

AGENDA
MAPLE PLAIN CITY COUNCIL – REGULAR MEETING
MAPLE PLAIN CITY HALL
Tuesday, May 26, 2015
6:30 P.M.

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ADOPT AGENDA**
- 4. CONSENT AGENDA**
 - A. Approve April 27 City Council workshop minutes
 - B. Accounts Payable
- 5. PUBLIC HEARINGS**
- 6. ADMINISTRATIVE REPORTS**
 - A. West Hennepin Public Safety Monthly Report
 - B. City Planner Monthly Report
 - C. City Engineer Monthly Report
 - D. Administrative Monthly Report
 - E. Public Works Monthly Report
- 7. OLD BUSINESS**
- 8. NEW BUSINESS**
 - A. Authorization for Bids for Sealcoating and Street Maintenance
 - B. Lake Minnetonka Cable Commission By-Law Changes
- 9. LEGISLATIVE/INTERGOVERNMENTAL AFFAIRS**
- 10. COUNCIL REPORTS & OTHER BUSINESS**
 - A. Attitude of Gratitude
- 11. VISITORS TO BE HEARD**

Note: This is a courtesy extended to persons wishing to address the council who are not on the agenda. A completed public comment form should be presented to the city administrator prior to the meeting; presentations will be limited to 3 minutes. This session will be limited to 15 minutes.
- 12. ADJOURNMENT**

**Maple Plain City Council Meeting
Workshop Minutes
April 27, 2015
Maple Plain City Hall**

1. CALL TO ORDER

Mayor Young called the meeting to order at 5:30 p.m.

Present: Councilmembers Dave Eisinger, Justin McCoy, Mike DeLuca, Julie Maas-Kusske and Mayor Jerry Young. Also present was Assistant to the City Administrator, Margaret McCallum, City Administrator, Tessia Melvin, City Planner, Mark Kaltsas and City Engineer, Day Boyum.

2. ADOPT AGENDA

Councilmember Eisinger moved to adopt the agenda; seconded by Councilmember DeLuca. Motion passed 5-0.

3. I/I WORK PLAN

The I/I work plan was introduced by City Administrator Tessia Melvin. She provided an update on the number of properties inspected to-date and the number that still have to be inspected. She recommended that:

- 18 sewer stub replacements be completed 2015
- Residential inspections continue in 2016
- Residential inspections be completed by 2017
- Commercial inspections begin in 2018
- Commercial inspections be completed by 2019
- The Council provides direction on what to do with properties that have been inspected and have not yet completed the necessary I/I corrections.

Councilmember Maas-Kusske asked if the inspection information was accurate. She informed that her property was inspected years ago, nonetheless was not on the list.

Engineer Boyum informed that the records relate to work that was done starting in 2008. He stated that in 2008, the inspection program started over.

The Council directed staff to inform non-compliant inspected properties that corrections need to be made. The Council directed staff to begin with

Commercial inspections next year and then continue with residential property inspections after commercial inspections were complete.

4. HIGHWAY 12 SAFETY COALITION UPDATE

City Administrator Tessia Melvin informed that the Highway Safety Coalition asked that the City Council discuss and provide feedback on safety concerns pertaining to Highway 12 and the City.

The Council recommended that staff bring back to the Coalition the following:

- To review the area between Blackwater Coffee and Maple Avenue (curve and access points)
- Lighting throughout the City
- To allow businesses on Highway 12 access through Pioneer Avenue and Manchester Avenue (example: Wenck). Avoid hassles with getting onto Highway 12
- Rumble strips west of Highway 83
- One speed limit throughout town

5. NORTHSIDE PARK PARKING LOT

City Administrator Tessia Melvin informed that the Park Commission asked that the engineer put together an estimate as to what it would cost to pave the parking lot at Northside Park. She stated that the estimate came back at \$160,400. Melvin asked the Council for direction on the paving of the parking lot.

The Council decided not to proceed with the paving of the parking lot at this time.

6. ROAD RESURFACING

City Administrator Tessia Melvin explained that the City of Independence is looking to pave part of Budd Avenue north of the City. She informed that the City of Independence is looking into whether the City of Maple Plain is interested in paving its portion of the street as well. Melvin stated that while the City of Independence can extend the life of their portion of the road by doing an overlay, the City of Maple Plain's portion is beyond repair and needs a total reconstruction.

She informed that the City of Independence is asking the City of Maple Plain to consider the following options:

- a. The City of Independence repair and overlay only the North half of Budd Street. Independence would pay for this and Maple Plain would agree to improve the south half at a later time.
- b. The City of Independence would repair and overlay the remaining shared part of Budd Street. If options a and b are completed now, both Cities would split the cost.
- c. Overlay the street to Independence Street. This option Maple Plain would pay 100% of the cost for their portion of the street.

Melvin asked for direction as to what the Council would like to do with regards to Budd Avenue.

The Council expresses concerns about paving the street since the infrastructure underneath needs to be redone in the future.

The Council agreed that they needed more information from the City of Independence and the City Engineer before they could provide direction.

Melvin informed that Council that there are several areas throughout town that need some overlay and patchwork completed. She said that the following streets needed attention:

- West Main from Halgren Road to Spring Avenue
- Delano Avenue
- Portions of Independence Street
- Portions of Budd Avenue
- Drake Street

Maas-Kusske asked that additional cost information be sought and provided to the Council.

7. SIGN PERMIT

City Administrator Tessia Melvin informed that businesses are required to obtain a sign permit before the construction of a permanent sign. She stated that Larson Lawnscares recently installed a new sign and that the contractor installed it without a sign permit and without meeting the appropriate setbacks.

City Planner Mark Kaltsas said that they applied for the permit, nonetheless built without providing the City with a site plan.

The Council directed staff to inform that the property owner that the sign needed to be moved to meet setback requirements.

8. SALT SHED

City Administrator Tessia Melvin asked the Council for direction with regards to purchasing a salt shed for salt storage. She informed that if the City was not ready to build a shed at this time that public works could continue to buy sand and salt from the County.

The Council tabled this item.

9. PUBLIC WORKS UNIFORMS AND RUGS

Assistant to the City Administrator Maggie McCallum asked the Council for direction with regards to consolidating services for public works uniforms and rugs.

The Council tables this item.

10. OTHER

City Attorney Jeff Carson provided an update to the Council with regards to the Shenk case.

11. ADJOURNMENT

Councilmember Maas-Kusske moved to adjourn the meeting at 6:30 p.m.; seconded by Councilmember Eisinger. Motion passed 5-0.

CITY OF MAPLE PLAIN
Payments

05/21/15 10:13 AM
Page 1

Current Period: May 2015

Batch Name	05/27/15 PAY	User Dollar Amt	\$0.00	
	Payments	Computer Dollar Amt	\$60,062.96	
			\$60,062.96	Out of Balance
Refer	<u>20414 GIRARD S BUSINESS MACHINES, I</u>			
Cash Payment	E 101-41500-413 Office Equipment Rental	Folding Machine		\$150.00
	Invoice 90446			
Transaction Date	5/21/2015	Bank of Maple Plain	10100	Total \$150.00
Refer	<u>20415 G & K SERVICE</u>			
Cash Payment	E 101-43000-417 Uniform Rentals	Uniforms		\$48.00
	Invoice			
Transaction Date	5/21/2015	Bank of Maple Plain	10100	Total \$48.00
Refer	<u>20416 TOSHIBA</u>			
Cash Payment	E 101-41500-413 Office Equipment Rental	Lease		\$251.34
	Invoice			
Cash Payment	E 101-41500-202 Duplicating & Copying S	Copies		\$54.06
	Invoice			
Transaction Date	5/21/2015	Bank of Maple Plain	10100	Total \$305.40
Refer	<u>20417 FRONTIER</u>			
Cash Payment	E 601-49400-321 Telephone	WTP Alarm Line		\$56.50
	Invoice			
Transaction Date	5/21/2015	Bank of Maple Plain	10100	Total \$56.50
Refer	<u>20418 EMBEDDED SYSTEMS, INC</u>			
Cash Payment	E 101-42500-319 Other Consulting Service	6 month siren check		\$263.58
	Invoice 33718			
Transaction Date	5/21/2015	Bank of Maple Plain	10100	Total \$263.58
Refer	<u>20419 MEDIACOM</u>			
Cash Payment	E 101-41500-309 EDP, Software and Desi	Static IP		\$109.95
	Invoice			
Cash Payment	E 601-49400-309 EDP, Software and Desi	WTP		\$187.30
	Invoice			
Transaction Date	5/21/2015	Bank of Maple Plain	10100	Total \$297.25
Refer	<u>20420 METRO WEST INSPECTION SERVI</u>			
Cash Payment	E 101-42400-308 Building Inspection	Inspection Services		\$420.04
	Invoice			
Transaction Date	5/21/2015	Bank of Maple Plain	10100	Total \$420.04
Refer	<u>20421 UNITED FARMERS COOPERATIVE</u>			
Cash Payment	E 101-45200-228 Park Equipment Supplie	Park Supplies		\$44.76
	Invoice 26770			
Cash Payment	E 101-43000-215 Shop Materials	PW Supplies		\$3.96
	Invoice 26396			
Cash Payment	E 101-45200-228 Park Equipment Supplie	Park Supplies		\$3.99
	Invoice			
Cash Payment	E 101-43000-221 Equipment Parts	PW Supplies		\$4.49
	Invoice 26288			
Cash Payment	E 101-43000-221 Equipment Parts	PW Supplies		\$15.13
	Invoice 26472			

CITY OF MAPLE PLAIN

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Payments

Current Period: May 2015

Transaction Date	5/21/2015	Bank of Maple Plain	10100	Total	\$72.33
Refer	20422 VERIZON				
Cash Payment	E 101-43000-321 Telephone Invoice	PW			\$54.77
Cash Payment	E 101-43000-321 Telephone Invoice	PW			\$54.77
Cash Payment	E 601-49400-321 Telephone Invoice	WTP			\$35.01
Transaction Date	5/21/2015	Bank of Maple Plain	10100	Total	\$144.55
Refer	20423 WEST HENNEPIN PUBLIC SAFETY				
Cash Payment	E 101-42110-306 Police Administration Invoice	June			\$34,759.35
Transaction Date	5/21/2015	Bank of Maple Plain	10100	Total	\$34,759.35
Refer	20424 WESTONKA SEWER & WATER, IN				
Cash Payment	E 601-49400-311 Contract Service Invoice 7164	Curbstop Repair- 1634 Howard			\$1,250.00
Transaction Date	5/21/2015	Bank of Maple Plain	10100	Total	\$1,250.00
Refer	20425 XCEL ENERGY				
Cash Payment	E 101-41940-381 Electric Utilities Invoice	City Hall and Garage			\$50.53
Cash Payment	E 601-49400-381 Electric Utilities Invoice	Water			\$167.70
Cash Payment	E 602-49450-381 Electric Utilities Invoice	Sewer			\$221.81
Cash Payment	E 101-41940-381 Electric Utilities Invoice	Parks			\$361.66
Cash Payment	E 101-43100-381 Electric Utilities Invoice	Traffic Lights			\$62.54
Transaction Date	5/21/2015	Bank of Maple Plain	10100	Total	\$864.24
Refer	20426 MN HEALTH DEPT/DRINKING WAT				
Cash Payment	E 601-49400-438 Collected for Other Agen Invoice	Quarterly State Charge			\$985.00
Transaction Date	5/21/2015	Bank of Maple Plain	10100	Total	\$985.00
Refer	20427 MN DEPT TRANSPORTATION				
Cash Payment	R 101-36500 Collected for other Governme Invoice 164432	Liesch Lease- June			\$130.00
Transaction Date	5/21/2015	Bank of Maple Plain	10100	Total	\$130.00
Refer	20428 LEAGUE OF MN CITIES INS TRUST				
Cash Payment	E 101-41500-361 General Liability Insuran Invoice	Admin. Ins. Premium			\$2,513.90
Cash Payment	E 101-41940-362 Property Insurance Invoice	Government Buildings			\$666.00
Cash Payment	E 101-43000-362 Property Insurance Invoice	Public Works			\$1,012.00
Cash Payment	E 101-43000-363 Automotive Insurance Invoice	Public Works			\$1,959.00

CITY OF MAPLE PLAIN
Payments

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Current Period: May 2015

Cash Payment	E 101-43100-361 General Liability Insuran	Streets	\$270.95
	Invoice		
Cash Payment	E 101-45200-362 Property Insurance	Parks	\$5,808.00
	Invoice		
Cash Payment	E 601-49400-361 General Liability Insuran	Water	\$970.37
	Invoice		
Cash Payment	E 601-49400-362 Property Insurance	Water	\$3,249.00
	Invoice		
Cash Payment	E 601-49400-363 Automotive Insurance	Water	\$651.00
	Invoice		
Cash Payment	E 602-49450-361 General Liability Insuran	Sewer	\$2,674.00
	Invoice		
Cash Payment	E 602-49450-362 Property Insurance	Sewer	\$59.00
	Invoice		
Transaction Date	5/21/2015	Bank of Maple Plain 10100	Total \$19,833.22
Refer	20429 TRUENORTH STEEL		-
Cash Payment	E 603-49455-530 Improvements Other Tha	Storm Sewer Guard	\$483.50
	Invoice BL0000003186		
Transaction Date	5/21/2015	Bank of Maple Plain 10100	Total \$483.50

Fund Summary

	10100 Bank of Maple Plain
101 GENERAL FUND	\$49,072.77
601 WATER FUND	\$7,551.88
602 SEWER FUND	\$2,954.81
603 STORM WATER FUND	\$483.50
	\$60,062.96

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$60,062.96
Total	\$60,062.96



Agenda Information Memorandum
May 26, 2015 - Maple Plain City Council

6. ADMINISTRATIVE REPORTS
A. WEST HENNEPIN PUBLIC SAFETY REPORT

ACTION TO BE CONSIDERED

To receive and accept the monthly report from Director Gary Kroells.

FACTS

- See attached.

ATTACHMENTS

Attached is the monthly report from Director Kroells.



Date: May 4, 2015
To: Public Safety Commissioners
City of Independence Council Members
City of Maple Plain Council Members
From: Director Gary Kroells *G. Kroells*
SUBJECT: APRIL 2015 ACTIVITY REPORT

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

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

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

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

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

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

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

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

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

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

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

**Monthly Activity Report
April 2015**

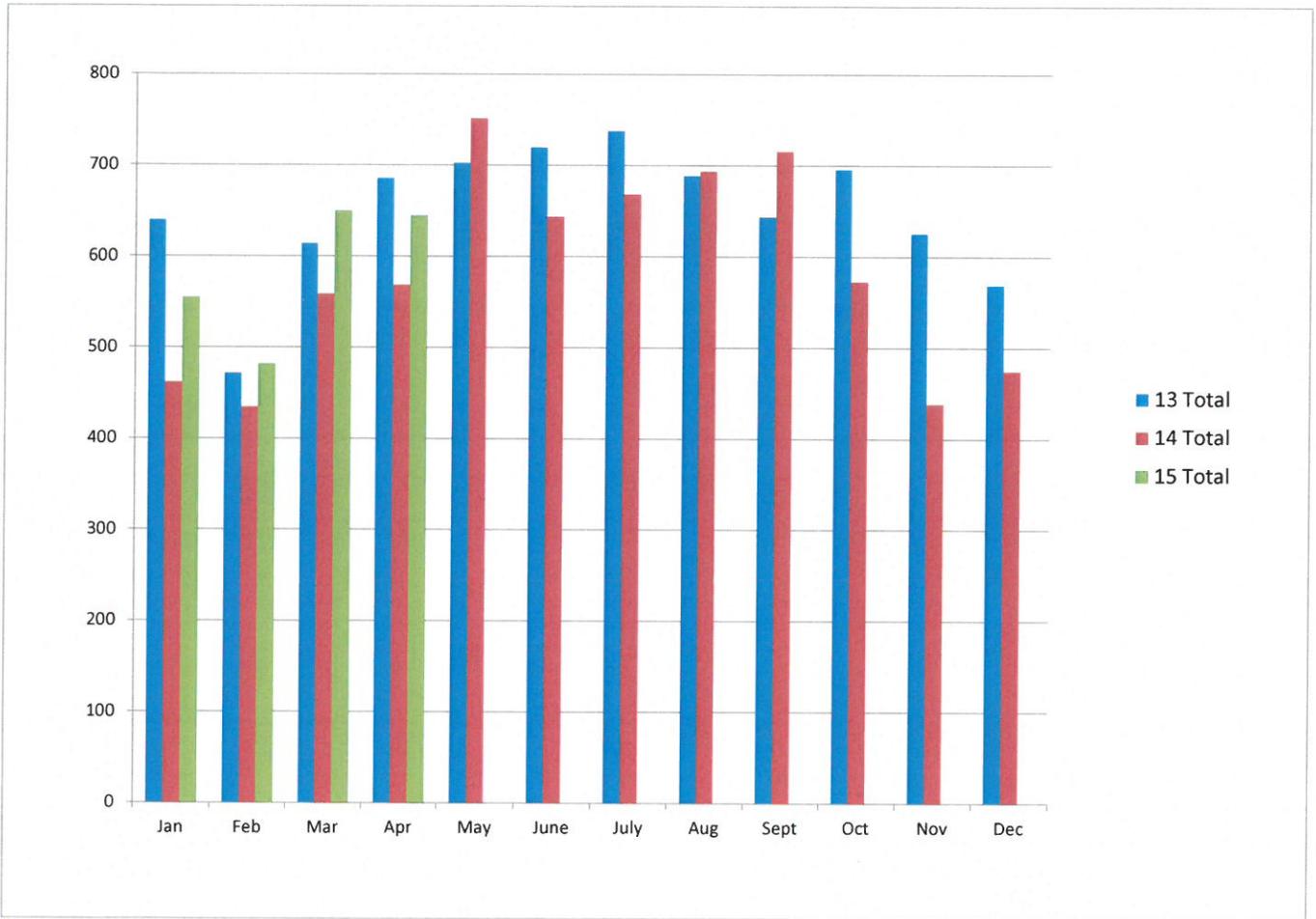
Offense	This Month	Same Month Last Year	This Year To Date	Last Year To Date
City Of Independence				
Criminal	12	11	26	25
Traffic	210	116	801	358
Part III	8	3	24	19
Part IV	33	32	128	161
Part V	132	147	512	520
Total City of Independence	395	309	1,491	1,083
City Of Maple Plain				
Criminal	7	8	20	18
Traffic	39	57	157	171
Part III	4	13	21	26
Part IV	12	18	86	70
Part V	94	126	370	555
Total City Of Maple Plain	156	222	654	840
Grand Total Both Cities				
	551	531	2,145	1,923
TZD	76	0	76	0
Agency Assists	18	38	111	102
Total ICR Reports	645	569	2,332	2,025
Mileage	12,831	12,646	46,485	43,258
How Received				
Fax	7	20	47	51
In Person	46	102	142	408
Mail	1	0	12	5
Other	0	3	8	12
Phone	41	36	148	175
Radio	161	188	674	672
Visual	353	220	1,155	702
Email	2	0	10	0
Lobby Walk In	34	0	136	0
Total	645	569	2,332	2,025

April 2015 Criminal Part I & II
 City of Independence Grid #'s 3-5

AGN	ICR	Title	Create Date	Grid #	Reported Date	MOC range
WHPS	15001752	Domestic Assault - Misdemeanor	42097	3	42097	AL351
WHPS	15001850	4th Degree DWI	42103	5	42103	JGW01
WHPS	15001957	Theft of Mail	42109	3	42109	TE069
WHPS	15001958	Theft of Mail	42109	3	42109	TE069
WHPS	15001961	Theft of Mail	42109	3	42109	TE069
WHPS	15002005	Small Amt of Marijuana in Motor Vehicle / Drugs-Paraphernalia Possession	42111	3	42111	DA540
WHPS	15002187	Theft by Swindle	42117	3	42117	U106G
WHPS	15002289	Identity Theft	42122	3	42122	U173C
WHPS	15002290	Damage to Property	42122	3	42122	P3129
WHPS	15002325	Theft of Property	42124	5	42124	TC999
WHPS	15002328	Damage to Property	42124	3	42124	P3129

April 2015 Criminal Part I & II
 City of Maple Plain Grid # 1-2

AGN	ICR	Title	Create Date	Grid #	Reported Date	MOC range
WHPS	15001731	Robbery	42096	2	42096	R1200
WHPS	15001770	Theft/Use of Financial Transaction Card Fraud - No Consent	42098	1	42098	U0483
WHPS	15001922	Theft of Mail	42108	2	42108	TE069
WHPS	15001949	Theft of Mail	42109	2	42109	TE069
WHPS	15001959	Theft of Mail	42109	2	42109	TE069
WHPS	15001960	Theft of Mail	42109	1	42109	TE069
WHPS	15002158	Malicious Punishment of a Child / Neglect of a Child	42116	2	42116	I0060



DIRECTOR'S NEWS & NOTES

WEST HENNEPIN PUBLIC SAFETY

May 19, 2015

Year to Date Activity Report

Through April, 2015, West Hennepin Public Safety (WHPS) handled a total of 2,332 Incident complaints: 654 in Maple Plain and 1,491 in Independence. This is a total increase of 307 incidents compared to the same time frame last year.

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

- April 1: Property Damage Crash - Hwy 12 and County Road 90 in Independence. Two vehicles collided as one vehicle pulled out in front of the other vehicle causing the crash. Driver said he couldn't get onto Hwy 12 quick enough, due to the rush hour traffic, and was unable to cross quickly enough without getting hit.
- April 2: Robbery - Maple Plain Motel. One black male and one black female knocked on the door to room #11 and when the person answered he was struck in the face. The two suspects entered the room and stole his safe. Video surveillance confirms incident and suspects fled on foot. Case under investigation.
- April 3: Domestic Assault - 5300 block of County Road 6 in Independence. An assault occurred between two sisters and one female was arrested for domestic assault. Suspect taken to Hennepin County Jail and charges filed.
- April 4: Theft of EBT Funds - Maple Terrace Apartments in Maple Plain. Male resident allowed a female to use his EBT card and gave her his password. She took the card and made several unauthorized purchases. Case under investigation and charges pending.
- April 6: Agency Assist Medina Police/Fatality Crash - Highway 55 and Mohawk Drive in Medina. WHPS officers assisted with traffic control and any assistance they needed. Crash under investigation by Medina Police.
- April 8: Grass Fire - Co Rd 6 and Co Rd 90 in Independence. WHPS officers located a grass fire approximately 20'x20' in the westbound ditch of County Road 6. Maple Plain extinguished the fire without incident. Unknown how the fire was started.

- April 8: Disturbance - Maple Terrace Apartment in Maple Plain. WHPS officers were called to a female yelling obscenities and make accusations against the neighbors. Management was handling the issue when WHPS officers arrived.
- April 9: Felony Threats - Vinland Center in Independence. Male patient was being released and demanded his property back ASAP. Staff was slow to return his property so he told them he "has a gun" and to hurry up. Both patients were stopped as they left Vinland in a vehicle. Both were arrested on outstanding arrest and detain orders and taken to Hennepin County Jail. No gun was located.
- April 9: Background Check - City of Independence. A background check for a new employee was completed by WHPS.
- April 9: DWI Arrest - 4700 block of Lake Sarah Drive in Independence. WHPS officers were called to an address on a domestic assault. Officers arrested the male party who admitted he just drove to the residence prior to the officers arriving. He tested a .08 AC.
- April 10: Eviction Notice - 2600 block of Copeland Road. WHPS was advised of an eviction notice that is going to occur on May 31, 2015. WHPS has been to this residence several times of the past 20 years and will assist Hennepin County Sheriff's Office Civil Division when they serve the civil eviction notice to the owner.
- April 11: Death Investigation - 2500 block of County Road 90. WHPS officers were called to the residence on an elderly female who was a hospice patient. She was pronounced dead at the scene and the medical examiner's office released her body to the funeral home. Nothing suspicious regarding her death.
- April 11: Juvenile Complaint - Pioneer Park in Independence. Four juveniles were found shooting off model rockets in the tall grass of the park. They were advised to stop due to the burning ban and fire concern. They agreed and left.
- April 12: Eviction/Civil Matter - 4900 block of Klaers Drive in Independence. WHPS officers were called to assist with an eviction due to failure to pay rent. Both parties were advised to work out a date and time to retrieve the property. Issue is a civil matter.

- April 13: Solicitor Complaint - City of Maple Plain has received numerous complaints regarding a tree trimming landscaping company doing work in the Maple Plain area. WHPS is aware of several cases and an investigation is pending.
- April 13: Suicide Attempt - Vinland Center. Male party had cut his wrists with a razor in an attempt to end his life. He was treated for his injuries and was placed on a health and welfare hold. He was taken to the hospital.
- April 14 &15: Tour of WHPS - WHPS conducted two tours of the police department to preschool kids from Joyful Heart out of Delano. Officer Maass and Officer Zilles did a great job with the kids.
- April 15: Mail Theft/Suspects arrested - West Metro Area. Medina Police arrested two suspects in connection with a trunk full of stolen mail. Parties were taken into custody and the US Postal Inspector is opening up a federal case. Seven residents from Maple Plain and Independence were victims. The majority of the victims were from Medina, Orono, Mound, and Wayzata. WHPS mailed letters to each victim in our jurisdiction explaining the case.
- April 16: Safety Check - Hwy 12 and Baker Park Road in Maple Plain. WHPS officers located two people and their dogs sitting on the side of Hwy 12. It was learned they were trying to get to Fargo, ND, but took the wrong MTC bus to the Maple Plain Park and Ride when they really wanted to go to Maple Grove transit station. Officers assisted with directions and a ride but they declined.
- April 17: Sewer Main Break - Independence Road in Independence. WHPS coordinated with Independence Public Works for a road closure to repair the break.
- April 17: Leaking Load - Budd Ave and Pagenkopf Road in Independence. Chief Kroells noticed a fuel barrel tank had been removed from a residence in this area and a large amount of fresh fuel oil on the road. The owner of the company was located and they returned to clean up the mess.
- April 18: DWI Arrest - Hwy 12 and Old Crystal Bay Road in Orono. WHPS officer working Towards Zero Deaths Shift on the Hwy 12 corridor arrested an Independence woman for DWI. She tested a .13 AC at 10:02 pm.
- April 20: House Fire - Assisted Minnetrista Police with a house fire in the 6500 block of Co Rd 26. WHPS officer located smoke coming from an exterior wall and used a WHPS pry bar to open the wall and locate the source of the fire. Mound Fire extinguished the fire.

- April 20: Community Relations - Delano Troop leader called WHPS as Wright County Sheriff's Office just cancelled their meeting with the Girl Scouts this evening. She was wondering if WHPS would assist. WHPS assisted and spoke with the young girl scouts.
- April 21: Request for an Officer - City of Independence City Hall. An Independence resident, who is renting city hall for a wedding in July, wanted to hire a WHPS police officer to "Check everyone with a breath test" before they leave so they are not too drunk to drive home. She didn't want to take on that liability. I advised WHPS will not take on that liability as well and would not be working this detail. She was given advice on how to handle people not drinking and driving.
- April 22: Malicious Punishment of a Child - 5800 block of West Main Street in Maple Plain. A male party was arrested for domestic assault and child abuse. All three children were removed from the home by Hennepin County Child protection and placed in foster care. Investigation is ongoing.
- April 22: Business Fire - 5300 block of Hwy 12 in Maple Plain. Business manager was closing up when the business filled up with smoke and he could smell a fire. Maple Plain Fire arrived to put out the fire, which was caused by an animal making a nest in the heating unit on the roof.
- April 23: Public Nuisance Complaint - City of Independence brought over paperwork in regards to an ongoing public nuisance complaint regarding trash all over the yard in the 3900 block of Independence Road. WHPS officer spoke with the homeowner and told him to get it cleaned up or be cited for the violations. Owner purchased a dumpster and by May 2 it was all cleaned up.
- April 25: Harassment - 6700 block of Turner Road. A person riding a horse and a private property owner got into an argument over kids riding dirt bikes and ATV's on private property. The person riding the horse yelled at the kids to stop riding their ATV's on their property as it "might" scare the horse. Ongoing issue and WHPS officers mediated the problem.
- April 26: Burglary Arrest - County Road 110 in Minnetrista. WHPS officers had just cleared assisting Minnetrista Police on domestic when a burglary in progress call was aired. WHPS officer was in the area and located the suspect vehicle leaving the area. The vehicle was stopped and the female suspect admitted to entering the home to steal copper. Subject was arrested and is a former resident of Independence. Minnetrista charging the case.

April 28: Medical - Kuka Farm 4500 block of County Road 92. Female was kicked in the knee by a horse and severely damaged her leg. She was rushed to the hospital after being treated by WHPS and Delano Fire Rescue.

April 30: Harassment - 2800 block of Nelson Road in Independence. Neighbor in this area placed a professional sign on the property line that stated, "Notice: This property is a farm. Farms have animals; animals make funny sounds, smell bad, and have sex outdoors. Unless you can tolerate noise, odors, and outdoor sex, don't buy a property next to a farm". This property owner was denied a kennel license by the City of Independence. The concerned neighbor did not want any actions taken by WHPS at this time.



Agenda Information Memorandum
May 26, 2015 - Maple Plain City Council

**6. ADMINISTRATIVE REPORTS
C. CITY ENGINEER MONTHLY REPORT**

ACTION TO BE CONSIDERED

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

FACTS

- See attached.

ATTACHMENTS

Attached is the monthly report from City Engineer Dan Boyum.

To: Honorable Mayor and Council, City Staff
City of Maple Plain

From: Dan D. Boyum
City Engineer

File: 193801804

Date: May 22, 2015

Reference: Monthly Engineering Report

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

Budd Avenue Sanitary Sewer Improvements

- No major items this month. We will be meeting with the contractor to prepare a final payment request.

Main Street West and Rainbow Avenue – Utility and Street Improvements

- Responded to property owner questions and met on site.
- Prepared updates on LaTour Construction's schedule to residents.
- Documented items left to complete and forwarded contractor.
- LaTour Construction has worked on sanitary sewer and storm sewer structure repairs, hydrant and water curb box adjustments, filling of settlement areas in yards and next to curb, grading of some areas, repair of service connection, concrete curb and apron repairs, etc.
- Reviewed drainage changes for 5990 Main Street West and prepared memo for Council discussions.
- Reviewed seeding and weed conditions on dormant seed restoration areas from last fall.
- Contractor has recommended property owners mow restoration areas to 3" height and place no weed/feed on the new grass at this time. This update was forwarded to residents.
- There are still areas that need reseeding, and we are working with contractor on getting their next schedule on seed/weed conditions in order to update residents.
- Paving of the final lift of bituminous will be done in June.

Main Street Sidewalk Improvements

- No major activities this month.

Meadows of Maple Plain

- Received call from developers contractor on NPDES Permit.

Miscellaneous

1. Prepared monthly engineering report.
2. Attended staff and council meetings.
3. Worked on MS4 Permit items.
4. Discussions on 5210 Main Street East and 5649 Hwy 12 (Hetherwood).
5. Plan reviews on Day Distributing and Discovery Center lot paving.
6. Reviewed Pavement Management Program with City Staff and rerating of streets.



Agenda Information Memorandum
May 26, 2015 - Maple Plain City Council

**6. ADMINISTRATIVE REPORTS
B. CITY PLANNER MONTHLY REPORT**

ACTION TO BE CONSIDERED

To receive and accept the monthly report from City Planner, Mark Kaltsas.

FACTS

- See attached.

ATTACHMENTS

Attached is the monthly report from City Planner, Mark Kaltsas..

Memorandum

To: City Council

From: Mark Kaltsas, City Planner

CC: Tessia Melvin, City Administrator

Date: May 22, 2015

Re: **Planning Update**

Meetings:

- **EDA Meeting** – Discussed downtown redevelopment project.
- Two staff meetings to discuss current project status/issues – discussed parking lot improvements to Day Distributing, update to the City's ordinances pertaining to the MS4 Permit, Collision Corners CUP application, downtown building issues, MPFC site plan application and other general planning issues.
- Two meetings with Olson's Market to discuss property acquisition.
- Meeting with Tom Palmquist regarding downtown redevelopment plans.
- Meeting with Collision Corners to review CUP Amendment application.
- Meeting with business owner on possible expansion plans.

Correspondence:

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

- Nuisance and or ordinance violations have been cited at several properties in the City. Citations have been made for noxious weeds, construction debris, animals and brush piles.
- Business owner to determine if proposed business would be permitted in a vacant building.
- Question regarding land use for former concrete plant.
- Prepare information pertaining to downtown redevelopment costs/funding.

- Reviewed plans from school district pertaining to parking lot expansion and lighting upgrade/requirements for Pioneer Center.
- Staff has had correspondence with several residents regarding building setbacks, zoning, signage, and other related planning questions.



Agenda Information Memorandum
May 26, 2015 - Maple Plain City Council

6. ADMINISTRATIVE REPORTS
D. ADMINISTRATION MONTHLY REPORT

ACTION TO BE CONSIDERED

To receive and accept the monthly report from City Administrator, Tessia Melvin.

FACTS

- Staff has been working on getting the approvals for the electronic sign to be constructed on the Fire Department property.
- Staff has been dealing with nuisance letters.
- Staff has been working with utility payments.
- The financials will be presented at the next Council meeting.
- Staff has been working with MNDOT to create a street lighting plan.
- Staff has been working on sending out parade, vendor and sponsorship letters for the Maple Plain Days. Staff has created contracts for the event and staff is planning on moving the event to the Northside Park.
- Staff has been working on the July –September newsletter.
- Staff has been maintaining communications through the website, e-mail, e-mail blasts and Facebook.
-



Agenda Information Memorandum
May 26, 2015 - Maple Plain City Council

6. ADMINISTRATIVE REPORTS
E. PUBLIC WORKS MONTHLY REPORT

ACTION TO BE CONSIDERED

To receive and accept the monthly report from Public Works..

FACTS

- Public Works is currently looking for a full-time position. The job will close on May 28.
- Public Works has been busy patching roads. The following roads have been completed:
 - West Main from Halgren Road to Spring Avenue
 - Delano Avenue
 - Portions of Independence Street
 - Portions of Budd Avenue
 - Drake Street
- Public Works and staff have completed the Pavement Improvement Plan
- Flags have been hung throughout town
- Hydrant flushing is complete
- Our inspection from the Department of Health went well and our water ratings are better than in the past.



Agenda Information Memorandum
May 25, 2015 - Maple Plain City Council

8. NEW BUSINESS
A. 2015 SEAL COAT

ACTION TO BE CONSIDERED

To authorize the City Engineer to prepare a quote package or bid documents for the 2015 Seal Coat Project.

FACTS

- The City rated the pavement condition on all the City streets in 2008.
- A seal coat project was done in 2009 that addressed the streets needing a seal coat.
- A typical time schedule for re-sealcoating a street is 6 years.
- Streets sealed in 2009 would be meeting that 6 year schedule.
- The City rerated the pavement condition on all the City streets the week of May 18, 2015 to confirm streets needing to be seal coated.
- Based on this rating, Staff is preparing information related to seal coating several streets in 2015 that will be discussed at the May 25, 2015 Worksession and Council Meeting
- A 2015 Seal Coat Project could be done as a quote package if the estimated costs are under \$100,000. (Option 2: \$96,603.60)
- A 2015 Seal Coat Project would have to advertised and then bid if the estimated costs are over \$100,000 (Option 1: \$114,374.10).

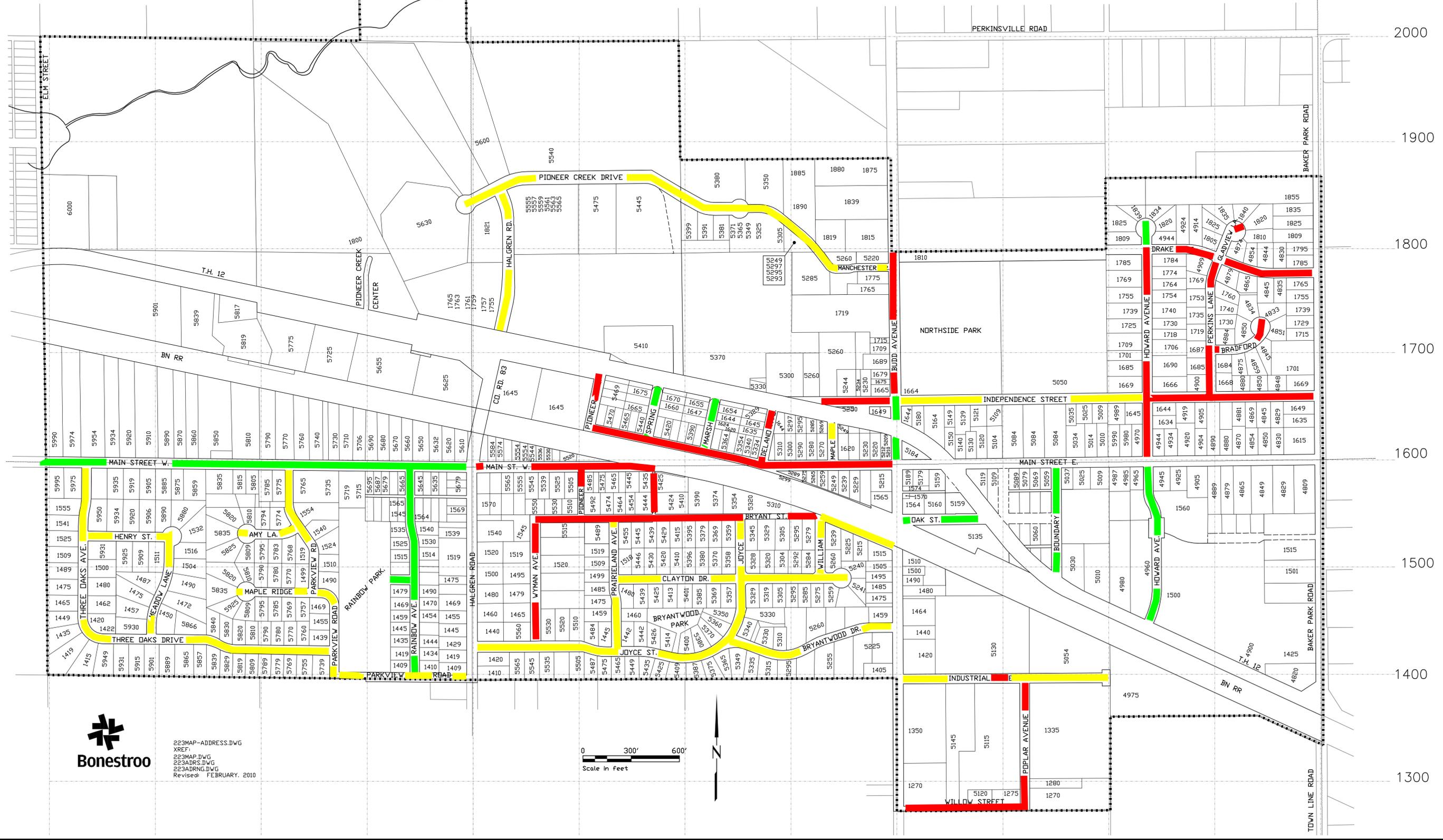
ATTACHMENTS

Attached are the current Pavement Improvement Schedule and proposed two options for 2015.

MAPLE PLAIN ADDRESS MAP

- No Repair (PCI - 8 - 10)
- Crack & Seal Coat (PCI - 6 - 7)
- Mill & Overlay (PCI - 4 - 5)
- Reconstruct (PCI - 0 - 3)

6000 5900 5800 5700 5600 5500 5400 5300 5200 5100 5000 4900 4800



2000
1900
1800
1700
1600
1500
1400
1300



223MAP-ADDRESS.DWG
XREF:
223MAP.DWG
223ADRS.DWG
223ADR.DWG
Revised: FEBRUARY, 2010



2015 SEAL COAT
 CITY OF MAPLE PLAIN
 Stantec File No. 193801803
 5/22/2015

Opinion of Probable Costs

Rates:	oil rate	0.24 gal/sq yd
	rock rate	18 lbs/sq yd

Bid Costs Oil and Rock	
rock	60.00 \$/ton
oil (crs-2p)	4.30 \$/gal

Street Name	From	To	C/L Length (ft.)	Existing Bit Width (ft.)	Area (sy)	FA-2 mod Rock (ton)	CRS-2P Oil (gal)	Rock Cost	CRS-2P Oil Cost	Opinion of Estimated Cost
2015 Streets Seal Coat - Option 1										
Amy Ln **	End of Culdesac	Parkview Rd.	420	26	1,213.33	12	320	\$ 720.00	\$ 1,376.00	\$ 2,096.00
Bryantwood Dr.	Joyce St.	Budd Ave.	1,100	24	2,933.33	29	774	\$ 1,740.00	\$ 3,328.20	\$ 5,068.20
Clayton Dr.	Pairieland Ave.	Joyce St.	790	24	2,106.67	21	556	\$ 1,260.00	\$ 2,390.80	\$ 3,650.80
Clayton Dr.	Joyce St.	End of Culdesac	690	26	1,993.33	20	526	\$ 1,200.00	\$ 2,261.80	\$ 3,461.80
Halgren Rd.	Pioneer Creek Dr.	TH 12	1,000	36	4,000.00	40	1,056	\$ 2,400.00	\$ 4,540.80	\$ 6,940.80
Henry St.	Three Oaks Ave.	Meadow Ln	540	25	1,500.00	15	396	\$ 900.00	\$ 1,702.80	\$ 2,602.80
Independence St.	Budd Ave. N	Howard Ave.	1,570	32	5,582.22	55	1,474	\$ 3,300.00	\$ 6,338.20	\$ 9,638.20
Industrial St.	Budd Ave. S	5130 Area	500	32	1,777.78	18	469	\$ 1,080.00	\$ 2,016.70	\$ 3,096.70
Industrial St.	5130 Area	5130 Area	200	32	711.11	7	188	\$ 420.00	\$ 808.40	\$ 1,228.40
Industrial St.	5130 Area	Poplar Ave.	140	32	497.78	5	131	\$ 300.00	\$ 563.30	\$ 863.30
Industrial St.	Poplar Ave.	End of Street	530	24	1,413.33	14	373	\$ 840.00	\$ 1,603.90	\$ 2,443.90
Joyce St.	Halgren Rd.	Bryantwood Dr.	1,560	24	4,160.00	41	1,098	\$ 2,460.00	\$ 4,721.40	\$ 7,181.40
Joyce St.	Bryantwood Dr.	Bryant St.	800	24	2,133.33	21	563	\$ 1,260.00	\$ 2,420.90	\$ 3,680.90
Manchester Dr.	Culdesac	Budd Ave. N	1,080	36	4,320.00	43	1,140	\$ 2,580.00	\$ 4,902.00	\$ 7,482.00
Maple Ridge Dr. **	End of Culdesac	Parkview Rd.	480	26	1,386.67	14	366	\$ 840.00	\$ 1,573.80	\$ 2,413.80
Meadow Ln.	Henry St.	Three Oaks Dr.	710	25	1,972.22	20	521	\$ 1,200.00	\$ 2,240.30	\$ 3,440.30
Parkview Rd.	Three Oaks Dr.	Halgren Rd.	1,030	27	3,090.00	31	816	\$ 1,860.00	\$ 3,508.80	\$ 5,368.80
Parkview Rd. **	Main St. W	Maple Ridge Dr.	840	26	2,426.67	24	641	\$ 1,440.00	\$ 2,756.30	\$ 4,196.30
Parkview Rd. **	Maple Ridge Dr.	Three Oaks Ave.	470	26	1,357.78	13	358	\$ 780.00	\$ 1,539.40	\$ 2,319.40
Pioneer Creek Dr.	End of Culdesac	Halgren Rd.	300	36	1,200.00	12	317	\$ 720.00	\$ 1,363.10	\$ 2,083.10
Pioneer Creek Dr.	Halgren Rd.	East to Culdesac	1,650	36	6,600.00	65	1,742	\$ 3,900.00	\$ 7,490.60	\$ 11,390.60
Prairieland Ave.	Bryant St.	Joyce St.	830	24	2,213.33	22	584	\$ 1,320.00	\$ 2,511.20	\$ 3,831.20
Three Oaks Ave.	Main St. W	Three Oaks Dr.	1,090	25	3,027.78	30	799	\$ 1,800.00	\$ 3,435.70	\$ 5,235.70
Three Oaks Dr.	Three Oaks Ave.	Parkview Rd.	1,530	25	4,250.00	42	1,122	\$ 2,520.00	\$ 4,824.60	\$ 7,344.60
William Dr.	Bryant St.	Clayton Dr.	380	32	1,351.11	13	357	\$ 780.00	\$ 1,535.10	\$ 2,315.10
Subtotal - Seal Coat			20,230.00		63,217.78	627.00	16,687.00	\$ 37,620.00	\$ 71,754.10	\$109,374.10
Traffic Control										\$ 5,000.00
Total - 2015 Streets - Seal Coat - Construction Costs			20,230.00		63,217.78	627.00	16,687.00	\$ 37,620.00	\$ 71,754.10	\$114,374.10

Street Name	From	To	C/L Length (ft.)	Existing Bit Width (ft.)	Area (sy)	FA-2 mod Rock (ton)	CRS-2P Oil (gal)	Rock Cost	CRS-2P Oil Cost	Opinion of Estimated Cost
2015 Streets Seal Coat - Option 2										
Amy Ln **	End of Culdesac	Parkview Rd.	420	26	1,213.33	12	320	\$ 720.00	\$ 1,376.00	\$ 2,096.00
Bryantwood Dr.	Joyce St.	Budd Ave.	1,100	24	2,933.33	29	774	\$ 1,740.00	\$ 3,328.20	\$ 5,068.20
Clayton Dr.	Pairieland Ave.	Joyce St.	790	24	2,106.67	21	556	\$ 1,260.00	\$ 2,390.80	\$ 3,650.80
Clayton Dr.	Joyce St.	End of Culdesac	690	26	1,993.33	20	526	\$ 1,200.00	\$ 2,261.80	\$ 3,461.80
Halgren Rd.	Pioneer Creek Dr.	TH 12	1,000	36	4,000.00	40	1,056	\$ 2,400.00	\$ 4,540.80	\$ 6,940.80
Henry St.	Three Oaks Ave.	Meadow Ln	540	25	1,500.00	15	396	\$ 900.00	\$ 1,702.80	\$ 2,602.80
Independence St.	Budd Ave. N	Howard Ave.	1,570	32				\$ -	\$ -	\$ -
Industrial St.	Budd Ave. S	5130 Area	500	32				\$ -	\$ -	\$ -
Industrial St.	5130 Area	5130 Area	200	32				\$ -	\$ -	\$ -
Industrial St.	5130 Area	Poplar Ave.	140	32				\$ -	\$ -	\$ -
Industrial St.	Poplar Ave.	End of Street	530	24				\$ -	\$ -	\$ -
Joyce St.	Halgren Rd.	Bryantwood Dr.	1,560	24	4,160.00	41	1,098	\$ 2,460.00	\$ 4,721.40	\$ 7,181.40
Joyce St.	Bryantwood Dr.	Bryant St.	800	24	2,133.33	21	563	\$ 1,260.00	\$ 2,420.90	\$ 3,680.90
Manchester Dr.	Culdesac	Budd Ave. N	1,080	36	4,320.00	43	1,140	\$ 2,580.00	\$ 4,902.00	\$ 7,482.00
Maple Ridge Dr. **	End of Culdesac	Parkview Rd.	480	26	1,386.67	14	366	\$ 840.00	\$ 1,573.80	\$ 2,413.80
Meadow Ln.	Henry St.	Three Oaks Dr.	710	25	1,972.22	20	521	\$ 1,200.00	\$ 2,240.30	\$ 3,440.30
Parkview Rd.	Three Oaks Dr.	Halgren Rd.	1,030	27	3,090.00	31	816	\$ 1,860.00	\$ 3,508.80	\$ 5,368.80
Parkview Rd. **	Main St. W	Maple Ridge Dr.	840	26	2,426.67	24	641	\$ 1,440.00	\$ 2,756.30	\$ 4,196.30
Parkview Rd. **	Maple Ridge Dr.	Three Oaks Ave.	470	26	1,357.78	13	358	\$ 780.00	\$ 1,539.40	\$ 2,319.40
Pioneer Creek Dr.	End of Culdesac	Halgren Rd.	300	36	1,200.00	12	317	\$ 720.00	\$ 1,363.10	\$ 2,083.10
Pioneer Creek Dr.	Halgren Rd.	East to Culdesac	1,650	36	6,600.00	65	1,742	\$ 3,900.00	\$ 7,490.60	\$ 11,390.60
Prairieland Ave.	Bryant St.	Joyce St.	830	24	2,213.33	22	584	\$ 1,320.00	\$ 2,511.20	\$ 3,831.20
Three Oaks Ave.	Main St. W	Three Oaks Dr.	1,090	25	3,027.78	30	799	\$ 1,800.00	\$ 3,435.70	\$ 5,235.70
Three Oaks Dr.	Three Oaks Ave.	Parkview Rd.	1,530	25	4,250.00	42	1,122	\$ 2,520.00	\$ 4,824.60	\$ 7,344.60
William Dr.	Bryant St.	Clayton Dr.	380	32	1,351.11	13	357	\$ 780.00	\$ 1,535.10	\$ 2,315.10
Subtotal - Seal Coat			20,230.00		53,235.56	528.00	14,052.00	\$ 31,680.00	\$ 60,423.60	\$ 92,103.60
Traffic Control										\$ 4,500.00
Total - 2015 Streets - Seal Coat - Construction Costs			20,230.00		53,235.56	528.00	14,052.00	\$ 31,680.00	\$ 60,423.60	\$ 96,603.60

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z	AA	AB	AC	AD	AE	AF	
1	Dan Boyum Comments (1/26/15)																																
2	- Changes are shown in yellow below.																																
3	- Sanitary Sewer and Watermain project costs for removal and replacement on Main/Rainbow were +/- \$120 per foot (sanitary) and \$130 per foot (water). You may want to consider adjusting the \$110 per foot numbers in the table below, especially if reconstruct sanitary sewer.																																
4																																	
5																																	
6	STREETS																				SANITARY SEWER				WATER				STORM		Tessia to Chk	Sidewalks/Trails	
7	Street Name	From	To	Ranking	Ton	Length	Width	Last Recon	Cost Recon/ft	Total Recon	Crackfill/ft	Total Crack Fill	Last CF/SC	CF and SC/feet	Total CF and SC	Last M/O	M & O Poor/ft	M&O Poor Total	M&O Good/ft	M&O Good Total	Age	Tele/Repair	Comments	Total Est.	Age	Repair	Comments	Total Es	Total Est.	Grand Total	Comments	Year	
7	Amy Lane	End of Culdesac	Parkview	4	7	420	26	1984	\$459.97	\$193,187.40	\$1.79	\$751.80	1977, 2000, 2009	\$10.02	\$4,208.40		\$260.11	\$109,246.20	\$116.73	\$49,026.60	1984	2007	PVC Good		1984						\$241,579		
8	Boundary Avenue	Main	TH 12	10	9	750	33	1979	\$554.24	\$415,680.00	\$2.34	\$1,755.00	1977, 1994, 2008	\$13.10	\$9,825.00		\$274.42	\$205,815.00	\$131.04	\$98,280.00	1952	2001, 2004	Roots, Clay Pipe			Replace			\$454,203				
9	Bradford Street	Perkins	End of Culdesac	4	7	450	26		\$459.97	\$206,986.50	\$1.79	\$805.50	1977	\$10.02	\$4,509.00	1982	\$260.11	\$117,049.50	\$116.73	\$52,528.50	1952	2004	Clay, Replace	\$54,000	1940s		Replace	\$58,500	\$51,750	\$252,085		2014	
10	Bryant Street	Wyman	Budd	4	7	2280	25	1974, 1989	\$450.62	\$1,027,413.60	\$1.72	\$3,921.60	1977, 1994	\$9.64	\$21,979.20	1995	\$258.32	\$588,969.60	\$114.94	\$262,063.20	1952	2003, 2005	Clay Pipe, & Replace	\$213,600	1939			\$231,400	\$204,700	\$1,015,401			
11	Bryantwood Drive	Joyce	Budd	7	7	1100	24		\$441.26	\$485,386.00	\$1.65	\$1,815.00	1977, 1994, 2009	\$9.25	\$10,175.00	2000	\$256.53	\$282,183.00	\$113.15	\$124,465.00	1981	2000, 2005	PVC/ Good						\$622,281				
12	Budd Avenue	TH 12	Main	4	9	230	44		\$653.64	\$150,337.20	\$3.03	\$696.90	1974	\$16.96	\$3,900.80		\$292.31	\$67,231.30	\$148.93	\$34,253.90	1952	2005							\$91,445				
13	Budd Avenue N.	City Limits	Independence	2	9	1490	32	1979	\$534.37	\$796,211.30	\$2.20	\$3,278.00	1977	\$12.33	\$18,371.70		\$270.85	\$403,566.50	\$127.46	\$189,915.40	1952	2004, 2005	Clay Pipe, & Replace	\$178,800	1940s		Replace	\$193,700	\$171,350	\$902,403		2020	
14	Budd Avenue N.	Independence	TH 12	2	9	170	40	1979	\$613.88	\$104,359.60	\$2.75	\$467.50	1977	\$15.42	\$2,621.40		\$285.16	\$48,477.20	\$141.78	\$24,102.60	1952	2005	Clay Pipe, & Replace		1939		Replace			\$110,935		2020	
15	Clayton Drive	PrairieLand	Joyce	7	7	790	24		\$441.26	\$348,595.40	\$1.65	\$1,303.50	2009	\$9.25	\$7,307.50	1995	\$256.53	\$202,658.70	\$113.15	\$89,388.50		2005	PVC Good						\$446,910				
16	Clayton Drive	Joyce	End of Culdesac	6	7	690	26	1979	\$459.97	\$317,379.30	\$1.79	\$1,235.10	1977, 2009	\$10.02	\$6,913.80	1993	\$260.11	\$179,475.90	\$116.73	\$80,543.70	1981	2005	PVC Good										
17	Delano Avenue	TH 12	Main	2	7	400	32		\$516.10	\$206,440.00	\$2.20	\$880.00	1977	\$12.33	\$4,932.00		\$270.85	\$108,340.00	\$127.46	\$50,984.00	1952	2006	Clay Pipe, & Replace	\$48,000	1940s		Replace	\$52,000	\$46,000	\$241,456		2016	
18	Drake Street	Howard	Baker Park	2	7	1100	26		\$459.97	\$505,967.00	\$1.79	\$1,969.00	1977	\$10.02	\$11,022.00	1982	\$260.11	\$286,121.00	\$116.73	\$128,403.00	1952	2003	Clay, Replace	\$132,000	1940s		Replace	\$143,000	\$126,500	\$632,709		2012	
19	Gladview	End of Culdesac	Drake	2	7	250	26		\$459.97	\$114,992.50	\$1.79	\$447.50	1977	\$10.02	\$2,505.00	1982	\$260.11	\$65,027.50	\$116.73	\$29,182.50	1952	2003	Clay Pipe, & Replace	\$30,000	1940s		Replace	\$32,500	\$28,750	\$143,797		2012	
20	Halgren Road	Pioneer Creek	TH 12	7	9	1000	36		\$574.12	\$574,120.00	\$2.48	\$2,480.00	1977, 2009	\$13.87	\$13,870.00		\$278.00	\$278,000.00	\$134.62	\$134,620.00	1952	2008	PVC Good		1939				\$664,850				
21	Henry Street	Three Oaks	Meadow	7	7	540	25	1990	\$474.73	\$256,354.20	\$1.72	\$928.80	2000, 2009	\$9.64	\$5,205.60		\$258.32	\$139,492.80	\$114.94	\$62,067.60	1990	2007	PVC Good		1990				\$308,043				
22	Howard Avenue	Drake	Main	2	7	1330	26		\$459.97	\$611,760.10	\$1.79	\$2,380.70	1977	\$10.02	\$13,326.60		\$260.11	\$345,946.30	\$116.73	\$155,250.90	1952	2004, 2005, 2006	Clay Pipe Replace	\$159,600	1940s		Replace	\$172,900	\$152,950	\$765,002	Behind homes from Drake to Independence	2016	
23	Howard Avenue	Main	TH 12	10	9	990	43		\$653.64	\$647,103.60	\$3.03	\$2,999.70	1994	\$16.96	\$16,790.40		\$292.31	\$289,386.90	\$148.93	\$147,440.70	1982	2004	PVC Good		1982				\$698,841				
24	Howard Avenue	Culdesac	Drake	8	7	190	26	2006	\$459.97	\$87,394.30	\$1.79	\$340.10	1977, 1985, 2009	\$10.02	\$1,903.80		\$260.11	\$49,420.90	\$116.73	\$22,178.70		2003	Clay Pipe,						\$56,050				
25	Independence Street	TH 12	Budd	2	9	500	32	1981	\$534.37	\$267,185.00	\$2.20	\$1,100.00	1977, 1985	\$12.33	\$6,165.00	2002	\$270.85	\$135,425.00	\$127.46	\$63,730.00	1952	2006			1939		\$65,000	\$0	\$291,820				
26	Independence Street	Budd	Howard	7	9	1570	32	1981	\$534.37	\$838,960.90	\$2.20	\$3,454.00	1977, 1985	\$12.33	\$19,358.10	2002	\$270.85	\$425,234.50	\$127.46	\$200,112.20	1952	2004	PVC Good Clay		1939			\$180,550	\$950,854				
27	Independence Street	Howard	Baker Park	2	9	1070	32		\$534.37	\$571,775.90	\$2.20	\$2,354.00	1977	\$12.33	\$13,193.10	1982, 2002	\$270.85	\$289,809.50	\$127.46	\$136,382.20	1952	2004	Clay Replace	\$128,400	1940s		Replace	\$139,100	\$123,050	\$566,634		2014	
28	Industrial Street	Poplar	End of Street	7	9	530	26	1989	\$474.73	\$251,606.90	\$1.79	\$948.70	1977, 1994, 2009	\$10.02	\$5,310.60		\$260.11	\$137,858.30	\$116.73	\$61,866.90					1989			\$164,936					
29	Industrial Street	Budd S.	5130 Area	7	9	500	32	1989	\$534.37	\$267,185.00	\$2.20	\$1,100.00	1977, 1994, 2009	\$12.33	\$6,165.00		\$270.85	\$135,425.00	\$127.46	\$63,730.00	1952	2005	PVC						\$121,128				
30	Industrial Street	5130 Area	5130 Area	2	9	200	32	1989	\$534.37	\$106,874.00	\$2.20	\$440.00	1977, 1994, 2009	\$12.33	\$2,466.00		\$270.85	\$54,170.00	\$127.46	\$25,492.00		2005	PVC Good						\$62,128				
31	Industrial Street	5130 Area	Poplar	7	9	140	32	1989	\$534.37	\$74,811.80	\$2.20	\$308.00	1977, 1994, 2009	\$12.33	\$1,726.20		\$270.85	\$37,919.00	\$127.46	\$17,844.40	1952	2007	PVC Good						\$43,489				
32	Joyce Street	Halgren	Bryantwood	7	7	1560	24	1997	\$441.26	\$688,365.60	\$1.65	\$2,574.00	2009	\$9.25	\$14,430.00		\$256.53	\$400,186.80	\$113.15	\$176,514.00	1952	2005	clay pipe						\$882,507				
33	Joyce Street	Bryantwood	Bryant	7	7	800	24	1997	\$441.26	\$353,008.00	\$1.65	\$1,320.00	2009	\$9.25	\$7,400.00		\$256.53	\$205,224.00	\$113.15	\$90,520.00		2005	clay pipe						\$452,568				
34	Main Street	Pioneer	Spring	2	9	400	26		\$474.73	\$189,892.00	\$1.79	\$716.00		\$10.02	\$4,008.00		\$260.11	\$104,044.00	\$116.73	\$46,692.00		2006	clay pipe	\$84,000			\$46,000	\$312,380					
35	Main Street	Spring	Delano	2	9	730	26		\$474.73	\$346,552.90	\$1.79	\$1,306.70	1977	\$10.02	\$7,314.60		\$260.11	\$189,880.30	\$116.73	\$85,212.90	1952	2006	clay pipe	\$87,600	1939		\$94,900	\$83,950	\$481,616				
36	Main Street	Delano	Budd	2	9	850	40		\$613.88	\$521,798.00	\$2.75	\$2,337.50	1977	\$15.42	\$13,107.00		\$285.16	\$242,386.00	\$141.78	\$120,513.00	1952	2006	clay pipe	\$102,000	1939		\$110,500	\$97,750	\$469,676				
37	Main Street West	City Limits	Halgren	10	7	2660	32		\$516.10	\$1,372,826.00	\$2.20	\$5,852.00		\$12.33	\$32,797.80		\$270.85	\$720,461.00	\$127.46	\$339,043.60										Existing Sidewalk	2014		
38	Main Street West	Halgren	Spring	2	7	1140	32		\$516.10	\$588,354.00	\$2.20	\$2,508.00	1977, 1990	\$12.33	\$14,056.20	1984	\$270.85	\$308,769.00	\$127.46	\$145,304.40	1952	2005	clay pipe	136,800	1939			\$148,200	\$131,100	\$688,419.60		2018	
39	Manchester Drive	Culdesac	Budd	7	9	1080	36		\$574.12	\$620,049.60	\$2.48	\$2,678.40	2009	\$13.87	\$14,979.60		\$278.00	\$300,240.00	\$134.62	\$145,389.60		2000	PVC Good		1995, 2000				\$718,038.00	Some Missing Sections	2018		
40	Maple Avenue	TH 12	Main	7	9	330	46	1993	\$673.52	\$222,261.60	\$3.16	\$1,042.80	1977, 2009	\$17.73	\$5,850.90		\$295.89	\$97,643.70	\$152.51	\$50,328.30	1952	2006			1939		\$42,900		\$238,755		2022		
41	Maple Ridge Drive	End of Culdesac	Parkview	4	7	480	26	1990	\$459.97	\$220,785.60	\$1.79	\$859.20	1977, 2000, 2009	\$10.02	\$4,809.60		\$260.11	\$124,852.80	\$116.73	\$56,030.40	1990	2007	PVC, Good		1990				\$276,091	Existing Trail	2022		
42	Marsh Avenue	TH 12	Main	8	7	330	32	1998	\$516.10	\$170,313.00	\$2.20	\$726.00	1977	\$12.33	\$4,068.90		\$270.85	\$89,380.50	\$127.46	\$42,061.80	1952	2006	Clay Pipe						\$199,201	Existing Sidewalk			
43	Meadow Lane	Henry	Three Oaks	7	7	710	25	1990	\$459.97	\$326,578.70	\$1.72	\$1,221.20	1977, 2009	\$9.64	\$6,844.40		\$258.32	\$183,407.20	\$114.94	\$81,607.40	1990	2007	PVC Good		1990				\$405,019		2014		
44	Oak Street	Budd	TH 12	10	7	550	32		\$516.10	\$283,855.00	\$2.20	\$1,210.00	1977	\$12.33	\$6,781.50		\$270.85	\$148,967.50	\$127.46	\$70,103.00	1952	2004	Replace				Replace	\$534					
45	Parkview Road	Main	Maple Ridge	4	7	840	26	1984	\$459.97	\$386,374.80	\$1.79	\$1,503.60	1977, 2000, 2009	\$10.02	\$8,416.80		\$260.11	\$218,492.40	\$116.73	\$98,053.20	1984	2007	PVC Good		1984				\$483,159				
46	Parkview Road	Maple Ridge	Three Oaks	4	7	470	26	1994	\$459.97	\$216,185.90	\$1.79	\$841.30	1977, 2000, 2009	\$10.02	\$4,709.40		\$260.11	\$122,251.70	\$116.73	\$54,863.10	1990, 1992	2007	PVC Good		1990, 1992				\$270,339				
47	Parkview Road	Three Oaks	Halgren	6	7	10																											

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z	AA	AB	AC	AD	AE	AF
52	Pioneer Creek Drive	Hagren	End of Culdesac	7	9	1650	36		\$574.12	\$947,298.00	\$2.48	\$4,092.00	2009	\$13.87	\$22,885.50	\$278.00	\$458,700.00	\$134.62	\$222,123.00	1994-2000	2008	PVC good		1994						\$1,097,002		
53	Poplar Avenue	Industrial	Willow	2	9	820	32		\$534.37	\$438,183.40	\$2.20	\$1,804.00		\$12.33	\$10,110.60		\$270.85	\$222,097.00	\$127.46	\$104,517.20	2004	2007	PVC Good				\$0	\$94,300	\$406,424		2018	
54	Prairieland	Bryant	Joyce	7	7	830	24	1995	\$441.26	\$366,245.80	\$1.65	\$1,369.50	2009	\$9.25	\$7,677.50	1995	\$256.53	\$212,919.90	\$113.15	\$93,914.50		2005	PVC Good						\$469,539			
55	Rainbow Avenue	Main	Parkview	10	7	1300	26	2014	\$459.97	\$597,961.00	\$1.79	\$2,327.00		\$10.02	\$13,026.00		\$260.11	\$338,143.00	\$116.73	\$151,749.00												
56	Spring Avenue	Main	Bryant	4	7	300	24		\$441.26	\$132,378.00	\$1.65	\$495.00	1977, 1990	\$9.25	\$2,775.00	1984	\$256.53	\$76,959.00	\$113.15	\$33,945.00	1952	2005	Clay Pipe		1939				\$169,713			
57	Spring Avenue	TH 12	Main	8	7	330	32	1998	\$516.10	\$170,313.00	\$2.20	\$726.00	1977, 2009	\$12.33	\$4,068.90		\$270.85	\$89,380.50	\$127.46	\$42,061.80	1952	2006	Clay Pipe		1939				\$199,201			
58	Three Oaks Avenue	Main	Three Oaks	7	7	1090	25	1990	\$450.62	\$491,175.80	\$1.72	\$1,874.80	1977, 1994, 2000, 2009	\$9.64	\$10,507.60		\$258.32	\$281,568.80	\$114.94	\$125,284.60	1990	2007	PVC Good		1990				\$621,790			
59	Three Oaks Avenue	Three Oaks	Parkview	7	7	1530	25	1990, 1994	\$450.62	\$689,448.60	\$1.72	\$2,631.60	1994, 2009	\$9.64	\$14,749.20		\$258.32	\$395,229.60	\$114.94	\$175,858.20	1990-1992	2007	PVC Good		1990-1992				\$872,788			
60	William Drive	Bryant	Clayton	6	7	380	32		\$516.10	\$196,118.00	\$2.20	\$836.00	1977, 2009	\$12.33	\$4,685.40		\$270.85	\$102,923.00	\$127.46	\$48,434.80					1981				\$229,383			
61	Willow Street	Budd	Poplar	2	9	790	32		\$534.37	\$422,152.30	\$2.20	\$1,738.00		\$12.33	\$9,740.70		\$270.85	\$213,971.50	\$127.46	\$100,693.40										\$304,655		
62	Wyman	Bryant	Joyce	2	7	800	26		\$459.97	\$367,976.00	\$1.79	\$1,432.00	1977	\$10.02	\$8,016.00	1995	\$260.11	\$208,088.00	\$116.73	\$93,384.00		2003-2005	Clay Pipe Replace	\$96,000	1940s			\$104,000	\$92,000	\$460,152		
63																							\$1,594,800				\$1,703,000	\$1,813,550				



Agenda Information Memorandum
May 26, 2015 - Maple Plain City Council

8. NEW BUSINESS
B. LAKE MINNETONKA CABLE COMMISSION BY-LAW UPDATES

ACTION TO BE CONSIDERED

To approve the LMCC by-law updates for 2015..

ATTACHMENTS

See the attached letter from LMCC and the proposed by-law updates.



LMCC

LAKE MINNETONKA COMMUNICATIONS COMMISSION

4071 SUNSET DRIVE ■ BOX 385 ■ SPRING PARK, MN 55384-0385 ■ 952.471.7125 ■ FAX 952.471.9151 ■ lmcc@lmcc-tv.org

To: All LMCC Member Cities
From: Jim Lundberg, Operations Manager
Reason: Approval of LMCC's Updated By Laws

On May 14th, 2015 the LMCC Full Commission voted unanimously to recommend the approval of our updated By Laws by our Member Cities. For the LMCC to officially adopt these By Laws, we need at least two thirds of our Member Cities to approve these changes.

Along with this brief cover letter, you should also find 2 additional documents:

- 1) A summary of changes from our existing By Laws. This will be highlighted in yellow to show changes/additions and underlined in red where text has been removed.
- 2) A clean copy of the new By Laws.

We ask that you include this information on an agenda as well as in the packet for one of your upcoming City Council meetings. Discuss the changes at said meeting and then send me either a proclamation that states that your City has approved or denied these By Laws. You can also send me your meeting minutes that show the approval or denial.

We would appreciate hearing back from your City no later than 6/15/15.

As always, thanks for your support!

Jim Lundberg
Operations Manager
LMCC
(952)471-7125 x104

- DEEPHAVEN
- EXCELSIOR
- GREENWOOD
- INDEPENDENCE
- LONG LAKE
- LORETTO
- MAPLE PLAIN
- MINNETONKA BEACH
- ST. BONIFACIUS
- SHOREWOOD
- SPRING PARK
- WOODLAND

To: The LMCC Full Commission
From: The By Laws Committee
Reason: Summary of Recommended Changes to LMCC Council's Updated Version of the LMCC By Laws

After reviewing and discussing our current By Laws updates (Provided by LMCC Council Bob Vose), the LMCC By Laws Committee recommends the following changes and additions highlighted in **yellow**. Deletions are listed and underlined in **red**.

Article III, Section 1.

The Board is the governing body of the Commission. Each Member may appoint two Directors and one alternate. Members shall provide a list of Directors and any alternate to the Commission, and promptly update such list in the event of changes to the appointments **within 30 days of their appointment.**

Article III, Section 2:

a. **Weighted votes will be applied if agreed on by 3 or more members(cities) who are present at the time of the vote.**

Article III, Section 4:

Note: The majority of this used to be found in Article VII, Section 1 but is recommended to be moved to this location.

Other legal instruments shall be executed on behalf of the Commission, by authority of the Board, by the chair and chief executive or in their absence, another officer of the Commission.

Article V, Section 1:

The Executive Committee shall consist of the officers of the Commission **plus 2 at large members of the Commission.** Each member of the Executive Committee shall have one vote at any meeting of the Executive Committee. **Meetings of the Executive Committee shall be conducted in accordance with the current addition of Robert's Rules of Order.** Action by the Executive Committee shall require the affirmative vote of two or more members present at a meeting of the Committee.

Article VI, Section 1:

Regular meetings of the Board shall be held monthly at regular intervals **at least once per quarter** and at a time and location prescribed by the Board.

Article VI, Section 3:

Special meetings of the Board may be called by the chair, vice chair or the chief executive (operations manager) or 3 or more members (cities) of the Commission. The purpose of any special meeting shall be stated in the notice and the business transacted shall be confined to the purposes stated.

Article VII, Section 1:

The expenditure of Commission funds shall be authorized by the Board, and checks, drafts, or other instruments expending such funds shall be signed by the chair or vice chair, and the secretary/treasurer or the chief executive (operations manager) of the Commission as a substitute for either. Other legal instruments shall be executed on behalf of the Commission, by authority of its Board, by the chair and secretary/treasurer.

**BYLAWS OF THE
LAKE MINNETONKA CABLE COMMUNICATIONS COMMISSION II**

**ARTICLE I.
MEMBERSHIP**

Section 1.

The members of the Commission are the following cities that have entered into the Joint and Cooperative Agreement II:

Deephaven	Excelsior	Greenwood
Independence	Long Lake	Loretto
Maple Plain	Minnetonka Beach	Shorewood
Spring Park	St. Bonifacius	Woodland

Section 2.

Additional members may, upon a majority vote of the Commission and adoption and execution of Joint and Cooperative Agreement II, be added to this Commission.

**ARTICLE II.
DEFINITIONS**

Section 1.

For purposes of these bylaws, terms used herein shall mean as follows:

“Agreement” means the Joint and Cooperative Agreement II creating the Commission.

“Commission” means the Lake Minnetonka Cable Communications Commission II created by the Agreement.

“Board” means the Board of Directors of the Commission consisting of up to two directors from each Member.

“Director” means a person appointed by a Member to serve on the Board.

“Member” means a city that is a member of the Commission.

Section 2.

Any other terms defined in the Agreement shall have the meanings established therein.

**ARTICLE III.
THE BOARD**

Section 1.

The Board is the governing body of the Commission. Each Member may appoint two Directors and one alternate. Members shall provide a list of Directors and any alternate to the Commission within 30 days of their appointment.

Section 2.

Directors shall be entitled to vote as provided in Article V, Section 3 of the Agreement.

a. Weighted votes will be applied if agreed on by 3 or more members(cities) who are present at the time of the vote.

Section 3.

If a Director is not present at a meeting of the Board, the appointed alternate may serve and vote in lieu of such Director. In the event an absent Director is an officer of the Board, the alternate shall not, however, be entitled to serve as an officer.

Section 4.

Other legal instruments shall be executed on behalf of the Commission, by authority of the Board, by the chair and chief executive or in their absence, another officer of the Commission.

**ARTICLE IV.
OFFICERS**

Section 1.

The officers of the Commission shall be the chair, vice chair, and secretary/treasurer.

Section 2.

The chair shall be the chief presiding officer and shall preside at all meetings of the Board. The chair shall seek to ensure that actions, orders and resolutions of the Board are carried into effect, but shall have no additional executive or management authority over Commission operations.

Section 3.

The vice chair shall, in the absence or disability of the chair, perform the duties and exercise the powers of the chair.

Section 4.

The secretary/treasurer shall record all votes and prepare minutes of all proceedings of the Board, give or cause to be given notice of all meetings of the Board, have custody of the funds and securities of the Commission, keep full and accurate account of receipts and disbursements of the Commission, and deposit all moneys and other assets in the name and to the credit of the Commission in such depository as may be designated by the Commission. The secretary/treasurer shall disburse funds of the Commission authorized by the Board, and periodically report all transactions and the financial condition of the Commission at regular meetings of the Board and whenever otherwise required. The secretary/treasurer's duties may be delegated to appropriate staff or consultants provided that the secretary/treasurer shall maintain accountability for the performance of such duties.

Section 5.

The secretary/treasurer may be required by the Board to give a bond, at Commission expense, with corporate sureties satisfactory to the Board, for the faithful performance of duties and for the security and restoration of all books, papers, vouchers, money and property of the Commission the possession or under the control of the secretary/treasurer.

**ARTICLE V.
EXECUTIVE COMMITTEE**

Section 1.

The Executive Committee shall consist of the officers of the Commission plus 2 at large members of the Commission. Each member of the Executive Committee shall have one vote at any meeting of the Executive Committee. Meetings of the Executive Committee shall be conducted in accordance with the current edition of Robert's Rules of Order.

Section 2.

The Executive Committee shall exercise authority only over those matters specifically delegated to the Committee by the Board.

Section 3.

The Executive Committee shall meet at the call of the chair. Notice of an Executive Committee meeting shall be given at least forty-eight hours in advance.

Section 4.

Minutes of meetings of the Executive Committee shall be kept and provided upon request to any Directors or Members.

**ARTICLE VI.
BOARD MEETINGS**

Section 1.

Regular meetings of the Board shall be held at least once per quarter and at a time and location prescribed by the Board.

Section 2.

Notice of Board meetings shall be given as required for notice of meetings of statutory cities. Written notice of all meetings of the Board shall be provided to all Directors and alternate directors.

Section 3.

Special meetings of the Board may be called by the chair, vice chair or the chief executive (operations manager) or 3 or more members (cities) of the Commission. The purpose of any special meeting shall be stated in the notice and the business transacted shall be confined to the purposes stated.

Section 4.

Any resolution, election or other formal action of the Commission shall be adopted upon the affirmative vote of a majority of the votes of the Directors present at any duly convened meeting of the Board.

Section 5.

Unless otherwise specified in the Agreement or these bylaws, meetings of the Board and Executive Committee shall be conducted in accordance with the current edition of *Roberts' Rules of Order*.

Section 6.

The Board may from time to time determine the order of business for its meetings. An agenda setting forth the business to be conducted shall be approved at the outset of any meeting of the Board.

**ARTICLE VII.
FINANCIAL MATTERS**

Section 1.

The expenditure of Commission funds shall be authorized by the Board, and checks, drafts, or other instruments expending such funds shall be signed by the chair or vice chair, and the secretary/treasurer or the chief executive (operations manager) of the Commission as a substitute for either.

Section 2.

The Commission's fiscal year shall be the calendar year.

Section 3.

The Board shall designate a depository for Commission funds.

**ARTICLE VIII.
AMENDMENTS TO BYLAWS**

Section 1.

These bylaws may be amended from time-to-time by the Board upon a majority of the votes of Directors (or voting alternates) present.

Section 2.

In any instance where these bylaws are in conflict with the Agreement, the Agreement shall control.

Section 3.

These bylaws are effective upon adoption by the Board.