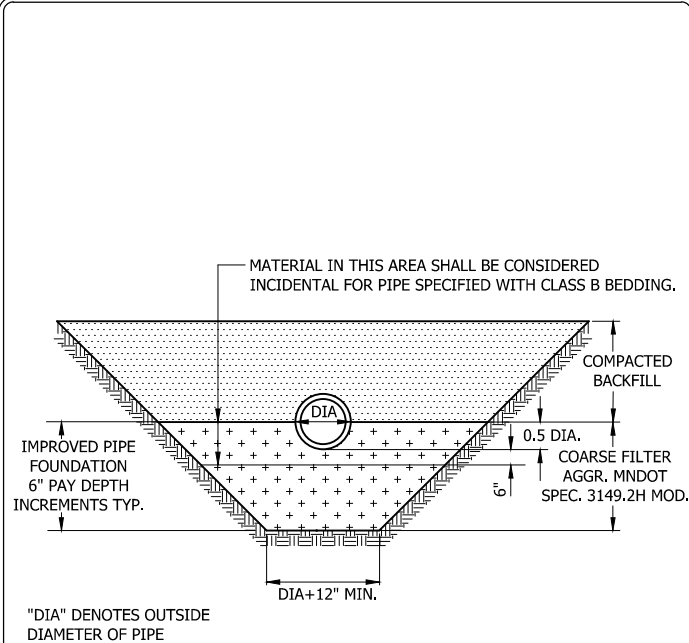
PLATE NO.
1001



PIPE FOUNDATION & BEDDING METHODS FOR RCP OR DIP

LAST REVISION
March 2002

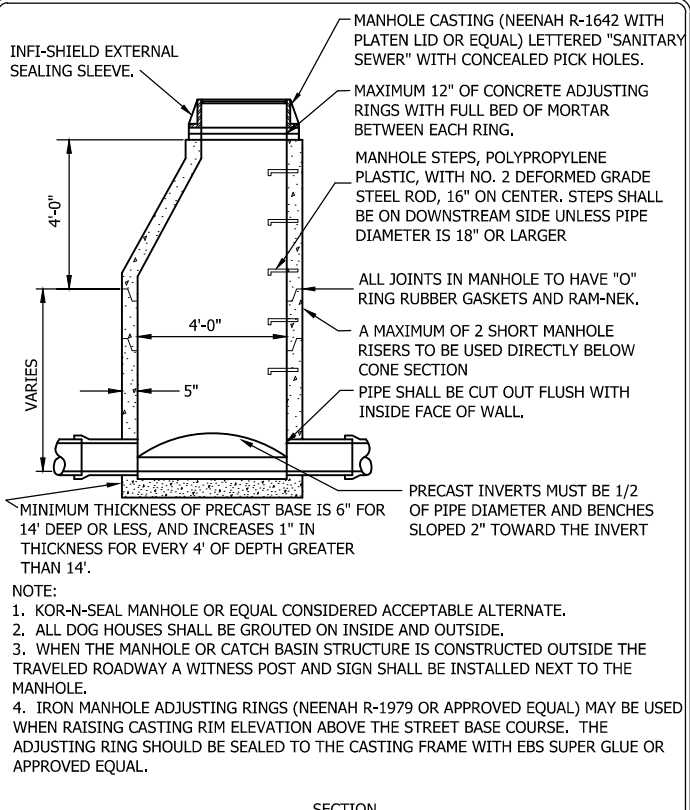
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IMPROVED PIPE FOUNDATION FOR RCP AND DIP

LAST REVISION
March 2002

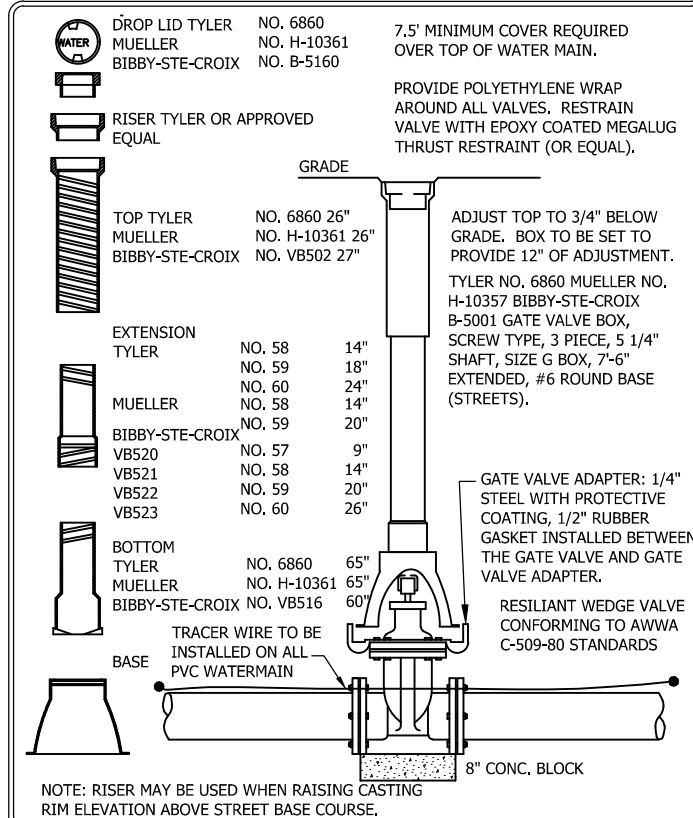
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SANITARY MANHOLE STANDARD

LAST REVISION:
OCT 1999

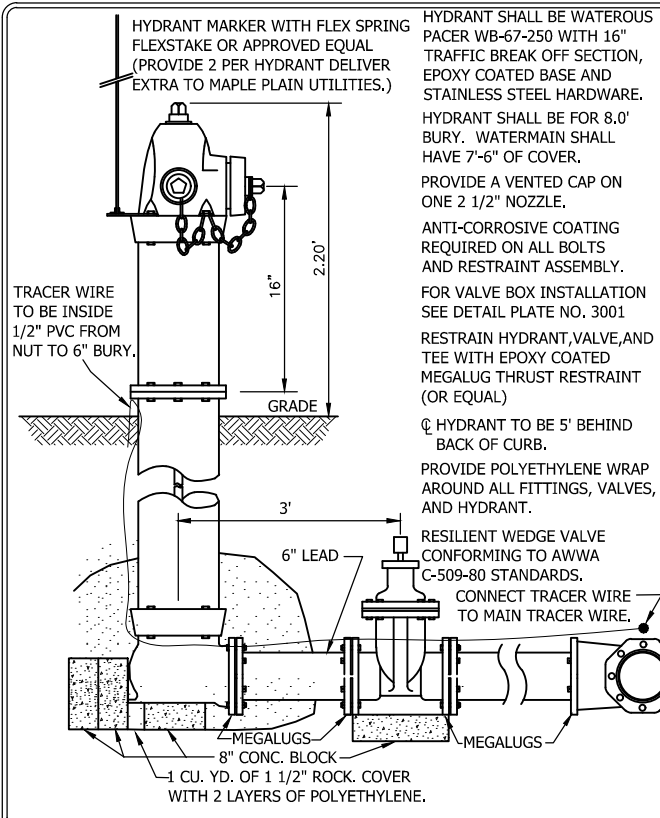
PLATE NO.
2001



GATE VALVE AND BOX INSTALLATION

LAST REVISION
OCT 1999

PLATE NO.
3001



TYPICAL HYDRANT DETAIL

LAST REVISION:
APR 2007

PLATE NO.
3002

NOTES:

1. SHAPE OF BACK OF BUTTRISS MAY VARY AS LONG AS POURED AGAINST FIRM UNDISTURBED EARTH.
2. DIMENSION C1,C2,C3 SHOULD BE LARGE ENOUGH TO MAKE ANGLE θ EQUAL TO OR LARGER THAN 45° .
3. DIMENSION A1,A2,A3 SHOULD BE AS LARGE AS POSSIBLE WITHOUT INTERFERING WITH MJ BOLTS.
4. $\theta = 45^\circ$ MINIMUM.
5. PLACE POLYETHYLENE BETWEEN CONCRETE & PIPE.
6. PROVIDE POLYETHYLENE WRAP AROUND ALL FITTINGS.
7. ALL BENDS & FITTINGS SHALL BE RESTRAINED WITH EPOXY COATED MEGALUGS THRUST RESTRAINTS OR EQUAL

BUTTRISS DIMENSIONS						
PIPE SIZE	22 1/2" BEND	45° BEND	90° BEND/TEE			
	B1	D1	B2	D2	B3	D3
6"	1'-5"	1'-5"	1'-5"	1'-5"	2'-1"	1'-6"
8"	1'-5"	1'-5"	2'-1"	1'-6"	2'-8"	2'-0"
12"	1'-10"	1'-10"	3'-4"	2'-0"	4'-9"	2'-6"
16"	3'-0"	2'-0"	3'-10"	3'-0"	6'-2"	3'-6"
20"	3'-6"	2'-8"	5'-6"	3'-4"	8'-4"	4'-0"
24"	4'-4"	3'-0"	6'-10"	3'-10"	9'-8"	5'-0"
30"	-	-	9'-3"	6'-0"	17'-0"	6'-0"

PLAN 90° BENDS

PLAN 45° BENDS

PLAN 22 1/2° BENDS

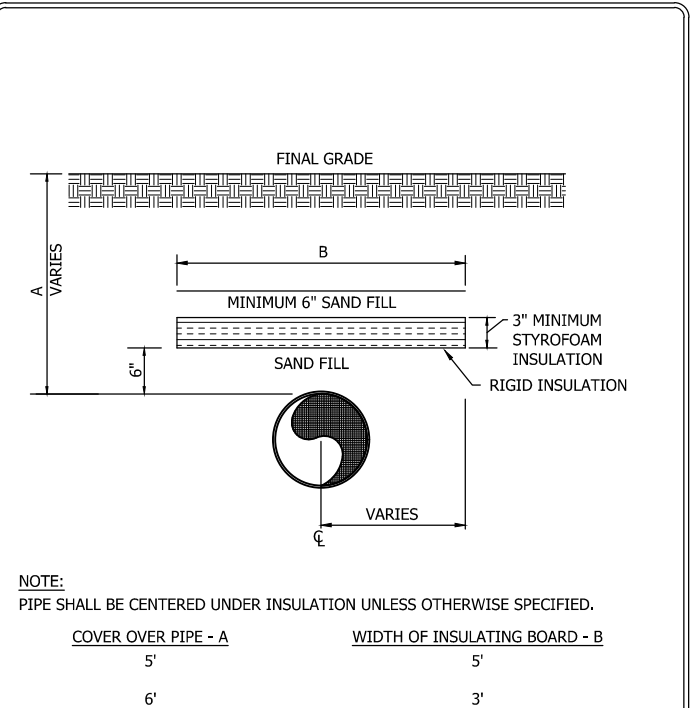
SECTION A-A



CONCRETE THRUST BLOCK

LAST REVISION:
OCT 1999

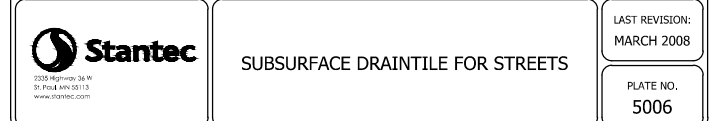
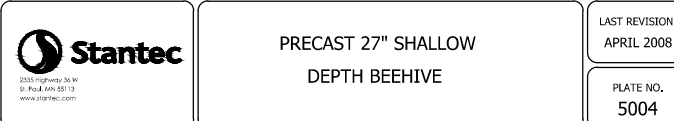
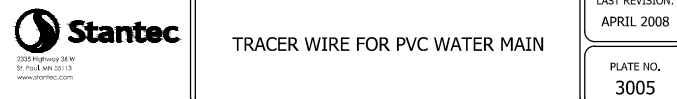
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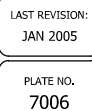
INSULATION DETAIL

LAST REVISION:
OCT 1999

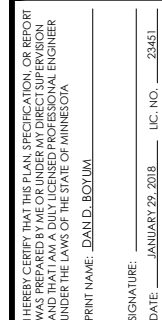
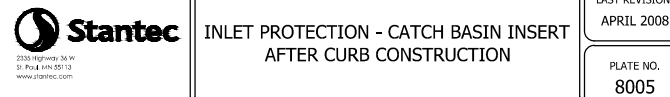
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3004



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Xrefs: 193804104_BORDER



Plot Date: 02/21/2018 - 2:28pm
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xrefs: 193804104_BORDER



CITY OF MAPLE PLAIN, MINNESOTA
2018 STREET AND UTILITY IMPROVEMENTS
STANDARD DETAILS

NO	REVISION	DATE
SURVEY		MM
DRAWN		JMS
DESIGNED		JMS
CHECKED		DDR
APPROVED		DDR
PROJ. NO.	193804104	

SHEET NUMBER
C8.04

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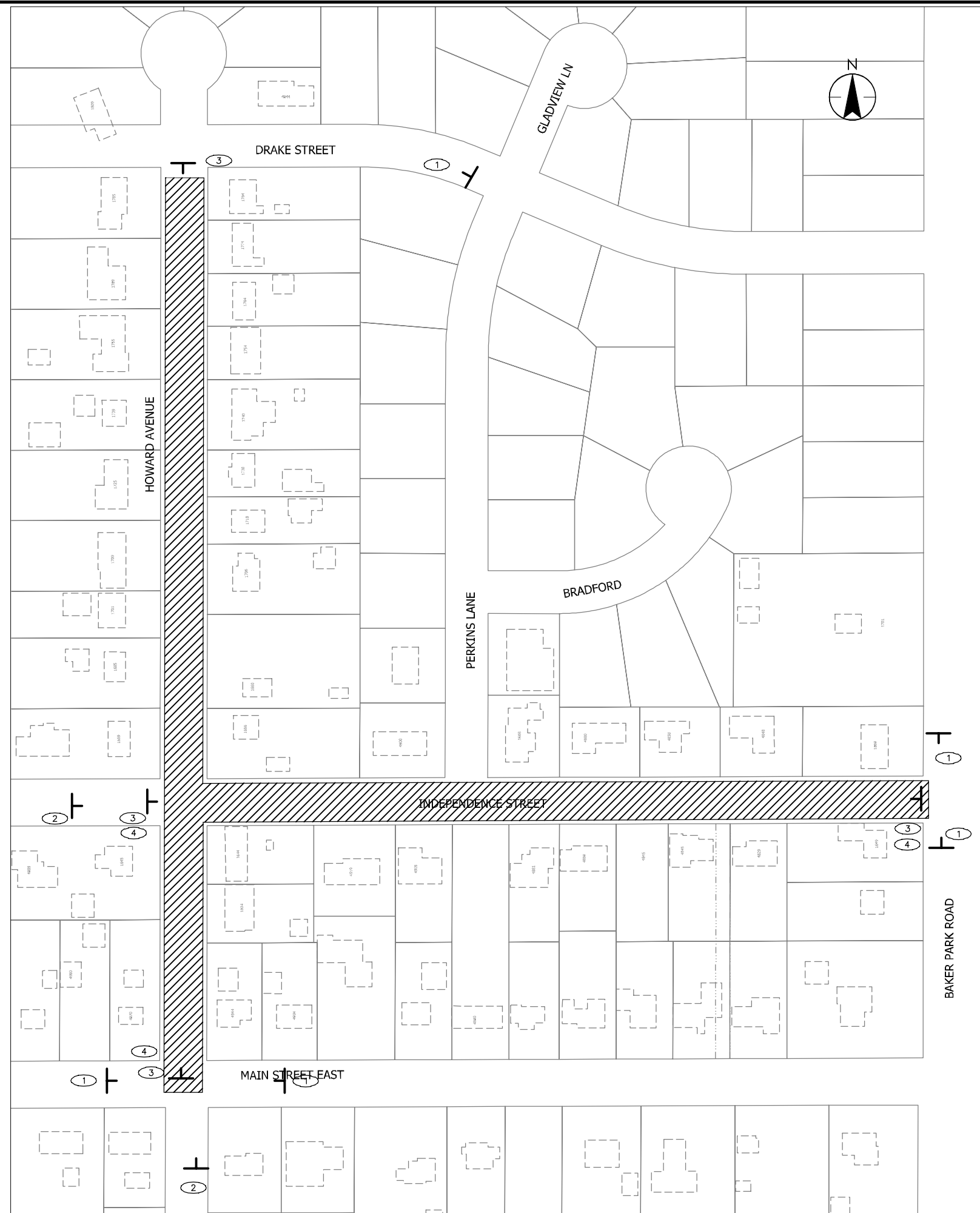
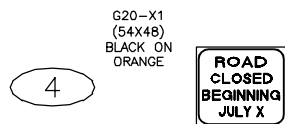
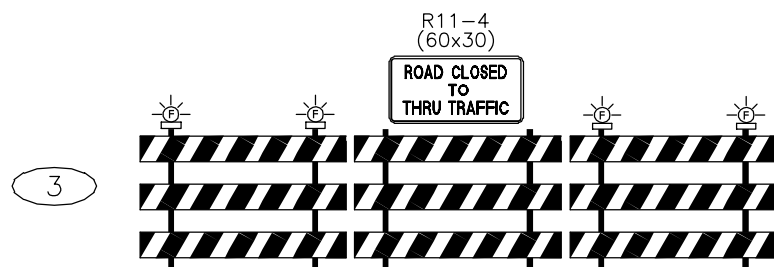
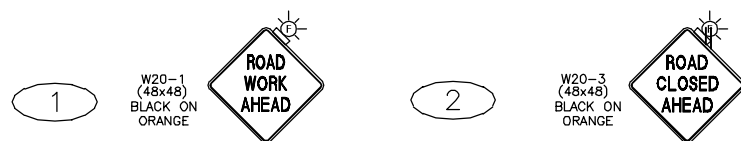
NOTES:

1. PAYMENT FOR TRAFFIC CONTROL IS INTENDED TO COVER SUCH DEVICES AS SHOWN IN THE FIELD MANUAL FOR TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS.
2. THE CONTRACTOR IS TO COORDINATE UTILITY WORK IN THE INTERSECTION OF BUDD AVE AND INDEPENDENCE ST TO LIMIT THE CLOSURE OF THE INTERSECTION. TRAFFIC CONTROL SIGNS WILL NEED TO BE MODIFIED BEFORE AND AFTER THE WORK IS COMPLETED IN THE INTERSECTION.
3. THE CONTRACTOR IS RESPONSIBLE FOR PROTECTING ALL OPEN EXCAVATIONS AS DETAILED IN THE FIELD MANUAL OR AS DIRECTED BY THE ENGINEER IF ANY PUBLIC TRAFFIC IS PERMITTED ON THE WORK SITE.
4. ACCESS MUST BE MAINTAINED AT ALL TIMES.
5. LAYOUT SHOWN IS AN EXAMPLE. CONTRACTOR MAY ADJUST SIGN PLACEMENT ACCORDING TO CONSTRUCTION STAGING.
6. CONTRACTOR SHALL RESTORE ACCESS TO ALL STREETS AND DRIVEWAYS AT THE END OF EACH WORK DAY.

- GENERAL NOTES -

1. ALL TRAFFIC CONTROL DEVICES AND SIGNING SHALL CONFORM TO THE MnMUTCD, INCLUDING THE FIELD MANUAL FOR TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS.
2. THE CONTRACTOR SHALL FURNISH, INSTALL, AND MAINTAIN THE DEVICES IN THE TRAFFIC CONTROL PLAN UNLESS OTHERWISE NOTED.
3. FIELD CONDITIONS MAY REQUIRE MODIFICATIONS OF THIS LAYOUT AS DEEMED NECESSARY BY THE ENGINEER.
4. THE CONTRACTOR IS RESPONSIBLE FOR PROTECTING ANY WORK AREAS NEAR TRAFFIC IN ACCORDANCE WITH THE MnMUTCD.
5. ALL LOCATIONS IN THE TRAFFIC CONTROL PLAN ARE APPROXIMATE. COORDINATE INSTALLATION WITH ENGINEER IN FIELD.
6. INSTALLATION DETAILS OF SIGNS ON BARRICADES SHALL BE APPROVED BY THE ENGINEER PRIOR TO PLACEMENT.
7. SIGNS SHALL BE MOUNTED ON POSTS DRIVEN INTO THE GROUND AT PROPER HEIGHT AND LATERAL OFFSET AS DETAILED IN THE MnMUTCD. SIGNS MAY ALSO BE MOUNTED ON PORTABLE SUPPORTS 5-7 FT. HIGH, AS APPROVED BY THE ENGINEER. WHEN SIGNS ARE REMOVED, THE SIGN POSTS SHALL BE REMOVED AS SOON AS POSSIBLE.
8. ALL TRAFFIC CONTROL DEVICES, INCLUDING OVERHEAD SIGNS ON ROADS OPEN TO TRAFFIC THAT ARE NOT CONSISTENT WITH TRAFFIC OPERATIONS SHALL BE COVERED, REMOVED, OR REVISED AS DIRECTED BY THE ENGINEER.
9. ALL WARNING SIGNS SHALL BE MADE OF DIAMOND GRADE ORANGE REFLECTIVE SHEETING (3984 SERIES) OR AN APPROVED SUBSTITUTE. ALL REGULATORY SIGNS SHALL BE V.I.P. DIAMOND GRADE (3990 SERIES) SHEETING.
10. BARRICADES SHALL BE TYPE III AND SHALL BE CONSTRUCTED OF LIGHT MATERIAL. THE ACTUAL NUMBER OF BARRICADES AT EACH LOCATION REQUIRED MAY VARY DEPENDING ON THE SIZE OF THE BARRICADE USED.
11. THE CONTRACTOR SHALL COORDINATE THE REMOVAL OF THE TEMPORARY SIGNS.
12. ALL SIGNS PROVIDED BY THE CONTRACTOR FOR TRAFFIC CONTROL DURING CONSTRUCTION SHALL REMAIN THE PROPERTY OF THE CONTRACTOR AND SHALL BE REMOVED FROM THE JOB SITE WHEN THEY ARE NO LONGER NEEDED.
13. ALL SIGN POSTS SHALL BE REMOVED AND THE SURROUNDING GROUND RETURNED TO ITS ORIGINAL CONDITION WHEN THEY ARE NO LONGER NEEDED.
14. THE CONTRACTOR MUST GIVE 48 HOURS NOTICE PRIOR TO ANY TRAFFIC CONTROL SIGNS BEING PLACED.
15. SIGNS SPECIFIC TO THE CLOSURE OF HOWARD AVENUE AND INDEPENDENCE STREET, INCLUDING TRAILBLAZERS, DIRECTIONAL SIGNS AND ROAD CLOSED WARNING SIGNS AND BARRICADES SHALL BE INSTALLED PRIOR TO CLOSURE.

LEGEND



Plot Date: 02/22/2018 - 12:29pm
Drawing name: V:\1938\active\193804104\CAD\Dwg\193804104C901.dwg
Xrefs: 193804104_X3PL 193804104_BORDER

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PRINT NAME: DAN D. BOYUM

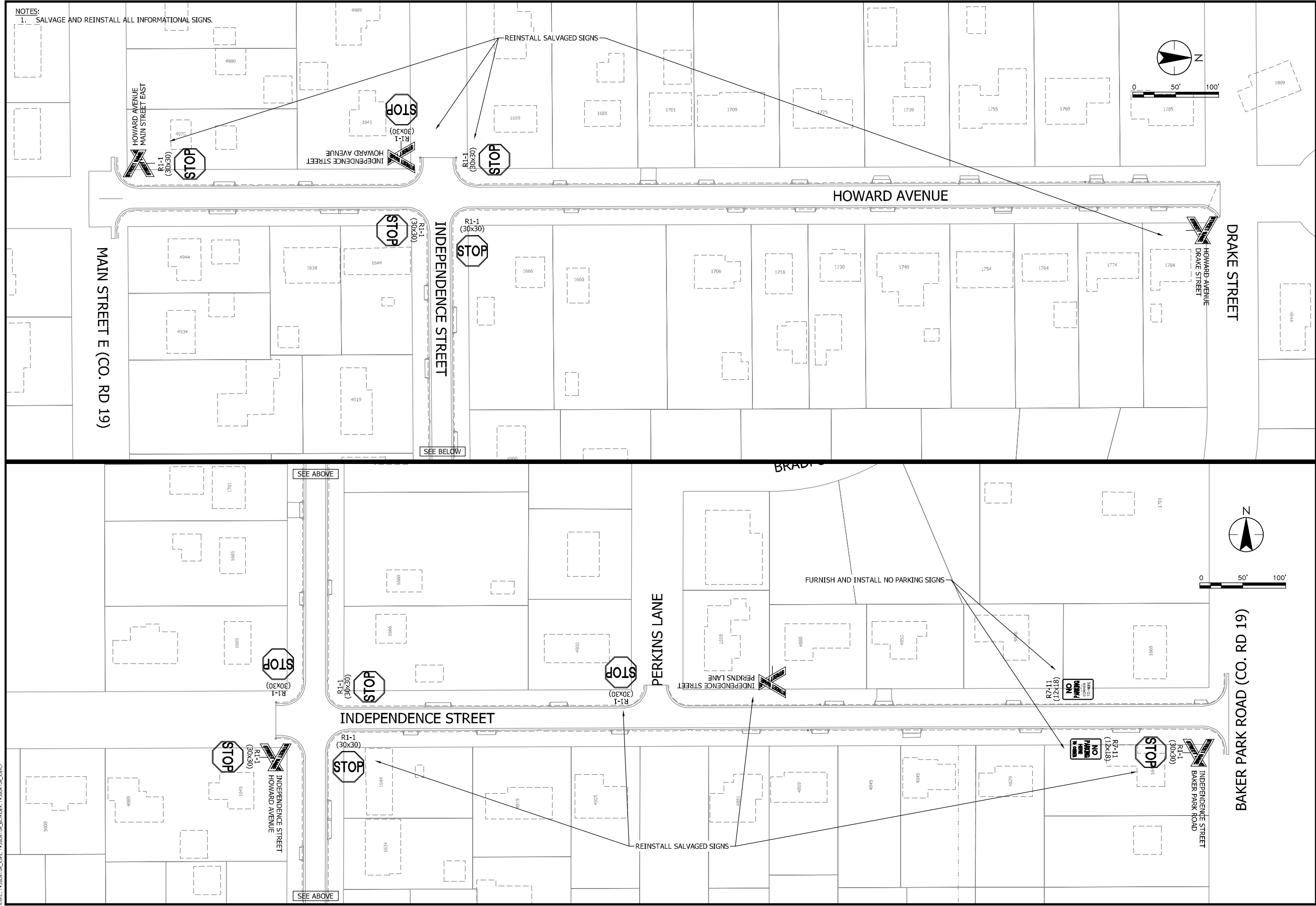
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DATE: JANUARY 22, 2018 IIC NO. 23451

CITY OF MAPLE PLAIN, MINNESOTA
2018 STREET AND UTILITY IMPROVEMENTS
HOWARD AVENUE AND INDEPENDENCE STREET
TRAFFIC CONTROL PLAN

NO	REVISION	DATE
SURVEY	MM	
DRAWN	JMS	
DESIGNED	JMS	
CHECKED	DDB	
APPROVED	DDB	
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SHEET NUMBER		
C9.01		

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Agenda Information Memorandum
February 26, 2018 - Maple Plain City Council

7. NEW BUSINESS

F. PAYMENT REQUEST NO. 3 & FINAL – WTP DEEP WELL NO. 4 CONNECTION

ACTION TO BE CONSIDERED

To approve Payment Request No. 3 & Final in the amount of \$16,584.41 to Municipal Builders, Inc.

FACTS

- The project was awarded on July 24, 2017.
- The preconstruction meeting was held and shop drawings reviewed in August 2017.
- Construction began in September 2017.
- Well No. 4 is up and running.
- Punchlist items are completed on the Municipal Builders, Inc. part of the contract.
- Minnesota Withholding Form IC-134 (Contractors Withholding Affidavit), Receipt and Waiver of Mechanics Lien Rights, and Consent of Surety to Final Payment have been received.
- Payment Request 3 & Final includes the Change Order No. 1 work (filter replacement, solenoid valve replacement, painting in Pump Facility No. 3, lighting control panel adjustment, and additional sample tap) approved at the December 18, 2017 Council Meeting.
- There is a two-year correction period on the project.

ATTACHMENTS

Attached on page(s) - Payment Request No. 3 & Final



Stantec Consulting Services Inc.
2335 Highway 36 West, St. Paul MN 55113-3819

February 12, 2018

Mr. Robert Schoen
City of Maple Plain
5050 Independence Drive
Maple Plain, MN 55359

Re: WTP Deep Well No. 4 Connection
City of Maple Plain
Stantec File No.: 193803620
Pay Request No. 3-Final

Dear Mr. Schoen:

Transmitted herewith are four (4) copies of Request for Payment No. 3-Final for the above referenced project. This pay request is for work completed through January 31, 2018. We have reviewed the request and hereby recommend approval for payment for \$16,584.41. Please execute the documents and distribute as follows:

1 copy	City of Maple Plain
2 copies	Municipal Builders, Inc., attn: Nate Neubauer
1 copy	Stantec, attn: Daryl Kirschenman

In order to close out this project attached is the Minnesota Withholding Form IC-134 (Contractor's Withholding Affidavit), Receipt and Waiver of Mechanics Lien Rights, and Consent of Surety to Final Payment. O&M Manuals will come under separate cover. The work on this project has been satisfactorily completed and we recommend payment.

Should you have any questions regarding this project, please feel free to call me at 651-604-4848.

Regards,

STANTEC CONSULTING SERVICES INC.

A handwritten signature in blue ink that reads "Daryl Kirschenman".

Daryl Kirschenman
Senior Project Manager
Phone: (651) 604-4848
Fax: (651) 636-1311
Daryl.Kirschenman@stantec.com

Attachment: Pay Request No. 3-Final

Design with community in mind



Owner: City of Maple Plain, 5050 Independence Street, Maple Plain, MN 55359	Date: February 12, 2018
For Period: 11/01/2017 to 1/31/2018	Request No: 3-Final
Contractor: Municipal Builders, Inc., 17125 Roanoke St. NW, Andover, MN 55304	

CONTRACTOR'S REQUEST FOR PAYMENT
WTP DEEP WELL NO. 4 CONNECTION
STANTEC PROJECT NO. 193803620

SUMMARY

1	Original Contract Amount		\$ 208,500.00
2	Change Order - Addition	\$ 6,498.44	
3	Change Order - Deduction	\$ 0.00	
4	Revised Contract Amount		\$ 214,998.44
5	Value Completed to Date		\$ 208,217.75
6	Material on Hand		\$ 0.00
7	Amount Earned		\$ 208,217.75
8	Less Retainage 0%		\$ 0.00
9	Subtotal		\$ 208,217.75
10	Less Amount Paid Previously		\$ 191,633.34
11	Liquidated damages -		\$ 0.00
12	AMOUNT DUE THIS REQUEST FOR PAYMENT NO. 3-Final		\$ 16,584.41

Recommended for Approval by:
STANTEC

Approved by Owner:
CITY OF MAPLE PLAIN



Approved by Contractor:
MUNICIPAL BUILDERS, INC.



Date:

Specified Contract Completion Date:

APPLICATION AND CERTIFICATE FOR PAYMENT

AIA DOCUMENT G702

PAGE 1 OF 3 PAGES

TO (Engineer):

PROJECT:

STANTEC

2335 HWY 36 W

ST. PAUL, MN 55113

WTP DEEP WELL NO. 4 CONNECTION

MAPLE PLAIN, MN

APPLICATION NO THREE

PERIOD FROM: 11/1/2017

TO: 1/31/2018

FROM (Contractor)

CONTRACT FOR:

MUNICIPAL BUILDERS, INC.

17125 ROANOKE ST. NW

ANDOVER, MN 55304

CITY OF MAPLE PLAIN

5050 INDEPENDENCE STREET

MAPLE PLAIN, MN 55359

CONTRACTOR'S APPLICATION FOR PAYMENT

CHANGE ORDER SUMMARY			ADDITIONS	DEDUCTIONS
Change Orders approved in previous months by Owner				
TOTAL				
Approved this Month				
Number	Date Approved		6,498.44	
1	#####			
TOTALS			6,498.44	0.00
Net change by Change Orders				6,498.44

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work Covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is due.

CONTRACTOR:

By: _____ Date: _____

OWNER:

By: _____ Date: _____

By: _____ Date: _____

Application is made for Payment, as shown below, in connection with the Contract.

Continuation Sheet, AIA Document G703, is attached.

The present status of the account for this Contract is as follows:

PERCENT COMPLETE.....	96.8%
ORIGINAL CONTRACT SUM.....	\$ 208,500.00
Net change by Change Orders.....	\$ 6,498.44
CONTRACT SUM TO DATE.....	\$ 214,998.44

TOTAL COMPLETED & STORED TO DATE.....	\$ 208,217.75
(Column G on G703)	

RETAINAGE0%	\$ 0.00
or total in Column I on G703	

TOTAL EARNED LESS RETAINAGE.....	\$ 208,217.75
LESS PREVIOUS CERTIFICATES FOR PAYMENT.....	\$ 191,633.34

CURRENT PAYMENT DUE.....	\$ 16,584.41
--------------------------	--------------

RECOMMENDATION FOR PAYMENT

ENGINEER:

CONTRACTOR:

By: _____ Date: _____

OWNER:

By: _____ Date: _____

By: _____ Date: _____

AIA DOCUMENT G702 * APPLICATION AND CERTIFICATE FOR PAYMENT

CONTINUATION SHEET

PAGE 2 OF 3 PAGES

APPLICATION NUMBER: THREE
 APPLICATION DATE: 11/1/2017
 PERIOD TO: 1/31/2018

Contractor's signed Certification is attached.
 In tabulations below, amounts are stated to the nearest dollar.

A	C	D	E	F	G	H	I	J	K
ITEM NO	DESCRIPTION OF WORK	QTY	UNIT PRICE	AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT	% COMPLETE
1	MOBILIZATION	1	10,000.00	10,000.00	0.00	0.00	1.00	10,000.00	100%
2	F&I SILT FENCE, HEAVY	150	2.75	412.50	0.00	0.00	0.00	0.00	0%
3	WELL PUMP AND PITLESS UNIT	1	38,900.00	38,900.00	0.00	0.00	1.00	38,900.00	100%
4	POT HOLE & LOCATE 8" WMN	1	1,500.00	1,500.00	0.00	0.00	1.00	1,500.00	100%
5	6" TRANS. COUPLING	1	340.00	340.00	0.00	0.00	1.00	340.00	100%
6	6"x8" RED.W/ RETAINER	1	361.00	361.00	0.00	0.00	1.00	361.00	100%
7	8"x6" TEE W/RETAINER	1	500.00	500.00	0.00	0.00	1.00	500.00	100%
8	6" GATE VALVE	1	1,181.00	1,181.00	0.00	0.00	1.00	1,181.00	100%
9	6" HYDRANT	1	3,825.00	3,825.00	0.00	0.00	1.00	3,825.00	100%
10	6" PVC WMN C900	14	34.17	478.38	0.00	0.00	10.00	341.70	71%
11	8" PVC WATERMAIN	60	37.71	2,262.60	0.00	0.00	29.00	1,093.59	48%
12	8" 45 BEND W/ RETAINER	2	600.00	1,200.00	0.00	0.00	0.00	0.00	0%
13	8" MJ GATE VALVE	1	1,687.00	1,687.00	0.00	0.00	1.00	1,687.00	100%
14	CUT IN 12" GATE & COUPLING	2	4,920.00	9,840.00	0.00	0.00	2.00	9,840.00	100%
15	3/4" SDR POLY DIRECTIONAL	100	30.00	3,000.00	0.00	0.00	115.00	3,450.00	115%
16	3/4" CORP. STOP & CURB STOP	1	1,850.00	1,850.00	0.00	0.00	1.00	1,850.00	100%
17	SELECT GRAN. MOD (CV)	20	33.25	665.00	0.00	0.00	10.00	332.50	50%
18	PLANTING MEDIA	20	45.00	900.00	0.00	0.00	6.00	270.00	30%
19	LANDSCAPE EDGER	40	10.00	400.00	0.00	0.00	0.00	0.00	0%
20	MULCH MAT. TYPE 6	5	80.00	400.00	0.00	0.00	5.00	400.00	100%
21	PLANT PERENNIAL	148	20.00	2,960.00	0.00	0.00	26.00	520.00	18%
22	6" PERF. PE PIPE DRAIN	30	17.00	510.00	0.00	0.00	0.00	0.00	0%
23	SITE SEEDING	0.5	4000.00	2,000.00	0.00	0.00	0.50	2,000.00	100%
				85,172.48		0.00		78,391.79	92%

CONTINUATION SHEET

PAGE 3 OF 3 PAGES

APPLICATION NUMBER: THREE

APPLICATION DATE: 11/1/2017

PERIOD TO: 1/31/2018

Contractor's signed Certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

A ITEM NO	B DESCRIPTION OF WORK	C	D	E	F	G THIS PERIOD		H	I	J
		QTY	UNIT PRICE	AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT	QUANTITY	% COMPLETE
24	PUMP FACILITY 3	1	1,500.00	1,500.00	0.00	0.00	1.00	1,500.00	1.00	100%
25	BW TANK MODIFICATIONS	1	30,000.00	30,000.00	0.00	0.00	1.00	30,000.00	1.00	100%
26	WTP MODIFICATIONS	1	91,827.52	91,827.52	0.00	0.00	1.00	91,827.52	1.00	100%
27	CHANGE ORDER #1	1	6,498.44	6,498.44	1.00	6,498.44	1.00	6,498.44	1.00	100%
28										
29										
30										
31										
32										
33										
34										
35										
36										
37										
38										
				129,825.96				129,825.96		4.00
					TOTAL	6,498.44	TOTAL	208,217.75		

PROJECT PAYMENT STATUS

OWNER CITY OF MAPLE PLAIN
STANTEC PROJECT NO. 193803620
CONTRACTOR MUNICIPAL BUILDERS, INC.

CHANGE ORDERS

No.	Date	Description	Amount
1	12/13/2017	See Change Order	\$6,498.44
Total Change Orders			\$6,498.44

PAYMENT SUMMARY

No.	From	To	Payment	Retainage	Completed
1	09/01/2017	9/30/2017	112,214.28	5,906.01	118,120.29
2	09/30/2017	11/1/2017	79,419.06	10,085.97	201,719.31
3	11/01/2017	1/31/2018	16,584.41		208,217.75

Total Payment to Date	\$208,217.75	Original Contract	\$208,500.00
Retainage Pay No. 3-Final		Change Orders	\$6,498.44
Total Amount Earned	\$208,217.75	Revised Contract	\$214,998.44



17125 ROANOKE ST. N.W.
ANDOVER, MN 55304
763-421-8790
FAX 763-421-1028

DRAWING TRANSMITTAL

Date 1-19-10

To: STANTEC

Job DEEP WELL No. 4

Location MAPLE PLANT

Job No. 972

Attn: RYAN CAPELLE

We are enclosing for your approval the following drawings and catalog information:

No. Prints	Shop Drawing Number	Description
		IC 134
		LIEN WAIVERS

Please Approve or Amend & Return _____ copies to this office by _____. Failure to return this transmittal by requested date could cause price increases and/or delays in delivery which could result in a time extension request.

Comments to Engineer: FOR YOUR RECORDS

To Supplier: _____

Date: _____

Attn: _____

We are returning _____ copies of the above drawings stamped _____

Comments to the Supplier: _____

cc: _____

_____ Field Sup't.

MUNICIPAL BUILDERS, INC.

By [Signature]

Web Confirmation

Welcome, j.wegner

Log Out

MUNICIPAL BUILDERS INC

I Want To

Contractor Affidavit

Web Confirmation

Contractor Affidavit Submitted



Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number: 0-372-651-200
Submitted Date and Time: 19-Jan-2018 10:17:37 AM
Legal Name: MUNICIPAL BUILDERS INC
Federal Employer ID: 41-1745952
User Who Submitted: j.wegner
Type of Request Submitted: Contractor Affidavit

Affidavit Summary

Affidavit Number: 846045184
Minnesota ID: 1057467
Project Owner: CITY OF MAPLE PLAIN
Project Number: 972
Project Begin Date: 22-Jun-2017
Project End Date: 20-Dec-2017
Project Location: 1650 PIONEER AVE MAPLE PLAIN, MN 55359
Project Amount: \$208,217.56

Subcontractor Summary

Name	ID	Affidavit Number
PARKE CORPORATION	2573416	965328896
GREAT NORTHERN LANDSCAPES INC	1860071	1215307776
DRYDEN EXCAVATING INC	5441365	1112154112
THEIN WELL CO INC	8169475	294240256
TAYLOR ELECTRIC COMPANY LLC	7838870	616407040
ROSELAND BROTHERS	***-**-9762	1849663488

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

If you need further assistance, contact our Withholding Tax Division at 651-282-9999, (toll-free) 800-657-3594, or (email) withholding.tax@state.mn.us. Business hours are 8:00 a.m. - 4:30 p.m. Monday - Friday.

How to View and Print this Request

You can see copies of your requests by going to your history, or by clicking the link below. To Print or email a copy of this confirmation page, click one of the buttons below.

[Click here to go to your History](#)

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[Minnesota.gov](#) [Fraud Alert](#) [Site Help](#) [Related Sites](#) [Careers](#) 

Nate Neubauer

From: Subsurface Office <info@subsurfacedrilling.com>
Sent: Thursday, December 14, 2017 2:40 PM
To: Nate Neubauer
Subject: Subsurface Constructon IC-134

Contractor Affidavit Completed

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number: 1-846-748-352
Submitted Date and Time: 14-Dec-2017 2:39:13 PM
Legal Name: PARKE CORPORATION
Federal Employer ID: 45-5308567
User Who Submitted: freezzing
Type of Request Submitted: Contractor Affidavit

Affidavit Summary

Affidavit Number: 965328896
Minnesota ID: 2573416
Project Owner: CITY OF MAPLE PLAIN
Project Number: WLL NO. 4
Project Begin Date: 22-Jun-2017
Project End Date: 22-Jun-2017
Project Location: MAPLE PLAIN
Project Amount: \$3,550.00
Subcontractors: No Subcontractors



Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	1-997-826-240
Submitted Date and Time:	11-Dec-2017 1:19:35 PM
Legal Name:	GREAT NORTHERN LANDSCAPES INC
Federal Employer ID:	41-1799544
User Who Submitted:	Chester*1
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	1215307776
Minnesota ID:	1860071
Project Owner:	CITY OF MAPLE PLAIN
Project Number:	DEEP WELL #4
Project Begin Date:	02-Oct-2017
Project End Date:	24-Oct-2017
Project Location:	MAPLE PLAIN, MN
Project Amount:	\$2,920.00
Subcontractors:	No Subcontractors

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

If you need further assistance, contact our Withholding Tax Division at 651-282-9999, (toll-free) 800-657-3594, or (email) withholding.tax@state.mn.us. Business hours are 8:00 a.m. - 4:30 p.m. Monday - Friday.

Please print this page for your records using the print or save functionality built into your browser.

Nate Neubauer

Subject: FW: Your Recent Contractor Affidavit Request
Attachments: BPS12122017_0001.pdf

----- Forwarded message -----

From: **MN Revenue e-Services** <eservices.mdor@state.mn.us>
Date: Tue, Dec 12, 2017 at 9:11 AM
Subject: Your Recent Contractor Affidavit Request
To: nicole@drydenmn.com

This email is an automated notification and is unable to receive replies.

Contractor Affidavit Completed

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	1-265-793-216
Submitted Date and Time:	12-Dec-2017 9:11:32 AM
Legal Name:	DRYDEN EXCAVATING INC
Federal Employer ID:	41-2006795
User Who Submitted:	drydenex
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number: 1112154112

Minnesota ID:	5441365
Project Owner:	CITY OF MAPLE PLAIN
Project Number:	MAPLE PLAIN
Project Begin Date:	26-Sep-2017
Project End Date:	03-Oct-2017
Project Location:	MAPLE PLAIN, MN
Project Amount:	\$36,840.49
Subcontractors:	No Subcontractors

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

If you need further assistance, contact our Withholding Tax Division at [651-282-9999](tel:651-282-9999), (toll-free) [800-657-3594](tel:800-657-3594), or (email) withholding.tax@state.mn.us. Business hours are 8:00 a.m. - 4:30 p.m. Monday - Friday.

How to View and Print this Request

You can see copies of your requests by going into your History in the Activity Center.



Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number: 0-728-987-840
Submitted Date and Time: 12-Dec-2017 3:42:08 PM
Legal Name: THEIN WELL CO INC
Federal Employer ID: 41-0825259
User Who Submitted: TheinWell
Type of Request Submitted: Contractor Affidavit

Affidavit Summary

Affidavit Number: 294240256
Minnesota ID: 8169475
Project Owner: CITY OF MAPLE PLAIN
Project Number: 193803620
Project Begin Date: 26-Sep-2017
Project End Date: 29-Sep-2017
Project Location: MAPLE PLAIN WTP DEEP WELL NO. 4
Project Amount: \$31,475.00
Subcontractors: No Subcontractors

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

If you need further assistance, contact our Withholding Tax Division at 651-282-9999, (toll-free) 800-657-3594, or (email) withholding.tax@state.mn.us. Business hours are 8:00 a.m. - 4:30 p.m. Monday - Friday.

Please [print this page](#) for your records using the print or save functionality built into your browser.



Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	0-725-783-744
Submitted Date and Time:	18-Dec-2017 9:40:56 PM
Legal Name:	TAYLOR ELECTRIC COMPANY LLC
Federal Employer ID:	42-1669427
User Who Submitted:	taylor475
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	616407040
Minnesota ID:	7838870
Project Owner:	CITY OF MAPLE PLAIN
Project Number:	193803620
Project Begin Date:	01-Aug-2017
Project End Date:	15-Dec-2017
Project Location:	MAPLE PLAIN
Project Amount:	\$54,052.03
Subcontractors:	No Subcontractors

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

If you need further assistance, contact our Withholding Tax Division at 651-282-9999, (toll-free) 800-657-3594, or (email) withholding.tax@state.mn.us. Business hours are 8:00 a.m. - 4:30 p.m. Monday - Friday.

Please [print this page](#) for your records using the print or save functionality built into your browser.

MN Revenue e-Services
Your Recent Contractor Affidavit Request
January 12, 2018 at 9:45 AM

This email is an automated notification and is unable to receive replies.

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number: 1-048-448-192
Submitted Date and Time: 12-Jan-2018 9:44:25 AM
Legal Name: ROSELAND BROTHERS
Social Security Number: ***-**-9762
Type of Request Submitted: Contractor Affidavit

Affidavit Summary

Affidavit Number: 1849663488
Project Owner: CITY OF MAPLE PLAIN, MN
Project Number: 972
Project Begin Date: 01-Nov-2017
Project End Date: 20-Dec-2017
Project Location: MAPLE PLAIN MN
Project Amount: \$6,685.00
Subcontractors: No Subcontractors

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

If you need further assistance, contact our Withholding Tax Division at 651-282-9999, (toll-free) 800-657-3594, or (email) withholding.tax@state.mn.us. Business hours are 8:00 a.m. - 4:30 p.m. Monday - Friday.

How to View and Print this Request

To view or print a copy of this request, return to the MN Contractor Affidavit at <https://www.mndor.state.mn.us/tp/contractoraffidavit>. Answer 'no' to the two questions, and click the 'View Approved Affidavit' link. You will need the email address you provided and confirmation number above to search for your request.

This message and any attachments are solely for the intended recipient and may contain nonpublic / private data. If you are not the intended recipient, any disclosure, copying, use, or distribution of the information included in this message and any attachments is prohibited. If you have received this communication in error, please notify us and immediately and permanently delete this message and any attachments. Thank you.

RECEIPT AND WAIVER OF MECHANIC'S LIEN RIGHTS

Dated: 12/11/17

The undersigned hereby acknowledges receipt of the sum of \$ 2,920.00

CHECK ONLY ONE

- xx 1) as partial payment for labor, skill and material furnished.
- 2) as payment for all labor, skill and material furnished or to be furnished (except the sum of \$ _____ retainage or holdback)
- 3) as full and final payment for all labor, skill and material furnished or to be furnished to the following described real property: (legal description, street address or project name.)

Deep Well No. 4 Maple Plain, MN

and for value received hereby waives all rights acquired by the undersigned to file or record mechanic's liens against said real property for labor, skill or material furnished to said real property (only for the amount paid if Box 1 is checked, and except for retainage shown if Box 2 is checked). The undersigned affirms that all material furnished by the undersigned has been paid for, and all subcontractors employed by the undersigned have been paid in full, EXCEPT:

NOTE: If this instrument is executed by a corporation, it must be signed by an officer, and if executed by a partnership, it must be signed by a partner.

Great Northern Landscapes

By _____

V.P. of operations
(Title)

19720 Iguana St NW
(Address)

Elk River, MN 55330

RECEIPT AND WAIVER OF MECHANIC'S LIEN RIGHTS

Dated: 12/11/17.

The undersigned hereby acknowledges receipt of the sum of \$ 34,998.47.

CHECK ONLY ONE

- 1) as partial payment for labor, skill and material furnished.
- xx 2) as payment for all labor, skill and material furnished or to be furnished (except the sum of \$1,842.02 retainage or holdback)
- 3) as full and final payment for all labor, skill and material furnished or to be furnished to the following described real property: (legal description, street address or project name.)

Deep Well No. 4 Maple Plain, MN

and for value received hereby waives all rights acquired by the undersigned to file or record mechanic's liens against said real property for labor, skill or material furnished to said real property (only for the amount paid if Box 1 is checked, and except for retainage shown if Box 2 is checked). The undersigned affirms that all material furnished by the undersigned has been paid for, and all subcontractors employed by the undersigned have been paid in full, EXCEPT:

NOTE: *If this instrument is executed by a corporation, it must be signed by an officer, and if executed by a partnership, it must be signed by a partner.*

Dryden Excavating

By

Treasurer

(Title)

6700 Viking Blvd

(Address)

Anoka, MN 55303

RECEIPT AND WAIVER OF MECHANIC'S LIEN RIGHTS

Dated: 12/11/17.

The undersigned hereby acknowledges receipt of the sum of \$ 29,901.25.

CHECK ONLY ONE

- 1) as partial payment for labor, skill and material furnished.
- xx 2) as payment for all labor, skill and material furnished or to be furnished (except the sum of \$1,573.75 retainage or holdback)
- 3) as full and final payment for all labor, skill and material furnished or to be furnished to the following described real property: (legal description, street address or project name.)

Deep Well No. 4 Maple Plain, MN

and for value received hereby waives all rights acquired by the undersigned to file or record mechanic's liens against said real property for labor, skill or material furnished to said real property (only for the amount paid if Box 1 is checked, and except for retainage shown if Box 2 is checked). The undersigned affirms that all material furnished by the undersigned has been paid for, and all subcontractors employed by the undersigned have been paid in full, EXCEPT:

NOTE: *If this instrument is executed by a corporation, it must be signed by an officer, and if executed by a partnership, it must be signed by a partner.*

Thein Well

By _____

President

(Title)

P.O. Box 778

(Address)

Spicer, MN 56288

RECEIPT AND WAIVER OF MECHANIC'S LIEN RIGHTS

Dated: 12/11/17.

The undersigned hereby acknowledges receipt of the sum of \$ 51,349.43.

CHECK ONLY ONE

- 1) as partial payment for labor, skill and material furnished.
- xx 2) as payment for all labor, skill and material furnished or to be furnished (except the sum of \$2,702.60 retainage or holdback)
- 3) as full and final payment for all labor, skill and material furnished or to be furnished to the following described real property: (legal description, street address or project name.)

Deep Well No. 4 Maple Plain, MN

and for value received hereby waives all rights acquired by the undersigned to file or record mechanic's liens against said real property for labor, skill or material furnished to said real property (only for the amount paid if Box 1 is checked, and except for retainage shown if Box 2 is checked). The undersigned affirms that all material furnished by the undersigned has been paid for, and all subcontractors employed by the undersigned have been paid in full, EXCEPT:

NOTE: *If this instrument is executed by a corporation, it must be signed by an officer, and if executed by a partnership, it must be signed by a partner.*

Taylor Electric

By

Paul A. Fulker

Owner

(Title)

19717 207th Street

(Address)

Big Lake, MN 55309

RECEIPT AND WAIVER OF MECHANIC'S LIEN RIGHTS

Dated: 12/11/17.

The undersigned hereby acknowledges receipt of the sum of \$ 29,901.25.

CHECK ONLY ONE

- 1) as partial payment for labor, skill and material furnished.
- xx 2) as payment for all labor, skill and material furnished or to be furnished (except the sum of \$1,573.75 retainage or holdback)
- 3) as full and final payment for all labor, skill and material furnished or to be furnished to the following described real property: (legal description, street address or project name.)

Deep Well No. 4 Maple Plain, MN

and for value received hereby waives all rights acquired by the undersigned to file or record mechanic's liens against said real property for labor, skill or material furnished to said real property (only for the amount paid if Box 1 is checked, and except for retainage shown if Box 2 is checked). The undersigned affirms that all material furnished by the undersigned has been paid for, and all subcontractors employed by the undersigned have been paid in full, EXCEPT:

NOTE: *If this instrument is executed by a corporation, it must be signed by an officer, and if executed by a partnership, it must be signed by a partner.*

Thein Well

By 

President
(Title)

P.O. Box 778
(Address)

Spicer, MN 56288

RECEIPT AND WAIVER OF MECHANIC'S LIEN RIGHTS

Dated: 12/11/17.

The undersigned hereby acknowledges receipt of the sum of \$ 3,550.00.

CHECK ONLY ONE

- xx 1) as partial payment for labor, skill and material furnished.
- 2) as payment for all labor, skill and material furnished or to be furnished (except the sum of \$ retainage or holdback)
- (3) as full and final payment for all labor, skill and material furnished or to be furnished to the following described real property: (legal description, street address or project name.)

Deep Well No. 4

Maple Plain, MN

and for value received hereby waives all rights acquired by the undersigned to file or record mechanic's liens against said real property for labor, skill or material furnished to said real property (only for the amount paid if Box 1 is checked, and except for retainage shown if Box 2 is checked). The undersigned affirms that all material furnished by the undersigned has been paid for, and all subcontractors employed by the undersigned have been paid in full, EXCEPT:

NOTE: *If this instrument is executed by a corporation, it must be signed by an officer, and if executed by a partnership, it must be signed by a partner.*

Subsurface Construction

By

President

(Title)

8350 201st Ave NW Suite 100

(Address)

Nowthen, MN 55330

RECEIPT AND WAIVER OF MECHANIC'S LIEN RIGHTS

Dated: 1/10/18

The undersigned hereby acknowledges receipt of the sum of \$ 6,685.00

CHECK ONLY ONE

- 1) _____ as partial payment for labor, skill and material furnished.
- 2) _____ as payment for all labor, skill and material furnished or to be furnished (except the sum of _____ retainage or holdback)
- xx 3) as full and final payment for all labor, skill and material furnished or to be furnished to the following described real property: (legal description, street address or project name.)

Deep Well No. 4 Maple Plain, MN

and for value received hereby waives all rights acquired by the undersigned to file or record mechanic's liens against said real property for labor, skill or material furnished to said real property (only for the amount paid if Box 1 is checked, and except for retainage shown if Box 2 is checked). The undersigned affirms that all material furnished by the undersigned has been paid for, and all subcontractors employed by the undersigned have been paid in full, EXCEPT:

NOTE: If this instrument is executed by a corporation, it must be signed by an officer, and if executed by a partnership, it must be signed by a partner.

Roseland Brothers

By

Mary C. Roseland

(Title)

Surviving Spouse

PO Box 1492

(Address)

St. Cloud, MN 56302



Bond No.

United Fire & Casualty Company

118 Second Avenue SE PO Box 73909 Cedar Rapids, Iowa 52407-3909

**CONSENT OF SURETY
TO FINAL PAYMENT**

OWNER	<input type="checkbox"/>
ARCHITECT	<input type="checkbox"/>
CONTRACTOR	<input type="checkbox"/>
SURETY	<input type="checkbox"/>
OTHER	<input type="checkbox"/>

TO OWNER:

(Name and address)

City of Maple Plain
5050 Independence Street
Maple Plain, MN 55359

ARCHITECT'S PROJECT NO.:

CONTRACT FOR: Construction

PROJECT:

(Name and address)

Water Treatment Plant Deep Well No. 4 Connection
Maple Plain, MN

CONTRACT DATED: July 24, 2017

In accordance with the provisions of the Contract between the Owner and the Contractor as indicated above, UNITED FIRE & CASUALTY COMPANY, 118 Second Avenue SE, PO Box 73909 Cedar Rapids, Iowa 52407-3909, SURETY,

on bond of

(Insert name and address of Contractor)

Municipal Builders, Inc., 17125 Roanoke Street NW Andover, MN 55304

, CONTRACTOR,

hereby approves of the final payment to the Contractor, and agrees that final payment to the Contractor shall not relieve the Surety of any of its obligations to

(Insert name and address of Owner)

City of Maple Plain
5050 Independence Street
Maple Plain, MN 55359

, OWNER,

as set forth in said Surety's bond.

IN WITNESS WHEREOF, the Surety has hereunto set its hand on this date: February 5, 2018
(Insert in writing the month followed by the numeric date and year.)



Attest:
(Seal):

UNITED FIRE & CASUALTY COMPANY*(Surety)**(Signature of authorized representative)*

John C. Klein, Attorney-in-Fact

*(Printed name and title)***KLEIN AGENCY, INC.**

3570 No. Lexington Ave. Ste. 206
St. Paul, MN 55126
(651) 484-6461



CERTIFIED COPY OF POWER OF ATTORNEY
(original on file at Home Office of Company – See Certification)

110 Second Ave SE
Cedar Rapids, IA 52401

KNOW ALL PERSONS BY THESE PRESENTS, That UNITED FIRE & CASUALTY COMPANY, a corporation duly organized and existing under the laws of the State of Iowa; UNITED FIRE & INDEMNITY COMPANY, a corporation duly organized and existing under the laws of the State of Texas; and FINANCIAL PACIFIC INSURANCE COMPANY, a corporation duly organized and existing under the laws of the State of California (herein collectively called the Companies), and having their corporate headquarters in Cedar Rapids, State of Iowa, does make, constitute and appoint JOHN C. KLEIN, STEPHEN M. KLEIN, KRISTIN M. BAKOS, CLINT RODNINGEN, JR., EACH INDIVIDUALLY OF SAINT PAUL MN

their true and lawful Attorney(s)-in-Fact with power and authority hereby conferred to sign, seal and execute in its behalf all lawful bonds, undertakings and other obligatory instruments of similar nature provided that no single obligation shall exceed \$100,000,000.00 and to bind the Companies thereby as fully and to the same extent as if such instruments were signed by the duly authorized officers of the Companies and all of the acts of said Attorney, pursuant to the authority hereby given and hereby ratified and confirmed.

The Authority hereby granted is continuous and shall remain in full force and effect until revoked by UNITED FIRE & CASUALTY COMPANY, UNITED FIRE & INDEMNITY COMPANY, AND FINANCIAL PACIFIC INSURANCE COMPANY.

This Power of Attorney is made and executed pursuant to and by authority of the following bylaw duly adopted on May 15, 2013, by the Boards of Directors of UNITED FIRE & CASUALTY COMPANY, UNITED FIRE & INDEMNITY COMPANY, and FINANCIAL PACIFIC INSURANCE COMPANY.

“Article VI – Surety Bonds and Undertakings”

Section 2, Appointment of Attorney-in-Fact. “The President or any Vice President, or any other officer of the Companies may, from time to time, appoint by written certificates attorneys-in-fact to act in behalf of the Companies in the execution of policies of insurance, bonds, undertakings and other obligatory instruments of like nature. The signature of any officer authorized hereby, and the Corporate seal, may be affixed by facsimile to any power of attorney or special power of attorney or certification of either authorized hereby; such signature and seal, when so used, being adopted by the Companies as the original signature of such officer and the original seal of the Companies, to be valid and binding upon the Companies with the same force and effect as though manually affixed. Such attorneys-in-fact, subject to the limitations set forth in their respective certificates of authority shall have full power to bind the Companies by their signature and execution of any such instruments and to attach the seal of the Companies thereto. The President or any Vice President, the Board of Directors or any other officer of the Companies may at any time revoke all power and authority previously given to any attorney-in-fact.

IN WITNESS WHEREOF, the COMPANIES have each caused these presents to be signed by its vice president and its corporate seal to be hereto affixed this 1st day of December, 2014

UNITED FIRE & CASUALTY COMPANY
UNITED FIRE & INDEMNITY COMPANY
FINANCIAL PACIFIC INSURANCE COMPANY

By:

Dennis J. Richmann Vice President

State of Iowa, County of Linn, ss:

On 1st day of December, 2014, before me personally came Dennis J. Richmann

to me known, who being by me duly sworn, did depose and say; that he resides in Cedar Rapids, State of Iowa; that he is a Vice President of UNITED FIRE & CASUALTY COMPANY, a Vice President of UNITED FIRE & INDEMNITY COMPANY, and a Vice President of FINANCIAL PACIFIC INSURANCE COMPANY the corporations described in and which executed the above instrument; that he knows the seal of said corporations; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporations and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporations.



Judith A. Davis Notary Public
My commission expires: 04/23/2018

I, David A. Lange, Secretary of UNITED FIRE & CASUALTY COMPANY and Assistant Secretary of UNITED FIRE & INDEMNITY COMPANY, and Assistant Secretary of FINANCIAL PACIFIC INSURANCE COMPANY, do hereby certify that I have compared the foregoing copy of the Power of Attorney and affidavit, and the copy of the Section of the bylaws and resolutions of said Corporations as set forth in said Power of Attorney, with the ORIGINALS ON FILE IN THE HOME OFFICE OF SAID CORPORATIONS, and that the same are correct transcripts thereof, and of the whole of the said originals, and that the said Power of Attorney has not been revoked and is now in full force and effect.

In testimony whereof I have hereunto subscribed my name and affixed the corporate seal of the said Corporations this 5th day of February, 20 18

By:

David A. Lange

Secretary, UF&C
Assistant Secretary, UF&I/FPIC