

AGENDA
CITY COUNCIL MEETING
December 28, 2016
6:30 P.M.

A. 6:30 Call to Order

B. Roll Call

C. Open Forum

The public is invited to speak at this time. Open Forum is limited to one half-hour. No person may speak more than five (5) minutes or more than once. Each subject will have a limit of ten (10) minutes. Council members may ask questions of the speaker. With the agreement of the Council, such matters taken up during the open forum may be scheduled on the current agenda or a future agenda.

D. 6:35 Approve Consent Agenda

1. Approve Agenda
2. Approve Meeting Minutes
3. Approve Payment of Bills

E. 6:40 Resolution 2016-14 Approve Final 2016 Tax Levy, Collectible in 2017

F. 6:45 Non-union Salaries for 2017

G. 6:50 Ordinance 2016-04 Clarifying Rules Regarding Nonconformities, 2nd Reading

H. 6:55 Other items as necessary

I. 7:00 Council & Staff Reports

J. Attached correspondence:

1. Other Meeting Minutes
2. Upcoming Meeting Schedule

K. 7:15 Adjourn

*CITY OF GRAND MARAIS
MINUTES
December 14, 2016*

Mayor Arrowsmith-DeCoux called the meeting to order at 6:30 p.m.

Members present: Dave Mills, Jay Arrowsmith-DeCoux, Tim Kennedy and Anton Moody

Members absent: Tracy Benson

Staff present: Mike Roth, Kim Dunsmoor and Chris Hood

Mayor Arrowsmith-DeCoux opened the Truth in Taxation Hearing at 6:30 p.m.

Bob Mattson understands that the city did not go overboard in their budgeting: however, the county, school and city property taxes all together are prohibitive. As a retired person, the cost of living adjustments do not keep up with inflation. He asked the council to look at the budget carefully. We need basic services of street and utilities. The library, YMCA, bike paths and golf are luxuries.

Joyce Heiskari stated that her county and city taxes are virtually the same. She wondered what health benefits the city employees have and how much employees pay toward those benefits. How much does the park contribute to the general fund? How much does the liquor store contribute to the general fund? Are there additional expenses due to the increase in tourism.

Staff informed her that city employees contribute approximately \$200/single and \$500/family for a \$1200 single/\$2400 family policy. The liquor store contributes \$200,000 to the general fund every year. The amount that the recreation park contributes is not readily known, but that amount will be provided.

Evelyn Larsen asked the council to consider any place that dollars can be saved. She questioned why the city purchased the Tomteboda property for the Public Works facility rather than building in the business park and why wasn't the affordable housing project put in the BDA?

Council informed her that the dirt work for the business park was about \$900,000 due to the topography of the land. The city would need to purchase several lots in order to have a space large enough for the facility. The facility will be on the back side of the Tomteboda lot saving the city a lot of money in dirt work. The highway frontage part of the property may be sold in the future. The BDA is more salable and scalable for smaller businesses.

The affordable housing project looked at 100 properties. West Second Street was selected because it was the most cost effective with infrastructure nearby. Another concern was having children walk through the business park to school.

Joyce Heiskari asked about the significant increase in cost in the library budget for full-time salaries.

Council informed her that this is due to the hiring of a full-time Assistant Library Director. The Library Board wants to reach their goal of expanding services to the west end and Grand Portage.

The city takes their budgeting seriously. From 2010-2015, the city did not raise the levy recognizing that we were in tough economic times. We also cannot stand still forever.

The Truth in Taxation Hearing closed at 7:01 p.m.

Motion by Mills, seconded by Kennedy to approve the Agenda; November 30, 2016, Minutes; and Payment of Bills. Approved unanimously.

Greg Wright, North House Folk School, gave the council an update of their activities as a condition of the lease that has been in place for 19 years and going well. North House purchased the building across Highway 61 and added a new front door and deck on the yellow house. At the end of 2016, student enrollments are up 10 percent. In 2017, North House Folk School turns 20. North House would like to build something for our community. At the ten year anniversary, North House and councilors built benches that are still around the city. Greg asked for a group to help decide what should be built and to look at future considerations.

Bill and Judy Curtis are requesting a variance from front yard setbacks to modify a roofline and enclose an entryway 2.5' from the front lot line, 22.5' within the required setback located at 320 3rd Avenue West, Lot 20, Block 60, Village Plat. This 39.8' x 133 property is zoned R-1 Permanent Residential. There is an existing single family home within the required front yard setback on the property. Neighboring properties include single family homes. The Planning Commission held a public hearing was held December 7, 2016. No additional public comments were received. The Commission adopted the following findings: The proposed continued use of the property as a single family residence is allowed in the R-1 zone, the request is consistent with the comprehensive plan because it improved the livability and value of the property without substantial impact on neighboring properties, it is reasonable to improve the structure without encroaching further into required setbacks, the 40' lot was developed with a structure within the required setbacks prior to the adoption of the zoning ordinance, and many properties in this area on substandard lots and include buildings constructed within the required setbacks. The Commission recommended approving the variance by a 5-0 vote.

Motion by Kennedy, seconded by Mills to approve Resolution 2016-13 A Resolution of the City of Grand Marais, Minnesota Approving the Request for a Variance for Bill and Judy Curtis to Modify the Roofline and Enclose an Entryway. Approved unanimously.

The Planning Commission worked to clarify language and make it more understandable and consistent with the intent of the ordinance limited to non-conformities.

Motion by Kennedy, seconded by Moody to approve the First Reading of Ordinance 2016-04 An Ordinance of the City of Grand Marais, Minnesota, Amending Grand Marais Zoning Clarifying Rules Regarding Nonconformities. Approved unanimously.

Motion by Moody, seconded by Kennedy to approve Resolution 2016-14 Declaring the Official Intent of the City of Grand Marais to Reimburse Certain Expenditures from the Proceeds of Bonds to be Issued by the City. Approved unanimously.

Council discussed the Visioning process and the interim ordinance regarding the moratorium on retail projects over 5000 square feet. We are not done with the community engagement

regarding vision and values. We have already missed the window to change the language before February. The council can allow the moratorium to expire or they can consider permanent changes to the zoning ordinance prior to February by scheduling a public hearing for the January Planning Commission meeting. Council directed City Administrator Roth to start the process of amending the ordinance prior to February.

Motion by Arrowsmith-DeCoux, seconded by Moody to appoint Dave Mills as the city representative for the county's Trail Commission. Approved unanimously

Councilor Mills' Report:

- 1) The Park Board is looking for more community engagement to update the Park Master Plan.
- 2) The North Woods Food Project is studying to get a better sense of what can be classified as agricultural land.

Councilor Moody's Report:

- 1) The EDA had a budget revision cutting \$20,000 out of the EDA budget.

Councilor Kennedy's Report:

- 1) The Chamber and Moving Matters are having a workshop for a walkable community.
- 2) Received a notice from Kristen DeArruda Wharton regarding a Bikeable Community Workshop.

Mayor Arrowsmith-DeCoux's Report:

- 1) The Nordic Nature Group, home-school education about the outdoors is conducting a survey to find out how environmentally aware we are about our community and will give us policy and community initiatives.
- 2) Attended a CrimeNet meeting, a policy group task force that is discussing a state-wide level of development of information for all emergency personnel.
- 3) Has had stormwater conversations about the parking lot.
- 4) Partners for Places grant is a sustainable project for communities grant.
- 5) CCLEP is looking at sustainability projects that can be used at the public works facility.
- 6) May make a Proclamation regarding National School Choice.
- 7) Met with the PUC Commission to discuss potential assessments for photovoltaic for the public works facility.

City Administrator Roth's Report:

- 1) The Community Visioning process is an excellent way to do brainstorming. The group has generated a list of things to do. The Ruby's Pantry event did dot voting and the online survey. There was a lot of participation and we may need to get the steering committee back together. Patrick made a short film on youtube at Gunflint Merchantile.
- 2) We had one round with MNDOT and invited those directly affected by the project. MNDOT will have revised plans in January and seem willing to hear our comments. The business owner turnout was outstanding. LHB was selected as the design engineer for the Highway 61 Project.

There being no further business, the meeting adjourned at 8:17 p.m.



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Payments

City of Grand Marais

Current Period: December 2016

Batch Name	12292016AP	User Dollar Amt	\$36,380.05		
	Payments	Computer Dollar Amt	\$36,380.05		
				\$0.00	In Balance
Refer	69211	<u>TOSHIBA BUSINESS SOLUTIONS</u>			
Cash Payment	E 101-41400-210	Operating Supplies (GE			\$39.66
Invoice	13288202	12/8/2016			
Transaction Date	12/19/2016	MAIN CHECKING G	10100	Total	\$39.66
Refer	69212	<u>TURFWERKS</u>			
Cash Payment	E 613-45125-221	Equipment Parts/Builing			\$2.55
Invoice	I40992	10/13/2016			
Transaction Date	12/19/2016	MAIN CHECKING G	10100	Total	\$2.55
Refer	69213	<u>BUCK S HARDWARE HANK</u>			
Cash Payment	E 101-43100-220	Repair/Maint Supply (GE			\$7.26
Invoice	3125	11/30/2016			
Cash Payment	E 613-45125-211	Operating Supplies			\$85.66
Invoice	9988	11/30/2016			
Cash Payment	E 101-42200-221	Equipment Parts/Builing			\$0.08
Invoice	9088	11/30/2016			
Cash Payment	E 101-41940-220	Repair/Maint Supply (GE			\$17.20
Invoice	1848	11/30/2016			
Cash Payment	E 609-49750-430	Miscellaneous (GENERA			\$15.32
Invoice	1630	11/30/2016			
Cash Payment	E 101-45100-220	Repair/Maint Supply (GE			\$64.95
Invoice	1712	11/30/2016			
Transaction Date	12/19/2016	MAIN CHECKING G	10100	Total	\$190.47
Refer	69214	<u>STEVE S SPORTS AND AUTO</u>			
Cash Payment	E 613-45125-211	Operating Supplies			\$22.36
Invoice	261774	11/17/2016			
Transaction Date	12/19/2016	MAIN CHECKING G	10100	Total	\$22.36
Refer	69215	<u>FDL SAND & GRAVEL</u>			
Cash Payment	E 613-45125-211	Operating Supplies			\$371.67
Invoice	14222246	10/31/2016			
Transaction Date	12/19/2016	MAIN CHECKING G	10100	Total	\$371.67
Refer	69216	<u>HARSIN, STEVE</u>			
Cash Payment	E 215-45500-330	Transportation/School			\$3.78
Invoice	ALS	12/7/2016			
Transaction Date	12/19/2016	MAIN CHECKING G	10100	Total	\$3.78
Refer	69217	<u>WICKWIRE, MELISSA</u>			
Cash Payment	E 215-45500-330	Transportation/School			\$29.00
Invoice	ALS-MT IRON	12/1/2016			
Transaction Date	12/19/2016	MAIN CHECKING G	10100	Total	\$29.00
Refer	69218	<u>DISH NETWORK</u>			
Cash Payment	E 613-45125-310	Service Agreements			\$66.64
Invoice	82557070825987	11/25/2016			
Transaction Date	12/19/2016	MAIN CHECKING G	10100	Total	\$66.64



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Refer	69219	CRYSTEEL TRUCK EQUIPMENT	-		
Cash Payment	E 101-43100-220	Repair/Maint Supply (GE			\$801.24
Invoice	F39245	12/8/2016			
Transaction Date	12/19/2016	MAIN CHECKING G	10100	Total	\$801.24
Refer	69220	ARCTIC GLACIER INC.	-		
Cash Payment	E 609-49750-259	Other For Resale			\$97.20
Invoice	2047634302	12/8/2016			
Transaction Date	12/19/2016	MAIN CHECKING G	10100	Total	\$97.20
Refer	69221	CENTURYLINK	-		
Cash Payment	E 101-43100-321	Telephone			\$81.38
Invoice	2183873125	12/1/2016			
Cash Payment	E 101-42200-321	Telephone			\$33.43
Invoice	2183879092	12/1/2016			
Transaction Date	12/19/2016	MAIN CHECKING G	10100	Total	\$114.81
Refer	69222	NORTH SHORE WASTE	-		
Cash Payment	E 101-45100-384	Refuse/Garbage Dispos			\$1,559.61
Invoice	55490	11/30/2016			
Transaction Date	12/19/2016	MAIN CHECKING G	10100	Total	\$1,559.61
Refer	69223	COOK COUNTY LAW ENFORCEME	-		
Cash Payment	E 101-42100-317	Contracted Services			\$11,666.67
Invoice	DEC 2016	12/19/2016			
Transaction Date	12/19/2016	MAIN CHECKING G	10100	Total	\$11,666.67
Refer	69224	THOMPSON PERFORMANCE	-		
Cash Payment	E 101-43100-220	Repair/Maint Supply (GE			\$23.73
Invoice	22518	12/15/2016			
Transaction Date	12/19/2016	MAIN CHECKING G	10100	Total	\$23.73
Refer	69225	TOFTE FIRST RESPONDERS	-		
Cash Payment	E 101-42200-580	Capital Outlay (Equipme			\$2,500.00
Invoice	93 CHEVY SUB	12/19/2016			
Transaction Date	12/19/2016	MAIN CHECKING G	10100	Total	\$2,500.00
Refer	69241	DULUTH NEWS TRIBUNE	-		
Cash Payment	E 211-45500-435	Books, Periodicals			\$212.16
Invoice	178087966	12/20/2016			
Transaction Date	12/20/2016	MAIN CHECKING G	10100	Total	\$212.16
Refer	69242	CDW GOVERNMENT, INC.	-		
Cash Payment	E 215-45500-580	Capital Outlay (Equipme			\$1,246.34
Invoice	GFH6054	12/6/2016			
Transaction Date	12/20/2016	MAIN CHECKING G	10100	Total	\$1,246.34
Refer	69243	BARRON S	-		
Cash Payment	E 211-45500-435	Books, Periodicals			\$223.00
Invoice	121598869068	12/20/2016			
Transaction Date	12/20/2016	MAIN CHECKING G	10100	Total	\$223.00
Refer	69244	BAKER & TAYLOR	-		
Cash Payment	E 211-45500-435	Books, Periodicals			\$604.85
Invoice	2032481997	11/30/2016			



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Cash Payment	E 211-45500-435 Books, Periodicals				\$484.70
Invoice	2032485227	12/1/2016			
Cash Payment	E 211-45500-435 Books, Periodicals				\$535.00
Invoice	2032488460	12/2/2016			
Transaction Date	12/20/2016	MAIN CHECKING G	10100	Total	\$1,624.55
Refer	69245	POPULAR SUBSCRIPTION SERVICE			
Cash Payment	E 211-45500-435 Books, Periodicals				\$833.24
Invoice	SH-05534	12/19/2016			
Transaction Date	12/20/2016	MAIN CHECKING G	10100	Total	\$833.24
Refer	69246	ARROWHEAD LIBRARY SYSTEM			
Cash Payment	E 211-45500-200 Office Supplies (GENER				\$74.45
Invoice	00013980	11/30/2016			
Transaction Date	12/20/2016	MAIN CHECKING G	10100	Total	\$74.45
Refer	69248	TDS MEDIA DIRECT, INC.			
Cash Payment	E 609-49750-340 Advertising				\$284.61
Invoice	66346	11/29/2016			
Transaction Date	12/21/2016	MAIN CHECKING G	10100	Total	\$284.61
Refer	69249	DALCO			
Cash Payment	E 101-41940-210 Operating Supplies (GE				\$293.26
Invoice	3111879	12/14/2016			
Transaction Date	12/21/2016	MAIN CHECKING G	10100	Total	\$293.26
Refer	69250	COMO OIL & PROPANE			
Cash Payment	E 101-42200-217 Heating Fuel				\$490.32
Invoice	27742	12/13/2016			
Cash Payment	E 101-45100-217 Heating Fuel				\$222.78
Invoice	25502	12/1/2016			
Cash Payment	E 101-45100-217 Heating Fuel				\$288.74
Invoice	25944	12/7/2016			
Cash Payment	E 101-45100-217 Heating Fuel				\$120.53
Invoice	27195	12/13/2016			
Transaction Date	12/21/2016	MAIN CHECKING G	10100	Total	\$1,122.37
Refer	69251	NORTHEAST SERVICE COOPERA			
Cash Payment	E 101-41900-436 Membership Dues				\$150.00
Invoice	31081	11/22/2016			
Transaction Date	12/21/2016	MAIN CHECKING G	10100	Total	\$150.00
Refer	69252	G&G SEPTIC			
Cash Payment	E 101-45100-418 Portable Toilet Rentals				\$96.50
Invoice	12792	11/30/2016			
Transaction Date	12/21/2016	MAIN CHECKING G	10100	Total	\$96.50
Refer	69253	MEDIACOM-MIDWEST			
Cash Payment	E 101-45100-258 Cable TV Expense				\$115.58
Invoice	83849223400001	12/2/2016			
Transaction Date	12/21/2016	MAIN CHECKING G	10100	Total	\$115.58
Refer	69254	XEROX CORPORATION			
Cash Payment	E 101-45100-200 Office Supplies (GENER				\$105.07
Invoice	087254516	12/2/2016			



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Transaction Date	12/21/2016	MAIN CHECKING G 10100	Total	\$105.07
Refer	69255	INDEPENDENT PAPER GROUP	-	
Cash Payment	E 101-41940-210	Operating Supplies (GE		\$478.00
Invoice	135392	12/13/2016		
Transaction Date	12/21/2016	MAIN CHECKING G 10100	Total	\$478.00
Refer	69256	MN DEPT OF AGRICULTURE	-	
Cash Payment	E 613-45125-439	Licenses		\$10.00
Invoice	20071745	12/21/2016		
Transaction Date	12/21/2016	MAIN CHECKING G 10100	Total	\$10.00
Refer	69257	GRAINGER	-	
Cash Payment	E 101-45184-220	Repair/Maint Supply (GE		\$92.35
Invoice	9304853394	12/13/2016		
Cash Payment	E 101-45100-220	Repair/Maint Supply (GE		\$1,230.83
Invoice	9305358237	12/13/2016		
Transaction Date	12/21/2016	MAIN CHECKING G 10100	Total	\$1,323.18
Refer	69258	NORTH HOUSE FOLK SCHOOL	-	
Cash Payment	E 101-45100-340	Advertising		\$700.00
Invoice	BUSINESS PAR	12/21/2016		
Cash Payment	E 101-45184-340	Advertising		\$50.00
Invoice	BUSINESS PAR	12/21/2016		
Transaction Date	12/21/2016	MAIN CHECKING G 10100	Total	\$750.00
Refer	69259	QUILL CORPORATION	-	
Cash Payment	E 101-45100-200	Office Supplies (GENER		\$89.05
Invoice	2547120	12/9/2016		
Transaction Date	12/21/2016	MAIN CHECKING G 10100	Total	\$89.05
Refer	69267	COMMUNITY DESIGN GROUP	-	
Cash Payment	E 101-41900-461	Community Vision- Com		\$8,844.30
Invoice	DL-004	11/7/2016		
Transaction Date	12/22/2016	MAIN CHECKING G 10100	Total	\$8,844.30
Refer	69268	FLAHERTY & HOOD, P.A.	-	
Cash Payment	E 101-41610-304	Attorney(Civil)		\$1,015.00
Invoice	9535	12/1/2016		
Transaction Date	12/22/2016	MAIN CHECKING G 10100	Total	\$1,015.00

Fund Summary

10100 MAIN CHECKING GMSB

101 GENERAL FUND	\$31,177.52
211 LIBRARY	\$2,967.40
215 LIBRARY RESTRICTED FUND	\$1,279.12
609 MUNICIPAL LIQUOR FUND	\$397.13
613 GOLF COURSE	\$558.88
	<hr/>
	\$36,380.05

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$36,380.05
Total	<hr/>
	\$36,380.05



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Current Period: December 2016

Batch Name 122216 CPAP
Payment Computer Dollar Amt \$49,189.20 Posted

Refer	69228	<u>EMPOWER</u>		<u>Ck# 003665E 12/20/2016</u>	
Cash Payment	G 101-21720	MN State Retirement DeferC			\$495.00
Invoice	647950334	12/23/2016			
Transaction Date	12/19/2016	Due 0	MAIN CHECKING G	10100	Total \$495.00
Refer	69230	<u>MN CHILD SUPPORT PAYMENTCE</u>		<u>Ck# 003667E 12/23/2016</u>	
Cash Payment	G 101-21718	Garnishment			\$95.06
Invoice	1219160304	12/23/2016			
Transaction Date	12/19/2016	Due 0	MAIN CHECKING G	10100	Total \$95.06
Refer	69232	<u>PERA</u>		<u>Ck# 003668E 12/20/2016</u>	
Cash Payment	G 101-21704	PERA			\$4,424.69
Invoice	SOMPER000400	12/23/2016			
Transaction Date	12/19/2016	Due 0	MAIN CHECKING G	10100	Total \$4,424.69
Refer	69234	<u>DEPT OT THE TREASURY IRS</u>		<u>Ck# 003669E 12/20/2016</u>	
Cash Payment	G 101-21703	FICA Tax Withholding			\$3,687.34
Invoice	27067558377154	12/23/2016			
Cash Payment	G 101-21717	Medicare			\$867.78
Invoice	27067558377154	12/23/2016			
Cash Payment	G 101-21701	Federal Withholding			\$2,676.30
Invoice	27067558377154	12/23/2016			
Transaction Date	12/19/2016	Due 0	MAIN CHECKING G	10100	Total \$7,231.42
Refer	69236	<u>MN DEPT OF REVENUE-EFTPS</u>		<u>Ck# 003670E 12/19/2016</u>	
Cash Payment	G 101-21702	State Withholding			\$1,252.00
Invoice	0-765-962-560	12/23/2016			
Transaction Date	12/19/2016	Due 0	MAIN CHECKING G	10100	Total \$1,252.00
Refer	69237	<u>AFSCME</u>		<u>Ck# 075382 12/22/2016</u>	
Cash Payment	G 101-21712	AFSME Union Dues			\$683.63
Invoice	Dec 2016	12/23/2016			
Transaction Date	12/19/2016	Due 0	MAIN CHECKING G	10100	Total \$683.63
Refer	69238	<u>MII LIFE - VEBA</u>		<u>Ck# 075386 12/22/2016</u>	
Cash Payment	G 101-21706	Health Insurance			\$533.36
Invoice	Dec 2016	12/23/2016			
Transaction Date	12/19/2016	Due 0	MAIN CHECKING G	10100	Total \$533.36
Refer	69239	<u>MII LIFE-FLEX</u>		<u>Ck# 003671E 12/22/2016</u>	
Cash Payment	G 101-21713	Flex Plan Spending			\$8.65
Invoice	38319162	12/20/2016			
Transaction Date	12/20/2016	Due 0	MAIN CHECKING G	10100	Total \$8.65
Refer	69240	<u>MII LIFE- HRA</u>		<u>Ck# 003672E 12/22/2016</u>	
Cash Payment	E 101-41400-131	Employer Paid Health			\$166.75
Invoice	38319162	12/20/2016			
Transaction Date	12/20/2016	Due 0	MAIN CHECKING G	10100	Total \$166.75
Refer	69247	<u>COOK COUNTY VISITORS BUREA</u>		<u>Ck# 075385 12/22/2016</u>	



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Cash Payment	G 101-20802 Cook County Lodging Tax				\$23,593.14
Invoice	94431	12/16/2016			
Transaction Date	12/20/2016	Due 0	MAIN CHECKING G 10100	Total	\$23,593.14
Refer	69260	<u>BREAKTHRU BEVERAGE</u>	<u>Ck# 075383 12/22/2016</u>		
Cash Payment	E 609-49750-251 Liquor For Resale				\$3,220.21
Invoice	1080570872	12/20/2016			
Cash Payment	E 609-49750-333 Freight and Express				\$64.75
Invoice	1080570872	12/20/2016			
Transaction Date	12/21/2016	Due 0	MAIN CHECKING G 10100	Total	\$3,284.96
Refer	69261	<u>ROHLFING INC.</u>	<u>Ck# 075387 12/22/2016</u>		
Cash Payment	E 609-49750-252 Beer For Resale				\$1,000.60
Invoice	436107	12/21/2016			
Transaction Date	12/21/2016	Due 0	MAIN CHECKING G 10100	Total	\$1,000.60
Refer	69262	<u>SOUTHERN GLAZER S OF MN</u>	<u>Ck# 075388 12/22/2016</u>		
Cash Payment	E 609-49750-251 Liquor For Resale				\$1,251.45
Invoice	1489589	12/21/2016			
Cash Payment	E 609-49750-333 Freight and Express				\$18.45
Invoice	1489589	12/21/2016			
Transaction Date	12/21/2016	Due 0	MAIN CHECKING G 10100	Total	\$1,269.90
Refer	69263	<u>VOYAGEUR BREWING COMPANY</u>	<u>Ck# 075391 12/22/2016</u>		
Cash Payment	E 609-49750-252 Beer For Resale				\$300.00
Invoice	16-51-03	12/20/2016			
Transaction Date	12/21/2016	Due 0	MAIN CHECKING G 10100	Total	\$300.00
Refer	69264	<u>COCA-COLA REFRESHMENTS</u>	<u>Ck# 075384 12/22/2016</u>		
Cash Payment	E 609-49750-260 Soft Drinks/Mix For Resa				\$102.84
Invoice	1849692	12/21/2016			
Transaction Date	12/21/2016	Due 0	MAIN CHECKING G 10100	Total	\$102.84
Refer	69265	<u>SUPERIOR BEVERAGES LLP</u>	<u>Ck# 075389 12/22/2016</u>		
Cash Payment	E 609-49750-252 Beer For Resale				\$4,282.20
Invoice	772567	12/20/2016			
Transaction Date	12/21/2016	Due 0	MAIN CHECKING G 10100	Total	\$4,282.20
Refer	69266	<u>THE WINE COMPANY</u>	<u>Ck# 075390 12/22/2016</u>		
Cash Payment	E 609-49750-251 Liquor For Resale				\$440.00
Invoice	23496	12/19/2016			
Cash Payment	E 609-49750-333 Freight and Express				\$25.00
Invoice	23496	12/19/2016			
Transaction Date	12/21/2016	Due 0	MAIN CHECKING G 10100	Total	\$465.00



CITY OF GRAND MARAIS
Payments

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City of Grand Marais

Current Period: December 2016

Fund Summary

	10100 MAIN CHECKING GMSB	
609 MUNICIPAL LIQUOR FUND		\$10,705.50
101 GENERAL FUND		\$38,483.70
		<hr/>
		\$49,189.20

Pre-Written Checks	\$49,189.20
Checks to be Generated by the Computer	\$0.00
	<hr/>
Total	\$49,189.20



CITY OF GRAND MARAIS
Payments

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City of Grand Marais

Current Period: December 2016

Batch Name 121616 AP
Payment Computer Dollar Amt \$17,225.38 Posted

Refer 69170 VISA Ck# 075379 12/16/2016

Cash Payment	E 101-45189-220 Repair/Maint Supply (GE		\$1,180.96
Invoice 3814	12/2/2016		
Cash Payment	E 101-41940-210 Operating Supplies (GE		\$402.44
Invoice 3814	12/2/2016		
Cash Payment	E 101-45125-211 Operating Supplies		\$17.76
Invoice 3814	12/2/2016		
Cash Payment	E 101-43100-220 Repair/Maint Supply (GE		\$17.76
Invoice 3814	12/2/2016		
Cash Payment	E 604-49551-210 Operating Supplies (GE		\$35.52
Invoice 3814	12/2/2016		
Cash Payment	E 604-49570-210 Operating Supplies (GE		\$17.75
Invoice 3814	12/2/2016		
Cash Payment	E 211-45500-200 Office Supplies (GENER		\$128.34
Invoice 3814	12/2/2016		
Cash Payment	E 211-45500-435 Books, Periodicals		\$233.59
Invoice 3814	12/2/2016		
Cash Payment	E 211-45500-437 Audio Visual / DVD		\$330.52
Invoice 3814	12/2/2016		

Transaction Date 12/12/2016 Due 0 MAIN CHECKING G 10100 Total \$2,364.64

Refer 69188 SUPERIOR BEVERAGES LLP Ck# 075378 12/16/2016

Cash Payment	E 609-49750-252 Beer For Resale		\$828.10
Invoice 772143	12/14/2016		

Transaction Date 12/15/2016 Due 0 MAIN CHECKING G 10100 Total \$828.10

Refer 69189 SOUTHERN GLAZER S OF MN Ck# 075377 12/16/2016

Cash Payment	E 609-49750-251 Liquor For Resale		\$1,697.68
Invoice 1486709	12/14/2016		
Cash Payment	E 609-49750-333 Freight and Express		\$48.17
Invoice 1486709	12/14/2016		

Transaction Date 12/15/2016 Due 0 MAIN CHECKING G 10100 Total \$1,745.85

Refer 69190 ROHLFING INC. Ck# 075376 12/16/2016

Cash Payment	E 609-49750-252 Beer For Resale		\$2,187.90
Invoice 435851	12/14/2016		

Transaction Date 12/15/2016 Due 0 MAIN CHECKING G 10100 Total \$2,187.90

Refer 69191 BERNICKS Ck# 075371 12/16/2016

Cash Payment	E 609-49750-260 Soft Drinks/Mix For Resa		\$37.00
Invoice 541592	12/15/2016		
Cash Payment	E 609-49750-252 Beer For Resale		\$1,784.75
Invoice 541593	12/15/2016		

Transaction Date 12/16/2016 Due 0 MAIN CHECKING G 10100 Total \$1,821.75

Refer 69192 VOYAGEUR BREWING COMPANY Ck# 075380 12/16/2016

Cash Payment	E 609-49750-252 Beer For Resale		\$324.00
Invoice 16-50-03	12/12/2016		



CITY OF GRAND MARAIS
Payments

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City of Grand Marais

Current Period: December 2016

Transaction Date	12/16/2016	Due 0	MAIN CHECKING G 10100	Total	\$324.00
Refer	69193 PAUSTIS WINE COMPANY		<u>Ck# 075374 12/16/2016</u>		
Cash Payment	E 609-49750-251 Liquor For Resale				\$538.50
Invoice	8572931-IN 12/13/2016				
Transaction Date	12/16/2016	Due 0	MAIN CHECKING G 10100	Total	\$538.50
Refer	69194 CANNON RIVER WINERY		<u>Ck# 075372 12/16/2016</u>		
Cash Payment	E 609-49750-251 Liquor For Resale				\$828.00
Invoice	2183 10/31/2016				
Transaction Date	12/16/2016	Due 0	MAIN CHECKING G 10100	Total	\$828.00
Refer	69195 ARTISAN BEER COMPANY		<u>Ck# 075370 12/16/2016</u>		
Cash Payment	E 609-49750-252 Beer For Resale				\$229.90
Invoice	3145636 12/14/2016				
Transaction Date	12/16/2016	Due 0	MAIN CHECKING G 10100	Total	\$229.90
Refer	69196 JOHNSON BROTHER LIQUOR		<u>Ck# 075373 12/16/2016</u>		
Cash Payment	E 609-49750-251 Liquor For Resale				\$847.05
Invoice	5610174 12/14/2016				
Cash Payment	E 609-49750-333 Freight and Express				\$50.20
Invoice	5610174 12/14/2016				
Cash Payment	E 609-49750-251 Liquor For Resale				\$3,024.04
Invoice	5610175 12/14/2016				
Cash Payment	E 609-49750-333 Freight and Express				\$73.22
Invoice	5610175 12/14/2016				
Transaction Date	12/16/2016	Due 0	MAIN CHECKING G 10100	Total	\$3,994.51
Refer	69197 WINE MERCHANTS		<u>Ck# 075381 12/16/2016</u>		
Cash Payment	E 609-49750-251 Liquor For Resale				\$370.00
Invoice	7112557 12/14/2016				
Cash Payment	E 609-49750-333 Freight and Express				\$10.04
Invoice	7112557 12/14/2016				
Transaction Date	12/16/2016	Due 0	MAIN CHECKING G 10100	Total	\$380.04
Refer	69198 PHILLIPS WINE & SPIRITS		<u>Ck# 075375 12/16/2016</u>		
Cash Payment	E 609-49750-251 Liquor For Resale				\$1,934.50
Invoice	2089886 12/14/2016				
Cash Payment	E 609-49750-333 Freight and Express				\$47.69
Invoice	2089886 12/14/2016				
Transaction Date	12/16/2016	Due 0	MAIN CHECKING G 10100	Total	\$1,982.19



CITY OF GRAND MARAIS
Payments

City of Grand Marais

Current Period: December 2016

Fund Summary

	10100 MAIN CHECKING GMSB	
609 MUNICIPAL LIQUOR FUND		\$14,860.74
604 ELECTRIC		\$53.27
211 LIBRARY		\$692.45
101 GENERAL FUND		\$1,618.92
		<hr/>
		\$17,225.38

Pre-Written Checks	\$17,225.38
Checks to be Generated by the Computer	\$0.00
Total	<hr/>
	\$17,225.38

RESOLUTION 2016-15

RESOLUTION APPROVING FINAL 2016 TAX LEVY,
COLLECTIBLE IN 2017

BE IT RESOLVED, BY THE City Council of the City of Grand Marais, County of Cook, State of Minnesota, that the following sums of money constitute the final levy for the current year, collectible in 2017 upon the taxable property in the City of Grand Marais for the following purposes;

REVENUE	\$700,560.00
PFA WATER 2004	\$ 34,857.93
G.O. REFUNDING EDA 2009	\$ 63,767.81
G.O. REFUNDING 2013A	\$110,808.14
 TOTAL	 \$909,993.88

The City Administrator is hereby instructed to transmit a certified copy of this resolution to the County Auditor of Cook County, Minnesota.

Adopted by the City Council of the City of Grand Marais this 28th day of December 2016.

(SEAL)

Mayor Jay Arrowsmith-DeCoux

ATTEST:

Michael J. Roth
City Administrator

City of Grand Marais

MEMO

TO: Mayor Arrowsmith-DeCoux
City Council Members
FROM: Michael J. Roth, City Administrator
DATE: December 22, 2016
SUBJECT: 2017 Non-Union Supervisor Wages

Please approve the proposed standard increase for supervisor salaries at the same level included in the union contract: 2% in 2017.

Department Head job ratings are currently being reviewed. Additional discussion regarding wages and job ratings for Department Heads will be forthcoming.

ORDINANCE NO. 2016-04

AN ORDINANCE OF THE CITY OF GRAND MARAIS, MINNESOTA, AMENDING GRAND MARAIS ZONING CLARIFYING RULES REGARDING NONCONFORMITIES

THE CITY COUNCIL OF THE CITY OF GRAND MARAIS DOES ORDAIN (deleted material is lined out; new material is underlined; subsections which are not being amended are omitted):

Section 1. That Chapter 19 of the City Code of Grand Marais, Minnesota, which chapter is entitled "Zoning Ordinance (Revised 2008)", be amended as follows:

19.02 - DEFINITIONS

Subdivision 2. Definitions

For the purpose of this chapter, certain words are defined as follows:

~~Non-Conforming Use~~ — A use lawfully in existence on August 5, 1971, the effective date of this chapter or upon any subsequent amendment, and not conforming to the regulations for the district in which it is situated, except that such a use is not non-conforming if it would be authorized under a conditional use permit where located.

19.16 NONCONFORMITIES ~~NON-CONFORMING USES~~

Subdivision 1. ~~Non-conforming Junk Vehicles~~

~~No junk yard may continue as a non-conforming use for more than five (5) years after August 5, 1971, except that a junk yard may continue as a non-conforming use in a Commercial or Industrial District if, within that period, it is completely enclosed within a building, fence, screen planting or other device of such height and density as to screen completely the operations of the junk yard. Plans of such a building or device shall be approved by the Planning Commission and the Council before it is erected or put into place.~~

Subdivision 2. ~~Discontinuance~~

- ~~1. In the event that a non-conforming use of any building or premises is discontinued or its normal operation stopped for a period of one (1) year, the use of the same shall thereafter conform to the regulations of the District in which it is located.~~
- ~~2. In the event that the use of a non-conforming advertising sign structure is discontinued or its normal operation stopped for a period of six (6) months, said structure shall be removed by the owner or lessor at the request of the Council.~~

Subdivision 3. ~~Alterations~~

~~The lawful use of a building existing on August 5, 1971, may be continued, although such use does not conform with the provisions hereof. If no structural alterations are made, a non-conforming use of a building may be changed to another non-conforming use of the same or more restricted classification. The foregoing provisions shall also apply to non-conforming uses in districts hereafter changed. Whenever a non-conforming use of a building has been changed to a more restricted use or to a conforming use, such use shall not thereafter be changed to a less restricted use.~~

Subdivision 4. ~~Residential Alterations~~

ORDINANCE 2016-04

~~Alterations may be made to a residential building containing non-conforming residential units when they will improve the livability of such units, provided, however, that they do not increase the number of dwelling units in the building.~~

Subdivision 5. — Restoration

~~No building which has been damaged by fire, explosion, act of God, or the public enemy to the extent of more than fifty (50) percent of its value shall be restored, except with a conditional use permit or in the conformity with the regulations of this chapter.~~

Subdivision 6. — Normal Maintenance

~~Maintenance of a building or other structure containing or used by a non-conforming use will be permitted when it includes necessary, non-structural repairs and incidental alterations which do not extend or intensify the non-conforming building or use. Nothing in this chapter shall prevent the placing of a structure in safe condition when said structure is declared unsafe by the Zoning Administrator.~~

Subdivision 1 Purpose and Intent.

It is the purpose and intent of this section to:

- (1) allow nonconforming structures, uses, site characteristics and lots to continue to exist and be put to reasonable and productive use;
- (2) encourage such nonconformities to be brought into compliance when reasonable to do so;
- (3) establish the requirements under which nonconformities may be operated and maintained;
- (4) diminish the impacts of nonconformities on adjacent properties by limiting the expansion of nonconformities; and
- (5) comply with Minnesota Statutes Section 462.357, Subd. 1e, as amended from time to time.

Subdivision 2 Definitions

The following terms and accompanying definitions are used in the context of nonconformities. Where the terms are used elsewhere in the code outside of the context of nonconformities, their meaning may have an alternate definition as otherwise defined in their respective section of the code.

- (1) Discontinued. For the purposes of nonconformities, the cessation of a use, or removal of a structure or site characteristic for a continuous period of more than one year.
- (2) Expansion. For the purposes of nonconformities, expansion includes, but is not limited to, intensification of the use, expansion of the use to a portion of the property not previously used, or increased structure dimension(s).
- (3) Improvement. Where a nonconformity is made more compatible with the use of adjacent properties, efficient, and/or more aesthetically pleasing. For the purposes of nonconformities, an improvement does not include an expansion.
- (4) Maintenance. Normal repair, restoration, and improvement including cosmetic changes. For the purposes of nonconformities, maintenance does not include new construction or expansion of a use or structure.
- (5) Nonconforming Lot. A lot lawfully established prior to the effective date of the city code, or subsequent amendments to it, which fails to meet requirements for lot area, and/or width, depth, lot frontage or other requirement of the existing city code.

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- (6) Nonconforming Site. A site lawfully established prior to the effective date of the city code, or subsequent amendments to it, which fails to meet requirements of the existing city code.
- (7) Nonconforming Site Characteristics. A site characteristic lawfully established prior to the effective date of the code, or subsequent amendments to it, which fails to meet requirements of the existing city code. For the purposes of nonconformities, Site Characteristics are physical improvements to the site beyond structures, and may include, but are not limited to: impervious surface coverage, storm water facilities, parking and parking lots, driveway surfaces, screening, fences, landscaping, sidewalks, patios, human-made water features such as ponds or swimming pools and similar features.
- (8) Nonconforming Structure. A structure that was legally conforming at the time it was constructed but which does not comply with the current city code.
- (9) Nonconforming Use. A use that was legally conforming at the time it was established but which does not comply with the current city code.
- (10) Nonconformity. Any use, structure, site characteristic or parcel of land which existed lawfully at the effective date of a zoning ordinance or subdivision ordinance, has been continued since that time but which would not have been permitted to become established under the terms of the city code as now written.
- (11) Nonconformity Agreement. A recordable agreement between the City and the property owner of a nonconformity, which imposes reasonable regulations or conditions upon nonconformities to prevent and abate nuisances and to protect the public health, safety, or welfare. Such agreement may only be approved by the City Council following review thereof by the planning commission.
- (12) Nonconformity, Legal. A nonconformity that was legally conforming at the time it was established and received all required approvals.
- (13) Nonconformity, Illegal. A nonconformity that was not legal at the time it was established or did not receive all required approvals.
- (14) Repair. For the purposes of nonconformities, repair means to restore to good condition by replacing or reassembling broken, worn out or malfunctioning components. Repair does not include expansion.
- (15) Replacement. Construction that provides a substitute substantially equivalent to the preexisting conditions that preceded damage or destruction.
- (16) Restoration. For the purposes of nonconformities, restoration means to restore or repair to good condition by replacing or reassembling broken, worn out or malfunctioning components. Restoration does not include expansion.

Subdivision 3 Continuation Rights.

Pursuant to Minnesota Statutes Section 462.357, Subd. 1e, any legal nonconformity, including, the lawful use or occupation of land or premises existing at the time a City Zoning Ordinance amendment created the nonconformity may be continued with any necessary approvals, including through repair, replacement, restoration, maintenance, and improvement, but not including expansion, unless authorized by this Section.

Subdivision 4 Termination of Rights.

A legal nonconformity must not resume where:

- (1) The nonconformity or occupancy is discontinued for a period of more than one year unless the owner shows intent to continue the use or occupancy through an overt act expressing that intent.
- (2) A structural alteration increases usable floor area.
- (3) Any nonconforming use is destroyed by fire or other peril to the extent of greater than 50 percent of its market value, and no building permit has been applied for within 180 days of when the property is damaged. The assessed market value (including buildings and land) must be determined by the most recent valuation of the County Assessor.

Subdivision 5 Expansion.

Nonconformities may not be expanded, unless expressly permitted as discussed below. For purposes of this section, expansion of a nonconformity shall include:

- (1) An increase in: structure dimension(s), size, area, height, width, usable floor area, and/or the land area of use;
- (2) Addition of a structure or part thereof;
- (3) Addition of equipment. This shall not apply to new equipment which constitutes merely an improvement over the previous method and does not constitute a change in the nature and purpose of the original use of a property.
- (4) Relocation of the nonconforming use to a new location on the property not previously used unless the relocation reduces or eliminates the nonconformity;

Nonconformities may be expanded as follows:

- (1) Nonconformities may expand upon issuance of a conditional use permit only when listed as a conditional use within the applicable zoning district.
- (2) Nonconformities not listed as a conditional use may only expand if changed to a conforming use.

Subdivision 6 Substitution.

Nonconforming uses may be substituted for another similar nonconforming use when both uses fall under the same category of use as defined in the current City Zoning Ordinance.

For structures containing a mix of conforming and non conforming uses at the time the nonconformity is established, substitution of conforming uses for nonconforming uses shall not constitute an expansion where the resulting use:

- a) does not create any new adverse impacts on adjacent property; and,
- b) is substantially equivalent to the conditions that existed before the substitution, including structural dimensions such as height, width, and useable floor area.

Nonconforming uses may be substituted for another similar nonconforming use if granted a conditional use permit. The city may grant a conditional use permit if the substitution does not:

- a) increase the overall, site-wide degree of nonconformity,
- b) impede implementation of goals and policies of the Comprehensive Plan;
- c) have undue adverse impacts on neighboring residential properties;
- d) have undue adverse impacts on the public health, safety or welfare.

Subdivision 7 Reasonable Regulations or Conditions.

Pursuant to Minnesota Statutes, Section 462.357, Subd. 1e, the City may impose upon any nonconformity reasonable regulations or conditions to prevent and abate nuisances and to protect the public health, safety or welfare. Reasonable regulations or conditions may be imposed by the

ORDINANCE 2016-04

City on a nonconformity through a recordable instrument approved by the City Council, including a nonconformity agreement, or otherwise by permit or order of the City Council.

Section 2. That this ordinance shall take effect from and after its passage and publication.

Passed by the City Council of the City of Grand Marais this ____ day of _____, 2016.

Jay Arrowsmith DeCoux, Mayor

Attest: _____
Michael Roth
City Administrator

Upcoming Meeting Schedule

Updated December 22, 2016

Wednesday, December 28, 6:30 p.m.	City Council Meeting	Council Chambers
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JANUARY

Date/Time	Meeting	Location
Wednesday, January 11, 6:30 p.m.	City Council Meeting	Council Chambers
Wednesday, January 25, 6:30 p.m.	City Council Meeting	Council Chambers

FEBRUARY

Date/Time	Meeting	Location
Wednesday, February 8, 6:30 p.m.	City Council Meeting	Council Chambers
Wednesday, February 22, 6:30 p.m.	City Council Meeting	Council Chambers