

AGENDA
MAPLE PLAIN CITY COUNCIL – REGULAR MEETING
MAPLE PLAIN CITY HALL
Monday, November 23, 2015
6:30 P.M.

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ADOPT AGENDA**
- 4. CONSENT AGENDA**
 - A. Accounts Payables
 - B. October 5, 2015, Special City Council Meeting Minutes
 - C. October 26, 2015, City Council Regular Meeting Minutes
 - D. October 26, 2015, City Council Workshop Meeting Minutes
 - E. October 27, 2015, Joint City Council Meeting with Independence Minutes
 - F. November 9, 2015, City Council Regular Meeting Minutes
- 5. PUBLIC HEARINGS**

Delinquent Utility Bills
- 6. ADMINISTRATIVE REPORTS**
 - A. City Planner Monthly Report
 - B. City Engineer Monthly Report
 - C. West Hennepin Public Safety Director Monthly Report
- 7. OLD BUSINESS**
- 8. NEW BUSINESS**
 - A. Certification of Delinquent Utility Billing Accounts Resolution 15-1123-01
 - B. 2016 Liquor License Applications
 - C. 2016 Tobacco License Applications
- 9. LEGISLATIVE/INTERGOVERNMENTAL AFFAIRS**
- 10. COUNCIL REPORTS & OTHER BUSINESS**
- 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
October 26, 2015
Maple Plain City Hall**

1. CALL TO ORDER

Mayor Young called the meeting to order at 5:25 p.m.

Present: Councilmembers Dave Eisinger, Justin McCoy, Mike DeLuca, Julie Maas-Kusske and Mayor Jerry Young. Also present were City Administrator, Tessia Melvin, and City Engineer, Dan Boyum.

Karen Schafer was also in attendance from the MN Beef Council.

2. ADOPT AGENDA

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

3. MEETING WITH THE MN BEEF COUNCIL

Melvin reported that staff recently met with representatives from the MN Beef Council to discuss the purchase of 5469 Highway 12. While the Beef Council loves the location, they are concerned about the current sewer issues with the property. Melvin stated at the April 27, 2015, meeting the City Council presented two options to the current owner, which would resolve the issue. The options included:

1. Abandon the existing sewer line running to Spring Avenue and install a new sewer line along Pioneer Avenue to the manhole on Main Street East. This line would need to be a pressurized line as a result of the shallow main line located in Main Street East. In order to pressure the line, a grinder pump would need to be installed. The City provided an estimated cost of \$37,000 for this option. The sanitary sewer would have to be routed over the top of an existing storm sewer in the right of way. Having to maneuver around the existing storm sewer would also cause the depth of the pipe to be shallow.
2. Replace the existing 4" gravity sanitary sewer with a new 4" gravity sanitary sewer line. The property owner would need to acquire the requisite easements from the adjoining property owner where the existing pipe is routed. This amount

of restoration would potentially require pipe replacement and insulation of the new pipe due to the shallow depth. A price was not given.

Melvin reported that Bill Woods did not attend the meeting, nor respond to staff. In addition, Bill Woods owned the adjoining property, which would require the easement, but sold the property knowing there were sewer issues.

There was much discussion on if the City would consider paying for this project. The Council agreed that this project is a private issue and it cannot begin paying for private work. Staff did agree to explore if there were any additional grants available to assist with the project. Boyum agreed to identify the line from Spring Avenue and provide an estimated cost to run service on Pioneer Avenue.

4. DISCUSSION OF WORKPLAN OF THE DEMOLITION OF THE DOWNTOWN DEVELOPMENT AREA

Melvin presented some background on the issue. Staff would like to begin demolition of the current site in December 2015. In order to meet the requirements, the City Council needs to address the issue of what to do with the current well located at City Hall. There are three options. One, keep it for emergency services. This would require the City to pull the pump and submerge the well or build a pump house around it. Two, the City could permanently seal the well and plan to build a new well in the future. Three, the City could add the well into the street project and begin treating the water.

The Council discussed the age of the well and the costs and agreed to keep it for emergency services.

5. OTHER

Melvin presented a resident request of Camille Walz to waive part of her water bill to pay for recent plumbing work done to her house. Ms. Walz is asking the Council to reimburse her \$110.85 for a plumbing bill to restore water pressure to her kitchen sink. Melvin reported that there was a water break, but Public Works was able to restore water to the property. They stated that in older water softeners, sometimes debris can clog one of the sinks of the house, which is what occurred.

The Council agreed that it is the responsibility of the City to provide water to the house, after it reaches the house, it is the responsibility of the homeowner to

make sure it is accessible from all faucets. The Council agreed to deny her reimbursement.

Melvin presented a letter that was sent to Dave and Carla Liesch that stated the Council was not interested in continuing the lease of the Minnesota Department of Transportation right of way, because in the past, the agreement had not been adhered to. The letter stated that this will remove parking in the right-of-way, which may result in a self-imposed non-conformance regarding the City's commercial parking requirements.

6. ADJOURNMENT

Councilmember Eisinger moved to adjourn the meeting at 6:28 p.m.; seconded by Councilmember DeLuca. Motion passed 5-0.

**Maple Plain City Council
Meeting Minutes
November 9, 2015
Maple Plain City Hall**

1. CALL TO ORDER

Mayor Young called the meeting to order at 6:30 p.m.

Present: Councilmembers Dave Eisinger, Justin McCoy, Julie Maas-Kusske, Mike DeLuca and Mayor Jerry Young. Also present were City Administrator, Tessia Melvin, Police Chief Gary Kroells, City Planner Mark Kaltsas, City Attorney, Jeff Carson and City Engineer, Dan Boyum.

2. PLEDGE OF ALLEGIANCE

3. ADOPT AGENDA

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

4. CONSENT AGENDA

Items to approve under Consent Agenda:

- A. Accounts Payable
- B. Quote for lining and inspecting manhole pipeline segments of sanitary sewer collection system along Halgren.

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

5. PUBLIC HEARINGS

There were no public hearings.

6. ADMINISTRATIVE REPORTS

There were no Administrative Reports.

7. OLD BUSINESS

A. Hennepin Youth Sports Program Facility Application Grant-Rainbow Park Ice Rink Facility-Resolution no. 15-1109-01

Melvin presented this topic to the City Council. The new cost estimate for the project is \$163,820, of which Hennepin Youth Sports Program would fund \$100,000.

Councilmember DeLuca moved to adopt the Resolution No. 15-1109-01 to approve the Hennepin Youth Sports Program Facility Grant Application for Rainbow Park Ice Rink; seconded by Councilmember Eisinger. Motion passed 5-0.

B. Set downtown Utility and Street Improvement-Neighborhood Issues Walk Through Meeting

Dan Boyum presented this topic. The City is proceeding with a feasibility study for utility and street improvements along Main Street East and Maple Avenue in the Downtown Maple Plain. The meeting will allow residents and property owners a chance to give the City Engineer and staff feedback on issues along the proposed improvement area. The meeting is typically in the evening, but residents who cannot make it are encouraged to forward comments via letter, e-mail or phone to the City. Boyum recommended the Council set it for Tuesday, November 17 at 4:30 p.m.

Councilmember McCoy moved to set the neighborhood meeting for the Downtown Development for Tuesday, November 17 at 4:30 p.m.; seconded by Councilmember Maas-Kusske. Motion passed 5-0.

C. Set downtown Utility and Street Improvement-Neighborhood Issues Walk Through Meeting

Dan Boyum presented this topic. The City is proceeding with a feasibility study for utility and street improvements along Budd Street. The meeting will allow residents and property owners a chance to give the City Engineer and staff feedback on issues along the proposed improvement area. The meeting is typically in the evening, but residents who cannot make it are encouraged to forward comments via letter, e-mail or phone to the City. Boyum recommended the Council set it for Thursday, November 19, at 4 p.m.

Councilmember McCoy moved to set the neighborhood meeting for the Budd Avenue for Thursday, November 19 at 4 p.m.; seconded by Councilmember Eisinger. Motion passed 5-0.

D. Amendment to the License of Oak Street for Collision Corner CUP

Melvin presented this topic to the City Council. This amendment to the License Agreement had minor changes that included:

- A. A 180 day written notice by mail for termination of the agreement by the Licensee.
- B. The Licensor can also terminate the agreement with a 180 day notice.

Councilmember McCoy moved to amend the License Agreement with Collision Corner; seconded by Councilmember DeLuca. Motion passed 5-0.

8. NEW BUSINESS

A. Acceptance of Bids for Demolition of Downtown Area

Kaltsas reported this item to the Council. Staff prepare for Quote Solicitations. Staff received two quotes:

- 1. Wickenhauser: \$57,926**
- 2. Nitti Rolloff: \$90,380**

There was much discussion on the range of bids. Staff explained that both vendors received the bid sheet with the same itemized areas.

Councilmember McCoy moved to award the bid to Wickenhauser; seconded by Councilmember Eisinger. Motion passed 5-0.

B. Authorization for Downtown Substandard Building Certification for TIF District

Kaltsas presented this topic to the City Council. The Council directed staff to inspect City Hall and Olson's buildings to determine whether or not they would meet the statutory definition of substandard for the purposes of establishing a tax increment financing district. The City has inspected the buildings and determined that both structures are substandard.

Kaltsas reported that the City has to certify the buildings to be substandard by resolution. Within the resolution must include the cost of acquiring the property and demolition of the buildings. This will allow the City the opportunity to reimburse itself should it obtain tax increment revenue in the future.

Councilmember McCoy moved to pass Resolution 15-1109-02 A Resolution Finding Buildings to be Substandard, Declaring the City's Intent to Create a Redevelopment TIF District within Three Years of Passage of this Resolution and Authorizing an Interfund Loan; seconded by Councilmember DeLuca. Motion passed 5-0.

9. LEGISLATIVE/INTERGOVERNMENTAL AFFAIRS

There were no items discussed.

10. COUNCIL REPORTS AND OTHER ACTIVITIES

Melvin presented an update on the Highway 12 Safety Coalition and reminded the City Council of upcoming events.

11. VISITORS TO BE HEARD

Judy Sutherland asked about the differences in the bids for the demolition. In addition, Sutherland asked if the public would soon see concept plans for the Downtown Development.

Melvin assured Sutherland that the concept plans when available, would be public.

12. ADJOURNMENT

Councilmember McCoy moved to adjourn the meeting at 7 p.m.; seconded by Councilmember Eisinger. Motion passed 5-0.

**Maple Plain City Council
Meeting Minutes
October 26, 2015
Maple Plain City Hall**

1. CALL TO ORDER

Mayor Young called the meeting to order at 6:35 p.m.

Present: Councilmembers Justin McCoy, Dave Eisinger, Julie Maas-Kusske, Mike DeLuca and Mayor Jerry Young. Also present were City Administrator, Tessia Melvin, City Planner, Mark Kaltsas, City Attorney Jeff Carson and City Engineer, Dan Boyum.

2. PLEDGE OF ALLEGIANCE

3. ADOPT AGENDA

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

4. CONSENT AGENDA

Items to approve under Consent Agenda:

- A. Accounts Payable**
- B. Approve October 12, 2015, City Council Regular Meeting Minutes**
- C. Approve October 15, 2015, City Council Workshop Meeting Minutes**
- D. Budd Avenue Utility Improvements-Payment Request No. 5**
- E. Warning Siren Maintenance Contract**

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

5. PUBLIC HEARINGS

There were no public hearings.

6. ADMINISTRATIVE REPORTS

- A. Monthly City Engineer Report**

Dan Boy, City Engineer, presented this topic to the Council. Items that the Engineer and staff have worked on include:

Budd Avenue Sanitary Sewer Improvements

- Prepared payment request. The contractor is completing televising of the line.

Main Street West and Rainbow Avenue – Utility and Street Improvements

- Responded to property owner questions.
- Met with Contractor on punchlist items.
- Met with restoration contractors related to swale grading and bare spots.
- Will be reviewing final quantities with LaTour in upcoming weeks.

Meadows of Maple Plain

- Grading work by S.M. Hentges and Sons started in September.
- Utility work started in October and continues at this time.
- Rerouting of the water main connection at Howard was done due to a leaking existing gate valve in the street. The existing watermain stub was extended when Howard was originally constructed to a proposed future street. This proposed location did not line up with the final street layout of the Meadows of Maple Plain.
- The rerouting will reduce the number of fittings and will avoid having watermain piping along a lot line.

Downtown and Budd Avenue Feasibility Studies

- The Council authorized proceeding with these studies at the October 12 council meeting.

Collision Corners CUP and Site Plan

- Provided comments on the recent pervious asphalt proposal from the property owner and information needed for review of that proposal.

Councilmember McCoy moved to accept the Monthly City Engineer Report; seconded by Councilmember DeLuca. Motion passed 5-0.

B. Monthly City Planner Report

City Planner, Mark Kaltsas, presented this topic to the Council. Staff have worked on the following items:

- Collision Corner: Planning Commission meeting, license agreement, storm water review

- Heavy Manufacturing at 5305 Pioneer Creek Drive: Planning Commission and working with applicant on CUP.
- Downtown Development: Removal of tanks and review of conceptual plans

Councilmember DeLuca moved to accept the Monthly City Planner Report; seconded by Councilmember Eisinger. Motion passed 5-0.

7. OLD BUSINESS

There was no Old Business.

8. NEW BUSINESS

A. Conditional Use Permit to Allow Heavy Manufacturing at 5305 Pioneer Creek Drive

City Planner, Mark Kaltsas, presented this topic to the City Council. Kaltsas reported that the Planning Commission had reviewed the request and held a public hearing. Several neighbors spoke against the proposed conditional use permit and one commercial property owner spoke in favor of the request. The Planning Commission discussed the permit and were concerned with the intensification of the existing building and its close proximity to residential properties. The Planning Commission recommended City Council denial of the conditional use permit.

The applicant was not in attendance, but sent a representative to speak on his behalf. His representative, Tim Hultman, asked the Council to provide direction in what options the property owner has to have in the building. Staff agreed to meet with the owner and Mr. Hultman.

Councilmember Eisinger moved to deny the conditional use permit to allow heavy manufacturing at 5305 Pioneer Creek Drive; seconded by Councilmember McCoy. Motion passed 5-0.

B. Conditional Use Permit Amendment Request for Collision Corner located at 5060 Highway 12

City Planner, Mark Kaltsas, presented this report to the Council. Kaltsas stated that the Planning Commission had reviewed the conditional use amendment and ultimately recommended approval of the permit with the following conditions:

1. The Planning Commission discussed the use of the Oak Street Right of way and whether or not the applicant could use it for overnight parking. Kaltsas reported that staff is recommending a limited amount of overnight parking in the right of way. This would allow additional spaces for vehicle drop off, but prohibit long-term parking.
2. The key concepts of the right of way agreement are:
 - A. Use of the right of way is limited to the storage of vehicles with no body damage and employee parking.
 - B. The applicant shall be responsible for maintaining the right of way, which includes snow plowing and upkeep of the paving and landscaping.
 - C. Should the license agreement be terminated by the City, the applicant shall be required to amend the conditional use permit.
3. The Planning Commission asked for additional landscaping that must be approved by the City Planner. This landscaping would screen the northeast corner of the site, screen the western edge of the property and further screen the Oak Street right of way.
4. Commissioners agreed to a 6 ft fence around the property to screen the cars and parts.
5. A detailed storm water and grading plan was not provided, but is a requirement of this project.
6. The Commission discussed that all improvements should be completed prior to the issuance of the amended conditional use permit.
7. Without the Oak Street right of way, the property could hold 60 parking spaces.
8. With the Oak Street right of way, the property could hold 111 parking spots.

There was much discussion from the Council on the importance of this property and how the property owners need to take responsibility and help clean it up. The developer of the townhomes, located across from Collision Corners spoke up and asked the Council to deny the conditional use permit, as the property owners have continuously failed to comply with City standards.

The property owners, Kurt and Michelle Kroll spoke to the Council and stated that they would make some significant improvements by December 1 that include:

1. Only four cars in front on the building, to be parking in striped parking stalls.
2. No parking on Boundary.
3. Gravel must be placed on Oak Street before the 17 employee parking is moved.
4. Landscaping must be done by December 1.
5. The Council allowed the entire list of improvements to have a deadline of October 1, 2016.

Councilmember DeLuca moved to approve the conditional use permit amendment and right of way lease for Collision Corner; seconded by Councilmember Eisinger. Motion passed 5-0.

C. Hennepin Youth Sports Program Facility Application Grant

Melvin presented this topic to the Council. The Park Commission is looking to make improvements to the ice rink at Rainbow Park. The current ice rink facility has an aging wooden board structure that does not have a foundation. The Park Commission would like to try to apply for a grant that would help cover these costs. Awards range from \$10,000-\$300,000.

Councilmember DeLuca moved to approve grant application for Hennepin Youth Sports Program; seconded by Councilmember Eisinger. Motion passed 5-0.

COUNCIL REPORTS AND OTHER BUSINESS

Melvin reported that the Cities of Maple Plain and Independence would host a joint City Council meeting on Tuesday, October 27, at 7 p.m.

9. VISITORS TO BE HEARD

There were no visitors to be heard.

10. ADJOURNMENT

Councilmember Maas-Kusske moved to adjourn the meeting at 9:40 p.m.; seconded by Councilmember DeLuca. Motion passed 5-0.

**Maple Plain City Council
Meeting Minutes
October 5, 2015
Maple Plain City Hall**

1. CALL TO ORDER

Acting Mayor McCoy called the meeting to order at 7:18 a.m.

Present: Councilmembers Justin McCoy, Julie Maas-Kusske and Mike DeLuca.
Also present was City Administrator, Tessia Melvin.

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF ADDENDUM TO THE PURCHASE AGREEMENT WITH ML&G Inc.

Melvin presented the Addendum, which included the tank removal to be completed by Zahl and environmental work to be done by Wenck and Associates. The invoices will be paid by the City of Maple Plain.

Councilmember Maas-Kusske moved to accept the Addendum to the Purchase Agreement with ML&G Inc.; seconded by Councilmember DeLuca. Motion passed 3-0.

4. VISITORS TO BE HEARD

There were no visitors to be heard.

5. ADJOURNMENT

Councilmember Deluca moved to adjourn the meeting at 7:20 a.m.; seconded by Councilmember Maas-Kusske. Motion passed 3-0.

MINUTES OF A JOINT MEETING OF THE
INDEPENDENCE CITY COUNCIL AND MAPLE PLAIN CITY COUNCIL
TUESDAY, OCTOBER 27, 2015 -7:00 P.M.

1. CALL TO ORDER.

Pursuant to due call and notice thereof, a joint meeting of the Independence City Council and Maple Plain City Council was called to order by Mayor Johnson at 7:00 p.m.

2. PLEDGE OF ALLEGIANCE.

Mayor Johnson led the group in the Pledge of Allegiance.

3. ROLL CALL

PRESENT: Independence Mayor Johnson and Maple Plain Mayor Young. Independence Councilors Betts, Fisher Wenck, Spencer. Maple Plain Councilors Eisinger, McCoy, DeLuca and Maas-Kusske.

ABSENT: None

STAFF: Independence City Interim City Administrator and City Planner Kaltsas, Independence City Attorney Vose and Administrative Assistant Horner. Maple Plain City Administrator Melvin and WHPS Director Kroells

VISITORS: LuAnn Brenno, Sean Miner, Steve Horach, Lynda Franklin, Ray McCoy, Bobbi McCoy, Trish Bemmels, Steve Grotting

4. ADOPT AGENDA

Motion by McCoy, second by Young to adopt the agenda. Ayes: Johnson, Betts, Fisher, Wenck, Spencer, Young, Eisinger, McCoy, DeLuca and Maas-Kusske. Nays: None. Absent: None. MOTION DECLARED CARRIED.

5. EMERGENCY MANAGEMENT PLAN UPDATE BY CHIEF KROELLS

Kroells stated the Emergency Management Plan was updated in August 2015. Kroells stated the Lakes Area Region includes the cities of Corcoran, Deephaven, Excelsior, Greenfield, Greenwood, Independence, Long Lake, Loretto, Maple Plain, Medina, Minnetonka Beach, Minnetrista, Mound, Orono, St. Bonifacius, Shorewood, Spring Park, Tonka Bay, Wayzata and Woodland. He stated all of the cities work together in the event of a disaster in our area. Kroells stated each City Administrator has a copy of this manual as well as Fire Chief Eisinger. Kroells said the plan comes into play when dealing with natural disasters, train wrecks, plane crashes, terrorism and any other potential emergency situations that may occur. He said an emergency plan provides direction and strategies to be implemented in the event of a disaster. Kroells asked the Councils to accept the updated Resolution 15-1027-02. Johnson noted nothing really major changed within the plan except grammar and language around annexes. Kroells noted the last update was 2010. Johnson asked if the plan was approved tonight would other cities come back with any big changes. Kroells said not to expect big changes. Johnson noted the cities would have to approve independently.

Motion by Wenck, second by Spencer to approve Resolution 15-1027-02. Ayes: Johnson, Betts, Fisher, Wenck and Spencer. Nays: None. Absent: None. MOTION DECLARED CARRIED.

6. SEPTEMBER MONTHLY REPORT BY CHIEF KROELLS

Kroells stated that as the end of September, WHPS handled a total of 6,266 incident complaints with 1,997 in Maple Plain and 3,768 in Independence. He said this was an increase of 766 incidents compared to the same time frame last year. Kroells noted the officers have been working very hard with the volume of incidents compared to last year and having one less officer on staff due to a maternity leave.

- Please see the Director's News and Notes attachment for the full September Activity Report

Kroells updated the Council on Highway 12. He said MN Dot developed a seventy-five page safety audit. Kroells has organized a meeting with the area police chiefs and Senator Osmek and Representative Hertaus. He said they need to be brought up to speed on the recommendations so funding can get underway for the project. Kroells stated MN Dot has stated that 23-25% of crashes occur on the stretch of Highway 12 in Independence. The portion of the Highway through the Independence stretch has not been updated in over 35 years. Kroells said there are 20,000 vehicles on Highway 12 throughout any given day. The statistics show that people are two times more likely to be seriously injured or killed on Highway 12 than any other road in the state of Minnesota.

Kroells said short term plans are to put LED lighting at all the intersections through Independence at a cost of \$100,000.00. There are also plans to put in left hand turn lanes on County Road 92. Rumble strips are to be added east of Maple Plain. Blue lights are also to be installed at all of the traffic light controlled intersections which allow the police to monitor red light offenders. Kroells would like to see County Road 92 become one intersection that is controlled. He also would like to see County Road 90 become a roundabout.

McCoy asked if Kroells would come and speak to Maple Plain so they could dive into the recommendations for their portion of Highway 12. Kroells stated that he would come and speak with them on a coordinated date.

Motion by Young, second by Wenck to accept the September Report. Ayes: Johnson, Betts, Fisher, Wenck, Spencer, Young, Eisinger, McCoy, DeLuca and Maas-Kusske. Nays: None. Absent: None. MOTION DECLARED CARRIED.

7. MAPLE PLAIN FIRE DEPARTMENT UPDATE BY CHIEF EISENGER

Eisinger stated that expenditures for the year are at 60%. He noted the majority spent was on equipment. Eisinger stated there is a 3% wage increase budgeted for next year. There are currently 30 firefighters on the payroll including the 3 new ones that just started. Eisinger stated they have eleven firefighters with over 20 years of service. They answered 227 fire calls so far this year. There have been 23 calls so far this month.

Johnson asked what percentage of calls are actual fires. Eisinger stated about 15-18% are actual fires with the rest being in-house medicals and car crashes.

Eisinger would like have a Regional Training Officer to be shared with three other cities. He would like to apply for the shared services grant for that position. It would be 10% per city or \$4000/ year. There is a study that has been requested to be done prior to a hire. Johnson stated he would be hesitant without seeing something in writing first that describes this position. Johnson said his concern would be that going ahead with the study would commit us to something that we do not have in writing. McCoy asked if the study showed that we did not need the additional crew would that reduce the grant amount. Eisinger stated it would not. Wenck asked who did these training duties currently. Eisinger said each department did it currently and it was very time consuming. This would ensure the training was standardized.

Motion by DeLuca, second by McCoy to approve the Fire Department Study for Maple Plain. Ayes: Young, Eisinger, McCoy, DeLuca and Maas-Kusske. Nays: None. Absent: None. MOTION DECLARED CARRIED.

Motion by Betts, second by Spencer to approve the Fire Department Study for Independence. Ayes: Johnson, Betts, Fisher, Wenck and Spencer. Nays: None. Absent: None. MOTION DECLARED CARRIED.

Eisinger stated Maple Plain and Independence have a unique hybrid situation that is being looked at by others around the state. He said the Fire and Police Departments work together seamlessly and he truly appreciates it.

Motion by McCoy, second by Wenck to accept the Fire Department Report. Ayes: Young, Eisinger, McCoy, DeLuca and Maas-Kusske Johnson. Betts, Fisher, Wenck and Spencer. Nays: None. Absent: None. MOTION DECLARED CARRIED.

8. SHARED SERVICES UPDATE BY MELVIN

- a. Consideration of Maple Plain using Independence's Building Inspector
- b. Status of Shared Services by both Councils

Melvin stated she and Kaltsas had been looking at options to share Independence's building inspector with Maple Plain. Johnson stated it could look like the current contract Independence has with the City of Delano who uses the building inspector in the same scenario. Melvin stated that was one of the options but thought that the Maple Plain Council would like to look at some different scenarios but that may best be done in a workshop meeting. McCoy agreed that the Maple Plain Council wants to wrap this service into a bigger joint powers agreement rather than a pay per hour agreement. Johnson said the Independence Council is comfortable with letting the Inspector do inspections immediately if Maple Plain needs the help but only on a contract basis. Young stated he would like to see a work session happen in the near future. Spencer agreed that they have not had a chance to sit down and discuss shared services and what the individual concerns are surrounding it. McCoy stated they have worked on this for the last two and half years and all of the Maple Plain Council members have stated they support moving forward but they have never heard back from Independence. McCoy stated Maple Plain is short staffed with a resignation that just happened today. He said he would like to see a meeting within the month of November. Young said he would like to have a separate meeting that is not taking place before or after other meetings. Maas-Kusske said this topic was important enough that it needed to be the sole focus of a meeting.

Motion by Spencer, second by Maas-Kusske to have staff schedule a Joint Workshop for November. Ayes: Johnson, Betts, Fisher, Spencer, Eisinger, McCoy, DeLuca, Maas-Kusske. Nays: None. Absent: Young. MOTION DECLARED CARRIED.

9. COUNCIL UPDATES

Maple Plain Updates:

Young stated Maple Plain has been busy with the Rose Creek project and roads/ sidewalk work. He said they have utilities construction being worked on with two properties. Eisinger added they have two visibility studies in progress in regards to the downtown renovations. McCoy added that Olson's gas station had officially closed on October 15th and they are looking at relocating the historical building. He noted that the

City of Maple Plain now owns that entire block and they are working with a developer to hopefully begin construction in the spring of 2016. Maas-Kusske said they have a business owner development plan in progress with the DBA to promote and support local business in their efforts to revitalize the downtown area.

DeLuca said Maple Plain and Independence work on the Watershed Commission together and on November 16th there will be a large forum to discuss the watershed efforts. He said this is an opportunity for all in the community to attend and find out more about the Watershed and ongoing projects.

Independence Updates:

Spencer spoke about the restoration project at the Lake Independence Weir. He outlined the work done by the volunteer group and the money it saved the City of Independence. Volunteers were Spencer, Derek Spencer, Larry Ende and Joe Baker. Spencer said they had fun getting together and doing the work. He thanked the volunteers for their efforts.

Fisher covered the roads project and said approximately 2/3 of the City of Independence's road were overlaid in the past couple of weeks.

Wenck spoke about the upcoming elections on Tuesday, November 3rd. He said there are four council seats for two open positions. He noted the Mayor was running for re-election and encouraged everyone to vote.

Betts outlined the subdivision that was currently underway at Koch's Crossing. She noted that Independence Road and Koch's Crossing would be closed for a couple months while work was being done. Betts said seventeen new homes would be going into that subdivision and a new road would be going through it. Johnson noted only one of the homes would be on the Metropolitan sewer line. Eisinger stated they had done line fire trainings at Koch's Crossing.

10. SWEARING IN OF OFFICER LANCE ZILLES

Kroells addressed the audience and stated that this was a very special night to honor and celebrate Officer Lance Zilles. The official swearing in ceremony was performed. Kroells noted Zilles went through an extensive interview process. Kroells stated Maple Plain and Independence hold their police officers in the highest regard. Kroells introduced the parents of Zilles and noted the strong moral character they instilled in Zilles. Kroells recognized various other family members for their support and encouragement of Zilles. Zilles took the formal oath of office. Officer Dennison presented the WHPS badge to Zilles. Young and Johnson congratulated and welcomed Officer Zilles on behalf of the Cities.

Motion by Wenck, second by DeLuca to adjourn the Joint Council Meeting at 8:25 p.m. Ayes: Johnson, Betts, Fisher, Spencer, Young, Eisinger, McCoy, DeLuca, and Maas-Kusske. Nays: None. Absent: None. MOTION DECLARED CARRIED.

Respectfully submitted,

Trish Bemmels, Recording Secretary

CITY OF MAPLE PLAIN
Payments

11/20/15 10:10 AM
Page 1

Current Period: November 2015

Batch Name	11/20/15PAY2	User Dollar Amt	\$55,059.61	
Payments		Computer Dollar Amt	\$55,059.61	
			\$0.00	In Balance
<u>Refer</u>	<u>0 MEDIACOM</u>	-		
Cash Payment	E 101-41500-309 EDP, Software and Desi			\$109.95
Invoice				
Transaction Date	11/20/2015	Bank of Maple Plain	10100	Total \$109.95
<u>Refer</u>	<u>0 AMERICAN ENGINEERING, INC</u>	-		
Cash Payment	E 451-43100-303 Engineering Services	MSW/Rainbow		\$498.00
Invoice	68851			
Transaction Date	11/20/2015	Bank of Maple Plain	10100	Total \$498.00
<u>Refer</u>	<u>0 RIEFF, ANN GARDEN DESIGN</u>	-		
Cash Payment	E 101-45200-225 Landscaping Materials	planters		\$279.13
Invoice	149248			
Transaction Date	11/20/2015	Bank of Maple Plain	10100	Total \$279.13
<u>Refer</u>	<u>0 BURNHAM COMPANIES</u>	-		
Cash Payment	E 101-43000-437 Miscellaneous	Compost Grinding		\$800.00
Invoice	3717			
Transaction Date	11/20/2015	Bank of Maple Plain	10100	Total \$800.00
<u>Refer</u>	<u>0 CAREFREE SERVICE INC</u>	-		
Cash Payment	E 101-43100-311 Contract Service	street sweeping		\$2,907.00
Invoice	28086			
Transaction Date	11/20/2015	Bank of Maple Plain	10100	Total \$2,907.00
<u>Refer</u>	<u>0 DISPLAY SALES</u>	-		
Cash Payment	E 101-43100-311 Contract Service	Christmas Decorations		\$6,511.00
Invoice	003769			
Transaction Date	11/20/2015	Bank of Maple Plain	10100	Total \$6,511.00
<u>Refer</u>	<u>0 ECM PUBLISHERS INC</u>	-		
Cash Payment	E 101-41420-351 Legal Notices Publishing	delinquent utilities		\$26.99
Invoice	276459			
Transaction Date	11/20/2015	Bank of Maple Plain	10100	Total \$26.99
<u>Refer</u>	<u>0 HENN COUNTY INFO TECHNOLOG</u>	-		
Cash Payment	E 101-43000-419 General Rentals	Radio Lease		\$63.64
Invoice	1000066727			
Transaction Date	11/20/2015	Bank of Maple Plain	10100	Total \$63.64
<u>Refer</u>	<u>0 HENN COUNTY ACCTS RECEIVAB</u>	-		
Cash Payment	E 101-42110-317 Board & Booking Fees	BB Fees		\$75.00
Invoice	1000065476			
Cash Payment	E 101-42110-317 Board & Booking Fees	BB Fees		\$75.00
Invoice	1000066350			
Transaction Date	11/20/2015	Bank of Maple Plain	10100	Total \$150.00
<u>Refer</u>	<u>0 LANO EQUIPMENT</u>	-		
Cash Payment	E 101-43000-221 Equipment Parts			\$148.74
Invoice	03-338580			

CITY OF MAPLE PLAIN

11/20/15 10:10 AM

Page 2

Payments

Current Period: November 2015

Cash Payment	E 101-43000-221 Equipment Parts				\$55.66
	Invoice 03-338626				
Cash Payment	E 101-43000-221 Equipment Parts				\$32.60
	Invoice 03-336168				
Transaction Date	11/20/2015	Bank of Maple Plain	10100	Total	\$237.00
Refer	0 MODERN ROADWAYS				
Cash Payment	E 451-43100-530 Improvements Other Tha	patching			\$1,200.00
	Invoice 8845				
Transaction Date	11/20/2015	Bank of Maple Plain	10100	Total	\$1,200.00
Refer	0 METRO WEST INSPECTION SERVI				
Cash Payment	E 101-42400-308 Building Inspection	inspection services			\$27.00
	Invoice				
Transaction Date	11/20/2015	Bank of Maple Plain	10100	Total	\$27.00
Refer	0 OFFICE DEPOT				
Cash Payment	E 101-41500-202 Duplicating & Copying S	paper			\$79.98
	Invoice				
Cash Payment	E 101-41500-201 Office Supplies	supplies			\$34.99
	Invoice				
Cash Payment	E 101-43000-215 Shop Materials	PW printer			\$471.98
	Invoice				
Transaction Date	11/20/2015	Bank of Maple Plain	10100	Total	\$586.95
Refer	0 TOSHIBA				
Cash Payment	E 101-41500-413 Office Equipment Rental	rental			\$251.34
	Invoice				
Cash Payment	E 101-41500-202 Duplicating & Copying S	rental			\$188.35
	Invoice				
Transaction Date	11/20/2015	Bank of Maple Plain	10100	Total	\$439.69
Refer	0 BARTON SAND & GRAVEL				
Cash Payment	E 101-43100-224 Street Maintenance Mate	Sand			\$824.28
	Invoice 151031				
Transaction Date	11/20/2015	Bank of Maple Plain	10100	Total	\$824.28
Refer	0 WEST HENNEPIN PUBLIC SAFETY				
Cash Payment	E 101-42110-306 Police Administration	December			\$34,759.31
	Invoice				
Transaction Date	11/20/2015	Bank of Maple Plain	10100	Total	\$34,759.31
Refer	0 WATER CONSERVATION SERVICE				
Cash Payment	E 601-49400-311 Contract Service	Leak 4990 Main			\$287.38
	Invoice 6366				
Transaction Date	11/20/2015	Bank of Maple Plain	10100	Total	\$287.38
Refer	0 UNITED FARMERS COOPERATIVE				
Cash Payment	E 101-43000-215 Shop Materials				\$159.31
	Invoice				
Transaction Date	11/20/2015	Bank of Maple Plain	10100	Total	\$159.31
Refer	0 XCEL ENERGY				
Cash Payment	E 101-43160-381 Electric Utilities	Street Lights			\$2,026.52
	Invoice				

CITY OF MAPLE PLAIN
Payments

11/20/15 10:10 AM
Page 3

Current Period: November 2015

Cash Payment	E 101-41940-381 Electric Utilities	CH and Garage		\$45.77
Invoice				
Cash Payment	E 601-49400-381 Electric Utilities	Water		\$100.73
Invoice				
Cash Payment	E 602-49450-381 Electric Utilities	Sewer		\$188.39
Invoice				
Cash Payment	E 101-41940-381 Electric Utilities	Parks		\$195.96
Invoice				
Cash Payment	E 101-43100-381 Electric Utilities	traffic lights		\$63.11
Invoice				
Transaction Date	11/20/2015	Bank of Maple Plain	10100	Total <u>\$2,620.48</u>
Refer	0 <u>DELTA DENTAL</u>	-		
Cash Payment	G 101-21707 Dental Insurance			\$457.50
Invoice				
Transaction Date	11/20/2015	Bank of Maple Plain	10100	Total <u>\$457.50</u>
Refer	0 <u>CDJ CONCRETE, INC</u>	-		
Cash Payment	E 601-49400-311 Contract Service	water main break repair		\$1,795.00
Invoice 263				
Transaction Date	11/20/2015	Bank of Maple Plain	10100	Total <u>\$1,795.00</u>
Refer	0 <u>BILL SCHWANKE</u>	-		
Cash Payment	E 452-49357-500 Capital Outlay (GENERA	TIF Assessment		\$320.00
Invoice				
Transaction Date	11/20/2015	Bank of Maple Plain	10100	Total <u>\$320.00</u>

Fund Summary

	10100 Bank of Maple Plain
101 GENERAL FUND	\$50,670.11
451 CAPITAL IMPROVEMENT PROJECTS	\$1,698.00
452 METROPOLITAN COUNCIL GRANT	\$320.00
601 WATER FUND	\$2,183.11
602 SEWER FUND	\$188.39
	<u>\$55,059.61</u>

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$55,059.61
Total	<u>\$55,059.61</u>



Agenda Information Memorandum
November 23, 2015 - Maple Plain City Council

6. ADMINISTRATIVE REPORTS
A. 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: Mayor and City Council

From: Mark Kaltsas, City Planner

CC: Tessia Melvin, City Administrator

Date: November, 2015

Re: **Planning Update**

Meetings:

- **Planning Commission Meeting** – reviewed walking and biking implementation plan.
- **City Council Meeting** – reviewed TIF resolution relating to certification of substandard buildings prior to demolition.
- Two staff meetings to discuss current project status/issues – discussed Collision Corner CUP application, license agreement and storm water review, downtown redevelopment status and concept plans and downtown demolition.
- Meeting with Collision Corner on site to review site planning issues/landscaping.
- Worked with inspector to prepare substandard findings for Olson's and City Hall.
- Meeting with staff and engineer to review downtown redevelopment and public street feasibility study.

Correspondence:

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

- Correspondence with a potential buyer of an existing building with the notion of converting it into a wedding event facility.
- Correspondence and work on finalizing resolution and follow-up with applicant of Collision Corner.

- Correspondence and coordination with the developer for the Meadows of Maple Plain.
- Correspondence/provide information to environmental consultant regarding environmental building assessments for Olson's /City Hall property.
- Correspondence regarding Akona property use and illegal storage.
- Correspondence with downtown developer regarding concept site plans.
- Correspondence with TIF consultant pertaining to district establishment.
- Prepare letter to business owner regarding parking deficiency.
- Correspondence with resident regarding accessory structure building on Budd Street.
- Staff has had correspondence with several residents regarding building setbacks, zoning and other related planning questions.



Agenda Information Memorandum
November 23, 2015 - Maple Plain City Council

6. ADMINISTRATIVE REPORTS
B. 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:	November 20, 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

- Televising has been completed and we are reviewing the report.

Main Street West and Rainbow Avenue – Utility and Street Improvements

- Reviewing final quantities with LaTour.
- Address property pin questions.

Meadows of Maple Plain

- Storm sewer construction is completed.
- Contractor is reviewing street construction due to wet weather.
- Grading work by S.M. Hentges and Sons started in September.

Downtown and Budd Avenue Feasibility Studies

- Worked with Staff on getting notices sent to the public on site walk-throughs.
- Attending site walk-throughs with the public.
- Met with City Staff and consultants on downtown redevelopment.

Collision Corners CUP and Site Plan

- We provided comments on the recent pervious asphalt proposal from the property owner and information needed for review of that proposal.

Miscellaneous

1. Prepared monthly engineering report.
2. Attended staff and council meetings.



Agenda Information Memorandum
November 23, 2015 - Maple Plain City Council

6. ADMINISTRATIVE REPORTS
C. WEST HENNEPIN PUBLIC SAFETY DIRECTOR MONTHLY REPORT

ACTION TO BE CONSIDERED

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

FACTS

- See attached.

ATTACHMENTS

Attached is the monthly report from Public Safety Director Gary Kroells.



Date: November 9, 2015
To: Public Safety Commissioners
City of Independence Council Members
City of Maple Plain Council Members
From: Director Gary Kroells *G. Kroells*
SUBJECT: OCTOBER 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.

\\WHPS#0\share\monthlyactivityreport\2015\lettertocouncilmonthlyreport.docx

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
October 2015

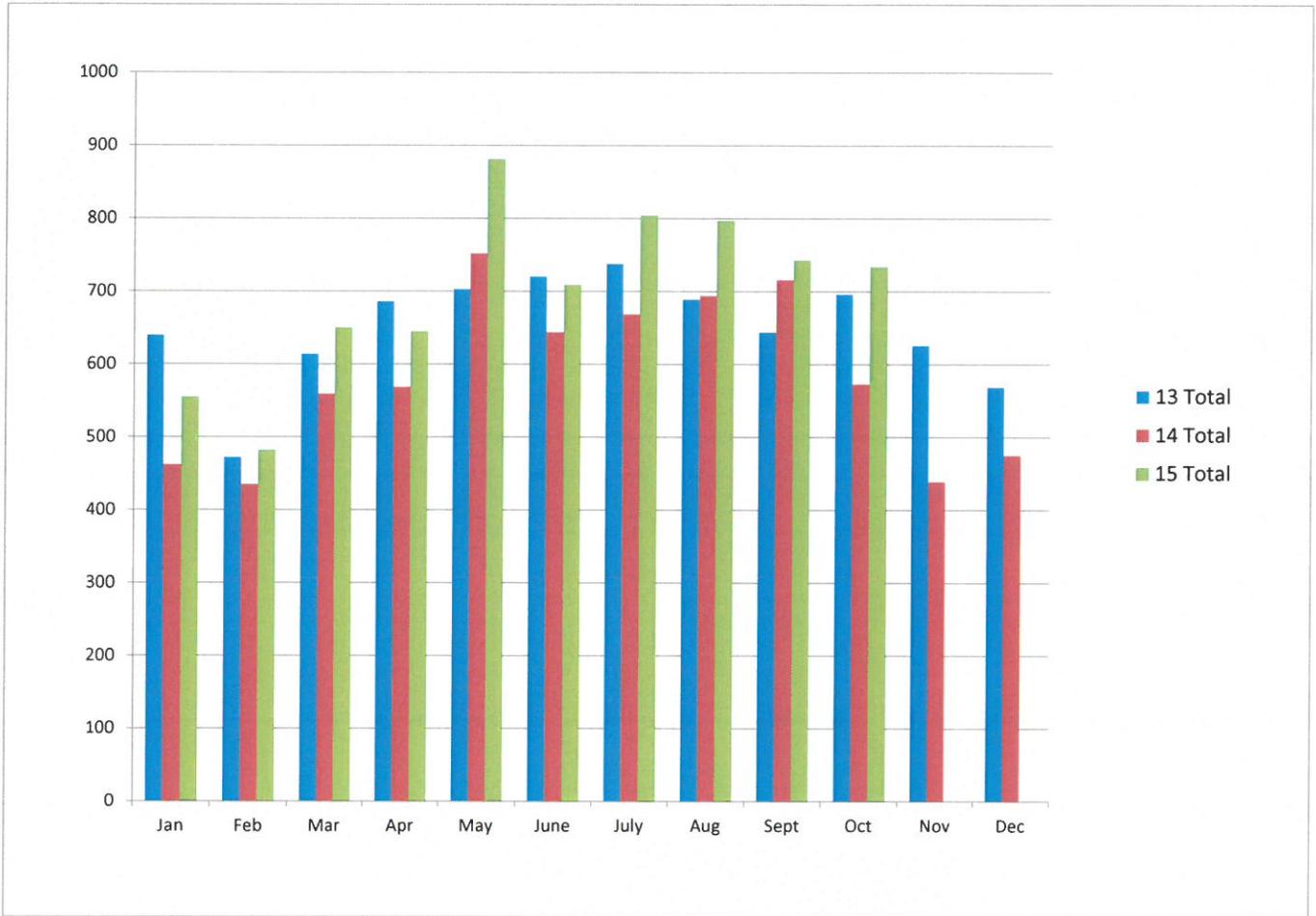
Offense	This Month	Same Month Last Year	This Year To Date	Last Year To Date
City Of Independence				
Criminal	14	7	108	84
Traffic	182	193	2,021	1,589
Part III	14	12	106	85
Part IV	36	16	335	348
Part V	147	131	1,591	1,513
Total City of Independence	393	359	4,161	3,619
City Of Maple Plain				
Criminal	3	2	60	60
Traffic	97	44	610	472
Part III	5	5	55	73
Part IV	16	22	218	201
Part V	151	126	1,326	1,416
Total City Of Maple Plain	272	199	2,269	2,222
Grand Total Both Cities				
	665	558	6,430	5,841
TZD	31	0	242	0
Agency Assists	38	15	328	232
Total ICR Reports	734	573	7,000	6,073
Mileage	14,211	12,192	127,923	113,253
How Received				
Fax	7	4	101	125
In Person	56	114	418	1,107
Mail	2	5	29	33
Other	4	8	38	50
Phone	38	43	442	463
Radio	210	155	1,956	1,844
Visual	376	244	3,499	2,451
Email	1	0	36	0
Lobby Walk In	40	0	481	0
Total	734	573	7,000	6,073

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

AGN	ICR	Title	Create Date	Grid #	Reported Date	MOC range
WHPS	15006398	Burglary	10/5/2015	3	10/5/2015	B0494
WHPS	15006423	Theft Campaign Signs	10/7/2015	3	10/7/2015	TW999
WHPS	15006479	Drugs-Paraphernalia Possession	10/9/2015	5	10/9/2015	DC500
WHPS	15006480	Theft	10/9/2015	3	10/9/2015	TW229
WHPS	15006505	4th Degree DWI	10/10/2015	3	10/9/2015	JGW01
WHPS	15006525	2nd Degree DWI Refusal / Forfeiture	10/11/2015	3	10/11/2015	JER01
WHPS	15006572	Drugs - Possess Small Amount of Marijuana No Proof of Insurance	10/13/2015	5	10/13/2015	DA540
WHPS	15006582	Damage to mailbox	10/13/2015	5	10/13/2015	P3119
WHPS	15006590	Damage to mailbox	10/14/2015	5	10/14/2015	P3119
WHPS	15006672	4th Degree DWI	10/17/2015	4	10/17/2015	JGW01
WHPS	15006791	Theft From Motor Vehicle	10/21/2015	3	10/21/2015	T0159
WHPS	15006837	DACIPS - Driving after cancellation-inimical to public	10/24/2015	4	42301	J2901
WHPS	15006845	3rd Degree DWI / Possess/Sale Small Amount of Marijuana	10/25/2015	4	42302	JGW03
WHPS	15006851	Criminal Damage to Property	10/25/2015	3	42302	P3129

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

AGN	ICR	Title	Create Date	Grid #	Reported Date	MOC range
WHPS	15006792	Theft	10/21/2015	1	42298	T0029
WHPS	15006803	Burglary	10/22/2015	1	42299	B0794
WHPS	15006973	2nd Degree DWI Refusal	10/30/2015	1	42307	JER01



CITY OF MAPLE PLAIN

11/19/15

Certify Summary

Account	Serv Address	Bill Name	Certify	Current Charges	Balance	PIN #
00-00041300-09-9	5435 MAIN ST W # F	JOHN JAMES	\$890.35	\$0.04	\$890.39	25-118-24-22-0105
00-00059300-05-2	5810 THREE OAKS A	VICKI O"NEILL	\$431.01	\$69.30	\$500.31	26-118-24-12-0068
01-00000261-00-4	1826 BUDD AVE "A"	DAVID LIESCH	\$909.82	\$226.74	\$1,136.56	
01-00002300-00-0	5401 CLAYTON DR	JOSEPH & MARY HOY	\$87.43	\$234.96	\$322.39	25-118-24-22-0096
01-00007100-00-1	5109 INDEPENDENCE	SONIA BURMAN	\$187.91	\$208.75	\$396.66	24-118-24-43-0011
01-00007300-00-5	5265 MAIN ST E	BETSY SUTHERLAND	\$357.93	\$186.88	\$544.81	25-118-24-21-0064
01-00007500-00-9	4830 MAIN ST E	JAMES & KELLI WOESSNER	\$526.69	\$130.47	\$657.16	24-118-24-44-0026
01-00007600-00-6	5949 THREE OAKS A	PAUL ANDERBERG	\$926.82	\$235.77	\$1,162.59	26-118-24-12-0052
01-00008100-00-0	1826 BUDD AVE "B"	DAVID LIESCH	\$1,113.48	\$314.24	\$1,427.72	24-118-24-42-0007
01-00009500-00-7	5119 MAIN ST E	JESSICA WEICKERT	\$980.75	\$256.52	\$1,237.27	25-118-24-12-0029
01-00010800-00-0	4869 INDEPENDENCE	NEW RESIDENT	\$388.56	\$129.66	\$518.22	24-118-24-44-0020
01-00014800-00-6	5426 JOYCE ST	RONALD WIPF	\$1,109.10	\$271.40	\$1,380.50	25-118-24-22-0018
01-00015500-00-4	4920 MAIN ST E	GARY FALDE	\$1,106.94	\$244.09	\$1,351.03	24-118-24-44-0088
01-00015900-00-2	5545 MAIN ST W	GREG EHALT	\$386.99	\$183.33	\$570.32	25-118-24-22-0057
01-00017100-00-4	5380 JOYCE ST	JAMES WINTERHALTER	\$335.67	\$159.95	\$495.62	25-118-24-21-0021
01-00020500-00-2	1555 THREE OAKS A	DIANA AUSTIN	\$665.01	\$159.10	\$824.11	26-118-24-12-0015
01-00020900-00-0	5275 MAIN ST E	GEOFF JONES	\$482.84	\$249.27	\$732.11	25-118-24-21-0065
01-00021600-00-8	1410 RAINBOW AVE	YVETTE KANZLER	\$520.73	\$179.78	\$700.51	26-118-24-11-0065
01-00025200-00-6	1647 MARSH AVE	SARAH MANN	\$79.71	\$172.14	\$251.85	24-118-24-34-0060
01-00027000-00-0	5260 MANCHESTER D	LYNN VERVILLE	\$581.26	\$184.23	\$765.49	24-118-24-34-0066
01-00028200-00-3	5420 CLAYTON DR	MICHELLE MORIN	\$441.60	\$223.13	\$664.73	25-118-24-22-0091
01-00029000-00-8	5429 BRYANT ST	BRITTNEY & BRANDON DAY	\$974.34	\$262.02	\$1,236.36	25-118-24-22-0002
01-00030900-00-3	5650 MAIN ST W	ZACHARY CHRISTENSON	\$227.62	\$165.65	\$393.27	23-118-24-44-0004
01-00031500-00-4	5875 MAIN ST W	KELLY PARROTT	\$458.94	\$234.48	\$693.42	26-118-24-12-0005
01-00031700-00-8	1565 RAINBOW AVE	DAVID PRINZING	\$781.42	\$283.09	\$1,064.51	26-118-24-11-0035
01-00032700-00-7	5785 MAPLE RIDGE D	STEVE & KRIS ROTH	\$1,318.64	\$475.99	\$1,794.63	26-118-24-11-0081
01-00033500-00-2	5370 JOYCE ST	NEW RESIDENT	\$672.90	\$376.26	\$1,049.16	25-118-24-21-0022
01-00034000-00-6	5079 MAIN ST E	ELIJAH FOSS	\$639.04	\$236.86	\$875.90	25-118-24-12-0023
01-00036800-00-0	5354 BRYANT ST	BILL CARLSON	\$385.01	\$188.22	\$573.23	25-118-24-21-0078

CITY OF MAPLE PLAIN

11/19/15

Certify Summary

Account	Serv Address	Bill Name	Certify	Current Charges	Balance	PIN #
01-00037500-00-8	5835 AMY LN	JULIE LUND	\$919.75	\$295.74	\$1,215.49	26-118-24-12-0060
01-00040600-00-5	1760 PERKINS LN	Jason Christenson	\$167.59	\$417.27	\$584.86	24-118-24-44-0071
01-00040700-00-2	5259 MAIN ST E	SCOTT STEVENSON	\$1,015.38	\$280.95	\$1,296.33	25-118-24-21-0063
01-00041800-00-8	1540 HALGREN RD	BRETT DODDS	\$136.01	\$130.64	\$266.65	25-118-24-22-0113
01-00044600-00-1	1654 MARSH AVE	TWINS CITIES REA	\$738.51	\$378.29	\$1,116.80	24-118-24-34-0063
01-00045000-00-8	5180 HIGHWAY # 12	EMIL CAMPBELL II	\$301.96	\$322.41	\$624.37	24-118-24-43-0020
01-00051000-04-7	5435 MAIN ST W # C	DEBBIE GJERSTAD	\$335.91	\$153.51	\$489.42	25-118-24-22-0102
01-00056900-00-3	1514 RAINBOW AVE	DAN D WELCH	\$339.53	\$227.75	\$567.28	26-118-24-11-0039
01-00058500-00-3	5010 MAIN ST E	THOMAS E. COLBURN	\$133.32	\$145.82	\$279.14	24-118-24-43-0031
01-00058700-00-7	5789 THREE OAKS A	PAM SHELDON	\$1,413.22	\$348.00	\$1,761.22	26-118-24-11-0091
01-00062800-00-3	5824 MAIN ST W	DAVE BRAND	\$254.44	\$239.68	\$494.12	
02-00025700-00-2	5330 HIGHWAY # 12	A+ AUTO BROKERS	\$345.44	\$175.11	\$520.55	24-118-24-34-0020
02-00039000-00-2	5210 MAIN ST E	MAGNOLIA 8PROPERTIES L	\$632.78	\$163.92	\$796.70	24-118-24-34-0032
02-00051700-00-5	5250 HIGHWAY # 12	50 TWO 50 LIQUORIS	\$705.56	\$202.86	\$908.42	24-118-24-34-0025
02-00055600-00-4	5310 MAIN ST E	GNOMECULTURE INC	\$853.09	\$176.83	\$1,029.92	24-118-24-34-0073
02-00060800-00-6	1275 POPLAR AVE	NEW RESIDENT	\$299.09	\$162.21	\$461.30	25-118-24-13-0011
02-00062200-00-2	1270 BUDD AVE	MP MINI STORAGE	\$468.93	\$188.56	\$657.49	25-118-24-13-0003
02-00063600-00-9		MARSH LAND PROP.	\$398.20	\$125.62	\$523.82	24-118-24-32-0015
			<u>\$27,427.22</u>	<u>\$10,377.49</u>	<u>\$37,804.71</u>	



Agenda Information Memorandum
November 23, 2015 Maple Plain City Council

8. NEW BUSINESS
A. CERTIFICATION OF DELINQUENT UTILITY BILLING ACCOUNTS
RESOLUTION 15-1123-01

ACTION TO BE CONSIDERED

To approve Resolution 15-1123-01, that would certify delinquent utility bills to Hennepin County for 2016 property taxes.

FACTS

- Forty seven (47) property owners have unpaid/delinquent utility bills, totaling \$27,427.22. The balances are from:
 - Quarter 3, 2014
 - Quarter 4, 2014
 - Quarter 1, 2015
 - Quarter 2, 2015
- The balances include the 10% penalty and will include a \$150 administrative fee for the certification process.
- Property owners had until November 20 to pay in full; certifications have to be sent to Hennepin County by December 1. Property owners may still remove the amount from their property taxes if paid off by year-end.
- Utility bills identified as delinquent and certified to the County in 2015 are collected with 2016 property taxes payable.

ATTACHMENTS

Attached is a copy of Resolution 15-1123-01 and a certification summary with PID numbers and delinquent amounts.

**CITY OF MAPLE PLAIN
RESOLUTION 15-1123-01**

**A RESOLUTION CERTIFYING DELINQUENT WATER AND SEWER
ACCOUNTS AS SPECIAL ASSESSMENTS**

WHEREAS THE CITY OF MAPLE PLAIN, MINNESOTA (the “City”) operates public utilities which are funded through usage rates paid by property owners; and,

WHEREAS property owners receive quarterly utility bills from the City including water, sanitary sewer, and storm sewer; and,

WHEREAS property owners with outstanding and delinquent balances are assessed a late fee of 10 percent if quarterly utility bills are not paid in full by the due date indicated by the City; and,

WHEREAS the charges identified in the attached list of properties are delinquent in nature; and,

WHEREAS consumers have received notification regarding the delinquency of their account according to the legal requirement of the law; and,

WHEREAS City Ordinance No. 193 imposes a \$150 penalty on each delinquent utility account that is assessed and collected with taxes; and,

WHEREAS Minnesota Statute §443.16 authorizes collection of delinquent accounts by certification to the County Tax Rolls for collection.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MAPLE PLAIN, MINNESOTA that the County Auditor of Hennepin County is hereby directed to place the following attached list of delinquent utility accounts, consisting of delinquent principal, penalty and interest thereon at the rate of 10 percent, and a \$150 penalty on each account, for the 2016 tax rolls.

This resolution was introduced by _____. Members voting in favor: _____. Members voting against: _____. Members absent: _____. The resolution was passed by the Maple Plain City Council this _____.

Jerry Young, Mayor

Attest:

Tessia Melvin, City Administrator

CITY OF MAPLE PLAIN – LICENSE APPLICATIONS
November 23, 2015

LICENSE #	BUSINESS NAME	TYPE
L16-1	M&M Wine & Spirits	Alcohol
L16-2	McGarry's Pub	Alcohol
L16-3	Monies	Alcohol
L16-4	DBL Enterprises	Alcohol
L16-5	Liquor Depot	Alcohol
L16-6	Blackwater Coffee	Alcohol

8. NEW BUSINESS
B. 2016 LIQUOR LICENSE RENEWAL APPLICATIONS

ACTIONS TO BE CONSIDERED

To approve liquor license renewal applications from the following applicants:

TJA Pubs, LLC (Monies)
Hibernia Restaurant Management LLC (McGarry's Irish Pub & Eatery)
M&M Wine & Spirits, Inc. (M&M Wine & Spirits)
Grindstone Inc. (Blackwater)
DBL Enterprises, Inc. (Liquoris)
Liquor Depot

FACTS

- **TJA Pubs, LLC (Monies)** is located at 4820 Highway 12 and is applying for a liquor license renewal for off-sale, on-sale and Sunday sales.
- **Hibernia Restaurant Management LLC (McGarry's Irish Pub & Eatery)** is located at 5189 Main Street East and is applying for a liquor license renewal for on-sale and Sunday sales.
- **M&M Wine & Spirits, Inc. (M&M Wine & Spirits)** is located at 4912 Highway 12, Suite 1, and is applying for a liquor license renewal for off-sale.
- **DBL Enterprises, Inc. (Liquoris)** at 5250 Highway 12 and is applying for a liquor license renewal for off-sale.
- **Grindstone Inc. (Blackwater)** is located at 5159 Highway 12, and is applying for wine and beer.
- **Liquor Depot** is located at 5020 Highway 12, and is applying for a liquor license renewal for off-sale.
- City Code 33.27 subp. (new code 110.31 subp. C) allows the city to withhold issuance of a license or license renewal "on which taxes, special assessments or other financial claims of the City or the of the state are due, delinquent or unpaid."
 - **DBL Enterprises, Inc. (Liquoris) is delinquent in utility payments**
- Cities have 10 days from the date of the issuance of a liquor license to provide to the State Commissioner of Public Safety the licensee's name and address and trade name, and the effective date and expiration date of the license.
- West Hennepin Public Safety has conducted the necessary background information on all applicants and approved all applications.

ATTACHMENTS



Agenda Information Memorandum
November 23, 2015 Maple Plain City Council

8. NEW BUSINESS
C. 2016 TOBACCO LICENSE RENEWALS

ACTIONS TO BE CONSIDERED

To review and approve the tobacco license renewal applications for Liquor Depot, TJA Pubs, LLC (Monies) and McGarry's Pub.

FACTS

- The businesses requesting tobacco license renewals are:
 - Liquor Depot, 5020 Highway 12
 - TJA Pubs, LLC (Monies), 4820 Highway 12
 - McGarry's Pub, 5189 Main Street East

ATTACHMENTS

Attached is a list of the tobacco licenses.

CITY OF MAPLE PLAIN – LICENSE APPLICATIONS
November 23, 2015

LICENSE #	BUSINESS NAME	TYPE
T16-1	McGarry's Pub	Tobacco
T16-2	Monies	Tobacco
T16-3	Liquor Depot	Tobacco