



CITY OF GRAND RAPIDS

Meeting Agenda Full Detail City Council

Monday, March 23, 2020

5:00 PM

Council Chambers

BE ADVISED: Pursuant to Minnesota Statute 13D.021, Subdivision 1, some or all members may appear by telephone or other electronic means.

CALL TO ORDER: Pursuant to due notice and call thereof a Regular Meeting of the Grand Rapids City Council will be held on Monday, March 23, 2020 at 5:00 p.m. in City Hall Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL

MEETING PROTOCOL POLICY

Please be aware that the Council has adopted a Meeting Protocol Policy which informs attendees of the Council's desire to conduct meetings in an orderly manner which welcomes all civil input from citizens and interested parties. If you are unaware of the policy, copies (orange color) are available in the wall file by the Council entrance.

PUBLIC FORUM - PLEASE NOTE A TELEPHONE NUMBER WILL BE PROVIDED IF YOU ARE WATCHING ICTV

COUNCIL REPORTS

APPROVAL OF MINUTES

20-0987 Consider approving Council minutes for Monday, March 9, 2020 regular meeting and March 16, 2020 special meeting.

Attachments: [March 9, 2020 - Regular Meeting](#)
[March 16, 2020 Special Meeting](#)

VERIFIED CLAIMS

20-1007 Consider approving the verified claims for the period March 3, 2020 to March 16, 2020 in the total amount of \$1,071,154.65, of which \$379,385 are debt service payments.

Attachments: [Council Bill List 03-23-20.pdf](#)

CONSENT AGENDA

Any item on the consent agenda shall be removed for consideration by request of any one Councilmember, City staff, or the public and put on the regular agenda for discussion and consideration.

1. 20-0981 Consider approving a Cooperative Maintenance Agreement between Itasca County and the City of Grand Rapids for the maintenance of the traffic control signals and lighting.
Attachments: Joint Powers Agreement for Non PT Services

2. 20-0983 Consider a resolution amending the City Wide fee schedule to update stormwater utility rates and other fees.
Attachments: Resolution - Fee Schedule Update

3. 20-0993 Consider approving the purchase of permanent and temporary easements related to CP 2015-3, Hwy 2 West Trail.
Attachments: Bishop Executed Packet
 Brookview Enterprises Executed Packet
 Lessin Executed Packet
 North Country Development Executed Packet
 Randolph Executed Packet
 Soil & Water Executed Easement Packet

4. 20-1001 Consider approval of a resolution authorizing the City to make application to the MN Dept. of IRRR Community Infrastructure grant program.
Attachments: KAXE Tower Grant Application Authorization Resolution

5. 20-1003 Consider adopting a Resolution authorizing application and execution of a Limited Use Permit between the City of Grand Rapids and the Commissioner of Transportation, State of Minnesota for CP 2015-3, Highway 2 West Trail
Attachments: 3-23-20 Resolution Authorizing LUP Application

6. 20-1004 Consider entering into an agreement with an area business for advertising at the IRA Civic Center.

7. 20-1009 Consider approving a resolution to accept a \$1,000 donation from the Blandin Foundation for the Independence Day Fireworks at Pokegama Lake.
Attachments: Fireworks-Blandin Fdn Resolution

8. 20-1010 Consider reappointment of Nathan Morlan to the position of Part-time Firefighter.

9. 20-1011 Consider adopting a list of temporary back-up firefighters.

SETTING OF REGULAR AGENDA

This is an opportunity to approve the regular agenda as presented or add/delete by a majority vote of the Council members present an agenda item.

ACKNOWLEDGE BOARDS & COMMISSIONS

10. 20-1008 Reveiw and acknowledge approved minutes for Boards & Commissions.
Attachments: [February 4, 2020 Arts & Culture Meeting minutes](#)
 [February 18, 2020 Golf Board minutes](#)

DEPARTMENT HEAD REPORT

11. 20-1002 Community Development Department Report
Attachments: [Community Development March 2020 Dept. Head Report.pdf](#)

PUBLIC HEARINGS - PLEASE NOTE A TELEPHONE NUMBER WILL BE PROVIDED IF YOU ARE WATCHING ICTV

12. 20-0999 Conduct a public hearing to consider the vacation of public utility easements retained by the Village of Grand Rapids in June of 1938 through recorded document number 133666.
Attachments: [Area map & ALTA/NSPS Title Survey](#)
 [Easement Vacation Request: Staff Comments](#)
 [Easement Vacation Request: Application](#)

COMMUNITY DEVELOPMENT

13. 20-1000 Consider the adoption of a resolution either approving or denying the vacation of public utility easements retained by the Village of Grand Rapids in June of 1938 through recorded document number 133666.
Attachments: [Easement Vacation: Resolution](#)

ADJOURNMENT

NEXT REGULAR MEETING IS SCHEDULED FOR APRIL 13, 2020, AT 5:00 P.M.

NOTE: These times are approximate only and are subject to change. If you are interested in a topic of discussion you should appear at least 10 minutes before its scheduled time.

Hearing Assistance Available: This facility is equipped with a hearing assistance system.

Attest: Kimberly Gibeau, City Clerk



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 20-0987 **Version:** 1 **Name:** Council Minutes
Type: Agenda Item **Status:** Passed
File created: 3/11/2020 **In control:** City Council
On agenda: 3/23/2020 **Final action:** 3/23/2020
Title: Consider approving Council minutes for Monday, March 9, 2020 regular meeting and March 16, 2020 special meeting.
Sponsors:
Indexes:
Code sections:
Attachments: [March 9, 2020 - Regular Meeting](#)
[March 16, 2020 Special Meeting](#)

Date	Ver.	Action By	Action	Result
3/23/2020	1	City Council		

Consider approving Council minutes for Monday, March 9, 2020 regular meeting and March 16, 2020 special meeting.



CITY OF GRAND RAPIDS

Minutes - Final - Draft City Council

Monday, March 9, 2020

5:00 PM

City Hall Council Chambers

CALL TO ORDER: Pursuant to due notice and call thereof a Regular Meeting of the Grand Rapids City Council was held on Monday, March 9, 2020 at 5:00 p.m. in Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL

Present 5 - Councilor Dale Christy
Mayor Dale Adams
Councilor Rick Blake
Councilor Tasha Connelly
Councilor Michelle Toven

Staff:

Tom Pagel, Chad Sterle, Dom DeGuseppi, Scott Johnson, Matt Wegwerth, Barb Baird, Rob Mattei

MEETING PROTOCOL POLICY

PUBLIC FORUM

None.

COUNCIL REPORTS

Councilor Toven commends the services of all first responders regarding the fire that impacted three downtown Grand Rapids businesses over the weekend. Job well done.

APPROVAL OF MINUTES

Consider approving Council minutes for Monday, February 24, 2020 Worksession and Regular meetings and March 2, 2020 Special meeting.

A motion was made by Councilor Tasha Connelly, second by Councilor Michelle Toven, to approve Council minutes as presented. The motion PASSED by unanimous vote.

VERIFIED CLAIMS

Consider approving the verified claims for the period February 18, 2020 to March 2, 2020 in the amount of \$646,384.22.

A motion was made by Councilor Rick Blake, second by Councilor Dale Christy,

to approve the verified claims as presented. The motion carried by the following vote.

Aye 5 - Councilor Dale Christy
Mayor Dale Adams
Councilor Rick Blake
Councilor Tasha Connelly
Councilor Michelle Toven

CONSENT AGENDA

1. Consider authorizing Community Development Department to solicit quotes and accept low quote for demolition of hazardous buildings (all structures) at 3 addresses which include 201 SW 8th Ave, 2408 SW 18th St and, 2803 Deschepper Dr.
Approved by consent roll call
2. Consider authorizing the Mayor to sign a Pierringer Release.
Approved by consent roll call
3. Consider approving temporary liquor license for Reif Arts Council, event scheduled for May 6, 2020.
Approved by consent roll call
4. Consider approving the purchase of permanent and temporary easements related to CP 2015-3, Hwy 2 West Trail.
Approved by consent roll call
5. Consider approval of a Subordination Agreement
Approved by consent roll call
6. Consider approving temporary liquor license for S. Joseph's Church.
Approved by consent roll call
- 6a. Consider adopting a resolution amending the City Wide Fee Schedule.
Adopted Resolution 20-21 by consent roll call

Approval of the Consent Agenda

A motion was made by Councilor Dale Christy, second by Councilor Michelle Toven, to approve the Consent agenda as amended. The motion carried by the following vote

Aye 5 - Councilor Dale Christy
Mayor Dale Adams
Councilor Rick Blake
Councilor Tasha Connelly
Councilor Michelle Toven

SETTING OF REGULAR AGENDA

A motion was made by Councilor Michelle Toven, second by Councilor Tasha Connelly, to approve the Regular agenda as presented. The motion PASSED by unanimous vote.

ENGINEERING\PUBLIC WORKS

7. Consider approving the purchase of an Exmark Lazer Z 60" Series mower from Martin's Snowplow & Equipment and a trailer for the mower from L&M, including all applicable fees and licensing, for the Itasca Calvary Cemetery

A motion was made by Councilor Dale Christy, second by Councilor Tasha Connelly, approving purchase of Exmark Lazer Z mower as presented. The motion carried by the following vote.

Aye 5 - Councilor Dale Christy
Mayor Dale Adams
Councilor Rick Blake
Councilor Tasha Connelly
Councilor Michelle Toven

COUNCIL

8. Consider appointing applicant to the PUC to fill unexpired term through March 1, 2021.

A motion was made by Councilor Rick Blake, second by Councilor Dale Christy, to appoint Rick Smith to the Public Utilities Commission, filling an unexpired term through March 1, 2021. The motion PASSED by unanimous vote.

PRESENTATIONS

9. Annual Storm Water Report

Steve Anderson, Storm Water Specialist, provides annual report to Council. Specifically noted permitting process, history of storm water management, storm sewer system, statistics, 2019 accomplishments, and 2020 planned activities. A full copy of the report is on file and available for public viewing upon request.

Engineer Wegwerth review costs and current rates, noting that a rate increase should be considered in 2020.

Received and Filed

ADJOURNMENT

A motion was made by Councilor Tasha Connelly, second by Councilor Michelle Toven, to adjourn the meeting at 5:35 PM. The motion PASSED by unanimous vote.

Respectfully submitted:

Kimberly Gibeau
Kimberly Gibeau, City Clerk



CITY OF GRAND RAPIDS

Minutes - Final - Final City Council

Monday, March 16, 2020

4:30 PM

Conference Room 2A

CALL TO ORDER: Pursuant to due notice and call thereof a Special Meeting of the Grand Rapids City Council was held on Monday, March 16, 2020 at 4:30 p.m. in City Hall Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL

Present 5 - Councilor Dale Christy
Mayor Dale Adams
Councilor Rick Blake
Councilor Tasha Connelly
Councilor Michelle Toven

Staff present:

Tom Pagel, Chad Sterle, Lynn DeGrio, Steve Schaar, Will Richter, Rob Mattei, Dale Anderson, Lasha Karels, Barb Baird, Scott Johnson, Laura Pfeifer, Travis Cole, Bob Cahill, Kevin Koetz

ADMINISTRATION DEPARTMENT

Consider adopting a Pandemic Influenza Continuity of Operations Plan.

Police Chief Johnson presented draft plan, noting original was drafted during the H1N1 Influenza vaccine development. There is no vaccine for COVID-19 at this time. Council discussed public meetings and requirements. Minnesota State Statute 13D.021 allows for meetings to be conducted by telephone in times of health crisis. Moving forward, Kim Gibeau and Lynn DeGrio will be responsible for recording minutes, including boards and commissions. Most will be suspended until further notice.

Addressed public hearings and zoning requests subject to the 60 day rule. This can be extended for an additional 60 days with just cause.

Library and Civic Center are closed to the public until further notice. There is minimal traffic at City Hall and it is suggested that if possible, residents contact City offices via telephone and email. The City will be in consultation with Itasca County Health and Human Services.

Employees currently on vacation will be in a 14 day quarantine upon return.

A motion was made by Councilor Tasha Connelly, second by Councilor Michelle Toven, adopting Pandemic Continuity of Operations Plan. The motion carried by the following vote.

Aye 5 - Councilor Dale Christy
Mayor Dale Adams
Councilor Rick Blake
Councilor Tasha Connelly
Councilor Michelle Toven

ADJOURNMENT

A motion was made by Councilor Dale Christy, second by Councilor Michelle Toven, to adjourn the meeting at 4:55 PM. The motion PASSED by unanimous vote.

Respectfully submitted:



Lynn DeGrio, Director of Human Resources



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 20-1007 **Version:** 1 **Name:** VERIFIED CLAIMS
Type: Agenda Item **Status:** Passed
File created: 3/18/2020 **In control:** City Council
On agenda: 3/23/2020 **Final action:** 3/23/2020
Title: Consider approving the verified claims for the period March 3, 2020 to March 16, 2020 in the total amount of \$1,071,154.65, of which \$379,385 are debt service payments.

Sponsors:

Indexes:

Code sections:

Attachments: [Council Bill List 03-23-20.pdf](#)

Date	Ver.	Action By	Action	Result
3/23/2020	1	City Council		

Consider approving the verified claims for the period March 3, 2020 to March 16, 2020 in the total amount of \$1,071,154.65, of which \$379,385 are debt service payments.

Requested City Council Action

Make a motion approving the verified claims for the period March 3, 2020 to March 16, 2020 in the total amount of \$1,071,154.65, of which \$379,385 are debt service payments.

DATE: 03/18/2020
 TIME: 15:29:21
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 03/23/2020

VENDOR #	NAME	AMOUNT DUE

GENERAL FUND		
CITY WIDE		
0300200	CDW GOVERNMENT INC	170.00
0401740	DATEL CONSULTING GROUP LLC	267.00
1915248	SHI INTERNATIONAL CORP	960.00
	TOTAL CITY WIDE	1,397.00
SPECIAL PROJECTS-NON BUDGETED		
1105530	KENNEDY & GRAVEN	262.50
2305718	WESTMAN CHAMPLIN & KOEHLER	850.00
	TOTAL SPECIAL PROJECTS-NON BUDGETED	1,112.50
ADMINISTRATION		
1215630	LOREN SOLBERG CONSULTING, LLC	2,374.62
2018225	TREASURE BAY PRINTING	972.00
	TOTAL ADMINISTRATION	3,346.62
BUILDING MAINTENANCE-CITY HALL		
0113233	AMERIPRIDE SERVICES INC	50.60
0114200	ANDERSON GLASS	587.00
0221650	BURGGRAF'S ACE HARDWARE	55.95
0601690	FASTENAL COMPANY	79.71
0701650	GARTNER REFRIGERATION CO	52.46
0920060	ITASCA COUNTY TREASURER	88.34
1809205	RIDES LLC	474.99
1901535	SANDSTROM'S INC	452.79
2018680	TRU NORTH ELECTRIC LLC	615.00
	TOTAL BUILDING MAINTENANCE-CITY HALL	2,456.84
COMMUNITY DEVELOPMENT		
0301685	CARQUEST AUTO PARTS	3.14
0718060	GRAND RAPIDS HERALD REVIEW	149.50
0920060	ITASCA COUNTY TREASURER	117.49

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CITY OF GRAND RAPIDS
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INVOICES DUE ON/BEFORE 03/23/2020

VENDOR #	NAME	AMOUNT DUE

GENERAL FUND		
COMMUNITY DEVELOPMENT		
1801204	RADIO USA 99.9 WUSZ/WHLB 1400	125.00
1900225	SEH	1,015.00
	TOTAL COMMUNITY DEVELOPMENT	1,410.13
FIRE		
0401804	DAVIS OIL INC	199.43
0513235	EMERGENCY RESPONSE SOLUTIONS	674.48
0801480	MARLYN HALVORSON	92.05
0920060	ITASCA COUNTY TREASURER	93.26
1200500	L&M SUPPLY	28.47
1309090	SUPERONE FOODS NORTH	40.06
1415030	NAPA SUPPLY OF GRAND RAPIDS	206.63
	TOTAL FIRE	1,334.38
INFORMATION TECHNOLOGY		
0500050	E3 CONSULTING SERVICES	586.50
	TOTAL INFORMATION TECHNOLOGY	586.50
PUBLIC WORKS		
0100046	ASV HOLDINGS INC	1,911.38
0120725	ATTACHMENTS DIRECT LLC	282.61
0221650	BURGGRAF'S ACE HARDWARE	55.96
0301685	CARQUEST AUTO PARTS	289.82
0315455	COLE HARDWARE INC	278.57
0401420	DAKOTA FLUID POWER, INC	181.88
0401804	DAVIS OIL INC	1,458.57
0601690	FASTENAL COMPANY	39.22
0800040	H & L MESABI	1,529.20
0920060	ITASCA COUNTY TREASURER	426.48
1200500	L&M SUPPLY	7.99
1315725	THE MOTOR SHOP LLC	43.80
1421155	NUCH'S IN THE CORNER	15.00
1421700	NUSS TRUCK GROUP INC	556.40
1503150	OCCUPATIONAL DEVELOPMENT CTR	3,650.00
1612045	PLAGEMANN'S LANDSCAPING INC	5,100.00
1900225	SEH	460.00
2018560	TROUT ENTERPRISES INC	50.00
	TOTAL PUBLIC WORKS	16,336.88

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CITY OF GRAND RAPIDS
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INVOICES DUE ON/BEFORE 03/23/2020

VENDOR #	NAME	AMOUNT DUE

GENERAL FUND		
FLEET MAINTENANCE		
0301685	CARQUEST AUTO PARTS	193.65
0315455	COLE HARDWARE INC	10.51
1309725	MITCHELL1	1,728.00
1801615	RAPIDS WELDING SUPPLY INC	36.80
TOTAL FLEET MAINTENANCE		1,968.96
POLICE		
0221650	BURGGRAF'S ACE HARDWARE	62.51
0301685	CARQUEST AUTO PARTS	115.12
0315455	COLE HARDWARE INC	10.99
0717990	GRAND AUTO SPA LLC	33.00
0920055	ITASCA COUNTY RECORDER	7.00
0920060	ITASCA COUNTY TREASURER	3,284.82
0920069	ITASCA GUN CLUB	500.00
1415479	NORTHERN DRUG SCREENING INC	20.00
1920233	STREICHER'S INC	792.84
2015555	TOONSTRA PSYCHOLOGICAL SERVICE	350.00
TOTAL POLICE		5,176.28
RECREATION		
0103325	ACHESON TIRE INC	95.00
TOTAL RECREATION		95.00
CENTRAL SCHOOL		
0113233	AMERIPRIDE SERVICES INC	53.32
0701650	GARTNER REFRIGERATION CO	3,201.00
1309050	MIDWEST SECURITY & FIRE INC	312.00
1605665	PERSONNEL DYNAMICS LLC	359.48
1901535	SANDSTROM'S INC	64.69
2018680	TRU NORTH ELECTRIC LLC	280.00
TOTAL		4,270.49
AIRPORT		
0301685	CARQUEST AUTO PARTS	17.00
0315455	COLE HARDWARE INC	44.96
0401420	DAKOTA FLUID POWER, INC	367.01

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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 03/23/2020

VENDOR #	NAME	AMOUNT DUE

AIRPORT		
0504825	EDWARDS OIL INC	585.48
0800040	H & L MESABI	450.00
0920060	ITASCA COUNTY TREASURER	244.88
1301213	MARTIN'S SNOWPLOW & EQUIP	420.41
	TOTAL	2,129.74
CIVIC CENTER		
GENERAL ADMINISTRATION		
0113233	AMERIPRIDE SERVICES INC	127.00
0114200	ANDERSON GLASS	416.89
0221650	BURGGRAF'S ACE HARDWARE	111.93
0315455	COLE HARDWARE INC	9.99
0315495	COMMERCIAL REFRIGERATION	4,498.90
0701650	GARTNER REFRIGERATION CO	493.40
0809345	NICHOLAS HIIPAKKA	18.17
1201430	LAKE SUPERIOR CUTTING EDGE LLC	210.00
1301067	MANGSETH PAINTING INC	1,070.00
1901535	SANDSTROM'S INC	449.20
	TOTAL GENERAL ADMINISTRATION	7,405.48
STATE HAZ-MAT RESPONSE TEAM		
0601690	FASTENAL COMPANY	139.27
1200500	L&M SUPPLY	12.33
	TOTAL	151.60
CEMETERY		
0300200	CDW GOVERNMENT INC	170.00
0301685	CARQUEST AUTO PARTS	41.21
0920060	ITASCA COUNTY TREASURER	43.76
1200500	L&M SUPPLY	1,649.99
1615427	POKEGAMA LAWN AND SPORT	4,394.21
	TOTAL	6,299.17
DOMESTIC ANIMAL CONTROL FAC		
0113233	AMERIPRIDE SERVICES INC	30.00

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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 03/23/2020

VENDOR #	NAME	AMOUNT DUE

DOMESTIC ANIMAL CONTROL FAC		
0920060	ITASCA COUNTY TREASURER	86.24
	TOTAL	116.24
GO STATE-AID ST BONDS 2007B		
2305447	WELLS FARGO BANK NA	79,575.00
	TOTAL	79,575.00
GO STATE-AID BONDS 2012B		
2305447	WELLS FARGO BANK NA	299,810.00
	TOTAL	299,810.00
CAPITAL EQPT REPLACEMENT FUND		
CAPITAL OUTLAY-CIVIC CENTER		
0900055	ICS CONSULTING INC	1,250.00
	TOTAL CAPITAL OUTLAY-CIVIC CENTER	1,250.00
AIRPORT CAPITAL IMPRV PROJECTS		
RUNWAY 16/34 RECONSTRUCTION		
0800004	HDR ENGINEERING INC	3,000.00
1900225	SEH	48,540.00
	TOTAL RUNWAY 16/34 RECONSTRUCTION	51,540.00
2020 INFRASTRUCTURE BONDS		
2019 STREET IMP PROJECT		
1900225	SEH	4,923.00
	TOTAL 2019 STREET IMP PROJECT	4,923.00
2021 INFRASTRUCTURE BONDS		
2015-3 HIGHWAY 2 WEST TRAIL		
0920058	ITASCA COUNTY	9,981.04
1205698	CAROL LESSIN	2,421.92
1900225	SEH	76,857.18

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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 03/23/2020

VENDOR #	NAME	AMOUNT DUE
2021	INFRASTRUCTURE BONDS	
	2015-3 HIGHWAY 2 WEST TRAIL	
	T001277 NORTH COUNTRY DEVELOPMENT	10,000.00
	T001278 RONALD BISHOP	10,507.20
	T001279 BROOKVIEW ENTERPRISES, INC.	12,656.43
	T001280 WILLIAM RANDOLPH	4,500.00
	TOTAL 2015-3 HIGHWAY 2 WEST TRAIL	126,923.77

STORM WATER UTILITY

0121721	AUTO VALUE - GRAND RAPIDS	1,437.97
0221650	BURGGRAF'S ACE HARDWARE	19.99
0301685	CARQUEST AUTO PARTS	56.18
0315455	COLE HARDWARE INC	130.05
0401804	DAVIS OIL INC	4,977.89
0500700	ESS BROTHERS & SONS INC	335.00
0514798	ENVIRONMENTAL EQUIPMENT AND	535.81
0718060	GRAND RAPIDS HERALD REVIEW	65.56
0800040	H & L MESABI	600.00
0920060	ITASCA COUNTY TREASURER	466.28
1215150	LOCATORS & SUPPLIES, INC.	910.33
1303039	MCCOY CONSTRUCTION & FORESTRY	129.50
2009725	TITAN MACHINERY INC	2,379.32

TOTAL 12,043.88

TOTAL UNPAID TO BE APPROVED IN THE SUM OF: \$631,659.46

CHECKS ISSUED-PRIOR APPROVAL
 PRIOR APPROVAL

0100053	AT&T MOBILITY	3,490.40
0114210	D. ANDERSON - CHANGE FUND	1,300.00
0201354	B. BAIRD-PETTY CASH FUND	16.00
0205640	LEAGUE OF MN CITIES INS TRUST	111.88
0212126	RICK BLAKE	653.33
0305530	CENTURYLINK QC	259.00
0308659	DALE R. CHRISTY	69.00
0405305	LYNN DEGRIO	96.99
0718015	GRAND RAPIDS CITY PAYROLL	254,380.71
0718070	GRAND RAPIDS STATE BANK	414.03
0815440	HOLIDAY STATIONSTORES LLC	259.71
1015323	KIM JOHNSON-GIBEAU	50.10
1205090	LEAGUE OF MINNESOTA CITIES	20.00
1209516	LINCOLN NATIONAL LIFE	1,509.23
1301146	MARCO TECHNOLOGIES, LLC	1,930.33
1305046	MEDIACOM LLC	158.95
1309098	MINNESOTA MN IT SERVICES	439.88

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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 03/23/2020

VENDOR #	NAME	AMOUNT DUE

CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
1309199	MINNESOTA ENERGY RESOURCES	31.92
1309302	MN DEPT OF PUBLIC SAFETY	57.00
1309332	MN STATE RETIREMENT SYSTEM	3,406.00
1405850	NEXTERA COMMUNICATIONS LLC	445.78
1516220	OPERATING ENGINEERS LOCAL #49	114,173.00
1601305	THOMAS J. PAGEL	438.00
1601750	PAUL BUNYAN COMMUNICATIONS	275.62
1618900	FRED PRYOR SEMINARS	149.00
1621130	P.U.C.	28,509.92
1903321	STEVEN SCHAAR	36.00
2000490	TDS Metrocom	569.36
2015800	MICHELLE TOVEN	401.37
2205637	VERIZON WIRELESS	35.01
2209665	VISA	1,897.63
2209705	VISIT GRAND RAPIDS INC	21,672.66
2301700	WM CORPORATE SERVICES, INC	2,237.38
TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF:		\$439,495.19
TOTAL ALL DEPARTMENTS		1,071,154.65



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 20-0981 **Version:** 1 **Name:** City and County Coop Maint Agreement - 63 Signal
Type: Agenda Item **Status:** Passed
File created: 3/9/2020 **In control:** City Council
On agenda: 3/23/2020 **Final action:** 3/23/2020

Title: Consider approving a Cooperative Maintenance Agreement between Itasca County and the City of Grand Rapids for the maintenance of the traffic control signals and lighting.

Sponsors:

Indexes:

Code sections:

Attachments: [Joint Powers Agreement for Non PT Services](#)

Date	Ver.	Action By	Action	Result
3/23/2020	1	City Council		

Consider approving a Cooperative Maintenance Agreement between Itasca County and the City of Grand Rapids for the maintenance of the traffic control signals and lighting.

Background Information:

At their last Board meeting on February 25th, 2020, the Itasca County Board approved a Cooperative Maintenance Agreement for the intersection of County State Aid Highway 63 and Trunk Highway 2. Per an agreement with the State of Minnesota, Itasca County is required to maintain the traffic control signal at the intersection of Highway 2 and County Road 63. The County does not have the staff or equipment necessary to perform this work and the City regularly maintains these systems. Per this Agreement, the City would agree to perform the required maintenance on behalf of the County and invoice them for these maintenance services.

Staff Recommendation:

Matt Wegwerth, PW Director/City Engineer, recommends entering into the Cooperative Maintenance Agreement with Itasca County.

Requested City Council Action

Make a motion approving a Cooperative Maintenance Agreement between Itasca County and the City of Grand Rapids for the maintenance of the traffic control signals and lighting.

**CITY OF GRAND RAPIDS
AND
ITASCA COUNTY
COOPERATIVE MAINTENANCE
AGREEMENT**

Location: County State Aid Highway 63 and
Trunk Highway 2

This Agreement is between City of Grand Rapids, acting through its City Council ("Grand Rapids") and Itasca County, acting through its County Board ("County").

Recitals

1. Itasca County is required to maintain the traffic control signal at the intersection of Trunk Highway 2 and County State Aid Highway No. 63 in Itasca County, Minnesota, per MnDOT agreement 70737; and
2. Per this agreement, Section 7, the County is required to complete the following at its cost and expense:
 1. Maintain luminaires and all its components, including replacement of the luminaire if necessary for the highway lighting system
 2. Relamp the traffic control signal and highway lighting system
3. Grand Rapids regularly maintains street lights and traffic signals within the City; and therefore
4. Grand Rapids agrees to perform the required maintenance listed in recital 2 on behalf of the County and will invoice Itasca County for said services.

Agreement

1. Term of Agreement; Survival of Terms;

- 1.1. **Effective date:** This Agreement will be effective on the date Grand Rapids obtains all signatures required.
- 1.2. **Expiration date:** This Agreement will continue in perpetuity unless terminated pursuant to the provisions of paragraph 11 below.
- 1.3. **Survival of terms:** All clauses which impose obligations continuing in their nature and which must survive in order to give effect to their meaning will survive the expiration or termination of this Agreement, including, without limitation, the following clauses: 9. Liability; Worker Compensation Claims; 11. State Audits; 12. Government Data Practices; 13. Governing Law; Jurisdiction; Venue; and 15. Force Majeure. The terms and conditions set forth in Article 3. Maintenance Responsibilities will survive the expiration of this Agreement but may be terminated by another Agreement between the parties.

2. Maintenance Responsibilities

- 2.1. **Traffic Signals:** Maintenance and ownership of any traffic signals are as follows:
 - A. **Grand Rapids** – City will perform required maintenance on luminaires and signals. The City will not be taking any ownership of the signal.

B. Itasca County – County shall still be responsible for all requirements listed in agreement 70737 with the State of Minnesota.

3. Basis of Funding

A. Grand Rapids will invoice Itasca County for time and materials on a monthly basis.

4. Authorized Representatives

Each party's Authorized Representative is responsible for administering this Agreement and is authorized to give and receive any notice or demand required or permitted by this Agreement.

4.1. Grand Rapids's Authorized Representative will be:

Name/Title: Matt Wegwerth, Public Works Director / City Engineer (or successor)
Address: 420 North Pokegama Avenue, Grand Rapids, MN 55744
Telephone: (218) 326-7625
E-Mail: mwegwerth@ci.grand-rapids.mn.us

4.2. County's Authorized Representative will be:

Name/Title: Karin Grandia, County Engineer (or successor)
Address: 123 NE 4th Street, Grand Rapids, MN 55744
Telephone: (218) 327-7389
E-Mail: karin.grandia@co.itasca.mn.us

5. Assignment; Amendments; Waiver; Contract Complete

- 5.1. Assignment:** Neither party may assign or transfer any rights or obligations under this Agreement without the prior consent of the other party and a written assignment agreement, executed and approved by the same parties who executed and approved this Agreement, or their successors in office.
- 5.2. Amendments:** Any amendment to this Agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original Agreement, or their successors in office.
- 5.3. Waiver:** If a party fails to enforce any provision of this Agreement, that failure does not waive the provision or the party's right to subsequently enforce it.
- 5.4. Contract Complete:** This Agreement contains all prior negotiations and agreements between the Grand Rapids and Itasca County. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.

6. Liability; Worker Compensation Claims; Insurance

- 6.1.** Each party is responsible for its own acts, omissions and the results thereof to the extent authorized by law and will not be responsible for the acts and omissions of others and the results thereof. Minnesota Statutes Chapter 466 and other applicable law govern liability of

Grand Rapids and Itasca County. Notwithstanding the foregoing, Grand Rapids will indemnify, hold harmless, and defend Itasca County against any claims, causes of actions, damages, costs, (including reasonable attorney's fees), and expenses arising in connection with the project covered by this Agreement, regardless of whether such claims are asserted by the City's contractor(s) or consultant(s) or by a third party because of an act or omission by the City or its contractor(s) or consultant(s),

- 6.2. Each party is responsible for its own employees for any claims arising under the Workers Compensation Act.
- 6.3. To the full extent permitted by law, actions by the Parties pursuant to this Agreement are intended to be and shall be construed as a "cooperative activity" and it is the intent of the Parties that they shall be deemed a "single governmental unit" for the purpose of liability, as set forth in Minnesota Statutes, Section 471.59, Subd. 1a, provided further that for purposes of that statute, each Party to this Agreement expressly declines responsibility for the acts or omissions of the other Party.

7. Nondiscrimination

Provisions of Minnesota Statutes § 181.59 and of any applicable law relating to civil rights and discrimination are considered part of this Agreement.

8. State Audits

Under Minnesota Statutes § 16C.05, subdivision 5, the City's books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by the State and the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this Agreement.

9. Government Data Practices

Grand Rapids and Itasca County, must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided under this Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grand Rapids and Itasca County under this Agreement. The civil remedies of Minnesota Statutes §13.08 apply to the release of the data referred to in this clause by either Grand Rapids or Itasca County.

10. Governing Law; Jurisdiction; Venue

Minnesota law governs the validity, interpretation and enforcement of this Agreement. Venue for all legal proceedings arising out of this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Itasca County, Minnesota.

11. Termination.

11.1. *By Mutual Agreement.* This Agreement may be unilaterally terminated by either party upon one party supplying written notification to the other party within 30 days of termination.

12. Force Majeure

Neither party will be responsible to the other for a failure to perform under this Agreement (or a delay in performance), if such failure or delay is due to a force majeure event. A force majeure event is an event beyond a party's reasonable control, including but not limited to, unusually severe weather, fire, floods, other acts of God, labor disputes, acts of war or terrorism, or public health emergencies.

CITY OF GRAND RAPIDS

The undersigned certify that they have lawfully executed this contract on behalf of the Governmental Unit as required by applicable charter provisions, resolutions or ordinances.

Approved:

By: _____
(Mayor of Grand Rapids)

Date: _____

By: _____
(City Clerk)

Date: _____

By: _____
(City Administrator)

Date: _____

ITASCA COUNTY

The undersigned certify that they have lawfully executed this contract on behalf of the Governmental Unit as required by applicable charter provisions, resolutions or ordinances.

Approved:

By: _____
(Itasca County Board Chair)

Date: _____

By: _____
(County Clerk)

Date: _____

By: _____
(County Administrator)

Date: _____



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 20-0983 **Version:** 1 **Name:** Fee Schedule Update
Type: Agenda Item **Status:** Passed
File created: 3/10/2020 **In control:** City Council
On agenda: 3/23/2020 **Final action:** 3/23/2020
Title: Consider a resolution amending the City Wide fee schedule to update stormwater utility rates and other fees.

Sponsors:

Indexes:

Code sections:

Attachments: [Resolution - Fee Schedule Update](#)

Date	Ver.	Action By	Action	Result
3/23/2020	1	City Council		

Consider a resolution amending the City Wide fee schedule to update stormwater utility rates and other fees.

Background Information:

City staff recently reviewed the City's stormwater ordinances, fees and policies. Based on this review, changes are recommended to help cover the rising costs of stormwater management to meet State/Federal regulations. The changes are scheduled to be made over the next three years. The following chart outlines the proposed changes. Other updates to fees can be viewed in the attached draft fee schedule.

Stormwater Utility Rates

Land Use	Current	As of May 1, 2020	As of January 1, 2021	As of January 1, 2022
Single-Family	\$7.50	\$8.00	\$8.50	\$8.75
Multi-Family	\$27.41	\$29.24	\$31.07	\$31.98
Commercial	\$41.98	\$44.78	\$47.58	\$48.98
Industrial	\$41.98	\$44.78	\$47.58	\$48.98
Institutional	\$37.24	\$39.72	\$42.20	\$43.44

Staff Recommendation:

City staff recommends adopting a resolution amending the City Wide fee schedule to update stormwater utility rates

Requested City Council Action

Make a motion to adopt a resolution amending the City Wide fee schedule to update stormwater utility rates and other fees.

Councilor introduced the following resolution and moved for its adoption:

RESOLUTION NO. 20 -

**A RESOLUTION AMENDING THE GRAND RAPIDS CITY-WIDE FEE SCHEDULE
FOR CITY SERVICES**

WHEREAS, Minnesota Law establishes that all municipalities establish fees that are commensurate with service, and that they be fair, reasonable, and proportionate to the actual cost of the service for which the fee is imposed; and

WHEREAS, consistent with Minnesota Law, the Grand Rapids City Council establishes the rates to be applied, or charges for, specific areas of service, provided by the City, through the adoption and periodic amendment of a fee schedule; and

WHEREAS, from time to time, staff reviews the department fee schedule to ensure consistency with fees charged, for City services provided; and

NOW THEREFORE, BE IT RESOLVED, that the Grand Rapids City Council hereby amends the Grand Rapids' City Wide Fee Schedule for City Services as noted in "Exhibit A."

Adopted this 23rd day of March, 2020.

Dale C. Adams, Mayor

Attest:

Kimberly Gibeau, City Clerk

Councilor seconded the foregoing resolution and the following voted in favor thereof ;
and the following voted against same: None, whereby the resolution was declared duly passed
and adopted.

DEPARTMENTAL FEE SCHEDULE FOR CITY SERVICES

Effective Date: 03/10/24/2020

CITY WIDE FEES	
Photo copy – file material – 100 pages or less of black and white, letter or legal size government data.	\$.25 per page (copy)
Photo copy – file material – 101 pages or more of government data	\$.10 per copy and actual cost of searching for and retrieving government data, including the cost of employee time, certifying, compiling, and electronically transmitting the copies of the data.
Photo copy – material provided by the person making request	\$1.00 1 st page - .10 cents each additional
ADMINISTRATION DEPARTMENT	
Amusements (theatre)	\$75.00 per screen per year
Circus	\$75.00 event
Fortune Telling	\$35.00 per day
Intoxicating Liquor	
Consumption and Display	
Bottle Club	\$500.00 per year
Public Place	\$100.00 per year
Private On-Sale	
Investigation Fee	\$150.00
Annual License Fee	\$2,500.00
Annual On-Sale Wine	\$550.00
Sunday On-Sale	\$200.00
Club On-Sale	
Club with under 200 members	\$300.00
201- 500 members	\$500.00
501- 1,000 members	\$650.00
1,001 – 2,000 members	\$800.00
More than 2,000	\$1,000.00
Sunday On-Sale	\$150.00
Private Off-Sale	\$150.00
Temporary On-Sale	\$20.00
Convention Facilities On-Sale	
City issued on-sale license	\$25.00

Adjacent municipality	\$100.00
Non-intoxicating malt liquor 3.2	
Annual on-sale	\$275.00
Annual off-sale	\$100.00
Temporary on-sale	\$25.00
Rollerskating License	\$200.00 per year or fraction thereof
Brewer Taprooms/Brewpubs	
Taproom/Brewpub Annual On-Sale	\$350.00 includes Sunday sales
Brewer Annual Off-sale (Growlers)	\$200.00
Synthetic Drug Establishments	\$600.00 annually
Sidewalk Café	\$25.00
Taxicabs	\$25.00 each vehicle
Fireworks	350.00 – tents, etc.) 100.00 – retail buildings (in store)
Peddlers, Solicitors and Transient Merchant (Resolution No. 06-110)	\$150.00 per year
CENTRAL SCHOOL BUILDING	
Monthly Rental Fees	
Garden Level	\$11.02 *
1 st Floor	\$11.97 *
2 nd Floor	\$11.49 *
3 rd Floor	\$ 8.58 *
CIVIC CENTER	
Icetime	\$115.00 per hour – non prime
	\$148.00 168.00 per hour – prime
	\$200.00 per hour – tournament/competition
	\$115.00 75.00 per hour – Miner’s Pavilion (non-GRAHA)
Dryfloor space East Venue	\$700.00 per day – receptions/parties
	\$1,300.00 per day - commercial
	\$1,850.00 – Wedding Receptions
West Venue	\$600.00 per day – receptions/parties
	\$1,200.00 per day – commercial
Miner’s Pavilion	\$20.00 per hour – sports
	\$100.00 half day event
	\$200.00 full day event

Lobby space	\$20.00 30.00 per hour (minimum 2 hours)
Tables	\$7.50 9.00 each
Chairs	75 \$1.00 each
Linens	\$5.00 each TBD
Staging	\$15.00 20.00 per 4' x 8' section
Skate Sharpening	\$5.00
Public Skating	\$2.00 children & seniors
	\$3.00 adults
Open Hockey	\$7.00
Wall Advertising	\$600.00 per year
In-Ice Advertising	\$1,250.00 per year
Resurfacers Advertising	\$300 - \$1,500.00 per year
Dasher Advertising	\$800.00 per year for 1, \$1,200.00 per year for 2
Scoreboard Advertising	\$700.00 per year
Banner Advertising	\$750.00 per year
Wall Sign & 1 Dasher	\$1,200.00 per year
Wall Sign & 2 Dashers	\$1,600.00 per year
COMMUNITY DEVELOPMENT	
Building Permits	
\$1.00 - \$500.00	\$23.50 *
\$501.00 - \$2,000.00	\$23.75 * for the first \$500.00 plus \$3.50 for each additional \$100.00 or fraction thereof, to and including \$2,000.00
\$2,001.00 - \$25,000.00	\$70.00 * for the first \$2,000.00 plus \$14.20* for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$391.65* for the first \$25,000.00 plus \$10.20* for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00
\$50,001.00 to 4100,000.00	\$650.20* for the first \$50,000.00 plus \$7.10* for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$1,003.70* for the first \$100,000.00 plus \$5.66* for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$3,266.10* for the first \$500,000.00 plus \$4.80* for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00

\$1,000,001.00 and up	\$5,664.85* for the first \$1,000,000.00 plus \$3.18* for each additional \$1,000.00 or fraction thereof			
	Projects valued at greater than \$5,000,000.00 the City may, at its own discretion, negotiate this component of the building permit fee with the project owner/developer.			
Annual building Permit (as per MN Rule 1300.0120, Subparts 2 and 3)	\$505.00*			
Plan Review Fee	65% of the Permit fee			
Plan Review Fee (Similar Plans)	25% of the Permit fee			
State Surcharge	(As per MN Statute 16B.70)			
Other Inspections and Fees:				
1. Outside of normal business hours	\$55.55/hour*			
2. Re-inspection fees	\$55.55/hour*			
3. Inspections for which no fee is specifically indicated	\$55.55/hour*			
4. Additional plan review required by changes, additions, or revisions to plans	\$55.55/hour*			
5. Investigation Fee	\$55.55/hour*			
6. Work commencing without building permit.	Investigative Fee/Double building permit fee. (as per MN Rule 1300.0160, Subpart 8).			
7. For use of outside consultants for plan checking and inspections or both.	Actual costs, including administrative and overhead			
8. Investigating and resolving Property Maintenance Code violations	\$55.55/hour*			
Flat fees for small Residential projects	Base Permit Fee	Plan Check Fee	State Surcharge Fee	Total Fee
Re-roofing	\$60.00		\$1.00	\$61.00
Garage Door	\$40.00		\$1.00	\$41.00
Siding Replacement	\$60.00		\$1.00	\$61.00
All Regulated Signs-requiring structural review.	\$57.88	\$37.62	\$1.00	\$96.50
Detached Steps/Deck over 30" high (non-enclosed)	\$40.30	\$26.20	\$1.00	\$67.50
Attached Steps/Deck (non-enclosed)	\$79.70	\$51.80	\$1.00	\$132.50
Covered porch (non-enclosed)	\$113.03	\$73.47	\$1.00	\$186.50
Fence over 6 feet in height	\$57.88	\$37.62	\$1.00	\$96.50
Retaining Wall -Over 4 feet in height	\$57.88	\$37.62	\$1.00	\$67.50
Egress Windows (new)	\$40.30	\$26.20	\$1.00	\$67.50
Residential Window replacement	\$60.00		\$1.00	\$61.00

Furnace-Replacement	\$40.30	\$26.20	\$1.00	\$67.50
Water Heater/Softener	\$40.30	\$26.20	\$1.00	\$67.50
Replace sink, toilet, faucet, tub (minor repairs)	\$14.50		\$1.00	\$15.50
Residential & Commercial Demolitions	\$40.00*		\$1.00	\$41.00
Fireplaces -& free standing stoves (Gas or Wood)	\$54.85*	\$35.65	\$1.00	\$91.50
Emergency Number Sign	\$50.00 <u>75.00</u> each			
Comprehensive Plan	\$15.15* each			
Comprehensive Plan Appendix	\$25.25* each			
Zoning Letter	\$35.35* each			
Zoning Map	\$15.15*each			
Zoning Ordinance	\$30.30* each			
Subdivision Ordinance	\$5.05* each			
Zoning Permit (Residential)	\$55.55*			
Zoning Permit (Commercial)	\$65.65*/hour (actual cost)			
Fill Permit	\$75.75*			
Sign permit (for signs not requiring structural review)	\$55.55*			
Conditional Use Permit	\$505.00*			
Conditional Use Permit-General Sales and Service with a building footprint greater than 70,000 s.f. (Res. 07-35)	Total Actual Cost Incurred by the City (\$3,500 deposit required via escrow agreement)			
Environmental Assessment Worksheet preparation, review and processing	Total Actual Cost Incurred by the City (\$10,000 deposit required via escrow agreement)			
Subdivision	\$2,525.00*			
Minor Subdivision (Res: 13-71)	\$1,200.00			
Payment in Lieu of Commercial Land Dedication	\$135.00 per Worker			
Planned Unit Development	\$2,525.00*			
Rezoning or zoning Text Amendment	\$505.00*			
Variance	\$252.50*			
Right-of-Way/Easement	\$505.00*			
ENGINEERING DEPARTMENT				
Right of Way Improvement permit	\$50.00			
After-the-Fact ROW Permit	Two times original permit fee			

Small Wireless Facility Fees	
Permit Application Fee	\$1,500/unit
Co-location Rent	\$175.00 per year per site
Monthly Fee for Electrical Service per radio node less than or equal to 100 max watts	\$73.00 per radio node
Monthly Fee for Electrical Service per radio node over 100 max watts	\$182.00 per radio node
Stormwater Permit Application	
Residential	\$25.00
Commercial/Industrial (0 ac – 1 ac)	\$100.00
Commercial/Industrial (1 ac – 3+ ac)	\$175.00
Commercial/Industrial (3+ ac)	\$300.00
Stormwater Pollution Prevention Deposit	
Residential	\$500.00
Commercial/Industrial	\$1,000.00/\$100,000 or project cost
Stormwater Utility Rates	As of July 1, 2017 <u>As of 7/1/2020</u> ————— As of July 1, 2018 <u>1/1/2021</u> As of <u>1/1/2022</u>
Single-Family	\$6,758.00 ————— \$7,508.50 <u>\$8.75</u>
Multi-Family	\$24,6729.24 ————— \$27,4131.07 <u>\$31.98</u>
Commercial	\$37,7944.78 ————— \$41,9847.58 <u>\$48.98</u>
Industrial	\$37,7944.78 ————— \$41,9847.58 <u>\$48.98</u>
Institutional	\$33,5139.72 ————— \$37,2442.20 <u>\$43.44</u>
City Map	\$10.00
Prints:	
24/24	\$3.50 each
24/36	\$5.00 each
36x48	\$10.00

Aerials contours (hard copies)	\$40.00 first copy - \$5.00 additional copy of same
Aerial electronic photos (1 photo 160 acres)	\$150.00
Aerial prints 8 ½ x 11 with property and utility	\$10.00 per parcel
GIS Technician	\$32.47/Hour
FINANCE DEPARTMENT	
Assessment Certificates	\$15.00
Fax	\$2.00 first page each additional page 10 cents
Worthless Check	\$20.00 <u>\$30.00</u>
Credit Card Charge for Special Assessments	\$3.95*
FIRE DEPARTMENT	
Fire report	See City wide fees relative to photo copies
It. County false alarm ordinance – 4 th false alarm and up	\$500.00
Yearly Day Care/Foster Care	\$50.00
Inspection fees	\$50.00
Inspection Fees: First Fire Inspection Second Inspection only if violation isn't fixed or substantial progress is not made on violations Each additional inspection Complaint based inspections (considered a first inspection) Requested fire inspection	.00 \$125.00 \$100.00 increments up to \$500.00 .00 \$50.00/hour (\$50.00 minimum)
Storage of Flammable Liquids: Bulk storage of flammable liquids Bulk storage of liquefied petroleum (LP) Each station dispensing liquefied petroleum (LP) Above or underground fuel tank installation Underground tank removal	\$150.00/year \$150.00/year \$50.00/year \$50.00 \$50.00
Fire Safety House	\$250.00/day if agency is within Itasca County (up to eight hour day). \$250.00/day if outside Itasca County , plus requesting agency additionally agrees to compensate the Grand Rapids Fire Departmental a rate of fifty cents per mile, as calculated by utilizing the Map Quest computer program.
PARKS AND RECREATION	
Picnic kits	\$5.00

User Fees (softball, baseball & soccer leagues)	\$5.00 (Kids)
	\$7.50 (Adults)
Softball Fields	\$5.00 per game for tournaments or user fees ***
Baseball Fields	\$25.00 per hour or user fees ***
Soccer Fields	User fees ***
Recreation programs	0 - \$60.00 dependent on programs
Pool Rental	\$7.75 - \$45.00 per hour
Family Activity Pass	\$35.00
Softball Field Advertising	\$150.00
*** Participants of private organizations (such as Northwoods Soccer) pay \$5.00 per player per year to use our fields. Adults pay \$15.00 per player.	
POLICE DEPARTMENT	
Dogs License	\$10.00/year
Cats License	\$10.00/year
Duplicate for dog/cat	\$2.00/year
Pound Fee	\$10.00/day
[KJ1]	
Disposal of Animals:	
Dog	100% of Vet Charges
Cat	100% of Vet Charges
Vehicle Tow Fees	Rate charged by towing company to the City.
Funeral Escort	\$50.00
[KJ2]	
[KJ3]	
CBD Parking Permits	\$25.00 annually
Golf Cart Permit Fee	\$25.00 annually

False Alarm	N/C 1 st through 3 rd false alarm \$50.00 4 th false alarm \$75.00 5 th false alarm \$100.00 6 th false alarm \$125.00 7 th false alarm \$150.00 8 th false alarm \$175.00 9 th false alarm \$500.00 10 th false alarm \$500.00 all calls after 10 th
POLICE ADMINISTRATIVE PENALTIES	
Alcohol – Consuming Alcohol in unauthorized places	\$60.00
Animals:	
Vicious animal	\$50.00
All other animal violations	\$25.00
Registration of a Dangerous Dog (Res. 06-61)	\$500.00
[KJ4]	
[KJ5]	
Fireworks:	
Illegal Use, Possession	\$250.00
Miscellaneous:	
[KJ6]	
Curfew	\$25.00
[KJ7]	
Failure to apply for license	\$100.00
Golf cart and all terrain vehicle violations	\$60.00
Illegal dumping	\$50.00
Noise complaints	\$50.00
Noise complaints second violation in 12 months	\$100.00
Park ordinance violations	\$25.00
Public nuisance	\$100.00
[KJ8]	
[KJ9]	
Snowmobile Violations	\$60.00
Skateboard violations	\$40.00
Trespassing	\$50.00

Display for sale vehicles (Ord. 23.7-D1)	\$50.00
Parking:	
Fire Lane	\$50.00
Blocking Fire Hydrant	\$50.00
Failure to pay all parking fines after 30 days	50.00
Traffic:	
Exhibition Driving	\$100.00
Speed (1-10 mph over posted limit)	\$60.00* (as required by State Statute 5-21-09)
Stop Signs	\$60.00* (as required by State Statute 5-21-09)
Unreasonable Acceleration	\$60.00* (as required by State Statute 5-21-09)
Mufflers 169.69 (Add)	\$60.00* (as allowed by State Statute 5-21-09)
Hitching 169.46 (Add)	\$60.00* (as allowed by State Statute 5-21-09)
Weapons:	
Discharge of Display of Pellet/Guns	\$50.00
PUBLIC WORKS	
Equipment Hourly rates: **	
Pickups	\$25.00
Trucks / Plows	\$45.00
Heavy equipment	\$80.00
Mowing Equipment	\$25.00
Chipper, compressor, steamer	\$25.00
Lawn movers/weed eaters	\$15.00
Ice Resurfacer (Zamboni)	\$175.00
Materials: **	
Cold Mix	\$130.00/ton
Sand	\$15.00/yard
Straight Salt	\$75.00/yard
Treated Salt	\$90.00/yard
Paint	\$13.37/gal.
Magnesium Chloride	\$1.50/gal.
Mailbox installation	\$275.00 (includes post and mailbox)
** Rates apply to contract services provided for Intergovernmental agencies such as Itasca County, MNDOT, ICC, School District 318, and the DNR. Hourly wage and benefits to be included in addition to listed hourly equipment rates. The only exception is the fee for the ice resurfacer	



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 20-0993 **Version:** 1 **Name:** CP 2015-3 Approve Easements
Type: Agenda Item **Status:** Passed
File created: 3/13/2020 **In control:** City Council
On agenda: 3/23/2020 **Final action:** 3/23/2020

Title: Consider approving the purchase of permanent and temporary easements related to CP 2015-3, Hwy 2 West Trail.

Sponsors:

Indexes:

Code sections:

Attachments: [Bishop Executed Packet](#)
[Brookview Enterprises Executed Packet](#)
[Lessin Executed Packet](#)
[North Country Development Executed Packet](#)
[Randolph Executed Packet](#)
[Soil & Water Executed Easement Packet](#)

Date	Ver.	Action By	Action	Result
3/23/2020	1	City Council		

Consider approving the purchase of permanent and temporary easements related to CP 2015-3, Hwy 2 West Trail.

Background Information:

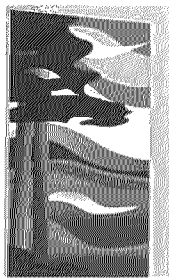
The construction of a 10 foot wide multi-use trail along US Hwy 2 West will require both temporary and permanent easements be acquired. Attached are the easements for CP 2015-3, Hwy 2 West Trail, Itasca County Soil & Water \$9,981.04, Bishop \$10,507.20, North Country Development \$10,000.00, Lessin \$2,421.92, Brookview Enterprises Inc. \$12,656.43 and Randolph \$4,500.00.

Staff Recommendation:

City staff is recommending the purchase of permanent and temporary easements related to CP 2015-3, Hwy 2 West Trail in the total amount of \$50,066.59.

Requested City Council Action

Approve the purchase of permanent and temporary easements related to CP 2015-3, Hwy 2 West Trail in the total amount of \$50,066.59.



OFFER LETTER

February 28, 2020

Ronald Bishop
1897 W HWY 2
Grand Rapids, MN 55744

RE: Purchasing Public Service and Infrastructure Easement

Dear Mr. Bishop,

The City of Grand Rapids hereby submits to you an offer of **\$10,507.20**, which is the amount of the minimum easement value of the above referenced property and/or certain rights therein, as contained in "PUBLIC SERVICE AND INFRASTRUCTURE EASEMENT EXHIBIT" attached hereto, disregarding any change in the before value of the property caused by **Highway 2 West Trail** project.

The City's appraisal of market value is based on information compiled from the Itasca County Assessors Office and/or an independent appraiser. This purchase offer does not prohibit you from donating the land necessary to complete this project.

You will have a reasonable length of time to consider the offer (approximately 30 days). To aid in your decision you may want to secure your own appraisal. The City of Grand Rapids will reimburse you a reasonable amount for that appraisal fee, limited to the amount set by law. Reimbursement cannot be made, however, until after your property is acquired.

Minnesota Law also provides that the owner and/or occupants of the property being acquired will be reimbursed for the actual cost of moving personal property. Certain incidental costs incurred in transferring the title will be paid by the City.

If you decide to accept the City's offer, you will be paid upon your providing the City with an executed Public Service and Infrastructure Easement. If the City cannot be vested with good title to the property, or if the offer is unacceptable, the City may acquire said easement in eminent domain proceedings.

Also the City is required to obtain a completed W-9 when it compensates any individual or company more than \$600 in a calendar year. At the end of the year, you will then receive a 1099-S reporting the

proceeds you received from the City. You may need to report some of the proceeds on your tax return. Your tax preparer will know what tax consequences you may have as a result of this income. If you or your accountant would like to further discuss this information, you should contact Barb Baird, Finance Director, at 218.326.7615

Also this is not a purchase of this property, only an easement on the land, you still own the land, but the county will reduce the land value to reflect the easement.

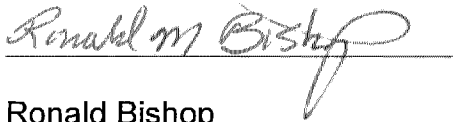
This letter is furnished to inform you of procedures and your rights in this acquisition. It is respectfully requested that you acknowledge its receipt by signing the attached copy in the space provided. Signing this acknowledgment does not in any way commit you to an acceptance of the offer.

Sincerely,



By: Matt Wegwerth, PE
City Engineer

Receipt is acknowledged of original of this letter, enclosures and attachments mentioned herein.



Ronald Bishop

PUBLIC SERVICE AND INFRASTRUCTURE EASEMENT

THIS INDENTURE is made and entered into this 6th day of March, 2020, between **Ronald M. Bishop, a single person**, of Grand Rapids, Minnesota, hereinafter referred to as "Grantor," and the CITY OF GRAND RAPIDS, Minnesota, Municipal Corporation, and road authority, hereinafter referred to as "Grantee."

WITNESSETH:

WHEREAS, said Grantor is the owner of real property situated in Itasca County, Minnesota, described as follows, to-wit:

Parcel 91-019-1203

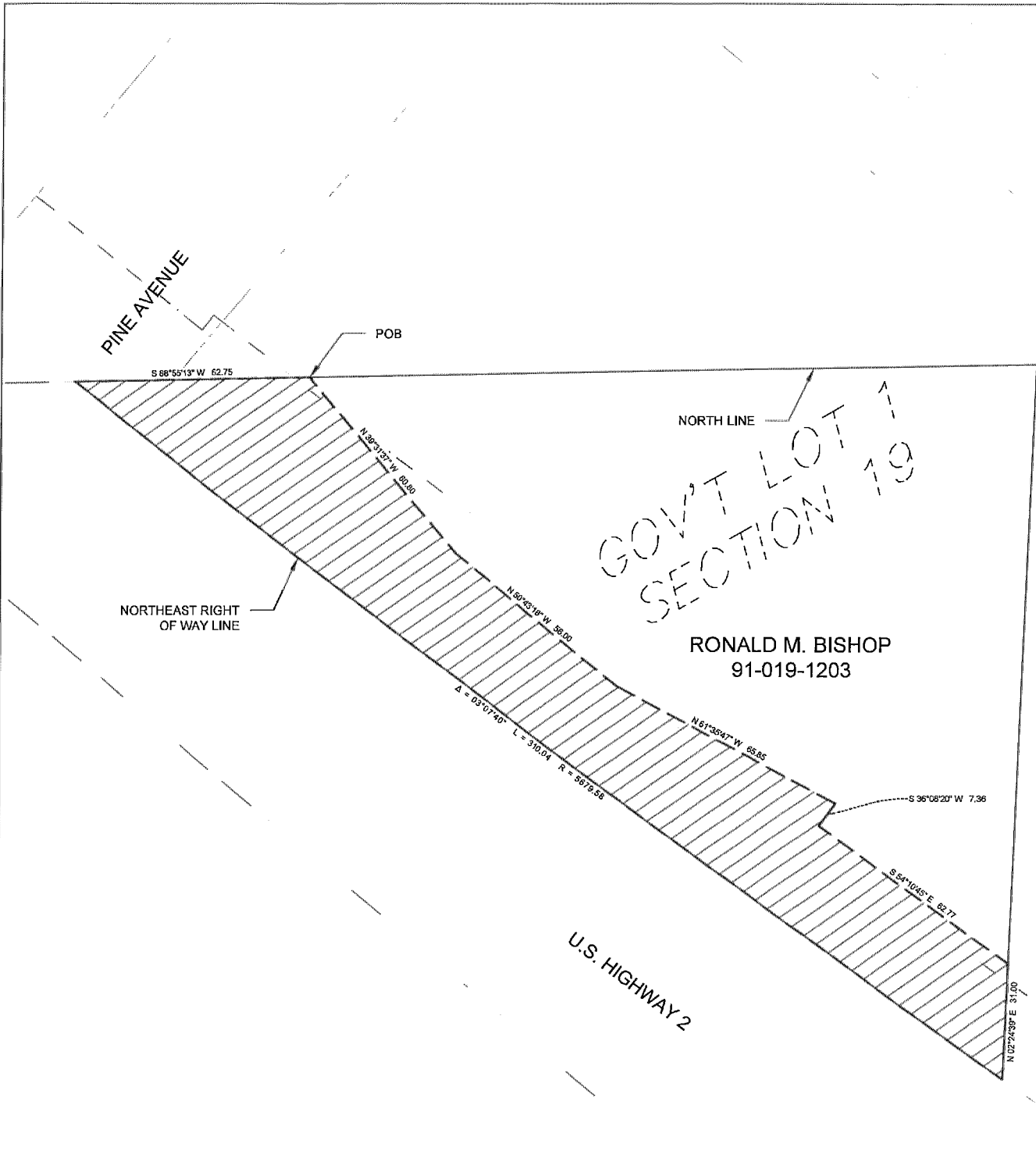
Existing Legal Description (Doc. No. 371987)

PART OF LOT 1 OF SECTION 19, TOWNSHIP 55 NORTH, NORTH OF RANGE 25, WEST OF THE 4TH P.M. MORE PARTICULAR DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTH LINE OF SAID LOT 1 AT A POINT 256 FEET EAST OF THE POINT WHERE SAID NORTH LINE INTERSECTS THE NORTHERLY LINE OF STATE HIGHWAY NO. 2; THENCE WESTERLY 256 FEET ALONG THE NORTH LINE OF SAID LOT 1 TO THE INTERSECTION OF SAID NORTH LINE WITH THE NORTHERLY LINE OF STATE HIGHWAY NO. 2; THENCE IN A SOUTHEASTERLY DIRECTION ALONG THE NORTH LINE OF STATE HIGHWAY NO. 2 A DISTANCE OF 310 FEET; THENCE IN A NORTHERLY DIRECTION A DISTANCE OF APPROXIMATELY 192 FEET TO THE POINT OF BEGINNING, CONTAINING APPROXIMATELY 1.13 ACRES MORE OR LESS.

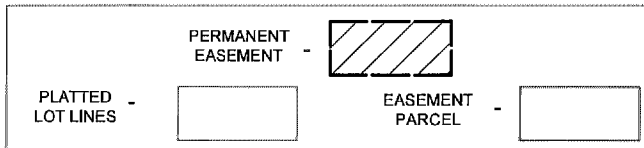
WHEREAS, Grantor has agreed to grant Grantee an easement for public service and infrastructure purposes across said property.

NOW, THEREFORE, said Grantor, for other valuable considerations, the receipt and sufficiency of which are hereby acknowledged, does hereby grant and convey an easement unto the CITY OF GRAND RAPIDS, MN, as Grantee, for public service and infrastructure purposes, free and clear of all encumbrances, the below described real estate in the County of Itasca, State of Minnesota, and the said grantor for (himself) (his) (themselves) (their) heirs executors and assigns, does release the City of Grand Rapids, State of Minnesota, its successors and assigns, from all claims for any and all damages resulting to the lands contained within the permanent easement area as hereinafter described by reason of the location, grading, construction, maintenance, and use of public service and infrastructure and upon and the removal of materials from the premises hereby conveyed and from the uses incident thereto, and the City of Grand Rapids, State of Minnesota, shall have the right to use and remove all earth and materials contained within the permanent easement area as hereinafter described and the right to construct and maintain upon the lands contained within the permanent easement area as herein after described and the right to allow utilities within the easement more particular described as follows, to-wit:
Rights to be Acquired:

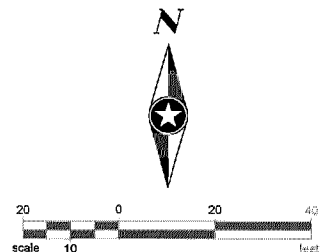
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LEGEND



PARCEL NUMBER	91-019-1203
OWNER	BISHOP, RONALD M
AREA OF PARCEL	25265 SF
ZONING	SGB
AREA OF PROPOSED PERMANENT EASEMENT	8090 SF



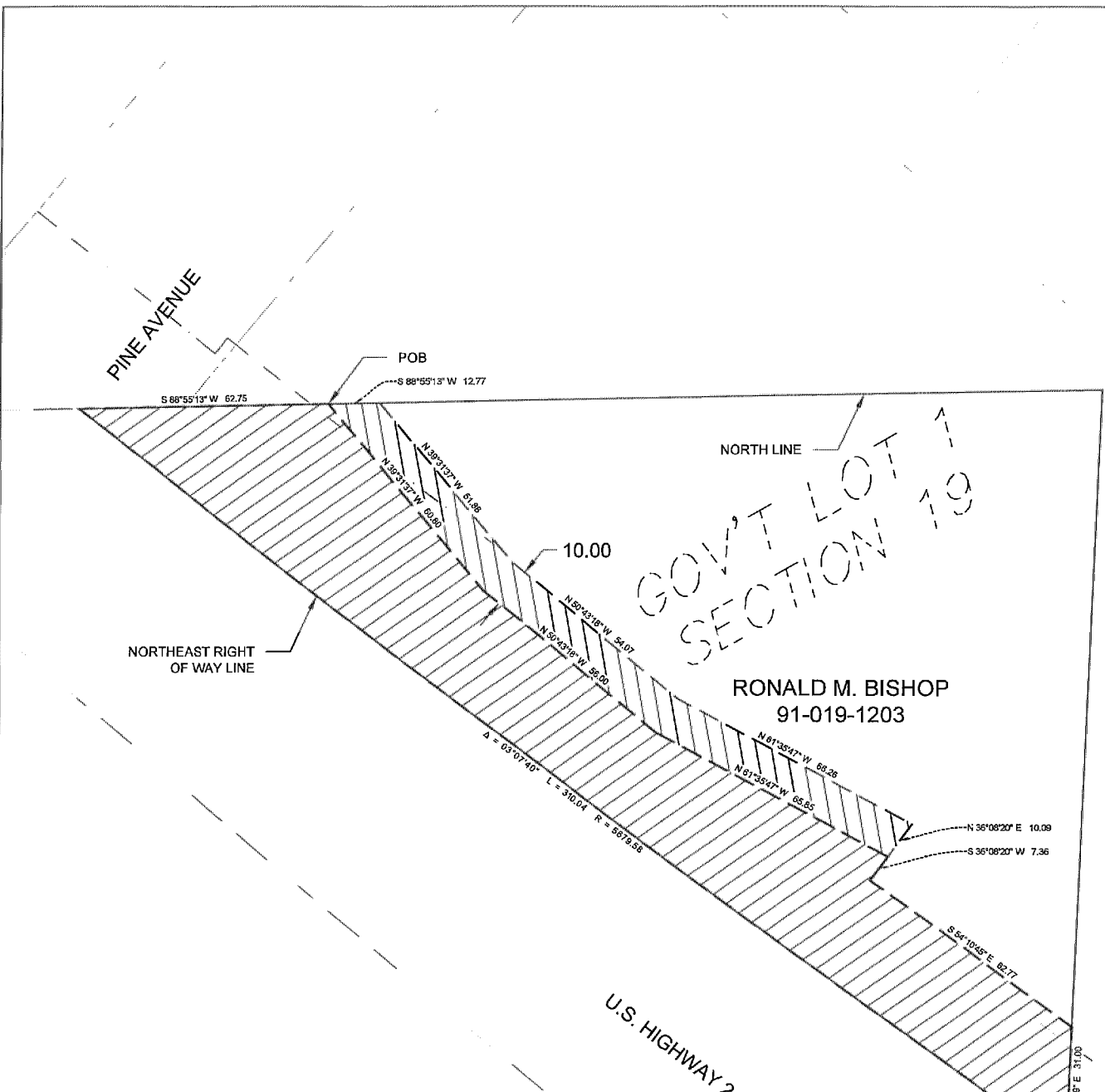
PHONE: 218.322.4500
21 NE 5TH ST STE 200
GRAND RAPIDS, MN 55744
www.sehinc.com

FILE NO. GRANR 152638
DATE: 2/27/2020

**RONALD M. BISHOP
HIGHWAY 2 WEST TRAIL EXHIBIT
GRAND RAPIDS, MINNESOTA**

**EXHIBIT
NO. 1**

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A temporary easement for public infrastructure purposes over, under, and across that part of the described Parcel. The duration of the occupancy will be temporary in nature and there will be no change in ownership of the land. Temporary Easement shall terminate November 2021 or at the end of the project, whichever is later.

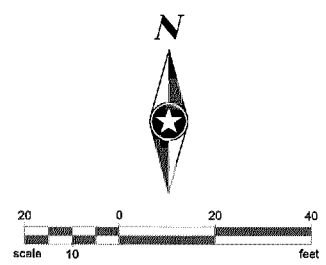
The undersigned hereby give The City of Grand Rapids a Temporary Easement for construction as of the date indicated here in.

Ronald M Bishop 2-6-20
 RONALD M. BISHOP Date

LEGEND

TEMPORARY EASEMENT		PERMANENT EASEMENT	
PLATTED LOT LINES		EASEMENT PARCEL	

PARCEL NUMBER	91-019-1203
OWNER	BISHOP, RONALD M
AREA OF PARCEL	25265 SF
ZONING	SGB
AREA OF PROPOSED PERMANENT EASEMENT	8090 SF

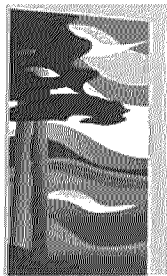


PHONE: 218.322.4500
 21 NE 5TH ST STE 200
 GRAND RAPIDS, MN 55744
 www.sehinc.com

FILE NO. GRANR 152638
DATE: 2/27/2020

**RONALD M. BISHOP
 HIGHWAY 2 WEST TRAIL EXHIBIT
 GRAND RAPIDS, MINNESOTA**

**EXHIBIT
 NO. 1T**



OFFER LETTER

February 28, 2020

Brookview Enterprises Inc.
1833 W HWY 2
Grand Rapids, MN 55744

RE: Purchasing Public Service and Infrastructure Easement

Dear Mr. Hanson,

The City of Grand Rapids hereby submits to you an offer of **\$12,656.43**, which is the amount of the minimum easement value of the above referenced property and/or certain rights therein, as contained in "PUBLIC SERVICE AND INFRASTRUCTURE EASEMENT EXHIBIT" attached hereto, disregarding any change in the before value of the property caused by **Highway 2 West Trail** project.

The City's appraisal of market value is based on information compiled from the Itasca County Assessors Office and/or an independent appraiser. This purchase offer does not prohibit you from donating the land necessary to complete this project.

You will have a reasonable length of time to consider the offer (approximately 30 days). To aid in your decision you may want to secure your own appraisal. The City of Grand Rapids will reimburse you a reasonable amount for that appraisal fee, limited to the amount set by law. Reimbursement cannot be made, however, until after your property is acquired.

Minnesota Law also provides that the owner and/or occupants of the property being acquired will be reimbursed for the actual cost of moving personal property. Certain incidental costs incurred in transferring the title will be paid by the City.

If you decide to accept the City's offer, you will be paid upon your providing the City with an executed Public Service and Infrastructure Easement. If the City cannot be vested with good title to the property, or if the offer is unacceptable, the City may acquire said easement in eminent domain proceedings.

Also the City is required to obtain a completed W-9 when it compensates any individual or company more than \$600 in a calendar year. At the end of the year, you will then receive a 1099-S reporting the

proceeds you received from the City. You may need to report some of the proceeds on your tax return. Your tax preparer will know what tax consequences you may have as a result of this income. If you or your accountant would like to further discuss this information, you should contact Barb Baird, Finance Director, at 218.326.7615

Also this is not a purchase of this property, only an easement on the land, you still own the land, but the county will reduce the land value to reflect the easement.

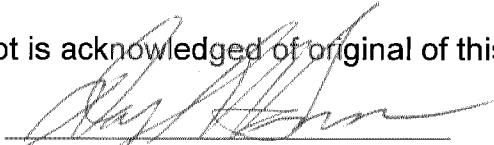
This letter is furnished to inform you of procedures and your rights in this acquisition. It is respectfully requested that you acknowledge its receipt by signing the attached copy in the space provided. Signing this acknowledgment does not in any way commit you to an acceptance of the offer.

Sincerely,



By: Matt Wegwerth, PE
City Engineer

Receipt is acknowledged of original of this letter, enclosures and attachments mentioned herein.



Doug Hanson

PUBLIC SERVICE AND INFRASTRUCTURE EASEMENT

THIS INDENTURE is made and entered into this 9th day of March, 2020, between **Brookview Enterprises, Incorporated, a business corporation**, of Grand Rapids, Minnesota, hereinafter referred to as "Grantor," and the CITY OF GRAND RAPIDS, Minnesota, Municipal Corporation, and road authority, hereinafter referred to as "Grantee."

WITNESSETH:

WHEREAS, said Grantor is the owner of real property situated in Itasca County, Minnesota, described as follows, to-wit:

Parcel 91-019-1221

Existing Legal Description (Doc. No. 468728)

EAST TWO HUNDRED EIGHTY-SEVEN AND SIXTY-NINE HUNDREDTHS FEET (E. 287.69') OF LOT ONE (1), SECTION NINETEEN (19), TOWNSHIP FIFTY-FIVE (55) NORTH, RANGE TWENTY-FIVE (25) WEST OF THE FOURTH PRINCIPAL MERIDIAN, LYING NORTH OF HIGHWAY NO. 2.

WHEREAS, Grantor has agreed to grant Grantee an easement for public service and infrastructure purposes across said property.

NOW, THEREFORE, said Grantor, for other valuable considerations, the receipt and sufficiency of which are hereby acknowledged, does hereby grant and convey an easement unto the CITY OF GRAND RAPIDS, MN, as Grantee, for public service and infrastructure purposes, free and clear of all encumbrances, the below described real estate in the County of Itasca, State of Minnesota, and the said grantor for (himself) (his) (themselves) (their) heirs executors and assigns, does release the City of Grand Rapids, State of Minnesota, its successors and assigns, from all claims for any and all damages resulting to the lands contained within the permanent easement area as hereinafter described by reason of the location, grading, construction, maintenance, and use of public service and infrastructure and upon and the removal of materials from the premises hereby conveyed and from the uses incident thereto, and the City of Grand Rapids, State of Minnesota, shall have the right to use and remove all earth and materials contained within the permanent easement area as hereinafter described and the right to construct and maintain upon the lands contained within the permanent easement area as herein after described and the right to allow utilities within the easement more particular described as follows, to-wit:
Rights to be Acquired:

NORWAY STREET

GOVT LOT
SECTION 19

BROOKVIEW ENTERPRISES INC.
91-019-1221

EAST LINE OF
GOVT LOT 1

20TH AVENUE NW

N 02°22'08" E 30.03




26.00

NORTHEAST RIGHT
OF WAY LINE

U.S. HIGHWAY 2

N 02°22'08" E 29.10

LEGEND

PERMANENT EASEMENT	
PLATTED LOT LINES	
EASEMENT PARCEL	

PARCEL NUMBER	91-019-1221
OWNER	BROOKVIEW ENTERPRISES INC
AREA OF PARCEL	130244 SF
ZONING	SGB
AREA OF PROPOSED PERMANENT EASEMENT	8501 SF



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PHONE: 218.322.4500
21 NE 5TH ST STE 200
GRAND RAPIDS, MN 55744
www.sehinc.com

FILE NO. GRANR 152638
DATE: 2/27/2020

BROOKVIEW ENTERPRISES INC
HIGHWAY 2 WEST TRAIL EXHIBIT
GRAND RAPIDS, MINNESOTA

EXHIBIT NO. 1

NORWAY STREET

GOV'T LOT 1
SECTION 19

BROOKVIEW ENTERPRISES INC.
91-019-1221

EAST LINE OF
GOV'T LOT 1

20TH AVENUE NW

N 02°22'08" E 16.19

N 02°22'08" E 30.03

NORTHEAST RIGHT
OF WAY LINE

U.S. HIGHWAY 2

N 02°22'08" E 15.69

N 02°22'08" E 29.10

A temporary easement for public infrastructure purposes over, under, and across that part of the described Parcel. The duration of the occupancy will be temporary in nature and there will be no change in ownership of the land. Temporary Easement shall terminate November 2021 or at the end of the project, whichever is later.

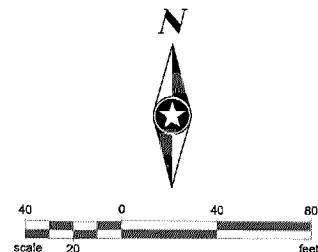
The undersigned hereby gives The City of Grand Rapids a Temporary Easement for construction as of the date indicated here in.

Douglas G. Hanson 3-11-2020
DOUGLAS G. HANSON Date

LEGEND

TEMPORARY EASEMENT		PERMANENT EASEMENT	
PLATTED LOT LINES		EASEMENT PARCEL	

PARCEL NUMBER	91-019-1221
OWNER	BROOKVIEW ENTERPRISES INC
AREA OF PARCEL	130244 SF
ZONING	SGB
AREA OF PROPOSED PERMANENT EASEMENT	8501 SF



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PHONE: 218.322.4500
21 NE 5TH ST STE 200
GRAND RAPIDS, MN 55744
www.sehinc.com

FILE NO. GRANR 152638
DATE: 2/27/2020

BROOKVIEW ENTERPRISES INC
HIGHWAY 2 WEST TRAIL EXHIBIT
GRAND RAPIDS, MINNESOTA

EXHIBIT NO. 1T



Building a Better World
for All of Us[®]

Brookview Enterprises Inc.
P.I.D. 91-019-1221

EXHIBIT A

Public Service and Infrastructure Easement

A 26.00 foot wide public service and infrastructure easement lying northeasterly of, parallel with and adjacent to State Highway No. 2 in that part of Government Lot 1 of Section 19, Township 55 North, Range 25 West, 4th Principal Meridian, Itasca County, Minnesota, described as follows:

East Two Hundred Eighty-seven and sixty-nine hundredths feet (E. 287.69) of Lot One (1), Section Nineteen (19), Township Fifty-five (55) North, Range Twenty-five (25) West of the Fourth Principal Meridian, lying North of Highway No. 2.

AND

A 14.00 foot wide temporary construction easement northeasterly of, parallel with and adjacent to said public service and infrastructure easement.

CERTIFICATION

I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

A handwritten signature in cursive script, reading "Christopher D. Munn", is written over a horizontal line.

Christopher D. Munn, PLS
Minnesota License No. 45818

Date: February 26, 2020

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 418 West Superior Street, Suite 200, Duluth, MN 55802-1512
SEH is 100% employee-owned | sehinc.com | 218.279.3000 | 888.722.0547 | 888.908.8166 fax



OFFER LETTER

February 28, 2020

Carol Lessin
2307 W HWY 2
Grand Rapids, MN 55744

RE: Purchasing Public Service and Infrastructure Easement

Dear Ms. Lessin,

The City of Grand Rapids hereby submits to you an offer of **\$2,421.92**, which is the amount of the minimum easement value of the above referenced property and/or certain rights therein, as contained in "PUBLIC SERVICE AND INFRASTRUCTURE EASEMENT EXHIBIT" attached hereto, disregarding any change in the before value of the property caused by **Highway 2 West Trail** project.

The City's appraisal of market value is based on information compiled from the Itasca County Assessors Office and/or an independent appraiser. This purchase offer does not prohibit you from donating the land necessary to complete this project.

You will have a reasonable length of time to consider the offer (approximately 30 days). To aid in your decision you may want to secure your own appraisal. The City of Grand Rapids will reimburse you a reasonable amount for that appraisal fee, limited to the amount set by law. Reimbursement cannot be made, however, until after your property is acquired.

Minnesota Law also provides that the owner and/or occupants of the property being acquired will be reimbursed for the actual cost of moving personal property. Certain incidental costs incurred in transferring the title will be paid by the City.

If you decide to accept the City's offer, you will be paid upon your providing the City with an executed Public Service and Infrastructure Easement. If the City cannot be vested with good title to the property, or if the offer is unacceptable, the City may acquire said easement in eminent domain proceedings.

Also the City is required to obtain a completed W-9 when it compensates any individual or company more than \$600 in a calendar year. At the end of the year, you will then receive a 1099-S reporting the

proceeds you received from the City. You may need to report some of the proceeds on your tax return. Your tax preparer will know what tax consequences you may have as a result of this income. If you or your accountant would like to further discuss this information, you should contact Barb Baird, Finance Director, at 218.326.7615

Also this is not a purchase of this property, only an easement on the land, you still own the land, but the county will reduce the land value to reflect the easement.

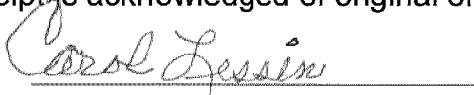
This letter is furnished to inform you of procedures and your rights in this acquisition. It is respectfully requested that you acknowledge its receipt by signing the attached copy in the space provided. Signing this acknowledgment does not in any way commit you to an acceptance of the offer.

Sincerely,



By: Matt Wegwerth, PE
City Engineer

Receipt is acknowledged of original of this letter, enclosures and attachments mentioned herein.



Carol Lessin

PUBLIC SERVICE AND INFRASTRUCTURE EASEMENT

THIS INDENTURE is made and entered into this 3rd day of March, 2020, between **Charles L. Lessin and Carol R. Lessin Trustees, a Trust**, of Grand Rapids, Minnesota, hereinafter referred to as "Grantor," and the CITY OF GRAND RAPIDS, Minnesota, Municipal Corporation, and road authority, hereinafter referred to as "Grantee."

WITNESSETH:

WHEREAS, said Grantor is the owner of real property situated in Itasca County, Minnesota, described as follows, to-wit:

Parcel 91-018-3412

Existing Legal Description (Doc. No. 642071)

LOT 4, SECTION 18, TOWNSHIP 55, RANGE 25 WHICH LIES NORTH OF TRUNK HWY #2 AND EAST OF THE COUNTY HOME ROAD, ALSO KNOWN AS THE COUNTY POOR FARM ROAD, LESS THE THREE TRACTS DESCRIBED AS FOLLOWS: BEGINNING AT THE INTERSECTION OF THE NORTHERLY BOUNDARY OF TRUNK HWY #2 WITH THE EAST LINE OF LOT 4; THENCE NORTHWESTERLY ALONG SAID NORTHERLY BOUNDARY OF TRUNK HWY #2, A DISTANCE OF 60 FEET; THENCE NORTHEASTERLY AT RIGHT ANGLES TO SAID NORTHERLY BOUNDARY OF TRUNK HWY #2, A DISTANCE OF 100 FEET, MORE OR LESS TO THE EAST LINE OF LOT 4; THENCE SOUTH ALONG SAID EAST LINE TO THE POINT OF BEGINNING AND THERE TERMINATING. LESS A TRACT OF LAND DESCRIBED AS FOLLOWS: BEGINNING AT A POINT OF INTERSECTION OF THE EASTERLY BOUNDARY OF THE COUNTY HOME ROAD WITH THE NORTHERLY BOUNDARY OF LOT 4; THENCE IN A SOUTHERLY DIRECTION ALONG THE EASTERLY BOUNDARY OF COUNTY HOME ROAD, A DISTANCE OF 140 FEET TO A POINT; THENCE IN A SOUTHEASTERLY DIRECTION AT RIGHT ANGLES TO THE EASTERLY BOUNDARY OF SAID COUNTY HOME ROAD, A DISTANCE OF 260 FEET TO A POINT; THENCE IN A NORTHEASTERLY AND NORTHERLY DIRECTION AT RIGHT ANGLES TO THE LAST DESCRIBED LINE, TO THE NORTHERLY BOUNDARY OF LOT 4; THENCE WESTERLY ALONG THE NORTHERLY BOUNDARY OF LOT 4 TO THE POINT OF BEGINNING AND THERE TERMINATING. LESS THAT PART THAT BEGINS AT A POINT ON THE EASTERLY RIGHT OF WAY OF THE COUNTY HOME ROAD WHERE SAID COUNTY HOME ROAD INTERSECTS THE NORTHERLY BOUNDARY OF LOT 4; THENCE SOUTHWESTERLY ALONG THE EASTERLY RIGHT OF WAY OF COUNTY HOME ROAD, A DISTANCE OF 240 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING ALONG SAID EASTERLY RIGHT OF WAY OF THE COUNTY HOME ROAD, A DISTANCE OF 120 FEET, MORE OR LESS, TO A POINT WHERE SAID COUNTY HOME ROAD INTERSECTS THE NORTHEASTERLY RIGHT OF WAY OF HWY #2; THENCE IN A SOUTHEASTERLY DIRECTION ALONG THE NORTHEASTERLY RIGHT OF WAY OF HWY #2, A DISTANCE OF 180 FEET TO A POINT; THENCE NORTHEASTERLY AT RIGHT ANGLES TO SAID RIGHT OF WAY OF HWY #2, A DISTANCE OF 200 FEET TO A POINT; THENCE IN A NORTHWESTERLY DIRECTION TO THE POINT OF BEGINNING AND THERE TERMINATING.

WHEREAS, Grantor has agreed to grant Grantee an easement for public services and infrastructure purposes across said property.

NOW, THEREFORE, said Grantor, for other valuable considerations, the receipt and sufficiency of which are hereby acknowledged, does hereby grant and convey an easement unto the CITY OF GRAND RAPIDS, MN, as Grantee, for public service and infrastructure purposes, free and clear of all encumbrances, the below described real estate in the County of Itasca, State of Minnesota, and the said grantor for (himself) (his) (themselves) (their) heirs executors and assigns, does release the City of Grand Rapids, State of Minnesota, its successors and assigns, from all claims for any and all damages resulting to the lands contained within the permanent easement area as hereinafter described by reason of the location, grading, construction, maintenance, and use of public service and infrastructure and upon and the removal of materials from the premises hereby conveyed and from the uses incident thereto, and the City of Grand Rapids, State of Minnesota, shall have the right to use and remove all earth and materials contained within the permanent easement area as hereinafter described and the right to construct and maintain upon the lands contained within the permanent easement area as herein after described and the right to allow utilities within the easement more particular described as follows, to-wit: Rights to be Acquired:

Parcel 91-018-3412

Charles L. Lessin and Carol R. Lessin Trustees, a Trust.

A public right of way easement over that part of Government Lot 4 of Section 18, Township 55 North, Range 25 West, 4th Principal Meridian, Itasca County, Minnesota described as follows:

Commencing at the intersection of the northeasterly boundary of Trunk Highway No. 2 with the east line of said Government Lot 4; thence North 49 degrees 48 minutes 32 seconds West, assumed bearing, along said northeasterly boundary of Trunk Highway No. 2, a distance of 60.00 feet to the northwesterly line of that certain right of way easement granted on April 25, 1958 by John and Dena James to the Town of Grand Rapids recorded June 25, 1958, in book 207 of deeds page 394 as document number 213569; thence North 40 degrees 11 minutes 28 seconds East along said northwesterly right of way line a distance of 12.00 feet to the westerly edge of 23rd Avenue NW and the point of beginning of said public right of way easement; thence North 21 degrees 47 minutes 15 seconds East along said westerly edge 35.25 feet, thence North 14 degrees 52 minutes 17 seconds East along said westerly edge 25.41 feet, thence North 09 degrees 22 minutes 43 seconds East along said westerly edge 37.29 feet, thence North 07 degrees 13 minutes 04 seconds East along said westerly edge 43.61 feet; thence North 04 degrees 13 minutes 58 seconds East along said westerly edge 43.61 feet; thence North 00 degrees 55 minutes 23 seconds East along said westerly edge 172.94 feet; thence North 17 degrees 36 minutes 47 seconds East along said westerly edge 1.82 feet to the east line of said Government Lot 4, thence South 00 degrees 03 minutes 10 seconds East along said east line 310.50 feet to the northwesterly line of that certain right of way easement described above; thence South 40 degrees 11 minutes 28 seconds West along said northwesterly line 58.89 feet to the point of beginning.

Containing 2,256 SF, more or less.

AND

A 5.00 foot wide public service and infrastructure easement northeasterly of, parallel with and adjacent to Trunk Highway No. 2 in that part of Government Lot 4 of Section 18, Township 55 North, Range 25 West, 4th Principal Meridian, Itasca County, Minnesota, described as follows:

Commencing at the intersection of the northeasterly boundary of Trunk Highway No. 2 with the east line of said Government Lot 4; thence North 49 degrees 48 minutes 32 seconds West, assumed bearing, along said northeasterly boundary of Trunk Highway No. 2 a distance of 60.00 feet to the northwesterly line of that certain right of way easement granted on April 25, 1958 by John and Dena James to the Town of Grand Rapids recorded June 25, 1958, in book 207 of deeds page 394 as document number 213569 and the point of beginning of said trail easement; thence continue North 49 degrees 48 minutes 32 seconds West, along said northeasterly boundary of Trunk Highway No. 2 a distance of 291.19 feet and there terminating.

Containing 5,839 SF, more or less.

Easement shown on attached EXHIBIT No. 1

IN WITNESS WHEREOF, said Grantor has caused this instrument to be executed on the day and year first above written.

GRANTOR: Charles L. Lessin and Carol R. Lessin Trustees, a Trust.

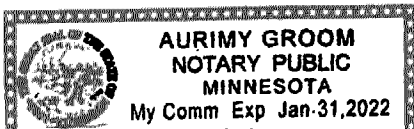
Carol R. Lessin, Trustee

STATE OF MINNESOTA)

COUNTY OF Itasca) ss:

The foregoing instrument was acknowledged before me this 5th day of March, 2020 by Carol R. Lessin, Trustees of, and on behalf of Charles L Lessin and Carol R. Lessin Trustees, a Trust, Grantor.

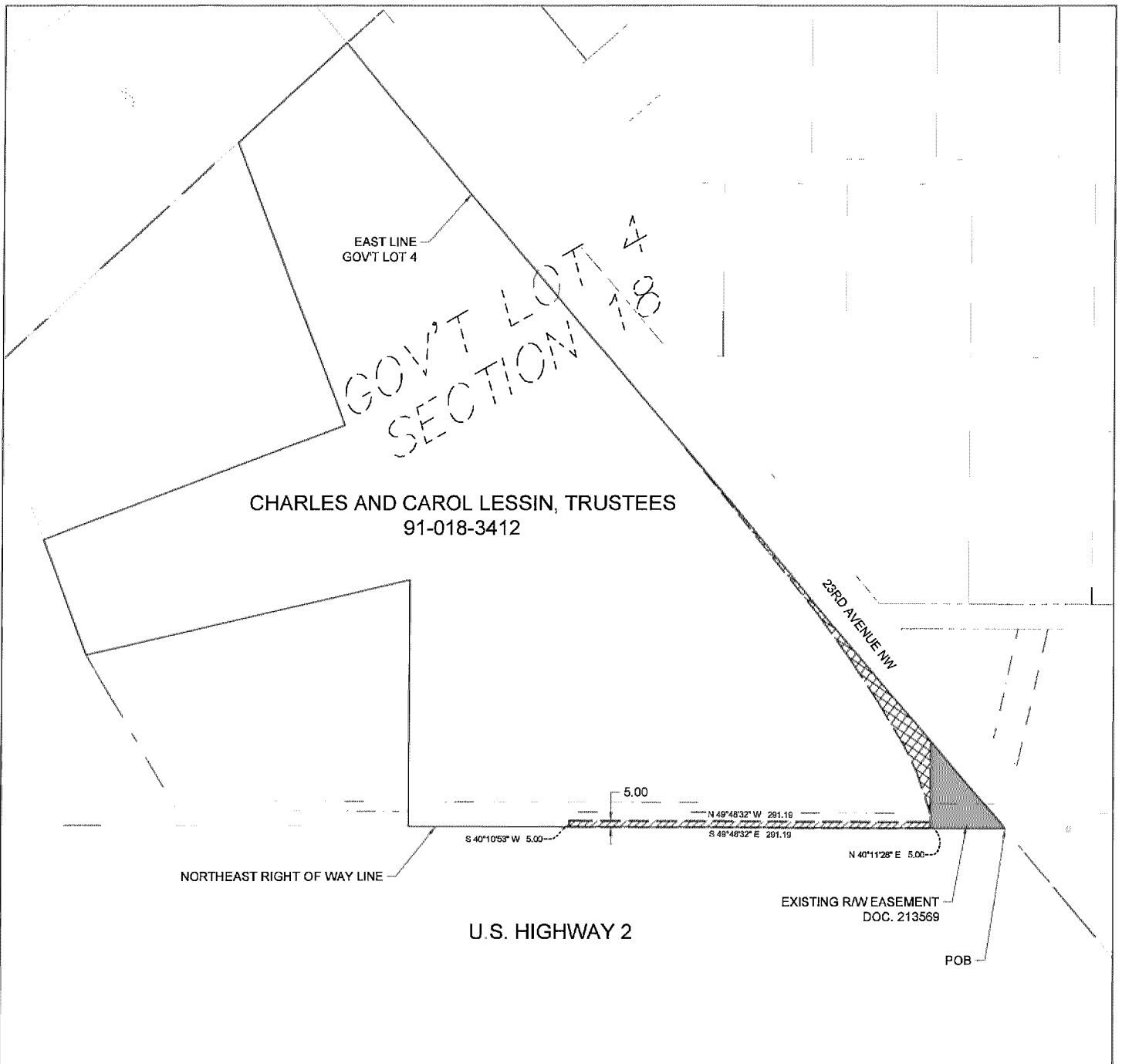
(Notary Stamp or Seal)

Signature of Person Taking Acknowledgement

This conveyance is subject to recording without payment of fee pursuant to Minnesota Statutes Section 386.77, it being for the benefit of the City of Grand Rapids, MN.

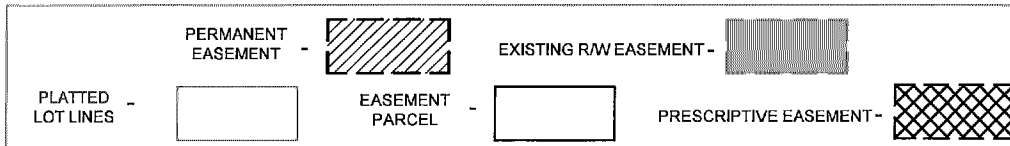
This instrument was drafted by: Christopher D. Munn, PLS (Lic. 45818, MN), Short Elliott Hendrickson Inc. 21 NE 5th Street, Suite 200, Grand Rapids MN 55744 for the City of Grand Rapids, MN, 420 N Pokegama Avenue, Grand Rapids, MN 55744.

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PARCEL NUMBER	91-018-3412
OWNER	LESSIN, CHARLES & CAROL TRUSTEES
AREA OF PARCEL	199940 SF
ZONING	SGB
AREA OF PROPOSED PERMANENT EASEMENT	5839 SF
AREA OF PROPOSED PRESCRIPTIVE EASEMENT	2256 SF
AREA OF EXISTING R/W EASEMENT	2127 SF
AREA OF COMPENSATION (PERM. EASEMENT)	1456 SF

LEGEND




PHONE: 218.322.4500
 21 NE 5TH ST STE 200
 GRAND RAPIDS, MN 55744
 www.sehinc.com

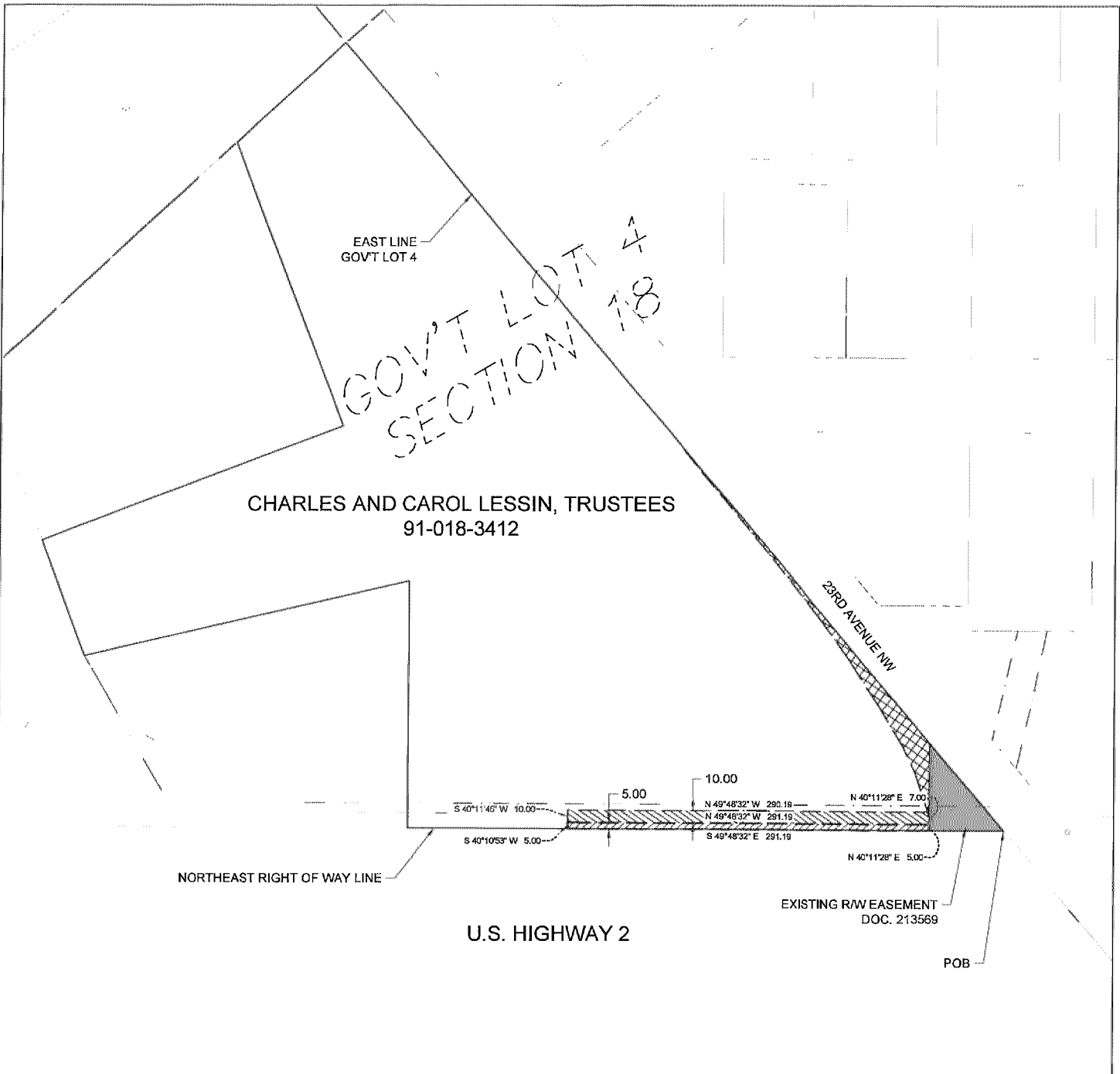
FILE NO.
GRANR 152638

DATE:
2/27/2020

**CHARLES & CAROL LESSIN
 HIGHWAY 2 WEST TRAIL EXHIBIT
 GRAND RAPIDS, MINNESOTA**

**EXHIBIT
 NO. 1**

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PARCEL NUMBER	91-018-3412
OWNER	LESSIN, CHARLES & CAROL TRUSTEES
AREA OF PARCEL	199940 SF
ZONING	SGB
AREA OF PROPOSED PERMANENT EASEMENT	5839 SF
AREA OF PROPOSED PRESCRIPTIVE EASEMENT	2256 SF
AREA OF EXISTING R/W EASEMENT	2127 SF
AREA OF COMPENSATION (PERM. EASEMENT)	1456 SF

A temporary easement for public infrastructure purposes over, under, and across that part of the described Parcel. The duration of the occupancy will be temporary in nature and there will be no change in ownership of the land. Temporary Easement shall terminate November 2021 or at the end of the project, whichever is later.

The undersigned hereby give The City of Grand Rapids a Temporary Easement for construction as of the date indicated here in.
Carol Lessin 3-5-2020
 CHARLES/CAROL LESSIN Date

LEGEND

TEMPORARY EASEMENT -	PERMANENT EASEMENT -	EXISTING R/W EASEMENT -
PLATTED LOT LINES -	EASEMENT PARCEL -	PRESCRIPTIVE EASEMENT -



PHONE: 218.322.4500
 21 NE 5TH ST STE 200
 GRAND RAPIDS, MN 55744
 www.sehinc.com

FILE NO.
 GRANR 152638

DATE:
 2/27/2020

**CHARLES & CAROL LESSIN
 HIGHWAY 2 WEST TRAIL EXHIBIT
 GRAND RAPIDS, MINNESOTA**

**EXHIBIT
 NO. 1T**



OFFER LETTER

February 28, 2020

North Country Development
1215 NW 4th Street
Grand Rapids, MN 55744

RE: Purchasing Public Service and Infrastructure Easement

Dear Mr. Nelson,

The City of Grand Rapids hereby submits to you an offer of **\$10,000.00**, which is the amount of the minimum easement value of the above referenced property and/or certain rights therein, as contained in "PUBLIC SERVICE AND INFRASTRUCTURE EASEMENT EXHIBIT" attached hereto, disregarding any change in the before value of the property caused by **Highway 2 West Trail** project.

The City's appraisal of market value is based on information compiled from the Itasca County Assessors Office and/or an independent appraiser. This purchase offer does not prohibit you from donating the land necessary to complete this project.

You will have a reasonable length of time to consider the offer (approximately 30 days). To aid in your decision you may want to secure your own appraisal. The City of Grand Rapids will reimburse you a reasonable amount for that appraisal fee, limited to the amount set by law. Reimbursement cannot be made, however, until after your property is acquired.

Minnesota Law also provides that the owner and/or occupants of the property being acquired will be reimbursed for the actual cost of moving personal property. Certain incidental costs incurred in transferring the title will be paid by the City.

If you decide to accept the City's offer, you will be paid upon your providing the City with an executed Public Service and Infrastructure Easement. If the City cannot be vested with good title to the property, or if the offer is unacceptable, the City may acquire said easement in eminent domain proceedings.

Also the City is required to obtain a completed W-9 when it compensates any individual or company more than \$600 in a calendar year. At the end of the year, you will then receive a 1099-S reporting the

proceeds you received from the City. You may need to report some of the proceeds on your tax return. Your tax preparer will know what tax consequences you may have as a result of this income. If you or your accountant would like to further discuss this information, you should contact Barb Baird, Finance Director, at 218.326.7615

Also this is not a purchase of this property, only an easement on the land, you still own the land, but the county will reduce the land value to reflect the easement.

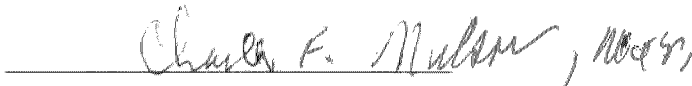
This letter is furnished to inform you of procedures and your rights in this acquisition. It is respectfully requested that you acknowledge its receipt by signing the attached copy in the space provided. Signing this acknowledgment does not in any way commit you to an acceptance of the offer.

Sincerely,



By: Matt Wegwerth, PE
City Engineer

Receipt is acknowledged of original of this letter, enclosures and attachments mentioned herein.



Charles Nelson

PUBLIC SERVICE AND INFRASTRUCTURE EASEMENT

THIS INDENTURE is made and entered into this 5 day of March, 2020, between **North Country Development, a Limited Liability Company**, of Grand Rapids, Minnesota, hereinafter referred to as "Grantor," and the CITY OF GRAND RAPIDS, Minnesota, Municipal Corporation, and road authority, hereinafter referred to as "Grantee."

WITNESSETH:

WHEREAS, said Grantor is the owner of real property situated in Itasca County, Minnesota, described as follows, to-wit:

Parcel 91-701-0550
Existing Legal Description (Doc. No. 623522)

LOT 11, BLOCK 5, SINGING PINES COURT, ITASCA COUNTY, MINNESOTA.

WHEREAS, Grantor has agreed to grant Grantee an easement for public services and infrastructure purposes across said property.

NOW, THEREFORE, said Grantor, for other valuable considerations, the receipt and sufficiency of which are hereby acknowledged, does hereby grant and convey an easement unto the CITY OF GRAND RAPIDS, MN, as Grantee, for public service and infrastructure purposes, free and clear of all encumbrances, the below described real estate in the County of Itasca, State of Minnesota, and the said grantor for (himself) (his) (themselves) (their) heirs executors and assigns, does release the City of Grand Rapids, State of Minnesota, its successors and assigns, from all claims for any and all damages resulting to the lands contained within the permanent easement area as hereinafter described by reason of the location, grading, construction, maintenance, and use of public service and infrastructure and upon and the removal of materials from the premises hereby conveyed and from the uses incident thereto, and the City of Grand Rapids, State of Minnesota, shall have the right to use and remove all earth and materials contained within the permanent easement area as hereinafter described and the right to construct and maintain upon the lands contained within the permanent easement area as herein after described and the right to allow utilities within the easement more particular described as follows, to-wit:
Rights to be Acquired:

Parcel 91-701-0550

North Country Development, a Limited Liability Company

A public service and infrastructure easement over that part of Lot 11, Block 5, SINGING PINES COURT, according to the plat thereof on file and of record at the County Recorder's Office, Itasca County, Minnesota, lying southerly of the following described line:

Beginning at a point on the southeasterly line of said Lot 11, distant 12.00 feet northeasterly of the most southerly corner of said Lot 11; thence northwesterly, parallel with the southwesterly line of said Lot 11 a distance of 197.11 feet, thence northeasterly, at right angles to the previous line, a distance of 11.00 feet; thence northwesterly, at right angles to the previous line and parallel with the southwesterly line of said Lot 11 a distance of 81 feet, more or less, to the west line of said Lot 11 and said line there terminating.

Containing 3,998 SF, more or less.

Easement shown on attached EXHIBIT No. 1

IN WITNESS WHEREOF, said Grantor has caused this instrument to be executed on the day and year first above written.

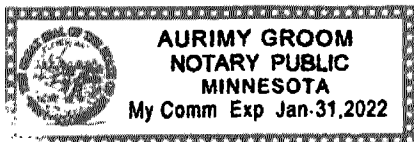
GRANTOR: North Country Development, a Limited Liability Company

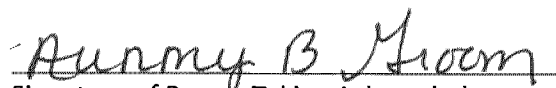

Charles F. Nelson, Manager

STATE OF MINNESOTA)
) ss:
COUNTY OF Itasca)

The foregoing instrument was acknowledged before me this 5 day of March, 2020 by Charles F. Nelson, Manager of, and on behalf of, North Country Development, a Limited Liability Company, Grantor.

(Notary Stamp or Seal)



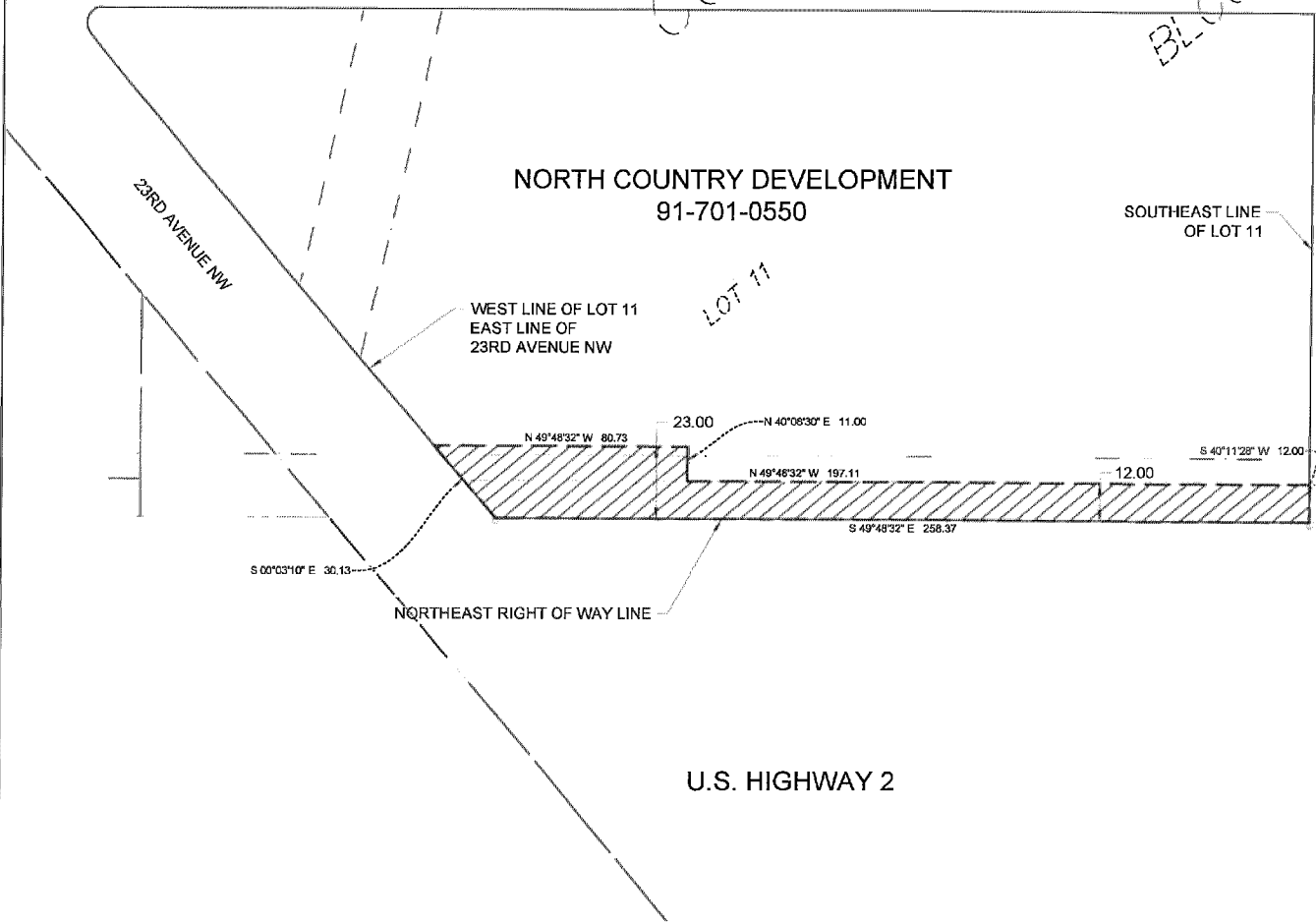

Signature of Person Taking Acknowledgement

This conveyance is entitled to recording without payment of fee pursuant to Minnesota Statutes Section 386.77, it being for the benefit of the City of Grand Rapids, MN.

This instrument was drafted by: Christopher D. Munn, PLS (Lic. 45818, MN), Short Elliott Hendrickson Inc. 21 NE 5th Street, Suite 200, Grand Rapids MN 55744 for the City of Grand Rapids, MN, 420 N Pokegama Avenue, Grand Rapids, MN 55744.

SINGING
PINES
COURT

BLOCK 5



LEGEND

TEMPORARY EASEMENT		PERMANENT EASEMENT	
PLATTED LOT LINES		EASEMENT PARCEL	

PARCEL NUMBER	91-701-0550
OWNER	NORTH COUNTRY DEVELOPMENT LLC
AREA OF PARCEL	50965 SF
ZONING	SGB
AREA OF PROPOSED PERMANENT EASEMENT	3998 SF



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PHONE: 218.322.4500
21 NE 5TH ST STE 200
GRAND RAPIDS, MN 55744
www.sehinc.com

FILE NO. GRANR 152638
DATE: 2/27/2020

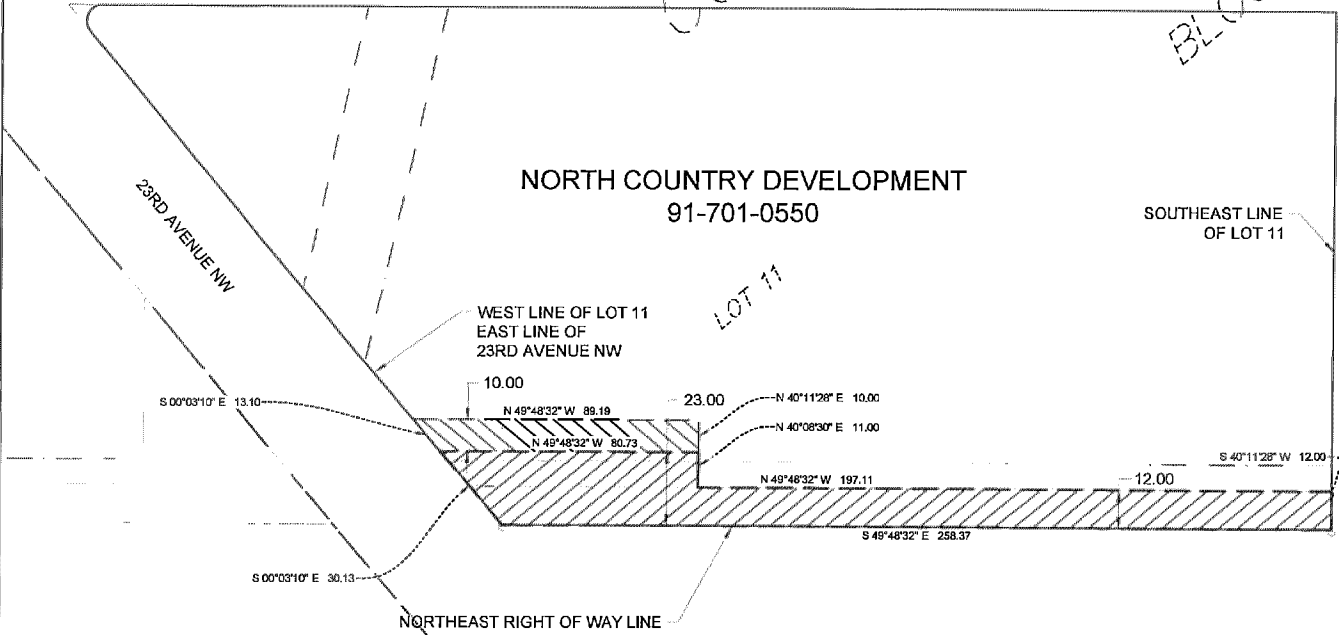
**NORTH COUNTRY DEVELOPMENT
HIGHWAY 2 WEST TRAIL EXHIBITS
GRAND RAPIDS, MINNESOTA**

**EXHIBIT
NO. 1**

SINGING
PINES
COURT

BLOCK 5

NORTH COUNTRY DEVELOPMENT
91-701-0550



U.S. HIGHWAY 2

A temporary easement for public infrastructure purposes over, under, and across that part of the described Parcel. The duration of the occupancy will be temporary in nature and there will be no change in ownership of the land. Temporary Easement shall terminate November 2021 or at the end of the project, whichever is later.

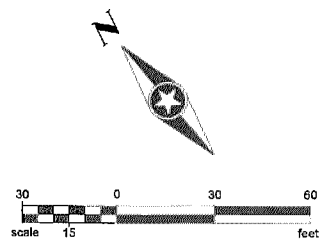
The undersigned hereby give The City of Grand Rapids a Temporary Easement for construction as of the date indicated here in.

Charles F. Nelson
CHARLES F. NELSON *mat.* Date 3-5-20

LEGEND

TEMPORARY EASEMENT		PERMANENT EASEMENT	
PLATTED LOT LINES		EASEMENT PARCEL	

PARCEL NUMBER	91-701-0550
OWNER	NORTH COUNTRY DEVELOPMENT LLC
AREA OF PARCEL	50965 SF
ZONING	SGB
AREA OF PROPOSED PERMANENT EASEMENT	3998 SF



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PHONE: 218.322.4500
21 NE 5TH ST STE 200
GRAND RAPIDS, MN 55744
www.sehinc.com

FILE NO.
GRANR 152638

DATE:
2/27/2020

NORTH COUNTRY DEVELOPMENT
HIGHWAY 2 WEST TRAIL EXHIBITS
GRAND RAPIDS, MINNESOTA

EXHIBIT
NO. 1T



CITY OF
GRAND RAPIDS
IT'S IN MINNESOTA'S NATURE

ENGINEERING DEPARTMENT

420 NORTH POKEGAMA AVENUE, GRAND RAPIDS, MINNESOTA 55744-2662

OFFER LETTER

March 9, 2020

William Randolph
1410 NW 4th Street
Grand Rapids, MN 55744

RE: Purchasing Public Service and Infrastructure Easement

Dear Mr. Randolph,

The City of Grand Rapids hereby submits to you an offer of **\$4,500.00**, which is the amount of the minimum easement value of the above referenced property and/or certain rights therein, as contained in "PUBLIC SERVICE AND INFRASTRUCTURE EASEMENT EXHIBIT" attached hereto, disregarding any change in the before value of the property caused by **Highway 2 West Trail** project.

The City's appraisal of market value is based on information compiled from the Itasca County Assessors Office and/or an independent appraiser. This purchase offer does not prohibit you from donating the land necessary to complete this project.

You will have a reasonable length of time to consider the offer (approximately 30 days). To aid in your decision you may want to secure your own appraisal. The City of Grand Rapids will reimburse you a reasonable amount for that appraisal fee, limited to the amount set by law. Reimbursement cannot be made, however, until after your property is acquired.

Minnesota Law also provides that the owner and/or occupants of the property being acquired will be reimbursed for the actual cost of moving personal property. Certain incidental costs incurred in transferring the title will be paid by the City.

If you decide to accept the City's offer, you will be paid upon your providing the City with an executed Public Service and Infrastructure Easement. If the City cannot be vested with good title to the property, or if the offer is unacceptable, the City may acquire said easement in eminent domain proceedings.

Also the City is required to obtain a completed W-9 when it compensates any individual or company more than \$600 in a calendar year. At the end of the year, you will then receive a 1099-S reporting the

proceeds you received from the City. You may need to report some of the proceeds on your tax return. Your tax preparer will know what tax consequences you may have as a result of this income. If you or your accountant would like to further discuss this information, you should contact Barb Baird, Finance Director, at 218.326.7615

Also this is not a purchase of this property, only an easement on the land, you still own the land, but the county will reduce the land value to reflect the easement.

This letter is furnished to inform you of procedures and your rights in this acquisition. It is respectfully requested that you acknowledge its receipt by signing the attached copy in the space provided. Signing this acknowledgment does not in any way commit you to an acceptance of the offer.

Sincerely,



By: Matt Wegwerth, PE
City Engineer

Receipt is acknowledged of original of this letter, enclosures and attachments mentioned herein.



William Randolph

PUBLIC SERVICE AND INFRASTRUCTURE EASEMENT

THIS INDENTURE is made and entered into this 11th day of MARCH, 2020, between **William G. Randolph, a single person**, of Grand Rapids, Minnesota, hereinafter referred to as "Grantor," and the CITY OF GRAND RAPIDS, Minnesota, Municipal Corporation, and road authority, hereinafter referred to as "Grantee."

WITNESSETH:

WHEREAS, said Grantor is the owner of real property situated in Itasca County, Minnesota, described as follows, to-wit:

Parcel 91-701-0545
Existing Legal Description (Doc. No. 412714)

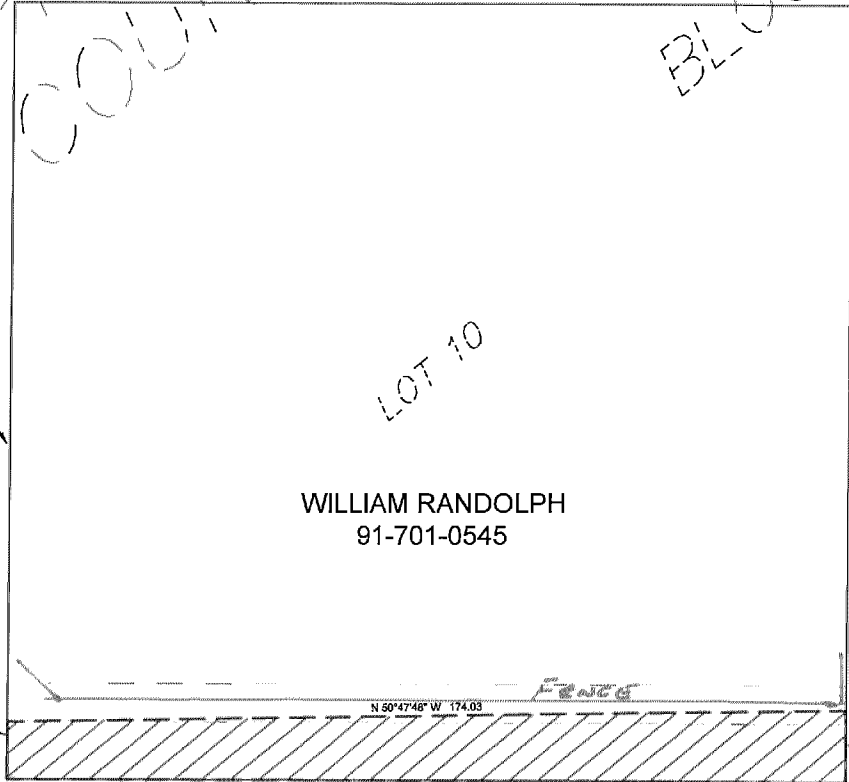
LOT TEN (10), BLOCK FIVE (5), SINGING PINES COURT

WHEREAS, Grantor has agreed to grant Grantee an easement for public service and infrastructure purposes across said property.

NOW, THEREFORE, said Grantor, for other valuable considerations, the receipt and sufficiency of which are hereby acknowledged, does hereby grant and convey an easement unto the CITY OF GRAND RAPIDS, MN, as Grantee, for public service and infrastructure purposes, free and clear of all encumbrances, the below described real estate in the County of Itasca, State of Minnesota, and the said grantor for (himself) (his) (themselves) (their) heirs executors and assigns, does release the City of Grand Rapids, State of Minnesota, its successors and assigns, from all claims for any and all damages resulting to the lands contained within the permanent easement area as hereinafter described by reason of the location, grading, construction, maintenance, and use of public service and infrastructure and upon and the removal of materials from the premises hereby conveyed and from the uses incident thereto, and the City of Grand Rapids, State of Minnesota, shall have the right to use and remove all earth and materials contained within the permanent easement area as hereinafter described and the right to construct and maintain upon the lands contained within the permanent easement area as herein after described and the right to allow utilities within the easement more particular described as follows, to-wit:
Rights to be Acquired:

SINGING
PINES
COURT

BLOCK 5



NORTHWEST LINE
OF LOT 10

LOT 10

SOUTHEAST LINE
OF LOT 10

WILLIAM RANDOLPH
91-701-0545

N 40°11'28" E 12.00

N 50°47'48" W 174.03

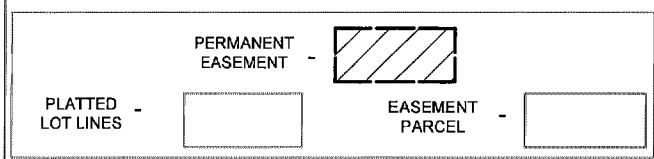
N 40°11'28" E 15.00

S 49°48'32" E 174.00

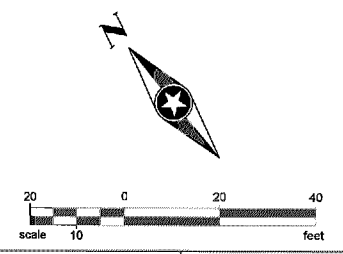
NORTHEAST RIGHT
OF WAY LINE

U.S. HIGHWAY 2

LEGEND



PARCEL NUMBER	91-701-0545
OWNER	RANDOLPH, WILLIAM
AREA OF PARCEL	27443 SF
ZONING	SGB
AREA OF PROPOSED PERMANENT EASEMENT	2349 SF



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PHONE: 218.322.4500
21 NE 5TH ST STE 200
GRAND RAPIDS, MN 55744
www.sehinc.com

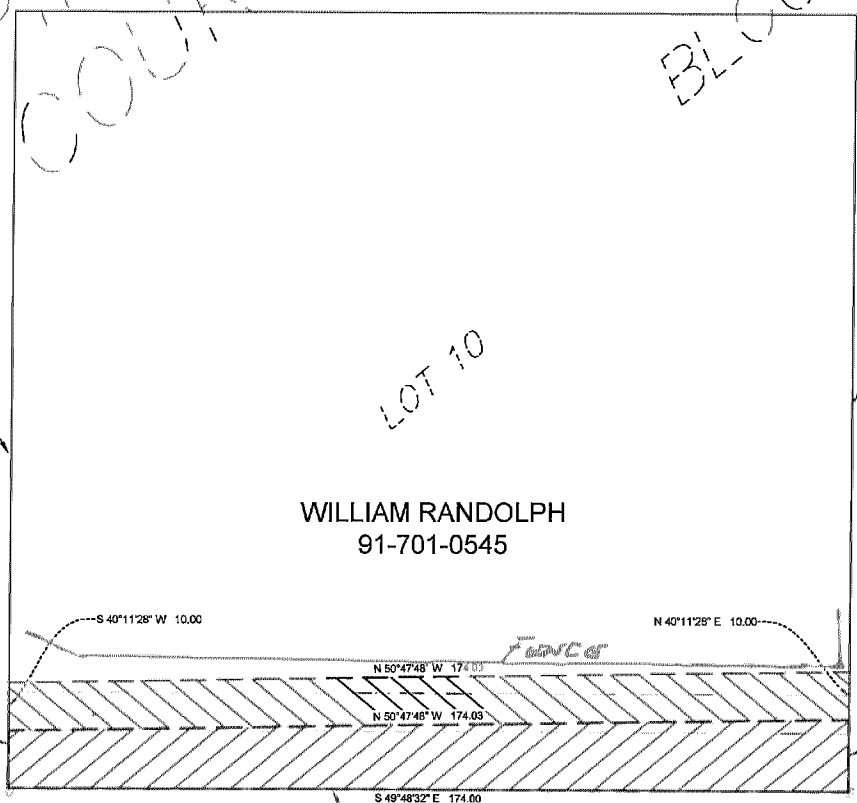
FILE NO. GRANR 152638
DATE: 2/27/2020

**WILLIAM RANDOLPH
HIGHWAY 2 WEST TRAIL EXHIBIT
GRAND RAPIDS, MINNESOTA**

**EXHIBIT
NO. 1**

SINGING
PINES
COURT

BLOCK 5



NORTHWEST LINE OF LOT 10

SOUTHEAST LINE OF LOT 10

WILLIAM RANDOLPH
91-701-0545

U.S. HIGHWAY 2

NORTHEAST RIGHT OF WAY LINE

A temporary easement for public infrastructure purposes over, under, and across that part of the described Parcel. The duration of the occupancy will be temporary in nature and there will be no change in ownership of the land. Temporary Easement shall terminate November 2021 or at the end of the project, whichever is later.

The undersigned hereby give The City of Grand Rapids a Temporary Easement for construction as of the date indicated here in.

William Randolph
WILLIAM RANDOLPH
Date **3-11-2020**

LEGEND

TEMPORARY EASEMENT		PERMANENT EASEMENT	
PLATTED LOT LINES		EASEMENT PARCEL	

PARCEL NUMBER	91-701-0545
OWNER	RANDOLPH, WILLIAM
AREA OF PARCEL	27443 SF
ZONING	SGB
AREA OF PROPOSED PERMANENT EASEMENT	2349 SF



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PHONE: 218.322.4500
21 NE 5TH ST STE 200
GRAND RAPIDS, MN 55744
www.sehinc.com

FILE NO. GRANR 152638
DATE: 2/27/2020

**WILLIAM RANDOLPH
HIGHWAY 2 WEST TRAIL EXHIBIT
GRAND RAPIDS, MINNESOTA**

**EXHIBIT
NO. 1T**



Building a Better World
for All of Us[®]

Randolph, William
P.I.D. 91-701-0545

EXHIBIT A

Public Service and Infrastructure Easement

A public service and infrastructure easement of variable width over the southwesterly portion of Lot 10, Block 5, SINGING PINES COURT, according to the plat thereof on file and of record at the County Recorder's Office, Itasca County, Minnesota described as follows:

Said public service and infrastructure easement is 12.00 feet wide at the northwest line of said Lot 10 and is 15.00 feet wide at the southeast line of said Lot 10.

AND

A 10.00 foot wide temporary construction easement northeasterly of, parallel with and adjacent to said public service and infrastructure easement.

CERTIFICATION

I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

A handwritten signature in cursive script that reads "Christopher D. Munn".

Christopher D. Munn, PLS
Minnesota License No. 45818

Date: February 26, 2020

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 418 West Superior Street, Suite 200, Duluth, MN 55802-1512
SEH is 100% employee-owned | sehinc.com | 218.279.3000 | 888.722.0547 | 888.908.8166 fax



CITY OF
GRAND RAPIDS
IT'S IN MINNESOTA'S NATURE

ENGINEERING DEPARTMENT

420 NORTH POKEGAMA AVENUE, GRAND RAPIDS, MINNESOTA 55744-2662

OFFER LETTER

February 28, 2020

Itasca County Soil & Water Conservation District
1895 W HWY 2
Grand Rapids, MN 55744

RE: Purchasing Public Service and Infrastructure Easement

Dear Mr. Lovdahl,

The City of Grand Rapids hereby submits to you an offer of **\$9,981.04**, which is the amount of the minimum easement value of the above referenced property and/or certain rights therein, as contained in "PUBLIC SERVICE AND INFRASTRUCTURE EASEMENT EXHIBIT" attached hereto, disregarding any change in the before value of the property caused by **Highway 2 West Trail** project.

The City's appraisal of market value is based on information compiled from the Itasca County Assessors Office and/or an independent appraiser. This purchase offer does not prohibit you from donating the land necessary to complete this project.

You will have a reasonable length of time to consider the offer (approximately 30 days). To aid in your decision you may want to secure your own appraisal. The City of Grand Rapids will reimburse you a reasonable amount for that appraisal fee, limited to the amount set by law. Reimbursement cannot be made, however, until after your property is acquired.

Minnesota Law also provides that the owner and/or occupants of the property being acquired will be reimbursed for the actual cost of moving personal property. Certain incidental costs incurred in transferring the title will be paid by the City.

If you decide to accept the City's offer, you will be paid upon your providing the City with an executed Public Service and Infrastructure Easement. If the City cannot be vested with good title to the property, or if the offer is unacceptable, the City may acquire said easement in eminent domain proceedings.

Also the City is required to obtain a completed W-9 when it compensates any individual or company more than \$600 in a calendar year. At the end of the year, you will then receive a 1099-S reporting the

proceeds you received from the City. You may need to report some of the proceeds on your tax return. Your tax preparer will know what tax consequences you may have as a result of this income. If you or your accountant would like to further discuss this information, you should contact Barb Baird, Finance Director, at 218.326.7615

Also this is not a purchase of this property, only an easement on the land, you still own the land, but the county will reduce the land value to reflect the easement.

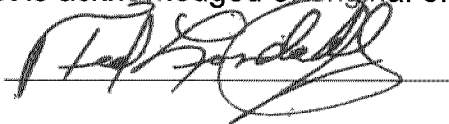
This letter is furnished to inform you of procedures and your rights in this acquisition. It is respectfully requested that you acknowledge its receipt by signing the attached copy in the space provided. Signing this acknowledgment does not in any way commit you to an acceptance of the offer.

Sincerely,



By: Matt Wegwerth, PE
City Engineer

Receipt is acknowledged of original of this letter, enclosures and attachments mentioned herein.



Ted Lovdahl

PUBLIC SERVICE AND INFRASTRUCTURE EASEMENT

THIS INDENTURE is made and entered into this 18 day of March, 2020, between **Itasca County Soil and Water Conservation District, a local government agency**, of Grand Rapids, Minnesota, hereinafter referred to as "Grantor," and the CITY OF GRAND RAPIDS, Minnesota, Municipal Corporation, and road authority, hereinafter referred to as "Grantee."

WITNESSETH:

WHEREAS, said Grantor is the owner of real property situated in Itasca County, Minnesota, described as follows, to-wit:

Parcel 91-019-1205

Existing Legal Description (Doc. No. 730632)

THE WEST 200.0 FEET OF THE EAST 487.69 FEET OF LOT ONE (1), LYING NORTH OF HIGHWAY NO. 2, IN SECTION NINETEEN (19), TOWNSHIP FIFTY-FIVE (55) NORTH, RANGE TWENTY-FIVE (25) WEST OF THE FOURTH PRINCIPAL MERIDIAN, ITASCA COUNTY, MINNESOTA.

WHEREAS, Grantor has agreed to grant Grantee an easement for public service and infrastructure purposes across said property.

NOW, THEREFORE, said Grantor, for other valuable considerations, the receipt and sufficiency of which are hereby acknowledged, does hereby grant and convey an easement unto the CITY OF GRAND RAPIDS, MN, as Grantee, for public service and infrastructure purposes, free and clear of all encumbrances, the below described real estate in the County of Itasca, State of Minnesota, and the said grantor for (himself) (his) (themselves) (their) heirs executors and assigns, does release the City of Grand Rapids, State of Minnesota, its successors and assigns, from all claims for any and all damages resulting to the lands contained within the permanent easement area as hereinafter described by reason of the location, grading, construction, maintenance, and use of public service and infrastructure and upon and the removal of materials from the premises hereby conveyed and from the uses incident thereto, and the City of Grand Rapids, State of Minnesota, shall have the right to use and remove all earth and materials contained within the permanent easement area as hereinafter described and the right to construct and maintain upon the lands contained within the permanent easement area as herein after described and the right to allow utilities within the easement more particular described as follows, to-wit:
Rights to be Acquired:

Parcel 91-019-1205

Itasca County Soil and Water Conservation District, a local government agency.

A 26.00 foot wide public service and infrastructure easement lying northeasterly of, parallel with and adjacent to State Highway No. 2 in that part of Government Lot 1 of Section 19, Township 55 North, Range 25 West, 4th Principal Meridian, Itasca County, Minnesota, described as follows:

The West 200.00 feet of the East 487.69 feet of Lot One (1), lying North of Highway No. 2, in Section Nineteen (19), Township Fifty-five (55) North, Range Twenty-five (25) West of the Fourth Principal Meridian, Itasca County, Minnesota.

Containing 6,086 SF, more or less.

Easement shown on attached EXHIBIT No. 1

IN WITNESS WHEREOF, said Grantor has caused this instrument to be executed on the day and year first above written.

GRANTOR: Itasca County Soil and Water Conservation District, a local government agency.

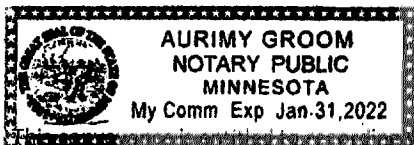


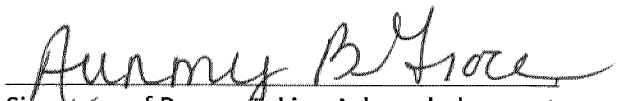
Ted Lovdahl, Board Chair

STATE OF MINNESOTA)
) ss:
COUNTY OF Itasca)

The foregoing instrument was acknowledged before me this 18 day of March, 2020 by **Ted Lovdahl, Board Chair, and on behalf of, Itasca County Soil and Water Conservation District, a local government agency, Grantor.**

(Notary Stamp or Seal)





Signature of Person Making Acknowledgement

Without payment of fee pursuant to Minnesota Statutes Section 386.77, it being for the benefit of the City of Grand Rapids, MN.

This instrument was drafted by: Christopher D. Munn, PLS (Lic. 45818, MN), Short Elliott Hendrickson Inc. 21 NE 5th Street, Suite 200, Grand Rapids MN 55744 for the City of Grand Rapids, MN, 420 N Pokegama Avenue, Grand Rapids, MN 55744.

GOV'T LOT
SECTION 19

ITASCA COUNTY
SOIL & WATER
91-019-1205

N 02°22'08" E 30.79

26.00

A = 02°22'18" L = 234.02 R = 5653.58




A = 02°21'25" L = 233.52 R = 5679.58

U.S. HIGHWAY 2



N 02°22'08" E 30.03

NORTHEAST RIGHT
OF WAY LINE

LEGEND

PROPOSED PUBLIC SERVICE AND INFRASTRUCTURE EASEMENT	
PLATTED LOT LINES	
EASEMENT PARCEL	

PARCEL NUMBER	91-019-1205
OWNER	ITASCA CO SOIL & WATER CONS DIS
AREA OF PARCEL	60113 SF
ZONING	SGB
AREA OF PROPOSED PERMANENT EASEMENT	6086 SF

scale 15 feet

Save: 2/27/2020 10:10 AM m:hudec Plot: 2/27/2020 10:11 AM P:\JIG\GRANR152638\5-final-dsgn\51-drawings\10-Civil\card\wg\exhibit\Easements\ItascaS\WAP.dwg



PHONE: 218.322.4500
21 NE 5TH ST STE 200
GRAND RAPIDS, MN 55744
www.sehinc.com

FILE NO. GRANR 152638
DATE: 2/27/2020

**ITASCA COUNTY SOIL & WATER
HIGHWAY 2 WEST TRAIL EXHIBIT
GRAND RAPIDS, MINNESOTA**

**EXHIBIT
NO. 1**



Building a Better World
for All of Us[®]

Itasca County Soil & Water
P.I.D. 91-019-1205

EXHIBIT A

Public Service and Infrastructure Easement

A 26.00 foot wide public service and infrastructure easement lying northeasterly of, parallel with and adjacent to State Highway No. 2 in that part of Government Lot 1 of Section 19, Township 55 North, Range 25 West, 4th Principal Meridian, Itasca County, Minnesota, described as follows:

The West 200.00 feet of the East 487.69 feet of Lot One (1), lying North of Highway No. 2, in Section Nineteen (19), Township Fifty-five (55) North, Range Twenty-five (25) West of the Fourth Principal Meridian, Itasca County, Minnesota.

CERTIFICATION

I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

A handwritten signature in cursive script that reads "Christopher D. Munn".

Christopher D. Munn, PLS
Minnesota License No. 45818

Date: February 26, 2020

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 418 West Superior Street, Suite 200, Duluth, MN 55802-1512
SEH is 100% employee-owned | sehinc.com | 218.279.3000 | 888.722.0547 | 888.908.8166 fax



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 20-1001 **Version:** 1 **Name:** Consider approval of a resolution authorizing the City to make application to the MN Dept. of IRRR Community Infrastructure grant program.

Type: Agenda Item **Status:** Passed

File created: 3/16/2020 **In control:** City Council

On agenda: 3/23/2020 **Final action:** 3/23/2020

Title: Consider approval of a resolution authorizing the City to make application to the MN Dept. of IRRR Community Infrastructure grant program.

Sponsors:

Indexes:

Code sections:

Attachments: [KAXE Tower Grant Application Authorization Resolution](#)

Date	Ver.	Action By	Action	Result
3/23/2020	1	City Council		

Consider approval of a resolution authorizing the City to make application to the MN Dept. of IRRR Community Infrastructure grant program.

Background Information:

Northern Community Radio (NCR) is an independent nonprofit media organization that produces public radio programming, cultural events and media content for people across most of northern Minnesota. For almost 44 years KAXE has broadcast with 100,000 watts from its studios in Grand Rapids. Northern Community Radio operates a second station, KBXE, in Bagley, and smaller signals in Brainerd at 89.9 and Ely at 105.3 FM. The organization provides local and national news/public affairs and music programming 24 hours a day, 7 days a week, every day of the year.

The organization has 9 full-time and 4 part-time staff. Northern Community Radio has 85 active on-air music volunteers and 40 active public affairs volunteers. Additional community volunteers work off the air in other capacities. Most programming created by Northern Community Radio is for radio broadcast.

Northern Community Radio's KAXE broadcast plant is in critical need of replacement. The 30-year-old transmitter is obsolete and out of production. The tower has been structurally assessed and is at risk of failing.

The site is located on a high knob on 10 acres of land in Trout Lake Township in Itasca County. The plant produces KAXE's 100,000-watt FM radio signal. Northern Community Radio's translators in Brainerd and Ely also rely on this signal. This project includes disassembling the current tower, removing transmission lines and antennas, replacing the transmitter and transmitter building, and building an entirely new plant.

The new broadcast plant will be more robust. It will be significantly safer. An increase in tower height from 315 to over 400 feet will provide a stronger signal that will reach more listeners. A modern transmitter building will reduce equipment failures and maximize the life of the equipment.

The request to the MN Dept. of IRRR seeks a \$50,000.00 Community Infrastructure grant for this project, which will be combined with secured funds already in place.

Requested City Council Action

Adopt a motion approving a resolution authorizing the City to make application to the MN Dept. of IRRR Community Infrastructure grant program.

CITY OF GRAND RAPIDS, MINNESOTA
RESOLUTION NO. 20-

STATE OF MINNESOTA)
COUNTY OF ITASCA)
CITY OF GRAND RAPIDS)

**RESOLUTION AUTHORIZING THE CITY TO MAKE APPLICATION TO THE MN
DEPARTMENT OF IRON RANGE RESOURCES AND REHABILITATION
COMMUNITY INFRASTRUCTURE GRANT PROGRAM FOR THE NORTHERN
COMMUNITY RADIO TOWER/TRANSMITTER PROJECT**

WHEREAS THE Grand Rapids City Council approves of the above application, because it supports community and economic development that is consistent with the Comprehensive Plan.

NOW THEREFORE BE IT RESOLVED that the City Council of Grand Rapids, Minnesota does hereby adopt this resolution.

Upon vote taken thereon, the following voted:

For:

Against:

Whereupon said Resolution No. _____ was declared duly passed and adopted this 23rd day of March, 2020

Mayor

Attest: _____
City Clerk



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 20-1003 **Version:** 1 **Name:** CP 2015-3 Approve LUP Application
Type: Agenda Item **Status:** Passed
File created: 3/17/2020 **In control:** City Council
On agenda: 3/23/2020 **Final action:** 3/23/2020
Title: Consider adopting a Resolution authorizing application and execution of a Limited Use Permit between the City of Grand Rapids and the Commissioner of Transportation, State of Minnesota for CP 2015-3, Highway 2 West Trail

Sponsors:

Indexes:

Code sections:

Attachments: [3-23-20 Resolution Authorizing LUP Application](#)

Date	Ver.	Action By	Action	Result
3/23/2020	1	City Council		

.. Title

Consider adopting a Resolution authorizing application and execution of a Limited Use Permit between the City of Grand Rapids and the Commissioner of Transportation, State of Minnesota for CP 2015-3, Highway 2 West Trail

Background

The City of Grand Rapids is planning to construct a multi-use trail along Highway 2 West. The attached resolution authorizes application of a Limited Use Permit, which if granted would require the City of Grand Rapids to be responsible for the construction, maintenance and repairs of the trail and related items such as fencing and signage.

Staff Recommendation:

City staff recommend adopting a Resolution authorizing the application and execution of a Limited Use Permit between the City of Grand Rapids and the Commissioner of Transportation, State of Minnesota for CP 2015-3, Highway 2 West Trail.

Requested City Council Action

Consider adopting a Resolution authorizing the application and execution of a Limited Use Permit between the City of Grand Rapids and the Commissioner of Transportation, State of Minnesota for CP 2015-3, Highway 2 West Trail.

Council member _____ introduced the following resolution and moved for its adoption:

RESOLUTION NO. 20-__

RESOLUTION AUTHORIZING THE CITY OF GRAND RAPIDS TO MAKE APPLICATION
TO THE MINNESOTA DEPARTMENT OF TRANSPORTATION FOR A LIMITED USE
PERMIT (LUP) FOR CP 2015-3, HIGHWAY 2 WEST TRAIL

WHEREAS, The City of Grand Rapids intends to construct a multi-use trail along
Highway 2 West in Grand Rapids, MN; and

WHEREAS, The City of Grand Rapids will be responsible for the construction,
maintenance and repairs of the trail.

WHEREAS, The City of Grand Rapids approves the application to the Minnesota
Department of Transportation for a Limited Use Permit (LUP) for CP 2015-3, Highway 2 West
Trail; and

NOW THEREFORE, BE IT RESOLVED, the City Council of the City of Grand Rapids,
Itasca County, Minnesota, authorizes application.

Adopted this 23rd day of March, 2020.

Dale Adams, Mayor

Attest:

Kim Johnson-Gibeau, City Clerk

Council member _____ seconded the foregoing resolution and the following voted in favor thereof:
; and the following voted against same: ; whereby the resolution was declared duly passed and
adopted.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 20-1004 **Version:** 1 **Name:** Adv. Cont.-Anna Hussman, Realtor
Type: Agenda Item **Status:** Passed
File created: 3/17/2020 **In control:** City Council
On agenda: 3/23/2020 **Final action:** 3/23/2020

Title: Consider entering into an agreement with an area business for advertising at the IRA Civic Center.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
3/23/2020	1	City Council		

Consider entering into an agreement with an area business for advertising at the IRA Civic Center.

Background Information:

In 1993, the City Council approved the Civic Center advertising policy to generate revenue to offset operating costs. As part of this policy, agreements are renewed at the end of each term. The following is a new agreement:

Anna Hussman, Realtor-January 1, 2021-December 31, 2022 for advertising for a lighted wall sign-\$600 for 2021 and \$600 for 2022.

Staff Recommendation:

City staff is recommending approval of entering into an agreement with an area business for advertising at the IRA Civic Center.

Requested City Council Action

Make a motion to approve entering into an agreement with an area business for advertising at the IRA Civic Center.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 20-1009 **Version:** 1 **Name:** Blandin Donation Fireworks
Type: Agenda Item **Status:** Passed
File created: 3/19/2020 **In control:** City Council
On agenda: 3/23/2020 **Final action:** 3/23/2020
Title: Consider approving a resolution to accept a \$1,000 donation from the Blandin Foundation for the Independence Day Fireworks at Pokegama Lake.

Sponsors:

Indexes:

Code sections:

Attachments: [Fireworks-Blandin Fdn Resolution](#)

Date	Ver.	Action By	Action	Result
3/23/2020	1	City Council		

Consider approving a resolution to accept a \$1,000 donation from the Blandin Foundation for the Independence Day Fireworks at Pokegama Lake.

Background Information:

We have developed a great partnership with the City of Grand Rapids, the City of Cohasset, Harris Township, the Greater Pokegama Lake Association, and the Blandin Foundation to help fund our Fireworks display each year on July 4th.

Staff Recommendation:

Please consider approving a resolution to accept a \$1,000 donation from the Blandin Foundation for the Independence Day Fireworks at Pokegama Lake.

Requested City Council Action

Make a motion approving a resolution to accept a \$1,000 donation from the Blandin Foundation for the Independence Day Fireworks at Pokegama Lake.

Council member introduced the following resolution and moved for its adoption:

RESOLUTION NO. 20-

A RESOLUTION ACCEPTING A \$1,000 DONATION FROM
the BLANDIN FOUNDATION FOR THE
INDEPENDENCE DAY FIREWORKS AT POKEGAMA LAKE
TO BE HELD JULY 4, 2020

WHEREAS, Minnesota State Statutes 465.03, states that cities may accept gifts of real or personal property, including money, and use them in accordance with the terms the donor prescribes; and

WHEREAS, every such acceptance shall be by resolution of the governing body adopted by two-thirds majority of its members,

NOW THEREFORE, BE IT RESOLVED, the City Council of the City of Grand Rapids, Itasca County, Minnesota, accepts the listed donation and terms of the donor as follows:

- The Blandin Foundation has donated \$1,000 for the Independence Day, 2020 Fireworks at Pokegama Lake.

Adopted this 23rd day of March, 2020.

Dale C. Adams, Mayor

Attest:

Kim Johnson-Gibeau, City Clerk

Councilmember seconded the foregoing resolution and the following voted in favor thereof: ; and the following voted against same: None, whereby the resolution was declared duly passed and adopted.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 20-1010 **Version:** 1 **Name:** Consider reappointment of Nathan Morlan to the position of Part-time Firefighter.
Type: Agenda Item **Status:** Passed
File created: 3/20/2020 **In control:** City Council
On agenda: 3/23/2020 **Final action:** 3/23/2020
Title: Consider reappointment of Nathan Morlan to the position of Part-time Firefighter.
Sponsors:
Indexes:
Code sections:
Attachments:

Date	Ver.	Action By	Action	Result
3/23/2020	1	City Council		

Consider reappointment of Nathan Morlan to the position of Part-time Firefighter.

Background Information:

Nathan Morlan was hired as a Firefighter on January 15, 2013. Due to the time commitment, Nathan resigned effective 12/5/2016. He is now in a position where he can return to firefighting and will be a tremendous asset as he will be available for daytime response, which is difficult for many of the existing firefighters. Nathan is will to return to the Fire Department during the current pandemic.

Staff Recommendation:

City Administrator Tom Pagel, Fire Chief Travis Cole, and Director of Human Resources Lynn DeGrio are recommending the reappointment of Nathan Morlan to the position of part-time Firefighter effective immediately.

Requested City Council Action

Make a motion to reappoint Nathan Morlan to the position of Firefighter effective immediately.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 20-1011 **Version:** 1 **Name:** Consider adopting a list of temporary back-up firefighters.

Type: Agenda Item **Status:** Passed

File created: 3/20/2020 **In control:** City Council

On agenda: 3/23/2020 **Final action:** 3/23/2020

Title: Consider adopting a list of temporary back-up firefighters.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
3/23/2020	1	City Council		

Consider adopting a list of temporary back-up firefighters.

Background Information:

In light of the current COVID-19 pandemic situation, the Fire Chief has contacted former firefighters and has established a list of those who are willing and able to serve should the City need the assistance.

They are:

- Tim Adler*
- David Calliguri*
- Steve Flaherty*
- David Gibeau*
- Marlyn Halvorson*
- Jason Hoerler*
- Michael Liebel*
- Rick Luoma*
- Amanda MacDonell*
- A.J. Morse*
- David Protelsch*
- Dale Rosier*
- Bryan Zuehlke*

By approving this list, you will be authorizing Fire Chief Travis Cole to contact any of them during this emergency period for assistance. We are grateful that these former employees are willing to assist if needed during this extraordinary time.

Staff Recommendation:

Fire Chief Travis Cole is recommending adopting the list of former firefighters to be utilized if/when necessary during the COVID-19 pandemic.

Requested City Council Action

Make a motion to adopt the list of former firefighters to be utilized if/when necessary during the COVID-19 pandemic.



CITY OF
GRAND RAPIDS
IT'S IN MINNESOTA'S NATURE

CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 20-1008 **Version:** 1 **Name:** Board & Commission minutes
Type: Minutes **Status:** Approved
File created: 3/19/2020 **In control:** City Council
On agenda: 3/23/2020 **Final action:** 3/23/2020
Title: Reviw and acknowledge approved minutes for Boards & Commissions.

Sponsors:

Indexes:

Code sections:

Attachments: [February 4, 2020 Arts & Culture Meeting minutes](#)
[February 18, 2020 Golf Board minutes](#)

Date	Ver.	Action By	Action	Result
3/23/2020	1	City Council		

Reviw and acknowledge approved minutes for Boards & Commissions.



ARTS AND CULTURE COMMISSION MINUTES

CALL TO ORDER: Pursuant to due notice and call thereof the regular meeting of the Grand Rapids Arts and Culture Commission was held in Conference Room 2A of the Grand Rapids City Hall, 420 N. Pokegama Avenue, Grand Rapids, Minnesota on Tuesday, February 4, 2020 at 3:45 PM.

Call of Roll: On a call of roll, the following members were present: Anne-Marie Erickson, Jessie Siiter, Gail Otteson, Tom Sippola, Kayla Aubid, Kari Hedlund, Myrna Peterson (via Skype). Absent: David Marty, Ed Zabinski

Staff Present: Tom Pagel, Kim Gibeau

Public: None.

Setting the Agenda:

Administrator Pagel requests addition of Poetry Contest under Old Business.

Motion by Otteson, second by Aubid to approve the agenda as amended. Motion passed by unanimous vote.

Correspondence: None.

Approval of Minutes:

Noted correction of second for approval of minutes to reflect second made by Marty, not Smith. Spelling correction to artist name: Jon Thunder.

Motion by Hedlund, second by Siiter to approve the minutes for January 14, 2020 as amended. Motion passed by unanimous vote.

Financials: Reviewed and accepted financials as presented.

Artist in Residence: Will publish next call for artist applications after 1st Friday. Would like to have a copy of the agreement with MacRostie for program management provided in the next agenda packet.

Old Business:

Discuss Northbank mural project, Grant discussion and Kiosk:

Still working on these items. Tom Pagel will follow up with Katie Marshall and need to set meeting to speak with Rick Nyberg regarding the mural project for the Northbank building.

Mayor's Arts Award: Nominations received included: Pam Dowell, Project Free Care; Grand Itasca Clinic & Hospital; KAXE Northern Community Radio; Sam & Katie Miltich; and Janna Salmela. Following discussion of various attributes of each nominee and the qualifications under the award criteria, nominees are individually ranked by each Commission member. Results of ranking showed KAXE Northern Community Radio to have the highest score. The award will be presented at the annual Chamber Dinner in April 2020. Commissioners Aubid and Hedlund will present.

The standard amount to be used for the award is \$300 per year. Mr. Pagel will make contact with Commissioner Marty to advise of award recipient and request he begin the process of commissioning/purchasing the award for presentation at the Chamber Dinner.

Also noted is the need to develop a process for the award. Details for criteria, selection process, etc. can be clarified and updated prior to the next award cycle.

Motion by Otteson, second by Siiter to name KAXE Northern Community Radio as the recipient of the 2020 Mayor's Arts Award. Motion passed by unanimous vote.

Poetry Contest:

Mr. Pagel made contact with Michael Goldberg, who will work with Commission members to develop a complete concept for a poetry contest, with a winner to have their writing engraved in the sidewalk. Commissioner Erickson and Administrator Pagel will work with Mr. Goldberg.

Discuss organizing public forum on Public Art:

Commissioner Aubid does not recommend hosting the forum during the Art Fair, but suggests during a First Friday event. Mr. Pagel will submit date options to Jen Krava, Forecast Public Art, to determine her availability. April, May or June are good options. Once date options are received, they will be brought to the Downtown Business Association for coordination.

Items for next agenda:

Old Business

- Northbank mural project, Grant discussion & Kiosk – Katie Marshall, MacRostie
- Poetry Contest
- Public Forum
- Update for arts award process moving forward.

New Business

- New Member Packet development
- Chad – Open Meeting Law

There being no further business, the meeting adjourned at 5:33 pm.

Respectfully submitted:

Kimberly Gibeau
Kimberly Gibeau, City Clerk

GRAND RAPIDS GOLF COURSE BOARD
REGULAR MONTHLY MEETING
February 18, 2020
7:30 AM

Present: Pat Pollard, Larry O'Brien, Kelly Kirwin, Brad Gallop

Absent: John Bauer

Staff: Bob Cahill Director of Golf

- I. Pat Pollard called the meeting to order.
- II. Brad Gallop made a motion to accept the minutes of the January 21, 2019 Board meeting. Kelly Kirwin seconded the motion. The motion passed.
- III. Consideration of monthly bills: Kelly Kirwin made a motion to approve the bill list. Brad Gallop seconded the motion. The motion passed.

AT&T MOBILITY	54.42
AMERICAN BANK	114.77
LEAGUE OF MN CITIES INS TRUST	10,274.44
CITY OF COHASSET	425.05
CITY OF GRAND RAPIDS	304.31
GRAND RAPIDS CITY PAYROLL	6,631.54
ITASCA COUNTY SHERIFFS DEPT	10.00
MN STATE RETIREMENT SYSTEM	2,000.00
MINNESOTA REVENUE	298.99
MINNESOTA UNEMPLOYMENT COMP FD	1,327.56
NEXTERA COMMUNICATIONS LLC	3.72
ODC - MOTOR VEHICLE	19.25
OPERATING ENGINEERS LOCAL #49	1,402.00
P.U.C.	1,212.38
ROSS GOLF COURSE	4,542.86
TDS Metrocom	183.74
UNUM LIFE INSURANCE CO OF AMER	2.05
VISA	175.22
TOTAL ALL VENDORS:	28,982.30

IV. Visitors: None

V. Grounds Superintendent: No report

VI. Concessions: No report.

VII. Director of Golf: Bob Cahill reported. Bob mentioned that concessions has booked two class reunions and there has been interest in some weddings. Pat and Kelly's terms are up in March. Registration forms for 2020 have been sent out.

VIII. Old Business: None

IX. New Business: None

X. Correspondence and Open Discussion: None.

XI. Adjourn: Kelly Kirwin made a motion to adjourn the meeting. Brad Gallop seconded the motion. The motion passed.

Respectfully Submitted,

Larry O'Brien
Recording Secretary



CITY OF
GRAND RAPIDS
IT'S IN MINNESOTA'S NATURE

CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 20-1002 **Version:** 1 **Name:**
Type: Department Head Report **Status:** Filed
File created: 3/16/2020 **In control:** City Council
On agenda: 3/23/2020 **Final action:** 3/23/2020
Title: Community Development Department Report

Sponsors:

Indexes:

Code sections:

Attachments: [Community Development March 2020 Dept. Head Report.pdf](#)

Date	Ver.	Action By	Action	Result
3/23/2020	1	City Council		

Community Development Department Report

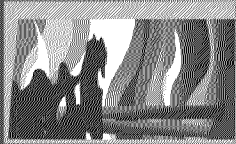


CITY OF
GRAND RAPIDS
IT'S IN MINNESOTA'S NATURE

Community Development

Department Report

March 23, 2020



CITY OF
GRAND RAPIDS
IT'S IN MINNESOTA'S NATURE



GREDA

**Community
Development**

**Economic
Development**

**Development
Codes**

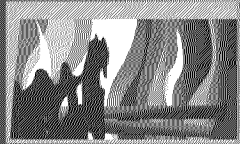
**Planning
Zoning**

**Planning
Commission**

Staff:
Director of Community Development
Community Development Specialist – Eric Trast
Administrative Assist./Permit Tech. – Aurimy Groom
Building Official – Nathan Morlan
Building Inspector – Jon Peterson

**MN State Building Code
MN State Fire Code
International Property Maintenance**

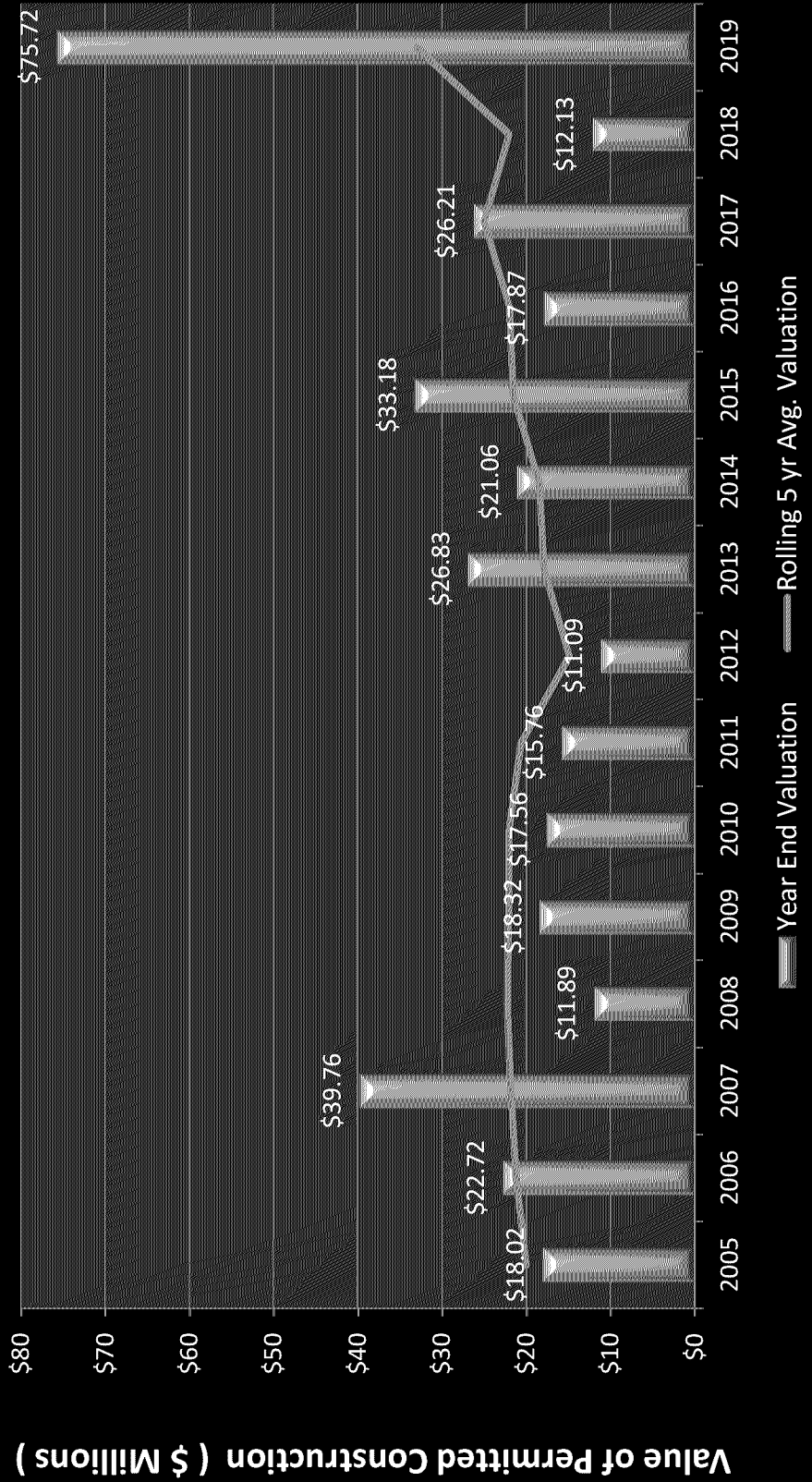
Community Development Department

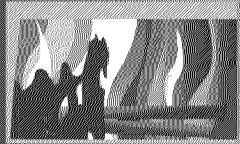


CITY OF
GRAND RAPIDS
ITS IN MINNESOTA'S NATURE

Building Permit Valuation Year End Statistics

Building Permit Valuation History 2005-2019 Year End Statistics

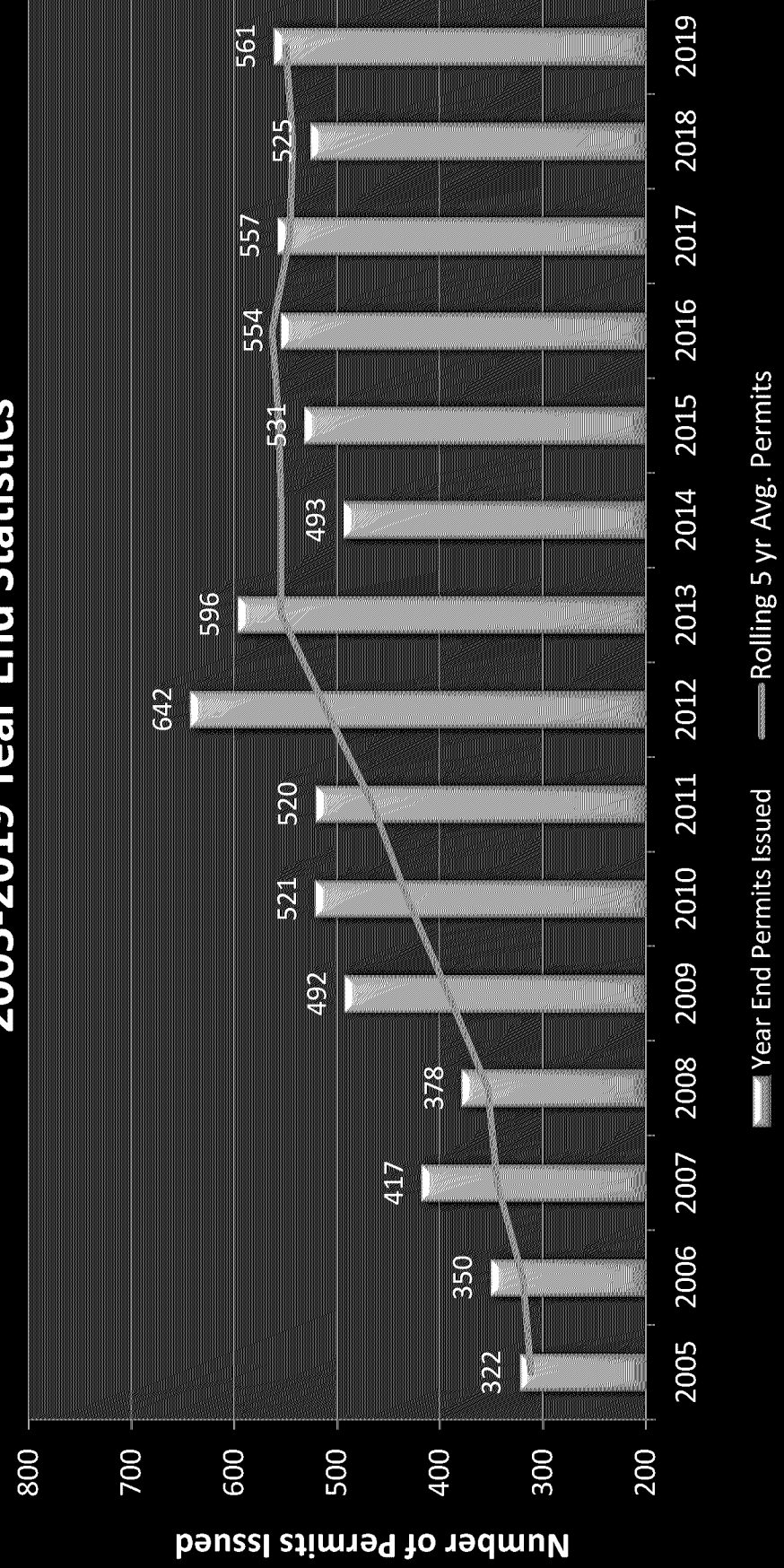




CITY OF
GRAND RAPIDS
ITS IN MINNESOTA'S NATURE

Issued Building Permits Year End Statistics

Building Permit Totals 2005-2019 Year End Statistics

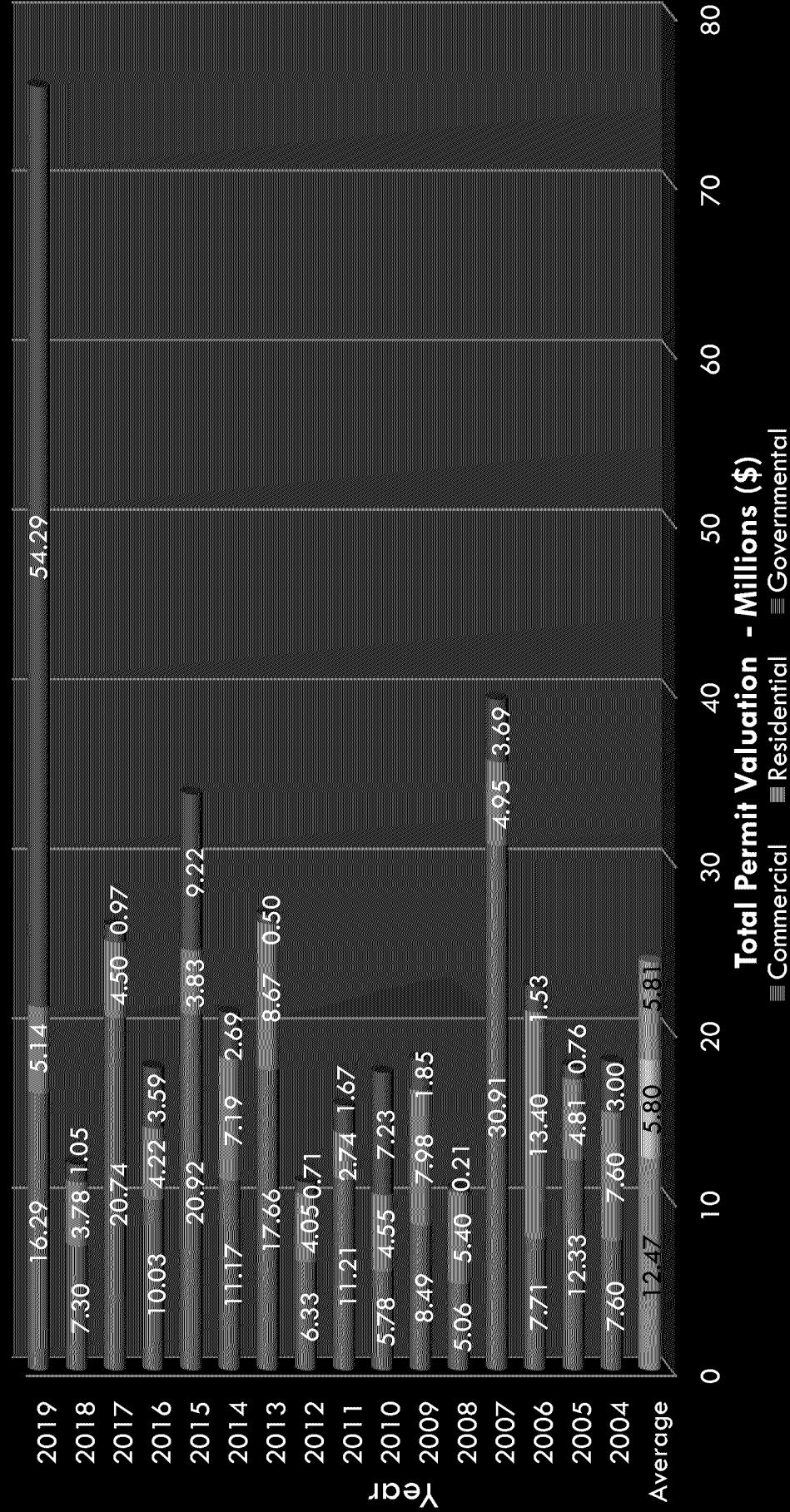




CITY OF
GRAND RAPIDS
 IT'S IN MINNESOTA'S NATURE

Building Permit Valuation by Category Year End Statistics

Yearly Building Permit Valuation by Category

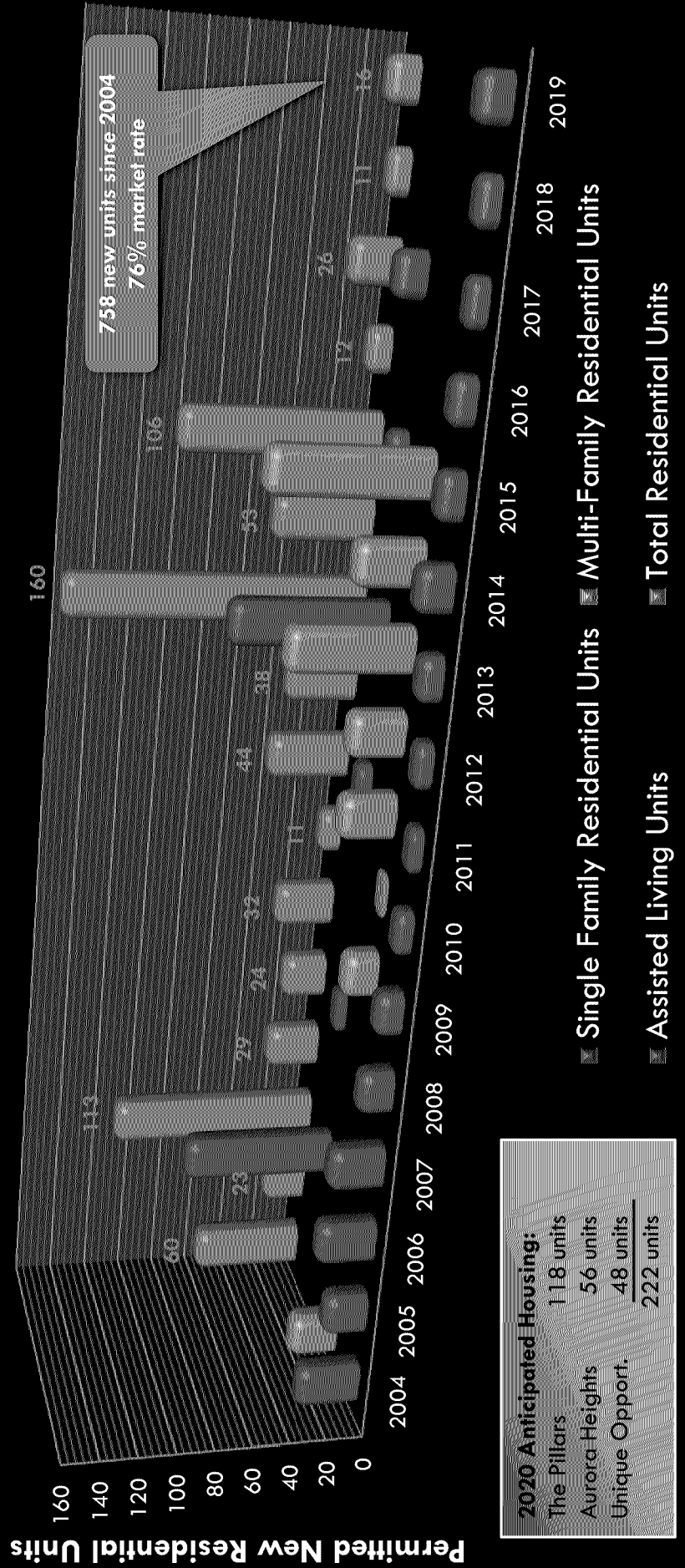


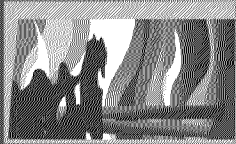


CITY OF
GRAND RAPIDS
ITS IN MINNESOTA'S NATURE

New Housing Statistics

Grand Rapids New Residential Development History





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2019 Permitted Construction Highlights

- ❖ **16 New Single Family (1 Twin-home, 5 manufactured, & 9 site built SFD's) - \$1.53M**
 - (10 in 2017, 11 in 2018, Ten year – year end average = 12.3)
- ❖ **Major New Commercial**
 - Paul Bunyan Communications – New Office/Truck Storage Facility (510 SE 21st Ave.) - \$5.5M
 - Craig Maturi (Anytime Fitness/Rapid Nutrition & Coffee) – New Comm. Bldg. (110 GC Rd.) - \$1.15M
- ❖ **Commercial/Institutional Additions, Remodels & Repairs**
 - Tony Jerulle (Sammy's Pizza) – Bldg. Addition/Interior/exterior remodel (802 S. Pokegama Ave.)- \$1.5M
 - Rapids Brewing Company – Change of Use/Addition/Int.-Ext. remodel (802 S. Pokegama Ave.)- \$1.4M
 - Miskovich Dental – Interior remodel (1121 SE 4th Ave.)- \$500K
 - Wal-Mart – Interior/Exterior Remodel (100 SE 29th St.) - \$1.23M
 - Anderson Glass Company – Warehouse demo and replacement (816 NW 4th St.) - \$470K
 - State of MN (National Guard Armory) – Interior/Exterior Remodel (930 NE 1st Ave.)- \$4.3M
 - ISD #318 (GR High School) – Reroof (800 Conifer Drive)- \$783K
- ❖ **New Institutional**
 - ISD #318 (Rapids East & West Elementary Schools) – New Schools - \$47.8M



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Construction Activity Benchmarking

Average Annual Permitted Construction Value Per Capita 2010-2019

Sources: MN Department of Labor and Industry Building Permit Surcharge Reports
MN State Demographer population estimates.





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Building Safety Activity

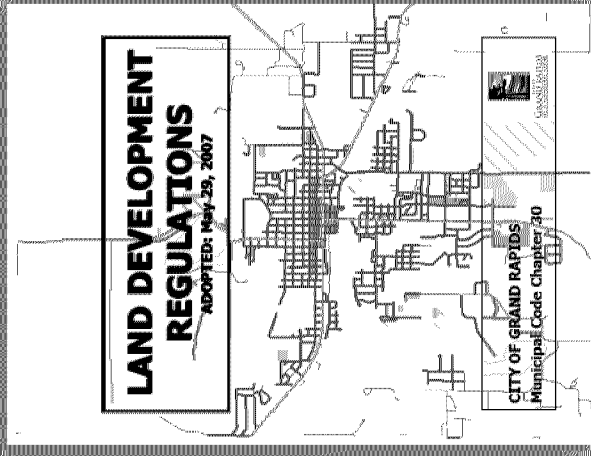
- ❖ **Addressed 8 Hazardous Building/Property Maintenance Code violations**
- ❖ **Performed 1,391 on-site construction inspections**
- ❖ **Completed 128 commercial and 266 residential plan reviews**
- ❖ **Building Safety staff had a booth at the Home & Cabin Show.**
- ❖ **Provided plan review and inspections for 29 Building Permits issued in the City of LaPrairie**



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Planning/Zoning Activity

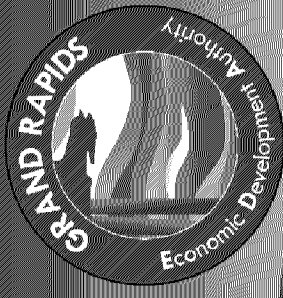
- ❖ **2019 Zoning Requests Addressed by the Planning Commission**
 - **1 – PUD – 1 Right of Way Vacation – 2 Subdivisions – 2 Variances – 1 CUP Amendment.**



- ❖ **The City recently adopted the updated Comprehensive Plan after just of over 1-year of public meetings and community engagement.**



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GRAND RAPIDS
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Economic Development Activity

❖ **Rebound Commercial Addition (Former Sawmill)**

- Site grading and public infrastructure work began late last fall and will resume this spring.
- Developer has closed on construction financing
- Anticipate construction of the Best Western Plus Hotel beginning this spring
- Possible development of one of the additional commercial lots along Hwy 169.

❖ **North Homes Expansion**

- The City was successful in their application to IRRR for a \$350K Development Infrastructure Grant to support North Homes establishment of a new 52 bed psychiatric rehabilitation treatment facility for youth and young adults. The project will convert and expand their existing 20 bed residential treatment facility at 1920 River Rd.
- This project involves 65-80 new jobs with wages ranging from \$32,240 - \$75,000 annually, plus benefits.
- Construction is anticipated to begin this spring/summer

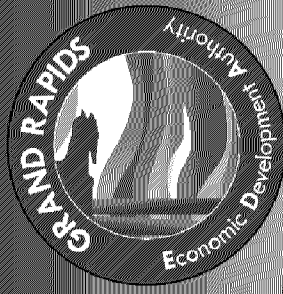
❖ **Former Ainsworth Site Infrastructure**

- Developing cost estimates, funding plans and narrative to preliminarily present the project to a Federal EDA representative.
- The project would provide sewer and water service to both IEDC owned property in Cohasset and JM Longyear owned property/building located in Grand Rapids.
- Discussing the possible project with Cohasset city representatives.





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Economic Development Activity

❖ ICC Student Center

- ICC will be breaking ground this spring for a new student center. The project involves the reconstruction of approximately 5,000 square feet of existing space in the library and media center as well as the construction of an additional 5,000 square feet near Davies Hall. New amenities will include ping-pong and pool tables, a gaming station, fireplace, coffee shop, a relocated bookstore and an outdoor equipment rental area.
- The City applied to IRRR and received a \$175,000 Commercial Redevelopment grant for demolition associated with this \$5,475,000 project.

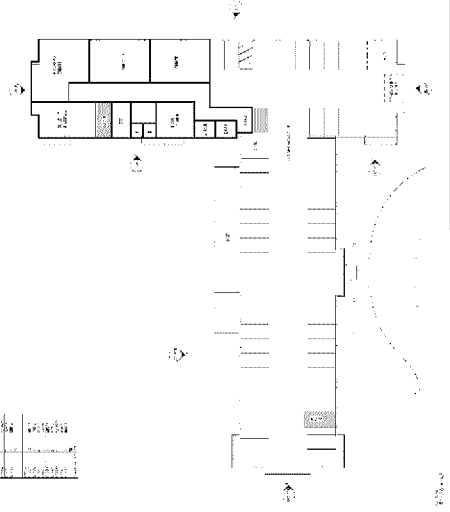
❖ The Pillars Senior Housing

- Excelsior, MN based developer Oppidan will begin construction of a 118 unit senior housing development project on land west of Grand Itasca Clinic and Hospital this spring.
- When complete, the project will provide 68 independent senior apartments along with 30 assisted living and 20 memory care units. The City has approved the use of Tax Increment Financing to close a financial gap for this \$27M project.

THE PILLARS OF GRAND RAPIDS - SENIOR LIVING



UNIT TYPE	NO. OF UNITS	SQ. FT.	EST. COST
1 BR. INDEPENDENT	68	1,000	\$1,000,000
2 BR. INDEPENDENT	30	1,500	\$1,500,000
3 BR. INDEPENDENT	20	2,000	\$2,000,000
ASSISTED LIVING	30	1,500	\$1,500,000
MEMORY CARE	20	1,000	\$2,000,000
TOTAL	118	7,000	\$7,000,000



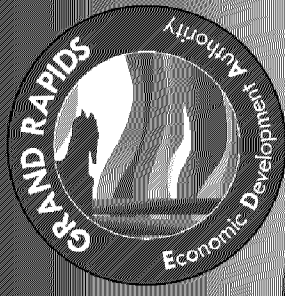
KW

Oppidan

The Pillars of Grand Rapids - Senior Living



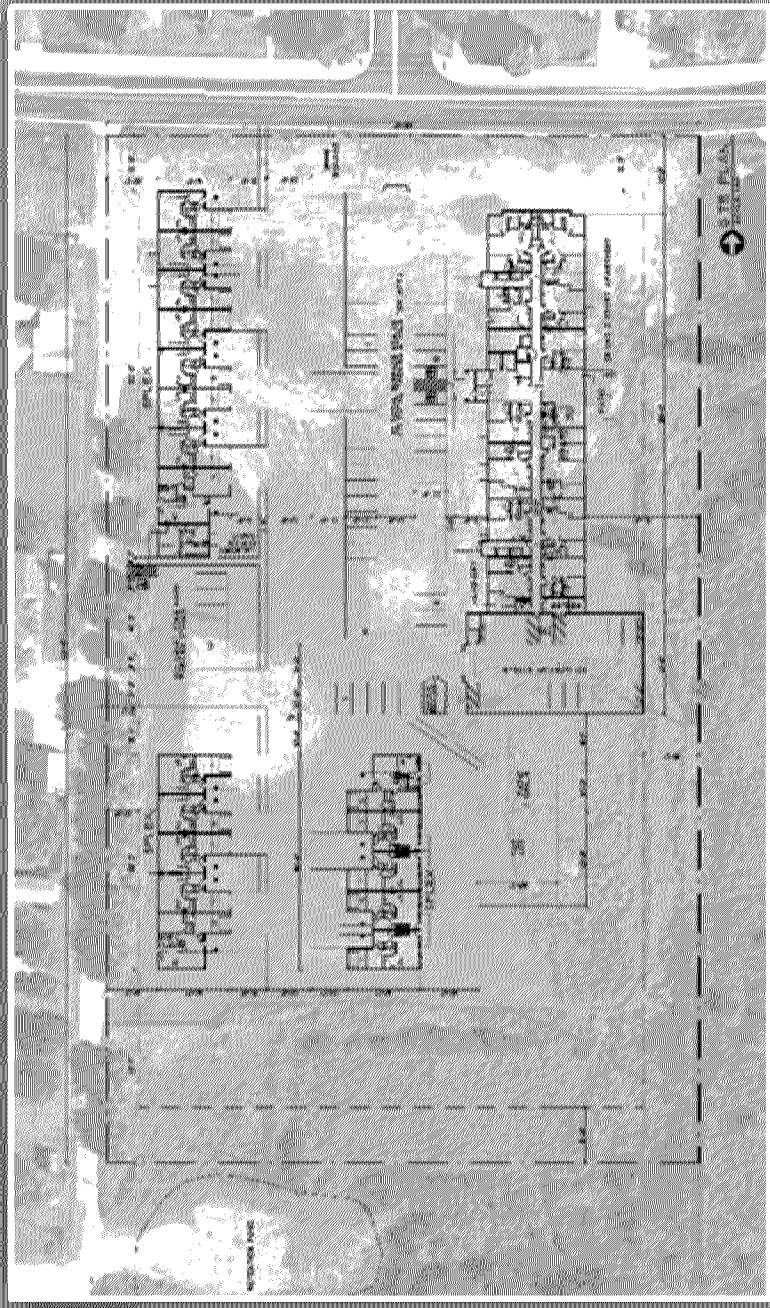
CITY OF
GRAND RAPIDS
ITS IN MINNESOTA'S NATURE



Economic Development Activity

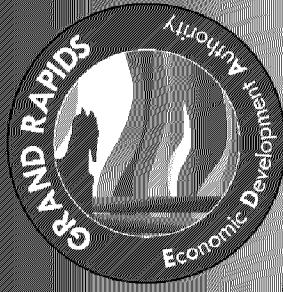
❖ Former Riverview School Site – Aurora Heights

- We are anticipating a closing on our sale of the former Riverview School Site to the Itasca County HRA in July.
- Construction will begin on this project this summer.
- The project will include the construction of a 38-unit, three story apartment, 1 – 8-plex condo style unit and 1 – 5-plex condo style units.





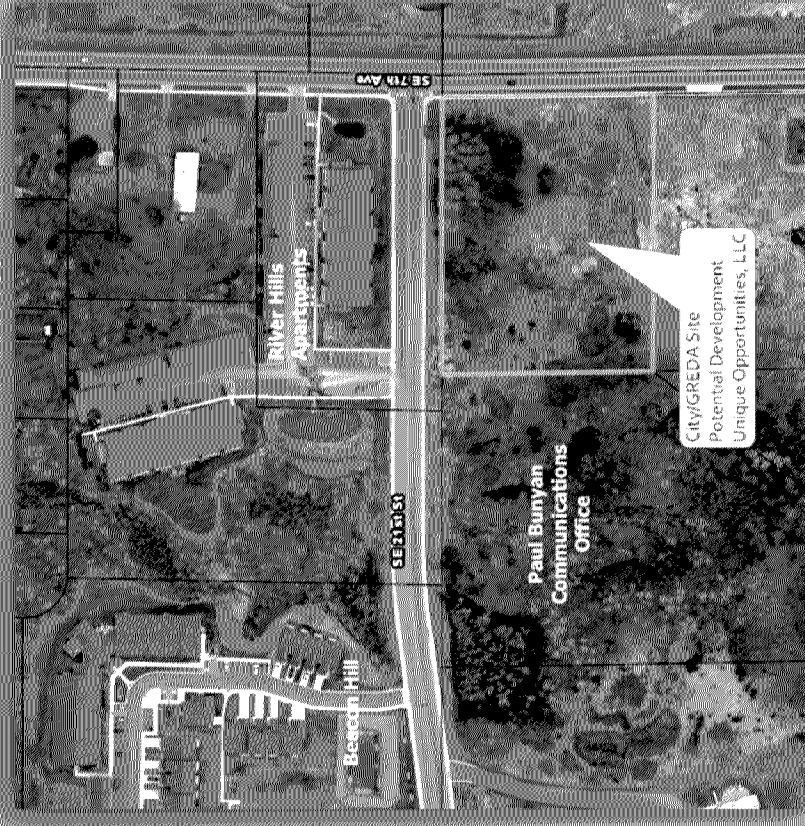
CITY OF
GRAND RAPIDS
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Economic Development Activity

❖ **Unique Opportunities LLC – 21st St. SE**

- **Unique Opportunities LLC, a Fergus Falls based multi-family housing developer, the City of Grand Rapids and the Grand Rapids EDA have entered into a Preliminary Development Agreement that establishes Unique as the sole developer of a 3 acre tract of City/GREDA property located at the SW corner of 21st St. SE & 7th Ave. E. (Airport Rd.)**
- **Unique is pursuing the development of a 48-unit apartment building with 20% of the units at 50% of AMI. Budget \$4.95 million.**
- **Unique has submitted an application for TIF business assistance, which is being reviewed by Ehlers together with City staff.**

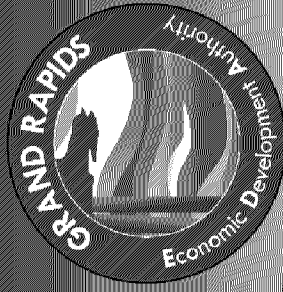


GRAND RAPIDS, MINNESOTA - 48 UNIT





CITY OF
GRAND RAPIDS
ITS IN MINNESOTA'S NATURE



Economic Development Activity

❖ Plat of Great River Acres

- GREDA continues to market the 14 remaining single family home sites and one large multi-family site.
- One single family home site sold last fall and their has been interest in the multi-family site.
- Properties are listed on www.grandrapidseda.com

Welcome to

Great River Acres

RESIDENTIAL LOTS FOR SALE

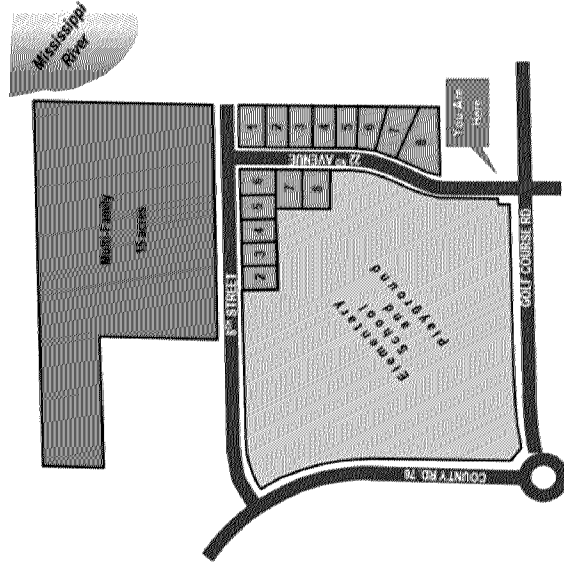
- Convenient Location
- Many Amenities Nearby
- City Utility Services
- Access to Trails/Parks

For Information:

www.grandrapidseda.com
or call (218) 326-7622



Grand Rapids
Economic Development Authority





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Questions?



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 20-0999 **Version:** 1 **Name:** Conduct a public hearing to consider the vacation of public utility easements retained by the Village of Grand Rapids in June of 1938 through recorded document number 133666.

Type: Public Hearing **Status:** Passed

File created: 3/16/2020 **In control:** City Council

On agenda: 3/23/2020 **Final action:** 3/23/2020

Title: Conduct a public hearing to consider the vacation of public utility easements retained by the Village of Grand Rapids in June of 1938 through recorded document number 133666.

Sponsors:

Indexes:

Code sections:

Attachments: [Area map & ALTA/NSPS Title Survey](#)
[Easement Vacation Request: Staff Comments](#)
[Easement Vacation Request: Application](#)

Date	Ver.	Action By	Action	Result
3/23/2020	1	City Council		
3/23/2020	1	City Council		

Conduct a public hearing to consider the vacation of public utility easements retained by the Village of Grand Rapids in June of 1938 through recorded document number 133666.

Background Information:

Aurora Heights LLLP, submitted a valid petition on January 30, 2020 requesting the vacation of retained public utility easements described in Itasca County Record #133666, and legally described as:

Retained public utility easements described as follows: Lying within Vacated 3rd Avenue SE ROW, S of 4th Street SE and N of 6th Street SE within Blocks 3 and 4 and Blocks 7 and 8, and public utility easements lying within that part of Vacated 5th Street SE lying easterly of the southerly extension of Lot 10, Block 3, and northerly extension of Lot 1, Block 7, all in Garland's Addition to Grand Rapids.

The subject easements are generally located on the northern 2/3's of the former Riverview Elementary School site crossing the property from north to south, and west to east within vacated right-of-way. *(see attached map - outlined in yellow)*

The vacation request is being made by Aurora Heights LLLP, who as the Housing and Redevelopment Authority in and for Itasca County, entered into a purchase agreement with the City in May of 2019, for the former Riverview School site, for the purpose of developing 56-units of affordable housing, having a mixture of apartment style housing and townhome style housing.

As stated within the attached Public Vacation Application, the removal of the unused easements/encumbrances from the property, would allow for the housing project to move forward, and provide a clear title to the property.

There were no concerns or objections expressed, regarding the petitioned easement vacation, from the staff review committee which consists of: Public Works Department, Engineering Department, Community Development Department, Fire Department, Police Department, and the Grand Rapids Public Utilities Commission.

On March 5, 2020 the Planning Commission formally reviewed the proposed easement vacation and recommended to the City Council approval of the vacation as petitioned, based on certain findings of fact, which are incorporated into the draft resolution.

Requested City Council Action

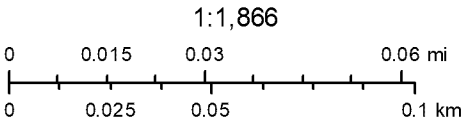
Conduct a public hearing to consider the vacation of public utility easements retained by the Village of Grand Rapids in June of 1938 through recorded document number 133666.

Garland's Addition Easement Vacation Request



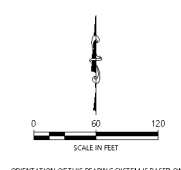
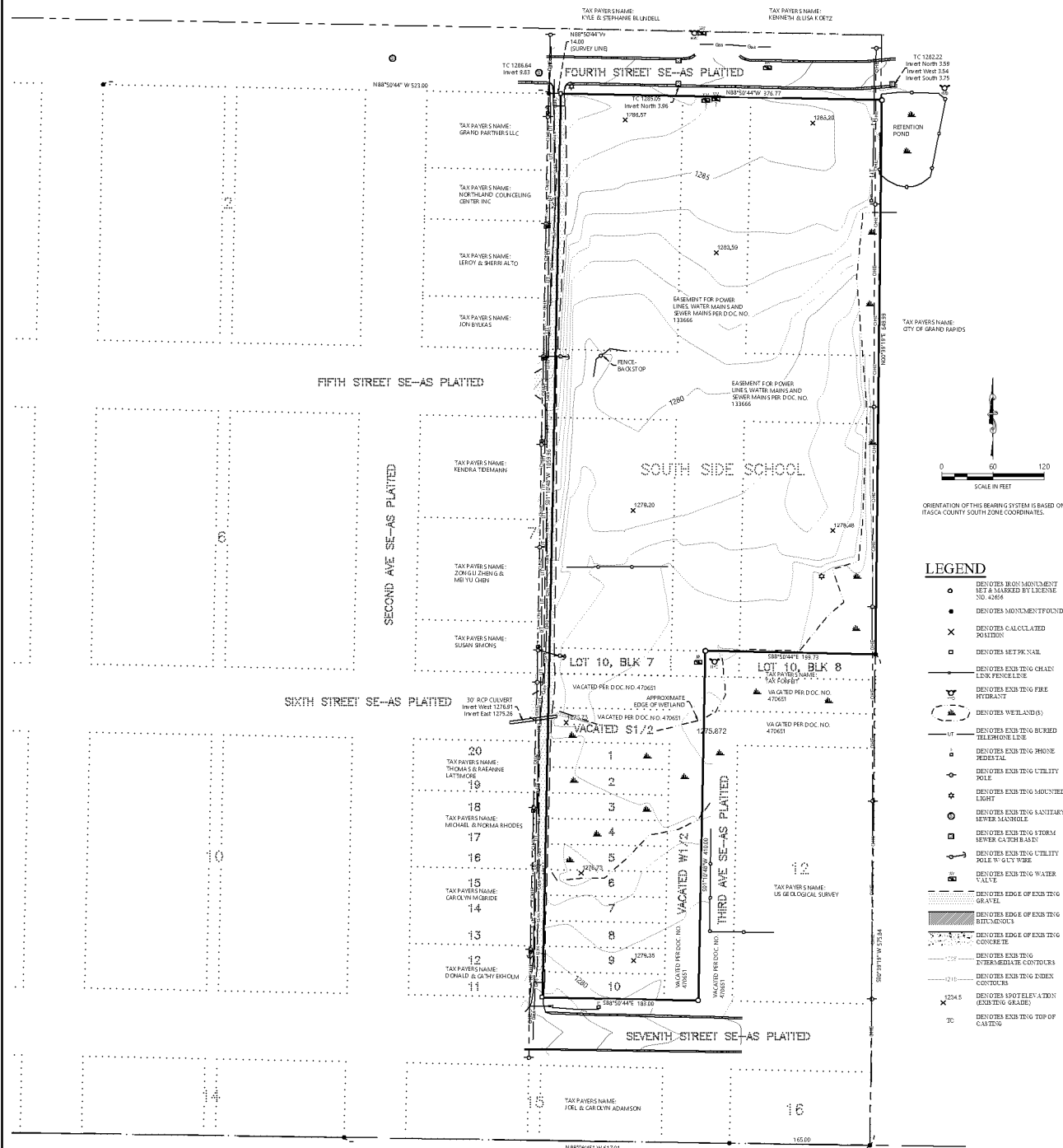
February 3, 2020

Surrounding Area Parcels



ALTA/NSPS Land Title Survey

PART OF CORRECTED PLAT OF GARLAND'S ADDITION TO GRAND RAPIDS,
SECTION 21, TOWNSHIP 55 NORTH, RANGE 25 WEST,
ITASCA COUNTY, MINNESOTA



- LEGEND**
- DENOTES IRON MONUMENT SET & MARKED BY LICENSED SURVEYOR
 - DENOTES MONUMENT FOUND
 - DENOTES CALCULATED POINTS
 - × DENOTES SET POINT
 - DENOTES SET POINT
 - DENOTES EXISTING CHAIN LINK FENCE LINE
 - DENOTES EXISTING FEE HYDRANT
 - DENOTES EXISTING BURIED TELEPHONE LINE
 - DENOTES EXISTING PHONE FEEDER
 - DENOTES EXISTING UTILITY POLE
 - DENOTES EXISTING MOUNTED LIGHT
 - DENOTES EXISTING LANTERN SEWER MANHOLE
 - DENOTES EXISTING STORM SEWER CATCH BASIN
 - DENOTES EXISTING UTILITY POLE W/ OUT POLE
 - DENOTES EXISTING WATER VALVE
 - DENOTES EDGE OF EXISTING GRAVEL
 - DENOTES EDGE OF EXISTING BITUMINOUS
 - DENOTES EDGE OF EXISTING CROSBIE
 - DENOTES EXISTING INTERMEDIATE CONTOURS
 - DENOTES EXISTING INDEX CONTOURS
 - DENOTES 150' ELEVATION (EXISTING GRADE)
 - DENOTES EXISTING TOP OF CASTING

Draft Copy
01-03-2020

DATE: 1/3/20
SHEET NO.: 2 OF 2

ALTA/NSPS Land Title Survey
D.W. Jones, Attn: Skip Duchesneau
P.O. Box 340
Walker, MN 56484



I HEREBY CERTIFY THAT THIS SURVEY, PLAN OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.
TERRY L. FREEMAN LIC. NO. 21767

REVISIONS:			
NO.	DATE	DESCRIPTION	BY

Eric Trast

From: Rob Mattei
Sent: Wednesday, February 5, 2020 7:20 PM
To: Eric Trast
Subject: Fwd: Easement Vacation

Sent from my iPhone

Begin forwarded message:

From: Jeremy Goodell <jjgoodell@grpuc.org>
Date: February 5, 2020 at 4:47:28 PM CST
To: Rob Mattei <rmattei@ci.grand-rapids.mn.us>
Cc: Julie Kennedy <jakennedy@grpuc.org>
Subject: Easement Vacation

Rob,

GRPU Electric Department has no issues pertaining to the Aurora Heights LLLP easement vacation request near SE 4th Street.

Thanks,

Jeremy Goodell, Electric Department Manager
Grand Rapids Public Utilities Commission
500 SE 4th St., Grand Rapids, MN 55744
W: 218.326.7182, F: 218.326.7499, jjgoodell@grpuc.org
www.grpuc.org "GRPUC – Service is Our Nature"

Eric Trast

From: Matt Wegwerth, PE
Sent: Thursday, February 6, 2020 1:06 PM
To: Rob Mattei
Cc: Eric Trast
Subject: Aurora Heights - petition

Rob,

I have no objections to the petition to vacate utility easements submitted by Aurora Heights LLP.

Matt Wegwerth, PE
Public Works Director / City Engineer
City of Grand Rapids
420 North Pokegama Avenue
Grand Rapids, MN 55744-2662
Office: 218-326-7625
Mobile: 218-244-1987
Fax: 218-326-7621

Eric Trast

From: Rob Mattei
Sent: Tuesday, February 18, 2020 1:49 PM
To: Eric Trast
Subject: Fwd: Aurora heights - Garlands Addition

Sent from my iPhone

Begin forwarded message:

From: Steven Mattson <srmattson@grpuc.org>
Date: February 18, 2020 at 1:47:33 PM CST
To: Rob Mattei <rmattei@ci.grand-rapids.mn.us>
Subject: Aurora heights - Garlands Addition

Rob,

I don't have any issues with the vacation of the easements for Aurora Heights – Garlands Addition (old Riverview school site). I am unsure if there is any sewer laterals or water piping still in the ground there. As the project progresses we can discuss the water/sewer for the site.

Steve R Mattson | Water and Wastewater Manager
Grand Rapids Public Utilities Commission
500 SE 4th St | Grand Rapids, MN 55744
W: 218.326.7195 | M: 218.244.5092
www.grpuc.org | “GRPUC - Service Is Our Nature”



CITY OF
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Public Vacation Application
Community Development Department
420 North Pokegama Ave.
Grand Rapids, MN 55744
Tel. (218) 326-7601 Fax (218) 326-7621
Web Site: www.cityofgrandrapidsmn.com

General Information:

Aurora Heights LLLP
Name of Applicant
102 NE 3rd St, Suite 160
Address
Grand Rapids, MN 55744
City State Zip
(218) 326-7978
Business Telephone/e-mail

City of Grand Rapids
Name of Owner (If other than applicant)
420 N Pokegama Ave
Address
Grand Rapids, MN 55744
City State Zip
(218) 326-7622
Business Telephone/e-mail

Please check which of the following you are applying for:

- Street Vacation Alley Vacation Easement Vacation

Provide a legal description of the property to be vacated (for example, the North-South alley adjacent to lots 8-12, block 5, Grand Rapids 5th Division). Attach an exhibit and/or electronic file if the legal description is lengthy.

See attached Legal Description

I (we) certify that, to the best of my(our) knowledge, information, and belief, all of the information presented in this application is accurate and complete and includes all required information and submittals, and that I consent to entry upon the subject property by public officers, employees, and agents of the City of Grand Rapids wishing to view the site for purposes of processing, evaluating, and deciding upon this application.

Nicole R Larson, Managing Gen Partner
Signature(s) of Applicant(s)

1/24/2020
Date

Robert A. Hall, DIR. OF COMM. DEVEL.
Signature(s) of Owner(s)-(If other than applicant)

2/13/2020
Date

Date Received 1/30/2020 Certified Complete 1/31/2020 **Office Use Only** Fee Paid \$505.00

Does the boundary of the requested vacation terminate at or abut a public water body: Yes No

Planning Commission Recommendation Approved _____ Denied _____

Meeting Date 3/5/2020

City Council Action Approved _____ Denied _____

Meeting Date 3/27/2020

Summary of Special Conditions of Approval: _____

Required Submittals:

- Application Fee - \$505.00 *1
- Location Map
- Petition for Vacation
- Proof of Ownership – (a copy of a property tax statement or deed will suffice)

**1 The application fees charged are used for postage to mail the required notices to adjacent properties, publication of the public hearing notice in the Grand Rapids Herald Review, and for a small portion of staff time for case review and preparation of documents. It is the policy of the City of Grand Rapids to require applicants for land use approvals to reimburse the City for costs incurred by the City in reviewing and acting upon applications, so that these costs are not borne by the taxpayers of the City.*

Justification of Proposed Vacation: Please answer the following question (attach additional pages if needed). The Planning Commission and City Council will consider these questions and responses, and other issues (see attached list) in making their findings of fact and recommendation on the proposed rezoning.

- 1 Explain why the proposed vacation would be in the public’s best interest. Please refer to the factors being considered by the Planning Commission and City Council that are listed on the final page of this application.

The streets were vacated by Document 133666 recorded June 17, 1938 reserving a utility easement for _____

_____ power lines, water mains and sewer mains. We are requesting to vacate these utility easements for the _____

_____ construction of Aurora Heights, a thirty-eight (38) unit three story apartment building and eighteen (18) _____

_____ townhome style units in three separate buildings for a total of fifty-six (56) housing units. The reserved _____

_____ easements will not be needed as all the land has been developed around the lots and they end in _____

_____ wetlands.

Additional Instructions:

Prior to submitting your Petition for Vacation, you will need to arrange for one or more preliminary meetings with the Director of Community Development. This meeting is intended to ensure that the proposed application is complete, to answer any questions the applicant may have, discuss meeting schedules and, if applicable, the scope of the required submittals.

Findings for Approval:

The Planning Commission, in formulating its recommendation, and the City Council, in support of its action will make findings of fact based on their responses to the following list of considerations:

- Is the street right-of-way needed for traffic purposes?
- Is the street right-of-way needed for pedestrian purposes?
- Is the street right-of-way needed for utility purposes?
- Would vacating the street right-of-way place additional land on the tax rolls?
- Would vacating the street right-of-way facilitate economic development in the City?

In cases where a street/alley or public right-of-way is adjacent to a public water (lake or river), the City will also give consideration to comments submitted by the Minnesota Department of Natural Resources.

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

Complete applications shall be submitted to the Community Development Department one month prior to the Planning Commission’s review of the vacation. More information may be requested by the City of Grand Rapids Planning Commission or City Council, if deemed necessary to properly evaluate your request. The lack of information requested may be in itself sufficient cause to deny an application.

RESOLUTION VACATING STREETS.

Book "34" of M. R., Page 635

34-635 ✓
133666 ✓

June 17th, 1938

June 20th, 1938

Village Council of
Grand Rapids, by George
Arscott, President,

to

The Public

WHEREAS, petition duly signed by owners of land abutting on Third Avenue SE between FOURTH Street SE and Sixth Street SE, same being between Blocks 3 & 7 on one side and Blocks 4 & 8 on other side, said blocks being in GRALAND'S ADDITION TO GRAND RAPIDS, and Fifth Street SE, same being between Block 4 on north and Block 8 on south, said blocks being in GRALAND'S ADDITION TO GRANDRAPIDS, praying for the vacation of said streets was duly filed with Village Recorder; and

WHEREAS, Village Council did receive said petition and order hearing to be held thereon at special meeting of said Council June 17, 1938 at 8 P.M.;

WHEREAS, notice of hearing was duly published and notice duly posted according to law;

WHEREAS, from evidence adduced at said hearing, it appeared, and does appear to the interest of the public to vacate said streets as prayed for in said petition; THEREFORE, BE IT RESOLVED by Village Council of Grand Rapids, Minnesota, that streets known and described as Third Avnue SE between Fourth Street SE and Sixth Street SE, same being between Blocks 3 & 7 on one side and Blocks 4 & 8 on the other side, said blocks being in GARLAND'S ADDITION TO GRAND RAPIDS, and Fifth Street SE, same being between Block 4 on north and Block 8 on south, said blocks being in GARLAND'S ADDITION TO GRAND RAPIDS, be, and same are, hereby vacated, reserving, however, to village the full right and power to construct and maintain thereon and thereunder power lines, water mains and sewer mains, and with full right to enter thereon for purpose of constructing, maintaining and repairing the same.

CERTIFICATE, June 17th, 1938, page 636
Carl J. Eiler, Village Recorder.

Lot 1 to 10 block 3 ✓
" 1 to 10 block 4 ✓
" 1 to 10 block 7 ✓
" 1 to 10 block 8 ✓

Ret. to D. A. Grussendorf, Grand Rapids

RESOLUTION VACATING STREETS

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WHEREAS A petition duly signed by the owners of all the land abutting on Third Avenue Southeast between Fourth Street Southeast and Sixth Street Southeast, the same being between Blocks 3 and 7 on one side and Blocks 4 and 8 on the other side, the said blocks being in the plat of Garland's Addition to Grand Rapids, Minnesota, according to the recorded plat thereof, and Fifth Street Southeast, the same being between Block 4 on the north and Block 8 on the south, said blocks being in said plat of Garland's Addition to Grand Rapids, Minnesota, according to the recorded plat thereof, praying for the vacation of said streets was duly filed with the Village Recorder; and

WHEREAS Thereafter the Village Council of said Village did receive said petition and order a hearing to be held thereon at a special meeting of said Council on June 17, 1938, at eight o'clock P. M., in the Council Rooms in the Village Hall of the Village of Grand Rapids, Minnesota; and

WHEREAS The notice of said hearing was duly published in the Grand Rapids Herald Review and the Itasca County Independent, same being weekly newspapers published at Grand Rapids, Minnesota, in the regular issues of said papers appearing more than one week before said time of hearing, and an affidavit of said publishing has been filed with the Village Recorder of said Village; and

WHEREAS Notice of said hearing was duly posted in a manner likely to attract attention in each of three of the most public places in said Village of Grand Rapids, on June 3, 1938, by C. W. Aiken, one of the policemen of said Village and an affidavit has been duly filed with the Village Recorder of said Village; and

WHEREAS A hearing on said petition was duly held pursuant to said order and notices at a special meeting of said Village Council at the Council Rooms in the Village Hall in the Village of Grand Rapids, Minnesota, on June 17, 1938, at eight o'clock P. M., due notice of said meeting having been given to all members of the Council; and

WHEREAS, from the evidence adduced at said hearing, it appeared and does appear to the interest of the public to vacate the said streets as prayed for in said petition;

NOW, THEREFORE, BE IT RESOLVED By the Village Council of the Village of Grand Rapids, Minnesota, that the streets known and described as Third Avenue Southeast between Fourth Street Southeast and Sixth Street Southeast, the same being between Blocks 3 and 7 on one side and Blocks 4 and 8 on the other side, and said blocks being in the plat of Garland's Addition to Grand Rapids, Minnesota, according to the recorded plat thereof, and Fifth Street Southeast, and the same being between Block 4 on the north and Block 8 on the south

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lows:

of Garland's Addition to Grand Rapids, Minnesota, according to the recorded plat thereof, praying for the vacation of said streets was duly filed with the Village Recorder; and

WHEREAS Thereafter the Village Council of said Village did receive said petition and order a hearing to be held thereon at a special meeting of said Council on June 17, 1938, at eight o'clock P. M., in the Council Rooms in the Village Hall of the Village of Grand Rapids, Minnesota; and

WHEREAS The notice of said hearing was duly published in the Grand Rapids Herald Review and the Itasca County Independent, same being weekly newspapers published at Grand Rapids, Minnesota, in the regular issues of said papers appearing more than one week before said time of hearing, and an affidavit of said publishing has been filed with the Village Recorder of said Village; and

WHEREAS Notice of said hearing was duly posted in a manner likely to attract attention in each of three of the most public places in said Village of Grand Rapids, on June 3, 1938, by C. W. Aiken, one of the policemen of said Village and an affidavit has been duly filed with the Village Recorder of said Village; and

WHEREAS A hearing on said petition was duly held pursuant to said order and notices at a special meeting of said Village Council at the Council Rooms in the Village Hall in the Village of Grand Rapids, Minnesota, on June 17, 1938, at eight o'clock P. M., due notice of said meeting having been given to all members of the Council; and

WHEREAS, from the evidence adduced at said hearing, it appeared and does appear to the interest of the public to vacate the said streets as prayed for in said petition;

NOW, THEREFORE, BE IT RESOLVED By the Village Council of the Village of Grand Rapids, Minnesota, that the streets known and described as Third Avenue Southeast between Fourth Street Southeast and Sixth Street Southeast, the same being between Blocks 3 and 7 on one side and Blocks 4 and 8 on the other side, and said blocks being in the plat of Garland's Addition to Grand Rapids, Minnesota, according to the recorded plat thereof, and Fifth Street Southeast, and the same being between Block 4 on the north and Block 8 on the south, said blocks being in said plat of Garland's Addition to Grand Rapids, Minnesota, according to the recorded plat thereof, be, and the same are, hereby vacated, reserving, however, to the Village the full right and power to construct and maintain thereon and thereunder power lines, water mains and sewer mains, and with full right to enter thereon for the purpose of constructing, maintaining and repairing the same.

Dated at Grand Rapids, Minnesota, this 17th day of June, 1938.

ATTEST:

Carl J. Eiler (signed)
Village Recorder

George A. Abbott (signed)
President of Village Council

Motion carried.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 20-1000 **Version:** 1 **Name:** Consider the adoption of a resolution either approving or denying the vacation of public utility easements retained by the Village of Grand Rapids in June of 1938 through recorded document number 133666.

Type: Agenda Item **Status:** Passed

File created: 3/16/2020 **In control:** City Council

On agenda: 3/23/2020 **Final action:** 3/23/2020

Title: Consider the adoption of a resolution either approving or denying the vacation of public utility easements retained by the Village of Grand Rapids in June of 1938 through recorded document number 133666.

Sponsors:

Indexes:

Code sections:

Attachments: [Easement Vacation: Resolution](#)

Date	Ver.	Action By	Action	Result
3/23/2020	1	City Council		

Consider the adoption of a resolution either approving or denying the vacation of public utility easements retained by the Village of Grand Rapids in June of 1938 through recorded document number 133666.

Background Information:

After the public hearing on this matter, the City Council will want to consider the public testimony received and review the recommendation put forward by the Planning Commission.

The Council can accept the recommendation of the Planning Commission, if they are in agreement with it, and adopt the resolution as prepared, or the Council can make its own findings to support its reasons for approving or denying the petitioned public utility easement vacation.

Requested City Council Action

Consider the adoption of a resolution either approving or denying the vacation of public utility easements retained by the Village of Grand Rapids in June of 1938 through recorded document number 133666.

Council member _____ introduced the following resolution and moved for its adoption:

RESOLUTION NO. 20-__

**A RESOLUTION FOR THE VACATING OF RETAINED UTILITY EASEMENTS THROUGH
RECORDED DOCUMENT 133666 IN JUNE OF 1938**

WHEREAS, the City Planning Commission, at a their regular meeting on March 5, 2020 reviewed the vacation request for public utility easements retained by the Village (City) of Grand Rapids in recorded document number 133666 and described as:

Retained public utility easements described as follows: Lying within Vacated 3rd Avenue SE ROW, S of 4th Street SE and N of 6th Street SE within Blocks 3 and 4 and Blocks 7 and 8, and public utility easements lying within that part of Vacated 5th Street SE lying easterly of the southerly extension of Lot 10, Block 3, and northerly extension of Lot 1, Block 7, all in Garland's Addition to Grand Rapids

WHEREAS, the Planning Commission found the vacation to be in the best interest of the public's health, safety, and general welfare; and

WHEREAS, the Planning Commission forwarded a recommendation for approval of the requested vacation; and

WHEREAS, the City Clerk's affidavit of publication of Notice of Public Hearing and of mailing notices to area residents were provided; and

WHEREAS, the Grand Rapids City Council conducted a public hearing on March 23, 2020, to consider the vacation of retained public utility easements described above; and

WHEREAS, all persons who wished to voice their opinion in regard to the above mentioned vacation were allowed to be heard; and

WHEREAS, it appears that the vacation will be in the best interest of the City to approve such petition;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF GRAND RAPIDS, MINNESOTA: that the City Council does concur with the Planning Commission's findings that this vacation is in the best interest of the public's health, safety, and general welfare, and hereby vacates the above described public

utility easements based on the following findings of fact:

- The easements are not needed for traffic purposes, as they were designated for utility purposes.
- The easements are not needed for pedestrian purposes.
- The easements are not needed for utility purposes, as commented on by the Staff Review Committee.
- Vacating the easements will not put additional land on the tax rolls, but will rather allow for more use of the land for development with the easement's vacation.
- Vacating the easements would facilitate economic development in the City, by allowing for additional development to take place on the property after its vacation.

AND BE IT FURTHER RESOLVED, that;

1. The City Council instructs the City Clerk to submit a copy of this resolution to the Itasca County Assessor, Itasca County Recorder, and the Itasca County Auditor.

Adopted by the Council this 23rd day of March, 2020.

Dale Adams, Mayor

ATTEST:

Kim Gibeau, City Clerk

Council member _____ seconded the foregoing resolution and the following voted in favor thereof: _____ ; and the following voted against same: _____ ; whereby the resolution was declared duly passed and adopted.

This document was drafted by:
Eric Trast, Community Development Specialist
City of Grand Rapids
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