

AGENDA  
CITY COUNCIL MEETING  
July 27, 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 One Roof/EDA Housing Project
- F. 7:00 Coalition of Greater MN Cities Annual Update—Bradley Peterson, Flaherty Hood
- G. 7:20 Public Works Facility Update
- H. 7:30 Budget Calendar
- I. 7:35 IRRRB Community Plan Grant Contract--\$20,000
- J. Other items as necessary
- K. 7:40 Council & Staff Reports
- L. Attached correspondence:
  - 1. Other Meeting Minutes
  - 2. Upcoming Meeting Schedule
- M. 8:00 Adjourn

*CITY OF GRAND MARAIS*  
*MINUTES*  
*July 13, 2016*

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

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

Members absent: None

Staff present: Mike Roth, Kim Dunsmoor and Chris Hood

Mayor Arrowsmith-DeCoux invited the public to speak during a period of open forum. No one spoke.

**Motion by Kennedy, seconded by Moody to approve the Agenda; June 29, 2016, Minutes; Payment of Bills, and Lion's Club Fisherman's Picnic street use permit with exception of some porta potty placements. Approved unanimously.**

Keith Bergeron is requesting a conditional use permit to operate a four unit residential and lodging facility in the Fenstad Motel building at 215 5<sup>th</sup> Ave W, Lots 23-25 and the northerly 22' of Lot 22, Block 19, Central Addition zoned RCN Resort Commercial Neighborhood. The Planning Commission held a public hearing on July 6, 2016, to consider the proposal. Two neighbors attended the meeting and one neighbor sent a letter of support. The Planning Commission adopted the following findings in a 3-0 vote: multi-unit residential and lodging are allowed conditional uses, the property has been operated as both lodging and apartments in the past in compatibility with the neighborhood, the property is already developed and the zone is designed to allow small scale lodging. Customers will be required to park off-street.

**Motion by Kennedy, seconded by Mills to approve Resolution 2016-09 Approving the Keith Bergeron Request for a Conditional Use Permit to Operate a 4-Unit Residential and Lodging Facility. Approved unanimously.**

Steve Harsin and Audrey Stattleman presented the 2017 Library Budget. Last year the Library asked for a budget increase of \$22,000. The County Board suggested that they would fund half of the request in 2016 and half of the request in 2017. The Library would like to hire a full-time Assistant Library Director. The strategy of the board is to dip into the designated funds for books and materials in order to fund the position. It is anticipated that there will be two retirements and that after 2017, following this strategy they will be able to keep the funding increases to 5% and have the new position fully funded.

**Motion by Kennedy, seconded by Moody to approve the 2017 Library Budget as presented. Approved unanimously.**

Patrick Knight, Good Measure Media, provided a proposal for videoing the Council Meetings. He has been providing this service for the county for 4 sessions and is working on a Live Stream viewing on YouTube with a 28 second delay or embedded in the website. The proposal for the City Council is \$50/hour with a minimum of 5 hours per month for regular and special meetings. The city used to pay Holly Nelson \$1,000 to run PAC 13 from his home and video-tape city and

county meetings and school sports and events. It would provide more transparency to citizens to view city council meetings.

**Motion by Mills, seconded by Moody to hire Patrick Knight/Good Measure Media for \$50/hour with a minimum of 5 hours per month. Approved unanimously.**

The Park Board recommends paving improvements in the recreation park around the office and the road to the marina. A quote from Edwin E Thoreson, Inc. was received in the amount of \$19,317 to pave 14,411 square feet.

**Motion by Mills, seconded by Kennedy to approve Edwin E. Thoreson, Inc. paving in the recreation park in the amount of \$19,317. Approved unanimously.**

CDG Weber is requesting an insurance change to \$2 million per occurrence/\$2 million aggregate from \$1.5/\$3.

**Motion by DeCoux, seconded by Mills to adjust the contract with CDG Weber to replace insurance requirement of \$1.5/\$3 with \$2/\$2 million. Approved unanimously.**

The League of Minnesota Cities provided information regarding Temporary Family Health Care Dwellings of 2016 ordinance requirements and the ability to opt out of the requirements. Our current ordinance does not allow these structures. After some discussion, council recommends using the opt-out method and addressing this issue of accessory dwellings and tiny houses during the comprehensive planning process.

**Motion by Mills, seconded by Anton to refer the Temporary Family Health Care Dwellings to the Planning Commission. Approved unanimously.**

The architect has provided more information regarding the Public Works Facility and has suggested that the city decide whether they would like to consider the traditional Design-Bid-Build or Construction Management Risk method. A tentative worksession meeting was scheduled for July 27, 2016 at 5:30 to discuss the options. We will reach out to the hospital, county and the school to discuss their experiences.

Councilor Moody's Report:

- 1) The EDA accepted an offer on another lot in the BDA for \$30,000 from Randy Ekroot.

Mayor DeCoux's Report:

- 1) Received concerns about Creechville Road in need of repairs.
- 2) The tennis court construction has started.
- 3) Blue Dot Carbon is a company that does assessments of carbon output of a city.
- 4) Received a complaint about people parking on the corner of Hwy 61 and 3<sup>rd</sup> Ave W and suggested that the corner be painted yellow.
- 5) Anita Jeziah, AEOA, is organizing a Community Connection Annual Services Fair.

- 6) Jay, Tim and Mike attended the Active Living Committee meeting in Grand Portage and discussed the goals and progress of items identified as priorities. Grand Marais goal was Highway 61 ReDesign.

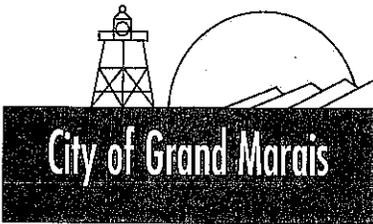
Councilor Mills' Report:

- 1) The Park Board received a high score on the Regional Parks and Trails Pre-application. Two comments received: emphasis on the marina should be stronger and there are additional items needed in the Park Master Plan.
- 2) The Sawtooth Bluff received a comment that they are impressed with the natural resources, but the plan needs a lot of work.
- 3) The YMCA is still working on an agreement with the Cooperation Station. They are doing outreach to other parts of the county. One successful outreach involves Trinity Lutheran Church and every other Saturday children programming. Happy Hikers was started in the West End, but has moved to Grand Marais and has 18 participants. There is also a Mentorship program matching adults with children.
- 4) Received a comment about the Comprehensive Planning process being so inclusive that it excludes some people.

City Administrator Roth's Report:

- 1) There are nine members willing to serve on the Comprehensive Plan Steering Committee.
- 2) EDA and One Roof will be at the next council meeting asking the council how to invest in affordable housing and what level of funding the city is willing to contribute. A joint city, county EDA meeting is scheduled for July 26, 2016 at 1:00 p.m. at the Court House.

There being no further business, the meeting adjourned at 8:23 p.m.



**CITY OF GRAND MARAIS**

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**Payments**

Current Period: July 2016

Batch Name	072216 CPAP	User Dollar Amt	\$88,433.67
Payments		Computer Dollar Amt	\$88,433.67
			\$0.00 In Balance

Refer	67878	COOK COUNTY AUDITOR-TREASU	
Cash Payment	E 101-41900-430	Miscellaneous (GENERA	\$58.86
Invoice	80-407-0280	7/8/2016	
Cash Payment	E 101-41900-430	Miscellaneous (GENERA	\$117.04
Invoice	80-407-0260	7/8/2016	
Transaction Date	7/12/2016	MAIN CHECKING G 10100	<b>Total</b> \$175.90

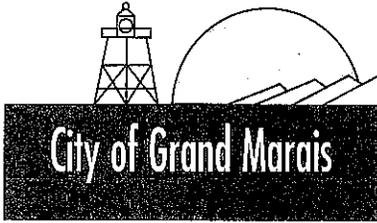
Refer	67879	COOK COUNTY VISITORS BUREA	
Cash Payment	G 101-20802	Cook County Lodging Tax	\$17,221.40
Invoice	May lodg tx	7/7/2016	
Transaction Date	7/12/2016	MAIN CHECKING G 10100	<b>Total</b> \$17,221.40

Refer	67880	MN DEPT OF EMPLY & ECON DEV	
Cash Payment	E 101-45100-140	Unemployment Comp (G	\$507.20
Invoice	07972326	7/8/2016	
Transaction Date	7/12/2016	MAIN CHECKING G 10100	<b>Total</b> \$507.20

Refer	67881	VISA	
Cash Payment	E 101-41400-322	Postage USPS	\$470.00
Invoice	E95919118	6/15/2016	
Cash Payment	E 101-41400-200	Office Supplies (GENER USPS	\$345.25
Invoice	E95919118	6/15/2016	
Cash Payment	E 602-49451-210	Operating Supplies (GE SID Harvey	\$95.47
Invoice	184215241	6/28/2016	
Cash Payment	E 101-45100-520	Capital Outlay (Buildings Door Hardware Etc.	\$76.00
Invoice	4409224	6/16/2016	
Cash Payment	E 101-45100-340	Advertising Superior Outdoors Inc	\$184.00
Invoice	6050	2/6/2016	
Cash Payment	E 613-45125-221	Equipment Parts/Builing Maverick Mower Supply	\$41.92
Invoice	435199	6/15/2016	
Cash Payment	E 101-45100-340	Advertising International fee	\$1.84
Invoice	6050	6/15/2016	
Cash Payment	E 101-41400-430	Miscellaneous (GENERA Interest credit	-\$3.95
Invoice	E95919118	6/15/2016	
Cash Payment	E 211-45500-435	Books, Periodicals Amazon	\$55.44
Invoice		6/15/2016	
Cash Payment	E 211-45500-437	Audio Visual / DVD Amazon	\$364.60
Invoice		6/15/2016	
Cash Payment	E 211-45500-436	Membership Dues Amazon Prime	\$99.00
Invoice		6/15/2016	
Transaction Date	7/12/2016	MAIN CHECKING G 10100	<b>Total</b> \$1,729.57

Refer	67882	UNITED STATES TREASURY	
Cash Payment	E 101-41900-430	Miscellaneous (GENERA 720-V	\$80.29
Invoice	41-6005197	6/30/2016	

Transaction Date	7/12/2016	MAIN CHECKING G 10100	<b>Total</b> \$80.29
Refer	67953	ROHLFING INC.	



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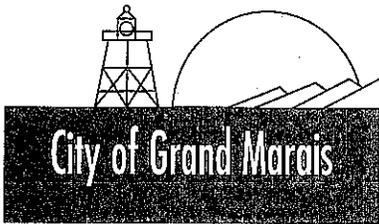
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**Payments**

**Current Period: July 2016**

Cash Payment	E 613-45125-252 Beer For Resale			\$147.60
Invoice	428653	7/6/2016		
Cash Payment	E 609-49750-252 Beer For Resale			\$8,959.35
Invoice	428953	7/13/2016		
Transaction Date	7/18/2016	MAIN CHECKING G	10100	<b>Total</b> \$9,106.95
Refer	67954	<b>THE WINE COMPANY</b>		
Cash Payment	E 609-49750-251 Liquor For Resale			\$2,104.00
Invoice	430776-00	7/12/2016		
Cash Payment	E 609-49750-333 Freight and Express			\$115.00
Invoice	430776-00	7/12/2016		
Transaction Date	7/18/2016	MAIN CHECKING G	10100	<b>Total</b> \$2,219.00
Refer	67955	<b>PAUSTIS WINE COMPANY</b>		
Cash Payment	E 609-49750-251 Liquor For Resale			\$1,395.50
Invoice	8554640-IN	7/12/2016		
Cash Payment	E 609-49750-333 Freight and Express			\$115.00
Invoice	8554640-IN	7/12/2016		
Transaction Date	7/18/2016	MAIN CHECKING G	10100	<b>Total</b> \$1,510.50
Refer	67956	<b>THE AMERICAN BOTTLING COMP</b>		
Cash Payment	E 609-49750-260 Soft Drinks/Mix For Resa			\$122.95
Invoice	7379438407	7/11/2016		
Transaction Date	7/18/2016	MAIN CHECKING G	10100	<b>Total</b> \$122.95
Refer	67957	<b>NORTH SHORE WINERY</b>		
Cash Payment	E 609-49750-251 Liquor For Resale			\$1,584.00
Invoice	0714201603	7/14/2016		
Transaction Date	7/18/2016	MAIN CHECKING G	10100	<b>Total</b> \$1,584.00
Refer	67958	<b>VOYAGEUR BREWING COMPANY</b>		
Cash Payment	E 609-49750-252 Beer For Resale			\$1,290.00
Invoice	16-28-03	7/13/2016		
Transaction Date	7/18/2016	MAIN CHECKING G	10100	<b>Total</b> \$1,290.00
Refer	67959	<b>SUPERIOR BEVERAGES LLP</b>		
Cash Payment	E 609-49750-252 Beer For Resale			\$3,213.13
Invoice	499934	7/13/2016		
Transaction Date	7/18/2016	MAIN CHECKING G	10100	<b>Total</b> \$3,213.13
Refer	67960	<b>COCA-COLA REFRESHMENTS</b>		
Cash Payment	E 609-49750-260 Soft Drinks/Mix For Resa			\$121.74
Invoice	0638026811	7/13/2016		
Transaction Date	7/18/2016	MAIN CHECKING G	10100	<b>Total</b> \$121.74
Refer	67961	<b>JOHNSON BROTHER LIQUOR</b>		
Cash Payment	E 609-49750-251 Liquor For Resale			-\$88.00
Invoice	578633	6/17/2016		
Cash Payment	E 609-49750-333 Freight and Express			-\$2.51
Invoice	578633	6/17/2016		
Cash Payment	E 609-49750-251 Liquor For Resale			-\$13.15
Invoice	578632	6/17/2016		
Cash Payment	E 609-49750-251 Liquor For Resale			-\$52.60
Invoice	574186	5/13/2016		





**CITY OF GRAND MARAIS**  
**Payments**

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Current Period: July 2016

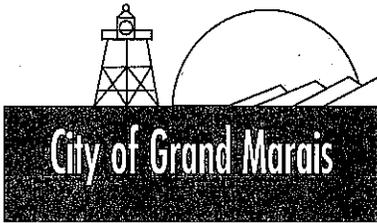
Cash Payment	G 101-21704 PERA				\$4,809.55
Invoice	15 CPYR 16	7/22/2016			
Transaction Date	7/19/2016	MAIN CHECKING G	10100	<b>Total</b>	\$4,809.55
Refer	67968	DEPT OT THE TREASURY IRS	Ck# 003462E	7/22/2016	
Cash Payment	G 101-21703 FICA Tax Withholding				\$5,587.52
Invoice	27066042598401	7/22/2016			
Cash Payment	G 101-21717 Medicare				\$1,312.12
Invoice	27066042598401	7/22/2016			
Cash Payment	G 101-21701 Federal Withholding				\$4,122.87
Invoice	27066042598401	7/22/2016			
Transaction Date	7/19/2016	MAIN CHECKING G	10100	<b>Total</b>	\$11,022.51
Refer	67969	MN DEPT OF REVENUE-EFTPS	Ck# 003463E	7/19/2016	
Cash Payment	G 101-21702 State Withholding				\$1,946.77
Invoice	1-389-328-960	7/22/2016			
Transaction Date	7/19/2016	MAIN CHECKING G	10100	<b>Total</b>	\$1,946.77
Refer	67970	MII LIFE- HRA	Ck# 003464E	7/21/2016	
Cash Payment	E 101-45100-131 Employer Paid Health				\$122.40
Invoice	38233103	7/19/2016			
Cash Payment	E 101-41400-131 Employer Paid Health				\$132.95
Invoice	38233103	7/19/2016			
Transaction Date	7/19/2016	MAIN CHECKING G	10100	<b>Total</b>	\$255.35
Refer	67971	MII LIFE - VEBA			
Cash Payment	G 101-21706 Health Insurance				\$1,283.42
Invoice	JULY 2016	7/31/2016			
Transaction Date	7/19/2016	MAIN CHECKING G	10100	<b>Total</b>	\$1,283.42
Refer	67972	AFSCME			
Cash Payment	G 101-21712 AFSME Union Dues				\$950.21
Invoice	July 2016	7/31/2016			
Cash Payment	G 101-21711 AFSCME PEOPLE Dues				\$32.00
Invoice	July 2016	7/31/2016			
Transaction Date	7/19/2016	MAIN CHECKING G	10100	<b>Total</b>	\$982.21

**Fund Summary**

10100 MAIN CHECKING GMSB

101 GENERAL FUND	\$39,802.74
211 LIBRARY	\$519.04
602 SEWER	\$95.47
609 MUNICIPAL LIQUOR FUND	\$47,826.90
613 GOLF COURSE	\$189.52
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	\$88,433.67

Pre-Written Checks	\$18,479.18
Checks to be Generated by the Computer	\$69,954.49
<b>Total</b>	<hr/>
	\$88,433.67



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**Payments**

Current Period: July 2016

Batch Name	7282016AP	User Dollar Amt	\$143,123.24
Payments		Computer Dollar Amt	\$143,123.24
			\$0.00
			<b>In Balance</b>

Refer 67930 QUILL CORPORATION

Cash Payment	E 101-41400-200 Office Supplies (GENER	\$0.00
Invoice	7069349 6/30/2016	
Cash Payment	E 101-45100-200 Office Supplies (GENER	\$34.18
Invoice	7227763 7/7/2016	
Cash Payment	E 101-45100-200 Office Supplies (GENER	\$61.73
Invoice	7240684 7/7/2016	
Cash Payment	E 101-45100-200 Office Supplies (GENER	\$13.87
Invoice	7260077 7/7/2016	

Transaction Date	7/18/2016	MAIN CHECKING G	10100	<b>Total</b>	\$109.78
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Refer 67931 DULUTH NEWS TRIBUNE

Cash Payment	E 101-41400-200 Office Supplies (GENER	\$176.80
Invoice	178087465 7/18/2016	

Transaction Date	7/18/2016	MAIN CHECKING G	10100	<b>Total</b>	\$176.80
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Refer 67932 COOK COUNTY HOME CENTER

Cash Payment	E 101-41400-200 Office Supplies (GENER	\$1.63
Invoice	1848 6/30/2016	
Cash Payment	E 101-43100-220 Repair/Maint Supply (GE	\$78.38
Invoice	3125 6/30/2016	
Cash Payment	E 101-41940-220 Repair/Maint Supply (GE	\$8.49
Invoice	3125 6/30/2016	
Cash Payment	E 101-43100-220 Repair/Maint Supply (GE	\$7.49
Invoice	3125 6/30/2016	
Cash Payment	E 101-43100-224 Street Maint Materials	\$23.99
Invoice	3125 6/30/2016	
Cash Payment	E 613-45125-211 Operating Supplies	\$42.64
Invoice	9988 6/30/2016	
Cash Payment	E 101-45100-220 Repair/Maint Supply (GE	\$22.40
Invoice	3125 6/30/2016	

Transaction Date	7/18/2016	MAIN CHECKING G	10100	<b>Total</b>	\$185.02
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Refer 67933 COMO OIL & PROPANE

Cash Payment	E 101-43100-220 Repair/Maint Supply (GE	\$25.00
Invoice	490847 7/6/2016	
Cash Payment	E 101-43100-224 Street Maint Materials	\$91.96
Invoice	22710 7/7/2016	
Cash Payment	E 101-45100-217 Heating Fuel	\$432.83
Invoice	521577 7/11/2016	

Transaction Date	7/18/2016	MAIN CHECKING G	10100	<b>Total</b>	\$549.79
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Refer 67934 AMERIPRIDE LINEN AND APPARE

Cash Payment	E 101-41940-210 Operating Supplies (GE	\$129.52
Invoice	3500934660 7/11/2016	

Transaction Date	7/18/2016	MAIN CHECKING G	10100	<b>Total</b>	\$129.52
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Refer 67935 CENTURYLINK



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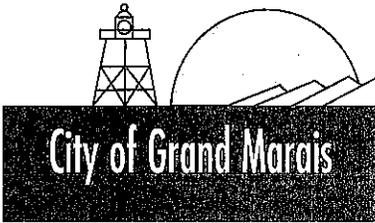
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**Payments**

Current Period: July 2016

Cash Payment	E 101-43100-321 Telephone			\$49.30
Invoice	2183873125	7/1/2016		
Cash Payment	E 101-42200-321 Telephone			\$33.49
Invoice	2183879092	7/1/2016		
Transaction Date	7/18/2016	MAIN CHECKING G	10100	<b>Total</b> \$82.79
Refer	67936	<u>STEVE S SPORTS AND AUTO</u>		
Cash Payment	E 101-43100-220 Repair/Maint Supply (GE			\$13.59
Invoice	257691	6/27/2016		
Transaction Date	7/18/2016	MAIN CHECKING G	10100	<b>Total</b> \$13.59
Refer	67937	<u>ARCTIC GLACIER INC.</u>		
Cash Payment	E 609-49750-259 Other For Resale			\$397.70
Invoice	2047619401	7/12/2016		
Transaction Date	7/18/2016	MAIN CHECKING G	10100	<b>Total</b> \$397.70
Refer	67938	<u>MN DEPT OF LABOR &amp; INDUSTRY</u>		
Cash Payment	E 604-49590-430 Miscellaneous (GENERA			\$10.00
Invoice	ABR01428491	7/2/2016		
Cash Payment	E 101-43100-430 Miscellaneous (GENERA			\$10.00
Invoice	ABR01428491	7/2/2016		
Transaction Date	7/18/2016	MAIN CHECKING G	10100	<b>Total</b> \$20.00
Refer	67939	<u>ARROWHEAD COOPERATIVE</u> <u>Ck# 003459E 7/18/2016</u>		
Cash Payment	E 101-45100-321 Telephone			\$522.95
Invoice	2131	7/1/2016		
Cash Payment	E 613-45125-321 Telephone			\$134.21
Invoice	1234	7/1/2016		
Transaction Date	7/18/2016	MAIN CHECKING G	10100	<b>Total</b> \$657.16
Refer	67940	<u>DIAMOND VOGEL PAINTS</u>		
Cash Payment	E 101-43100-224 Street Maint Materials			\$166.35
Invoice	8091139670	6/3/2016		
Transaction Date	7/18/2016	MAIN CHECKING G	10100	<b>Total</b> \$166.35
Refer	67941	<u>THOMPSON PERFORMANCE</u>		
Cash Payment	E 101-41940-220 Repair/Maint Supply (GE			\$20.59
Invoice	22174	7/7/2016		
Transaction Date	7/18/2016	MAIN CHECKING G	10100	<b>Total</b> \$20.59
Refer	67942	<u>BUCK S HARDWARE HANK</u>		
Cash Payment	E 101-41940-220 Repair/Maint Supply (GE			\$32.90
Invoice	3125	6/30/2016		
Cash Payment	E 613-45125-211 Operating Supplies			\$165.46
Invoice	9988	6/30/2016		
Transaction Date	7/18/2016	MAIN CHECKING G	10100	<b>Total</b> \$198.36
Refer	67943	<u>ARROWHEAD COOPERATIVE</u>		
Cash Payment	E 613-45125-380 Utility Services (GENER			\$126.00
Invoice	901298	6/30/2016		
Transaction Date	7/18/2016	MAIN CHECKING G	10100	<b>Total</b> \$126.00
Refer	67944	<u>G&amp;G SEPTIC</u>		
Cash Payment	E 101-43100-418 Portable Toilet Rentals			\$48.25
Invoice	11692	6/30/2016		



# CITY OF GRAND MARAIS

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## Payments

Current Period: July 2016

Cash Payment	E 101-45189-418 Portable Toilet Rentals			\$457.08
Invoice	11780	7/7/2016		
Transaction Date	7/18/2016	MAIN CHECKING G	10100	<b>Total</b> \$505.33
Refer	67945	<u>HAND DONE T SHIRTS INC.</u>		
Cash Payment	E 609-49750-430 Miscellaneous (GENERA			\$141.61
Invoice	N19640	7/8/2016		
Cash Payment	E 609-49750-430 Miscellaneous (GENERA			\$32.00
Invoice	N19639	7/8/2016		
Transaction Date	7/18/2016	MAIN CHECKING G	10100	<b>Total</b> \$173.61
Refer	67946	<u>WALKER, GIROUX &amp; HAHNE</u>		
Cash Payment	E 101-41500-301 Auditing and Acct g Servi			\$14,950.00
Invoice	54990	6/30/2016		
Transaction Date	7/18/2016	MAIN CHECKING G	10100	<b>Total</b> \$14,950.00
Refer	67947	<u>STEVE S SPORTS AND AUTO</u>		
Cash Payment	E 613-45125-211 Operating Supplies			\$265.83
Invoice	9988	6/30/2016		
Cash Payment	E 613-45125-221 Equipment Parts/Builing			\$30.12
Invoice	9988	6/30/2016		
Cash Payment	E 101-45100-220 Repair/Maint Supply (GE			\$7.02
Invoice	1712	6/30/2016		
Transaction Date	7/18/2016	MAIN CHECKING G	10100	<b>Total</b> \$302.97
Refer	67948	<u>ISAK HANSEN INC.</u>		
Cash Payment	E 613-45125-211 Operating Supplies			\$606.49
Invoice	1533	6/30/2016		
Transaction Date	7/18/2016	MAIN CHECKING G	10100	<b>Total</b> \$606.49
Refer	67949	<u>NIVEL PARTS &amp; MFG. CO.</u>		
Cash Payment	E 613-45125-221 Equipment Parts/Builing			\$594.82
Invoice	72040276	6/30/2016		
Cash Payment	E 613-45125-221 Equipment Parts/Builing			\$26.28
Invoice	720387620	6/30/2016		
Transaction Date	7/18/2016	MAIN CHECKING G	10100	<b>Total</b> \$621.10
Refer	67950	<u>UNIVERSITY OF MINNESOTA - 2</u>		
Cash Payment	E 613-45125-439 Licenses			\$140.00
Invoice	2016 PAT PLUS	7/18/2016		
Transaction Date	7/18/2016	MAIN CHECKING G	10100	<b>Total</b> \$140.00
Refer	67951	<u>TAYLOR MADE</u>		
Cash Payment	E 613-45125-254 Golf Supplies For Resale			\$237.80
Invoice	31826266	6/28/2016		
Transaction Date	7/18/2016	MAIN CHECKING G	10100	<b>Total</b> \$237.80
Refer	67952	<u>NORTHERN WILDS</u>		
Cash Payment	E 613-45125-340 Advertising			\$272.00
Invoice	16976	7/1/2016		
Transaction Date	7/18/2016	MAIN CHECKING G	10100	<b>Total</b> \$272.00
Refer	67984	<u>BETTER BUY DESIGN</u>		
Cash Payment	E 101-45100-520 Capital Outlay (Buildings			\$1,406.41
Invoice	1775	7/8/2016		



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**Payments**

**Current Period: July 2016**

Transaction Date	7/20/2016	MAIN CHECKING G	10100	<b>Total</b>	\$1,406.41
Refer	67985	<u>EDWIN E. THORESON, INC.</u>			
Cash Payment	E 101-45100-220 Repair/Maint Supply (GE				\$175.00
Invoice	23731	6/30/2016			
Transaction Date	7/20/2016	MAIN CHECKING G	10100	<b>Total</b>	\$175.00
Refer	67986	<u>VISIT DULUTH</u>			
Cash Payment	E 101-45100-340 Advertising				\$225.00
Invoice	1001	7/12/2016			
Transaction Date	7/20/2016	MAIN CHECKING G	10100	<b>Total</b>	\$225.00
Refer	67987	<u>DENNY S LAWN AND GARDEN</u>			
Cash Payment	E 101-45100-220 Repair/Maint Supply (GE				\$38.17
Invoice	225761	7/13/2016			
Cash Payment	E 101-45100-220 Repair/Maint Supply (GE				\$79.34
Invoice	225702	7/12/2016			
Transaction Date	7/20/2016	MAIN CHECKING G	10100	<b>Total</b>	\$117.51
Refer	67988	<u>GRAINGER</u>			
Cash Payment	E 101-45100-200 Office Supplies (GENER				\$392.18
Invoice	9160798998	7/8/2016			
Cash Payment	E 101-45100-220 Repair/Maint Supply (GE				\$118.10
Invoice	9163653919	7/11/2016			
Cash Payment	E 101-45100-210 Operating Supplies (GE				\$70.60
Invoice	9163541536	7/11/2016			
Cash Payment	E 101-45100-210 Operating Supplies (GE				\$39.32
Invoice	9163541528	7/11/2016			
Transaction Date	7/20/2016	MAIN CHECKING G	10100	<b>Total</b>	\$620.20
Refer	67989	<u>DEX MEDIA EAST LLC</u>			
Cash Payment	E 101-45100-340 Advertising				\$42.00
Invoice	110220314	7/1/2016			
Cash Payment	E 613-45125-321 Telephone				\$11.00
Invoice	110220315	7/1/2016			
Transaction Date	7/20/2016	MAIN CHECKING G	10100	<b>Total</b>	\$53.00
Refer	67990	<u>MISSION MANAGEMENT INFO SYS</u>			
Cash Payment	E 101-45100-210 Operating Supplies (GE				\$1,200.00
Invoice	57112	7/17/2016			
Transaction Date	7/20/2016	MAIN CHECKING G	10100	<b>Total</b>	\$1,200.00
Refer	67991	<u>BOREAL COMMUNITY MEDIA</u>			
Cash Payment	E 101-45100-200 Office Supplies (GENER				\$28.90
Invoice	2016-01625	7/15/2016			
Transaction Date	7/20/2016	MAIN CHECKING G	10100	<b>Total</b>	\$28.90
Refer	67992	<u>NORTHERN WILDS</u>			
Cash Payment	E 215-45500-200 Office Supplies (GENER				\$224.80
Invoice	17189	7/12/2016			
Transaction Date	7/20/2016	MAIN CHECKING G	10100	<b>Total</b>	\$224.80
Refer	67993	<u>ARROWHEAD LIBRARY SYSTEM</u>			
Cash Payment	E 215-45500-444 Electronic Books, Periodi				\$2,000.00
Invoice	063016GMPL	6/30/2016			



# CITY OF GRAND MARAIS

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## Payments

City of Grand Marais

Current Period: July 2016

Cash Payment	E 211-45500-310 Service Agreements				\$103.75
Invoice	00013855	6/30/2016			
Transaction Date	7/20/2016	MAIN CHECKING G	10100	<b>Total</b>	\$2,103.75
Refer	67994	BAKER & TAYLOR			
Cash Payment	E 215-45500-435 Books, Periodicals				\$927.29
Invoice	2032125027	6/30/2016			
Cash Payment	E 215-45500-435 Books, Periodicals				\$573.19
Invoice	2032129654	7/5/2016			
Transaction Date	7/20/2016	MAIN CHECKING G	10100	<b>Total</b>	\$1,500.48
Refer	67995	MINNESOTA LIBRARY ASSOCIATI			
Cash Payment	E 211-45500-436 Membership Dues				\$115.00
Invoice	300001373	7/13/2016			
Transaction Date	7/20/2016	MAIN CHECKING G	10100	<b>Total</b>	\$115.00
Refer	67996	POPULAR SUBSCRIPTION SERVICE			
Cash Payment	E 211-45500-435 Books, Periodicals				\$80.13
Invoice	SH-05310	7/12/2016			
Transaction Date	7/20/2016	MAIN CHECKING G	10100	<b>Total</b>	\$80.13
Refer	67997	AMERICAN DIABETES ASSOC.			
Cash Payment	E 211-45500-435 Books, Periodicals				\$20.00
Invoice	2 YR. MEMB	7/20/2016			
Transaction Date	7/20/2016	MAIN CHECKING G	10100	<b>Total</b>	\$20.00
Refer	67998	AURORA PUBLIC LIBRARY			
Cash Payment	E 211-45500-435 Books, Periodicals				\$7.00
Invoice	BOOK REPLACE	7/11/2016			
Transaction Date	7/20/2016	MAIN CHECKING G	10100	<b>Total</b>	\$7.00
Refer	67999	AMERIPRIDE LINEN AND APPARE			
Cash Payment	E 211-45500-310 Service Agreements				\$49.43
Invoice	3500937655	7/18/2016			
Transaction Date	7/20/2016	MAIN CHECKING G	10100	<b>Total</b>	\$49.43
Refer	68000	TECH SOUP			
Cash Payment	E 211-45500-310 Service Agreements				\$10.00
Invoice	G-49865	7/13/2016			
Transaction Date	7/20/2016	MAIN CHECKING G	10100	<b>Total</b>	\$10.00
Refer	68001	HEAVY DUTY DESIGNS LLC			
Cash Payment	E 101-41900-459 Art Round Town				\$610.00
Invoice	232	7/7/2016			
Transaction Date	7/20/2016	MAIN CHECKING G	10100	<b>Total</b>	\$610.00
Refer	68002	MCI MEGA PREFERRED			
Cash Payment	E 211-45500-321 Telephone				\$58.06
Invoice	08678993875	7/20/2016			
Cash Payment	E 101-43100-321 Telephone				\$4.37
Invoice	08678993875	7/20/2016			
Transaction Date	7/20/2016	MAIN CHECKING G	10100	<b>Total</b>	\$62.43
Refer	68004	M-R SIGN CO., INC.			



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**Payments**

Current Period: July 2016

Cash Payment	E 101-43100-220 Repair/Maint Supply (GE			\$2,234.37
Invoice	191448	7/11/2016		
Cash Payment	E 101-43100-220 Repair/Maint Supply (GE			\$148.90
Invoice	191449	7/12/2016		
Transaction Date	7/20/2016	MAIN CHECKING G	10100	<b>Total</b> \$2,383.27
Refer	68005	VINOCOPIA		
Cash Payment	E 609-49750-251 Liquor For Resale			\$903.25
Invoice	0156541-IN	7/15/2016		
Cash Payment	E 609-49750-333 Freight and Express			\$32.00
Invoice	0156541-IN	7/15/2016		
Transaction Date	7/21/2016	MAIN CHECKING G	10100	<b>Total</b> \$935.25
Refer	68006	BREAKTHRU BEVERAGE		
Cash Payment	E 609-49750-251 Liquor For Resale			\$8,629.72
Invoice	1080500211	7/19/2016		
Cash Payment	E 609-49750-333 Freight and Express			\$179.45
Invoice	1080500211	7/19/2016		
Transaction Date	7/21/2016	MAIN CHECKING G	10100	<b>Total</b> \$8,808.72
Refer	68007	COCA-COLA REFRESHMENTS		
Cash Payment	E 609-49750-260 Soft Drinks/Mix For Resa			\$151.68
Invoice	0638027308	7/20/2016		
Transaction Date	7/21/2016	MAIN CHECKING G	10100	<b>Total</b> \$151.68
Refer	68008	SOUTHERN GLAZER S OF MN		
Cash Payment	E 609-49750-333 Freight and Express			\$1.02
Invoice	1432583	7/20/2016		
Cash Payment	E 609-49750-251 Liquor For Resale			\$5,428.96
Invoice	1432584	7/20/2016		
Cash Payment	E 609-49750-333 Freight and Express			\$127.44
Invoice	1432584	7/20/2016		
Transaction Date	7/21/2016	MAIN CHECKING G	10100	<b>Total</b> \$5,557.42
Refer	68009	SUPERIOR BEVERAGES LLP		
Cash Payment	E 609-49750-252 Beer For Resale			\$3,696.95
Invoice	762700	7/20/2016		
Transaction Date	7/21/2016	MAIN CHECKING G	10100	<b>Total</b> \$3,696.95
Refer	68010	VOYAGEUR BREWING COMPANY		
Cash Payment	E 609-49750-252 Beer For Resale			\$810.00
Invoice	16-29-03	7/19/2016		
Transaction Date	7/21/2016	MAIN CHECKING G	10100	<b>Total</b> \$810.00
Refer	68011	ROHLFING INC.		
Cash Payment	E 609-49750-251 Liquor For Resale			\$6,004.65
Invoice	429296	7/20/2016		
Transaction Date	7/21/2016	MAIN CHECKING G	10100	<b>Total</b> \$6,004.65
Refer	68012	FRONTIER AG & TURF		
Cash Payment	E 613-45125-221 Equipment Parts/Builing			\$1,690.30
Invoice	W18475	7/12/2016		
Transaction Date	7/21/2016	MAIN CHECKING G	10100	<b>Total</b> \$1,690.30
Refer	68013	BERNICKS		



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**Payments**

Current Period: July 2016

Cash Payment	E 613-45125-252 Beer For Resale			\$104.65
Invoice	518067	7/14/2016		
Cash Payment	E 613-45125-211 Operating Supplies			\$103.60
Invoice	518066	7/14/2016		
Cash Payment	E 609-49750-252 Beer For Resale			\$98.25
Invoice	519209	7/21/2016		
Cash Payment	E 609-49750-252 Beer For Resale			\$6,826.55
Invoice	519210	7/21/2016		
Transaction Date	7/21/2016	MAIN CHECKING G	10100	<b>Total</b> \$7,133.05
Refer	68014 NIVEL PARTS & MFG. CO.			
Cash Payment	E 613-45125-221 Equipment Parts/Builing			\$119.42
Invoice	72055927	7/11/2016		
Transaction Date	7/21/2016	MAIN CHECKING G	10100	<b>Total</b> \$119.42
Refer	68015 TURFWERKS			
Cash Payment	E 613-45125-221 Equipment Parts/Builing			\$704.49
Invoice	E196453	7/8/2016		
Transaction Date	7/21/2016	MAIN CHECKING G	10100	<b>Total</b> \$704.49
Refer	68017 ASSOCIATION FOR RURAL & SMA			
Cash Payment	E 211-45500-330 Transportation/School			\$243.85
Invoice	ID#94414351	7/21/2016		
Transaction Date	7/21/2016	MAIN CHECKING G	10100	<b>Total</b> \$243.85
Refer	68018 LEAGUE OF MN CITIES -			
Cash Payment	E 101-43100-150 Worker s Comp (GENER			\$7,256.25
Invoice	0200021235	8/1/2016		
Cash Payment	E 101-42200-150 Worker s Comp (GENER			\$1,819.27
Invoice	0200021235	8/1/2016		
Cash Payment	E 609-49750-150 Worker s Comp (GENER			\$4,757.09
Invoice	0200021235	8/1/2016		
Cash Payment	E 101-41400-150 Worker s Comp (GENER			\$607.51
Invoice	0200021235	8/1/2016		
Cash Payment	E 101-41940-150 Worker s Comp (GENER			\$632.93
Invoice	0200021235	8/1/2016		
Cash Payment	E 613-45125-150 Worker s Comp (GENER			\$1,108.78
Invoice	0200021235	8/1/2016		
Cash Payment	E 101-45100-150 Worker s Comp (GENER			\$6,988.33
Invoice	0200021235	8/1/2016		
Cash Payment	E 211-45500-150 Worker s Comp (GENER			\$832.39
Invoice	0200021235	8/1/2016		
Cash Payment	E 101-41110-150 Worker s Comp (GENER			\$47.58
Invoice	0200021235	8/1/2016		
Transaction Date	7/21/2016	MAIN CHECKING G	10100	<b>Total</b> \$24,050.13
Refer	68019 BUILDERS COMMONWEALTH			
Cash Payment	E 101-45100-520 Capital Outlay (Buildings			\$43,871.07
Invoice	3770	6/30/2016		
Cash Payment	E 101-45100-520 Capital Outlay (Buildings			-\$3,500.00
Invoice	3793	7/19/2016		
Transaction Date	7/21/2016	MAIN CHECKING G	10100	<b>Total</b> \$40,371.07



**CITY OF GRAND MARAIS**

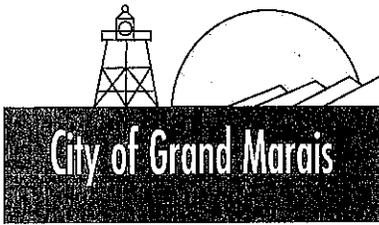
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**Payments**

Current Period: July 2016

<b>Refer 68020 BELL RECREATIONAL PROD. GRO</b>				
Cash Payment	E 101-45100-250 Merchandise Resale (GE			\$341.69
Invoice	23791799-00	6/28/2016		
Cash Payment	E 101-45100-250 Merchandise Resale (GE			\$120.17
Invoice	23742083-00	6/23/2016		
Transaction Date	7/21/2016	MAIN CHECKING G	10100	<b>Total \$461.86</b>
<b>Refer 68022 TWIN PORTS PAPER &amp; SUPPLY IN</b>				
Cash Payment	E 101-45100-210 Operating Supplies (GE			\$702.56
Invoice	300499	7/19/2016		
Cash Payment	E 609-49750-210 Operating Supplies (GE			\$201.34
Invoice	300656	7/19/2016		
Transaction Date	7/21/2016	MAIN CHECKING G	10100	<b>Total \$903.90</b>
<b>Refer 68023 CHICAGO DISTRIBUTION CENTER</b>				
Cash Payment	E 211-45500-435 Books, Periodicals			\$104.29
Invoice	PROFORMA 891	7/21/2016		
Transaction Date	7/21/2016	MAIN CHECKING G	10100	<b>Total \$104.29</b>
<b>Refer 68024 JOHNSON BROTHER LIQUOR</b>				
Cash Payment	E 609-49750-251 Liquor For Resale			\$4,904.57
Invoice	5495332	7/20/2016		
Cash Payment	E 609-49750-333 Freight and Express			\$115.46
Invoice	5495332	7/20/2016		
Cash Payment	E 609-49750-251 Liquor For Resale			\$1,233.25
Invoice	549331	7/20/2016		
Cash Payment	E 609-49750-333 Freight and Express			\$47.69
Invoice	5495331	7/20/2016		
Transaction Date	7/21/2016	MAIN CHECKING G	10100	<b>Total \$6,300.97</b>
<b>Refer 68025 PHILLIPS WINE &amp; SPIRITS</b>				
Cash Payment	E 609-49750-251 Liquor For Resale			\$2,379.90
Invoice	2012607	7/20/2016		
Cash Payment	E 609-49750-333 Freight and Express			\$70.28
Invoice	2012607	7/20/2016		
Transaction Date	7/21/2016	MAIN CHECKING G	10100	<b>Total \$2,450.18</b>
<b>Refer 68026 FLAHERTY &amp; HOOD, P.A.</b>				
Cash Payment	E 101-41610-304 Attorney(Civil)			\$990.00
Invoice	9085	7/1/2016		
Transaction Date	7/21/2016	MAIN CHECKING G	10100	<b>Total \$990.00</b>



# CITY OF GRAND MARAIS

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## Payments

Current Period: July 2016

### Fund Summary

	10100 MAIN CHECKING GMSB
101 GENERAL FUND	\$84,109.81
211 LIBRARY	\$1,623.90
215 LIBRARY RESTRICTED FUND	\$3,725.28
604 ELECTRIC	\$10.00
609 MUNICIPAL LIQUOR FUND	\$47,170.36
613 GOLF COURSE	\$6,483.89
	<hr/>
	\$143,123.24

Pre-Written Checks	\$657.16
Checks to be Generated by the Computer	\$142,466.08
Total	<hr/>
	\$143,123.24



July 19, 2016

Grand Marais City Council  
City Hall  
Grand Marais, MN 55604

To Mayor Arrowsmith-DeCoux and Grand Marais City Council Members,

This letter is to serve as a formal request for financial support for the proposed workforce homeownership project in Grand Marais. Last month, Mary Somnis and I presented information about what got us (City/County EDA and One Roof) to this point from the stand point of citizen input, project identification and prioritization and now implementation. I am happy to report that since we met with you, we have applied for additional financial support for this project from the Minnesota Housing Finance Agency, Greater Minnesota Housing fund and the Federal Home Loan Bank, and we are optimistic that we will be successful. With that said, these are competitive processes and local matching support is a requirement in order to leverage those funds. The required local match shows a commitment to not only the specific project, but in proactively addressing eh housing needs of the greater community.

To summarize the project, we are proposing to construct up to 7 homes on the identified parcel, which we now have an accepted offer on. The total development cost of each of the homes is in the range of \$280,000 - \$315,000. We will be working over the next several months to refine those costs with builders and other contractors. In order to make the homes affordable to households who earn up to 80% of the AMI (Area Median Income) or up to 115% of the AMI, we must secure some permanent "subsidies" that will stay in the homes and be passed on from one owner to the next, so that the homes are permanently affordable to the local workforce.

The table on the following page lists the total development cost sources and uses of funds, including the anticipated gap sources to make the homes affordable to our desired workforce household income. Many of the gap sources are those we typically apply for an receive for our other project sin the region. In fact, we have already secured the NE MN HOME Consortium and AEOA funds, and have already submitted application for all remaining sources, except for the "local match".

This formal request is for the City Council to fill that local match portion, in this case, up to \$25,000 per unit, for a total of \$175,000.

**We make home a better place.**



12 E. 4TH ST., DULUTH, MN 55805  
1ROOFHOUSING.ORG

217-337-3372



**SOURCES AND USES**

**80% SF CLT Units                      115% SF CLT Units**

Total Development Cost Per Unit	<b>287,148</b>	<b>315,748</b>
Buyer Downpayment	\$5,398	\$20,898
Anticipated Borrower Mortgage Amount	\$ 140,000	\$ 220,100
Gap Funds Needed	\$ 141,750	\$ 74,750

<b>*Affordability/Value Gap Sources/Unit</b>	<b>Amount</b>	<b>Amount</b>
Greater Minnesota Housing Fund	\$ 8,500	
Local Source**	\$ 25,000	\$ 25,000
MHFA Bond		\$
MHFA Impact Funds	\$ 50,000	\$ 40,000
NeighborWorks Factory Built Housing	\$ 10,000	\$ 10,000
NE MN HOME	\$ 25,000	\$
One Roof DPA	\$ 1,000	
AEOA DPA	\$ 7,500	\$
FHLB	\$ 15,000	\$
<b>TOTAL</b>	<b>\$ 142,000</b>	<b>\$ 75,000</b>

It is also important to note that our request is for “up to” \$175,000 to be allocation from the City. The reason for this caveat is that we fully intend, with the support of the City and EDA staff, to secure other sources of local match that could replace or lessen the amount of funds needed from the City of Grand Marais.

In closing, One Roof and the members of the Workforce Housing Subcommittee are very appreciative of your support for this project and it is our hope that this will be a successful first step in meeting the needs of the workforce in the community when it comes to decent, safe and affordable housing. I will personally be present at the next City Council meeting for additional questions and information.

Sincerely

Cliff Knettel  
Deputy Director

**We make home a better place.**

12 E. 4TH ST., DULUTH, MN 55805  
1ROOFHOUSING.ORG

8727-5372



# City of Grand Marais

## MEMO

TO: Mayor Arrowsmith-DeCoux  
City Council  
FROM: Michael J Roth, City Administrator  
DATE: July 21, 2016  
SUBJECT: Coalition of Greater MN Cities Annual Update

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Bradley Peterson, Flaherty Hood, will be at your meeting to give the Coalition of Greater MN Cities annual update. I will forward you any materials he sends prior to the meeting. If you have any specific questions for Bradley, let me know and I will send them to him.

# City of Grand Marais

## MEMO

TO: Mayor Arrowsmith-DeCoux  
City Council  
FROM: Michael J Roth, City Administrator  
DATE: July 21, 2016  
SUBJECT: Public Works Facility

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Time is set aside on your regular agenda for any necessary follow up from your worksession.

## 2017 BUDGET CALENDAR

- July 19, 2016 Finance Director provides 6 month year to date budget review document to Department Heads.
- July 27, 2016 City Council reviews priorities, sets goals, and schedules meetings for 2017 Budget.
- August 3, 2016 Department Heads return their draft budgets to Finance Director.
- August 10-31, 2016 City Council meets with Department Heads as needed to review budgets.
- August 31, 2016 City Council reviews updated draft of 2017 budget.
- September 14, 2016 City council selects date for Truth in Taxation public input meeting.
- September 14, 2016 City Council approves preliminary budget and levy for 2017.
- September 15, 2016 City Administrator or Finance Director certifies Truth in Taxation date to County Auditor.
- September 15, 2016 City Administrator or Finance Director certifies preliminary budget/levy for 2017 to Cook County Auditor.
- September 28, 2016 City Council discusses any modifications to proposed 2017 budget.
- October 12, 2015 City Council discusses any modifications to proposed 2017 budget.
- October 26, 2016 City Council discusses any modifications to proposed 2017 budget.
- November 9, 2016 City Council discusses any modifications to proposed 2017 budget.
- November 30, 2016 City Council discusses any modifications to proposed 2017 budget.
- December (14?), 2016 City Council conducts Truth in Taxation Hearing.
- December (28?), 2016 City Council adopts 2017 Final Budget and Levy.
- December 31, 2016 City Administrator or Finance Director certifies final levy to County Auditor.



July 7, 2016

City of Grand Marais  
Attn: Mike Roth  
P.O. Box 600  
Grand Marais, MN 55604

Re: Community Plan Grant Award Letter – PO ID#3000004922

Dear Mike,

The Community Plan Grant Program application for the city of Grand Marais in the amount of \$20,000.00 has been approved.

To finalize the grant agreement, submit the following:

- Signed Grant Agreement

Congratulations on being awarded the grant. If you have any questions, please contact me.

Sincerely,

A handwritten signature in black ink that reads "Whitney Ridlon". The signature is written in a cursive style.

Whitney Ridlon  
Community Development Representative  
[Whitney.ridlon@state.mn.us](mailto:Whitney.ridlon@state.mn.us)  
218-735-3004



An Equal Opportunity Employer

**Iron Range Resources &  
Rehabilitation Board**  
P.O. Box 441  
Eveleth, MN 55734-0441  
(218) 735-3000

**IRRBB.org**

**STATE OF MINNESOTA  
GRANT AGREEMENT**

<b>PO ID</b> 3000004922	<b>PO Date</b> 6/30/2016		<b>Fiscal Year</b> 2016	<b>Grant Award</b> \$20,000.00
<b>Vendor ID</b> 0000195435	<b>Fund</b> 2370	<b>Fin Dept ID</b> B4335310	<b>Approp ID</b> B43TCPR	<b>Account</b> 441352

This grant contract is between the State of Minnesota, acting through its Office of the Commissioner of Iron Range Resources and Rehabilitation Board (hereinafter IRRRB) and **Grand Marais, City of, Attn: Mike Roth, City Administrator, PO Box 600, Grand Marais, MN 55604** (hereinafter GRANTEE).

1. Under Minnesota Statutes Section 298.22 and Section 298.223, and pursuant to IRRRB Resolution No. 15-021, the IRRRB is empowered to enter into this grant.
2. As part of its mission, the IRRRB will fund local economic development projects including Public Works, Culture and Tourism, and Housing Redevelopment projects located within the Taconite Assistance Area defined in Minnesota Statutes Section 273.1341. The IRRRB has determined that the completion of this project will support those purposes.
3. The Grantee represents that it is duly qualified and agrees to perform all services described in this grant contract to the satisfaction of the IRRRB. Pursuant to Minnesota Statutes 16B.98 Subdivision 1, the Grantee agrees to minimize administrative costs as a condition of this grant.

**1 Term of the Grant Contract**

- 1.1. *Effective date:* the date the IRRRB obtains all required signatures under Minnesota Statutes 16B.98, Subdivision 5 and 7.
- 1.2. *Expiration date:* 12/31/2017, or until all obligations have been satisfactorily fulfilled, whichever occurs first.
- 1.3. *Survival of Terms.* The following clauses survive the expiration or cancellation of this grant contract: 9. Liability, 10. State Audits; 11. Government Data Practices and Intellectual Property; 13. Publicity and Endorsement; 14. Governing Law, Jurisdiction, and Venue; and 16. Data Disclosure.

**2 Grantee's Duties**

The Grantee, who is not an IRRRB employee, will use the Office of the Commissioner of the Iron Range Resources and Rehabilitation Board monies provided for the review and update of the Comprehensive Plan for the City of Grand Marais.

Expenses eligible for reimbursement under the terms of this Agreement will be those incurred since 5/19/2015, for the review and update of the Comprehensive Plan for the City of Grand Marais, and other costs associated with the completion of the project.

The grantee will submit a progress report prior to project completion and a final report when the project is complete to the IRRRB. An IRRRB authorized representative will conduct a site visit or call as a monitoring requirement for the project.

NOTE: Grantee agrees to perform the above duties in accordance with the plans and specifications in grantee's application which is incorporated into this Agreement and kept on file in the Office of the Commissioner of the Iron Range Resources and Rehabilitation Board, and in accordance with the policies as stated in the Grant application manual.

**3 Time**

The Grantee must comply with all the time requirements described in this grant contract. In the performance of this grant contract, time is of the essence.

**4 Obligation and Payment**

- 4.1. *Obligation.* The total obligation of the State for all compensation and reimbursements to the Grantee under this grant contract will not exceed \$20,000.00.
- 4.2. *Payment.* The IRRRB will promptly pay the Grantee after the Grantee presents itemized invoice for the services actually performed and the IRRRB's Authorized Representatives accepts the invoiced services. Invoices must be submitted timely and according to the following schedule: reimbursement upon submission of invoices upon completion of stages of work on the project and/or completion of the entire project done in accordance with this Agreement. If applicable, bid tabulations will be required for the project and a copy submitted to the IRRRB Authorized Representative.

## 5 Conditions of Payment

All services provided by Grantee under this grant must be performed to the IRRRB's satisfaction, as determined at the sole discretion of the IRRRB's authorized agent, and in accordance with all applicable federal, state, and local laws, ordinances, IRRRB board resolutions, rules and regulations. GRANTEE will not receive payment for work found by the IRRRB to be unsatisfactory or performed in violation of federal, state or local law.

## 6 Authorized Representative

The IRRRB's Authorized Representative is **Whitney Ridlon**, 4261 Hwy. 53 S., Eveleth, MN 55734, (218) 735-3004, whitney.ridlon@state.mn.us, has the responsibility to monitor the Grantee's performance and the authority to accept the services provided under this contract. If the services are satisfactory, the IRRRB's Authorized Representative will certify acceptance on each invoice submitted for payment.

The Grantee's Authorized Representative is **Mike Roth, City Administrator**, PO Box 600, Grand Marais, MN 55604, 218-387-1848, cityhall@boreal.org. If the Grantee's Authorized Representative changes at any time during this grant contract, the Grantee must immediately notify the IRRRB.

## 7 Authorized Agent

The IRRRB's authorized agent for the purposes of administration of this grant is the **Commissioner, Deputy Commissioner** or the **Executive Director of Development** who shall have final authority for acceptance of GRANTEE'S services.

## 8 Assignment, Amendments, Waiver, and Grant Contract Complete

- 8.1. **Assignment.** The Grantee shall neither assign nor transfer any rights or obligations under this grant contract without prior written consent of the IRRRB, approved by the same parties who executed and approved this contract, or their successors in the office.
- 8.2. **Amendments.** Any amendments to this grant contract must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original grant contract, or their successors in the office.
- 8.3. **Waiver.** If the IRRRB fails to enforce any provision of this grant contract, the failure does not waive the provision of IRRRB's right to enforce it.
- 8.4. **Grant Contract Complete.** This grant contract contains all negotiations and agreements between the IRRRB and the Grantee. No other understanding regarding this grant contract, whether written or oral, may be used to bind either party.

## 9 Liability

The Grantee must indemnify, save, and hold the IRRRB, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the IRRRB, arising from the performance of this grant contract by the Grantee or the Grantee's agents or employees. This clause will not be construed to bar any legal remedies the Grantee may have for the IRRRB's failure to fulfill its obligations under this grant contract.

## 10 State Audits

Under Minn. Stat. §16B.98, Subd.8, the Grantee's books, records, documents, and accounting procedures and practices of the Grantee or other party relevant to this grant agreement or transaction are subject to examination by the state and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this grant agreement, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later.

## 11 Government Data Practices and Intellectual Property

The Grantee and IRRRB must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, as it applies to all data provided by the IRRRB under this grant contract, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this grant contract. The civil remedies of Minn. Stat. §13.08 apply to the release of the data referred to in this clause by either the Grantee or the IRRRB.

If the Grantee receives a request to release the data referred to in this Clause, the Grantee must immediately notify the IRRRB. The IRRRB will give the Grantee instructions concerning the release of the data to the requesting party before the data is released. The Grantee's response to the request shall comply with applicable law.

## 12 Workers' Compensation

The Grantee certifies that it is in compliance with Minn. Stat. §176.181, subd. 2, pertaining to workers' compensation insurance coverage. The Grantee's employees and agents will not be considered IRRRB employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the IRRRB's obligation or responsibility.

## 13 Publicity and Endorsement

- 13.1. **Publicity.** Any publicity regarding the subject matter of this grant contract must identify the IRRRB as a supporting agency and must not be released without prior written approval from the IRRRB's Authorized Representative. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Grantee individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this grant contract.
- 13.2. **Endorsement.** The Grantee must not claim that the IRRRB endorses its products or services.

**14 Governing Law, Jurisdiction, and Venue**

Minnesota law, without regard to its choice-of-law provisions, governs this grant contract. Venue for all legal proceedings out of this grant contract, or its breach must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

**15 Termination**

15.1. *Termination by the IRRRB.* The IRRRB may immediately terminate this grant contract with or without cause, upon 30 days' written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

15.2. *Termination for Cause.* The IRRRB may immediately terminate this grant contract if the IRRRB finds that there has been a failure to comply with the provisions of this grant contract, that reasonable progress has not been made or that the purposes for which the funds were granted have not been or will not be fulfilled. The IRRRB may take action to protect the interests of the IRRRB, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.

**16 Data Disclosure**

Under Minn. Stat. §270.65, Subd. 3, and other applicable law, the Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the Grantee to file state tax returns and pay delinquent state tax liabilities, if any.

The records or reports resulting from the work under this grant may be released for public inspection, and both parties shall have the privilege of publishing the reports; providing that publications by either party shall contain a statement of the cooperative relations between the parties hereto.

**17 Additional Provisions**

Specifically, but without limitation, GRANTEE shall comply with and, to the extent required by law shall require its contractors and subcontractors performing work on the Project to comply with: Minnesota Statutes §181.59 (Non-discrimination); Minnesota Statutes §116J.871 and §177.43 (Prevailing Wages); Minnesota Statutes §574.26 (Payment and Performance Bonds); Minnesota Statutes §363A.36 (Certificate of Compliance for private entities); and Minnesota Statutes §116L.66 (Job Listings for grants of \$200,000 or more to any private entity), and the American's with Disabilities Act 42 U.S.C.A. Sect. 12101.

The grant is subject to the provisions in Minnesota Statutes §16B.97 and .98.

This document may be executed in counterparts. The parties may provide electronic signatures pursuant to the authority of Minn. Stat. Ch. 325L.

**\*The remainder of this page is intentionally left blank.**

IN WITNESS WHEREOF, the parties have caused this grant to be duly executed intending to be bound thereby.

APPROVED:

**1. IRRRB FISCAL AGENT:**

By: Electronically approved and signed by Bob Scuffy on 6/30/2016.

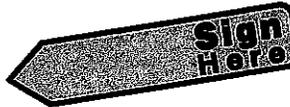
\_\_\_\_\_  
**BOB SCUFFY, JR.**

Title: **ACCOUNTING DIRECTOR**

Date: \_\_\_\_\_

**2. GRANTEE:**

(If a corporation, two corporate officers must execute).



By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

IN WITNESS WHEREOF, the parties have caused this grant to be duly executed intending to be bound thereby.

APPROVED:

**3. STATE AGENCY OR DEPARTMENT:**

By:

\_\_\_\_\_  
**MARK PHILLIPS**

Title: **COMMISSIONER**

Date: \_\_\_\_\_

\_\_\_\_\_  
**-OR-**

By:

\_\_\_\_\_  
**MARY FINNEGAN**

Title: **DEPUTY COMMISSIONER**

Date: \_\_\_\_\_

**GRAND MARAIS LIBRARY BOARD MINUTES**  
**Special Meeting: July 5th, 2016**

**Call to Order**

President Audrey Stattelmann called the meeting of the Grand Marais Library Board to order at 5:34 PM at the Grand Marais Public Library.

**Attendance**

Members Present: Brienne Moody, Jan Sivertson, Audrey Stattelmann, Hillary Freeman and Director, Steve Harsin

Members Absent:, Jay Arrowsmith Decoux and Helen Muth

**Visitors**

There were no visitors at this special meeting.

**Budget**

The purpose of this special meeting was to approve the proposed budget put forth and discussed at the June Library Board meeting. This draft of the 2017 budget was slightly different than the previous reading. Some language had been modified. A motion was made by Freeman, Sivertson to accept the proposed budget. The motion carried. There was discussion about the language to use when presenting the budget to the board of commissioners and to the city council.

**Adjournment** President Audrey Stattelmann adjourned the special meeting at 5:50 pm

Mission Statement: The Grand Marais Public Library contributes to an enlightened, connected community by providing resources and a welcoming environment where people of all ages find information and enjoyment, children discover the wonder of reading, and diversity is celebrated.

## Upcoming Meeting Schedule

Updated July 21, 2016

### JULY

Date/Time	Meeting	Location
Tuesday, July 26, 1:00 p.m.	Housing, City/County/EDA	Courthouse
Wednesday, July 27, 6:30 p.m.	City Council Meeting	Council Chambers

### AUGUST

Date/Time	Meeting	Location
Wednesday, August 10, 6:30 p.m.	City Council Meeting	Council Chambers
Wednesday, August 31, 6:30 p.m.	City Council Meeting	Council Chambers